Tuesday, June 13, 2017
REGULAR MEETING OF THE BOARD OF TRUSTEES

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

333 East 8th Street
Oakland, CA 94606

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

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Subject

2.2 Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9)
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

Access

Public

Type

Information

- Conference with Legal Counsel (54956.9(a)), Williams v. PCCD, Alameda County Superior Court, Case No. HG-14730396.
• 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.
• Conference with Legal Counsel (54956.9(a)), R. Young v. Peralta Community College District, Case No. 14-cv-05351-JD.
• Conference with Legal Counsel (54956.9(a)), Nunez et al. v. Peralta Community College District et al.; Case No. RG16827433
• Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (2 cases)

Subject

2.3 Public Employee Appointment (Government Code Section 54957)
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
2. CLOSED SESSION
Access
Public
Type
Information
• Recommendation to extend the appointment of the Interim Assistant Vice Chancellor for Enrollment Management, District Office.
• Recommendation to appoint the Dean of Student Services, Laney College.
• Ratification of the Chancellor's approval to extend the management appointment of the Interim Project Manager of Maintenance & Operations, District Office.
• Ratification of the Chancellor's approval to appoint the Interim Vice Chancellor for Finance and Administration, District Office.
• Recommendation to appoint the Director of Student Activities and Campus Life, Merritt College.

Subject

2.4 Public Employee Discipline/Dismissal/Release
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
2. CLOSED SESSION
Access
Public
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.

Subject

2.5 Public Employee Evaluation

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

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.

- Chancellor

3. OPEN SESSION

Subject

3.1 Pledge of Allegiance

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Procedural

Subject
3.2 Roll Call
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Procedural

Subject

3.3 Report of Action Taken in Closed Session
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

Subject

3.4 Approval of the Agenda
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access
Subject

3.5 Approval of the Minutes
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Action

Recommended Action

Recommend Approval

File Attachments

05-09-17 Board Meeting Minutes.pdf (74 KB)

Subject

3.6 Swearing-In for Incoming Student Trustee
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public
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/

4. REPORTS

4.1 Associated Student Government Reports

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
4. REPORTS

Access
Public
Type
Information

Subject

4.2 Chancellor's Reports
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
4. REPORTS
Access
Public
Type
Information

- Noncredit Courses and Programs Launching, Dr. Melvinia King & Team

Subject

4.3 Board of Trustees' Reports
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
4. REPORTS
Access
Public
Type
Information
Subject

4.4 Peralta Classified Senate Report
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
4. REPORTS

Access
Public

Type
Information

Subject

4.5 District Academic Senate Report
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
4. REPORTS

Access
Public

Type
Information

5. PRESENTATIONS

6. CONSENT CALENDAR
Subject

6.3 Consider Approval of Course and Program Additions, Deactivations and Changes as Recommended by the Council for Instruction, Planning and Development (CIPD) Presenter: Interim Vice Chancellor Pedraja
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
No

Budgeted
No

Budget Source
N/A

Recommended Action
Consider Approval of Course and Programs Additions, Deactivations and Changes

Included for approval are proposed curriculum actions as recommended by the Council for Instruction, Planning and Development (CIPD). The PDF entitled “May 2017 CIPD Report” contain course and program additions, changes and deactivations as approved by the colleges' curriculum committees and CIPD. The Chancellor recommends approval.

File Attachments
May 2017 CIPD Report.pdf (547 KB)
May 2017 Program Proposals.pdf (795 KB)

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6.4 Consider approval of Contract between PCCD and LifeLong Medical Care not to exceed $50,000 for 2017-18FY.
Presenter: Vice Chancellor Orkin

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 18, 2018

Fiscal Impact

Yes

Dollar Amount

$50,000.00

Budgeted

Yes

Budget Source

STUDENT HEALTH FEES- GENERAL FUNDS

Recommended Action

N/A

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:

EXHIBIT A: SCOPE OF SERVICES

The mental health clinician shall perform the services described below including, but not limited to, the following:
I. Student Services
   A. Crisis intervention, including an on-campus Crisis Team meeting
   B. Outreach to promote services offered
   C. Brief therapy and individual counseling
   D. Group therapy (e.g. stress management), e.g. including but not limited to veterans’ support
   E. Mental health education
   F. Substance abuse counseling and referrals
   G. Relationship/family counseling
   H. Depression counseling
   I. Referrals to community resources and other health care services
   J. Grief counseling

II. Staff/Faculty Services
   A. In-services re: recognizing and understanding mental health conditions/treatment
   B. Consultations as needed re: individual students
   C. Presentations at staff meetings and in classrooms on issues related to mental health

III. Health Records and Reporting
   A. Clinical records will be maintained for all individuals receiving one-on-one services with the mental health professional.
   B. All records and communications will be handled in a confidential and ethical manner and in accordance with HIPAA regulations.

Anticipated Completion Date: June 30, 2018

Alternatives/Options: N/A

Evaluation and Recommended Action: N/A

Administrative File Attachments
Board-Agenda-Report-Form-2017-2.pdf (87 KB)
Memorandum For LifeLong Medical Care 4-27-17.pdf (80 KB)
Lifelong 2017-18.pdf (249 KB)

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Subject

6.5 Consider approval of Contract between PCCD and Healthy Communities, Inc. not to exceed $200,000 for 2017-18FY.
Presenter: Vice Chancellor Orkin

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
6. CONSENT CALENDAR

Access
Public

Type
Action

Preferred Date
Jun 30, 2018

Fiscal Impact
Yes

Dollar Amount
$200,000.00

Budgeted
Yes

Budget Source
STUDENT HEALTH FEES - GENERAL FUNDS

Recommended Action
N/A

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:

Healthy Communities, Inc. shall perform all services prescribed including, but not limited to, the following:

A. Medical Services

- Pregnancy Testing
- Pap Smears
- Family Planning
- Birth Control
- Sexually Transmitted Infections Treatment
- HIV Testing (all four campuses)
- Health Education (one-on-one, as needed)
- Flu Shots
- TB Testing
- On-site Assessment by a Medical Provider
- Physical Exams for College Transfers, Externship, or Employment
- Referrals for Urgent Care
- Resource and Referral Services
- Other services as requested

Physical Exams for College Transfers, Externship

**Anticipated Completion Date:** June 30, 2018

**Alternatives/Options:** N/A

**Evaluation and Recommended Action:** N/A

Administrative File Attachments
- Memorandum for Healthy Communities (1) (2).pdf (79 KB)
- Board-Agenda-Report-Form-2017 (3)HCI (1).pdf (85 KB)
- HCI MOU 2017-18 (4-20-17).pdf (154 KB)

**Subject**

6.6 Consider approval of Contract between PCCD and Jorge Nunez, L.A.c not to exceed $60,000 for 2017-18FY. 
**Presenter:** Vice Chancellor Orkin.

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 30, 2018

Fiscal Impact

Yes
Dollar Amount

$60,000.00

Budgeted

Yes

Budget Source

STUDENT HEALTH FEES: GENERAL FUNDS

Recommended Action

N/A

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:

Acupuncture/Massage: provide relief of the following ailments/complaints through acupuncture/massage:
- general stress & high BP
- weight loss assistance
- lower back, hip & knee pain
- smoking cessation
- arm, shoulder & neck pain
- headaches, migraines, TMJ
- poor memory & concentration
- anger, irritability

Anticipated Completion Date: June 30, 2018

Alternatives/Options:

Evaluation and Recommended Action:

Administrative File Attachments
Board-Agenda-Report-Form-2017 (3)Acupuncture (1).pdf (84 KB)
Memorandum For Jorge Nunez (1) (2).pdf (73 KB)
Jorge Nunez ICC.pdf (325 KB)

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Subject
6.7 Consider approval of Contractor between PCCD and Roots Community Health Center (RCHC) not to exceed $90,000, for 2017-18FY. Presenter: Vice Chancellor Orkin.

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 30, 2018

Fiscal Impact

Yes

Dollar Amount

$90,000.00

Budgeted

Yes

Budget Source

STUDENT HEALTH FEE- GENERAL FUNDS

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:
Healthy Communities, Inc. shall perform all services prescribed including, but not limited to, the following:

A. Medical Services

- Pregnancy Testing
- Pap Smears
- Family Planning
- Birth Control
Sexually Transmitted Infections Treatment
- HIV Testing (all four campuses)
- Health Education (one-on-one, as needed)
- Flu Shots
- TB Testing
- On-site Assessment by a Medical Provider
- Physical Exams for College Transfers, Externship, or Employment
- Referrals for Urgent Care
- Resource and Referral Services
- Enrollment into public health programs
- Other services as requested

Anticipated Completion Date: June 30, 2018

Alternatives/Options: N/A

Evaluation and Recommended Action:

Administrative File Attachments
Memorandum for RCHC 4-25-17 board doc.pdf (80 KB)
Board-Agenda-Roots 2017-18.pdf (73 KB)
RCHC MOU 5-1-17 .pdf (405 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

6.2 Consider Ratification of Out of State Travel pursuant to Board Policy 7400. Presenter: Chancellor Laguerre

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017
Absolute Date
Jun 13, 2017

Fiscal Impact
No

Budgeted
Yes

Recommended Action
Consider ratification of Out of State travel pursuant to Board Policy 7400 for the following faculty:

<table>
<thead>
<tr>
<th>Name</th>
<th>Travel Location</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peter Crabtree</td>
<td>New Orleans, LA</td>
<td>April 22, 2017 – April 25, 2017</td>
</tr>
<tr>
<td>Peter Olds</td>
<td>Trinidad, CO</td>
<td>June 2, 2017 – June 9, 2017</td>
</tr>
</tbody>
</table>

File Attachments
Ratified Out of State Travel 6-13-17.pdf (418 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

6.26 Approval of the Revised 2017-2018 PCCD Holiday Schedule. Presenter: Vice Chancellor Largent

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Absolute Date
Jun 13, 2017

Fiscal Impact

No

Budget Source

N/A

Recommended Action

The District Administration requests the Board to approve the revised PCCD Holiday Schedule for 2017-2018. Presenter: Vice Chancellor Largent

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On May 9, 2017, the Board approved the 2017-2018 PCCD Holiday Schedule. In accordance with Article 15.1 of the SEIU Local 1021 and Article 18.1 of the IUOE Local 39 Collective Bargaining Agreements, New Year’s Eve (December 31st) is a scheduled holiday. Additionally, in accordance with Article 15.3 of the SEIU Local 1021 and Article 18.2 of the IUOE Local 39 Collective Bargaining Agreements, when a holiday falls on Sunday, the following workday not a holiday shall be deemed to be that holiday. Therefore, the District needs to add another holiday (Tuesday, January 2, 2018) to the 2017-2018 PCCD Holiday Schedule, since December 31, 2017 falls on a Sunday.

Finally, Christmas/Year-End Holiday Closure Days (three days total) will be observed on December 27, 28 and 29, 2017, in accordance with Article 15.6 of the SEIU Local 1021 and 18.7 of the IUOE Local 39 Collective Bargaining Agreements.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Alternatives/Options:

N/A

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments

June 13, 2017 Revised PCCD Holiday Schedule.pdf (446 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

6.30 Consider Approval of a Contracted Service Agreement with VORTEX Industries, Inc. (VORTEX) for an Urgent Service to Repair Laney College Theater ADA Doors. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$11,349.00

Budgeted

Yes

Budget Source

General Fund or 30 Day Maintenance Fund

Recommended Action

Approval is requested to approve an urgent contract services with VORTEX Industries, Inc. to repair Laney College ADA Doors (Districtwide Door Repairs), in the amount not-to-exceed $11,349.

Item Summary:

VORTEX was hired to repair the Laney College Theater ADA doors. The entire door entry system did not meet the current Americans with Disability Act (ADA) requirements. The existing door operators had failed, the door hardware was broken, and the doors themselves were damaged due
to years of wear and tear. As a result, VORTEX will replace the two door operators, door crash bars, and the duplexed door operator modules. This repair is required due to the total failure of the entire door system. As such individuals with mobility issues could not access the Theater Building through the front entrance, thus inhibiting and/or accessibility to the facility for teaching and learning, and community use.

Board approval is required because the contractor’s total contract amount has exceeded the $25,000 threshold to procure goods and services. The Chancellor recommends approval.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

To comply with ADA requirements, the District took immediate corrective actions to engage a local vendor to perform corrective door refurbishment.

<table>
<thead>
<tr>
<th>Agreements History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
</tr>
<tr>
<td>Amendment #1</td>
</tr>
</tbody>
</table>

**Deliverables and Scope of Work:**
The deliverables are as described under the Item Summary.

**Anticipated Completion Date:**
As an urgent repair, the work is being performed by Vortex. The contract termination date is set for June 30, 2017.

**Alternatives/Options:**
Not Applicable

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract since the contractor has completed the scope of work.

File Attachments
06-13-2017 BOT Report-VORTEX.pdf (72 KB)
06-13-2017 BOT Report-VORTEX.doc (72 KB)
247547 - VORTEX-Amendment No. 1 - 43-1057087-signed.pdf (84 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

6.31 Consider Approval of a Contracted Service Agreement with EMCOR Services/Mesa Energy Systems, Inc. (EMCOR) for an Urgent Service Work to Repair the Leak on the Motor Cooling Line on Chiller #3 at Laney College. Presenter: Vice Chancellor Ikharo

Meeting
Recommended Action

Approval is requested to approve an urgent service contract with EMCOR Services/Mesa Energy Systems, Inc. for an urgent service work to repair the leak on the motor cooling line on Chiller #3 at Laney College, in the amount not-to-exceed $9672.

**Item Summary:**
The leak resulted because the existing seals on the motor cooling line deteriorated due to age. The chiller has never been rebuilt since the chiller’s original installation in 1971. EMCOR repaired the leaks so the cooling line would function properly to provide adequate cooling for the entire college. During the assessment, EMCOR found the existing chiller was low on refrigerant and has leaks on the motor cooling line. EMCOR provided the labor, parts and materials to repair the leak on the motor cooling line and add refrigerant for this chiller to be in proper operating condition.

**Chiller #3 detailed scope of work will include:**

- Perform environmental health & Safety site inspection;
- Lock/out Tag/out and secure safety on the job site;
- Recover and existing refrigerant per the EPA;
- Repair leak on the motor cooling line;
- Obtain an oil sample for a lab analysis;
- Replace oil filter and refrigerant filter;
- Evacuate chiller;
- Perform a standing vacuum test;
- Provide and install 530lbs on new R-134A refrigerant;
- Start-up and testing of equipment and unit controls;
- Log operating conditions of chiller; and
- Straight time labor, ground freight, (180) labor warranty and (1) year parts warranty.

Board approval is required because the contractor’s total contract amount has exceeded the $25,000 threshold to procure goods and services. The Chancellor recommends approval.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

<table>
<thead>
<tr>
<th>Agreements History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
</tr>
<tr>
<td>Amendment #1-Urgent Service</td>
</tr>
</tbody>
</table>

**Deliverables and Scope of Work:**
The deliverables are as described under the Item Summary.

**Anticipated Completion Date:**
As an urgent project, the work was completed right away. The contract termination date is set for June 30, 2017, for payment processing.

**Alternatives/Options:**
Not Applicable

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract due to the deteriorating condition of the existing chiller and cooling line.

File Attachments
06-13-2017 BOT Report-EMCOR.pdf (77 KB)
06-13-2017 BOT Report-EMCOR.doc (73 KB)
EMCOR-Agreement.pdf (57 KB)

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**Subject**
6.39 Consider Approval to increase Independent Contractor's Agreement with Liebert Cassidy Whitmore. Presenter: Vice Chancellor Largent
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category

6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$15,000.00

Budgeted
Yes

Budget Source
General Fund

Recommended Action
Request Board authorization to increase Independent Contractor's Agreement for Professional Services for Liebert Cassidy Whitmore. All Board-approved contracts are subject to final negotiation and execution by the Chancellor.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The District's current contract with Liebert Cassidy Whitmore is for $25,000 to continue to provide cost-effective advice and counsel on non-litigation Human Resources matters to avoid grievances and claims. The District requests an increase by an additional $15,000 for a contract not to exceed $40,000 limit for the fiscal year ending June 30, 2017.

Deliverables and Scope of Work:
Anticipated Completion Date:
June 30, 2017

Alternatives/Options:

Evaluation and Recommended Action:
The District's Employee Relations Office has evaluated the deliverables, to date, by Liebert Cassidy Whitmore and found them to be satisfactory. Therefore, it is recommended that the requested increase in the amount of the contract be approved for this contractor to continue to provide the Office of Human Resources and Employee Relations with cost-effective advice and counsel on non-litigation matters to avoid grievances and claims.

The Chancellor recommends approval.

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Subject

6.32 Consider Approval of Resolution No. 16-17-44, Acceptance of Completed Work and Release 5% Retention for the Prop 39 CCC/IOU Lighting Project, Berkeley City College (RFP No. 15-16/08), Future Power Corporation dba Energy Conservation Options (ECO). Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact
Proposition 39 Clean Energy Jobs Act and CCC/IOU Rebates

Recommended Action

Approval is requested for Resolution No. 16-17-44, for the acceptance of completed work and release 5% retention for the Prop 39 CCC/IOU Lighting Project, Berkeley City College Library (RFP No. 15-16/08), Future Power Corporation dba Energy Conservation Option, in the amount of $15,035.22.

Item Summary:
The Governing Board of Trustees approved a contract award to Energy Conservation Option for this project at the February 23, 2016 meeting, in the amount of $300,705. The project attained Final Completion on March 17, 2017. The District has filed a Notice of Completion (NOC) with the County of Alameda, and project acceptance is recommended. This resolution accepts the project as complete and staff is requesting final acceptance of the project and release of the remaining 5% retention, in the amount of $15,035.22. There were no change orders on this project. The College President and Business Manager have approved the Project Final Acceptance, after the punch list items were completed.

A notice to proceed (NTP) was issued with a start date of April 27, 2016, with the project duration of 300 calendar days to Final Completion. Approval to accept this project as complete and release of retention is recommended by the Chancellor.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
In compliance with the District’s Purchasing Procedures a competitive solicitation for proposals was conducted to procure this construction service. Seven (7) firms participated in the facility walk-through. One local firm, Energy Conservation Options, submitted a proposal. ECO is a local Small Local Business Enterprise (SLBE) firm located in Oakland, CA. The President/CEO is Ms. Dahlia Moody. The company has been in business since 2008. ECO currently employs three individuals who are affiliated with the Peralta Community College District as students and graduates.

Deliverables and Scope of Work:
Deliverables and/or services included assessment, equipment, labor, rebate processing, and closeout documentation and reporting as required by the California Community Colleges Investor Owned Utilities (CCC/IOU) partnership program. Additional scope of work included attic stock for retrofit kits (LEDs and ballasts) and other total life cycle costing, as appropriate.

Anticipated Completion Date:
The project reached Final Completion on May 25, 2017.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
The administrator recommends the final acceptance of the project and release of the remaining 5% retention to the contractor.
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

6.33 Consider Approval of Resolution No. 16/17-45, Acceptance of Completed Work and Release 5% Retention for the Prop 39 CCC/IOU Lighting Project, Laney College Library (RFP No. 15-16/24), Future Power Corporation dba Energy Conservation Options (ECO). Presenter: Vice Chancellor Ikharo
Proposition 39 Clean Energy Jobs Act

Recommended Action

Approval is requested for Resolution No. 16/17-45, for the acceptance of completed work and release 5% retention ($19,932.20) for the Prop 39 CCC/IOU Lighting Project, Laney College Library (RFP No. 15-16/24), Future Power Corporation dba Energy Conservation Option.

Item Summary:
The Governing Board of Trustees approved a contract award to Energy Conservation Option for this project at the September 13, 2016 meeting, in the amount of $398,644. The District has filed a Notice of Completion (NOC) with the County of Alameda, and project acceptance is recommended. This resolution accepts the project as complete and staff is requesting final acceptance of the project and release of the remaining 5% retention, in the amount of $19,932.20. There were two (2) change orders on the project for a total of $37,832 or 9.5% of the original contract amount. The College President and Business Manager have approved the Project Final Acceptance, after the punch list items were completed.

A notice to proceed (NTP) was issued with a start date of September 20, 2016, with the project duration of 205 calendar days to Final Completion. Approval to accept this project as complete and release of retention is recommended by the Chancellor.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
During the Board of Trustees recess, the Chancellor approved the original contract for ECO to start this project. The Board has authorized the Chancellor to conduct business while they are on recess in accordance with Resolution 99/00-5. This approval was critical because ECO needed to submit paperwork for the energy efficiency program by September 15, 2016 to meet the September 30th deadline.

Under Public Contract Code 20652, the governing board of any community college district, without advertising for bids, and when that board has determined it to be in the best interests of the District, may authorize by contract to procure services, purchase materials and equipment utilizing piggybackable contracts. The District piggybacked on a competitive Request for Proposal No. PS 09-15-01 for the Non-Residential Direct-Install Lighting, HVAC, and Refrigeration Retrofit Program conducted by the Alameda Municipal Power (AMP). Energy Conservation Options was awarded a contract to provide energy efficiency services for non-residential customers by the AMP.

| Contract History |
|------------------|----------------|------------------|
| Description      | Amounts        | Board Approval   |
| Original Agreement | $398,644.00    | September 13, 2016 |
| Change Order #1  | $21,460.00     | October 13, 2016 |
| Change Order #2  | $16,372        | March 14, 2017   |

Deliverables and Scope of Work:
Deliverables and/or services included assessment, equipment, labor, rebate processing, and closeout documentation and reporting as required by the CCC/IOU partnership program and by Proposition 39. The scope included the attic stock for retrofit kits (LEDs and ballasts) and other total life cycle costing, as appropriate.

Anticipated Completion Date:
The project reached Final Completion on May 25, 2017.
Alternatives/Options:  
Not applicable

Evaluation and Recommended Action:  
The administrator recommends the final acceptance of the project and release of the remaining 5% retention to the contractor.

File Attachments
06-13-17 - BOT Report-Energy Conservation Options-LC Library - Release Retention.doc (88 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

6.14 Consider Approval of the Renewal Contract with Department of Rehabilitation for the College of Alameda College to Career Program. Presenter: President Karas

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Budget Source

The contract is for $250,000 for each year July 1, 2017 – June 30, 2020 for a total of $750,000.
Consider approval for College of Alameda to renew a 3-year contract with the Department of Rehabilitation for the College to Career Program

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Persons with intellectual disabilities who are working are often employed in sheltered workshops that pay below minimum wage. The College to Career Program is part of a nation-wide effort to expand inclusion of students with intellectual disabilities in college life, provide training and open competitive employment opportunities.

**Deliverables and Scope of Work:**
The College of Alameda College to Career Program (C2C) is designed to jointly serve individuals who are consumers of the Greater East Bay District of the Department of Rehabilitation (DOR) and students who attend the College of Alameda (COA) and receive services through the College of Alameda Programs and Services for Students with Disabilities (COA DSPS). Through this cooperative case service contract, staff and resources of DOR and COA will be combined to provide C2C DOR consumers/students with a coordinated set of activities designed within an outcome-oriented process, which promotes movement from college to employment.

The C2C program will offer instruction and educational assistance; increase C2C DOR consumer/student participation in on-campus activities; create access to classes; and provide internships, job development and placement services.

**Anticipated Completion Date:**
The grant is for the period July 1, 2017 – June 30, 2020.

**Alternatives/Options:**
None.

**Evaluation and Recommended Action:**
Approval

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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.
Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Fiscal Impact

No

Dollar Amount

$25,000.00

Budgeted

Yes

Budget Source

National Science Foundation BEST Center

Recommended Action

Please consider approval of a change in scope in the sub-award for Georgia Piedmont Technical College in the amount of $25,000 to instructional support for the BEST Center High Performance Building Operations Professional training program.

Background/Analysis:  (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

NSF BEST Center Co-PI Georgia Piedmont Technical College (GPTC) will provide instructional lab design and support in Building Automation Systems for the High Performance Building Operations Professional (HPBOP) project led by Laney College. GPTC Co-PI Brian Lovell will design and install laboratory trainers for use at Laney by HPBOP training participants. Trainers will also serve for replication by other colleges developing Building Automation Systems programs across the country. Trainers will use Easy IO operating system which is an open source version of Honeywell Tridium system integration software. Lovell will also design learning activities and participate in the pilot program. This addition of scope will increase GPTC's sub-award to a total of $155,000 for the fiscal year ending June 30, 2017.
Deliverables and Scope of Work:

GPTC Co-PI Lovell will design and develop 12 Easy IO trainers with multiple inputs and outputs useful for providing instruction on building automation system integration software. Additional scope will provide for detailed documentation of the trainers for use by other colleges. Lovell will also provide additional technical assistance BEST partner colleges as well as planning time for national workshops and professional development activities.

Anticipated Completion Date:

June 30, 2017

Alternatives/Options:

None

Evaluation and Recommended Action: Approve

File Attachments
- Revised SOW Letter for GPTC 2016-17.pdf (194 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

6.10 Consider approval to accept an award from the National Science Foundation of $3.6 million for five years the Laney College BEST Center. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017
Fiscal Impact

No

Dollar Amount

$3.60

Budgeted

Yes

Budget Source

National Science Foundation

Recommended Action

Consider approval to accept an award of $3.6 million over five years for the National Science Foundation BEST Center (Building Efficiency for a Sustainable Tomorrow) at Laney College.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Laney College leads a National Science Foundation (NSF) national center of excellence called the BEST Center which provides leadership, technical assistance, and professional development to community and technical colleges across the country in the field of Building Science, Sustainability, Building Automation Systems, and High Performance Building Operations. This grant from the NSF will allow the BEST Center to continue operating for an additional five years in its national leadership capacity.

Deliverables and Scope of Work:

Grant operations including staffing, faculty professional development activities, technical assistance to faculty and administrators, engage with industry partners nationally, and recruitment of students into STEM disciplines.

Anticipated Completion Date:

September 30, 2022

Alternatives/Options:

None

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.
6.11 Consider approval of an addendum to the Independent Contractor Agreement (ICC-13667) for additional services to be rendered by Danny Beesley (dba EcoVision Consulting) in the amount of $13,000. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Dollar Amount

$13,000.00

Budgeted

Yes

Budget Source

CTE Transitions; Perkins

Recommended Action

Consider approval of an addendum for the contract of Danny Beesley (dba EcoVision Consulting) in the amount of $13,000 to provide additional project management services for the Laney College Advanced Manufacturing Fabrication Lab (Fab Lab) and in support of the Laney College CTE Open House.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Mr. Danny Beesley (dba EcoVision Consulting) will provide project support services in support of the critical mission of Laney College and the Peralta District to offer high quality educational program opportunities for the communities served within the Bay Area. Beesley will provide additional project management services for the Laney Advanced Fabrication Lab and in support of the Laney CTE Open House.

**Deliverables and Scope of Work:**

- Support the procurement, installation and configuration of additional equipment
- Support and advise faulty on the development curriculum and Pathway Development
- Coordinate with faculty and students for use of the FabLab
- Facilitate and provide training as needed for faculty and support staff
- Work with industry to develop internships and other work experience opportunities in conjunction with the FabLab
- Represent Laney in the community for FabLab and Advanced Manufacturing related events
- Work with OUSD and other K-12 school districts within the Peralta service area in developing outreach activities for high school students
- Coordinate dual enrollment opportunities
- Develop and maintain a relationship between high school and Laney CTE faculty members
- Work with cities and other organizations (Crucible, City of Oakland, College of Alameda) in support of Fab Labs and Maker related activities for K-12 students and opportunity youth
- Work with other organizations in the area (East Bay Maker Educators, Makers Faire, Maker Ed, etc.) to strengthen and grow the regional network of Fab Lab and Maker related activities K-12
- Work on finding outside funding sources for support of the Laney and other local K-12 Fab Labs
- Manage and oversee all aspects of the CTE Open House
- Participate in all CCC Maker related activities
- Produce and respond to all CCC Maker grant requirements
- Provide management and coordination support for the CTE Open House at Laney College

**Anticipated Completion Date:**

June 30, 2017

**Alternatives/Options: none**

**Evaluation and Recommended Action: Approval**

File Attachments

- Danny addendum 1.pdf (1,230 KB)
- Danny addendum 2.pdf (4,809 KB)
- SKM_C654e17060611000.pdf (268 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**
6.12 Consider approval of an independent contractor agreement for Dr. Mark Martin (dba Design4X, Inc.) in an amount not to exceed $172,000 to act as the regional director for the State of California Chancellor’s Office Deputy Sector Navigator grant for Advanced Manufacturing from 7/1/17 to 6/30/18. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Dollar Amount

$172,000.00

Budgeted

Yes

Budget Source

California State Community Colleges Chancellor's Office Deputy Sector Navigator for Advanced Manufacturing

Recommended Action

Consider approval of an independent contractor agreement for Dr. Mark Martin (doing business as Design4X, Inc.) in an amount not to exceed $172,000 (for services and business related expenses) to act as regional director for the State of California Chancellor’s office Deputy Sector Navigator (DSN) grant for advanced manufacturing from 7/1/2017 – 6/30/2018.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Laney College has been given a grant extension from the Chancellor’s office in the amount of $200,000 (for the 12-month period from 7/1/2017 – 6/30/2018) to support the Deputy Sector Navigator role in Advanced Manufacturing. The role of the Deputy Sector Navigator regional director is to coordinate and collaborate regionally among the twenty-eight (28) Bay Area community colleges, workforce organizations and industry within the advanced manufacturing sector. The DSN works to develop effective sector partnerships with employers, regional consortium, community colleges, high schools, ROPs, Workforce Investment Boards (WIBS), and other regional organizations to ensure a skilled workforce in support of the regional economy and industry sector and to establish career pathways.

Dr. Mark Martin (doing business as Design4X, Inc.) will continue to provide services to this project in an amount not to exceed $165,000 from 7/1/2017 - 6/30/2018. In addition, $7000 will be available for reimbursement of travel and business expenses related to his services for a total amount not to exceed $172,000.

Dr. Martin has been working with Laney College since February 2012. Since 2013 he has been the Deputy Sector Navigator in Advanced Manufacturing and prior to that he was project director for the Bay Area Workforce Funding Collaborative. Before that he was the California CTE Director for Manufacturing, Engineering and Technology career pathways at the Center for Applied Competitive Technologies at City College of San Francisco.

Martin has a Ph.D. in Mechanical Engineering from Stanford University, an MS in Mechanical Engineering from the Massachusetts Institute of Technology (MIT), and an MBA from the Sloan School of Management at MIT. Martin has demonstrated expertise in manufacturing project management, Six Sigma for engineering, online course development, K-12 educational program development for manufacturing and engineering, and development and delivery of advanced curriculum in manufacturing design and engineering. Martin has been on the faculty at Stanford University in the School of Engineering. Martin has provided business consulting services to manufacturers such as Hewlett Packard, ABB, Google, Cisco Systems, and Toshiba.

Dr. Martin will provide project management services in support of the critical mission of Laney College and the Peralta District to offer high quality educational program opportunities for the communities served within the Bay Area region.

**Deliverables and Scope of Work:**

- Work collaboratively in a network comprised of the statewide sector navigator and other Deputy Sector Navigators within the sector, the Chair and/or Co-Chairs of the Regional Consortia, the Regional Consortium, and individual colleges within the region offering courses and programs within the sector.
- Assist in developing faculty collaboratives, connect programs and employers, and promote and strengthen curriculum and program alignment.
- Assist in aligning relevant programs and curriculum offered by colleges within the regional consortium to the needs of advanced manufacturing employers.
- Work with employers, industry and labor organizations, and Workforce Investment Boards within the Bay Area to determine gaps in the workforce needs; promote integration of workforce training and employment; strengthen programs within manufacturing at regional colleges and high schools; provide incumbent worker training; promote opportunities for contract education and faculty professional growth; and overall promote and support growth of manufacturing within the Bay Area.
- Work with representatives of business, labor, and professional trade associations to develop and implement courses and programs to train incumbent workers in the regional industry sector.
- Collect and report data on all required accountability measures working with common metrics and accountability measures, and working with the statewide LaunchBoard initiative.
- Partner with other organizations in the region and state (Manex, Division of Apprenticeship Standards, National Tooling and Machining Association, California Manufacturing and Technology Association, Go-Biz, California Industrial Technology Educators Association, national labs, universities, etc.) to coordinate and promote strategies related to manufacturing.
- Promote outreach efforts to encourage enrollment in manufacturing training programs.
- Manage the development of the DSN program, including strategic plan, project milestones, project deliverables and establishing program strategic priorities.
- Establish partnerships with industry leaders and other Deputy Sector Navigators, WDB’s, and community college program to establish advisory groups for development, review and analysis of manufacturing workforce data.
- Review, analyze and report current and historic data and materials related to the manufacturing sector.
- Represent Laney and the Bay Area community colleges at regional, state and if required, national meetings and conferences dealing with Advanced Manufacturing Issues.

**Anticipated Completion Date:**

June 30, 2018

**Alternatives/Options:** none

**Evaluation and Recommended Action:** approval

**File Attachments**

17-152-004.FINAL_Grant_Renewal_Adv_Mfg_DS N_Bay_Area.2017-04-24 SIGNED.pdf (1.299 KB)
2017-05-09 Board Meeting Item 6.2.BoardDocs® Pro.pdf (297 KB)
Mark_Martin.Resume.pdf (1,358 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**

6.18 Consider Ratification of the Warrant/Payment Report Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access
Public

Type

Action (Consent), Reports

Fiscal Impact

No

Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from May 1, 2017 through May 20, 2017. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.

**Item title:**

Warrant/Payment Report

File Attachments

Warrant Report May202017.pdf (279 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


Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent), Reports

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 May 1, 2017 through May 20, 2017, 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.

**Item title:**

Purchase Order Report
Specific Board Action Requested:

Item Summary:
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 governing board every 60 days.” This Purchase Order Report contains all orders issued from May 1, 2017 through May 20, 2017, which have been issued in accordance with applicable policies, procedures and laws by an authorized officer of the District.

Source of Funds (and Fiscal/Budgetary Impact):
Not Applicable.

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 6330 & 6340. The Purchase Order Report presented for review is being done so in accordance with Education Code Section 81656 which states, “All transactions entered into by the officer or employee shall be reviewed by the governing board every 60 days.”

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

<table>
<thead>
<tr>
<th>Fund</th>
<th>Number of Orders Issued</th>
<th>Total Dollar Value</th>
</tr>
</thead>
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<tr>
<td>Fund 01 General Unrestrict Oper</td>
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<tr>
<td>Fund 02 One Time State Allocation</td>
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<td>Fund 10 College Designated Funds</td>
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<td>111,818.04</td>
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<td>Fund 11 General Restricted Fund</td>
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<td>608,724.66</td>
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<td>Fund 12 Parcel Tax, Measure B</td>
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<td>Fund 30 Contract Education</td>
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<td>Fund 71 Trust And Agency Funds</td>
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</table>

File Attachments
Purchase Orders Report May202017.pdf (158 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
6.19 Consider Approval of the Budget Transfer Report. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent), Reports

Consider approval of Budget Transfer Report covering the period from May 1, 2017 through May 20, 2017. California Code of Regulations Section 58307 limits the District’s expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District’s annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges’ or District’s departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 13, 2016. The Chancellor recommends approval.

**Item title:**
Budget Transfer Report

**Specific Board Action Requested:**
Consider approval of budget transfer report covering the period from May 1, 2017 through May 20, 2017.

**Item Summary:**
California Code of Regulations Section 58307 limits the District’s expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District’s annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges’ or District’s departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 13, 2016.

**Source of Funds (and Fiscal/Budgetary Impact):**
Not Applicable.

**Background/Analysis:**
Budgeting is an essential element of the financial planning, control and evaluation processes of governmental entities. Every governmental unit prepares a comprehensive budget covering all governmental, proprietary, and fiduciary funds for each annual fiscal period. The accounting system provides the basis for appropriate budgetary control. The community college district budget is a plan of proposed expenditure for operations and estimated revenue for a given period of time (fiscal year). The budget represents the operational plans of the
District in terms of economic decisions. Budget requirements and processes are described in the California Code of Regulations, beginning with Section 58300.

Once the budget is adopted, the total amount designated as proposed expenditure for each major object of expenditure classification is the maximum allowed without additional governing board authorization for transfers between major classifications or from the reserve for contingencies in accordance with California Code of Regulations Section 58307.

Deliverables and Scope of Work:
Not Applicable.

Anticipated Completion Date:
Not Applicable.

Alternatives/Options:
Not Applicable.

Evaluation and Recommended Action:
Approval of budget transfer report covering the period from May 1, 2017 to May 20, 2017.

File Attachments
Budget Transfer Report May202017.pdf (351 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

6.15 Consider Approval of the College to Career Board Resolution #16/17-46. Presenter: President Karas

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date
Fiscal Impact
No

Budget Source
Department of Rehabilitation

Recommended Action
Consider Approval of the Resolution # 1617-46 for College to Career-College of Alameda.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The College of Alameda College to Career Program (C2C) is designed to jointly serve individuals who are consumers of the Greater East Bay District of the Department of Rehabilitation (DOR) and students who attend the College of Alameda (COA) and receive services through the College of Alameda Programs and Services for Students with Disabilities. Through this cooperative case service contract, staff and resources of DOR and COA will be combined C2C DOR consumers/students with a coordinated set of activities designed within an outcome-oriented process which promotes movement from college to employment.

Deliverables and Scope of Work:

Anticipated Completion Date:

Alternatives/Options: N/A

Evaluation and Recommended Action: N/A

File Attachments
Board Resolution C2C #1617-46.doc (33 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

6.16 Consider Approval to Increase ICC# 01715 for Kathleen Cavanagh from $29,700 to $34,700 for FY 2016-17.

Presenter: President Karas

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
6. CONSENT CALENDAR

Access
Public
Type
Action (Consent)
Preferred Date
Jun 13, 2017
Absolute Date
Jun 13, 2017
Fiscal Impact
Yes
Dollar Amount
$5,000.00
Budgeted
Yes
Budget Source
Alameda County Workforce Development Board (ACWDB) contract (fund 1138)

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Kathleen Cavanagh is a part-time Independent Contractor / Consultant (ICC#01715) that provides Career Center Technician services at the One Stop Career Center at the College of Alameda. Kathleen is a high performing ICC, which is verified not only through observations made by the Director of Workforce Systems, but regularly reinforced by anecdotal reports from Resource Room customers, jobseekers, partners and visitors alike. Kathleen has utilized almost all of her hours and will run out before the end of the fiscal year, which would cause service delivery issues, potentially including closing of the Resource Room. This would impact ACWDB contract metric deliverables. This request is to increase the contract by $5,000 to continue to provide services, bringing the total contract amount to $34,700. Her existing contract is in effect through 06/30/2017. The costs from Kathleen’s extension will be allocated to the Alameda County Workforce Development Board (ACWDB) contract (fund 1138).

Deliverables and Scope of Work:

Please see attached scope of work.
Anticipated Completion Date:
June 30, 2017

Alternatives/Options:

Evaluation and Recommended Action:

File Attachments
Request for Change Order ICC Kathleen Cavanagh.pdf (109 KB)
BOT Agenda Report Change Order Kathleen Cavanaugh, ICC COA.pdf (300 KB)
Memo for Addendum 2 ICC, K Cavanagh.pdf (98 KB)
Addendum 2 ICC, K Cavanagh.pdf (141 KB)
6-13-17 Addendum & ICC, K Cavanagh.pdf (186 KB)
6-13-17 Career Center Technician - Scope.pdf (273 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

6.20 Consider Approval of Resolution 16/17-47 to Accept the Bid and Award a Contract to HM Construction for the Merritt College Parking Lot G Improvements Project (Bid No. 16-17/04). Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes
Dollar Amount
$234,925.00

Budgeted
Yes

Budget Source
Measure A

Recommended Action

Approval is requested to Accept the Bid and Award a Contract to HM Construction for the Merritt College Parking Lot G Improvements Project (Bid No. 16-17/04) Project, in the amount not-to-exceed $234,925.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

HM Construction will renovate and improve the Merritt College Parking Lot G through the removal and replacement of asphalt paving, new concrete paving and curbs, pavement paint striping and signage, new pedestrian tactile warning devices, storm drainage repair, and other improvements.

In compliance with the Public Contract Codes, Section 20651, a formal request for bid was conducted for this project, and a bid opening was held on April 11, 2017. A total of three (3) bids were received as follows:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM Construction</td>
<td>Hercules, CA</td>
<td>$234,925</td>
</tr>
<tr>
<td>Cato’s Paving</td>
<td>Hayward, CA</td>
<td>$351,231</td>
</tr>
<tr>
<td>Redgwick Construction</td>
<td>Oakland, CA</td>
<td>$383,591</td>
</tr>
</tbody>
</table>

The lowest responsible and responsive bid was submitted by HM Construction, in the amount of $234,925.

HM Construction is owned and managed by Hocine Merzouk. The firm is registered with the California Department of Consumer Affairs – Contractors State License Board (Lic #754777 A & B). The Chancellor recommends approval.

Parking Lot G at Merritt College has a number of important concerns that necessitate these improvements. The first is the safety at the entrance to the lot. It has a narrow one way entrance, but needs a two way traffic entrance. This lot is used by the offsite community extensively for after school and weekend sports activities and there is frequently a traffic bottleneck at the entrance. In addition, the primary aisle of the lot has significantly deteriorated and requires constant patching by the District grounds department to address the many potholes – an ongoing expense. Lastly, the lot currently does not have a compliant ADA path of travel from the parking area into the campus. This project will address all of these needs.

Deliverables and Scope of Work:
The contractor will construct improvements to the Merritt College Parking Lot G per the bid documents prepared by Coffman Engineers, Inc.

Anticipated Completion Date:
The anticipated completion date is three months from the issuance of the Notice to Proceed.
Alternatives/Options:
None.

Evaluation and Recommended Action:
The administration recommends the award of the construction contract to HM Construction to construct the improvements to Merritt College's Parking Lot G.

File Attachments
BOT 5-09-17-Merritt Lot G resolution.doc (41 KB)
G Parking contract .pdf (1,565 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

6.17 Materials Testing Professional Services for the Modernization at Berkeley City College located at 2118 Milvia Street.
Presenter: President Tomaneng

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$33,794.00

Budgeted
Approved is recommended to enter into a Professional Services Contract Agreement with Apex for the not to exceed amount of $33,794 to provide materials testing services for the 2118 Milvia Street Modernization at Berkeley City College.

**Background/Analysis:**  (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On April 28th, 2015 the Board approved the purchase and Total Cost of Ownership (TCO) for this property. The TCO called for 2 major components of construction; 1) Seismic Retrofit and 2) Tenant Improvements. To complete the seismic retrofit, it must undergo a Field Act upgrade. As part of that process, DSA requires verification of existing materials. This contract is for collection and analysis of the required materials.

Under this contract, Apex Testing Laboratories, Inc. will provide comprehensive material testing and comprehensive condition assessment in accordance with ASCE 41-13. The results of this testing and assessment will be submitted to Division of State Architect (DSA) as part of an Evaluation and Design Criteria Report in advance of the complete renovation project application.

A project-specific request for proposals (RFP 16-17/20) was advertised and on April 24, 2017 proposals were received. The evaluation committee consisted of, Shirley Slaughter, Director of Business and Administrative Services Berkeley City College; Laura McCarty, Director of Capital Projects; and Atheria Smith, Director of Planning. After the committee completed its review, Apex Testing Labs submitted the only complete submittal.

<table>
<thead>
<tr>
<th>CONSULTANTS</th>
<th>SUBMITTAL</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apex Testing Labs</td>
<td>Submittal Complete</td>
<td>Oakland, CA</td>
</tr>
<tr>
<td>Testing Engineers</td>
<td>Incomplete Submittal</td>
<td>San Leandro, CA</td>
</tr>
<tr>
<td>Applied Materials &amp; Engineering, Inc</td>
<td>Incomplete Submittal</td>
<td>Oakland, CA</td>
</tr>
</tbody>
</table>

**Deliverables and Scope of Work:**

Under this contract, Apex Testing Laboratories, Inc. will provide comprehensive material testing and comprehensive condition assessment in accordance with ASCE 41-13. The results of this testing and assessment will be submitted to Division of State Architect (DSA) as part of an Evaluation and Design Criteria Report in advance of the complete renovation project application.

**Anticipated Completion Date:**

December 31, 2017

**Alternatives/Options:**

None.

**Evaluation and Recommended Action:**
Approval is recommended to enter into a Professional Services Contract Agreement with Apex for the not to exceed amount of $33,794 to provide materials testing services for the 2118 Milvia Street Modernization at Berkeley City College.

File Attachments
107 Apex Testing combined.pdf (1.682 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

6.23 Consider Approval of Amendment No. 1 for a Contract Time Extension until December, 2017 with Coffman Engineers for Parking Lot Engineering Design Services for Laney and Merritt Colleges. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Budgeted

Yes

Budget Source

Measure A, fund 63
Recommended Action

Approval is requested for Amendment No. 1 for a contract time extension until December, 2017 with Coffman Engineers for Parking Lot Engineering Design Services for Laney and Merritt Colleges. This time extension only to their contract has no impact on the original contract fee amount of $77,000 as approved in the January 26, 2016 meeting of the Governing Board of Trustees.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Coffman Engineers has been contracted to provide professional services for the renovation and improvements to both Laney College’s overflow parking area and Merritt College’s Parking Lot G. The Merritt College Parking Lot G project has been through the bidding process and is expected to be under construction this summer. The completed design for the Laney College overflow parking area project is expected to be submitted to the Division of the State Architect for review and approval in June 2017.

Deliverables and Scope of Work:
Coffman Engineers will provide full design, estimating and construction administration services for improvements on two existing parking lots located at two different campuses, Laney College and Merritt College.

Anticipated Completion Date:
The anticipated completion date is December 31, 2017.

Alternatives/Options:
None.

Evaluation and Recommended Action:
The Chancellor recommends approval.

File Attachments
Amendment 1 Coffman Engineers.docx (33 KB)
Coffman Engineers.pdf (10,261 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

6.22 Consider Approval of the California Community Colleges Chancellor’s Office Quarterly Financial Status Report.
Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access
Consider approval of the District’s fiscal year 2016-17 third quarter CCFS 311Q report. The CCFS-311Q is the State Chancellor’s Office Quarterly Financial Status Report summarizing and communicating the results of the budgetary decisions and transactions made by the District through the third quarter of fiscal year 2016-17. The Chancellor recommends approval.

Item title:
California Community Colleges Chancellor’s Office Quarterly Financial Status Report.

Specific Board Action Requested:
Consider approval of the District’s fiscal year 2016-17 third quarter CCFS 311Q report.

Item Summary: (Please discuss this item)
The CCFS-311Q is the State Chancellor’s Office Quarterly Financial Status Report summarizing and communicating the results of the budgetary decisions and transactions made by the District through the second quarter of fiscal year 2016-17.

Background/Analysis:
Through the second quarter of the fiscal year, the District’s Unrestricted General Fund recognized revenues of $94.9 million and expended $105.2 million. This imbalance is usual and attributed to the fact that property taxes are not received in equal monthly payments. This report has been completed and was submitted on time to the State Chancellor’s Office and in accordance with the District’s Financial Reporting Calendar.

Deliverables/Scope of Work:
Not applicable.

Anticipated Completion Date:

Alternatives/Options:
Not applicable.

Evaluation and Recommended Action:
Approve the District’s 2016-17 third quarter CCFS 311Q report.

File Attachments
311 Q3 2016-17 (Signed) 03312017.pdf (1,105 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

6.21 Consider Approval of the Education Protection Account Funding and Expenditures. Presenter: Acting Vice Chancellor Williams
6. CONSENT CALENDAR

Action (Consent), Reports

ITEM TITLE:  
Education Protection Account Funding and Expenditures (Proposition 30, Schools and Local Public Safety Act of 2012).

SPECIFIC BOARD ACTION REQUESTED:  
It is recommended that the Board of Trustees approve the use of the estimated $16,724,508 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.

ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)  
Proposition 30, The Schools and Local Public Safety Protection Act of 2012 (the Act) passed in November 2012. This proposition temporarily raises the sales and use tax by 0.25 % for four years and raises the income tax rate for high income earners for seven years to provide continuing funding for local school districts and community colleges. The Educational Protection Account (EPA) is created in the General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its Internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

EPA expenditures should be recorded annually on the CCFS-311 (Prop 30 EPA expenditure report, copy attached), which can also be used as a template for districts to publish their EPA expenditures on their website. Revenue for EPA funds are unrestricted and should be recorded in object code 8630. The Act specifically prohibits the expenditure of EPA funds for administrative salaries and benefits or any other administrative costs. We are confident that colleges will incur a sufficient level of non-administrative costs (e.g., instruction and student support costs) to easily ensure that EPA funds are not used for administrative costs. Consistent with the Budget and Accounting Manual, administrative costs include:

· General administration: district-wide administrative activities including governing board, chancellor, and district-level fiscal and personnel services.

· Campus administration: activities concerned with directing and managing the operation of a particular campus.

· Instructional administration: activities for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students.
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

6.24 Amendment No. 1 to the Noll & Tam Professional Services Agreement for the Modernization of the New Berkeley City College Annex Location at 2118 Milvia Street, Berkeley. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

($142,625.00)

Budgeted

Yes

Budget Source

Measure A, fund 63

Recommended Action
Approve Amendment No 1 reflecting updated scope and additional geotechnical work for a net contract deduct of -$142,625.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

In 2014, Noll & Tam worked with the District, BCC, and structural engineers to develop a series of "test-fit" floor plans to demonstrate potential options. The original contract was issued to accommodate a range of options. It was anticipated that the contract would be amended once the final scope was determined. Since that time we have worked with the user groups to refine the space program and approach to modernizing the building. This amendment reflects the current scope including user group defined classrooms, a lounge/cafe, study/meet/tutorial spaces, a bookstore, a health center and offices. It also adds supplemental geotechnical testing and removes commissioning.

As currently conceived, the project consists of two major components; a seismic retrofit and tenant improvements.

The scope of work included in the Original Agreement, dated January 11, 2016, is amended and supplemented by the Revised Scope of Work dated March 23, 2017 ("Revised Scope of Work"), attached hereto and incorporated herein as Exhibit A to Attachment #1.

The scope of geotechnical engineering services the CONSULTANT included in the Original Agreement, is amended and supplemented by the Terraphase Engineering Request for Additional Budget for Geotechnical Engineering Services dated April 12, 2017 ("Revised Geotechnical Scope of Work"), attached hereto and incorporated herein as Exhibit #2.

**Deliverables and Scope of Work:**

Working plans and specifications, DSA review, and Construction Administration

**Anticipated Completion Date:**

July 1, 2018

**Alternatives/Options:**

None.

**Evaluation and Recommended Action:**

The Chancellor recommends approval.

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File Attachments

- Amendment 1 Noll Tam 2118 Milvia (DWK Rev 5.30.17 - Final).pdf (142 KB)
- Attachment #1 Revised fee proposal.pdf (203 KB)
- Exhibit 2 - Revised Geotech Scope of Work.pdf (350 KB)
- Noll & Tam-Exec Agreement-2118 Milvia-signed.pdf (1,505 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**

6.8 Consider approval of ICC with Career Ladders Project for "East Bay Counselor Collaborative" for $12,045 for a total of $66,395, Presenter: Associate Vice Chancellor King

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$12,045.00

Budgeted
Yes

Budget Source
CCPT 1 (Project 1075)

Recommended Action
Consider approval of ICC with Career Ladders Project for “East Bay Counselor Collaborative” for $12,045 for a total of $66,395,
Presenter: Dr. Melvinia King

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The Career Ladders Project is a provider respected statewide for its work with community college counseling innovations. Through the East Bay Career Pathways (CCPT 1) initiative, counselors from the community colleges, feeder K-12’s, and community-based organizations have collaborated to integrate and align services in support of smooth transition for students. The contract with Career Ladders Project is to assist with a series of engagements. Key staff include Lupe Dannels, a veteran community college counselor and Luis Chavez, a leader in the field of counseling collaboration, equity, and student success.

Deliverables and Scope of Work:
Career Ladders Project will assist in the planning and facilitation of the East Bay Counselor Collaborative with a focus on Career Technical Education, Matriculation, and the development of a community of practice to foster future resource and best practice sharing.

**Anticipated Completion Date:**
June 30, 2017

**Alternatives/Options:**

**Evaluation and Recommended Action:**

Administrative File Attachments
16-17 ICC21799-CareerLadders-PendingBdApproval 060117[1].pdf (5.384 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**

6.25 Approval of Amendment No. 2 to the Agreement for Professional Services with Dannis Woliver Kelly (DWK).

Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount
$842,740.00

Budgeted

Yes

Budget Source

Measure A, fund 63

Recommended Action

Consider approval of Amendment No. 2 to the Agreement for professional legal services in the amount not to exceed $1,018,730. This amendment includes costs of up to $842,740 specifically to address construction testing and design planning related to the leaks at Laney College. Testing and design consultant work is necessary to determine cause and possible plan for correction of leaks at Laney. These construction consultant services are retained through the law firm of DWK as part of the potential litigation and assessment of claims related to work previously done at Laney College that is covered by a warranty.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On July 12th, 2016 the Board approved the District to enter into a professional services agreement with DWK for $30,000. On March 14th, 2017 the Board approved Amendment no. 1 in the amount of $90,000. This amendment proposes $842,740 for a total contract value of $962,740. This amendment also extends the contract date to December 31st, 2017. Since the Amendment 1, DWK has been requested to expand its work to include:

1. Laney College Leaks matter: Legal consultation regarding mitigation of possible construction defects ($40,000) and professional consultants (842,740).
2. Time extension to December 31st 2017.

Deliverables and Scope of Work:
Provide legal advice and specialty consulting on the Laney leak matter.

Anticipated Completion Date:
December 31st, 2017

Alternatives/Options:
none.

Evaluation and Recommended Action:
Legal council recommends approval of Amendment No. 2 in the amount of $842,740 for the Agreement with DWK.

File Attachments
DWK Amendment No 2 Final.pdf (54 KB)
Dannis Woliver Kelly (DWK)-original contract.pdf (1,371 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
6.1 Consider Approval of Out of State Travel pursuant to Board Policy 7400 Presenter: Chancellor Laguerre

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Fiscal Impact

No

Budgeted

Yes

<table>
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<th>Name</th>
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</thead>
<tbody>
<tr>
<td>Sarah Backes-Diaz</td>
<td>Orlando, FL</td>
<td>June 27, 2017 – June 30, 2017</td>
</tr>
<tr>
<td>Skyler Barton</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 13, 2017</td>
</tr>
<tr>
<td>Lisa Cook</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 13, 2017</td>
</tr>
<tr>
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<td>Santiago, Chile</td>
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File Attachments
Aproved Out of State Travel 6-13-17.pdf (1,804 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

6.29 Consider Approval of Short-term Assignments - Hiring of Non-Academic Short-Term Employees. Presenter: Vice Chancellor Largent

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Fiscal Impact

No

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

Presenter: Vice 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.

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<td>Plasencia Gloria</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Executive Assistant</td>
<td>D</td>
</tr>
<tr>
<td>Quizhpe Birhon</td>
<td>7/3/17</td>
<td>11/30/17</td>
<td></td>
<td>Clerical Assistant II</td>
<td>M</td>
</tr>
<tr>
<td>Ramirez Jorge</td>
<td>7/5/17</td>
<td>11/9/17</td>
<td></td>
<td>Inst Asst IV/DSPS</td>
<td>L</td>
</tr>
<tr>
<td>Ramirez Juan</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Interpreter II</td>
<td>All</td>
</tr>
<tr>
<td>Riner Bonnie</td>
<td>6/14/17</td>
<td>6/30/17</td>
<td></td>
<td>Inst Asst/CIS</td>
<td>L</td>
</tr>
<tr>
<td>Rivera Cordova</td>
<td>7/3/17</td>
<td>12/8/17</td>
<td></td>
<td>Admissions &amp; Records Tech</td>
<td>M</td>
</tr>
<tr>
<td>Roberson Craig</td>
<td>8/14/17</td>
<td>6/30/18</td>
<td></td>
<td>Food Service Worker</td>
<td>L</td>
</tr>
<tr>
<td>Roque Chaves Marisol</td>
<td>7/3/17</td>
<td>11/10/17</td>
<td></td>
<td>Senior Clerical Assistant</td>
<td>M</td>
</tr>
<tr>
<td>Ruan Yipeng</td>
<td>6/14/17</td>
<td>6/30/17</td>
<td></td>
<td>Clerical Assistant II</td>
<td>All</td>
</tr>
<tr>
<td>Shephard Rebecca</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Interpreter III</td>
<td>All</td>
</tr>
<tr>
<td>Shultz David</td>
<td>7/3/17</td>
<td>6/29/18</td>
<td></td>
<td>Inst Asst/Multimedia</td>
<td>B</td>
</tr>
<tr>
<td>Smith Annmarie</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Interpreter, Fully Certified</td>
<td>All</td>
</tr>
<tr>
<td>Spencer Vacca Laura</td>
<td>7/3/17</td>
<td>6/30/18</td>
<td></td>
<td>Inst Asst IV/DSPS</td>
<td>A</td>
</tr>
<tr>
<td>Spencer Vacca Laura</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Interpreter, Partially Certified</td>
<td>All</td>
</tr>
<tr>
<td>Su Huizhen</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Senior Clerical Assistant</td>
<td>L</td>
</tr>
<tr>
<td>Tang Lena</td>
<td>7/1/17</td>
<td>6/30/18</td>
<td></td>
<td>Principal Accounting Tech</td>
<td>L</td>
</tr>
<tr>
<td>Thao Karla</td>
<td>7/10/17</td>
<td>6/30/18</td>
<td></td>
<td>Clerical Assistant II</td>
<td>D</td>
</tr>
<tr>
<td>Thompson Darrah</td>
<td>7/3/17</td>
<td>6/30/18</td>
<td></td>
<td>Staff Asst/Admin (General)</td>
<td>L</td>
</tr>
<tr>
<td>Toliver Geneva</td>
<td>6/14/17</td>
<td>6/30/17</td>
<td></td>
<td>Inst Asst II/DSPS</td>
<td>M</td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Subject</th>
<th>6.34 Consider Approval to Enter an Agreement for District-Wide Security Guard and Patrol Services (RFP No. 16-17/21), ABC Security Service Inc. Presenter: Vice Chancellor Ikharo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES</td>
</tr>
<tr>
<td>Category</td>
<td>6. CONSENT CALENDAR</td>
</tr>
<tr>
<td>Access</td>
<td>Public</td>
</tr>
<tr>
<td>Type</td>
<td>Action (Consent)</td>
</tr>
<tr>
<td>Preferred Date</td>
<td>7/3/17</td>
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<tr>
<td>Tran</td>
<td>8/21/17</td>
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<td>Tran</td>
<td>7/1/17</td>
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<tr>
<td>Tran</td>
<td>8/21/17</td>
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<tr>
<td>Truong</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Tran</td>
<td>6/19/17</td>
</tr>
<tr>
<td>Tucker</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Turner</td>
<td>7/1/17</td>
</tr>
<tr>
<td>VanBuhler</td>
<td>7/3/17</td>
</tr>
<tr>
<td>Vezina</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Vierra</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Vilchis-Lent</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Vorachit</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Walker</td>
<td>8/14/17</td>
</tr>
<tr>
<td>Watson</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Williams</td>
<td>7/3/17</td>
</tr>
<tr>
<td>Wong</td>
<td>7/1/17</td>
</tr>
<tr>
<td>Wright</td>
<td>7/3/17</td>
</tr>
<tr>
<td>Yussuf</td>
<td>7/3/17</td>
</tr>
<tr>
<td>Zepel</td>
<td>7/3/17</td>
</tr>
<tr>
<td>Zettler</td>
<td>6/14/17</td>
</tr>
<tr>
<td>Zhou</td>
<td>7/3/17</td>
</tr>
<tr>
<td>Zhu</td>
<td>7/1/17</td>
</tr>
</tbody>
</table>

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Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$1,975,692.68

Budgeted
Yes

Budget Source
General Fund

Recommended Action

Approval is requested to enter into a three-year (3) agreement with ABC Security Services Inc. for District-Wide Security Services (RFP No. 16-17/21), in the amount not-to-exceed $1,975,692.68 (One Million Nine Hundred Seventy Five Thousand, Six Hundred Ninety Two dollars and 68/100).

Item Summary:
The administration conducted competitive bidding by advertising and publishing a Request for Proposal (RFP) and applied shared governance by using a steering committee to review proposals. Outlined are the annual financial proposals and terms from ABC Security Services Inc.: year 1 estimated cost is $641,762.42; Year 2 is $658,501.22 and year 3 is 675,429.04 estimated annual costs and billing rate proposal worksheet for their job responsibilities and required labor during the contract term. The vendor must adhere to the City of Oakland Living Wage Ordinance compliance during the contract period.

As required by Public Contract Codes (PCC), the Administration conducted a competitive Request for Proposal (RFP No. 16-17/21) on April 28, 2017. A total of six (6) vendors submitted proposals. A steering committee of college president’s representatives from College of Alameda, Laney College, Merritt College, Berkeley City College and a District Administrative Center (DAC), was set up to review proposals and make recommendation to the Chancellor. The criteria establish for this RFP that the committee relied on is as follows: references, resources and key personnel, knowledge and experience, response time and maintenance plans, proposed costs and Small Local Business Enterprise (SLBE). Based on these factors, ABC Security Services Inc. received the highest score of 392 points.

The following are the total scores for the six (6) companies:

<table>
<thead>
<tr>
<th>EVALUATORS</th>
<th>ABC</th>
<th>MARINA Security Services</th>
<th>Securitas Security Services</th>
<th>Allied Universal</th>
<th>Intervention Group Inc.</th>
<th>NATIONAL Security Industries</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Alameda</td>
<td>80</td>
<td>62</td>
<td>57</td>
<td>73</td>
<td>68</td>
<td>73</td>
</tr>
<tr>
<td>BCC</td>
<td>84</td>
<td>63</td>
<td>83</td>
<td>80</td>
<td>64</td>
<td>86</td>
</tr>
<tr>
<td>Laney College</td>
<td>81</td>
<td>30</td>
<td>62</td>
<td>43</td>
<td>41</td>
<td>73</td>
</tr>
</tbody>
</table>
Pursuant to the Public Contract Code (PCC), the District can award this contract to the bidder whose proposal is determined to be the best value to the District based solely on the criteria set forth in the Request for Proposal. ABC Security Services has its corporate headquarters located in Oakland, California, and was incorporated and being in business since 1981. The company has been providing services since 1968 and has been locally owned and operated since 1989 by Ana Chretien who is the President and CEO (a well-respected Hispanic Bay Area Business woman) of the company. The company has over 300 employees and employees are members of SEIU Local 247. Among the clientele served by this vendor in the last five years include but not limited to: UC Berkeley, City of Oakland, Port of Oakland, San Francisco Unified School District, Federal Emergency Management Agency F.E.M.A., City of Richmond, etc.

The terms of this contract award to ABC Security Services Inc., will be for a three (3) year with a provision to extend contract by another two (2) years subject to an annual review for performance by the Administration and brought before the Board of Trustees for approval. The vendor provided a maximum estimated annual costs for each fiscal year as outlined below:

<table>
<thead>
<tr>
<th>Colleges</th>
<th>Fiscal Year #1 2017-18</th>
<th>Fiscal Year #2 2018-19</th>
<th>Fiscal Year #3 2019-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berkeley City College</td>
<td>$335,829.46</td>
<td>$344,591.86</td>
<td>$353,444.72</td>
</tr>
<tr>
<td>Laney College/District</td>
<td>$196,702.88</td>
<td>$201,825.68</td>
<td>$207,021.76</td>
</tr>
<tr>
<td>Merritt College</td>
<td>$54,615.04</td>
<td>$56,041.84</td>
<td>$57,481.28</td>
</tr>
<tr>
<td>College of Alameda</td>
<td>$54,615.04</td>
<td>$56,041.84</td>
<td>$57,481.28</td>
</tr>
<tr>
<td><strong>Annual Total Costs:</strong></td>
<td><strong>$641,762.42</strong></td>
<td><strong>$658,501.22</strong></td>
<td><strong>$675,429.04</strong></td>
</tr>
</tbody>
</table>

ABC Security Services shall provide comprehensive security services at the District Administrative Center, Laney College, College of Alameda, Merritt College, and Berkeley City College. Security personnel will patrol the campus at each location unarmed with a two-way communication radio. The vendor will provide security services on Saturdays, Sundays, and holidays from 7:00 a.m. until 11:00 p.m. at all four (4) campuses, including the District Administrative Center (DAC). They will also provide a “grave yard” shift for services at Laney College from 11:00 p.m. to 7:00 a.m. on a daily basis.

ABC Security Services will provide equipment and all necessary labor during the time indicated and provide additional security services for special assignments or events as requested. Further, the company will be responsible for maintaining a pool of substitutions and/or reserve of security personnel. This company will furnish all the materials; equipment, labor and supervision needed to fulfill the contract.

Security personnel will be responsible for the following:
• SilvaTrac real time guard reporting system and vehicle ground positioning system (VGPS) automated guard locator and cellular communication.
• Ensuring main doors are opened and disarmed
• Classrooms are opened as needed
• Provides student/visitor information
• Patrol buildings and provide escort service to parking lot as needed
• Shall wear uniforms provided by the company
• Maintain log and report of all criminal activity to the appropriate law enforcement agencies
• Responsible for providing training in the appropriate response to unsafe conditions, emergency situations and/or criminal activity
• Secure the building in the event of damage and destruction, such as broken windows.
• Provide security services until an administrator/designee arrives to secure property.

To summarize, the administration complied with Public Contract Codes and Board Policy Section 6.31 to procure services provided by the vendor. The issuance of Request for Proposal encouraged an open competitive and fair bid process. Importantly, the District practiced shared governance and engaged stakeholders from all the colleges to evaluate and determine the most qualified vendor to provide security services. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The District had Securitas Security Services USA, Inc. had an agreement with the District for Berkeley City College for a period from November 1, 2012 to June 30, 2013, and has been on a month-to-month contract with the District. In November 2013 Securitas provided security services on weekends and holidays at College Alameda, Laney College, Merritt College and the District Administrative Center. This contract with Securitas will be terminated (30 days’ notice) upon approval by the Governing Board of Trustees. During this transition period, the Administration will work with both vendors to ensure a smooth transition.

Deliverables and Scope of Work:
ABC Security Company, Inc. will complete and perform the scope of work as outlined under the Item Summary.

Anticipated Completion Date:
ABC Security Services, Inc. will provide District-wide security services for a one-year contract period effective on or around July 14, 2017 through July 14, 2020.

Alternatives/Options:
Not applicable

Evaluation and Recommended Action:
The Administration recommends Board approval to enter into an agreement with ABC Security Services, Inc., District-Wide Security Services.

File Attachments
06-13-BOT Report Security Guard Services District-Wide 2017.pdf (93 KB)
06-13-BOT Report Security Guard Services District-Wide 2017.doc (102 KB)
ABC Security-Agreement.pdf (49 KB)

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Subject

6.13 Consider approval of an Independent Contractor/Consultant Agreement with Stiles Hall to provide services for formerly incarcerated and systems impacted students through the Restoring Our Communities Initiative (Laney College Student Equity Program). Presenter: President Gilkerson
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$23,000.00

Budgeted

Yes

Budget Source

Student Equity Funds

Recommended Action

Approval is requested for Stiles Hall to provide services for formerly incarcerated and systems impacted students through the Restoring Our Communities Initiative (Laney College Student Equity Program), in the amount not-to-exceed $23,000.

Item Summary:
This contract will cover Stiles Hall’s outreach, recruitment and referral, peer support, professional development, and coordination services through the Underground Scholars Initiative. This initiative supports Restoring Our Communities, a student equity program at Laney College that supports formerly incarcerated students.
Board approval is required because the Stiles Hall has provided services exceeding the $25,000 threshold to buy goods and services in the 2016/2017 fiscal year. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Engaging Stiles Hall does not require a formal bid because the cost of $23,000 (in addition to $20,000 paid on an earlier contract) is less than formal bid threshold requirement of $87,800 for professional services, per the District's Purchasing Procedures.

Stiles Hall/Underground Scholars seeks to partner with the Restoring Our Communities Initiative at Laney College, to support and create pipelines for formerly incarcerated individuals into academic and career programs that lead to living wage jobs or university transfer.

Deliverables and Scope of Work:
Stiles Hall/ Undergraduate Scholars will develop outreach materials for the Underground Scholars-Restoring Our Communities Initiative (i.e. flyers, brochures, banners, etc.), a preliminary website plan and layout, and social media outreach strategy. Underground Scholars will recruit, train, and employ three student ambassadors who are formerly incarcerated. Further, Underground Scholars will coordinate the ambassadors and implement the peer support program for formerly incarcerated students—including peer advising, referrals and transfer support assistance in filing out University California (UC) applications.

Underground Scholars will also pilot a program to pipeline formerly incarcerated students into existing Ambassadors program that currently includes multiple community colleges across that state; and provide informational workshop for tutors, instructional assistants and faculty. Regular coalition meetings with community partners and coordination with program leadership will also be included.

Anticipated Completion Date:
The anticipated substantial completion date was May 31, 2017.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
Stiles Hall / Underground Scholars previously partnered with Laney’s Restoring Our Communities program in Fall 2017. The administration recommends approval.

File Attachments
06-13-2017 BOT Report-Stiles Hall-1.pdf (75 KB)
06-13-2017 BOT Report-Stiles Hall.docx (29 KB)
Stiles Hall #18297 $23000 00.pdf (947 KB)

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Subject

6.35 Consider Approval of a Professional Services Contract with MAKINTA ENERGY for Design Services for the Replacement and Installation of Laney College Swimming Pool Heating Pumps and Chlorination Equipment. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category

6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$35,000.00

Budgeted
Yes

Budget Source
General Fund or 30 Day Maintenance Fund

Recommended Action
Request approval of a Professional Services Contract with MAKINTA ENERGY for design services for the replacement and installation of Laney College swimming pool heating pumps and chlorination equipment, in the amount not-to-exceed $35,000.

Item Summary:
MAKINTA ENERGY will provide design, construction administration, commissioning and post commissioning services to install the new pool heating equipment, chlorination system and associated pipeline network including all relevant equipment and fixtures required for the proper functioning of the new mechanical systems. Students, staff and faculty have complained about lack of adequate heating and appropriate chlorination of Laney College swimming pools' water supply. Complaints have been borne out of public health and safety concerns, relating to potential infection and hypothermia concerns. The new heating units, piping for chlorination tanks and repair or replacement of heating pumps, fittings will ensure that water temperature are at safe and required levels, and that water pH are at acceptable levels year round. Proposed professional services by the vendor include:
• Pre-Bid meetings with stakeholders to explain project scope and schedule;
• Attend construction meetings, respond to RFIs and inspect work of contractors;
• Inspect mechanical and electrical equipment, fixtures and systems as part of the commissioning process;
• Prepare design drawings and relevant bid documents

Board approval is required because the total contract amount exceeds the $25,000 threshold for contracted services in the 2016/2017 fiscal year. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
After incessant complaints by staff, students and faculty regarding extensive poor heating and lack of automated chlorination of water supply to the Laney College swimming pool, the District immediately responded to meet the needs and desire expressed by the college community. This prompt response was to resolve series of citations by the Alameda County Environmental Health Agency regarding health code violations due to the worsening condition of the swimming pool.

Deliverables and Scope of Work:
The vendor shall prepare design drawings for both the lap and dive pools for review and approval by the Alameda County Environmental Health Agency; attend pre-bid meetings with stakeholders; attend construction meetings; perform commissioning and post commissioning services including preparation of operations schedule and site specific programming of web based monitoring, among others.

Anticipated Completion Date:
The contract termination date is set for December 31, 2017, for payment processing.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
The administration recommends the approval of this contract so the contractor can start work right away.

File Attachments
06-13-2017 BOT Report- Makinta Energy, Inc..pdf (78 KB)
06-13-2017 BOT Report- Makinta Energy, Inc..doc (69 KB)
Maktinta-Agreement.pdf (56 KB)
Maktinta Proposal.pdf (3,027 KB)

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6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
No

Budgeted
Yes

Budget Source
Bond Measures A (Fund 63) & E (Fund 65)

Recommended Action
Approve Measures A & E transfers to reflect updated projects.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Budget Transfer #110 - Transfer funds from 2460 - Laney Health Clinic to 2432 Districtwide Unallocated Funds: This transfer moves the remaining funds of $400,000 back to the District-Wide Unallocated Funds. All the Colleges received $400,000 for their Health Clinics - Transfer funds of $7,733,417 from 2318 Laney Student Center to: $835,000 to 22465 Laney Waterproofing and Intrusion Remediation Project, $5,600,000 to 2485 Laney Smart Classrooms, and $1,549,569 to 2475 Laney Locker Room Title IX Project the remaining funds to bring project 2475 Laney Locker Room Title IX to $2,600,000 are from: $190,048 from 2389 Laney Tower Modernization, $12,656 from 2436 Laney Modified Master Plan, $40,978 from 2439 Laney Emergency Kitchen Ventilation Improvements, and $7,470 from 2468 Laney Tower & Portable Moves, and $800,431 in Measure E Project 2475 Laney Locker Room Title IX.

Budget Transfer #111 - Transfer funds from 2346 Add'l Space IT/Purchasing to $200,000 for 2357 IT Infrastructure Project, $200,000 for 2448 IT Document Management Project, $75,150 for 2445 Web Based Email Project, and 2454 IT Student Financial Aid Project.
Deliverables and Scope of Work:

Transfers will re-allocated some of the Bond Funds to cover needed projects at the College and District IT. These projects will enhance the student experience at our colleges.

Anticipated Completion Date:

N/A

Alternatives/Options:

N/A

Evaluation and Recommended Action:

Approve Measures A & E transfers to reflect re-allocation of the Bond funds as agreed to by the stakeholders.

File Attachments

BT #110 - Laney Bond Re-Allocaiton Pt 1.pdf (649 KB)
BT #111 - District IT Projects.pdf (414 KB)

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Subject

6.36 Consider Approval of a Construction and Project Management Agreement with Powell & Partners, Architects for the Laney College Quick Modernization/Refurbishment Projects. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017
Fiscal Impact
Yes

Dollar Amount
$50,000.00

Budgeted
Yes

Budget Source
Measure A Bond Fund

Recommended Action

Approval is requested for a construction and project management agreement with Powell & Partners, Architects for the Laney College Quick Modernization / Refurbishment Projects, in the amount not-to-exceed $50,000.

Item Summary:
Powell & Partners, Architects will support the District Office and the Department of General Services in the implementation of the construction program to refurbish and modernize classrooms at Laney College before school resumes. All services will be according to the scope of work. The consultant will assist the District with services including, but not limited to, the following construction and project management services:

1. Programming – Refurbishment of Classrooms.
   - Assist with the detailed definition of project scope, budget, and schedule, as needed;
   - Coordinate design consultants activities for painting of 132 classrooms;
   - Expedite owner’s design reviews including modifications;
   - Procure and install electronic doors;
   - Solicit delivery and install furniture in smart classrooms;
   - Prepare and maintain a Construction Management schedule for the project;
   - Monitor and provide progress reports concerning the design and/or procurement schedule; and
   - Prepare a procurement plan, where required

1. Procurement Phase
   - Assist with pre-qualification process for the selection of and/or sub-contractors, as the detailed definition of project scope, budget, and schedule, including programming support;
   - As a result of any pre-qualification process, develop a short-list of pre-qualified prime and/or sub-contractors as required;
   - Coordinate all bid phase activities with District departments;
   - Prepare public solicitation notice(s) for District approval;
   - Conduct pre-bid conferences and project site walk examinations with bidders;
   - Review and coordinate bid phase addenda; estimate cost of bid phase addenda;
• Assist District with bid evaluations and conduct reference checks; and
• Conduct post-bid conference, as required.

1. **Construction Phase**

• Develop detailed construction schedules, as needed;
• Review contractor’s schedule submittal and make recommendations to District;
• Coordinate construction logistics between the contractors and the District’s Operation and Maintenance (O & M) staff;
• Conduct pre-construction conference(s), as needed; provide continuos on-site construction management personnel, as needed;
• Establish team communication procedures; Assist and support architect’s construction administration processes;
• Coordinate project site meeting; Review construction progress and prepare reports;
• Review and analyze proposed change orders and make recommendations to District;
• Establish and implement quality control program, including as-built accuracy;
• Determine cost and schedule effects of change orders;
• Prepare change orders reports; Coordinate change order control process;
• Coordinate and evaluate contractor’s recovery schedules;
• Review and approve monthly pay requests; Coordinate the preparation of the punch-list;
• Determine final completion and payment;
• Determine substantial completion dates, final payments and release of retention; and
• Coordinate procurement and installation of Furniture Fixture and Equipment (FF&E).

**Background/Analysis:**
Through shared governance, Laney College new leadership collaborated with the President Council to determine immediate college needs. The president recommended to the Chancellor to implement identified projects in order to uplift the faculty and staff moral; and to meet today's teaching and learning environment for the students that we serve.

The administration conducted an informal bid and requested bids from four (4) qualified construction management consultants. The bid results are as follow:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BASE BIDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Powell &amp; Partners, Architects</td>
<td>Oakland, CA</td>
<td>$40,000</td>
</tr>
<tr>
<td>Kitchell CEM</td>
<td>San Francisco, CA</td>
<td>$96,000</td>
</tr>
<tr>
<td>BRJ &amp; Associates, LLC</td>
<td>Pasadena, CA</td>
<td>$472,600</td>
</tr>
<tr>
<td>Olive Construction Management</td>
<td>Oakland, CA</td>
<td>Non-responsive</td>
</tr>
</tbody>
</table>

Powell & Partners, Architects offered the lowest and responsible bid for the desired construction and project management services. Fred Powell and Daniela Jimenez are representatives from the company. This is a local firm that has worked with the District implementing prior projects. They are familiar with Peralta’s facilities.

**Deliverables and Scope of Work:**
Deliverables and scope of work are as described under the Item Summary.

**Anticipated Completion Date:**
The anticipated project completion date is December 31, 2017.

**Alternatives/Options:**
Not Applicable
Evaluation and Recommended Action:
The administration recommends the approval of this contract for the consultant to support and provide construction and project management services to the District.

File Attachments
Powell & Others - Bid Proposals.pdf (461 KB)
Powell & Partner-CM agreement-Front End.pdf (379 KB)
06-13-2017 BOT Report-Powell and Partners.docx (35 KB)
06-13-2017 BOT Report-Powell and Partners.pdf (82 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

6.37 Consider Approval of Amendment #1 to an Existing Contracted Services Agreement with PACIFIC COAST TRANE for the Districtwide Scheduled Maintenance HVAC Repairs, Replacement, and Services. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$98,772.00
Budgeted

Yes

Budget Source

Scheduled Maintenance Fund and the Laney College Infrastructure Fund

Recommended Action

Approval is requested on Amendment #1 to an existing contracted services agreement with PACIFIC COAST TRANE for the Districtwide Scheduled Maintenance HVAC Repairs, Replacement, and Services, in the amount not-to-exceed $98,772 due to scope of work increase.

**Item Summary:**
The Governing Board of Trustees approved the original agreement ($295,543) on December 13, 2016 for the contractor to work on 2014/2015 and 2015/2016 HVAC Scheduled Maintenance projects at College of Alameda, District Administration Center, Berkeley City College, and Merritt College. The $295,543 contract amount was based on estimated bids received in the 2014/2015 fiscal year, which does not reflect the actual cost in this current fiscal year. After Board approval of the original contract amount, the contractor analyzed the project sites and investigated existing HVAC systems to provide an updated scope of work and a current actual cost. Upon receiving the cost, the administration prioritized the projects and determined that an additional $98,772 is needed to complete 2014/2015 and 2015/2016 HVAC Scheduled Maintenance Projects and additional scope of work. The District is increasing the scope of work to correct the negative air pressure in Building “E” (Bistro and Kitchen area) and repair the water-source heat pump system boiler at the District Administrative Center. As a result, the administration requests for the Board to approve and modify the contract amount from $295,543 to $394,315.

Pacific Coast TRANE will repair, replace and install a variety of mechanical equipment and fixtures at Laney College. The new mechanical equipment and fixtures are located in several buildings including A & E; Laney College wants the failed heat pumps, VFDs and AHUs to be replaced with new parts installed to minimize incidents of lack of proper heating and/or cooling in classrooms, laboratories and meeting rooms in the affected buildings.

Board approval is required to approve any amendment because the total contract amount exceeds the $25,000 threshold for contracted services. The Chancellor recommends approval.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

After complaints to CAL OSHA by faculty, students and staff, CAL OSHA issued a citation to the District to take immediate corrective actions to comply with Uniform Building Codes, California Fire Codes and other relevant codes. As required by the California Community Colleges Chancellor’s Office (CCCCO), the District secured a contract(s) to complete Scheduled Maintenance Projects before June 30, 2018. The administration recommended a piggyback-able contract award to the contractor to complete various HVAC related Scheduled Maintenance projects. Through The Cooperative Purchasing Network (Contract #: R 150502), the TRANE Company was awarded this contract through a competitive sealed RFP process for HVAC equipment, installation, service and related products. Their original contract was awarded by the Board of Directors of Region 4 Education Service Center in August 2015 and in May 2016, and renewed and extended until September 30, 2017. Authorized under the Public Contract Code, Section 20654, the governing board of any community college district, without advertising bids, may authorize by contract to purchase materials, equipment, and services using piggyback-able contracts, when that board has determined it to be in the best interests of the District.
Deliverables and Scope of Work:
The contractor shall install specialized mechanical equipment including parts and fittings to help resuscitate the hitherto failed mechanical systems located in Buildings “A” and “E” at Laney College.

Anticipated Completion Date:
The anticipated complete date for these projects is June 30, 2018.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
The administration recommends the approval of this amendment so the contractor can start work straightaway.

File Attachments
5-31-17 BOT Report- Pacific Coast Trane- Amend #1.pdf (74 KB)
5-31-17 BOT Report- Pacific Coast Trane- Amend #1.doc (72 KB)
Pacific Coast Trane-Amend #1.pdf (25 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

6.38 Consider Approval Resolution No. 16/17-48 for a Construction Agreement with SOLAR HOLMES CONSTRUCTION COMPANY for the College of Alameda Diesel/Mechanical Concrete Slab Work (Bid No. 16-17/26).
Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date
Fiscal Impact
Yes

Dollar Amount
$20,000.00

Budgeted
Yes

Budget Source
College of Alameda General Fund

Recommended Action
Approval is requested to approve a construction agreement with SOLAR HOLMES CONSTRUCTION COMPANY for the College of Alameda Diesel/Mechanica

l Concrete Slab Work (Bid No. 16-17/26), in the amount not-to-exceed $20,000.

Item Summary:
Students, staff and faculty of the College of Alameda Diesel Mechanical Program want to acquire additional teaching tools, equipment and vehicles to expand students and faculty experience. As a result, they will house and display of a new donated hydraulic excavator on this new concrete slab. The proposed construction work will include but not limited to:

- Excavation of top soil, soil compacting;
- Installation of new form-work;
- Install new reinforced steel bars
- Concrete pour, leveling and vibration
- Installation of new asphalt connector drive way
- Installation of new concrete curbs

Board approval is required because this public works contract amount exceeds the $15,000 threshold, per the Public Contracting Codes. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Staff, students, faculty and college administration desires to expand the learning experience of students in the Diesel Mechanical program at College of Alameda. In 2015, a heavy equipment distribution company pledged to donate to the College a CASE CX 350 hydraulic excavator (80,000 lbs) as teaching equipment. To properly protect this excavator, it will be housed on a reinforced concrete pad with chain-link fence installed to protect against unapproved access. The proposed project is intended to construct the required concrete pad for the equipment. A separate bid was conducted to award a contract for the chain-link fence. A formal bid process was initiated; three contractors attended the bid walk on May 17, 2017 and two (2) sealed bids were received on the bid closing date of May 26, 2017.

The two (2) submitted Bids were from the following entities:
The Solar Holmes Construction Company offered the lowest and responsible bid for this project. Mark Holmes is the representative from this company. This project requires the contractor to sign a Letter of Assent (LOA), agreeing to work under the terms of the District's Construction Project Labor Agreement (PLA). Additionally, the contractor will comply with California prevailing wage laws applicable to the project.

**Deliverables and Scope of Work:**
The contractor shall provide equipment and tools necessary for the execution of the construction of a new reinforced concrete pad, asphalt connector driveway and related concrete curb work.

**Anticipated Completion Date:**
The project is expected to be completed before the start of the 2017 Fall semester. The contract termination date is set for December 31, 2017, for payment processing.

**Alternatives/Options:**
Not Applicable

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract so the contractor can start work right away.

File Attachments
- 06-13-17 BOT Report- Solar Home Construction_.pdf (84 KB)
- 06-13-17 BOT Report- Solar Home Construction_.doc (83 KB)
- Solar Holmes - Bid-16-17-26-Results.pdf (224 KB)
- SOLAR Homes Construction-Agreement.pdf (35 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.

**7. ACTION ITEMS**

**8. ANNOUNCEMENTS**

**9. ADJOURNMENT**

Subject

9.1 Meeting Adjournment

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

9. ADJOURNMENT

Access
Tuesday, June 13, 2017
REGULAR MEETING OF THE BOARD OF TRUSTEES

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

333 East 8th Street
Oakland, CA 94606

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
2. CLOSED SESSION

Access
Public

Type
Information

Subject

2.2 Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9)

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
2. CLOSED SESSION

Access
Public

Type
Information

- Conference with Legal Counsel (54956.9(a)), Williams v. PCCD, Alameda County Superior Court, Case No. HG-14730396.
- 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.
- Conference with Legal Counsel (54956.9(a)), R. Young v. Peralta Community College District, Case No. 14-cv-05351-JD.
- Conference with Legal Counsel (54956.9(a)), Nunez et al. v. Peralta Community College District et al.; Case No. RG16827433
- Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (2 cases)

Subject

2.3 Public Employee Appointment (Government Code Section 54957)

Meeting
Recommendation to extend the appointment of the Interim Assistant Vice Chancellor for Enrollment Management, District Office.

Recommendation to appoint the Dean of Student Services, Laney College.

Ratification of the Chancellor's approval to extend the management appointment of the Interim Project Manager of Maintenance & Operations, District Office.

Ratification of the Chancellor's approval to appoint the Interim Vice Chancellor for Finance and Administration, District Office.

Recommendation to appoint the Director of Student Activities and Campus Life, Merritt College.

Subject

2.4 Public Employee Discipline/Dismissal/Release

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

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.

Subject

2.5 Public Employee Evaluation

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
2. CLOSED SESSION

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.

- Chancellor

3. OPEN SESSION

Subject

3.1 Pledge of Allegiance
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Procedural
3.3 Report of Action Taken in Closed Session
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
3. OPEN SESSION

Access
Public

Type
Information

Subject

3.4 Approval of the Agenda
Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
3. OPEN SESSION

Access
Public

Type
Action

Recommended Action
Recommend Approval
Subject

3.5 Approval of the Minutes
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Action

Recommended Action

Recommend Approval

File Attachments
05-09-17 Board Meeting Minutes.pdf (74 KB)

Subject

3.6 Swearing-In for Incoming Student Trustee
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Action, Information

Recommended Action

Recommend Approval
3.7 Public Communication

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

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/

4. REPORTS

Subject

4.1 Associated Student Government Reports

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information
Subject

4.2 Chancellor’s Reports
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information

- Noncredit Courses and Programs Launching, Dr. Melvinia King & Team

Subject

4.3 Board of Trustees' Reports
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information

Subject

4.4 Peralta Classified Senate Report
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
4. REPORTS

Access
Public
Type
Information

Subject

4.5 District Academic Senate Report
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS
Access
Public
Type
Information

5. PRESENTATIONS

6. CONSENT CALENDAR

Subject

6.3 Consider Approval of Course and Program Additions, Deactivations and Changes as Recommended by the Council for Instruction, Planning and Development (CIPD) Presenter: Interim Vice Chancellor Pedraja
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR
Access
Public
Type
Action (Consent)
Consider Approval of Course and Programs Additions, Deactivations and Changes

Included for approval are proposed curriculum actions as recommended by the Council for Instruction, Planning and Development (CIPD). The PDF entitled “May 2017 CIPD Report” contain course and program additions, changes and deactivations as approved by the colleges’ curriculum committees and CIPD. The Chancellor recommends approval.

File Attachments
May 2017 CIPD Report.pdf (547 KB)
May 2017 Program Proposals.pdf (795 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
6.4 Consider approval of Contract between PCCD and LifeLong Medical Care not to exceed $50,000 for 2017-18FY.
Presenter: Vice Chancellor Orkin
Public

Type

Action (Consent)

Preferred Date

Jun 18, 2018

Fiscal Impact

Yes

Dollar Amount

$50,000.00

Budgeted

Yes

Budget Source

STUDENT HEALTH FEES- GENERAL FUNDS

Recommended Action

N/A

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:

EXHIBIT A: SCOPE OF SERVICES

The mental health clinician shall perform the services described below including, but not limited to, the following:

I. Student Services
   A. Crisis intervention, including an on-campus Crisis Team meeting
   B. Outreach to promote services offered
   C. Brief therapy and individual counseling
   D. Group therapy (e.g. stress management), e.g. including but not limited to veterans’ support
   E. Mental health education
   F. Substance abuse counseling and referrals
   G. Relationship/family counseling
   H. Depression counseling
   I. Referrals to community resources and other health care services
   J. Grief counseling
II. Staff/Faculty Services
   A. In-services re: recognizing and understanding mental health conditions/treatment
   B. Consultations as needed re: individual students
   C. Presentations at staff meetings and in classrooms on issues related to mental health

III. Health Records and Reporting
   A. Clinical records will be maintained for all individuals receiving one-on-one services with the mental health professional.
   B. All records and communications will be handled in a confidential and ethical manner and in accordance with HIPAA regulations.

Anticipated Completion Date: June 30, 2018

Alternatives/Options: N/A

Evaluation and Recommended Action: N/A

Administrative File Attachments
Board-Agenda-Report-Form-2017 (2)Lifelong Medical Care.pdf (87 KB)
Memorandum For LifeLong Medical Care 4-27-17.pdf (80 KB)
Lifelong 2017-18.pdf (249 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

6.5 Consider approval of Contract between PCCD and Healthy Communities, Inc. not to exceed $200,000 for 2017-18FY.
Presenter: Vice Chancellor Orkin

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action

Preferred Date
Jun 30, 2018

Fiscal Impact
Yes

Dollar Amount
$200,000.00

Budgeted
Yes

Budget Source
STUDENT HEALTH FEES - GENERAL FUNDS

Recommended Action
N/A

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:

Healthy Communities, Inc. shall perform all services prescribed including, but not limited to, the following:

A. Medical Services

- Pregnancy Testing
- Pap Smears
- Family Planning
- Birth Control
- Sexually Transmitted Infections Treatment
- HIV Testing (all four campuses)
- Health Education (one-on-one, as needed)
- Flu Shots
- TB Testing
- On-site Assessment by a Medical Provider
- Physical Exams for College Transfers, Externship, or Employment
- Referrals for Urgent Care
- Resource and Referral Services
- Other services as requested

Physical Exams for College Transfers, Externship
Anticipated Completion Date: June 30, 2018

Alternatives/Options: N/A

Evaluation and Recommended Action: N/A

Administrative File Attachments
Memorandum for Healthy Communities (1) (2).pdf (79 KB)
Board-Agenda-Report-Form-2017 (3)HCI (1).pdf (85 KB)
HCI MOU 2017-18 (4-20-17).pdf (154 KB)

Subject

6.6 Consider approval of Contract between PCCD and Jorge Nunez, L.A.c not to exceed $60,000 for 2017-18FY.
Presenter: Vice Chancellor Orkin.

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 30, 2018

Fiscal Impact

Yes

Dollar Amount

$60,000.00

Budgeted

Yes

Budget Source

STUDENT HEALTH FEES-GENERAL FUNDS

Recommended Action
Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:

Acupuncture/Massage: provide relief of the following ailments/complaints through acupuncture/massage:
- general stress & high BP
- weight loss assistance
- lower back, hip & knee pain
- smoking cessation
- arm, shoulder & neck pain
- headaches, migraines, TMJ
- poor memory & concentration
- anger, irritability

Anticipated Completion Date: June 30, 2018

Alternatives/Options:

Evaluation and Recommended Action:

Administrative File Attachments
Board-Agenda-Report-Form-2017 (3)Acupuncture (1).pdf (84 KB)
Memorandum For Jorge Nunez (1) (2).pdf (73 KB)
Jorge Nunez ICC.pdf (325 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

6.7 Consider approval of Contractor between PCCD and Roots Community Health Center (RCHC) not to exceed $90,000, for 2017-18FY. Presenter: Vice Chancellor Orkin.

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public
Type

Action (Consent)

Preferred Date

Jun 30, 2018

Fiscal Impact

Yes

Dollar Amount

$90,000.00

Budgeted

Yes

Budget Source

STUDENT HEALTH FEE- GENERAL FUNDS

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Deliverables and Scope of Work:
Healthy Communities, Inc. shall perform all services prescribed including, but not limited to, the following:

A. Medical Services

- Pregnancy Testing
- Pap Smears
- Family Planning
- Birth Control
- Sexually Transmitted Infections Treatment
- HIV Testing (all four campuses)
- Health Education (one-on-one, as needed)
- Flu Shots
- TB Testing
- On-site Assessment by a Medical Provider
- Physical Exams for College Transfers, Externship, or Employment
- Referrals for Urgent Care
- Resource and Referral Services
- Enrollment into public health programs
- Other services as requested
Anticipated Completion Date: June 30, 2018

Alternatives/Options: N/A

Evaluation and Recommended Action:

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

6.2 Consider Ratification of Out of State Travel pursuant to Board Policy 7400. Presenter: Chancellor Laguerre

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Budgeted

Yes
Recommended Action

Consider ratification of Out of State travel pursuant to Board Policy 7400 for the following faculty:

<table>
<thead>
<tr>
<th>Name</th>
<th>Travel Location</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peter Crabtree</td>
<td>New Orleans, LA</td>
<td>April 22, 2017 – April 25, 2017</td>
</tr>
<tr>
<td>Peter Olds</td>
<td>Trinidad, CO</td>
<td>June 2, 2017 – June 9, 2017</td>
</tr>
</tbody>
</table>

File Attachments
Ratified Out of State Travel 6-13-17.pdf (418 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

6.26 Approval of the Revised 2017-2018 PCCD Holiday Schedule. Presenter: Vice Chancellor Largent

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Budget Source

N/A

Recommended Action
The District Administration requests the Board to approve the revised PCCD Holiday Schedule for 2017-2018. Presenter: Vice Chancellor Largent

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On May 9, 2017, the Board approved the 2017-2018 PCCD Holiday Schedule. In accordance with Article 15.1 of the SEIU Local 1021 and Article 18.1 of the IUOE Local 39 Collective Bargaining Agreements, New Year’s Eve (December 31st) is a scheduled holiday. Additionally, in accordance with Article 15.3 of the SEIU Local 1021 and Article 18.2 of the IUOE Local 39 Collective Bargaining Agreements, when a holiday falls on Sunday, the following workday not a holiday shall be deemed to be that holiday. Therefore, the District needs to add another holiday (Tuesday, January 2, 2018) to the 2017-2018 PCCD Holiday Schedule, since December 31, 2017 falls on a Sunday.

Finally, Christmas/Year-End Holiday Closure Days (three days total) will be observed on December 27, 28 and 29, 2017, in accordance with Article 15.6 of the SEIU Local 1021 and 18.7 of the IUOE Local 39 Collective Bargaining Agreements.

Deliverables and Scope of Work:

N/A

Anticipated Completion Date:

N/A

Alternatives/Options:

N/A

Evaluation and Recommended Action:

The Chancellor recommends approval.

File Attachments
June 13, 2017 Revised PCCD Holiday Schedule.pdf (446 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

6.30 Consider Approval of a Contracted Service Agreement with VORTEX Industries, Inc. (VORTEX) for an Urgent Service to Repair Laney College Theater ADA Doors. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access
Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$11,349.00

Budgeted

Yes

Budget Source

General Fund or 30 Day Maintenance Fund

Recommended Action

Approval is requested to approve an urgent contract services with VORTEX Industries, Inc. to repair Laney College ADA Doors (Districtwide Door Repairs), in the amount not-to-exceed $11,349.

Item Summary:
VORTEX was hired to repair the Laney College Theater ADA doors. The entire door entry system did not meet the current Americans with Disability Act (ADA) requirements. The existing door operators had failed, the door hardware was broken, and the doors themselves were damaged due to years of wear and tear. As a result, VORTEX will replace the two door operators, door crash bars, and the duplexed door operator modules. This repair is required due to the total failure of the entire door system. As such individuals with mobility issues could not access the Theater Building through the front entrance, thus inhibiting and/or accessibility to the facility for teaching and learning, and community use.

Board approval is required because the contractor’s total contract amount has exceeded the $25,000 threshold to procure goods and services. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
To comply with ADA requirements, the District took immediate corrective actions to engage a local vendor to perform corrective door refurbishment.
Agreements History

<table>
<thead>
<tr>
<th>Original Agreement</th>
<th>$9999.00</th>
<th>Board approval not required.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amendment #1</td>
<td>$11,348.28</td>
<td>Seeking board approval.</td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:
The deliverables are as described under the Item Summary.

Anticipated Completion Date:
As an urgent repair, the work is being performed by Vortex. The contract termination date is set for June 30, 2017.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
The administration recommends the approval of this contract since the contractor has completed the scope of work.

File Attachments
06-13-2017 BOT Report-VOCLASS.pdf (72 KB)
06-13-2017 BOT Report-VOCLASS.doc (72 KB)
247547 - VOCLASS-Amendment No. 1 - 43-1057087-signed.pdf (84 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
6.31 Consider Approval of a Contracted Service Agreement with EMCOR Services/Mesa Energy Systems, Inc. (EMCOR) for an Urgent Service Work to Repair the Leak on the Motor Cooling Line on Chiller #3 at Laney College. Presenter: Vice Chancellor Ikharo

Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$9,672.00

Budgeted
Yes

Budget Source
30 Day Maintenance Fund or Laney College Infrastructure Fund

Recommended Action

Approval is requested to approve an urgent service contract with EMCOR Services/Mesa Energy Systems, Inc. for an urgent service work to repair the leak on the motor cooling line on Chiller #3 at Laney College, in the amount not-to-exceed $9672.

**Item Summary:**
The leak resulted because the existing seals on the motor cooling line deteriorated due to age. The chiller has never been rebuilt since the chiller’s original installation in 1971. EMCOR repaired the leaks so the cooling line would function properly to provide adequate cooling for the entire college. During the assessment, EMCOR found the existing chiller was low on refrigerant and has leaks on the motor cooling line. EMCOR provided the labor, parts and materials to repair the leak on the motor cooling line and add refrigerant for this chiller to be in proper operating condition.

**Chiller #3 detailed scope of work will include:**

- Perform environmental health & Safety site inspection;
- Lock/out Tag/out and secure safety on the job site;
- Recover and existing refrigerant per the EPA;
- Repair leak on the motor cooling line;
- Obtain an oil sample for a lab analysis;
- Replace oil filter and refrigerant filter;
- Evacuate chiller;
- Perform a standing vacuum test;
- Provide and install 530lbs on new R-134A refrigerant;
- Start-up and testing of equipment and unit controls;
- Log operating conditions of chiller; and
- Straight time labor, ground freight, (180) labor warranty and (1) year parts warranty.
Board approval is required because the contractor’s total contract amount has exceeded the $25,000 threshold to procure goods and services. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

<table>
<thead>
<tr>
<th>Agreement History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
</tr>
<tr>
<td>Amendment #1-Urgent Service</td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:
The deliverables are as described under the Item Summary.

Anticipated Completion Date:
As an urgent project, the work was completed right away. The contract termination date is set for June 30, 2017, for payment processing.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
The administration recommends the approval of this contract due to the deteriorating condition of the existing chiller and cooling line.

File Attachments
06-13-2017 BOT Report-EMCOR.pdf (77 KB)
06-13-2017 BOT Report-EMCOR.doc (73 KB)
EMCOR-Agreement.pdf (57 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

6.39 Consider Approval to increase Independent Contractor's Agreement with Liebert Cassidy Whitmore. Presenter: Vice Chancellor Largent

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)
Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$15,000.00

Budgeted
Yes

Budget Source
General Fund

Recommended Action
Request Board authorization to increase Independent Contractor's Agreement for Professional Services for Liebert Cassidy Whitmore. All Board-approved contracts are subject to final negotiation and execution by the Chancellor.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The District's current contract with Liebert Cassidy Whitmore is for $25,000 to continue to provide cost-effective advice and counsel on non-litigation Human Resources matters to avoid grievances and claims. The District requests an increase by an additional $15,000 for a contract not to exceed $40,000 limit for the fiscal year ending June 30, 2017.

Deliverables and Scope of Work:

Anticipated Completion Date:
June 30, 2017

Alternatives/Options:

Evaluation and Recommended Action:
The District's Employee Relations Office has evaluated the deliverables, to date, by Liebert Cassidy Whitmore and found them to be satisfactory. Therefore, it is recommended that the requested increase in the amount of the contract be approved for this contractor to continue to provide the
Office of Human Resources and Employee Relations with cost-effective advice and counsel on non-litigation matters to avoid grievances and claims.

The Chancellor recommends 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

6.32 Consider Approval of Resolution No. 16-17-44, Acceptance of Completed Work and Release 5% Retention for the Prop 39 CCC/IOU Lighting Project, Berkeley City College (RFP No. 15-16/08), Future Power Corporation dba Energy Conservation Options (ECO). Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Budgeted

Yes

Budget Source

Proposition 39 Clean Energy Jobs Act and CCC/IOU Rebates

Recommended Action
Approval is requested for Resolution No. 16-17-44, for the acceptance of completed work and release 5% retention for the Prop 39 CCC/IOU Lighting Project, Berkeley City College Library (RFP No. 15-16/08), Future Power Corporation dba Energy Conservation Option, in the amount of $15,035.22.

**Item Summary:**
The Governing Board of Trustees approved a contract award to Energy Conservation Option for this project at the February 23, 2016 meeting, in the amount of $300,705. The project attained Final Completion on March 17, 2017. The District has filed a Notice of Completion (NOC) with the County of Alameda, and project acceptance is recommended. This resolution accepts the project as complete and staff is requesting final acceptance of the project and release of the remaining 5% retention, in the amount of $15,035.22. There were no change orders on this project. The College President and Business Manager have approved the Project Final Acceptance, after the punch list items were completed.

A notice to proceed (NTP) was issued with a start date of April 27, 2016, with the project duration of 300 calendar days to Final Completion. Approval to accept this project as complete and release of retention is recommended by the Chancellor.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
In compliance with the District’s Purchasing Procedures a competitive solicitation for proposals was conducted to procure this construction service. Seven (7) firms participated in the facility walkthrough. One local firm, Energy Conservation Options, submitted a proposal. ECO is a local Small Local Business Enterprise (SLBE) firm located in Oakland, CA. The President/CEO is Ms. Dahlia Moody. The company has been in business since 2008. ECO currently employs three individuals who are affiliated with the Peralta Community College District as students and graduates.

**Deliverables and Scope of Work:**
Deliverables and/or services included assessment, equipment, labor, rebate processing, and closeout documentation and reporting as required by the California Community Colleges Investor Owned Utilities (CCC/IOU) partnership program. Additional scope of work included attic stock for retrofit kits (LEDs and ballasts) and other total life cycle costing, as appropriate.

**Anticipated Completion Date:**
The project reached Final Completion on May 25, 2017.

**Alternatives/Options:**
Not Applicable

**Evaluation and Recommended Action:**
The administrator recommends the final acceptance of the project and release of the remaining 5% retention to the contractor.

---

**File Attachments**
06-13-17 - BOT Report-Energy Conservation Options-BCC LED Lighting-Release Retention.doc (80 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**
6.33 Consider Approval of Resolution No. 16/17-45, Acceptance of Completed Work and Release 5% Retention for the Prop 39 CCC/IOU Lighting Project, Laney College Library (RFP No. 15-16/24), Future Power Corporation dba Energy Conservation Options (ECO). Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$19,932.20

Budgeted

Yes

Budget Source

Proposition 39 Clean Energy Jobs Act

Recommended Action

Approval is requested for Resolution No. 16/17-45, for the acceptance of completed work and release 5% retention ($19,932.20) for the Prop 39 CCC/IOU Lighting Project, Laney College Library (RFP No. 15-16/24), Future Power Corporation dba Energy Conservation Option.

Item Summary:
The Governing Board of Trustees approved a contract award to Energy Conservation Option for this project at the September 13, 2016 meeting, in the amount of $398,644. The District has filed a Notice of Completion (NOC) with the County of Alameda, and project acceptance is
recommended. This resolution accepts the project as complete and staff is requesting final acceptance of the project and release of the remaining 5% retention, in the amount of $19,932.20. There were two (2) change orders on the project for a total of $37,832 or 9.5% of the original contract amount. The College President and Business Manager have approved the Project Final Acceptance, after the punch list items were completed.

A notice to proceed (NTP) was issued with a start date of September 20, 2016, with the project duration of 205 calendar days to Final Completion. Approval to accept this project as complete and release of retention is recommended by the Chancellor.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
During the Board of Trustees recess, the Chancellor approved the original contract for ECO to start this project. The Board has authorized the Chancellor to conduct business while they are on recess in accordance with Resolution 99/00-5. This approval was critical because ECO needed to submit paperwork for the energy efficiency program by September 15, 2016 to meet the September 30th deadline.

Under Public Contract Code 20652, the governing board of any community college district, without advertising for bids, and when that board has determined it to be in the best interests of the District, may authorize by contract to procure services, purchase materials and equipment utilizing piggyback-able contracts. The District piggybacked on a competitive Request for Proposal No. PS 09-15-01 for the Non-Residential Direct-Install Lighting, HVAC, and Refrigeration Retrofit Program conducted by the Alameda Municipal Power (AMP). Energy Conservation Options was awarded a contract to provide energy efficiency services for non-residential customers by the AMP.

| Contract History |
|------------------|------------------|------------------|
| **Description**  | **Amounts**      | **Board Approval** |
| Original Agreement | $398,644.00      | September 13, 2016 |
| Change Order #1   | $21,460.00       | October 13, 2016  |
| Change Order #2   | $16,372          | March 14, 2017    |

**Deliverables and Scope of Work:**
Deliverables and/or services included assessment, equipment, labor, rebate processing, and closeout documentation and reporting as required by the CCC/IOU partnership program and by Proposition 39. The scope included the attic stock for retrofit kits (LEDs and ballasts) and other total life cycle costing, as appropriate.

**Anticipated Completion Date:**
The project reached Final Completion on May 25, 2017.

**Alternatives/Options:**
Not applicable

**Evaluation and Recommended Action:**
The administrator recommends the final acceptance of the project and release of the remaining 5% retention to the contractor.
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

6.14 Consider Approval of the Renewal Contract with Department of Rehabilitation for the College of Alameda College to Career Program. Presenter: President Karas

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Budget Source

The contract is for $250,000 for each year July 1, 2017 – June 30, 2020 for a total of $750,000.

Recommended Action

Consider approval for College of Alameda to renew a 3-year contract with the Department of Rehabilitation for the College to Career Program

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Persons with intellectual disabilities who are working are often employed in sheltered workshops that pay below minimum wage. The College to Career Program is part of a nation-wide effort to expand
inclusion of students with intellectual disabilities in college life, provide training and open competitive employment opportunities.

**Deliverables and Scope of Work:**
The College of Alameda College to Career Program (C2C) is designed to jointly serve individuals who are consumers of the Greater East Bay District of the Department of Rehabilitation (DOR) and students who attend the College of Alameda (COA) and receive services through the College of Alameda Programs and Services for Students with Disabilities (COA DSPS). Through this cooperative case service contract, staff and resources of DOR and COA will be combined to provide C2C DOR consumers/students with a coordinated set of activities designed within an outcome-oriented process, which promotes movement from college to employment.

The C2C program will offer instruction and educational assistance; increase C2C DOR consumer/student participation in on-campus activities; create access to classes; and provide internships, job development and placement services.

**Anticipated Completion Date:**
The grant is for the period July 1, 2017 – June 30, 2020.

**Alternatives/Options:**
None.

**Evaluation and Recommended Action:**
Approval

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**Subject**

6.9 Consider approval for change in scope augmentation by $25,000 of the sub-award for Georgia Piedmont Technical College, Co-PI for the National Science Foundation BEST Center. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access
Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Fiscal Impact

No

Dollar Amount

$25,000.00

Budgeted

Yes

Budget Source

National Science Foundation BEST Center

Recommended Action

Please consider approval of a change in scope in the sub-award for Georgia Piedmont Technical College in the amount of $25,000 to instructional support for the BEST Center High Performance Building Operations Professional training program.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

NSF BEST Center Co-PI Georgia Piedmont Technical College (GPTC) will provide instructional lab design and support in Building Automation Systems for the High Performance Building Operations Professional (HPBOP) project led by Laney College. GPTC Co-PI Brian Lovell will design and install laboratory trainers for use at Laney by HPBOP training participants. Trainers will also serve for replication by other colleges developing Building Automation Systems programs across the country. Trainers will use Easy IO operating system which is an open source version of Honeywell Tridium system integration software. Lovell will also design learning activities and participate in the pilot program. This addition of scope will increase GPTC's sub-award to a total of $155,000 for the fiscal year ending June 30, 2017.

Deliverables and Scope of Work:

GPTC Co-PI Lovell will design and develop 12 Easy IO trainers with multiple inputs and outputs useful for providing instruction on building automation system integration software. Additional scope will provide for detailed documentation of the trainers for use by other colleges. Lovell will also provide additional technical assistance BEST partner colleges as well as planning time for national workshops and professional development activities.

Anticipated Completion Date:
June 30, 2017

**Alternatives/Options:**

None

**Evaluation and Recommended Action: Approve**

File Attachments

Revised SOW Letter for GPTC 2016-17.pdf (194 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**

6.10 Consider approval to accept an award from the National Science Foundation of $3.6 million for five years the Laney College BEST Center. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Dollar Amount

$3.60

Budgeted
Yes

Budget Source

National Science Foundation

Recommended Action

Consider approval to accept an award of $3.6 million over five years for the National Science Foundation BEST Center (Building Efficiency for a Sustainable Tomorrow) at Laney College.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Laney College leads a National Science Foundation (NSF) national center of excellence called the BEST Center which provides leadership, technical assistance, and professional development to community and technical colleges across the country in the field of Building Science, Sustainability, Building Automation Systems, and High Performance Building Operations. This grant from the NSF will allow the BEST Center to continue operating for an additional five years in its national leadership capacity.

Deliverables and Scope of Work:

Grant operations including staffing, faculty professional development activities, technical assistance to faculty and administrators, engage with industry partners nationally, and recruitment of students into STEM disciplines.

Anticipated Completion Date:

September 30, 2022

Alternatives/Options:

None

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

6.11 Consider approval of an addendum to the Independent Contractor Agreement (ICC-13667) for additional services to be rendered by Danny Beesley (dba EcoVision Consulting) in the amount of $13,000. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR
Consider approval of an addendum for the contract of Danny Beesley (dba EcoVision Consulting) in the amount of $13,000 to provide additional project management services for the Laney College Advanced Manufacturing Fabrication Lab (Fab Lab) and in support of the Laney College CTE Open House.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Mr. Danny Beesley (dba EcoVision Consulting) will provide project support services in support of the critical mission of Laney College and the Peralta District to offer high quality educational program opportunities for the communities served within the Bay Area. Beesley will provide additional project management services for the Laney Advanced Fabrication Lab and in support of the Laney CTE Open House.

**Deliverables and Scope of Work:**

- Support the procurement, installation and configuration of additional equipment
- Support and advise faulty on the development curriculum and Pathway Development
• Coordinate with faculty and students for use of the FabLab
• Facilitate and provide training as needed for faculty and support staff
• Work with industry to develop internships and other work experience opportunities in conjunction with the FabLab
• Represent Laney in the community for FabLab and Advanced Manufacturing related events
• Work with OUSD and other K-12 school districts within the Peralta service area in developing outreach activities for high school students
• Coordinate dual enrollment opportunities
• Develop and maintain a relationship between high school and Laney CTE faculty members
• Work with cities and other organizations (Crucible, City of Oakland, College of Alameda) in support of Fab Labs and Maker related activities for K-12 students and opportunity youth
• Work with other organizations in the area (East Bay Maker Educators, Makers Faire, Maker Ed, etc.) to strengthen and grow the regional network of Fab Lab and Maker related activities K-12
• Work on finding outside funding sources for support of the Laney and other local K-12 Fab Labs
• Manage and oversee all aspects of the CTE Open House
• Participate in all CCC Maker related activities
• Produce and respond to all CCC Maker grant requirements
• Provide management and coordination support for the CTE Open House at Laney College

Anticipated Completion Date:
June 30, 2017

Alternatives/Options: none

Evaluation and Recommended Action: Approval

File Attachments
Danny addendum 1.pdf (1,230 KB)
Danny addendum 2.pdf (4,809 KB)
SKM_C654e17060611000.pdf (268 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

6.12 Consider approval of an independent contractor agreement for Dr. Mark Martin (dba Design4X, Inc.) in an amount not to exceed $172,000 to act as the regional director for the State of California Chancellor's Office Deputy Sector Navigator grant for Advanced Manufacturing from 7/1/17 to 6/30/18. Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR
Consider approval of an independent contractor agreement for Dr. Mark Martin (doing business as Design4X, Inc.) in an amount not to exceed $172,000 (for services and business related expenses) to act as regional director for the State of California Chancellor’s office Deputy Sector Navigator (DSN) grant for advanced manufacturing from 7/1/2017 – 6/30/2018.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Laney College has been given a grant extension from the Chancellor's office in the amount of $200,000 (for the 12-month period from 7/1/2017 – 6/30/2018) to support the Deputy Sector Navigator role in Advanced Manufacturing.

The role of the Deputy Sector Navigator regional director is to coordinate and collaborate regionally among the twenty-eight (28) Bay Area community colleges, workforce organizations and industry within the advanced manufacturing sector. The DSN works to develop effective sector partnerships with employers, regional consortium, community colleges, high schools, ROPs, Workforce Investment Boards (WIBS), and other regional organizations to ensure a skilled workforce in support of the regional economy and industry sector and to establish career pathways.
Dr. Mark Martin (doing business as Design4X, Inc.) will continue to provide services to this project in an amount not to exceed $165,000 from 7/1/2017 - 6/30/2018. In addition, $7000 will be available for reimbursement of travel and business expenses related to his services for a total amount not to exceed $172,000.

Dr. Martin has been working with Laney College since February 2012. Since 2013 he has been the Deputy Sector Navigator in Advanced Manufacturing and prior to that he was project director for the Bay Area Workforce Funding Collaborative. Before that he was the California CTE Director for Manufacturing, Engineering and Technology career pathways at the Center for Applied Competitive Technologies at City College of San Francisco.

Martin has a Ph.D. in Mechanical Engineering from Stanford University, an MS in Mechanical Engineering from the Massachusetts Institute of Technology (MIT), and an MBA from the Sloan School of Management at MIT. Martin has demonstrated expertise in manufacturing project management, Six Sigma for engineering, online course development, K-12 educational program development for manufacturing and engineering, and development and delivery of advanced curriculum in manufacturing design and engineering. Martin has been on the faculty at Stanford University in the School of Engineering. Martin has provided business consulting services to manufacturers such as Hewlett Packard, ABB, Google, Cisco Systems, and Toshiba.

Dr. Martin will provide project management services in support of the critical mission of Laney College and the Peralta District to offer high quality educational program opportunities for the communities served within the Bay Area region.

**Deliverables and Scope of Work:**

- Work collaboratively in a network comprised of the statewide sector navigator and other Deputy Sector Navigators within the sector, the Chair and/or Co-Chairs of the Regional Consortia, the Regional Consortium, and individual colleges within the region offering courses and programs within the sector.
- Assist in developing faculty collaboratives, connect programs and employers, and promote and strengthen curriculum and program alignment.
- Assist in aligning relevant programs and curriculum offered by colleges within the regional consortium to the needs of advanced manufacturing employers.
- Work with employers, industry and labor organizations, and Workforce Investment Boards within the Bay Area to determine gaps in the workforce needs; promote integration of workforce training and employment; strengthen programs within manufacturing at regional colleges and high schools; provide incumbent worker training; promote opportunities for contract education and faculty professional growth; and overall promote and support growth of manufacturing within the Bay Area.
- Work with representatives of business, labor, and professional trade associations to develop and implement courses and programs to train incumbent workers in the regional industry sector.
- Collect and report data on all required accountability measures working with common metrics and accountability measures, and working with the statewide LaunchBoard initiative.
- Partner with other organizations in the region and state (Manex, Division of Apprenticeship Standards, National Tooling and Machining Association, California Manufacturing and Technology Association, Go-Biz, California Industrial Technology Educators Association, national labs, universities, etc.) to coordinate and promote strategies related to manufacturing.
- Promote outreach efforts to encourage enrollment in manufacturing training programs.
- Manage the development of the DSN program, including strategic plan, project milestones, project deliverables and establishing program strategic priorities.
Establish partnerships with industry leaders and other Deputy Sector Navigators, WDB’s, and community college program to establish advisory groups for development, review and analysis of manufacturing workforce data.

- Review, analyze and report current and historic data and materials related to the manufacturing sector.
- Represent Laney and the Bay Area community colleges at regional, state and if required, national meetings and conferences dealing with Advanced Manufacturing Issues.

**Anticipated Completion Date:**

June 30, 2018

**Alternatives/Options: none**

**Evaluation and Recommended Action: approval**

File Attachments

- 17-152-004.FINAL.Grant Renewal Adv Mfg DSN (Bay Area) 2017-04-24 SIGNED.pdf (1,299 KB)
- 2017-05-09 Board Meeting Item 6.2. BoardDocs® Pro.pdf (297 KB)
- Mark Martin Resume.pdf (1,358 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**

6.18 Consider Ratification of the Warrant/Payment Report

**Presenter:** Acting Vice Chancellor Williams

**Meeting**

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

6. CONSENT CALENDAR

**Access**

Public

**Type**

Action (Consent), Reports

**Fiscal Impact**

No

Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from May 1, 2017 through May 20, 2017. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.
Item title:

Warrant/Payment Report

File Attachments
Warrant Report May202017.pdf (279 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


Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent), Reports

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 May 1, 2017 through May 20, 2017, 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.

Item title:
Purchase Order Report

Specific Board Action Requested:

Item Summary:
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 governing board every 60 days.” This Purchase Order Report contains all orders issued from May 1, 2017 through May 20, 2017, which have been issued in accordance with applicable policies, procedures and laws by an authorized officer of the District.

Source of Funds (and Fiscal/Budgetary Impact):
Not Applicable.
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 6330 & 6340. The Purchase Order Report presented for review is being done so in accordance with Education Code Section 81656 which states, “All transactions entered into by the officer or employee shall be reviewed by the governing board every 60 days.”

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

<table>
<thead>
<tr>
<th>Fund</th>
<th>Number of Orders Issued</th>
<th>Total Dollar Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund 01 General Unrestrict Oper</td>
<td>177</td>
<td>536,868.55</td>
</tr>
<tr>
<td>Fund 02 One Time State Allocation</td>
<td>10</td>
<td>8,324.34</td>
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<tr>
<td>Fund 10 College Designated Funds</td>
<td>53</td>
<td>111,818.04</td>
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<tr>
<td>Fund 11 General Restricted Fund</td>
<td>258</td>
<td>608,724.66</td>
</tr>
<tr>
<td>Fund 12 Parcel Tax, Measure B</td>
<td>6</td>
<td>12,344.20</td>
</tr>
<tr>
<td>Fund 30 Contract Education</td>
<td>5</td>
<td>2,549.76</td>
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<tr>
<td>Fund 61 Cap. Out. Proj. Funds-State</td>
<td>8</td>
<td>21,923.50</td>
</tr>
<tr>
<td>Fund 63 Bond Measure A</td>
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<td>15,790.35</td>
</tr>
<tr>
<td>Fund 65 Bond Measure E</td>
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<td>4,122.34</td>
</tr>
<tr>
<td>Fund 68 Child Development Fund</td>
<td>5</td>
<td>3,874.31</td>
</tr>
<tr>
<td>Fund 71 Trust And Agency Funds</td>
<td>13</td>
<td>7,234.92</td>
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<tr>
<td>Fund 81 Student Repres. Fee-Alameda</td>
<td>3</td>
<td>2,085.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>546</strong></td>
<td><strong>1,335,659.97</strong></td>
</tr>
</tbody>
</table>

File Attachments
Purchase Orders Report May202017.pdf (158 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

6.19 Consider Approval of the Budget Transfer Report. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access
Public

Type

Action (Consent), Reports

Consider approval of Budget Transfer Report covering the period from May 1, 2017 through May 20, 2017. California Code of Regulations Section 58307 limits the District’s expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District’s annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges’ or District’s departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 13, 2016. The Chancellor recommends approval.

Item title:
Budget Transfer Report

Specific Board Action Requested:
Consider approval of budget transfer report covering the period from May 1, 2017 through May 20, 2017.

Item Summary:
California Code of Regulations Section 58307 limits the District’s expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District’s annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges’ or District’s departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 13, 2016.

Source of Funds (and Fiscal/Budgetary Impact):
Not Applicable.

Background/Analysis:
Budgeting is an essential element of the financial planning, control and evaluation processes of governmental entities. Every governmental unit prepares a comprehensive budget covering all governmental, proprietary, and fiduciary funds for each annual fiscal period. The accounting system provides the basis for appropriate budgetary control. The community college district budget is a plan of proposed expenditure for operations and estimated revenue for a given period of time (fiscal year). The budget represents the operational plans of the District in terms of economic decisions. Budget requirements and processes are described in the California Code of Regulations, beginning with Section 58300.

Once the budget is adopted, the total amount designated as proposed expenditure for each major object of expenditure classification is the maximum allowed without additional governing board authorization for transfers between major classifications or from the reserve for contingencies in accordance with California Code of Regulations Section 58307.

Deliverables and Scope of Work:
Not Applicable.

Anticipated Completion Date:
Not Applicable.

**Alternatives/Options:**
Not Applicable.

**Evaluation and Recommended Action:**
Approval of budget transfer report covering the period from May 1, 2017 to May 20, 2017.

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**File Attachments**

| Budget Transfer Report May202017.pdf (351 KB) |

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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**

6.15 Consider Approval of the College to Career Board Resolution #16/17-46. Presenter: President Karas

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jul 11, 2017

Fiscal Impact

No

Budget Source

Department of Rehabilitation

Recommended Action
Consider Approval of the Resolution # 1617-46 for College to Career-College of Alameda.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

The College of Alameda College to Career Program (C2C) is designed to jointly serve individuals who are consumers of the Greater East Bay District of the Department of Rehabilitation (DOR) and students who attend the College of Alameda (COA) and receive services through the College of Alameda Programs and Services for Students with Disabilities. Through this cooperative case service contract, staff and resources of DOR and COA will be combined C2C DOR consumers/students with a coordinated set of activities designed within an outcome-oriented process which promotes movement from college to employment.

Deliverables and Scope of Work:

Anticipated Completion Date:

Alternatives/Options: N/A

Evaluation and Recommended Action: N/A

File Attachments
Board Resolution C2C #1617-46.doc (33 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
6.16 Consider Approval to Increase ICC# 01715 for Kathleen Cavanagh from $29,700 to $34,700 for FY 2016-17.
Presenter: President Karas
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
6. CONSENT CALENDAR

Access
Public

Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$5,000.00

Budgeted

Yes

Budget Source

Alameda County Workforce Development Board (ACWDB) contract (fund 1138)

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

*Kathleen Cavanagh is a part-time Independent Contractor / Consultant (ICC#01715) that provides Career Center Technician services at the One Stop Career Center at the College of Alameda. Kathleen is a high performing ICC, which is verified not only through observations made by the Director of Workforce Systems, but regularly reinforced by anecdotal reports from Resource Room customers, jobseekers, partners and visitors alike. Kathleen has utilized almost all of her hours and will run out before the end of the fiscal year, which would cause service delivery issues, potentially including closing of the Resource Room. This would impact ACWDB contract metric deliverables. This request is to increase the contract by $5,000 to continue to provide services, bringing the total contract amount to $34,700. Her existing contract is in effect through 06/30/2017. The costs from Kathleen’s extension will be allocated to the Alameda County Workforce Development Board (ACWDB) contract (fund 1138).*

**Deliverables and Scope of Work:**

Please see attached scope of work.

**Anticipated Completion Date:**

June 30, 2017

**Alternatives/Options:**

**Evaluation and Recommended Action:**

File Attachments

Request for Change Order ICC Kathleen Cavanagh.pdf (109 KB)

BOT Agenda Report Change Order Kathleen Cavanaugh, ICC COA.pdf (300 KB)

Memo for Addendum 2 ICC, K Cavanagh.pdf (98 KB)

Addendum 2 ICC, K Cavanagh.pdf (141 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

6.20 Consider Approval of Resolution 16/17-47 to Accept the Bid and Award a Contract to HM Construction for the Merritt College Parking Lot G Improvements Project (Bid No. 16-17/04). Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$234,925.00

Budgeted

Yes

Budget Source

Measure A
Recommended Action

Approval is requested to Accept the Bid and Award a Contract to HM Construction for the Merritt College Parking Lot G Improvements Project (Bid No. 16-17/04) Project, in the amount not-to-exceed $234,925.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
HM Construction will renovate and improve the Merritt College Parking Lot G through the removal and replacement of asphalt paving, new concrete paving and curbs, pavement paint striping and signage, new pedestrian tactile warning devices, storm drainage repair, and other improvements.

In compliance with the Public Contract Codes, Section 20651, a formal request for bid was conducted for this project, and a bid opening was held on April 11, 2017. A total of three (3) bids were received as follows:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM Construction</td>
<td>Hercules, CA</td>
<td>$234,925</td>
</tr>
<tr>
<td>Cato’s Paving</td>
<td>Hayward, CA</td>
<td>$351,231</td>
</tr>
<tr>
<td>Redwick Construction</td>
<td>Oakland, CA</td>
<td>$383,591</td>
</tr>
</tbody>
</table>

The lowest responsible and responsive bid was submitted by HM Construction, in the amount of $234,925.

HM Construction is owned and managed by Hocine Merzouk. The firm is registered with the California Department of Consumer Affairs – Contractors State License Board (Lic #754777 A & B). The Chancellor recommends approval.

Parking Lot G at Merritt College has a number of important concerns that necessitate these improvements. The first is the safety at the entrance to the lot. It has a narrow one way entrance, but needs a two way traffic entrance. This lot is used by the offsite community extensively for after school and weekend sports activities and there is frequently a traffic bottleneck at the entrance. In addition, the primary aisle of the lot has significantly deteriorated and requires constant patching by the District grounds department to address the many potholes – an ongoing expense. Lastly, the lot currently does not have a compliant ADA path of travel from the parking area into the campus. This project will address all of these needs.

Deliverables and Scope of Work:
The contractor will construct improvements to the Merritt College Parking Lot G per the bid documents prepared by Coffman Engineers, Inc.

Anticipated Completion Date:
The anticipated completion date is three months from the issuance of the Notice to Proceed.

Alternatives/Options:
None.

Evaluation and Recommended Action:
The administration recommends the award of the construction contract to HM Construction to construct the improvements to Merritt College’s Parking Lot G.

File Attachments
BOT 5-09-17-Merritt Lot G resolution.doc (41 KB)
G Parking contract .pdf (1,565 KB)

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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

6.17 Materials Testing Professional Services for the Modernization at Berkeley City College located at 2118 Milvia Street.

Presenter: President Tomaneng

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$33,794.00

Budgeted

Yes

Budget Source

Measure A - Fund 63

Recommended Action

Approval is recommended to enter into a Professional Services Contract Agreement with Apex for the not to exceed amount of $33,794 to provide materials testing services for the 2118 Milvia Street Modernization at Berkeley City College.
Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
On April 28th, 2015 the Board approved the purchase and Total Cost of Ownership (TCO) for this property. The TCO called for 2 major components of construction; 1) Seismic Retrofit and 2) Tenant Improvements. To complete the seismic retrofit, it must undergo a Field Act upgrade. As part of that process, DSA requires verification of existing materials. This contract is for collection and analysis of the required materials.

Under this contract, Apex Testing Laboratories, Inc. will provide comprehensive material testing and comprehensive condition assessment in accordance with ASCE 41-13. The results of this testing and assessment will be submitted to Division of State Architect (DSA) as part of an Evaluation and Design Criteria Report in advance of the complete renovation project application.

A project-specific request for proposals (RFP 16-17/20) was advertised and on April 24, 2017 proposals were received. The evaluation committee consisted of, Shirley Slaughter, Director of Business and Administrative Services Berkeley City College; Laura McCarty, Director of Capital Projects; and Atheria Smith, Director of Planning. After the committee completed its review, Apex Testing Labs submitted the only complete submittal.

EVALUATION

<table>
<thead>
<tr>
<th>CONSULTANTS</th>
<th>SUBMITTAL</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apex Testing Labs</td>
<td>Submittal Complete</td>
<td>Oakland, CA</td>
</tr>
<tr>
<td>Testing Engineers</td>
<td>Incomplete Submittal</td>
<td>San Leandro, CA</td>
</tr>
<tr>
<td>Applied Materials &amp; Engineering, Inc</td>
<td>Incomplete Submittal</td>
<td>Oakland, CA</td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:
Under this contract, Apex Testing Laboratories, Inc. will provide comprehensive material testing and comprehensive condition assessment in accordance with ASCE 41-13. The results of this testing and assessment will be submitted to Division of State Architect (DSA) as part of an Evaluation and Design Criteria Report in advance of the complete renovation project application.

Anticipated Completion Date:
December 31, 2017

Alternatives/Options:
None.

Evaluation and Recommended Action:
Approval is recommended to enter into a Professional Services Contract Agreement with Apex for the not to exceed amount of $33,794 to provide materials testing services for the 2118 Milvia Street Modernization at Berkeley City College.

File Attachments
107 Apex Testing combined.pdf (1,682 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

6.23 Consider Approval of Amendment No. 1 for a Contract Time Extension until December, 2017 with Coffman Engineers for Parking Lot Engineering Design Services for Laney and Merritt Colleges. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Budgeted

Yes

Budget Source

Measure A, fund 63

Recommended Action

Approval is requested for Amendment No. 1 for a contract time extension until December, 2017 with Coffman Engineers for Parking Lot Engineering Design Services for Laney and Merritt Colleges. This time extension only to their contract has no impact on the original contract fee amount of $77,000 as approved in the January 26, 2016 meeting of the Governing Board of Trustees.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Coffman Engineers has been contracted to provide professional services for the renovation and improvements to both Laney College’s overflow parking area and Merritt College’s Parking Lot G.
The Merritt College Parking Lot G project has been through the bidding process and is expected to be under construction this summer. The completed design for the Laney College overflow parking area project is expected to be submitted to the Division of the State Architect for review and approval in June 2017.

**Deliverables and Scope of Work:**
Coffman Engineers will provide full design, estimating and construction administration services for improvements on two existing parking lots located at two different campuses, Laney College and Merritt College.

**Anticipated Completion Date:**
The anticipated completion date is December 31, 2017.

**Alternatives/Options:**
None.

**Evaluation and Recommended Action:**
The Chancellor recommends approval.

File Attachments
- Amendment 1 Coffman Engineers.docx (33 KB)
- Coffman Engineers.pdf (10,261 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**

6.22 Consider Approval of the California Community Colleges Chancellor’s Office Quarterly Financial Status Report.
**Presenter:** Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent), Reports

Consider approval of the District’s fiscal year 2016-17 third quarter CCFS 311Q report. The CCFS-311Q is the State Chancellor’s Office Quarterly Financial Status Report summarizing and communicating the results of the budgetary decisions and transactions made by the District through the third quarter of fiscal year 2016-17. The Chancellor recommends approval.
Specific Board Action Requested:
Consider approval of the District’s fiscal year 2016-17 third quarter CCFS 311Q report.

Item Summary: (Please discuss this item)
The CCFS-311Q is the State Chancellor’s Office Quarterly Financial Status Report summarizing and communicating the results of the budgetary decisions and transactions made by the District through the second quarter of fiscal year 2016-17.

Background/Analysis:
Through the second quarter of the fiscal year, the District’s Unrestricted General Fund recognized revenues of $94.9 million and expended $105.2 million. This imbalance is usual and attributed to the fact that property taxes are not received in equal monthly payments. This report has been completed and was submitted on time to the State Chancellor’s Office and in accordance with the District’s Financial Reporting Calendar.

Deliverables/Scope of Work:
Not applicable.

Anticipated Completion Date:

Alternatives/Options:
Not applicable.

Evaluation and Recommended Action:
Approve the District’s 2016-17 third quarter CCFS 311Q report.

File Attachments
311Q3 2016-17 (Signed) 03312017.pdf (1,105 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
6.21 Consider Approval of the Education Protection Account Funding and Expenditures. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access
Public

Type
ITEM TITLE:
Education Protection Account Funding and Expenditures (Proposition 30, Schools and Local Public Safety Act of 2012).

SPECIFIC BOARD ACTION REQUESTED:
It is recommended that the Board of Trustees approve the use of the estimated $16,724,508 of Education Protection Account proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.

ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)
Proposition 30, The Schools and Local Public Safety Protection Act of 2012 (the Act) passed in November 2012. This proposition temporarily raises the sales and use tax by 0.25% for four years and raises the income tax rate for high income earners for seven years to provide continuing funding for local school districts and community colleges. The Educational Protection Account (EPA) is created in the General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its Internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

EPA expenditures should be recorded annually on the CCFS-311 (Prop 30 EPA expenditure report, copy attached), which can also be used as a template for districts to publish their EPA expenditures on their website.

Revenue for EPA funds are unrestricted and should be recorded in object code 8630. The Act specifically prohibits the expenditure of EPA funds for administrative salaries and benefits or any other administrative costs. We are confident that colleges will incur a sufficient level of non-administrative costs (e.g., instruction and student support costs) to easily ensure that EPA funds are not used for administrative costs. Consistent with the Budget and Accounting Manual, administrative costs include:

· General administration: district-wide administrative activities including governing board, chancellor, and district-level fiscal and personnel services.
· Campus administration: activities concerned with directing and managing the operation of a particular campus.
· Instructional administration: activities for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students.

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Subject

6.24 Amendment No. 1 to the Noll & Tam Professional Services Agreement for the Modernization of the New Berkeley City College Annex Location at 2118 Milvia Street, Berkeley. Presenter: Acting Vice Chancellor Williams

Meeting
Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

($142,625.00)

Budgeted

Yes

Budget Source

Measure A, fund 63

Recommended Action

Approve Amendment No 1 reflecting updated scope and additional geotechnical work for a net contract deduct of -$142,625.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

In 2014, Noll & Tam worked with the District, BCC, and structural engineers to develop a series of "test-fit" floor plans to demonstrate potential options. The original contract was issued to accommodate a range of options. It was anticipated that the contract would be amended once the final scope was determined. Since that time we have worked with the user groups to refine the space program and approach to modernizing the building. This amendment reflects the current scope including user group defined classrooms, a lounge/cafe, study/meet/tutorial spaces, a bookstore, a health center and offices. It also adds supplemental geotechnical testing and removes commissioning.
As currently conceived, the project consists of two major components; a seismic retrofit and tenant improvements.

The scope of work included in the Original Agreement, dated January 11, 2016, is amended and supplemented by the Revised Scope of Work dated March 23, 2017 ("Revised Scope of Work"), attached hereto and incorporated herein as Exhibit A to Attachment #1.

The scope of geotechnical engineering services the CONSULTANT included in the Original Agreement, is amended and supplemented by the Terraphase Engineering Request for Additional Budget for Geotechnical Engineering Services dated April 12, 2017 ("Revised Geotechnical Scope of Work"), attached hereto and incorporated herein as Exhibit #2.

**Deliverables and Scope of Work:**
Working plans and specifications, DSA review, and Construction Administration

**Anticipated Completion Date:**
July 1, 2018

**Alternatives/Options:**
None.

**Evaluation and Recommended Action:**
The Chancellor recommends approval.

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**Subject**

6.8 Consider approval of ICC with Career Ladders Project for "East Bay Counselor Collaborative" for $12,045 for a total of $66,395, Presenter: Associate Vice Chancellor King

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)
Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$12,045.00

Budgeted
Yes

Budget Source
CCPT 1 (Project 1075)

Recommended Action
Consider approval of ICC with Career Ladders Project for “East Bay Counselor Collaborative” for $12,045 for a total of $66,395, Presenter: Dr. Melvinia King

Background/Analysis:  (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The Career Ladders Project is a provider respected statewide for its work with community college counseling innovations. Through the East Bay Career Pathways (CCPT 1) initiative, counselors from the community colleges, feeder K-12's, and community-based organizations have collaborated to integrate and align services in support of smooth transition for students. The contract with Career Ladders Project is to assist with a series of engagements. Key staff include Lupe Dannels, a veteran community college counselor and Luis Chavez, a leader in the field of counseling collaboration, equity, and student success.

Deliverables and Scope of Work:
Career Ladders Project will assist in the planning and facilitation of the East Bay Counselor Collaborative with a focus on Career Technical Education, Matriculation, and the development of a community of practice to foster future resource and best practice sharing.

Anticipated Completion Date:
June 30, 2017

Alternatives/Options:

Evaluation and Recommended Action:
Administrative File Attachments
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

6.25 Approval of Amendment No. 2 to the Agreement for Professional Services with Dannis Woliver Kelly (DWK).
Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$842,740.00

Budgeted

Yes

Budget Source

Measure A, fund 63

Recommended Action
Consider approval of Amendment No. 2 to the Agreement for professional legal services in the amount not to exceed $1,018,730. This amendment includes costs of up to $842,740 specifically to address construction testing and design planning related to the leaks at Laney College. Testing and design consultant work is necessary to determine cause and possible plan for correction of leaks at Laney. These construction consultant services are retained through the law firm of DWK as part of the potential litigation and assessment of claims related to work previously done at Laney College that is covered by a warranty.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

On July 12th, 2016 the Board approved the District to enter into a professional services agreement with DWK for $30,000. On March 14th, 2017 the Board approved Amendment no. 1 in the amount of $90,000. This amendment proposes $842,740 for a total contract value of $962,740. This amendment also extends the contract date to December 31st, 2017. Since the Amendment 1, DWK has been requested to expand its work to include:

1. Laney College Leaks matter: Legal consultation regarding mitigation of possible construction defects ($40,000) and professional consultants (842,740).
2. Time extension to December 31st 2017.

Deliverables and Scope of Work:
Provide legal advice and specialty consulting on the Laney leak matter.

Anticipated Completion Date:
December 31st, 2017

Alternatives/Options:
none.

Evaluation and Recommended Action:
Legal council recommends approval of Amendment No. 2 in the amount of $842,740 for the Agreement with DWK.

File Attachments
DWK Amendment No 2 Final.pdf (54 KB)
Dannis Woliver Kelly (DWK)-original contract.pdf (1,371 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

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

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public
Type
Action (Consent)

Preferred Date
Jun 13, 2017

Fiscal Impact
No

Budgeted
Yes

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<tr>
<th>Name</th>
<th>Travel Location</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Sarah Backes-Diaz</td>
<td>Orlando, FL</td>
<td>June 27, 2017 – June 30, 2017</td>
</tr>
<tr>
<td>Skyler Barton</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 13, 2017</td>
</tr>
<tr>
<td>Lisa Cook</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 13, 2017</td>
</tr>
<tr>
<td>Cynthia Correia</td>
<td>Santiago, Chile</td>
<td>July 29, 2017 – August 8, 2017</td>
</tr>
<tr>
<td>Drew Gephart</td>
<td>Washington, DC</td>
<td>July 30, 2017 – August 4, 2017</td>
</tr>
<tr>
<td>Drew Gephart</td>
<td>Tokyo, Japan</td>
<td>September 4, 2017 – September 10, 2017</td>
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<tr>
<td>Jenny Gough</td>
<td>Salt Lake City, UT</td>
<td>June 28, 2017 – July 2, 2017</td>
</tr>
<tr>
<td>Debra Jones</td>
<td>Indianapolis, IA</td>
<td>June 28, 2017 – June 29, 2017</td>
</tr>
<tr>
<td>Denise Jones</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 14, 2017</td>
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<tr>
<td>Alvin Lebo Planas</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 14, 2017</td>
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<tr>
<td>Christina Taing</td>
<td>Olympia, WA</td>
<td>July 10, 2017 – July 14, 2017</td>
</tr>
<tr>
<td>Andrea Williams</td>
<td>Olympia, WA</td>
<td>July 9, 2017 – July 14, 2017</td>
</tr>
</tbody>
</table>

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Subject

6.29 Consider Approval of Short-term Assignments - Hiring of Non-Academic Short-Term Employees. Presenter: Vice Chancellor Largent

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR
Consider Approval of Short-Term Assignments - Hiring of Non-Academic Short-Term Employees

Presenter: Vice 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.

<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>
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<tr>
<td>Albertini</td>
<td>Sophia</td>
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<td>6/30/18</td>
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<tr>
<td>Alvarado</td>
<td>Silvia</td>
<td>6/14/17</td>
<td>6/30/17</td>
<td>Financial Aid Specialist</td>
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<tr>
<td>Alvarado</td>
<td>Silvia</td>
<td>7/3/17</td>
<td>10/13/17</td>
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<td>Balero</td>
<td>Jessica</td>
<td>7/1/17</td>
<td>6/30/18</td>
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<td>6/30/18</td>
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<td>Eduardo</td>
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<td>Judith</td>
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<td>Brown</td>
<td>Alfred</td>
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<td>Gerald</td>
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<td>Cael</td>
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<td>Darkhijav</td>
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<td>6/30/18</td>
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<td>Helmer</td>
<td>Kristine</td>
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<td>6/30/18</td>
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</table>
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

6.34 Consider Approval to Enter an Agreement for District-Wide Security Guard and Patrol Services (RFP No. 16-17/21), ABC Security Service Inc. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount
$1,975,692.68

Budgeted

Yes

Budget Source

General Fund

Recommended Action

Approval is requested to enter into a three-year (3) agreement with ABC Security Services Inc. for District-Wide Security Services (RFP No. 16-17/21), in the amount not-to-exceed $1,975,692.68 (One Million Nine Hundred Seventy Five Thousand, Six Hundred Ninety Two dollars and 68/100).

Item Summary:
The administration conducted competitive bidding by advertising and publishing a Request for Proposal (RFP) and applied shared governance by using a steering committee to review proposals. Outlined are the annual financial proposals and terms from ABC Security Services Inc.: year 1 estimated cost is $641,762.42; Year 2 is $658,501.22 and year 3 is $675,429.04 estimated annual costs and billing rate proposal worksheet for their job responsibilities and required labor during the contract term. The vendor must adhere to the City of Oakland Living Wage Ordinance compliance during the contract period.

As required by Public Contract Codes (PCC), the Administration conducted a competitive Request for Proposal (RFP No. 16-17/21) on April 28, 2017. A total of six (6) vendors submitted proposals. A steering committee of college president's representatives from College of Alameda, Laney College, Merritt College, Berkeley City College and a District Administrative Center (DAC), was set up to review proposals and make recommendation to the Chancellor. The criteria establish for this RFP that the committee relied on is as follows: references, resources and key personnel, knowledge and experience, response time and maintenance plans, proposed costs and Small Local Business Enterprise (SLBE). Based on these factors, ABC Security Services Inc. received the highest score of 392 points.

The following are the total scores for the six (6) companies:

<table>
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<tr>
<th>EVALUATORS</th>
<th>Vendors</th>
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<tbody>
<tr>
<td></td>
<td>ABC</td>
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<td>MARINA Security Services</td>
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<td>College of Alameda</td>
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<td>BCC</td>
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<td>DAC</td>
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<td>TOTAL</td>
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</table>
Pursuant to the Public Contract Code (PCC), the District can award this contract to the bidder whose proposal is determined to be the best value to the District based solely on the criteria set forth in the Request for Proposal. ABC Security Services has its corporate headquarters located in Oakland, California; and was incorporated and being in business since 1981. The company has being providing services since 1968 and has been locally owned and operated since 1989 by Ana Chretien who is the President and CEO (a well-respected Hispanic Bay Area Business woman) of the company. The company has over 300 employees and employees are members of SEIU Local 247. Among the clientele served by this vendor in the last five years include but no limited to: UC Berkeley, City of Oakland, Port of Oakland, San Francisco Unified School District, Federal Emergency Management Agency F.E.M.A., City of Richmond, etc.

The terms of this contract award to ABC Security Services Inc., will be for a three (3) year with a provision to extend contract by another two (2) years subject to an annual review for performance by the Administration and brought before the Board of Trustees for approval. The vendor provided a maximum estimated annual costs for each fiscal year as outlined below:

<table>
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<th>Colleges</th>
<th>Fiscal Year #1 2017-18</th>
<th>Fiscal Year #2 2018-19</th>
<th>Fiscal Year #3 2019-20</th>
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<td>Berkeley City College</td>
<td>$335,829.46</td>
<td>$344,591.86</td>
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<td>$56,041.84</td>
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<tr>
<td><strong>Annual Total Costs:</strong></td>
<td><strong>$641,762.42</strong></td>
<td><strong>$658,501.22</strong></td>
<td><strong>$675,429.04</strong></td>
</tr>
</tbody>
</table>

ABC Security Services shall provide comprehensive security services at the District Administrative Center, Laney College, College of Alameda, Merritt College, and Berkeley City College. Security personnel will patrol the campus at each location unarmed with a two-way communication radio. The vendor will provide security services on Saturdays, Sundays, and holidays from 7:00 a.m. until 11:00 p.m. at all four (4) campuses, including the District Administrative Center (DAC). They will also provide a “grave yard” shift for services at Laney College from 11:00 p.m. to 7:00 a.m. on a daily basis.

ABC Security Services will provide equipment and all necessary labor during the time indicated and provide additional security services for special assignments or events as requested. Further, the company will be responsible for maintaining a pool of substitutions and/or reserve of security personnel. This company will furnish all the materials; equipment, labor and supervision needed to fulfill the contract.

Security personnel will be responsible for the following:

- SilvaTrac real time guard reporting system and vehicle ground positioning system (VGPS) automated guard locator and cellular communication.
- Ensuring main doors are opened and disarmed
- Classrooms are opened as needed
- Provides student / visitor information
- Patrol buildings and provide escort service to parking lot as needed
- Shall wear uniforms provided by the company
- Maintain log and report of all criminal activity to the appropriate law enforcement agencies
- Responsible for providing training in the appropriate response to unsafe conditions, emergency situations and/or criminal activity
- Secure the building in the event of damage and destruction, such as broken windows.
- Provide security services until an administrator/designee arrives to secure property.
To summarize, the administration complied with Public Contract Codes and Board Policy Section 6.31 to procure services provided by the vendor. The issuance of Request for Proposal encouraged an open competitive and fair bid process. Importantly, the District practiced shared governance and engaged stakeholders from all the colleges to evaluate and determine the most qualified vendor to provide security services. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The District had Securitas Security Services USA, Inc. had an agreement with the District for Berkeley City College for a period from November 1, 2012 to June 30, 2013, and has been on a month-to-month contract with the District. In November 2013 Securitas provided security services on weekends and holidays at College Alameda, Laney College, Merritt College and the District Administrative Center. This contract with Securitas will be terminated (30 days’ notice) upon approval by the Governing Board of Trustees. During this transition period, the Administration will work with both vendors to ensure a smooth transition.

**Deliverables and Scope of Work:**
ABC Security Company, Inc. will complete and perform the scope of work as outlined under the Item Summary.

**Anticipated Completion Date:**
ABC Security Services, Inc. will provide District-wide security services for a one-year contract period effective on or around July 14, 2017 through July 14, 2020.

**Alternatives/Options:**
Not applicable

**Evaluation and Recommended Action:**
The Administration recommends Board approval to enter into an agreement with ABC Security Services, Inc., District-Wide Security Services.

File Attachments
- 06-13-BOT Report Security Guard Services District-Wide 2017.pdf (93 KB)
- 06-13-BOT Report Security Guard Services District-Wide 2017.doc (102 KB)
- ABC Security-Agreement.pdf (49 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**

6.13 Consider approval of an Independent Contractor/Consultant Agreement with Stiles Hall to provide services for formerly incarcerated and systems impacted students through the Restoring Our Communities Initiative (Laney College Student Equity Program). Presenter: President Gilkerson

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public
Type
Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$23,000.00

Budgeted
Yes

Budget Source
Student Equity Funds

Recommended Action
Approval is requested for Stiles Hall to provide services for formerly incarcerated and systems impacted students through the Restoring Our Communities Initiative (Laney College Student Equity Program), in the amount not-to-exceed $23,000.

Item Summary:
This contract will cover Stiles Hall's outreach, recruitment and referral, peer support, professional development, and coordination services through the Underground Scholars Initiative. This initiative supports Restoring Our Communities, a student equity program at Laney College that supports formerly incarcerated students.

Board approval is required because the Stiles Hall has provided services exceeding the $25,000 threshold to buy goods and services in the 2016/2017 fiscal year. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Engaging Stiles Hall does not require a formal bid because the cost of $23,000 (in addition to $20,000 paid on an earlier contract) is less than formal bid threshold requirement of $87,800 for professional services, per the District's Purchasing Procedures.

Stiles Hall/Underground Scholars seeks to partner with the Restoring Our Communities Initiative at Laney College, to support and create pipelines for formerly incarcerated individuals into academic and career programs that lead to living wage jobs or university transfer.

Deliverables and Scope of Work:
Stiles Hall/Underground Scholars will develop outreach materials for the Underground Scholars-Restoring Our Communities Initiative (i.e. flyers, brochures, banners, etc.), a preliminary website plan and layout, and social media outreach strategy. Underground Scholars will recruit, train, and employ three student ambassadors who are formerly incarcerated. Further, Underground Scholars will coordinate the ambassadors and implement the peer support program for formerly incarcerated students—including peer advising, referrals and transfer support assistance in filing out University California (UC) applications.

Underground Scholars will also pilot a program to pipeline formerly incarcerated students into existing Ambassadors program that currently includes multiple community colleges across that state; and provide informational workshop for tutors, instructional assistants and faculty. Regular coalition meetings with community partners and coordination with program leadership will also be included.

Anticipated Completion Date:
The anticipated substantial completion date was May 31, 2017.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
Stiles Hall / Underground Scholars previously partnered with Laney's Restoring Our Communities program in Fall 2017. The administration recommends approval.

File Attachments
06-13-2017 BOT Report-Stiles Hall-1.pdf (75 KB)
06-13-2017 BOT Report-Stiles Hall.docx (29 KB)
Stiles Hall #18297 $23000.00.pdf (947 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

6.35 Consider Approval of a Professional Services Contract with MAKINTA ENERGY for Design Services for the Replacement and Installation of Laney College Swimming Pool Heating Pumps and Chlorination Equipment. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)
Preferred Date
Jun 13, 2017

Absolute Date
Jun 13, 2017

Fiscal Impact
Yes

Dollar Amount
$35,000.00

Budgeted
Yes

Budget Source
General Fund or 30 Day Maintenance Fund

Recommended Action
Request approval of a Professional Services Contract with MAKINTA ENERGY for design services for the replacement and installation of Laney College swimming pool heating pumps and chlorination equipment, in the amount not-to-exceed $35,000.

Item Summary:
MAKTINTA ENERGY will provide design, construction administration, commissioning and post commissioning services to install the new pool heating equipment, chlorination system and associated pipeline network including all relevant equipment and fixtures required for the proper functioning of the new mechanical systems. Students, staff and faculty have complained about lack of adequate heating and appropriate chlorination of Laney College swimming pools’ water supply. Complaints have been borne out of public health and safety concerns, relating to potential infection and hypothermia concerns. The new heating units, piping for chlorination tanks and repair or replacement of heating pumps, fittings will ensure that water temperature are at safe and required levels, and that water pH are at acceptable levels year round. Proposed professional services by the vendor include:

- Pre-Bid meetings with stakeholders to explain project scope and schedule;
- Attend construction meetings, respond to RFIs and inspect work of contractors;
- Inspect mechanical and electrical equipment, fixtures and systems as part of the commissioning process,
- Prepare design drawings and relevant bid documents

Board approval is required because the total contract amount exceeds the $25,000 threshold for contracted services in the 2016/2017 fiscal year. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
After incessant complaints by staff, students and faculty regarding extensive poor heating and lack of automated chlorination of water supply to the Laney College swimming pool, the District immediately responded to meet the needs and desire expressed by the college community. This prompt response was to resolve series of citations by the Alameda County Environmental Health Agency regarding health code violations due to the worsening condition of the swimming pool.

**Deliverables and Scope of Work:**
The vendor shall prepare design drawings for both the lap and dive pools for review and approval by the Alameda County Environmental Health Agency; attend pre-bid meetings with stakeholders; attend construction meetings; perform commissioning and post commissioning services including preparation of operations schedule and site specific programming of web based monitoring, among others.

**Anticipated Completion Date:**
The contract termination date is set for December 31, 2017, for payment processing.

**Alternatives/Options:**
Not Applicable

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract so the contractor can start work right away.

File Attachments
06-13-2017 BOT Report- Makinta Energy, Inc..pdf (78 KB)
06-13-2017 BOT Report- Makinta Energy, Inc..doc (69 KB)
Makinta-Agreement.pdf (56 KB)
Makinta Proposal.pdf (3,027 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

6.27 Consider Approval of Measures A & E Budget Transfers No 110 & 111. Presenter: Acting Vice Chancellor Williams

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date
Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

No

Budgeted

Yes

Budget Source

Bond Measures A (Fund 63) & E (Fund 65)

Recommended Action

Approve Measures A & E transfers to reflect updated projects.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Budget Transfer #110 - Transfer funds from 2460 - Laney Health Clinic to 2432 Districtwide Unallocated Funds: This transfer moves the remaining funds of $400,000 back to the District-Wide Unallocated Funds. All the Colleges received $400,000 for their Health Clinics - Transfer funds of $7,733,417 from 2318 Laney Student Center to: $835,000 to 22465 Laney Waterproofing and Intrusion Remediation Project, $5,600,000 to 2485 Laney Smart Classrooms, and $1,549,569 to 2475 Laney Locker Room Title IX Project the remaining funds to bring project 2475 Laney Locker Room Title IX to $2,600,000 are from: $190,048 from 2389 Laney Tower Modernization, $12,656 from 2436 Laney Modified Master Plan, $40,978 from 2439 Laney Emergency Kitchen Ventilation Improvements, and $7,470 from 2468 Laney Tower & Portable Moves, and $800,431 in Measure E Project 2475 Laney Locker Room Title IX.

Budget Transfer #111 - Transfer funds from 2346 Add'l Space IT/Purchasing to $200,000 for 2357 IT Infrastructure Project, $200,000 for 2448 IT Document Management Project, $75,150 for 2445 Web Based Email Project, and 2454 IT Student Financial Aid Project.

Deliverables and Scope of Work:

Transfers will re-allocated some of the Bond Funds to cover needed projects at the College and District IT. These projects will enhance the student experience at our colleges.

Anticipated Completion Date:

N/A

Alternatives/Options:

N/A
Evaluation and Recommended Action:

Approve Measures A & E transfers to reflect re-allocation of the Bond funds as agreed to by the stakeholders.

File Attachments
- BT #110 - Laney Bond Re-Allocation Pt 1.pdf (649 KB)
- BT #111 - District IT Projects.pdf (414 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

6.36 Consider Approval of a Construction and Project Management Agreement with Powell & Partners, Architects for the Laney College Quick Modernization/Refurbishment Projects. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$50,000.00

Budgeted

Yes
Budget Source

Measure A Bond Fund

Recommended Action

Approval is requested for a construction and project management agreement with Powell & Partners, Architects for the Laney College Quick Modernization / Refurbishment Projects, in the amount not-to-exceed $50,000.

Item Summary:
Powell & Partners, Architects will support the District Office and the Department of General Services in the implementation of the construction program to refurbish and modernize classrooms at Laney College before school resumes. All services will be according to the scope of work. The consultant will assist the District with services including, but not limited to, the following construction and project management services:

1. **Programming – Refurbishment of Classrooms.**
   - Assist with the detailed definition of project scope, budget, and schedule, as needed;
   - Coordinate design consultants activities for painting of 132 classrooms;
   - Expedite owner’s design reviews including modifications;
   - Procure and install electronic doors;
   - Solicit delivery and install furniture in smart classrooms;
   - Prepare and maintain a Construction Management schedule for the project;
   - Monitor and provide progress reports concerning the design and/or procurement schedule; and
   - Prepare a procurement plan, where required

1. **Procurement Phase**
   - Assist with pre-qualification process for the selection of and/or sub-contractors, as the detailed definition of project scope, budget, and schedule, including programming support;
   - As a result of any pre-qualification process, develop a short-list of pre-qualified prime and/or sub-contractors as required;
   - Coordinate all bid phase activities with District departments;
   - Prepare public solicitation notice(s) for District approval;
   - Conduct pre-bid conferences and project site walk examinations with bidders;
   - Review and coordinate bid phase addenda; estimate cost of bid phase addenda;
   - Assist District with bid evaluations and conduct reference checks; and
   - Conduct post-bid conference, as required.

1. **Construction Phase**
   - Develop detailed construction schedules, as needed;
   - Review contractor’s schedule submittal and make recommendations to District;
   - Coordinate construction logistics between the contractors and the District’s Operation and Maintenance (O & M) staff;
   - Conduct pre-construction conference(s), as needed; provide continuous on-site construction management personnel, as needed;
• Establish team communication procedures; Assist and support architect’s construction administration processes;
• Coordinate project site meeting; Review construction progress and prepare reports;
• Review and analyze proposed change orders and make recommendations to District;
• Establish and implement quality control program, including as-built accuracy;
• Determine cost and schedule effects of change orders;
• Prepare change orders reports; Coordinate change order control process;
• Coordinate and evaluate contractor’s recovery schedules;
• Review and approve monthly pay requests; Coordinate the preparation of the punch-list;
• Determine final completion and payment;
• Determine substantial completion dates, final payments and release of retention; and
• Coordinate procurement and installation of Furniture Fixture and Equipment (FF&E).

Background/Analysis:
Through shared governance, Laney College new leadership collaborated with the President Council to determine immediate college needs. The president recommended to the Chancellor to implement identified projects in order to uplift the faculty and staff moral; and to meet today’s teaching and learning environment for the students that we serve.

The administration conducted an informal bid and requested bids from four (4) qualified construction management consultants. The bid results are as follow:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BASE BIDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Powell &amp; Partners, Architects</td>
<td>Oakland, CA</td>
<td>$40,000</td>
</tr>
<tr>
<td>Kitchell CEM</td>
<td>San Francisco, CA</td>
<td>$96,000</td>
</tr>
<tr>
<td>BRJ &amp; Associates, LLC</td>
<td>Pasadena, CA</td>
<td>$472,600</td>
</tr>
<tr>
<td>Olive Construction Management</td>
<td>Oakland, CA</td>
<td>Non-responsive</td>
</tr>
</tbody>
</table>

Powell & Partners, Architects offered the lowest and responsible bid for the desired construction and project management services. Fred Powell and Daniela Jimenez are representatives from the company. This is a local firm that has worked with the District implementing prior projects. They are familiar with Peralta’s facilities.

Deliverables and Scope of Work:
Deliverables and scope of work are as described under the Item Summary.

Anticipated Completion Date:
The anticipated project completion date is December 31, 2017.

Alternatives/Options:
Not Applicable

Evaluation and Recommended Action:
The administration recommends the approval of this contract for the consultant to support and provide construction and project management services to the District.

File Attachments:
- Powell & Others - Bid Proposals.pdf (461 KB)
- Powell & Partner-CM agreement-Front End.pdf (379 KB)
- 06-13-2017 BOT Report-Powell and Partners.docx (35 KB)
- 06-13-2017 BOT Report-Powell and Partners.pdf (82 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

6.37 Consider Approval of Amendment #1 to an Existing Contracted Services Agreement with PACIFIC COAST TRANE for the Districtwide Scheduled Maintenance HVAC Repairs, Replacement, and Services. Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$98,772.00

Budgeted

Yes

Budget Source

Scheduled Maintenance Fund and the Laney College Infrastructure Fund

Recommended Action
Approval is requested on Amendment #1 to an existing contracted services agreement with PACIFIC COAST TRANE for the Districtwide Scheduled Maintenance HVAC Repairs, Replacement, and Services, in the amount not-to-exceed $98,772 due to scope of work increase.

**Item Summary:**
The Governing Board of Trustees approved the original agreement ($295,543) on December 13, 2016 for the contractor to work on 2014/2015 and 2015/2016 HVAC Scheduled Maintenance projects at College of Alameda, District Administration Center, Berkeley City College, and Merritt College. The $295,543 contract amount was based on estimated bids received in the 2014/2015 fiscal year, which does not reflect the actual cost in this current fiscal year. After Board approval of the original contract amount, the contractor analyzed the project sites and investigated existing HVAC systems to provide an updated scope of work and a current actual cost. Upon receiving the cost, the administration prioritized the projects and determined that an additional $98,772 is needed to complete 2014/2015 and 2015/2016 HVAC Scheduled Maintenance Projects and additional scope of work. The District is increasing the scope of work to correct the negative air pressure in Building “E” (Bistro and Kitchen area) and repair the water-source heat pump system boiler at the District Administrative Center. As a result, the administration requests for the Board to approve and modify the contract amount from $295,543 to $394,315.

Pacific Coast TRANE will repair, replace and install a variety of mechanical equipment and fixtures at Laney College. The new mechanical equipment and fixtures are located in several buildings including A & E; Laney College wants the failed heat pumps, VFDs and AHUs to be replaced with new parts installed to minimize incidents of lack of proper heating and/or cooling in classrooms, laboratories and meeting rooms in the affected buildings.

Board approval is required to approve any amendment because the total contract amount exceeds the $25,000 threshold for contracted services. The Chancellor recommends approval.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
After complaints to CAL OSHA by faculty, students and staff, CAL OSHA issued a citation to the District to take immediate corrective actions to comply with Uniform Building Codes, California Fire Codes and other relevant codes. As required by the California Community Colleges Chancellor’s Office (CCCCO), the District secured a contract(s) to complete Scheduled Maintenance Projects before June 30, 2018. The administration recommended a piggyback-able contract award to the contractor to complete various HVAC related Scheduled Maintenance projects. Through The Cooperative Purchasing Network (Contract #: R 150502), the TRANE Company was awarded this contract through a competitive sealed RFP process for HVAC equipment, installation, service and related products. Their original contract was awarded by the Board of Directors of Region 4 Education Service Center in August 2015 and in May 2016, and renewed and extended until September 30, 2017. Authorized under the Public Contract Code, Section 20654, the governing board of any community college district, without advertising bids, may authorize by contract to purchase materials, equipment, and services using piggyback-able contracts, when that board has determined it to be in the best interests of the District.

**Deliverables and Scope of Work:**
The contractor shall install specialized mechanical equipment including parts and fittings to help resuscitate the hitherto failed mechanical systems located in Buildings “A” and “E” at Laney College.

**Anticipated Completion Date:**
The anticipated complete date for these projects is June 30, 2018.

**Alternatives/Options:**
Not Applicable
Evaluation and Recommended Action:
The administration recommends the approval of this amendment so the contractor can start work straightaway.

File Attachments
5-31-17 BOT Report- Pacific Coast Trane- Amend #1.pdf (74 KB)
5-31-17 BOT Report- Pacific Coast Trane- Amend #1.doc (72 KB)
Pacific Coast Trane-Amend #1.pdf (25 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

6.38 Consider Approval Resolution No. 16/17-48 for a Construction Agreement with SOLAR HOLMES CONSTRUCTION COMPANY for the College of Alameda Diesel/Mechanical Concrete Slab Work (Bid No. 16-17/26).
Presenter: Vice Chancellor Ikharo

Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR

Access

Public

Type

Action (Consent)

Preferred Date

Jun 13, 2017

Absolute Date

Jun 13, 2017

Fiscal Impact

Yes

Dollar Amount

$20,000.00
Budgeted
Yes

Budget Source
College of Alameda General Fund

Recommended Action

Approval is requested to approve a construction agreement with SOLAR HOLMES CONSTRUCTION COMPANY for the College of Alameda Diesel/Mechanical Concrete Slab Work (Bid No. 16-17/26), in the amount not-to-exceed $20,000.

Item Summary:
Students, staff and faculty of the College of Alameda Diesel Mechanical Program want to acquire additional teaching tools, equipment and vehicles to expand students and faculty experience. As a result, they will house and display of a new donated hydraulic excavator on this new concrete slab. The proposed construction work will include but not limited to:

- Excavation of top soil, soil compacting;
- Installation of new form-work;
- Install new reinforced steel bars
- Concrete pour, leveling and vibration
- Installation of new asphalt connector drive way
- Installation of new concrete curbs

Board approval is required because this public works contract amount exceeds the $15,000 threshold, per the Public Contracting Codes. The Chancellor recommends approval.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Staff, students, faculty and college administration desires to expand the learning experience of students in the Diesel Mechanical program at College of Alameda. In 2015, a heavy equipment distribution company pledged to donate to the College a CASE CX 350 hydraulic excavator (80,000 lbs) as teaching equipment. To properly protect this excavator, it will be housed on a reinforced concrete pad with chain-link fence installed to protect against unapproved access. The proposed project is intended to construct the required concrete pad for the equipment. A separate bid was conducted to award a contract for the chain-link fence. A formal bid process was initiated; three contractors attended the bid walk on May 17, 2017 and two (2) sealed bids were received on the bid closing date of May 26, 2017.

The two (2) submitted Bids were from the following entities:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BASE BIDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solar Holmes Construction Company</td>
<td>Richmond, CA</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>JW Construction</td>
<td>Oakland, CA</td>
<td>$31,500.00</td>
</tr>
</tbody>
</table>

The Solar Holmes Construction Company offered the lowest and responsible bid for this project. Mark Holmes is the representative from this company. This project requires the contractor to sign a Letter of Assent (LOA), agreeing to work under the terms of the District's Construction
Project Labor Agreement (PLA). Additionally, the contractor will comply with California prevailing wage laws applicable to the project.

**Deliverables and Scope of Work:**
The contractor shall provide equipment and tools necessary for the execution of the construction of a new reinforced concrete pad, asphalt connector driveway and related concrete curb work.

**Anticipated Completion Date:**
The project is expected to be completed before the start of the 2017 Fall semester. The contract termination date is set for December 31, 2017, for payment processing.

**Alternatives/Options:**
Not Applicable

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract so the contractor can start work right away.

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File Attachments
06-13-17 BOT Report - Solar Home Construction.pdf (84 KB)
06-13-17 BOT Report - Solar Home Construction.doc (83 KB)
Solar Holmes - Bid-16-17-26-Results.pdf (224 KB)
SOLAR Homes Construction-Agreement.pdf (35 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.

**7. ACTION ITEMS**

**8. ANNOUNCEMENTS**

**9. ADJOURNMENT**

Subject

9.1 Meeting Adjournment
Meeting

Jun 13, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

9. ADJOURNMENT

Access
Public

Type
Action

Recommended Action
Meeting adjourned at