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

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access
Public

Type
Information

Subject

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

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access
Public

Type
Information
Subject

2.3 Public Employee Appointment (Government Code Section 54957)

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

Information

- Consider Ratification of the Chancellor's appointment of the Interim Registrar, District Office.
- Consider Ratification of the Chancellor's extension of the Interim Director of Facilities and Operations, District Office.
- Consider Ratification of the Chancellor's appointment of the Director of Strong Workforce and Career Technical Education (CTE), District Office.
- Consider Ratification of the Chancellor's appointment of the Interim Dean of Allied Health & Public Safety, Merritt College.
- Consider Ratification of the Chancellor's appointment of the Interim Dean of Liberal Arts and Social Sciences, Merritt College.
- Consider Recommendation to appoint the Director of Network Services, District Office.
- Consider Recommendation to appoint the Vice President of Student Services, Merritt College.
- Consider Recommendation to appoint the Director of Facilities & College Operations, Merritt College.
- Consider Recommendation to appoint the Acting Benefits Manager, District Office.

Subject

2.4 Public Employee Discipline/Dismissal/Release

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

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.

Subject

2.5 Public Employee Evaluation
Meeting

Sep 12, 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

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access
Public

Type

Procedural
3.2 Roll Call
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

3.3 Report of Action Taken in Closed Session
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

3.4 Approval of the Agenda
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Subject

3.5 Swearing-In for Incoming Student Trustee
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
3. OPEN SESSION

Access
Public

Type
Action

Recommended Action
Recommend Approval

Subject

3.6 Consider Approval of the July 11, 2017 Minutes
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
3. OPEN SESSION

Access
Public

Type
Action

Recommended Action
Recommend Approval
Subject

3.7 Public Communication

Meeting

Sep 12, 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

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information
4.2 Chancellor’s Reports

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information

- WDCE

4.3 Board of Trustees' Reports

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information

4.4 Peralta Classified Senate Report

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS
Subject

4.5 District Academic Senate Report
Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. REPORTS

Access

Public

Type

Information

5. PRESENTATIONS
Subject

5.1 Review of Peralta Community College District Strategic Goals and Objectives (5 minutes)
Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. PRESENTATIONS

Access

Public

Type

Information

Subject

5.2 China-United States Exchange Foundation Program Presentation (10 minutes)
Meeting
Steinberg Architects were interviewed and selected to update the District-wide Facilities and Technology Masterplan (FMP). The goals of the 2017 District-wide Facilities and Technology Master Plan Update were to update the previous FMP that was competed in 2009, review any changes that may have developed since the last FMP, update information from the 2016 Educational Master Plan, identify Infrastructure needs to include with the list of facilities projects, identify and integrate the Technology needs and prioritize the combined list of projects (Facilities, Infrastructure and Technology).

6. CONSENT CALENDAR - BOARD ITEMS

Subject

6.1 Consider reaffirmation of Peralta Strategic Goals and Institutional Objectives for 2017-18. Presenter: Chancellor Laguerre
Each year, the District evaluates its progress toward meeting the Strategic Goals and Institutional Objectives, which were Board Approved in 2014-2015. This is a request for the Board of Trustees to reaffirm the Strategic Goals and Institutional Objectives for use during the 2017-18 academic year.

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 Approval of a Service Agreement with American Defense International, Inc. (ADI) in an amount not to exceed $120,000. Presenter: Chancellor Laguerre
Consider Approval of Service Agreement with American Defense International, Inc. (ADI) in an amount not to exceed $120,000 from September 2017 through June 2018. This service agreement will provide Peralta with specific support for Congressional and Department support in acquiring access to funds that would be designated for the following (but not limited) to the following programs:

- Aviation remodeling
- Partnerships for Veterans training
- First Responder program
- Cyber Security
- Advanced manufacturing
- American Sign Language
- Multimedia program

Deliverables and Scope of Work:

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

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**

6.3 Consider Approval of a Contract with Bonnie R. James and Associates' (BRJ) in an amount not to exceed $73,600.

**Presenter:** Chancellor Laguerre

**Meeting**
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

6. CONSENT CALENDAR - BOARD ITEMS
Access
Public
Type
Action (Consent)
Fiscal Impact
Yes
Dollar Amount
$73,600.00
Budgeted
Yes
Budget Source
General Funds

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Through an informal RFP, Bonnie R James and Associates’ (BRJ) proposal was the most comprehensive response we obtained. Several companies were invited to submit proposals and we received only two: Parras Grande and Associates and Bonnie James and Associates. We chose BRJ for the comprehensive nature of the proposal.

For a period of 14 weeks and for an amount not exceed $73,600, BRJ and Associates will deliver the following services to Peralta:

   The District seeks for Consultant to: evaluate the current operations and systems of the Department of General Services (“DGS”) and the Office of Finance and Administration (“OF&A”); assist in re-organizing DGS into two units (currently there are three) that can more efficiently serve and address the needs of the District; assist in evaluating the challenges in procurement of construction and other related services and prompt payment to all of the District’s consultants and contractors; and recommend appropriate and practical systems so DGS can function and work to address facility needs throughout the District with measurable progress markers.

1. Evaluation – Current Operations and Systems

2. Recommendations for Department Organizational Structure

3. Recommendations for Departmental Operational Systems

The work is tentatively scheduled to begin on September 18, 2017 and to be concluded by January 2nd, 2018.

File Attachments
DGS.BonnieJamesContract ECB rdln 20170830 (003).pdf (173 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 Out of State Travel pursuant to Board Policy 7400 Presenter: Chancellor Laguerre

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - BOARD ITEMS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

No

Recommended Action

Consider approval of Out of State Travel pursuant to Board Policy 7400 for the following:

<table>
<thead>
<tr>
<th>Name</th>
<th>Travel Location</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dominique Benavides</td>
<td>Seattle, WA IPEDS Training Workshop</td>
<td>September 13, 2017 – September 15, 2017</td>
</tr>
<tr>
<td>MaryBeth Benvenutti</td>
<td>New Orleans, LA CC Business Prof Conf</td>
<td>September 23, 2017 – September 27, 2017</td>
</tr>
<tr>
<td>Steven Chan</td>
<td>Seattle, WA IPEDS Training Workshop</td>
<td>September 13, 2017 – September 15, 2017</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>Washington, DC Legislative Visits</td>
<td>September 19, 2017-September 24, 2017</td>
</tr>
<tr>
<td>William Riley</td>
<td>Washington, DC Legislative Visits</td>
<td>September 17, 2017 - September 25, 2017</td>
</tr>
<tr>
<td>Name</td>
<td>Location</td>
<td>Event</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Meredith Brown</td>
<td>Washington, DC</td>
<td>Legislative Visits</td>
</tr>
<tr>
<td>Linda Handy</td>
<td>Washington, DC</td>
<td>47th Annual CBC</td>
</tr>
<tr>
<td>Brenda Martinez</td>
<td>Washington, DC</td>
<td>47th Annual CBC</td>
</tr>
<tr>
<td>Shirley Slaughter</td>
<td>New Orleans, LA</td>
<td>CCBO Conf</td>
</tr>
<tr>
<td>Julina Bonilla</td>
<td>Las Vegas, NV</td>
<td>ACCT Leadership Conf</td>
</tr>
<tr>
<td>Meredith Brown</td>
<td>Las Vegas, NV</td>
<td>ACCT Leadership Conf</td>
</tr>
<tr>
<td>Linda Handy</td>
<td>Las Vegas, NV</td>
<td>ACCT Leadership Conf</td>
</tr>
<tr>
<td>William Riley</td>
<td>Las Vegas, NV</td>
<td>ACCT Leadership Conf</td>
</tr>
<tr>
<td>Bill Withrow</td>
<td>Las Vegas, NV</td>
<td>ACCT Leadership Conf</td>
</tr>
<tr>
<td>Herbert Kitchen</td>
<td>St. Louis, MO</td>
<td>Nat'l Leadership Conf</td>
</tr>
<tr>
<td>Tiffany Taylor</td>
<td>Chicago, IL</td>
<td>Racial Equity Training</td>
</tr>
<tr>
<td>Tina Vasconcellos</td>
<td>Alexandria, VA</td>
<td>NASPA Institute</td>
</tr>
</tbody>
</table>

File Attachments
Travel - Approval 9-12-17.pdf (1,261 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**

6.5 Consider Ratification of Out of State Travel pursuant to Board Pollicy 7400 Presenter: Chancellor Laguerre

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - BOARD ITEMS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017
Absolute Date

Sep 12, 2017

Fiscal Impact

No

Recommended Action

Consider ratification for Out of State Travel pursuant to Board Policy 7400 for the following faculty, staff and administrators:

<table>
<thead>
<tr>
<th>Name</th>
<th>Travel Location</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jowel Laguerre</td>
<td>Reno, NV Education Allianc of Washoe</td>
<td>July 7, 2016</td>
</tr>
<tr>
<td>Gary Albury</td>
<td>Atlanta, CA First Yr Experience Conf</td>
<td>February 10, 2017 –February 13, 2017</td>
</tr>
<tr>
<td>Marie-Elaine Burns</td>
<td>Reno, NV Reg. Public Safety Train Ctr</td>
<td>September 6, 2017 – September 6, 2017</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>Washington, DC Air Force Logistics Command Conf</td>
<td>February 8, 2017 - February 9, 2017</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>Honolulu, HI ACCT Governance Institute</td>
<td>March 28, 2017 - April 2, 2017</td>
</tr>
<tr>
<td>William Riley</td>
<td>Honolulu, HI ACCT Governance Institute</td>
<td>March 28, 2017 - April 2, 2017</td>
</tr>
<tr>
<td>Bill Withrow</td>
<td>Honolulu, HI ACCT Governance Institute</td>
<td>March 28, 2017 - April 2, 2017</td>
</tr>
<tr>
<td>Esther Cheng</td>
<td>Carson City, NV Aircraft Transport</td>
<td>August 8, 2017 – August 10, 2017</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>New Orleans, LA Amer. Assn of CC Conf</td>
<td>April 22, 2017 - April 25, 2017</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>Seattle, WA Green River CCD &amp; MLK</td>
<td>May 14, 2017 - May 16, 2017</td>
</tr>
<tr>
<td>Peter Crabtree</td>
<td>Atlanta, CA Best Center Wksp</td>
<td>June 21, 2017 – June 24, 2017</td>
</tr>
<tr>
<td>George Cruz</td>
<td>Carson City, NV Aircraft Transport</td>
<td>August 8, 2017 – August 10, 2017</td>
</tr>
</tbody>
</table>
| Patricia France       | Atlanta, GA                                      | February 10, 2017 –February 13,
<table>
<thead>
<tr>
<th>Name</th>
<th>Location and Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nicole Kelly</td>
<td>Beijing, Hangzhou, Shanghai, China CUSEF Exchange Program</td>
<td>July 22, 2017 - August 5, 2017</td>
</tr>
<tr>
<td>Jason Cifra</td>
<td>Beijing, Hangzhou, Shanghai, China CUSEF Exchange Program</td>
<td>July 22, 2017 - August 5, 2017</td>
</tr>
<tr>
<td>Jeffery Lamb</td>
<td>Reno, NV Reg. Public Safety Training Ctr</td>
<td>September 6, 2017 – September 6, 2017</td>
</tr>
<tr>
<td>Jowel Laguerre</td>
<td>Reno, NV Reg. Public Safety Training Ctr</td>
<td>September 6, 2017 – September 6, 2017</td>
</tr>
<tr>
<td>Chandra Johnson Malon</td>
<td>Atlanta, GA First Year Exper. Conf</td>
<td>February 10, 2017 –February 13, 2017</td>
</tr>
<tr>
<td>Chioma Ndubuisi</td>
<td>Scottsdale, AZ Mgmt Prof. Training</td>
<td>August 23, 2017 – August 26, 2017</td>
</tr>
<tr>
<td>Petural Shelton</td>
<td>Salt Lake City, UT Certiport Mtg</td>
<td>November 2, 2016 – November 3, 2016</td>
</tr>
<tr>
<td>Danielle Odom</td>
<td>Atlanta, GA First Year Exper. Conf</td>
<td>February 10, 2017 –February 13, 2017</td>
</tr>
<tr>
<td>Michael Wright</td>
<td>Atlanta, GA First Year Exper. Conf</td>
<td>February 10, 2017 –February 13, 2017</td>
</tr>
<tr>
<td>Mark Yamamoto</td>
<td>Atlanta, GA First Year Exper. Conf</td>
<td>February 10, 2017 –February 13, 2017</td>
</tr>
</tbody>
</table>

File Attachments
Travel - Ratify 9-12-17.pdf (3,550 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. CONSENT CALENDAR - ACADEMIC AFFAIRS
Subject

7.1 Consider Approval of Intent to Apply for Zero Textbook Cost Implementation Grant
Implement a ZTC program pathways from an existing associate degree or a new or existing career technical education certificate program that has high value in the regional market. 2. Implement ZTC program pathways from an existing associate degree for transfer (ADT). 3. Prioritize the adaption of existing open educational resources through existing open educational resources initiatives, or elsewhere, before creating new content. 4. Implement a minimum of one ZTC program pathway for each grant received. 5. Implement ZTC program pathways that other community college districts can use or adapt, and post each ZTC program, and the contents of the ZTC program, on the Online Clearinghouse (California Community Colleges Professional Learning Network) https://prolearningnetwork.cccco.edu/ established pursuant to Item 6870-101-0001 of the Budget Act of 2016, or a successor Internet Web site. 6. All open educational resources used as instructional materials for a ZTC program developed pursuant to this section shall be added to the California Digital Open Source Library (California Open Online Library for Education) http://cool4ed.org/ .7. Testing and assessment materials posted online pursuant to this paragraph shall be safeguarded to maintain the integrity of those materials. This objective shall not be construed to prohibit faculty from providing sample test and assessment materials to students. 8. Ensure faculty shall have flexibility to update and customize the ZTC program content as necessary within the parameters of this program. 9. Ensure that the ZTC program implemented is clearly identified in college catalogs and in class schedules. Page 7 of 51 10. Provide the chancellor with all planning and outcome information that the chancellor determines necessary. 11. Consult with the local academic senate of a college that would implement a ZTC program. 12. Use a multimember team approach to implement a degree pursuant to this section, that includes faculty, college administrators, and other content-focused staff, including, but not limited to, librarians, instructional designers, and technology experts, from the campus that would implement the degree, other colleges of the community college system, and interested campuses of the California State University and the University of California. Grant recipients may use funds to obtain professional development and technical assistance to assist in the development of degrees.

File Attachments

Intent to Apply ZTC Implementation.pdf (124 KB)
All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

Subject

7.2 Consider Approval of the ACCJC Follow-Up Reports for Laney College. Presenter: President Gilkerson

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Fiscal Impact

No

Budgeted

No

Recommended Action

Requesting the Board of Trustees approve the Laney College Accreditation Follow-Up Report due to Accrediting Commission for Community and Junior Colleges (ACCJC) on October 1, 2017.

Goals

E: Develop and Manage Resources to Advance Our Mission
D: Strengthen Accountability, Innovation and Collaboration
C: Build Programs of Distinction
B: Engage and Leverage Partners
A: Advance Student Access, Equity, and Success

Background Analysis:

Laney College submitted a required Accreditation Follow-Up Report to the Accrediting Commission for Community and Junior Colleges (ACCJC) following the Action Letter dated February 3, 2017 which notified the College President that “the Commission took action to continue Warning, grant a good cause extension, and require the College to submit a Follow-Up Report in conjunction with a midterm report in 12 months.” The attached follow-up report has been affirmed by Laney constituency groups and administration.

Deliverables and Scope of Work:

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

Subject

7.3 Consider Approval of an Independent Contractor Sub-award Agreement for Georgia Piedmont Technical College, Co-PI in the amount of $82,500. Presenter: President Gilkerson

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Fiscal Impact

No

Dollar Amount

$82,500.00

Budgeted

Yes

Budget Source

National Science Foundation BEST Center

Recommended Action
Consider approval of a sub-award for Georgia Piedmont Technical College (GPTC), in an amount up to $82,500 funded by the National Science Foundation Advanced Technological Education (ATE) grant, to carry out activities in fulfillment of project objectives for Laney College’s National Center for Building Efficiency for a Sustainable Tomorrow (BEST Center). GPTC is a sub-awardee of the BEST Center for their Building Automation Systems (BAS) program. On behalf of BEST Center, GPTC will conduct a summer 2018 Instructor's Workshop on Building Automation Systems (BAS) Technology, promote the Center and national events, and participate in BEST Center’s 2018 Winter Workshop and other meetings. GPTC will also provide ongoing technical support to the colleges in the BEST Center national network that are developing or expanding BAS programs.

GPTC is critical to our Technical Assistance Program providing technical support on setting up labs and implementing Building Automation Programs in other community colleges across the nation. They will provide training solutions to the colleges in the BEST Center network nationwide. They will also work with industry to develop equipment and software discounts for the BEST Center College Network. They will also participate in webinars and conference calls with the BEST Center college network nationwide, in addition to participating in the annual NSF NVC Meeting and the Advanced Technological Education Conference.

Goals

D: Strengthen Accountability, Innovation and Collaboration
B: Engage and Leverage Partners

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

This begins the sixth year of operation for the NSF BEST (Building Efficiency for a Sustainable Tomorrow) Center, a national center of excellence supporting program curriculum development in HVAC, BAS, and related technologies at community and technical colleges across the country in 30 different states. Georgia Piedmont Technical College (GPTC) has been a sub-awardee and co-Principal Investigator for BEST since its inception. GPTC has developed a model BAS (Building Automation Systems) instructional program, instructional lab, and curriculum and serves as the college lead for BEST in BAS instruction.

Deliverables and Scope of Work:

GPTC is critical to our Technical Assistance Program providing technical support on setting up labs and implementing Building Automation Programs in other community colleges across the nation. They will continue to work with BAS industry partners to develop training solutions and discounted equipment packages for BEST partners. They will also participate in webinars and conference calls with the BEST Center staff and national network.

- Conduct one professional development workshop annually on Building Automation Systems Instructional Program development
- Provide Technical Assistance on site and remotely to colleges needing BAS program design support
- Assistance with BEST Ctr. Winter Workshop at Laney College
- Participation in NSF National Visiting Committee meetings
- Content and subject matter expertise for publications and website communication
- Coordination with annual reporting requirements & National Visiting Committee meeting, Spring 2018
- Develop training packages working with BAS industry partners
- Participate in webinars and program conference Calls with the BEST Center community of colleges.

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action: Approval

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

7.4 Consider Approval of an Independent Contractor Sub-Award Agreement for Milwaukee Area Technical College in an amount of $63,000. Presenter: President Gilkerson

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Fiscal Impact

No

Dollar Amount

$63,000.00

Budgeted

Yes

Budget Source

National Science Foundation

Recommended Action

Consider approval of a Sub-Award contract for Milwaukee Area Technical College, in an amount up to $63,000 funded by the National Science Foundation Advanced Technological Education (ATE) grant, to carry out activities in fulfillment of project objectives for Laney College’s National Center for Building Efficiency for a Sustainable Tomorrow (BEST Center). MATC is a sub-awardee of the BEST Center, and BEST Center Co-PI Ted Wiimski is the lead developer of the BEST Center’s High Performance Building Operations Professional (HPBOP) Training. On behalf of BEST Center, MATC will provide curriculum guidance for developing programs in alignment with HPBOP and assistance during the process of obtaining national certification.
for HPBOP. In addition, MATC will support marketing efforts to expand the capacity of community colleges to offer programs in HPBOP and automated building systems. Promotion of the Center and leadership in conferences, webinars and NSF National Visiting Committee meetings are also part of MATC’s scope.

Goals

E: Develop and Manage Resources to Advance Our Mission
C: Build Programs of Distinction
B: Engage and Leverage Partners

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

This begins the sixth year of operation for the NSF BEST (Building Efficiency for a Sustainable Tomorrow) Center, a national center of excellence supporting program curriculum development in HVAC, BAS, and related technologies at community and technical colleges across the country in 30 different states. Milwaukee Area Technical College (MATC) has been a sub-awardee and co-Principal Investigator for BEST since its inception. MATC has developed model curriculum for energy management and building operations and has been instrumental in supporting development of the High Performance Building Operations Professional pilot program, developing model curriculum for HPBOP, and assisting with national certification development processes.

Deliverables and Scope of Work:

- Participate in the Job Task Analysis for High Performance Building Operations Professional (HPBOP) national certification
- Provide curriculum guidance for colleges adopting HPBOP
- Promote the development of programs in Automated Building Systems (ABS) with BEST Center College Network
- Provide leadership for the BEST Center Annual Institute in January 2018
- Assist with the Spring 2018 workshop for BAS at Georgia Piedmont Technical College
- Provide leadership in the national industry advisory group for HPBOP
- Provide leadership and support for data collection needed for annual evaluation
- Participate in annual National Visiting Committee meetings

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action:

File Attachments
Cover Letter for MATC 2017-18.docx (107 KB)
MATC Scope of Work FY2018 BEST Center (2).docx (46 KB)

Administrative File Attachments
Cover Letter for MATC 2017-18.docx (107 KB)
MATC Scope of Work FY2018 BEST Center (2).docx (46 KB)

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

Subject

7.5 Consider Approval for Laney College to accept the $250,000 CCC Maker Initiative grant from the Chancellor’s office.
Presenter: President Gilkerson
7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access
Public

Type
Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
No

Dollar Amount
$250,000.00

Budgeted
Yes

Budget Source
California Community College Chancellor’s Office, Workforce and Economic Division funded through the CCC Maker Initiative under the Doing What Matters for Jobs and the Economy framework

Recommended Action
Acceptance of an award of $250,000 for the 2017-18 fiscal year with renewal likely for a second year of funding. The grant will be used to support and grow the Laney College FabLab (Advanced Fabrication Laboratory).

Goals
E: Develop and Manage Resources to Advance Our Mission
C: Build Programs of Distinction
A: Advance Student Access, Equity, and Success

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

The CCC Maker Initiative grant
• Supports a network of California Community College makerspaces, nurtures a maker culture and incorporates innovation, entrepreneurship and making into education
• Funds 800 internships using skills developed in the classroom and the makerspace leading to high wage, in-demand STEM/STEAM careers
• Offers resources, connects colleges and encourages plans that fit community needs
• Builds a community of college makerspaces that:
  o Welcomes non-traditional students
  o Encourages building community within each college’s regional ecosystem
  o Supports faculty in embedding making into instruction
  o Partners with businesses to produce innovation-ready graduates
• Creates relevant career pathways and stackable credentials, promotes student success and gets Californians into open jobs
• Shares best practices in infusing making, innovation and entrepreneurship into students’ college experiences to prepare them for STEM/STEAM careers

CCC Maker spaces (FabLab) will drive innovation in education and California Community College students will be prepared for success in STEM/STEAM careers that demand 21st Century skills.

The California Community College (CCC) Maker initiative will build a community of college makerspaces that welcome non-traditional students, support faculty in embedding making into instruction and offering adaptive curriculum, and partner with businesses to produce innovation-ready graduates inspired to contribute to the creative economy.

**Deliverables and Scope of Work:**

The grant funds a range activities in the Laney College FabLab including the following: staffing of FabLab operations; support for curriculum design and development for departments across the college to use FabLab facilities hands on instructional labs; design of an interdisciplinary certificate program in FabLab Technology; development industry internships for Laney students; partnerships with local high schools to develop FabLabs providing high school students to connect with instructional programs at Laney; participation in and collaboration with the statewide network of colleges operating or developing advanced fabrication laboratories.

**Anticipated Completion Date:**

**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**

7.6 Consider Approval of the Merritt College Accreditation Follow-Up Report. Presenter: President Burns

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS
Public
Type
Action, Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
No

Budgeted
No

Goals
E: Develop and Manage Resources to Advance Our Mission
D: Strengthen Accountability, Innovation and Collaboration
B: Engage and Leverage Partners
C: Build Programs of Distinction
A: Advance Student Access, Equity, and Success

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

Merritt College submitted a required Accreditation Follow-Up Report to the Accrediting Commission for Community and Junior Colleges (ACCJC) in October 2016. An ACCJC External Evaluation Team conducted a follow-up site visit on November 9, 2016, and released its findings in the External Evaluation Team Follow-Up Report dated November 29, 2016. In a February 3, 2017, ACCJC Action Letter, the College President was notified that “the Commission took action to remove Probation and issue Warning, grant a good cause extension, and require the College to submit a Follow-Up Report in 12 months.” At College Flex Day on August 18, 2017, a final opportunity was presented for all College constituents to preview the draft and submit feedback. Additionally, a special College Council meeting was convened to vet and approve the AFR draft on August 23, 2017. The final AFR Report is now being presented to the Peralta Board of Trustees for approval.

Deliverables and Scope of Work:

Respond to the ACCJC Action Letter leading to the removal of sanctions.

Anticipated Completion Date:
October 1, 2017

Evaluation and Recommended Action:

Requesting the Board of Trustees approve the Merritt College Accreditation Follow-Up Report due to Accrediting Commission for Community and Junior Colleges (ACCJC) on October 1, 2017.

File Attachments
Merritt AFR Board Report 8.12.17_v1.doc (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.

Subject

7.7 Consider approval for College of Alameda to accept the $250,000 CCC Maker Initiative grant from the State Chancellor’s office. Presenter: President Karas

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

No

Dollar Amount

$250,000.00

Budgeted

Yes

Budget Source

California Community College Chancellor’s Office, Workforce and Economic Division funded through the CCC Maker Initiative under the Doing What Matters for Jobs and the Economy framework

Recommended Action

Acceptance of an award of $250,000 for the 2017-18 fiscal year with renewal likely for a second year of funding. The grant will be used to support and grow the College of Alameda Maker Space.
Goals

B: Engage and Leverage Partners
D: Strengthen Accountability, Innovation and Collaboration
C: Build Programs of Distinction
A: Advance Student Access, Equity, and Success

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

The CCC Maker Initiative grant

- Supports a network of California Community College makerspaces, nurtures a maker culture and incorporates innovation, entrepreneurship and making into education
- Funds 800 internships using skills developed in the classroom and the makerspace leading to high wage, in-demand STEM/STEAM careers
- Offers resources, connects colleges and encourages plans that fit community needs
- Builds a community of college makerspaces that:
  - Welcomes non-traditional students
  - Encourages building community within each college’s regional ecosystem
  - Supports faculty in embedding making into instruction
  - Partners with businesses to produce innovation-ready graduates
- Creates relevant career pathways and stackable credentials, promotes student success and gets Californians into open jobs
- Shares best practices in infusing making, innovation and entrepreneurship into students’ college experiences to prepare them for STEM/STEAM careers

CCC Maker spaces will drive innovation in education and California Community College students will be prepared for success in STEM/STEAM careers that demand 21st Century skills.

The California Community College (CCC) Maker initiative will build a community of college makerspaces that welcome non-traditional students, support faculty in embedding making into instruction and offering adaptive curriculum, and partner with businesses to produce innovation-ready graduates inspired to contribute to the creative economy.

Deliverables and Scope of Work:

The grant funds a range activities in the College of Alameda maker space including the following: staffing of maker space operations; support for curriculum design and development for departments across the college to use maker space facilities hands on instructional labs; design of an inter-disciplinary certificate program in maker space Technology; development industry internships for College of Alameda students; partnerships with local high schools to develop maker space providing high school students to connect with instructional programs at College of Alameda; participation in and collaboration with the statewide network of colleges operating or developing advanced fabrication laboratories.

Anticipated Completion Date:

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.

8. CONSENT CALENDAR - FINANCE

Subject

8.1 Consider Ratification of the Warrant/Payment Report. Presenter: Interim Vice Chancellor Williams

Meeting
8. CONSENT CALENDAR - FINANCE

Reports
Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from July 1, 2017 through August 15, 2017. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.

Warrant Report 081517.pdf (395 KB)

8.2 Review of Purchase Order Report. Presenter: Interim Vice Chancellor Williams

Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
8. CONSENT CALENDAR - FINANCE

Access
Public

Type
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 July 1, 2017 through August 15, 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 July 1, 2017 through August 15, 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>
</tr>
<tr>
<td>Fund 10 College Designated Funds</td>
<td>53</td>
<td>111,818.04</td>
</tr>
<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>
</tr>
<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>
<td>6</td>
<td>15,790.35</td>
</tr>
<tr>
<td>Fund 65 Bond Measure E</td>
<td>2</td>
<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>
</tr>
<tr>
<td>Fund 81 Student Repres. Fee-Alameda</td>
<td>3</td>
<td>2,085.00</td>
</tr>
<tr>
<td>Total</td>
<td>546</td>
<td>1,335,659.97</td>
</tr>
</tbody>
</table>

File Attachments
Purchase Order Report 081517.pdf (214 KB)

Subject

8.3 Consider Approval of the Budget Transfer Report. Presenter: Interim Vice Chancellor Williams

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent), Reports
Consider approval of Budget Transfer Report covering the period from July 1, 2017 through August 15, 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.
8. CONSENT CALENDAR

Specific Board Action Requested:
Consider approval of budget transfer report covering the period from July 1, 2017 through August 15, 2017.

Item title:
Budget Transfer Report

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 July 1, 2017 to August 15, 2017.

File Attachments
Budget Transfer Report 081517.pdf (719 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

8.4 Consider Approval of the Chancellor's Office Tax Offset Program (COTOP). Presenter: Interim Vice Chancellor Williams

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE
Consider approval of contract between the Peralta Community College District and the Chancellor of the California Community College for the District to participate in the Chancellor’s Office Tax Offset Program (COTOP).

**ITEM SUMMARY:** (PLEASE DISCUSS THIS ITEM)
This program is made available to California Community College Districts through the State Chancellor’s Office. Through the use of this program, the District is able to collect amounts owed from students past due longer than 365 days. Using this program in the prior year, the District was able to collect thousands of dollars of past due balances going back to fiscal year 2005-06.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**
Unrestricted General Fund.

**BACKGROUND/ANALYSIS:**
AB 2347 authorizes the State Chancellor’s Office to act on behalf of local community college districts for the purpose of collecting outstanding student financial obligations through participation in the Franchise Tax Board’s Interagency Tax Offset Program. Through the use of this contract, the District can recover outstanding student debt owed to Peralta CCD such as enrollment fees, out-of-state fees, library fines, personal checks with non-sufficient funds, student loans, financial aid overpayments, and other approved debt. Recoveries would occur by the Franchise Tax Board remitting directly to the District debtor’s personal state income tax refunds, lottery winnings, or other state refunds. The Franchise Tax Board authorizes the State Controller to disburse the offset amount less an administrative fee.

Over the last 10 years the state-wide COTOP program has been successful in recovering over $20 million directly to participating districts. As of June 30, 2016 the District's accounts receivables were approximately $8.76 million.

**DELIVERABLES/SCOPE OF WORK:**
Recovery of funds due to the District as individuals who have outstanding balances file state income tax returns.

**ANTICIPATED COMPLETION DATE:**
June 30, 2018

**ALTERNATIVES/OPTIONS:**
None
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

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

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

No

Recommended Action

Consider approval of the District’s fiscal year 2016-17 fourth 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 fourth quarter of fiscal year 2016-17.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):  
Not applicable.

BACKGROUND/ANALYSIS:  
Through the fourth quarter of the fiscal year, the District’s Unrestricted General Fund recognized revenues of $130.9 million and expended $148.8 million. This imbalance is usual and attributed to the activity the District will record with the year-end process, such as recording the year-end accounts receivables from the State and other agencies, State Deferrals of apportionment payments, and interfund transfers. 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 fourth quarter CCFS 311Q report.

File Attachments
311 Q4 2016-17 (signed) 06302017.pdf (1,120 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

8.6 Consider Ratification of a Contract with Danny Beesley dba Ecowision Consulting. Presenter: Interim Vice Chancellor Williams
Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access
Public

Type
Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
Yes

Budget Source
General Fund Restricted
Recommended Action

Consider ratifying approval of an Independent Contractor Agreement with Danny Beesley (dba EcoVision Consulting) in an amount not to exceed $98,000 for services to be rendered pursuant to project support for the operation of the Advanced Manufacturing Fabrication Lab (FabLab) and project management support for the California Community College Maker grant.

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

Consider ratifying approval of an independent contractor agreement for Danny Beesley (dba EcoVision Consulting) in an amount not to exceed $98,000 to act as project support for the operation of the Advanced Manufacturing Fabrication Lab (FabLab) for Laney College, and project management support for the Sierra Joint Community College Maker grant for Laney College and College of Alameda. The contract dates will be through to June 30, 2017. Laney College has developed an Advanced Manufacturing Fabrication Lab (FabLab). This lab is used to introduce and expose students from all disciplines to innovations and advancements in manufacturing technologies.

Deliverables and Scope of Work:

Mr. Beesley will continue to be the lead in the operation of the Advancing Manufacturing Fabrication Lab (FabLab) which includes; equipment installation, working with faculty to incorporate the use of the FabLab into their departments, coordination and other support services. His services to the College have met our standards.

EcoVision Consulting will perform project management and reporting requirements for the Sierra Joint Community College Maker grant for both Laney College and College of Alameda. All Board recommended contracts are subject to final negotiation and execution by the Chancellor.

Funding Source: California Community College Maker Grant.

Anticipated Completion Date:

The contract dates will be through to June 30, 2017.

Evaluation and Recommended Action:

The Chancellor recommends approval.
Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
No

Dollar Amount
$500,000.00

Budgeted
Yes

Budget Source
Measure A

Recommended Action
Approve Measure A transfer to reflect updated project.

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

Transfer funds from project: 2420 Contingency/Unallocated Funds to 2467 College of Alameda Mold Abatement Project.

Deliverables and Scope of Work:
Transfer will re-allocate some of the Bond Funds to cover the Mold Abatement Project at College of Alameda. This project will evaluate, resolve, and repair any damage related to the mold issues.

Anticipated Completion Date:
N/A

Evaluation and Recommended Action:
Approve Measure A transfers to reflect re-allocation of the Bond funds as agreed to by the stakeholders.

File Attachments
Measure_A_Budget_Transfer_-_113_-_COA_Mold_Abatement.pdf (18 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.
8.8 Consider Ratification of the Vavrinek Trine Day & Co., LLP (VTD) Contract Presenter: Interim Vice Chancellor Williams
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
8. CONSENT CALENDAR - FINANCE
Access
Public
Type
Action (Consent)
Preferred Date
Sep 12, 2017
Absolute Date
Sep 12, 2017
Fiscal Impact
Yes
Dollar Amount
$142,500.00
Budgeted
Yes
Budget Source
General Fund Unrestricted
Recommended Action
Consider ratifying the contract with Vavrinek Trine Day & Co., LLP (VTD) in the amount of $142,500 to perform the District’s annual audit for the fiscal year ended June 30, 2017.

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Education Code Section 84040 requires that the District provide for an annual audit of all funds, books, and accounts of the District in accordance with regulations established by the Board of Governors and Generally Accepted Auditing Standards. VTD is an auditing firm licensed by the California Board of Accountancy and qualified to perform such services. VTD will audit the financial statement of the business-type activities, which collectively comprise the basic financial statements of the District as of and for the year ending June 30, 2017.
Deliverables and Scope of Work:
Audit opinion expressed on the District's June 30, 2017 financial statements as well as required state and federal compliance reports. The finalized audit report will be presented to the Board of Trustees on or before December 12, 2017.

Anticipated Completion Date:
December 12, 2017

Evaluation and Recommended Action:
Ratify contract in the amount of $142,500. The Chancellor recommends approval.

File Attachments
201708070957-2.pdf (3,227 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

8.9 Consider Ratification of Hanson Bridgett, LLP Contract for a total of $130,000. Presenter: Interim Vice Chancellor Williams
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
8. CONSENT CALENDAR - FINANCE
Access
Public
Type
Action (Consent)
Preferred Date
Sep 12, 2017
Absolute Date
Sep 12, 2017
Fiscal Impact
Yes
Dollar Amount
$130,000.00
Budgeted
Yes

Budget Source

OPEB Reserve Fund

Recommended Action

Consider ratifying the contract for Hanson Bridgett for a total of $130,000.

BACKGROUND/ANALYSIS:
Hanson Bridgett provided legal services and advise the Retirement Board on OPEB.

DELIVERABLES AND SCOPE OF WORK:
Provided additional legal services and advised the Retirement Board on OPEB and Board program.

ANTICIPATED COMPLETION DATE:
Services provided by June 30, 2017.

EVALUATION AND RECOMMENDED ACTION:
Ratify contract amendment in the amount of $130,000. The Chancellor recommends approval.

File Attachments
201708041436.pdf (541 KB)
201704120910.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

8.10 Consider Ratification of the Vavrinek Trine Day & Co., LLP (VTD) Contract Presenter: Interim Vice Chancellor Williams

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

BACKGROUND/ANALYSIS:
To provide accountability and transparency to the community which approved the Measure B Parcel Tax funds, financial and performance audits for fiscal years 2013, 2014, 2015, and 2016 were needed.

DELIVERABLES AND SCOPE OF WORK: Provide financial reporting audits and determine whether expenditures allocated to the Parcel Tax Fund have been made in accordance with the ballot language approved by the voters through the approval of Measure B for the 2013, 2014, 2015 and 2016 fiscal years. The Measure B Parcel Tax Audit was presented to the Board of Trustees on May 9, 2017.

ANTICIPATED COMPLETION DATE:
June 30, 2017

EVALUATION AND RECOMMENDED ACTION:
Ratify contract in the amount of $24,000. The Chancellor recommends approval.

9. CONSENT CALENDAR - INFORMATION TECHNOLOGY

Subject
9.1 Consider Approval of a PeopleSoft Support Contract Renewal. Presenter: Vice Chancellor Cole

Category
9. CONSENT CALENDAR - INFORMATION TECHNOLOGY

Access
Public

Type
Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
Yes

Dollar Amount
$280,860.38

Budgeted
Yes

Budget Source
General Fund

Recommended Action
Recommend Approval

Goals
E: Develop and Manage Resources to Advance Our Mission
D: Strengthen Accountability, Innovation and Collaboration

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

Annual renewal of PCCD’s support contract with Oracle for PeopleSoft provides the IT team with technical support and updates for security, performance and features. The support contract is critical to the continued operation of PCCD financial, human resources and student information systems.

**Deliverables and Scope of Work:**
Ongoing support, patches and updates for all PeopleSoft Modules.

**Anticipated Completion Date:**
Sept 17, 2018

**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

9.2 Consider Approval of a Contract for the Installation of DTS Markerboards as part of the Laney College Smart Classroom Project

Presenter: Vice Chancellor Cole

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

9. CONSENT CALENDAR - INFORMATION TECHNOLOGY

Access

Public

Type

Action (Consent)

Fiscal Impact

Yes

Dollar Amount

$60,637.35

Budgeted

Yes

Budget Source

Measure A

Recommended Action

Approval

Consider approval to enter into an agreement with Platinum Visual Systems for the installation of Markerboards though a "piggy back" to the Foundation of California Community College Administrative Services Agreement (CB-13-106) in the amount not-to-exceed $60,637.35. The purchase is part of the smart classroom upgrade to 61 classrooms, which started in late July, 2017. The Chancellor recommends approval. Funding Source: Measure A
All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board’s vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

10. CONSENT CALENDAR - HUMAN RESOURCES

Subject

10.1 Consider Approval to Increase an Independent Contract’s Agreement (ICC) for Professional Services with Van Dermyden Maddux. Presenter: Vice Chancellor Largent

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

10. CONSENT CALENDAR - HUMAN RESOURCES

Access

Public

Type

Action (Consent)

Fiscal Impact

Yes

Dollar Amount

$100,000.00

Budgeted

Yes

Recommended Action

Approval

District administration requests authorization to increase an existing Independent Contract’s Agreement (ICC #22449) with Van Dermyden Maddux, Investigations Law Firm by $75,000 to provide independent investigative services to the District regarding complaints. The current contract amount $25,000. The new contract is not to exceed $100,000. All board recommended contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

File Attachments

PCCD- NH Investigation back up documents.pdf (4.932 KB)
Subject

10.2 Consider Approval of Short-term Assignments. Presenter: Vice Chancellor Largent

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

10. CONSENT CALENDAR - HUMAN RESOURCES

Access

Public

Type

Action (Consent)

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>
</tr>
</thead>
<tbody>
<tr>
<td>Alemayehu</td>
<td>Tigist</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Anderson</td>
<td>Polly</td>
<td>9/14/17</td>
<td>5/31/18</td>
<td>Inst Asst IV/DSPS</td>
</tr>
<tr>
<td>Asseko Messa</td>
<td>Ronald</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Inst Asst/LRC</td>
</tr>
<tr>
<td>Benavides</td>
<td>Eduardo</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Berry</td>
<td>Shanova</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Brown</td>
<td>Christopher</td>
<td>9/13/17</td>
<td>6/1/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Bunn</td>
<td>Stephanie</td>
<td>9/13/17</td>
<td>12/14/17</td>
<td>Senior Clerical Asst/Typing</td>
</tr>
<tr>
<td>Carter</td>
<td>Aidan</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Inst Asst I/DSPS</td>
</tr>
<tr>
<td>Cruz</td>
<td>Marissa</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Inst Asst/English</td>
</tr>
<tr>
<td>Dacorro</td>
<td>Mary</td>
<td>9/13/17</td>
<td>5/25/18</td>
<td>Inst Asst/English</td>
</tr>
<tr>
<td>Dea</td>
<td>Amanda</td>
<td>9/13/17</td>
<td>12/31/17</td>
<td>Staff Asst/Student Services</td>
</tr>
<tr>
<td>Dixon</td>
<td>Neshawn</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Staff Asst/Admin</td>
</tr>
<tr>
<td>Gonzalez</td>
<td>Kimberly</td>
<td>9/13/17</td>
<td>6/29/18</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Green</td>
<td>Stephanie</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Inst Asst/Social Sciences</td>
</tr>
<tr>
<td>Jablonski</td>
<td>Steven</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Master Interpreter</td>
</tr>
<tr>
<td>James</td>
<td>Keiko</td>
<td>9/13/17</td>
<td>1/12/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Jenkins</td>
<td>Amaya</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Food Services Worker</td>
</tr>
<tr>
<td>Khurram</td>
<td>Shanzeh</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Inst Asst/English</td>
</tr>
<tr>
<td>Kimble</td>
<td>Esperiza</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Library Technician II</td>
</tr>
<tr>
<td>Kirkeby</td>
<td>Kathleen</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Lifeguard</td>
</tr>
<tr>
<td>Lac</td>
<td>Courtney</td>
<td>9/13/17</td>
<td>12/22/17</td>
<td>Science Lab Tech/Bio</td>
</tr>
<tr>
<td>Lancaster</td>
<td>Stacy</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Senior Secretary</td>
</tr>
<tr>
<td>Lee</td>
<td>Catherine</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Science Lab Tech/Chem</td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
<td>Start Date</td>
<td>End Date</td>
<td>Department</td>
</tr>
<tr>
<td>-----------------</td>
<td>---------------------------</td>
<td>------------</td>
<td>-------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>Lisch</td>
<td>Max</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Inst Asst/Photography</td>
</tr>
<tr>
<td>Marshall</td>
<td>John</td>
<td>9/13/17</td>
<td>12/31/17</td>
<td>Staff Asst/Veteran Affairs</td>
</tr>
<tr>
<td>Martinez</td>
<td>Querida</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Instructional Asst II/DSPS</td>
</tr>
<tr>
<td>Milian</td>
<td>Liliana</td>
<td>9/18/17</td>
<td>2/28/17</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Moore</td>
<td>Todd</td>
<td>9/13/17</td>
<td>12/22/17</td>
<td>Inst Asst/Art</td>
</tr>
<tr>
<td>Okundaye</td>
<td>Osafran</td>
<td>9/13/17</td>
<td>12/13/17</td>
<td>Facilities Project Coord</td>
</tr>
<tr>
<td>Pace</td>
<td>Joshua</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Inst Asst I/DSPS</td>
</tr>
<tr>
<td>Perkin</td>
<td>Michael</td>
<td>9/13/17</td>
<td>12/13/17</td>
<td>Inst Asst/Electricity</td>
</tr>
<tr>
<td>Porter</td>
<td>Larry</td>
<td>9/13/17</td>
<td>6/29/18</td>
<td>Lifeguard</td>
</tr>
<tr>
<td>Prothro</td>
<td>Makhayla</td>
<td>9/25/17</td>
<td>6/30/18</td>
<td>Inst Asst I/DSPS</td>
</tr>
<tr>
<td>Robertson</td>
<td>Jennifer</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Admissions &amp; Records Clerk</td>
</tr>
<tr>
<td>Rodriguez</td>
<td>Alejandria</td>
<td>9/13/17</td>
<td>2/28/18</td>
<td>Admissions &amp; Records Clerk</td>
</tr>
<tr>
<td>Ross</td>
<td>Lakesha</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Admissions &amp; Records Clerk</td>
</tr>
<tr>
<td>Saechao</td>
<td>Chai</td>
<td>9/13/17</td>
<td>6/29/18</td>
<td>Program Spec/Outreach</td>
</tr>
<tr>
<td>Shephard</td>
<td>Rebecca</td>
<td>9/18/17</td>
<td>6/30/18</td>
<td>Interpreter/Partially Certified</td>
</tr>
<tr>
<td>Souza</td>
<td>Marc</td>
<td>9/13/17</td>
<td>12/22/17</td>
<td>Inst Asst/Machine Tech</td>
</tr>
<tr>
<td>Sullivan</td>
<td>Mallory</td>
<td>9/13/17</td>
<td>6/30/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Taplin</td>
<td>Terry</td>
<td>9/13/17</td>
<td>12/15/17</td>
<td>Inst Asst/English</td>
</tr>
<tr>
<td>Thompson</td>
<td>Darrah</td>
<td>10/2/17</td>
<td>1/19/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Watkins</td>
<td>Janis</td>
<td>9/13/17</td>
<td>5/25/18</td>
<td>Inst Asst/Psychology</td>
</tr>
<tr>
<td>White</td>
<td>Mary Ann</td>
<td>9/13/17</td>
<td>12/31/17</td>
<td>Research Data Spec/Assess.</td>
</tr>
<tr>
<td>Williams</td>
<td>Jasmine</td>
<td>9/13/17</td>
<td>3/9/18</td>
<td>Admissions &amp; Records Clerk</td>
</tr>
<tr>
<td>Williams</td>
<td>Sharonda</td>
<td>9/27/17</td>
<td>5/25/18</td>
<td>Inst Asst/Psychology</td>
</tr>
</tbody>
</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.

**11. CONSENT CALENDAR - FACILITIES**

**Subject**

11.1 Consider Approval to Purchase Furniture and Equipment for the Smartroom Classrooms for Laney College from KI through a Piggyback Compliant Contract. Presenter: Vice Chancellor Ikharo

**Meeting**

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

11. CONSENT CALENDAR - FACILITIES

**Access**

Public

**Type**

Action (Consent)
Recommended Action

Approval is requested to purchase furniture and equipment for the staff offices and classrooms in the at Laney College from KI through a piggyback compliant contract, in the amount not-to-exceed $493,000.

**Item Summary:**
The Foundation for California Community Colleges (FCCC) Administrative Services Agreement allows the District and any or all public agencies, public and private school districts, public and private colleges or universities Nationwide, or the Foundation, (collectively, “Participating Public or Private Agencies”) to purchase Products at prices stated in the Request for Proposal (RFP) #CACB13-01C. As permitted under this agreement and under Public Contract Code 20652, the District, without advertising bids, will purchase furniture and equipment utilizing this piggyback-able FCCC Contract #CB13-013 for staff offices and classrooms at Laney College from KI.

This purchase consists of chairs for classrooms and faculty offices, desks for classrooms and faculty offices, filing cabinets, wall mounted shelving and bookcases, mobile draws and pedestals, and lounge chairs and tables for the building common areas. The purchase of these specific items by District from KI is at a discounted price due to the previously established contract (FCCC) with the foundation.

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.)
Laney College administrators and the Department of General Services have completed their planning with KI and a quotation has been received and incorporated into this request. The purchase of the above equipment is necessary to complete the smart classroom update. Furniture must be ordered by September 20, 2017 to furnish smart rooms over the semester break in December 2017/January 2018. Once the District issues a purchase order to KI, the manufacturing, delivery, and installation of this furniture will require a time period of approximately three (3) months.

**Deliverables and Scope of Work:**
KI will provide furniture and equipment required in the classrooms in the new smart rooms at Laney College.

**Anticipated Completion Date:**
The anticipated completion date is January 31, 2018.

**Evaluation and Recommended Action:**
The administration recommends the approval of this furniture and equipment purchase for the Laney College Smart Rooms to meet the project deadline.
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

11.2 Consider Approval of Amendment No. 1 to Increase the Funding for Professional Services Contract with Swinerton Management & Consulting for Project Management Services for Corrective Infrastructure Projects at Laney College.

Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Jul 11, 2017

Absolute Date

Jul 11, 2017

Fiscal Impact

Yes

Dollar Amount

$153,713.00

Budgeted

Yes

Budget Source

Fund 61 – Redevelopment Agency
Recommended Action

Request approval of Amendment No. 1 to increase the funding for an existing professional services contract with Swinerton Management & Consulting for project management services for Corrective Infrastructure Projects at Laney College, in the amount not-to-exceed $153,713.

Item Summary:
During the period of this contract from January 1 to December 31, 2017, the Consultant will continue to provide and complete the following scope of work:
Project Management for Corrective Infrastructure Project at Laney College to include:

- Implementing corrective infrastructure projects in response to evaluation reports regarding existing conditions;
- Developing bid documents, implementbid and award process, manage contractor during construction and closeout; and
- Identifying facility issues including waterproofing, storm drainage, and HVAC systems.

As required by the Request for Proposal, other scope of work will include:

- Separate facts from conjecture and hyperbole, evaluate and prioritize risks, and work with diverse team of stakeholders and other involved parties;
- Visit mechanical, rooftop, and other unoccupied spaces;

The Governing Board of Trustees approved the original contract ($85,000) on March 14, 2017, for the first six months of the contract period. If this funding request is approved, the total sum of this contract is $238,713. The second phase of this contract funding will include construction administration.

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 original contract was procured using informal solicitation, under Government Code section 4525 et seq. Staff obtained three (3) quotes from three companies. A committee of administrative staff from Laney College and the District interviewed these qualified firms to determine the most competent candidate for the work. Each of the company had construction and project management experience. Swinerton was selected due to their competence and qualifications to perform the desired services by the District. The company can provide onsite qualified personnel to perform construction project design review and evaluation, construction mobilization, general management and administration of construction projects.

<table>
<thead>
<tr>
<th>Contract Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract</td>
<td>$85,000.00</td>
</tr>
<tr>
<td>Amendment #1-Contract Time Extension</td>
<td>$153,713.00</td>
</tr>
<tr>
<td><strong>Summary:</strong></td>
<td><strong>$238,713.00</strong></td>
</tr>
</tbody>
</table>

Deliverables and Scope of Work:
The Consultant has delivered the following scope of work to date:

- Direct, hands-on project management;
- Implemented measures to correct infrastructure projects in response to evaluation reports regarding existing conditions (i.e., waterproofing, storm drainage, and HVAC systems);
- Developed bid documents, implemented bid and award process, and managed contractor during construction and closeout; and
- Construction Management.

The will continue to provide services as outlined under the Item Summary.
**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 consultant can continue to provide their services at the beginning of the new fiscal year.

---

**File Attachments**
- Swinerton Proposal.pdf (1,537 KB)
- Swinerton -Amendment No. 1.pdf (31 KB)
- 07-11-2017 BOT Report- Swinerton..pdf (80 KB)
- 07-11-2017 BOT Report- Swinerton..doc (76 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**

11.3 Consider Approval of Amendment #1 in the Amount of $79,095.00, to Add a Feasibility Study to the Scope of Work of an Existing Contract with Taylor Design to Provide Design Services for the Locker Room Title IX Project at Laney College. Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 26, 2017

Fiscal Impact

Yes
Dollar Amount
$79,095.00

Budgeted
Yes

Budget Source
Measure A, Fund 63, Laney College

Recommended Action
Approve Amendment #1 in the Amount of $79,095.00, to Add a Feasibility Study to the Scope of Work of an Existing Contract with Taylor Design to Provide Design Services for the Locker Room Title IX Project at Laney College.

Goals
A: Advance Student Access, Equity, and Success

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Taylor Design was previously selected through a competitive process to provide design services for the Locker Room Title IX project at Laney. The scope of this project is currently limited to addressing the facilities corrections required by the Resolution Agreement with the Office of Civil Rights. The Resolution Agreement focuses on improving services and facilities to support female athletes. The college is reconsidering its priorities for the balance of its Measure A funding and would like to consider a more comprehensive project to improve the general locker room suites in addition to making improvements in locker room facilities directly associated with women’s sports teams. Amendment #1 would authorize Taylor Design to expand their scope of services to include a feasibility study to support decision-making regarding a more comprehensive potential project.

The existing professional services agreement is for $188,460. Amendment #1 is for $79,095. The revised total fee would be $267,555.

Deliverables and Scope of Work:
Meet with stakeholders to identify program requirements, develop up to three conceptual layouts, provide analysis of existing conditions and construction cost estimate for one conceptual layout.

Anticipated Completion Date:
Dec 2017 (for the scope covered by Amendment #1).

Evaluation and Recommended Action:
Approval of Amendment #1 is recommended by the Facilities Project Manager, Interim Director of Capital Projects and Facilities, and the President of Laney College.

File Attachments
Amend #1.Taylor Design to Board Docs.2017 08 30.doc (45 KB)
Contract with Taylor Design fully signed.rec'd from JH 2017 08 17 1321.pdf (5,130 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
11.4 Consider Ratification of the Chancellor’s Approval of Change Order #4, in the Amount of $8,328.30, to the Contract with W.E. Lyons to Provide Construction Services for the BEST Center Project at Laney College. Presenter: Vice Chancellor Ikharo
Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access
Public

Type
Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
Yes

Dollar Amount
$8,328.30

Budgeted
Yes

Budget Source
Measure A, Fund 63, Laney College

Recommended Action

Ratify the Chancellor's Approval of Change Order #4, in the Amount of $8,328.30, to the Contract with W.E. Lyons to Provide Construction Services for the BEST Center Project at Laney College.

Goals

C: Build Programs of Distinction

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The final completion of W.E. Lyon's scope of work on the BEST Center project at Laney College is pending resolution of design and other issues. The Builder's Risk insurance policy period was extended to provide coverage for the BEST Center while these issues are being resolved. The changes to date for this contract and the scope included in this change order are summarized in the attachment ("LAN BEST CO#4 to WE Lyons").
Deliverables and Scope of Work:
Extend the coverage period for the Builder's Risk insurance policy.

Anticipated Completion Date:
The extended coverage period will expire on 27 Oct 2017.

Evaluation and Recommended Action:
The Facilities Project Manager, Interim Director of Capital Projects and Facilities, Interim Vice Chancellor of Finance and Administration, and the Chancellor recommend ratification of the Chancellor's approval of Change Order #4.

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

11.5 Consider Approval to Procure Merle Cannon Services to Prepare Peralta Community College District’s Space Inventory Report and Five Year Construction Plan Submittals to State Chancellor’s Office. Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

Yes

Dollar Amount

$35,000.00

Budgeted
Budget Source

General Fund

Recommended Action

Approval is requested to procure Merle Cannon’s services to and assist with District’s Space Inventory Report and the upcoming Five Year Construction Plan to State Chancellor’s Office, in the amount not-to-exceed $35,000.

**Item Summary:**
Merle Cannon will assist the District with complying with Section 81820 of the California Education Code by preparing the required submittals to the State Chancellor's Office. Merle’s services will focus on submitting the District’s Space Inventory and the District's Five-Year Construction Plan which is due to the California Community Colleges Chancellor’s Office by July 1st every year, through FUSION (a state Chancellor’s Office software).

The Five-Year Construction Plan is a tool that the State Chancellor's Office can forecast the District's anticipated capital outlay for the next five years which includes current enrollment, projected enrollment, and instructional staff. The 2020-2021 Five-Year Construction Plan is due to the California Community Colleges Chancellor’s Office by July 1, 2018.

**Background/Analysis:** (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
None

**Deliverables and Scope of Work:**
Merle Cannon will prepare and submit the Space Inventory Report and the District’s Five-Year Construction Plan to the State Chancellor’s Office.

**Anticipated Completion Date:**
The projected completion date is May 31st, 2018

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract for Merle Cannon to prepare the above documents and submit them to the Chancellors Office.

File Attachments
- 09-12-2017 BOT Report - Merle Cannon - 5 Year Plan Project Priority List Approval.pdf (68 KB)
- Merle Cannon's ICC.pdf (388 KB)
- 09-12-2017 BOT Report - Merle Cannon - 5 Year Plan Project Priority List Approval.doc (58 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

11.6 Consider Approval of Change Order #5, in the Amount of $37,028.38, to the Contract with W.E. Lyons to Provide Construction Services for the BEST Center Project at Laney College. Presenter: Vice Chancellor Ikharo
Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 26, 2017

Fiscal Impact

Yes

Dollar Amount

$37,028.38

Budgeted

Yes

Budget Source

Measure A, Fund 63, Laney College

Recommended Action

Approve Change Order #5, in the Amount of $37,028.38, to the Contract with W.E. Lyons to Provide Construction Services for the BEST Center Project at Laney College.

Goals

C: Build Programs of Distinction

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

W.E. Lyons responded to direction from the District to make changes to the scope of work on an existing contract to provide construction services for the BEST Center project at Laney College. The cost impact of those directions will be incorporated into the contract price via Change Order #5 (attached). The accumulated changes to this contract are also summarized in the attached.

Deliverables and Scope of Work:

Replace installed fans with a different model; reduce scope of value engineering.

Anticipated Completion Date:

Already completed.

Evaluation and Recommended Action:

The Facilities Project Manager and the Interim Director of Capital Projects and Facilities recommend approval of Change Order #5.

File Attachments

W.E. Lyons BEST CO#5.2017 08 30.sm.doc (48 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**

11.7 Consider Approval of Amendment No. 1 to Increase the Funding for Professional Services Contract with Swinerton Management & Consulting for Project Management Services for Corrective Infrastructure Projects at Laney College.

**Presenter:** Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

Yes

Dollar Amount

$127,769.00

Budgeted

Yes

Budget Source

Fund 61 – Redevelopment Agency

Recommended Action

Request approval of Amendment No. 1 to increase the funding for an existing professional services contract with Swinerton Management & Consulting for project management services for Corrective Infrastructure Projects at Laney College, in the amount not-to-exceed $127,769.
**Item Summary:**
The District has placed a high priority to fix and repair leaking buildings and other HVAC infrastructures to meet building codes and provide and environment that meet the needs of instructional learning to students, staff and faculty. The administration requests for an additional amount to Swinerton’s professional services agreement due to the discovery of existing deficiency infrastructures uncovered while testing and verifications was on-going at the Laney College.

Here are some justifications for the contract amendment request:

- Under the existing contract with the District for the period from January 1, 2017 to December 31, 2017, Swinerton provided their construction and project management, in the amount of $85,000 for the first six months of the contract period. Under this type of work schedule, most of the contractor’s deliverable were anticipated to be completed just putting on few hours per day. However, it was soon discovered that there were many areas that required water testing, destructive testing requiring supervision and multiple vendor’s coordination.

- Each building has ventilation, heating and cooling challenges. The consultant had to work with the District contractor for HVAC contract to troubleshoot the various buildings for negative air pressures; broken fan belts; Variable Frequency Drives (VFD’s); drafting of mechanical equipment conditions to enable the District's Stationary Engineers to know which equipment was failing that needs replacements under differed maintenance; installation of insulated hot water piping needing replacements, investigating mechanical systems for the entire campus; etc.

- As of June 1, 2017, Swinerton’s contract amount has been fully exhausted and additional funds are needed for Swinerton to continue to provide their professionals services. The first six months were utilize for investigations and testing to verify the severity of infrastructures deficiencies at Laney. The second phase of this contract funding will include construction administration and further testing as needed. If this Amendment #1 is approved, the consultant’s contract amount will total $212,769, which requires Board approval since the amount will exceed the $25,000 threshold to purchase goods and services.

During the period of this contract from January 1 to December 31, 2017, the Consultant will continue to provide and complete the following scope of work:

**Project Management for Corrective Infrastructure Project at Laney College to include:**

- Implementing corrective – construction of infrastructure projects in response to evaluation reports regarding existing conditions;
- Developing bid documents, implement bid and award process, manage contractor during construction and closeout; and
- Identifying facility issues including waterproofing, storm drainage, and HVAC systems.

As required by the Request for Proposal, other scope of work will include:

- Separate facts from conjecture and hyperbole, evaluate and prioritize risks, and work with diverse team of stakeholders and other involved parties;
- Visit mechanical, rooftop, and other unoccupied spaces;

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 original contract was procured using informal solicitation, under Government Code section 4525 et seq. and Public Contract Codes 6106. Staff obtained three (3) proposals from three companies. A committee of administrative staff from Laney College and the District interviewed these qualified firms to determine the most competent candidate for the work. Each of the company had construction and project management experience. Swinerton was selected due to their competence and qualifications to perform the desired services by the District. The company can provide
onsite qualified personnel to perform construction project design review and evaluation, construction mobilization, general management and administration of construction projects.

**Consultant Evaluations:**
The Laney College President and Staff are pleased with the performance of this vendor and thus recommend their amendment approval. The DGS Vice Chancellor has had oversight on the day-to-day supervision of the consultant’s work performance and has scored the vendor 4.8 ranking on a 5 point scale of measurement.

### Contract Summary

<table>
<thead>
<tr>
<th>Original Contract</th>
<th>$85,000.00</th>
<th>March 14, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amendment #1-Contract Time Extension</td>
<td>$127,769.00</td>
<td>Seeking approval</td>
</tr>
</tbody>
</table>

**Summary:** $212,769.00

**Deliverables and Scope of Work:**
The Consultant has delivered the following scope of work to date:

- Direct, hands-on project management;

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

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract so the consultant can continue to provide their services at the beginning of the new fiscal year.

### File Attachments

- 09-12-2017 BOT Report- Swinerton_.pdf (84 KB)
- Swinerton-Amendment #1 v3.pdf (113 KB)
- 09-12-2017 BOT Report- Swinerton_.doc (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**

11.8 Consider Ratification of Contracted Services Agreement with Sterling Environmental Corporation for Asbestos and Mold Remediation at College of Alameda. Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)
Ratification is requested for a contracted services agreement with Sterling Environmental Corporation for College of Alameda Asbestos and Mold Remediation, in the amount not-to-exceed $9999.

Item Summary:
In August 2017, the Administration authorized and approved Sterling Environmental Corporation to complete mold abatement and remediation services at College of Alameda Building “C, F, A and various other locations” as an emergency work, while the Board was on recess. The administration deemed this mold remediation as an emergency situation because it involved faculty health and safety. Under the Districtwide Asbestos and Mold Remediation contract, the contractor completed the following scope of services:

- Set up of negative pressurized containment for the mold remediation in Building “C”, rooms C-410, C-206, and C-207;
- Removed sheet rock with water damage and visible mold from the ceiling (4x4 spot) in room C-204;
- Removed of one layer of sheet rock with water damage and visible molding from the ceiling and walls (2’x2’ on ceiling and 2’x2’ at the upper section of the wall) in room C-206;
- Removed one layer of sheet rock with water damage and visible mold from wall (2’x4’ at the upper corner of the wall);
- Performed a cleaning using the biocide on exposed framing after the drywall was removed;
- Teared down of containment after air testing is completed by others; and
- Disposed all mold contaminated materials in accordance with State regulations.

Board approval is required because the scope of work was done as an emergency work, even though the contract amount is less than the $25,000 threshold to buy 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.)
Under the District's Administrative Procedure 6800, sections II and III, under the Emergencies and Health Safety, Sanitation, and Working Conditions, allows the administration to proceed and mitigate the problem.

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

**Anticipated Completion Date:**
The scope of services are in the process of being completed. All work shall be completed on or before September 30, 2017.

**Evaluation and Recommended Action:**
The administration recommends the approval of this contract since the contractor completed their scope of work to meet the needs of College of Alameda.

---

**File Attachments**
- 09-12-2017 BOT Report- Sterling Environmental.doc (70 KB)
- 09-12-2017 BOT Report- Sterling Environmental.pdf (78 KB)
- Sterling-Letter to Superintendent-03-14-2017.doc (79 KB)
- Sterling Environmental-Agreement-June 2018.pdf (511 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**

11.9 Consider ratification of a Contracted Services Agreement with Ray & Associates Cleaning System for the Laney College Deep Cleaning of Classrooms and Restrooms. Presenter: Vice Chancellor Ilkharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

Yes

Dollar Amount

$49,000.00
Budgeted
Yes

Budget Source
Laney College General Fund

Recommended Action

Request ratification on the contracted services agreement with Ray & Associates Cleaning System for the Laney College Deep Cleaning of Classrooms and Restrooms, in the amount not-to-exceed $49,000.

**Item Summary:**
Under this contract, the Administration approved for Ray & Associates to deep clean 140 classrooms and 84 restrooms at Laney College.

Board approval is required because the contract amount exceeds the $25,000 threshold to purchase 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.)
As required by the District's Purchasing Procedures, the administration conducted an informal bid solicitation and obtained three (3) quotes from three (3) qualified contractors to complete the scope of work. The bids from these companies are as follow:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ray &amp; Associates Cleaning System</td>
<td>Antioch, CA</td>
<td>$49,000</td>
</tr>
<tr>
<td>American Empire Building Services</td>
<td>San Francisco, CA</td>
<td>$50,000</td>
</tr>
<tr>
<td>Lewis &amp; Taylor</td>
<td>San Francisco, CA</td>
<td>$63,000</td>
</tr>
</tbody>
</table>

Ray & Associates provided the lowest and responsible bid for this project. Ray Oyemohla is the owner of the company. Since the contract amount is below $88,300, formal bidding is not required because the scope of work is not a public work project.

**Deliverables and Scope of Work:**
As described under the Item Summary.

**Anticipated Completion Date:**
The contract termination date is set for June 30, 2018.

**Evaluation and Recommended Action:**
The administration recommends the approval of this contracted service agreement with Ray & Associates Cleaning System.

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**

11.10 Consider Ratification of the Commercial Lawn and Garden Equipment Exchange Program Grant Agreement with the Bay Area Air Quality Management District (BAAQMD). Presenter: Vice Chancellor Ikharo
Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - FACILITIES

Access
Public

Type
Action (Consent)

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
Yes

Dollar Amount
$90,185.00

Budgeted
Yes

Budget Source
Sustainability Rebates from Investor-Owned Utility

Recommended Action
Request ratification of the Commercial Lawn and Garden Equipment Exchange Program Grant Agreement with the Bay Area Air Quality Management District, in the amount not-to-exceed $90,185.

**Item Summary:**
During the Board recess, on July 20, 2017, under the Chancellor Authorization to approve contracts (Resolution 99/00-5), the Chancellor authorized for the administration to obtain approval from BAAQMD to participate in this incentive program. The Commercial Lawn and Garden Equipment Exchange Program is an incentive program to provide grants in order to reduce greenhouse gas (GHG) emissions and emissions of oxides of nitrogen, particulate matter (PM10), and reactive organic compounds. The newer lawn engine and garden equipment (such as commercial lawn mowers, leaf blowers, sweepers, chainsaws, line trimmers, and hedge trimmers), by replacing Equipment with commercial cordless, battery-electric, zero-emission lawn and garden equipment.

If the BAAQMD accepts and approve this grant agreement, the administration will use the funds to purchase the equipment outlined in the agreement. Then, the administration will submit invoice verification to the BAAQMD to receive the grant reimbursement.
Board ratification is required because the expenditure exceeds the $25,000 threshold to purchase 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.)
Staff contacted the BAAQMD to apply and partake in this incentive program that will contribute to the reduction of greenhouse gas.

**Deliverables and Scope of Work:**
As described under the Item Summary.

**Anticipated Completion Date:**
The contract termination date is set for June 30, 2018.

**Evaluation and Recommended Action:**
The administration recommends the approval of this grant agreement so the District can participate in the Commercial Lawn and Garden Equipment Exchange Program.

---

### 12. ACTION ITEMS

**Subject**

12.1 Consider Approval of Merritt network refresh. Presenter: Vice Chancellor Cole

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact
Yes

Dollar Amount
$1,498,020.00

Budgeted
Yes

Budget Source
Merritt Measure A

Recommended Action
Recommend approval

Goals
E: Develop and Manage Resources to Advance Our Mission
B: Engage and Leverage Partners
A: Advance Student Access, Equity, and Success

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

Merritt's network is more than 10 years old and does not meet student and faculty needs. Most of the equipment is no longer supported by the vendors and cannot be upgraded with security updates or software patches. Wireless access is spotty and inadequate to meet student, faculty and staff needs.

NetXperts will be contracted to procure, install and manage the project through a state piggyback contract.

This summer the district purchased the network core necessary for this project to take advantage of special pricing offered by Cisco. Based on recommendations by Gartner and fiscal year-end incentives offered by Cisco, the district procured additional discounts on Cisco equipment, saving an additional $55,000 off the initial pricing.

This item provides the remainder of the equipment, and the installation and engineering labor to install, configure and deploy the network throughout the campus.

In addition, the district has garnered a commitment from Cisco to donate replacements for the obsolete Cisco Networking Academy equipment used by the Merritt cyber-security program to deliver industry leading certifications. NetXperts are also offering paid internships to Merritt students for this project and other projects throughout the bay area.

Deliverables and Scope of Work:
College and District IT will work with NetXperts to replace obsolete core and peripheral networking equipment, replace fiber optic and copper network cabling, and install 220 wireless access points. All equipment will be configured to district security and network access standards.

See the attached proposal for equipment and service details.

The project will improve network security, student experience of the network and increase faculty ability to deliver instruction. The network refresh is also a key component of the upcoming District-wide 10 gigabit network upgrade and refactor.

Anticipated Completion Date:
Jan 30, 2018

Evaluation and Recommended Action:
**Recommend approval**

File Attachments
- Exhibit A - NetXperts Piggyback_3153785_1(DMS).PDF (1,550 KB)
- Exhibit A - Hardware Pricing.pdf (60 KB)
- Merritt College Infrastructure and Fiber SOW_V1.3 Aug2017.pdf (227 KB)
- NETQ16858 - Merritt Infrastructure Upgrade Aug2017.pdf (51 KB)
- Agreement Incorporating Piggyback Contract - NetXpers - Peralta CCD_3153738_1(DMS) ECB cln 20170901.docx (32 KB)
- Resolution Authorizing Piggyback Contract - NetXpers - Peralta CCD_3151468_1(DMS) ECB cln 20170901.docx (52 KB)

**Subject**

12.2 Consider Approval of Resolution 17/18-15 using Congress to Act in Support of Undocumented and Deferred Action for Childhood Arrivals (DACA) Students

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Consider Approval of Resolution 17/18-15 urging Congress to take action in support of concerned undocumented and Deferred Action for Childhood Arrivals (DACA) students that provides permanent protections for all the Dreamers in our country.

The Chancellor recommends approval.

File Attachments
- Final Model Resolution DACA - Peralta -.pdf (119 KB)

**Subject**

12.3 Consider Chancellor’s Recommendation of an Amendment to Board Policy 2015 Student Board Members Providing Student Trustees with the Right to Make an Advisory Vote Prior to a Board Vote on Agenda Items

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public
Request approval of an amendment to Board Policy 2015 Student Board Members providing Student Trustees with the right to make an advisory vote prior to a Board vote on agenda items

File Attachments
2017.09.12 BP 2015 Amendment - Student Board Members -Redline.docx (17 KB)

Subject
12.4 Consider renewal of FCCC Microsoft Campus Agreement. Presenter: Vice Chancellor Cole
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
12. ACTION ITEMS

Access
Public

Type
Action

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
Yes
Dollar Amount
$188,559.00

Budgeted
Yes

Budget Source
General Fund

Recommended Action
Recommend Approval

Goals
D: Strengthen Accountability, Innovation and Collaboration
B: Engage and Leverage Partners
C: Build Programs of Distinction
A: Advance Student Access, Equity, and Success

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

Consider three year renewal of the FCCC Microsoft Campus Agreement. Pricing for the CCC's is negotiated by the Foundation for California Community Colleges.

Deliverables and Scope of Work:
The agreement provides all Faculty, Staff and Students at the District and Colleges access to Office365, Exchange Online, Windows for all desktops, Active Directory with advanced security features, Skype, Sharepoint, SQLServer and Windows server licenses. There core systems provide critical functionality for the district, including our primary productivity tools, email, calendaring, and server infrastructure for PeopleSoft and other district applications.

Microsoft is now allowing a separate agreement for the District Office to enable district-wide licensing of some functionality. The new agreement removes the necessity of adding district licenses to a single college license while retaining flexibility at the colleges.

Anticipated Completion Date:
Sept, 2020

Evaluation and Recommended Action:
Recommend Approval

File Attachments
Validated 2017 Campus Agreement Worksheet - COA.pdf (56 KB)
Validated 2017 Campus Agreement Worksheet - Laney.pdf (56 KB)
Validated 2017 Campus Agreement Worksheet - Merritt.pdf (56 KB)
Validated 2017 Campus Agreement Worksheet - Peralta CCD DO.pdf (70 KB)
Validated 2017 Campus Agreement Worksheet - BCC.pdf (57 KB)
Resolution Authorizing FCCC Contract - Microsoft - Peralta CCD_3165573_1...docx (50 KB)

Subject
12.5 Consider adoption of Hobson Starfish for Early Alert and Degree Planning. Presenter: Vice Chancellor Cole
Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
Hobson Starfish is an early alert, degree planning and student services scheduling platform. The CCC Chancellor’s Education Planning Initiative has awarded Hobson Starfish a state RFP for degree planning and early alert, providing the platform at a significant discount to all CCC districts. The RFP is administered through Butte-Glenn district with licenses and SOWs signed by individual colleges and districts.
The licenses are three year agreements, with a $24,000/year license for the platform and a $10,000 year 1 implementation fee. The implementation includes 50 degree plans per college, integration and testing consulting and best practices assistance.

The CCC EPI also supports the implementation of degree planning on the platform through grants of $40,000 per college for implementation and $30,000 per college upon successful completion of the degree planning project. This will offset the year 1 and year 2 license costs. The district will need to fund the subscription fee of $24,000 per college in year 3 of the project.

Implementing early alert and degree planning with the Hobson platform will assist the district in achieving its FTES goals by increasing persistence, retention and completion. Research on early alert has suggests it can improve persistence by 4-8% and passing rates by 8-19%. Students with degree plans are 50% more likely to return for their second year.

In spring 2017, the District Academic Senate and District Academic Committee both passed resolutions supporting the implementation of Starfish.

Deliverables and Scope of Work:
Implement student self-service degree planning in Hobson Starfish for all four colleges (Summer 18)
Implement early alert system in Hobson Starfish for all four colleges (BCC and CoA: Spring 18, Laney and Merritt: Fall 18)
Integrate early alert and degree planning in counseling, student support and faculty practices
Implement student support services scheduling and kiosk scheduling

Anticipated Completion Date:
Contract end date: September 2020

Evaluation and Recommended Action:
Recommend Approval

Subject
12.6 PUBLIC HEARING and ACTION ITEM: Conduct Public Hearing on Resolution 17/18-06, 2017 – 2018 Final Budget Presenter: Interim Vice Chancellor Christine Williams
Meeting
Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category
12. ACTION ITEMS

Access
Public

Type
Action (Consent)

Recommended Action
Recommended that Resolution No. 17/18-06 be adopted, approving the Annual Budget for fiscal year 2017-2018.

**PUBLIC HEARING and ACTION ITEM:** Conduct Public Hearing on Resolution 17/18-06, 2017 – 2018 Final Budget **Presenter: Interim Vice Chancellor Christine Williams**

The Peralta Community College District is required to hold a public hearing on the proposed 2017-18 annual budget prior to its adoption. Included in the meeting materials is the proposed final budget for the District which has been publically announced and made available for inspection at the District Budget and Finance Office as well as being posted on the District’s website. After the public hearing, it is recommended that Resolution No. 17/18-06 be adopted, approving the Annual Budget. The Chancellor recommends approval.

**File Attachments**

- 2017-18 Final Budget Book, Pending Board Adoption Draft.pdf (66.796 KB)
- FY18 Final Budget Sept 12 2017 Board Presentation A.pptx (224 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**

12.7 Consider Approval of Resolution 17/18-08 supporting the intent of Assembly Bill 1887. **Presenter: Chancellor Laguerre**

**Meeting**

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

**Category**

12. ACTION ITEMS

**Access**

Public

**Type**

Action (Consent)

Consider Approval of Resolution #17/18-08 supporting the intent of Assembly Bill 1887.

**File Attachments**

- PCCD Resolution 1708-08 in Support of Assembly Bill 1887.pdf (14 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**
12.8 Consider Approval of Resolution 17/18-07 Approving Certain Reimbursements from Future General Obligation Bond proceeds. Presenter: Vice Chancellor Williams & Eugene Clark

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

Yes

Dollar Amount

$600,000.00

Budgeted

Yes

Budget Source

General Obligation Bond

Recommended Action

Request approval of Resolution 17/18-07 in approving the District to reimburse certain expenditures relating to facilities acquisition, construction and improvements including those identified in the Facilities and Technology Master Plan from proceeds of tax exempt bonds, in the event that a new general obligation bond measure were approved by voters in the future and bonds were issued thereunder.

Background/Analysis:
At its January 24, 2017, meeting the Board of Trustees approved entering into a contract with Steinberg Architects to upgrade the Existing Districtwide Facilities and Technology Master Plans. Deliverables associated with the work include recommendations with respect to: Accommodating student enrollment growth;
Modernizing existing facilities, utilities and technology infrastructure; Identifying new facilities projects; Developing a Maintenance and Operations program for new and existing facilities and a Project Priority Plan to include project schedules and budgets. The contract was approved in the not-to-exceed amount of $600,000.

This resolution is drafted in accordance with Section 1.150-2 of the U.S. Treasury Regulations. This resolution does not obligate the District to (1) incur any expenditures, (2) conduct a new general obligation bond election or (3) undertake the issuance of any bonds. The resolution merely satisfies a regulatory requirement that allows the District to allocate expenditures incurred in connection with certain capital improvement projects, only if such expenditures are actually incurred prior to the date of issuance of bonds, and only if such bonds are actually issued. This resolution assists the District in budget planning and the preservation of general fund resources.

**Deliverables/Scope of Work:**
N/A

**Anticipated Completion Date:**
N/A.

**Evaluation and Recommended Action:**
Approve Resolution # 17/18-07 as presented.

File Attachments
Peralta Reimbursement Resolution.pdf (17 KB)
Fiscal Impact

No

Recommended Action

Approval of bank signers resolution no. 17/18-05 naming signers/key executives authorized to act on behalf of Peralta Community College District effective September 13, 2017.

Item title: Approval of Bank Signers Resolution No. 17/18-05: Interim Vice Chancellor Christine Williams

Specific Board Action Requested:

Approval of bank signers resolution no. 17/18-05 naming signers/key executives authorized to act on behalf of Peralta Community College District effective September 13, 2017.

Item Summary:
Resolution No. 17/18-05 delegates Jowel C. Laguerre, Christine Williams, and David Yang as authorized signers with all banking institutions effective September 13, 2017.

Background/Analysis:
Resolution 17/18-05

RESOLVED BY THE GOVERNING BOARD OF PERALTA COMMUNITY COLLEGE DISTRICT, a California public entity as follows:

The names listed below are signers and/or key executives authorized to act on behalf of Peralta Community College District with all banking institutions.

Jowel C. Laguerre, Chancellor
Christine Williams, Interim Vice Chancellor for Finance & Administration
David Yang, Director of Fiscal Services

Deliverables and Scope of Work:
Not Applicable

Anticipated Completion Date:
N/A
Alternatives/Options:
N/A

Evaluation and Recommended Action:
Recommend approval of resolution number 17/18-05.

File Attachments
Bank Signers Resolution 091217.pdf (14 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

12.10 Consider Approval Resolution No. 17/18-01, for a Contract Award to Future Power Corporation dba Energy Conservation Options (ECO), to complete the Laney College Forum Interior LED Lighting Retrofit. Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Recommended Action

Approval is requested of Resolution No. 17/18-01 for a construction contract with Energy Conservation Options to complete the Laney College Forum LED Lighting Upgrade, in the amount not-to-exceed $83,177.

Item Summary:
This program qualifies as an “energy conservation” project. Therefore, as an exception to competitive bid and in accordance with the California Government Code, Section 4217.12, the District may enter into this agreement for “energy conservation facility.” This code permits the District to enter into an energy service contract and any necessarily related facility ground lease on terms that its governing body determines are in the best interests of the public agency. A determination is made at a regularly scheduled public hearing, and public notice is given at least two weeks in advance, and if the governing body finds:

“That the anticipated cost to the public agency for… conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the public agency of thermal, electrical, or other energy that would have been consumed by the public agency in the absence of those purchases.”

The District’s governing body must determine that the benefits exceed the marginal costs of the services. In this case, the District will pay a one-time cost of $83,177, for projected energy savings proceeds of $197,656, over a 10-year
Items                      Cost & Quantity
Estimated Total Fixtures  150
Estimated kWh Savings     61,311
Estimated 10-year Cost Savings 197,656

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.)
Energy Conservation Options completed Phase I of this project, due to a formal safety request of the Peralta Federation of Teachers. Phase I amounted for 1/3 of the project completion. The remaining 2/3, which is Phase II of the project, will be completed under this agreement. ECO has completed interior LED lighting retrofit projects for Laney Library and Berkeley City College main building.

Deliverables and Scope of Work:
Deliverables and/or services will include assessment, equipment, labor, commissioning, appropriate disposal and documentation, rebate processing, project closeout, project closeout documentation, training District personnel, and reporting, as required by the District, and also as required by the CCC/IOU partnership program.

Anticipated Completion Date:
The contractor will achieve Substantial Completion of the entire work within ninety (90) days and Final Completion no later than one hundred and twenty (120) Days from the commencement date.

Alternatives/Options:
None

Evaluation and Recommended Action:
The administration recommends the approval of this contract with ECO.

File Attachments
- ECO-Construction Agreement-R1.pdf (25 KB)
- 07-11-2017 BOT Report-ECO - LC FORUM – LED Lighting Retrofit Completion.doc (70 KB)
- INVOICE & ADVERTIZING COPY - OAKLAND TRIBUNE.pdf (261 KB)
- ADVERTISING - SOLE SOURCE - AB4217 - Energy Conservation Options.pdf (20 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
12.11 Consider Approval of Resolution No. 17/18-09 for the Construction Agreement with WINDOW-LOGY TRI-VALLEY CORPORATION for the Laney College Classroom Shades Upgrades, Phase I Project. Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
12. ACTION ITEMS

Access
Public

Type
Action

Preferred Date
Sep 12, 2017

Absolute Date
Sep 12, 2017

Fiscal Impact
Yes

Dollar Amount
$171,480.00

Budgeted
Yes

Budget Source
Laney College Project Fund or Measure A

Recommended Action

Approval is requested to approve a construction agreement with WINDOW-LOGY TRI-VALLEY CORPORATION for the Laney College Classroom Shades Upgrades, Phase 1 Project (Bid No. 17-18/02), in the amount not-to-exceed $171,480.

Item Summary:
As part of the Smart Classroom project at Laney College administrators decided to upgrade the window shades in various classrooms. The contractor will complete the following scope of work:

- Remove and dispose damaged shades. Window shades in good condition will be salvaged and return to the District.
- Furnish and install shades in 61 classrooms at Laney College, per per the furnished plans and specifications from the Powell & Partners Architect.

Board approval is required because this public works contract amount exceeds the $25,000 threshold to purchase goods and services, per Board of Trustees policy 6340 on bids and contracts. 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.)
In compliance with the Public Contract Codes and the District’s Purchasing Procedures, formal competitive bidding was conducted for this project and the bid was advertised in newspaper publications of general circulation. Four (4)
interested and qualified painting contractors attended the non-mandatory pre-bid meeting; three (3) contractors submitted a bid for this project as follows:

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Day Blinds</td>
<td>Irvine, CA</td>
<td>$99,292</td>
</tr>
<tr>
<td>Window-ology Tri Valley</td>
<td>Pleasanton, CA</td>
<td>$171,479.82</td>
</tr>
<tr>
<td>Integra Construction Services</td>
<td>Pleasanton, CA</td>
<td>$229,063</td>
</tr>
</tbody>
</table>

The Administration will award the contract to Window-ology Tri Valley because 3 Day Blinds’ proposal did not meet the bid requirements, did not provide detailed pricing for materials, and their references were unsatisfactory. As a result, the lowest responsible and responsive bid was submitted by Window-ology Tri Valley in the amount of $171,479.82.

Deliverables and Scope of Work:
The deliverable and scope of work is defined under the Item Summary.

Anticipated Completion Date:
For substantial completion, the contractor will complete the scope of work within 60 days from the commencement date. Further, the contractor will achieve final completion of the entire work 75 days from the Notice to Proceed date.

Evaluation and Recommended Action:
The Administration recommends the approval of this contract so the contractor can start work to meet the project schedule.

File Attachments
- Bid 17.18.02 Results.pdf (80 KB)
- Window-ology-00 5200 Agreement.pdf (36 KB)
- 09-12-2017 BOT Report-Windowology.pdf (82 KB)
- 09-12-2017 BOT Report-Windowology.docx (35 KB)
- First Amendment to Contract-Windowology.docx (32 KB)
- First Amendment to Contract-Windowology.docx (37 KB)

Subject

12.12 Consider Adoption of a Resolution No. 17/18-13 Approving the Fiscal Year (FY) 2017-18 Child Development Contract. Presenter: Dr. Crawford

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Sep 12, 2017

Absolute Date
The following contract with the California Department of Education enables the Laney and Merritt Child Care Centers to continue operation for the 2017-18 academic year. This contract is part of the California State Preschool Program (contract number CSPP-7020; project number 01-6126-00-7).
Ratification is requested to approve a construction agreement with ATHENS PAINTING & COMMERCIAL COATINGS, INC. for the Laney College Classroom Interiors Paint Project (Bid No. 16-17/31), in the amount not-to-exceed $85,400.

**Item Summary:**
Athens Painting performed and completed interior painting of 61 classrooms at Laney College before August 19, 2017, per the scope of work and the specifications provided by Powell & Partners Architects

Under the Chancellor Authorization to approve contracts (Resolution 99/00-5), during the Board Recess, the Chancellor permitted Athens Painting & Commercial Coatings, Inc. to perform the scope of work. Board approval is required because this public works contract amount exceeds the $15,000 threshold, per Board of Trustees policy 6340 on bids and contracts. 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.)
In compliance with the Public Contract Codes and the District’s Purchasing Procedures, the administration completed formal competitive bidding for this project and the bid was advertised in newspaper publications of general circulation. Five (5) interested and qualified painting contractors attended the non-mandatory pre-bid meeting; only one (1) contractor submitted a bid for this project. The District accepted this only bid due to the fact there was no time to re-bid the project and also to get the work done before students returned to college on August 21, 2017.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athens Painting &amp; Commercial Coatings, Inc.</td>
<td>Pittsburg, CA</td>
<td>$85,400</td>
</tr>
</tbody>
</table>

As a result, the lowest responsible and responsive bid was submitted by Athens Painting & Commercial Coatings, Inc. in the amount of $85,400. Athena Kouloulias is a principal at the company.

**Deliverables and Scope of Work:**
The contractor provided multiple work crews to paint many classrooms simultaneously as described under the Item Summary.

**Anticipated Completion Date:**
The project was completed by August 19, 2017.

**Evaluation and Recommended Action:**
The Chancellor recommended the approval of this contract so the contractor can start work right away before school resumed on August 21, 2017.
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

12.14 Consider Approval Resolution No. 17/18-11, for a Contract Award to Future Power Corporation dba Energy Conservation Options (ECO), to complete the Laney College Forum Interior LED Lighting Retrofit. Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

Yes

Dollar Amount

$83,178.00

Budgeted

Yes

Budget Source

Sustainability Rebates from Investor-Owned Utility
Recommended Action

Approval is requested of Resolution No. 17/18-11 for a construction contract with Energy Conservation Options to complete the Laney College Forum LED Lighting Upgrade, in the amount not-to-exceed $83,178.

Item Summary:
This program qualifies as an “energy conservation” project. Therefore, as an exception to competitive bid and in accordance with the California Government Code, Section 4217.12, the District may enter into this agreement for “energy conservation facility.” This code permits the District to enter into an energy service contract and any necessarily related facility ground lease on terms that its governing body determines are in the best interests of the public agency. A determination is made at a regularly scheduled public hearing, and public notice is given at least two weeks in advance, and if the governing body finds:

“That the anticipated cost to the public agency for… conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the public agency of thermal, electrical, or other energy that would have been consumed by the public agency in the absence of those purchases.”

The public notice was advertised on June 30, 2017. The District’s governing body must determine that the benefits exceed the marginal costs of the services. In this case, the District will pay a one-time cost of $83,177, for projected energy savings proceeds of $197,656, over a 10-year period. The administration completed a Notice of Public hearing two weeks prior to this Board meeting to inform the public of the District’s intention to enter an agreement, in compliance with the Government Code Section 4217.12. Public comment will be heard at the regular Board of Trustees meeting scheduled for September 12, 2017.

<table>
<thead>
<tr>
<th>Items</th>
<th>Cost &amp; Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Total Fixtures</td>
<td>150</td>
</tr>
<tr>
<td>Estimated kWh Savings</td>
<td>61,311</td>
</tr>
<tr>
<td>Estimated 10-year Cost Savings</td>
<td>197,656</td>
</tr>
</tbody>
</table>

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.)
Energy Conservation Options completed Phase I of this project, due to a formal safety request of the Peralta Federation of Teachers. Phase I amounted for 1/3 of the project completion. The remaining 2/3, which is Phase II of the project, will be completed under this agreement. ECO has completed interior LED lighting retrofit projects for Laney Library and Berkeley City College main building.

Deliverables and Scope of Work:
Deliverables and/or services will include assessment, equipment, labor, commissioning, appropriate disposal and documentation, rebate processing, project closeout, project closeout documentation, training District personnel, and reporting, as required by the District, and also as required by the CCC/IOU partnership program.

Anticipated Completion Date:
The contractor will achieve Substantial Completion of the entire work within ninety (90) days and Final Completion no later than one hundred and twenty (120) Days from the commencement date.

Evaluation and Recommended Action:
The administration recommends approval of this contract with ECO.

File Attachments
09-12-2017 BOT Report-ECO - LC FORUM - LED Lighting Retrofit Completion.pdf (82 KB)
09-12-2017 BOT Report-ECO - LC FORUM - LED Lighting Retrofit Completion.doc (70 KB)
ADVERTISING - SOLE SOURCE - AB4217 - Energy Conservation Options.pdf (20 KB)
ECO-Construction Agreement.pdf (36 KB)
INVOICE & ADVERTIZING COPY - OAKLAND TRIBUNE.pdf (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

12.15 Consider Approval of Resolution No. 17/18-10, for a Piggyback Compliant Contract Agreement with SecureALL Corporation for the Laney College Electronic Hardware/Software Project (Keyless Entry Door Mechanism). Presenter: Vice Chancellor Ikharo

Meeting

Sep 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action (Consent)

Preferred Date

Sep 12, 2017

Absolute Date

Sep 12, 2017

Fiscal Impact

Yes

Dollar Amount

$737,308.00

Budgeted

Yes

Budget Source

Measure A

Recommended Action

Approval is requested to approve a piggybackable construction agreement with SecureALL Corporation for the Districtwide Electronic Hardware/Software Project, in the amount not-to-exceed $737,308.61

Item Summary:
Under Public Contract Code 20652, the governing board of any community college district, without advertising 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 would like to piggyback on a competitive Request for Proposal (RFP) for the Districtwide Electronic Hardware/Software Project #17-0726 conducted by the Marin County Community College District conducted on August 11, 2017. This RFP permits Community Colleges to “piggyback” off this contract to procure the same materials and services. This contract will be a period of 3 years for the equipment with an option to offer a 2-1 year contract extension to the vendor.

For this “keyless” entry door project, SecureALL will provide, program, configure and activate equipment that shall provide a complete and functional, centrally controlled Access Control and Alarm Monitoring System (ACAMS) with local and remote monitoring capabilities. The system shall be completely “turn-key” and shall include all the components listed in the specification. This project will be completed in phases. In phase 1, the keyless entry door mechanism will be installed at 800 doors including 61 smart classrooms at Laney College. This college “keyless” door program will be rolled out to other District’s colleges including the District Administrative Center (DAC) as funding becomes available. Local 39 employees will undertake the installation and upkeep of the “keyless” door mechanisms at all the colleges when project is fully implemented.

Board approval is required because the total contract amount exceeds the $88,300 threshold for goods and services bids contracted.

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 have utilized key/card system from Johnson Control for over 15 years that was difficult to implement and maintain by in-house Engineering Staff due to the proprietary nature of its architecture and programming support. The annual maintenance was hundreds of thousands dollars for such maintenance contracts that was not effective in the management of accessibility for everyone. Therefore, the District is now requesting Board of Trustees approval to procure Electronic Hardware/Software that is battery operated (batteries have 2 years lifespan), the software is easily programmable, and District’s Stationary Engineers will be trained to install the product upon training and orientation; which gives them ownership of maintenance capabilities. The replacement of the batteries will be accounted for as part of Total Cost of Ownership (TCO) and be budgeted for every other year. There are approximately 3000 doors district-wide and current piggyback contract will enable the District to phase in approach to other colleges including DAC upon availability of funding, yet enjoying the economies of scale for bulk procurement.

Marin Community College District and Stanford University are already utilizing this product for their institutions, according to the vendor.

There are several advantages to be derived from this product:

1. It will give the college administrators the flexibility to give access to faculty and staff upon demand.
2. It will eliminate the cost of procuring new master keys of $7000.00 annually by the maintenance department excluding labor cost.
3. The cost of staff time is about $80,000 annually, this will be reduce and only computer programing and maintenance is all that will be required.
4. Colleges will be able to lockdown all is doors if event of an “active shooter” on campus. The vendor have demonstrated to staff how this can be implemented.
5. The operational management challenges of of keys request or returns, when employees separate from the District or when new employees are hired will be a thing of the past.

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

Anticipated Completion Date:
The contractor will achieve Final Completion of the entire project within 6 months at Laney College and 3 years district-wide contingent upon availability of funding.

Evaluation and Recommended Action:
The administration recommends the approval of this contract for the Laney College Electronic Hardware/Software Project (Keyless Entry Door Mechanism).
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.

13. ANNOUNCEMENTS
14. ADJOURNMENT