Tuesday, April 24, 2018  
REGULAR MEETING OF THE BOARD OF TRUSTEES

5:30 p.m. Closed Session  
7:00 p.m. Public Session

333 East 8th Street  
Oakland, CA 94606

Welcome to a meeting of the Peralta Community College District Board of Trustees. Meetings of the Peralta Community College District Governing Board are Broadcast Live on KGPC, 96.9FM, and Peralta TV on Cable Channel 27 in Alameda and Berkeley, Cable Channel 28 – Oakland, Emeryville, and Piedmont and Channel 99 on AT&T U-Verse. Listed agenda times are estimates. Live stream video of the meetings, agendas, minutes, and all open session reports and meeting materials are available for viewing on BoardDocs:

Link on the Peralta Board Website: http://web.peralta.edu/trustees/  
PLEASE TURN OFF YOUR CELL PHONES DURING THE MEETING - THANK YOU!

### 1. PUBLIC COMMENT ON CLOSED SESSION ITEMS

#### 2. CLOSED SESSION

| Subject | 2.1 Conference with Labor Negotiator Largent, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6) |
|---------|---------------------------------------------------------------------------------------------------------------------------------
| Meeting | Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES                                                                 |
| Category| 2. CLOSED SESSION                                                                                                               |
| Type    | Information                                                                                                                     |

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.2 Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES</td>
</tr>
<tr>
<td>Category</td>
<td>2. CLOSED SESSION</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td></td>
<td>Conference with Legal Counsel (54956.9(a)), Williams v. PCCD, Alameda County Superior Court, Case No. HG-14730396.</td>
</tr>
<tr>
<td></td>
<td>Conference with Legal Counsel (54956.9(a)), In re Municipal Derivatives Antitrust Litigation, U.S. District Court, Southern District of New York, Case No. 1:08-cv-02516-VM-GWG.</td>
</tr>
<tr>
<td></td>
<td>Conference with Legal Counsel (54956.9(a)), R. Young v. Peralta Community College District, Case No. 14-cv-05351-JD.</td>
</tr>
<tr>
<td></td>
<td>Conference with Legal Counsel (54956.9(a)), Nunez et al. v. Peralta Community College District et al., Case No. RG16827433</td>
</tr>
<tr>
<td></td>
<td>Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (4 cases)</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Subject</th>
<th>2.3 Public Employee Appointment (Government Code Section 54957)</th>
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</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES</td>
</tr>
<tr>
<td>Category</td>
<td>2. CLOSED SESSION</td>
</tr>
<tr>
<td>Type</td>
<td>Information</td>
</tr>
<tr>
<td></td>
<td>1. Recommendation to appoint the Director for Facilities and College Operations, Merritt College.</td>
</tr>
<tr>
<td></td>
<td>2. Recommendation to extend the appointment of the Interim Dean of College Research and Planning, College of Alameda.</td>
</tr>
<tr>
<td></td>
<td>3. Recommendation to appoint the Director of Enterprise Services, District Office.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject</th>
<th>2.4 Public Employee Discipline/Dismissal/Release</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES</td>
</tr>
<tr>
<td>Category</td>
<td>2. CLOSED SESSION</td>
</tr>
</tbody>
</table>
The Board is provided respective salaries in closed session for information purposes only, if any. The Board is reminded not to discuss personnel matters outside of closed session.

### 3. OPEN SESSION

#### Subject

<table>
<thead>
<tr>
<th>2.5 Public Employee Evaluation</th>
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<tbody>
<tr>
<td>2. CLOSED SESSION</td>
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<table>
<thead>
<tr>
<th>3.1 Pledge of Allegiance</th>
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<tbody>
<tr>
<td>3. OPEN SESSION</td>
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</table>

<table>
<thead>
<tr>
<th>3.2 Roll Call</th>
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<tbody>
<tr>
<td>3. OPEN SESSION</td>
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</table>

<table>
<thead>
<tr>
<th>3.3 Report of Action Taken in Closed Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. OPEN SESSION</td>
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</table>

<table>
<thead>
<tr>
<th>3.4 Approval of the Agenda</th>
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<tbody>
<tr>
<td>3. OPEN SESSION</td>
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</tbody>
</table>

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<thead>
<tr>
<th>3.5 Approval of the Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. OPEN SESSION</td>
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</tbody>
</table>

**Type**
- Chancellor
### 3.6 Associated Student Government Reports
**Meeting**: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES  
**Category**: 3. OPEN SESSION  
**Type**: Information

### 3.7 Peralta Classified Senate Report
**Meeting**: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES  
**Category**: 3. OPEN SESSION  
**Type**: Information

### 3.8 District Academic Senate Report
**Meeting**: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES  
**Category**: 3. OPEN SESSION  
**Type**: Information

### 3.9 Public Communication
At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both have completed a speaker's card, and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings.

http://web.peralta.edu/trustees/board-policies/

### 3.10 Chancellor's Reports
**Meeting**: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES  
**Category**: 3. OPEN SESSION  
**Type**: Information

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**File Attachments**
- [4.27.18 Board of Trustees Report - Merritt College.pdf](4.27.18 Board of Trustees Report - Merritt College.pdf) (10,567 KB)

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### 4. PUBLIC HEARING - HUMAN RESOURCES
4.1 Public Hearing: Sunshining of Contract Reopeners for Negotiations from the International Union of Operating Engineers (IUOE Local 39) to the District for Regular and Hourly Employees.  
**Presenter:** Vice Chancellor Largent

**Meeting**  
Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**  
4. PUBLIC HEARING - HUMAN RESOURCES

**Type**  
Action (Consent)

**Preferred Date**  
Apr 24, 2018

**Absolute Date**  
Apr 24, 2018

**Background/Analysis:**

Pursuant to Government Code 3547(c), the public shall have an opportunity to comment on Local 39's Notice of its proposed contract reopeners with the District. This item, received at the March 27, 2018 Board meeting, introduced IUOE Local 39's proposals for full contract negotiations for the Agreement between the District and IUOE Local 39 effective July 1, 2018 through June 30, 2021. IUOE Local 39 wishes to open and negotiate the following articles:

**For Regular Local 39 Employees:**
- Article 9: Leaves
- Article 10: Filling of Vacancies
- Article 12: Hours of Work
- Article 14: Stand-by Pay
- Article 15: Position Audits/Classification Study
- Article 17: Vacation Pay
- Article 18: Holiday Schedule
- Article 21: Transfers
- Article 24: Health & Welfare Benefits
- Article 26: Pay and Allowances

**For Hourly Local 39 Employees:**
- Article 8: Hours and Overtime
- Article 9: Pay and Allowances

The Union reserves the right to amend, modify, change, add to, or subtract from, the above-listed articles during the negotiation process.

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

All Board-recommended contracts are subject to negotiations and execution by the Chancellor. The Chancellor recommends adoption of these initial proposals.

**File Attachments**
- LOCAL 39’S PROPOSALS FOR REGULAR EMPLOYEES FOR SUNSHINE 2018-2021.pdf (85 KB)
- LOCAL 39’S PROPOSALS FOR HOURLY EMPLOYEES FOR SUNSHINE 2018-2021.pdf (79 KB)

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**5. CONSENT CALENDAR - BOARD MATTERS**

**Subject**  
5.1 CCCT Board Election Slate. **Presenter:** Board President Brown
Meeting: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category: 5. CONSENT CALENDAR - BOARD MATTERS

Type: Action (Consent)

Background/Analysis:

Included in Trustee packets for consiceration and action is a slate of candidates for the CCCT Board of the Community College League of California, due April 25, 2018. This year there are five (5) seats up for re-election on the board, with three incumbents running and two vacancies due to the three-term limit. Recommended for the slate are:

- *Ann Ransford, Glendale CCD
- Eric Payne, State Center CCD
- Greg Penska, Allan Hancock CCD
- Greg Bonaccorsi, Oxnard CCD
- *Don Edgar, Sonoma County CCD

*Incumbent

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A

File Attachments
2018 CCCT Board Election Sample Ballot Packet.PDF (1,570 KB)

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Subject: 5.2 Consider Approval of First Reading on Proposed Board Policies Presenter: Chancellor Laguerre

Meeting: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category: 5. CONSENT CALENDAR - BOARD MATTERS

Type: Action (Consent)

Background/Analysis:

The Board will conduct a first reading of the Board Policies. The following policies are presented for review and will return to a future Board meeting for adoption.

- BP 4300 Field Trips and Excursions
- BP 7310 Nepotism

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A

File Attachments
BP 4300 Field Trips and Excursions.pdf (38 KB)
BP 7310 Nepotism.pdf (39 KB)
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**Subject**

5.3 Consider Approval of Out of State Travel pursuant to Board Policy 7400. Presenter: Chancellor Laguerre

**Meeting**

Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

5. CONSENT CALENDAR - BOARD MATTERS

**Type**

Action (Consent)

**Preferred Date**

Apr 24, 2018

**Absolute Date**

Apr 24, 2018

**Fiscal Impact**

No

**Budgeted**

Yes

**Background/Analysis:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Travel Location</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Bay</td>
<td>Las Vegas, NV Infocomm The Audiovisual and Integrated Experience Event</td>
<td>June 5, 2018 - June 8, 2018</td>
</tr>
<tr>
<td>Michael Chambers</td>
<td>Austin, TX NASFAA Conference 2018</td>
<td>June 24, 2018 - June 28, 2018</td>
</tr>
<tr>
<td>Kim Dinh</td>
<td>Whitefish, MT WASEA-SASEA Conference &amp; SEE Training</td>
<td>June 4, 2018 - June 8, 2018</td>
</tr>
<tr>
<td>Joseph Koroma</td>
<td>Austin, TX NASFAA Conference 2018</td>
<td>June 24, 2018 - June 27, 2018</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>Washington, DC United States Senate Career and Technical Education Caucus</td>
<td>May 16, 2018 - May 18, 2018</td>
</tr>
<tr>
<td>Peter Nguyen</td>
<td>Austin, TX NASFAA Conference 2018</td>
<td>June 24, 2018 - June 27, 2018</td>
</tr>
<tr>
<td>Jim Stein</td>
<td>Las Vegas, NV Infocomm The Audiovisual and Integrated Experience Event</td>
<td>June 5, 2018 - June 8, 2018</td>
</tr>
</tbody>
</table>

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

N/A

**File Attachments**

Out of State Travel - BOT 04-24-18.pdf (821 KB)

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**Subject**

5.4 Consider Ratification of Out of State Travel pursuant to Board Policy 7400. Presenter: Chancellor Laguerre
6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject: 6.1 Consider Approval of a Contract Education Agreement between College of Alameda's Aviation Maintenance Technology (AMT) program and SY Academy for 2018/2019 for $340,931.00.  
Presenter: Vice Chancellor Brown

Meeting: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category: 6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type: Action (Consent)

Preferred Date: Apr 24, 2018

Absolute Date: Apr 24, 2018

Fiscal Impact: Yes

Dollar Amount: $340,931.00

Budgeted: Yes

Budget Source: N/A (Revenue)

Item Summary:

This is a revenue-generating Contract Education Agreement between College of Alameda and SY Academy via the Office of International Education and Academic Affairs. The Contract Education Agreement is to deliver 43 units of the Aviation Maintenance Technology (AMT) Program beginning the fall 2018 semester and concluding at the conclusion of the summer 2019 session. The cohort of students, all
identified by SY Academy, will obtain a Certificate of Achievement in Airframe upon successful completion of the entire program. The contract includes all instructional costs, aides, support, departmental and administrative fees. Books and supplies will be purchased by the students upon arrival. All logistics for international admissions, enrollment, payments and other items will be coordinated between the Office of International Education and College of Alameda.

Background/Analysis:

The Office of International Education has been actively seeking opportunities to expand college course offerings through contract education. By diversifying the delivery of our programs and services, our program can create stronger connections with individuals, companies and institutions. SY Academy has worked with the Office of International Education for many years and an opportunity to offer a Certificate Program via contract education arose. College of Alameda administration and Aviation Maintenance Technology Department, the Office of International, and Academic Affairs met regarding this opportunity and formalized the Contract Education Agreement.

SY Academy, located in Berkeley, California, provides privatized student support services for international students. In addition, it works closely with UC Berkeley Extension as well as other local institutions in providing specialized programs and recruitment. SY Academy has previously purchased PCCD courses via Contract Education and this contract represents a greater development and expansion of our relationship. SY Academy is conducting all recruitment and selection of students for entry to the program.

Deliverables and Scope of Work:

The revenue for the program is as follows:
- Instructional costs: $203,149
- Administrative: $94,050
- Support: $31,976
- Department: $11,756

Total: $340,931.00

Anticipated Completion Date:

August, 2019 session

Evaluation and Recommended Action:

Consider Approval of Contract Education Agreement

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Subject 6.2 Consider approval of the Contract for the Independent Contractor/Consultant Randolph Belle (ICC# 21201) in the amount of $10,700. Presenter: President Karas

Meeting Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 6. CONSENT CALENDAR - ACADEMIC AFFAIRS
Type Action (Consent)
Preferred Date Apr 24, 2018
Absolute Date Apr 24, 2018
Fiscal Impact Yes
Dollar Amount $10,700.00
Budgeted Yes
Budget Source CTE Tech Prep - COA

Background/Analysis:

N/A
Deliverables and Scope of Work:

Mr. Belle will provide marketing services to the College of Alameda such as photography, graphic design, and printing for its Career Education programs in the amount of $10,700. Mr. Belle has an existing contract with Laney College for the amount of $25,000 to provide graphic design services to the College of Alameda’s Career Education programs. The contract addendum for College of Alameda is for separate services.

The College of Alameda contract will bring Mr. Belle’s total District contract amount above the $25,000 threshold, to $35,700 for the fiscal year.

Funding Source is as follows:

<table>
<thead>
<tr>
<th>ICC Number</th>
<th>Amount</th>
<th>Funding Source</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICC# 14860</td>
<td>$25,000</td>
<td>General Funds</td>
<td>Laney</td>
</tr>
<tr>
<td>ICC# 21201</td>
<td>$10,700</td>
<td>CTE Tech Prep</td>
<td>College of Alameda</td>
</tr>
<tr>
<td>Total</td>
<td>$35,700</td>
<td></td>
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</tr>
</tbody>
</table>

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action:

Mr. Belle has a proven track record within the Peralta Community College District in the area of marketing, design and photography. He has also successfully produced marketing materials for Laney College. Mr. Belle was chosen based on his experience and quality of work. The approval of his contract addendum is recommended.

File Attachments

- ICC 14860 - Randolph Belle FY2017-18 fully executed.pdf (2,428 KB)
- RCB_SoW_20171018.pdf (419 KB)
- ICC 21201 Randolph Belle - COA BOT 4-24-2018.pdf (897 KB)

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Subject 6.3 Consider approval of the Addendum for the Independent Contractor/Consultant Cathy Summa-Wolfe (ICC#21279) in the amount of $15,000 for a total of $39,999. Presenter President Karns

Meeting Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type Action (Consent)

Preferred Date Apr 24, 2018

Absolute Date Apr 24, 2018

Fiscal Impact Yes

Dollar Amount $15,000.00

Budgeted Yes

Budget Source General Fund

Background/Analysis:

Cathy Summa-Wolfe has been engaged to provide communication and public information related services to the College of Alameda. The contract reached its original ICC funding limit in March 2018. This was partly due to an unexpected amount of time required to coordinate the College of Alameda Class Schedule content, including wraps, photographs, ads, and art.

Deliverables and Scope of Work:

Cathy Summa-Wolfe will complete the tasks in the original ICC and some additional end of year projects, including the production of a CoA Annual Report, public information support of graduation and award ceremonies.
In addition, the addendum increase allows support of the following items until the end of the fiscal year. Projects will include:

- Write and edit president's messages for official publications, including newsletter and Board Reports.
- Maintenance of social media accounts, including Twitter, Facebook, and LinkedIn among others.
- Planning and coordination of the President's Roundtable events.
- Facilitate production of new and continuing printed and digital publications for the President's Office, including Annual Report, class listings, postcards, and brochures among others.
- Recommend and coordinate, as needed, the work of additional communications contractors such as writers, editors, graphic designers, advertising agency, videographers, and/or event coordinators among others as needed.
- Provide photography services for events, and facilitate hiring additional photographers for special projects.
- Assist in press relations, community relations, government relations, and emergency communications.

Funding Source is as follows:

<table>
<thead>
<tr>
<th>ICC Number</th>
<th>Amount</th>
<th>Funding Source</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICC#21279</td>
<td>$24,999</td>
<td>General Funds</td>
<td>College of Alameda</td>
</tr>
<tr>
<td>ICC#21279 Addendum</td>
<td>$15,000</td>
<td>General Funds</td>
<td>College of Alameda</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$39,999</strong></td>
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</table>

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action:

This contractor has built key relationships within CoA college community in enhancing our communication and partnership opportunities. She has performed her contractual duties and regularly meets with the College President. It is recommended to approve the contract addendum.

File Attachments
- ICC 21279 Cathy Summa-Wolfe.pdf (3,531 KB)
- ICC 21279 Addendum 1 Wolfe.pdf (143 KB)

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Subject: 6.4 Consider Approval of an Agreement with Linden Travel to Conduct Travel Related Services for Study Abroad Programs in the Amount of $59,904.00. Presenter: Dr. Siri Brown

Meeting: Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category: 6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type: Action (Consent)

Preferred Date: Apr 24, 2018

Absolute Date: Apr 24, 2018

Fiscal Impact: Yes

Dollar Amount: $59,904.00

Budgeted: Yes

Budget Source: General Funds

Item Summary:

The contractor, Linden Travel, will coordinate travel services for Congresswoman Barbara Lee's China-United States Exchange Foundation Summer Student Study Visits and Perelte's Global Social Justice Pilot Project to Jamaica, as approved by DAS, DAASSC and PBC. Services will include flights/travel, visas, accommodations, and logistics for both student centered programs. Both programs are for PCCD students, staff, and faculty from all four colleges. The total compensation will be financed by each of the four colleges, the Office of International Education, and Academic Affairs. The purpose is to expand global educational learning for PCCD students.

Background/Analysis:
Linden Travel provides travel related services to several Peralta study abroad programs and has done so for many years. This academic year, they were contracted to assist in travel-related recruitment and other PCCD study abroad programs.

The purpose of this agreement is to provide travel and travel-related services for Congresswoman Barbara Lee’s China-United States Exchange Foundation Summer Student Study Visits and Peralta’s Global Social Justice Pilot Project to Jamaica.

**Deliverables and Scope of Work:**

**Jamaica Social Justice Travel Services to Include:**

Airfare, Travel Insurance, Accommodations, Museum Entry Fees, In-Country Transportation, Meals and Guest Lectures

Total: $34,800

**Rep. Barbara Lee Delegation to China Travel Services to Include:**

Airfare, Visas and Travel Insurance

Total: $25,104.00

**Anticipated Completion Date:**

August, 2018

**Evaluation and Recommended Action:**

Approve Agreement

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**Subject**

6.5 Consider Approval of a Contract in the amount of $30,300 for PCCD Community Radio Contractors. Presenter: Vice Chancellor Brown

**Meeting**

Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

**Type**

Action (Consent)

**Preferred Date**

Apr 24, 2018

**Absolute Date**

Apr 24, 2018

**Fiscal Impact**

Yes

**Dollar Amount**

$30,300.00

**Budgeted**

Yes

**Budget Source**

Fund 01

**Background/Analysis:**

The Department of Public Information seeks approval for ICC#22514 in the amount not-to-exceed $30,300 for Kathryn Slyer for the continued provision of radio productions in FY 2018-19. Independent contractors are needed on a part-time basis to assist with the running of Peralta’s student/community radio station. The unusual hours of radio shifts (nights and weekends for the convenience of the student DJs) precludes using regular staff. This ICC is funded through budgeted monies from the General Fund for the Department of Public Information, Communications and Media.

**Deliverables and Scope of Work:**

The running of Peralta’s student/community radio station (KGPC-LP FM, 96.9) which includes: Promotion of same via social media and networking events; recruiting and training student DJs; providing technical production during shows; uploading podcasts; maintaining station website; producing FCC reports, and other related duties as assigned.
Anticipated Completion Date:

Contract Period is July 1, 2018 through June 30, 2019

Evaluation and Recommended Action:

The Chancellor recommends approval

Subject

6.6 Consider Approval of a Contract for Emmanuel Imah to Provide Job Coaching Services in the Laney College Employment Services Center in the amount of $14,400. Presenter: President Glikerson

Meeting
Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type
Action (Consent)

Preferred Date
Apr 24, 2018

Absolute Date
Apr 24, 2018

Fiscal Impact
No

Dollar Amount
$14,400.00

Budgeted
Yes

Budget Source
Grant for Services from the Lao Family Community Development Center

Background/Analysis:

Laney College was given a grant extension from the Lao Family Community Development center for the current fiscal year which provided funding to provide additional job coaching services for refugee students. This additional funding created the opportunity to initiate a new assignment for Mr. Imah through the end of June. Mr. Imah’s resume is attached. Mr. Imah has been working with Laney College since 2016. Mr. Imah has an MBA from the University of Nigeria, Enugu Campus and over 12-years of job coaching experience, relationship management, account management, sales, and community organizing and development.

<table>
<thead>
<tr>
<th>ICC Number</th>
<th>Amount</th>
<th>Funding Source</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICC#22174</td>
<td>$19,440</td>
<td>Grant</td>
<td>Laney College</td>
</tr>
<tr>
<td>ICC#22191</td>
<td>$14,400</td>
<td>Grant</td>
<td>Laney College</td>
</tr>
<tr>
<td>Total</td>
<td>$33,840</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:

Mr. Imah will provide job coaching services in the Employment Services Center to refugee students. These services include pre-employment activities such as resume preparation, job search organization, soft skill development and interviewing skill development. In addition, Mr. Imah will provide job referrals and maintain case files and database to track student progress to employment.

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action:

Approval
All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Subject 6.7 Consider Ratification of Peralta Colleges Foundation ICC to Support Umoja Student Participation in an HBCU tour in the amount of $34,819.20. Presenter: Vice Chancellor Brown

Meeting Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type Action (Consent)

Preferred Date Apr 24, 2018

Absolute Date Apr 24, 2018

Fiscal Impact Yes

Dollar Amount $34,819.20

Budgeted Yes

Budget Source PASS and Equity Funds

Background/Analysis:

PCCD Umoja students and faculty attended an HBCU (Historically Black Colleges and University) tour to visit and apply to 10 HBCUs including Howard University, North Carolina A&T and Morehouse. The tour included 18 students and 2 staff from Merritt, Laney and BCC and allowed transfer ready Umoja students to expand their transfer options and inspire them to continue on a path of educational completion and success. The Peralta Colleges Foundation assisted in the program by providing support for securing logistics and pre-paying for travel and related services needed for participation.

The Peralta Colleges Foundation previously supported efforts in sending a district-wide group of 25 students to the Umoja State Conference during the fall 2017 semester by providing support in securing logistics in the amount of $15,212.60. See below:

<table>
<thead>
<tr>
<th>PCF Contract</th>
<th>Date</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Umoja Conference</td>
<td>11/4/2017</td>
<td>15,212.60</td>
</tr>
<tr>
<td>HBCU Tour</td>
<td>04/8/2017</td>
<td>34,319.20</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>50,531.80</strong></td>
<td></td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:

HBCU Tour Services:
Airfare, Accommodations, Dreams HBCU Tour Organization, Foundation Fee TL: $34,819.20

Anticipated Completion Date:
April, 2018

Evaluation and Recommended Action:

Addendum Ratification

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be
heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

7. CONSENT CALENDAR - FINANCE

Subject 7.1 Consider Ratification of the Warrant/Payment Report for the period covering February 26, 2018 through March 25, 2018. Presenter: Vice Chancellor Johnson

Meeting Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 7. CONSENT CALENDAR - FINANCE

Type Action (Consent)

Preferred Date Apr 24, 2018

Absolute Date Apr 24, 2018

Fiscal Impact Yes

Budgeted Yes

Background/Analysis:

Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from February 26, 2018 through March 25, 2018. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

The Chancellor recommends ratification.

File Attachments
Warrant Report 032518.pdf (485 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Subject 7.2 Consider Approval of Budget Transfer Report for the period covering from February 26, 2018 through March 25, 2018. Presenter: Vice Chancellor Johnson

Meeting Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 7. CONSENT CALENDAR - FINANCE

Type Action (Consent)

Preferred Date Apr 24, 2018

Absolute Date Apr 24, 2018

Fiscal Impact No

Budget Source N/A

Background/Analysis:

Consider approval of Budget Transfer Report covering the period from February 26, 2018 through March 25, 2018.

Deliverables and Scope of Work:
Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

Budget Transfer Report 032518.pdf (453 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Subject

7.3 Review of Purchase Order Report for the period covering from February 26, 2018 through March 25, 2018. Presenter: Vice Chancellor Johnson

Meeting

Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - FINANCE

Type

Action (Consent)

Preferred Date

Apr 24, 2018

Absolute Date

Apr 24, 2018

Background/Analysis:

All payments from the funds of a community college district are made by the use of Purchase Orders and within the parameters prescribed in Board Policy 6330 and Administrative Procedures 6340.

The Purchase Order Report is being presented for review in accordance with Education Code Section 81656 which states, "All transactions entered into by the officer or employee (designated employees enumerated in AP 6330) shall be reviewed by the Board of Trustees every 60 days." This Purchase Order Report contains all orders issued from February 26, 2018 through March 25, 2018, which have been issued in accordance with applicable policies, procedures and laws by an authorized officer of the District. The Purchase Order Report is brought to the Board for informational purposes only.

Deliverables and Scope of Work:

Item title:

Purchase Order Report

The table below provides a summary by funding source of the number of orders issued and total dollar value.

<table>
<thead>
<tr>
<th>Fund Code : 01 GENERAL UNRESTRICT OPER</th>
<th>Number of Orders Issued</th>
<th>Total Dollar Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>629</td>
<td>525,110.39</td>
<td></td>
</tr>
<tr>
<td>Fund Code : 02 ONE TIME STATE ALLOCATION</td>
<td>8</td>
<td>7,810.43</td>
</tr>
<tr>
<td>Fund Code : 03 COMM. SERV-FEE EASED COURSE</td>
<td>3</td>
<td>1,411.80</td>
</tr>
<tr>
<td>Fund Code : 07 COLL. FDS ON BOOKSTORE COMM</td>
<td>2</td>
<td>3,464.72</td>
</tr>
<tr>
<td>Fund Code : 10 COLLEGE DESIGNATED FUNDS</td>
<td>199</td>
<td>100,081.52</td>
</tr>
<tr>
<td>Fund Code : 11 GENERAL RESTRICTED FUND</td>
<td>1484</td>
<td>853,804.99</td>
</tr>
<tr>
<td>Fund Code : 12 PARCEL TAX, MEASURE B</td>
<td>59</td>
<td>26,256.97</td>
</tr>
<tr>
<td>Fund Code : 61 CAP. OUT. PROJ. FUNDS-STATE</td>
<td>11</td>
<td>12,515.23</td>
</tr>
<tr>
<td>Fund Code : 63 Bond Measure A</td>
<td>15</td>
<td>755,053.89</td>
</tr>
<tr>
<td>Fund Code : 65 BOND MEASURE E '2000)- LOCAL B</td>
<td>3</td>
<td>12,758.03</td>
</tr>
<tr>
<td>Fund Code : 68 CHILD DEVELOPMENT FUND</td>
<td>112</td>
<td>310,154.56</td>
</tr>
<tr>
<td>Fund Code : 69 sp RESERVE FD #2 REDEV &amp; HEALT</td>
<td>3</td>
<td>132,001.21</td>
</tr>
<tr>
<td>Fund Code : 71 TRUST AND AGENCY FUNDS</td>
<td>18</td>
<td>8,296.48</td>
</tr>
<tr>
<td>Fund Code : 80 SELF-INSURANCE FUND</td>
<td>1</td>
<td>1,381.35</td>
</tr>
</tbody>
</table>
Anticipated Completion Date:
N/A

Evaluation and Recommended Action:
The Chancellor recommends review.

File Attachments
PO Report 032518.pdf (541 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Subject 7.4 Consider Approval of the Planning and Budget Integration Model Annual Integrated Planning Calendar for Fiscal Year 2018-19. Presenter: Vice Chancellor Johnson
Meeting Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 7. CONSENT CALENDAR - FINANCE
Type Action (Consent)
Preferred Date Apr 24, 2018
Absolute Date Apr 24, 2018
Fiscal Impact No

Background/Analysis:
Consider Approval of the Fiscal Year 2018-19 Planning and Budget Integration Model Annual Integrated Planning Calendar, previously referred to as the Budget Development Calendar. The annual integrated planning calendar has been created in accordance with Board Policy 6200 and Administrative Procedure 6200 and is now being presented to the Board of Trustees for review and approval.

Deliverables and Scope of Work:
N/A

Anticipated Completion Date:
N/A

Evaluation and Recommended Action:
The Chancellor recommends approval.

File Attachments
Planning And Budget Integration Model Annual Integrated Planning Calendar 14Dec17.pdf (76 KB)
BUDGET_PROCESS_TIMELINE_DRAFT_FOR_BOT_03282018.pdf (54 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

8. CONSENT CALENDAR - HUMAN RESOURCES

Subject 8.1 Consider Approval of Short-term assignments. Presenter: Vice Chancellor Largent
Meeting  Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category  8. CONSENT CALENDAR - HUMAN RESOURCES
Type  Action (Consent)

Background/Analysis:

Presenter: Vico Chancellor Largent

Pursuant to California Education Code Section 88003, the below list contains the name, date of hire, assignment end date, position title, and site location of candidates recommended for short-term assignments in non-academic classified positions. Each candidate's assignment will not exceed the position title into which the candidate is assigned.

"The District has complied with the applicable provisions of the Education Code"

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Date of Hire</th>
<th>End Date</th>
<th>Position Title</th>
<th>Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asseko</td>
<td>Ronald</td>
<td>4/25/18</td>
<td>8/30/18</td>
<td>Inst Asst/CIS</td>
<td>L</td>
</tr>
<tr>
<td>Carrillo</td>
<td>Demaris</td>
<td>4/25/18</td>
<td>8/30/18</td>
<td>Staff Asst/Admin (General)</td>
<td>D</td>
</tr>
<tr>
<td>Galindo</td>
<td>Alexandra</td>
<td>4/25/18</td>
<td>8/30/18</td>
<td>Interpreter III</td>
<td>All</td>
</tr>
<tr>
<td>Girma</td>
<td>Mattios</td>
<td>4/25/18</td>
<td>6/29/18</td>
<td>Staff Asst/Admin (General)</td>
<td>M</td>
</tr>
<tr>
<td>Hermens</td>
<td>Elizabeth</td>
<td>6/12/18</td>
<td>8/30/18</td>
<td>Inst Asst/Machine Tech</td>
<td>L</td>
</tr>
<tr>
<td>Lee</td>
<td>Jonathan</td>
<td>6/12/18</td>
<td>8/30/18</td>
<td>Inst Asst/Machine Tech</td>
<td>L</td>
</tr>
<tr>
<td>Moreno</td>
<td>Evelyn</td>
<td>4/25/18</td>
<td>8/30/18</td>
<td>Staff Asst/Student Services</td>
<td>L</td>
</tr>
<tr>
<td>Nguyen</td>
<td>Julia</td>
<td>4/25/18</td>
<td>8/30/18</td>
<td>Staff Asst/Instruction</td>
<td>B</td>
</tr>
<tr>
<td>Phong</td>
<td>Jenny</td>
<td>4/25/18</td>
<td>8/30/18</td>
<td>Inst Asst/Radiological Science</td>
<td>M</td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

Consider Approval of Short-Term Assignments - Hiring of Non-Academic Short-Term Employees

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

9. CONSENT CALENDAR - FACILITIES

Subject  9.1 Consider Approval of Change Order No. 9 for W.E. Lyons Construction Co. in the amount of $43,692.90 for the BEST Center Project at Laney College. Presenter: Director Lynch McMahon.

Meeting  Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category  9. CONSENT CALENDAR - FACILITIES
Type  Action (Consent)
Preferred Date  Apr 24, 2018
Absolute Date  Apr 24, 2018
Fiscal Impact  Yes
Dollar Amount  $43,692.90
Budgeted  Yes
Background/Analysis:

The District entered into contract #2457 with W.E. Lyons Construction Co. to provide construction services for the BEST Center project at Laney College. (Resolution 15/16-07, approved 6 October 2015)

Over the course of the project's three years, the scope of work was changed and several components that make the facility an energy efficient, ultra low-energy (a "passive house") compliant structure were removed in value engineering sessions. Subsequently, many of the items deleted have been added back into the project to meet the specific project requirements for the National Science Foundation Grant requirements for passive house compliance. Due to complications in the design requirements, the District has also had to extend the project completion date several times to solve the design challenges faced by the construction team. We anticipate completion of the project in May 2018 once all passive house testing is completed and compliance achieved.

Change Orders #1-8 were previously approved by the Peralta Board of Trustees and are attached for reference. Change Order #9 is providing for changes encumbered in the past three months for passive house certification and compliance work. A chart ("Total Contract") summarizing changes, including CO #9, is attached for reference.

The Change Order Summary is:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Description</th>
<th>Board Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract</td>
<td>$4,509,305.00</td>
<td>Original Contract Executed</td>
<td>October 2015</td>
</tr>
<tr>
<td>CO 1</td>
<td>$57,736.16</td>
<td>Design changes to wall systems</td>
<td>August 2016</td>
</tr>
<tr>
<td>CO 2</td>
<td>$54,459.63</td>
<td>Revision to doors and window types</td>
<td>January 2017</td>
</tr>
<tr>
<td>CO 3</td>
<td>$174,088.68</td>
<td>General Condition Overhead</td>
<td>June 2017</td>
</tr>
<tr>
<td>CO 4</td>
<td>$8,328.30</td>
<td>Extend Builders risk Insurance</td>
<td>September 2017</td>
</tr>
<tr>
<td>CO 5</td>
<td>$37,028.38</td>
<td>Change out supply exhaust fans</td>
<td>September 2017</td>
</tr>
<tr>
<td>CO 6</td>
<td>$62,871.38</td>
<td>Electrical upgrades due to owner initiated changes</td>
<td>October 2017</td>
</tr>
<tr>
<td>CO 7</td>
<td>$6,334.20</td>
<td>Required changes to plumbing connections and elec. plug upgrade</td>
<td>November 2017</td>
</tr>
<tr>
<td>CO 8</td>
<td>$18,899.49</td>
<td>Insurance premiums and increased cost for materials</td>
<td>December 2017</td>
</tr>
<tr>
<td>CO 9</td>
<td>$43,692.90</td>
<td>MEP changes to systems for re-test</td>
<td>Anticipated April 2018</td>
</tr>
<tr>
<td>Contract time extension to June 30, 2018</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$5,060,724.32</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

W.E. Lyons Construction Co. has been in business since 1926. Mr. Greg Lyons is the current President of the company. California Contractor's License #180607 AB.

Address: 1301 Ygnacio Valley Road, Walnut Creek, California 94598.
Phone: 925-658-1600
Website: www.welyons.com

Deliverables and Scope of Work:

Change Order # 9 scope of work will include the following:
1. Upgrade building envelope to prepare for re-test required for certification.
2. Extend Builder's Risk Insurance to cover remaining fieldwork contract time duration.
3. Completion of the work outlined in MEP Punch-list Item #19 (instrumentation at pumps and heat exchangers).
4. Extend contract time to cover fieldwork and administrative closure of the contract through June 30, 2018.

Anticipated Completion Date:

Contract scope of work is estimated to be completed in May 2018. Final closeout is expected to occur by June 30, 2018.

Evaluation and Recommended Action:

The Facilities Project Manager, Director of Capital Projects and Facilities, Director of Finance and Administration, and the Chancellor recommend approval of CO #9 for W.E. Lyons Construction Co. in the amount of $43,692.90.
All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar Items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Subject

9.2 Consider Approval of a Contract for Food and Supplies for Laney Cafeteria and Bistro Operation (RFP 17-18/26) with Sysco. Presenter: President Gilkerson / Vice Chancellor Ikharo.

Meeting
Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
9. CONSENT CALENDAR - FACILITIES

Type
Action (Consent)

Preferred Date
Apr 24, 2018

Absolute Date
Apr 24, 2018

Fiscal Impact
Yes

Dollar Amount
$369,323.30

Budgeted
Yes

Budget Source
Fund 10

Background/Analysis:

Formal requests for bids conducted on January 26, 2018 and February 2, 2018 and bids were solicited from a variety of vendors. Two vendors attended the pre-bid conferences. Sysco was the sole bidder for $369,323.30 per year contract, with an option to renew for an additional two years, resulting in a three-year term. If renewed for the two additional years, the total contract price for the three-year term is estimated at $1,107,969.90. The Administration recommends the award of the contract to Sysco. There is no guarantee that more than one bid will be received if the project is re-bid for a second time.

<table>
<thead>
<tr>
<th>Vendors</th>
<th>Price Quote</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sysco</td>
<td>$369,323.30</td>
<td>San Francisco, CA</td>
</tr>
<tr>
<td>BIRITE</td>
<td>Non-Responsive</td>
<td>Brisbane, CA</td>
</tr>
</tbody>
</table>

(NYSE:Sysco provided the lowest and responsive bid for these good and services. Sysco San Francisco is a corporation (Sysco Corporation: 'SYY') and services Laney College employing Greg Thompson as our service/sales representative. Sysco San Francisco has a warehouse at 900 Stewart Ave. Fremont, CA in the County of Alameda.

Deliverables and Scope of Work:

Food supplies and paper products are needed for Laney College to operate the Cafeteria and Bistro restaurant. Throughout the academic year, Laney College administrators will continue to order daily and weekly the items needed for the coming week's operation from Sysco. Generally, Sysco offers the following types of items to Laney College and deliver supplies within 24 hours of order. Other items and their prices are listed in Attachment #2.

- Perishable and non-perishable goods;
- Paper products (i.e., napkins, tissue paper, bags, take-out containers, etc.);
- Cleaning supplies;
- Fresh meats and fish;
- Fresh fruits and vegetables;
- Seasonal supplies (i.e., pumpkins, fresh flowers, decorations, etc.);
- Organically grown products;
• Condiments and spices;
• Plasticware (compostable where possible), lids, straws, etc.; and
• Provide monthly and quarterly reports of spending on food and supplies.

The contract amount was developed based on historical information on previous products and Laney's overall prior annual volume of purchases to determine the estimated Not-to-Exceed budget for this current contract. This contract (Attachment #1) with Sysco is for a three-year term at a not-to-exceed amount of $369,323.30 per year, depending on supplies and products ordered. After the first year and upon a satisfactory performance evaluation by Laney College administrators, Laney may renew the contract for an additional two years, resulting in an estimated total contract price of $1,107,989.90 for the three-year term. Board approval is required because this food purchase contract amount exceeds the bid threshold for Goods and Services. The Chancellor recommends approval.

**Anticipated Completion Date:**

1 year contract starting April 25, 2018 until April 25, 2019

**Evaluation and Recommended Action:**

The administration recommends the award of the contract to Sysco to provide food and supplies for the Laney College Cafeteria and Bistro Restaurant.

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**Subject**

9.3 Consider Approval of Change Order No. 1 on the Laney College Classroom Shades Upgrades, Phase 1 [Bid No. 17/18-09], Window-ology Tri-Valley Corporation. Presenter: Vice Chancellor Ikharo.

**Meeting**

Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

9. CONSENT CALENDAR - FACILITIES

**Type**

Action (Consent)

**Preferred Date**

Apr 24, 2018

**Absolute Date**

Apr 24, 2018

**Fiscal Impact**

Yes

**Dollar Amount**

$4,177.35

**Budgeted**

Yes

**Budget Source**

Project Fund 398 and Measure A

**Background/Analysis:**

The current work that is being completed is the replacement and refurbishing of the classrooms at Laney College. All the classrooms that are part of the SMART Technology upgrade program are part of the project scope of work. These upgrades will aid in the cooling of the classrooms and provide darkening capabilities for instructors when the projectors are being utilized.

Alan Robinette is the president of Window-ology Tri-Valley Corporation which is located in Pleasanton, California.

**Deliverables and Scope of Work:**

As part of the Smart Classroom project at Laney College administrators decided to upgrade the window shades in various classrooms. The contractor has completed 95% of the following scope of work:

- Removed and disposed of damaged shades,
- Furnished and installed shades in classrooms and offices at Laney College, per the furnished plans and specifications from the Powell & Partners Architect.

Additional shading was needed for the Chemistry Lab windows, to accommodate black-out shades for experiments being performed in the room. Due to this owner requested change, the project will need to be extended by 101 days with a final completion date of May 30, 2018.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
<td>$171,479.82</td>
<td>November 2017</td>
</tr>
<tr>
<td>5 blinds (black out shades) at 610.50</td>
<td>$3,052.50</td>
<td>Anticipated April 2018</td>
</tr>
<tr>
<td>Installation and removal of 5 blinds @ $224.97</td>
<td>$1,124.85</td>
<td>Anticipated April 2018</td>
</tr>
<tr>
<td>Change order Subtotal</td>
<td>$4,177.35</td>
<td></td>
</tr>
<tr>
<td>New Contract total</td>
<td>$175,667.17</td>
<td></td>
</tr>
</tbody>
</table>

The original contract sum was $171,479.82. If CO#1 is approved, the new contract sum will be $175,667.17 which is 2.44% of the original contract amount.

Board approval is required because this public works contract amount exceeds the $15,000 threshold for public works, per Board of Trustees policy 6340.

**Anticipated Completion Date:**

The project will be extended by 101 days with a final completion date of May 30, 2018.

**Evaluation and Recommended Action:**

After review and approval by Facilities Project Manager, Interim Director of Facilities, VC of General Services, VC of Finance, the Chancellor recommends approval of the change order in the amount of $4,177.35.

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**Subject**

9.4 Consider Approval of Change Order No. 1 on the Laney College Pool Heaters Upgrades (Bid No. 17-18/21), Tricon Aquatics. Presenter: Vice Chancellor Ikharo

**Meeting**

Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

9. CONSENT CALENDAR - FACILITIES

**Type**

Action (Consent)

**Preferred Date**

Apr 24, 2018

**Absolute Date**

Apr 24, 2018

**Fiscal Impact**

Yes

**Dollar Amount**

$11,367.00

**Budgeted**

Yes

**Budget Source**

Fund 61- Redevelopment Agency

**Background/Analysis:**

The Laney College Pool Heater Upgrades is the 2nd and final phase of the Laney College Pool Upgrades Project. The pools were previously heated by five (5) boilers that exceeded their useful lifespan. Constant boiler failures compromised pool temperatures and impacted instruction at Laney College. To prevent students, faculty, and the community from being subjected to unsafe temperatures, the pools experienced closures and class interruptions. The District hired a pool architectural firm, Maktinta Engineers, to assess all of Laney College’s pools’ needs and to develop a scope of work with complimentary drawings.

Thomas A. Reid is the president of Tricon Aquatics, located in Rancho Cordova, California.

This change order totals $11,367.00, which is 4.89% of the original contract amount of $232,514.00. The Governing Board of Trustees voted to ratify a construction agreement with Tricon Aquatics at the January 23, 2018 board meeting. When this Change Order is approved, the contractor's accumulative contract amount will be $243,881.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Approval Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract</td>
<td>$222,514.00</td>
<td>January 23, 2018</td>
</tr>
<tr>
<td>Change Order 1</td>
<td>$11,367.00</td>
<td>Anticipated 4/24/18</td>
</tr>
<tr>
<td>Revised Total</td>
<td>$243,881.00</td>
<td>4.89% increase</td>
</tr>
</tbody>
</table>

 Deliverables and Scope of Work:

Tricon Aquatics is requesting a change order for the Laney College Pool Heater Upgrades Project in the amount of $11,367.00. The following items comprise Change Order #1:

<table>
<thead>
<tr>
<th></th>
<th>Saturday Work</th>
<th>$500</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>CO2 System Change</td>
<td>$9,917</td>
</tr>
<tr>
<td>3</td>
<td>Exhaust Pipe Painting</td>
<td>$950</td>
</tr>
<tr>
<td>Total</td>
<td>$11,367</td>
<td></td>
</tr>
</tbody>
</table>

The CO2 bulk system’s skid that was originally installed was undersized for the capacity that was required in the initial scope of work. The new skid (plenum and pump) are more robust and will meet service demands of the current expanded use of the pool. Premium Saturday labor work time is required for completion of the various portions of the work. The entire system must be shut down and no access provided for continued safety of staff and students. Lastly, the condensing heater exhaust pipes require paint to protect the PVC piping from UV rays. This will extend the life of the new materials and will allow for continued uninterrupted use.

 Anticipated Completion Date:

The additional scope of work requires an additional 95 days, extending the contract terms to June 11, 2018 for Final Completion.

 Evaluation and Recommended Action:

After review by the Facilities & Capital Projects Director, VC of General Services, VC of Finance, the Chancellor recommends the approval of this Change Order.

File Attachments

Tricon Aquatics-Exec Agreement- $232514.pdf (1,657 KB)
Tricon Aquatics - Construction Change Order Summary 1, 4-10-2018.pdf (147 KB)
Tricon Aquatics - Construction Change Order 1, 4-10-2018.pdf (123 KB)
Tricon Aquatics - Construction Change Order Summary 1, 4-10-2018.pdf (147 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

10. CONSENT CALENDAR - INFORMATION TECHNOLOGY

11. ACTION ITEMS

Subject | 11.1 Consider Approval of an Independent Contractors/Consultants (ICC) # 20879 for Associated Advertising Services, Inc. (dba Flying A Media) in the amount of $10,000. - Merritt College. Presenter: President Burns
Meeting | Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category | 11. ACTION ITEMS
Type | Action (Consent)
Preferred Date | Apr 24, 2018
Absolute Date | Apr 24, 2018
Fiscal Impact | Yes
Dollar Amount | $10,000.00
Budgeted | Yes
Budget Source | General Fund
Background/Analysis:
Peralta Community College District (PCCD) currently has two Independent Contractors/Consultants (ICC) with Associated Advertising Services, Inc. (dba Flying A Media). The original ICC #22501 was approved by the Board of Trustees on July 21, 2017 for the amount of $44,700 for services to provide a four (4) week print ad campaign for Fall 2017 PCCD enrollment. The second ICC #22510 for the amount of $29,600 was approved by the Board of Trustees on December 21, 2017 for services to provide a four (4) week print ad campaign for Spring 2018 PCCD enrollment. Merritt College is requesting the Board of Trustees to approve ICC #20879 for the amount of $10,000. If approved, the grand total contracted to Associated Advertising Services, Inc. (dba Flying A Media) would be $84,300.

<table>
<thead>
<tr>
<th>ICC Number</th>
<th>Amount</th>
<th>College</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICC #22501</td>
<td>$44,700</td>
<td>District</td>
</tr>
<tr>
<td>ICC #22510</td>
<td>$29,600</td>
<td>District</td>
</tr>
<tr>
<td>ICC #20879</td>
<td>$10,000</td>
<td>Merritt College</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$84,300</td>
<td></td>
</tr>
</tbody>
</table>

 Deliverables and Scope of Work:

The Associated Advertising Services, Inc. (dba Flying A Media) ICC #20879 will provide Merritt College the following services: Four (4) week radio commercial and PSA campaign on KMEL-FM. Radio schedule will include a minimum of one hundred and eighty-eight (188) thirty-second commercials and a minimum of sixty (60) thirty-second additional units to run as PSA’s. A minimum total of two hundred and forty-eight (248) thirty-second units will air during the campaigns. Commercial voice-over services and production are included.

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action:

Merritt College is respectfully requesting Board Approval of the above-mentioned ICC #20879 Associated Advertising Services, Inc. (dba Flying A Media) in the amount of $10,000.

File Attachments

Contract # 20879.pdf (308 KB)
Contract # 22501.pdf (3,301 KB)
Contract # 22510.pdf (789 KB)
4.24.18 Flying A Media Breakdown.pdf (9 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar Items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

12. REPORTS

Subject

12.1 Board of Trustees’ Reports

Meeting

Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. REPORTS

Type

Information

Background/Analysis:

N/A

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Evaluation and Recommended Action:

N/A
## 13. ANNOUNCEMENTS
### 14. ADJOURNMENT

<table>
<thead>
<tr>
<th>Subject</th>
<th>14.1 Meeting Adjournment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES</td>
</tr>
<tr>
<td>Category</td>
<td>14. ADJOURNMENT</td>
</tr>
<tr>
<td>Type</td>
<td>Action</td>
</tr>
</tbody>
</table>