Tuesday, December 12, 2017
REGULAR MEETING OF THE BOARD OF TRUSTEES

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

333 East 8th Street
Oakland, CA 94606

1. PUBLIC COMMENT ON CLOSED SESSION ITEMS
2. CLOSED SESSION

Subject

2.1 Conference with Labor Negotiator Largent, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6)

Meeting

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

Category

2. CLOSED SESSION

Type

Information

Subject

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

Meeting

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

Category

2. CLOSED SESSION

Type

Information

- Conference with Legal Counsel (54956.9(a)), Williams v. PCCD, Alameda County Superior Court, Case No. HG-14730396.
Conference with Legal Counsel (54956.9(a)), In re Municipal Derivatives Antitrust Litigation, U.S. District Court, Southern District of New York, Case No. 1:08-cv-02516-VM-GWG.
Conference with Legal Counsel (54956.9(a)), R. Young v. Peralta Community College District, Case No. 14-cv-05351-JD.
Conference with Legal Counsel (54956.9(a)), Nunez et al. v. Peralta Community College District et al.; Case No. RG16827433
Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (2 cases)

Subject

2.3 Public Employee Appointment (Government Code Section 54957)

Meeting

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

Category

2. CLOSED SESSION

Type

Information

1. Recommendation to appoint the Director of AANAPISI Program, Laney College.

2. Recommendation to appoint the Vice President of Student Services, Laney College.

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

4. Recommendation to appoint the Associate Dean of Educational Success, (Grant Funded), College of Alameda.

5. Recommendation to appoint the Dean of Allied Health & Public Safety, Merritt College.

6. Recommendation to appoint the Vice President of Instruction, College of Alameda.

7. Recommendation to appoint the Interim Director of Workforce Systems, College of Alameda.

8. Recommendation to ratify the Chancellor's approval to appoint the Interim Benefits Manager, District Office.

9. Recommendation to extend the appointment of the Interim Project Manager, Maintenance & Operations.
10. Recommendation to extend the appointment of the Interim Assistant Vice Chancellor of Enrollment Management, District Office.

11. Recommendation to extend the appointment of the Interim Director of Business & Administrative Services, Laney College.

12. Recommendation to extend the appointment of the Interim Dean of Liberal Arts & Social Sciences, Merritt College.

13. Recommendation to extend the appointment of the Interim Associate Dean of Educational Success, (Grant Funded), Laney College.


15. Recommendation to extend the appointment of the Interim Director of Enterprise Services, District Office.

16. Recommendation to extend the appointment of the Interim Associate Dean of Educational Success, (Grant Funded), Merritt College.

17. Recommendation to extend the appointment of the Interim Director of International Services & Student Support, District Office.

18. Recommendation to extend the appointment of the Interim Associate Dean of Educational Success, (Grant Funded), Berkeley City College.

19. Recommendation to extend the appointment of the Interim Budget Director, Workforce Development & Continuing Education (WDCE), (Grant Funded), District Office.

20. Recommendation to appoint the Vice President of Instruction, BCC.

21. Recommendation to appoint the Vice Chancellor for Finance & Administration, District Office.

22. Recommendation to extend the appointment of the Interim Vice Chancellor of Finance & Administration, District Office.

Subject

2.4 Public Employee Discipline/Dismissal/Release

Meeting

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

Category

2. CLOSED SESSION

Type
The Board is provided respective salaries in closed session for information purposes only, if any. The Board is reminded not to discuss personnel matters outside of closed session.

Subject

2.5 Public Employee Evaluation

Meeting

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

Category

2. CLOSED SESSION

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

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

Category

3. OPEN SESSION

Type

Procedural

Subject

3.2 Roll Call

Meeting

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

Category
3. OPEN SESSION

Type

Procedural

Subject

3.3 Report of Action Taken in Closed Session
Meeting

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

Category

3. OPEN SESSION

Type

Information

Subject

3.4 Approval of the Agenda
Meeting

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

Category

3. OPEN SESSION

Type

Action

Subject

3.5 Awards
Meeting
Presentation of Awards to President Bonilla and Vice President Brown

Election of President of the Board of Trustees, 2018
Election of Vice-President of the Board of Trustees, 2018
Appointment of Secretary of the Board of Trustees, 2018
3.8 Associated Student Government Reports
Meeting
Dec 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
3. OPEN SESSION
Type
Information

Subject

3.9 District Academic Senate Report
Meeting
Dec 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
3. OPEN SESSION
Type
Information
Subject

3.10 Peralta Classified Senate Report
Meeting
Dec 12, 2017 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category
3. OPEN SESSION
Type
Information

Subject
3.11 Chancellor's Reports

Meeting

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

Category

3. OPEN SESSION

Type

Information

- Oakland Athletics
- Recognizing Chief of Staff Crawford

Subject

3.12 Public Communication

Meeting

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

Category

3. OPEN SESSION

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. PRESENTATIONS

Subject

4.1 Guided Pathways Presentation. Presenter: Vice Chancellor Brown & Cleavon Smith

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

Category
4. PRESENTATIONS

Type

File Attachments
Guided Pathways in Brief.pdf (315 KB)

5. CONSENT CALENDAR - BOARD MATTERS

Subject

5.1 Consider Approval of Final Reading on Proposed Board Policies. Presenter: Chancellor Laguerre

Meeting

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

Category

5. CONSENT CALENDAR - BOARD MATTERS

Type

Action (Consent)

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

- **BP 4020 Program, Curriculum, and Course Development** – The revision is to add reference to Non-credit Courses and Program

- **BP 4100 Graduation Requirements for Degrees and Certificates** – The revision is to include reference to Non-Credit certificates - a Certificate of Competency and a Certificate of Completion.

File Attachments
Memo to Chancellor regarding BPs reviewed 9-22-17.pdf (46 KB)
BP 4020 Program Curriculum and Course Development.pdf (45 KB)
BP 4100 Graduation Requirements for Degrees and Certificates.pdf (38 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.
5.2 Consider Approval of the Board Meeting Calendar for 2018. Presenter: Assistant Brenda Martinez

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

Category
5. CONSENT CALENDAR - BOARD MATTERS

Type
Action (Consent)

Fiscal Impact
No

Consider Approval of the Board Meeting Calendar for 2018.

File Attachments
Jan_to_Dec_18.draftcalendar.pdf (60 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.

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

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

Category
5. CONSENT CALENDAR - BOARD MATTERS

Type
Action (Consent)

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

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject

6.1 Consider Approval of Course and Program Additions, Deactivations and Changes. Presenter: Vice Chancellor Brown

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS
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 to Purchase Playground Equipment for Laney College Child Care Center from KOMPAN Inc through a Piggyback Compliant Contract, for $82,615.49. Presenter: Chief of Staff Crawford
Fiscal Impact
Yes

Dollar Amount
$82,615.49

Budgeted
Yes

Budget Source
Laney College Children's Center Reserved Funds

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

The District is registered with, and is a participating member in, the U.S. Communities Government Purchasing Alliance, under a Master Intergovernmental Cooperative Purchasing Agreement (“MICPA”). The District and other participating public agencies across the United States, are allowed to purchase products at prices stated in a master contract. These master contracts are procured and awarded by another participating agency under the MICPA, acting as the lead public agency, in accordance with that participating agency’s procurement requirements.

With regard to the master contract with KOMPAN, Inc., the City of Charlotte, North Carolina (“City”), a Participating Agency, acted as lead agency under the MICPA. In accordance with the laws of North Carolina, the City conducted a competitive solicitation for playground and other equipment. The City, after evaluating the proposals received, awarded the contract on May 8, 2017 to KOMPAN. The master contract is for a term of five years, through June 30, 2022, and permits participating members to purchase playground and other equipment at prices not-to-exceed those prices offered under the master contract. The District, without advertising bids, wishes to use the master contract to purchase furniture and equipment for installation at the Laney College Child Care Center.

This purchase consists of new playground equipment, and the quote includes site preparation, layout, and installation, which were all included in the master contract.

Deliverables and Scope of Work:

KOMPAN’s work includes site preparation, layout, and installation. The purchase of these specific items from KOMPAN was at a price discounted that shown under the master agreement’s price list due to the previously established public agency agreement with U.S. Communities Government Purchasing Alliance. The cost of the playground equipment, layout, and installation is $82,615.49.

Anticipated Completion Date:
March 2018

Evaluation and Recommended Action:

As the District is a registered with U.S. Communities and the master contract provided through U.S. Communities was procured in accordance with North Carolina law, the District may enter into an agreement with KOMPAN incorporating the terms of the U.S. Communities master contract and the quote from KOMPAN.
District staff recommends approval of the agreement with KOMPAN to purchase furniture and equipment for installation at the Laney College Child Care Center without advertising for bids.

File Attachments
KOMPAN Playground Sales Proposal.pdf (57 KB)
Agreement Incorporating US Communities Joint Purchasing Contract - Kompan Playground Equipment_3189420_1(DMS).DOC (15,796 KB)

Subject

6.3 Consider Acceptance of the California Community Colleges Guided Pathways Assessment Tool for Berkeley City College, College of Alameda, Laney College, and Merritt College. Presenters: College Presidents

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The State of California’s $150 million one-time investment in the Guided Pathways Award Program will give each of our 114 colleges the opportunity to begin implementation of the Guided Pathways framework. This investment will support an intensive five-year planning and implementation process at each participating college. Using the Guided Pathways framework, colleges will rethink and redesign programs and services into cohesive, campus-wide strategies to achieve the outcomes expected by the state, our system, and our students.

The Guided Pathways framework creates a highly structured approach to student success that provides all students with a set of clear course-taking patterns that promotes better enrollment decisions and prepares students for future success. The Guided Pathways framework also integrates support services in ways that make it easier for students to get the help they need during every step of their community college experience.

Colleges are required by the State Chancellor’s Office to submit a Self-Assessment to:

1. Serve as a learning tool for the colleges to help campus constituents gather and reflect on their systems and practices in an organized and thoughtful way,
2. Inform the CCCC about what types of capacity-building resources would help colleges engage in Guided Pathways, and
3. Provide an aggregate picture of colleges’ Guided Pathway processes with regards to inquiry, design, and implementation of key elements and how they are progressing over time.

The self-assessment is a requirement of the Guided Pathways Award Program and is due to the Chancellor’s Office in December, 2017.

The attachments include the self-assessments for each of the 4 Colleges, along with a general description of the Guided Pathways program.

File Attachments
GuidedPathwaysCoA.pdf (455 KB)
Self-AssessmentTool_CCCGuidedPathways_Fall-2017 CoAFinal.docx (193 KB)
BerkeleyCityCollege_Self-Assessment_CCCGuidedPathways_FINALDRAFTDec4.doc (389 KB)
PrinciplesofGuidedPathways-090817.pdf (1,507 KB)
2017GuidedPathwaysBCCAssess.docx (89 KB)
Guided Pathways at Merritt College, Office of the President.docx (256 KB)
6.4 Consider Approval of an Independent Contractor Contract for Nathan Pellegrin (dba Alembic Analytics) in the amount of $70,000 to conduct institutional research and data analysis for Laney College. Presenter: President Gilkerson

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Dollar Amount

$70,000.00

Budgeted

Yes

Budget Source

5 11 546 5105 1 640000 1091 00 ($25,000) AND 5 11 546 5105 1 640000 1091 00 ($45,000)

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

The State Chancellor’s Office awarded Laney College a new cycle of Student Equity grant funding in July 2017 and the BSSOT grant was awarded in July 2016. To comply with reporting requirements of the grants, research and data analysis need to be conducted to support the evaluation of program effectiveness. This institutional research support is part of the development of an
infrastructure for Laney College’s Student Equity Plan and Basic Skills Transformation Grant which offer educational and student service programs to disproportionately impacted student groups and support students to complete basic skills sequences.

**Deliverables and Scope of Work:**

**A. INSTITUTIONAL RESEARCH SERVICES**
Under the supervision of Laney College President Tammeil Gilkerson; Jackie Graves, Associate Dean of Educational Success (Student Equity); and Chuen Chan, Dean of Liberal Arts and Beth Maher, BSSOT grant coordinator (Basic Skills Transformation Grant), the Contractor will organize, design, define, collect, analyze, and report data, research, and information about the functioning and performance of Laney College for decision-making, student support services, accreditation, and planning purposes, as directed, for Student Equity programs as well as the functioning and performance of the basic skills transformational changes taking place on campus with this use of the BSSOT funds. The Contractor will provide reports, research, and institutional data to enable administrators, faculty and staff to achieve the goals of the colleges and district, thereby continually improving student learning and success and services to the community as directed. The Contractor will set up and maintain databases and query programs to enable efficient analysis and reporting for the projects and studies requested during this assignment.

**B. DELIVERABLES**

**Student Equity**

- Create framework for Equity data reporting and design a system for providing regular data updates
- Analysis of local BI data, including data disaggregation for subpopulations
- Meetings and presentations to the Student Equity Committee and College community

**Anticipated Completion Date:**
June 20, 2018

**Evaluation and Recommended Action:**
To create student groups within PROMT and track student progress.

**File Attachments**
ICC#22343, Nathan Pellegrin dba Alembic Analysics, $70000 - Exp6.2018 - signed by President.pdf (821 KB)

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

**Subject**

6.5 Consider Approval of addendum for Independent Contractor Alejandra Bautista (Equity Specialist) for work with Restoring our Communities, a Laney College program serving formerly incarcerated individuals. Presenter: President Gilkerson

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

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

This contract is funded through Student Equity grant funds. The primary reason for the augmentation to the original contract is that the Equity Specialist services will continue to be provided through the Spring 2018 semester, rather than ending at the end of Fall 2017.

The Restoring Our Communities Initiative (ROCI) at Laney College seeks to partner with community based organizations and institutions currently working with formerly incarcerated individuals, and pipeline the formerly incarcerated community into academic and career programs that lead to sustainable living wage jobs or university transfer. ROCI is currently funded by State Student Equity monies and is tasked to develop practices and programs to address disproportionately impacted groups at the college.

**Deliverables and Scope of Work:**

1. Recruitment of Formerly Incarcerated Participants as Campus Ambassadors (5,000.00)

Leveraging the specialized knowledge of the formerly incarcerated community through strategic partnerships with UC Berkeley’s Underground Scholars the Contract Specialist will identify and work with 3 students to participate in the existing Ambassadors program that currently includes multiple community colleges across the state.

2. Development and Retention of Cohort Participants (7,000.00)

Through the Ambassadors program, and the 3 ambassadors themselves, and the formerly incarcerated student organization, the Contract Specialist will design and implement an outreach, visibility and recruitment campaign to help identify, serve and retain formerly incarcerated students at the college. The contractor will also be responsible for coordinating participant intake, and organizing a distribution and data collection model for Book, Food and Travel Vouchers.

3. Peer Support Program (7,000.00)
Leveraging expertise in advising and mentoring, the Contract Specialist will provide support services that include, but are not limited to: peer advising, community referral services, statement of purpose advising/editing, and development of academic plans. In addition the Contract Specialist will work with existing equity initiatives on campus to onboard formerly incarcerated students into programs such as EOPS, CAYFES, DSPS, UMOJA/UBAKA, etc.

4. Outreach and Marketing (2,000.00)
Contractor will continue ROC visibility campaign by tabling, visiting classrooms and developing the website.

5. Professional Development of College Faculty (1,000.00)
Contract Specialist will provide workshops to familiarize faculty with the needs of the formerly incarcerated community as they reenter academic institutions and the workforce. Workshops will include introduction to specific traumas experienced by the formerly incarcerated and barriers to full participation in academic and career development programs.

6. Coordination and Partnering (1,000.00)
Contract Specialist will meet with Restoring Our Communities Initiative Program Director, Roger Chung, bimonthly to ensure development of the pilot program, and to develop a sustainable partnership between the organization and the college.

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

**Evaluation and Recommended Action:**
Upon completion of contract, the following outcomes will be delivered:

- Staff the ROC office 20 hours a week, providing direct services to participants
- Liaison with community partners, attend community meetings, and provide workshops to connect potential participants with the college and program
- Contribute to the development of the ROC website
- Continue Campus Visibility Campaign (Tabling, Flyer Production, Information Sessions)

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**

6.6 Consider Approval of a Contract Extension (Addendum) for Jimmy Krehl dba JKLM Workshop LLC to provide operations support for the Laney College Advanced Fabrication Laboratory. Presenter: President Gilkerson

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date
Dec 12, 2017

Fiscal Impact

No

Dollar Amount

$38,600.00

Budgeted

Yes

Budget Source

California Community Colleges Maker Grant and Strong Workforce Regional funds

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

Laney College has created an Advanced Manufacturing Fabrication Laboratory (Fab Lab). The lab is used to introduce and expose CTE students as well as students outside of CTE disciplines to innovations and hands-on applications of semi-automated manufacturing technologies. The Fab Lab helps community college students as well as concurrently enrolled high school students with Advanced Manufacturing and related design programs at Laney including Carpentry, Architecture, Machine Technology, Engineering, Graphic Arts, and Wood Technology amongst others. The Fab Lab is also a resource for faculty in various other departments including Math, Art, and Environmental Control Technology. The Fab Lab provides Laney students with exposure to digital design and fabrication software as well as 3D printing, laser cutting, CNC milling operations, and other fabrication equipment and procedures. Jimmy Krehl dba JKLM Workshop will provide operational management and technical support for the Laney Fab Lab as detailed below.

Deliverables and Scope of Work:
The consultant will provide the following services: (1) coordination of Fab Lab operations at Laney College; (2) outreach and support to faculty from various disciplines in incorporating Fab Lab activities into their course curriculum including Art, Engineering, Architecture, Biology, Chemistry, Machine Technology, Math, etc.; (3) support faculty to develop project based learning opportunities for C E (Career Education) and STEAM (Science, Technology, Engineering, Art, and Math) departments; (4) develop and institute Lab operational, workflow management, and safety procedures; (5) produce content for a series of tutorial videos documenting lab procedures and equipment usage for local training and regional dissemination; (6) facilitate workshops for faculty and teachers as needed; (7) develop plan for hours of operation, staffing, and operating procedures; (8) develop a revenue generation strategy.

Anticipated Completion Date:

June 30, 2018

Evaluation and Recommended Action: Please approve this contract addendum as requested. Consultant will be evaluated on the basis of fulfilling the services described, quality of work, effectiveness of identified processes and procedures developed, quality of products

File Attachments

Krehl Support docs.pdf (1,272 KB)

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

Subject

6.7 Consider Approval of a Contract Extension (Addendum) for Kathi Roisen to provide project management services for the Industrial Maintenance Program. Presenter: President Gilkerson

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

No

Dollar Amount

$25,700.00

Budgeted

Yes

Budget Source

California Chancellor's Office Career Advancement Academy and EBMUD Contract

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

Laney College has operated its Industrial Maintenance program for a number of years, and the program has received support from the State Chancellor's Office Career Advancement Academy (CAA) program support fund. CAA provides categorical funds for supplemental tutorial support, case management, recruitment of at-risk students, cohort-based instruction, internships, and job placement assistance. CAA program operations requires administrative management of student tracking, quarterly report filing, annual report filing, work with outside evaluators, etc.
**Deliverables and Scope of Work:**
The project management role provided by Kathi Roisen includes the following:

- In accordance with the State Chancellor’s Office grant specifications, develop systems for data collection, tracking and reporting as required
- In coordination with administrators, instructors, and industry partners, provide grant management services including tracking and documentation of participant enrollment, progress through the program, and program outcomes
- Develop and manage the student support services for students enrolled in the grant funded programs
- Facilitate team meetings to identify student needs and develop appropriate interventions
- Recruit and prepare students to compete for and complete apprenticeships successfully
- Work with regional organizations such as EDD, WIB etc. to facilitate the delivery of student service opportunities
- Collaborate with counselors, program coordinators and staff to manage student support services including pre-employment workshops, career days, tutoring, and other necessary student services
- Collaborate with counselors, program coordinators and staff to manage outreach and program enhancement opportunities including: CTE open house, program or department open houses, industry conferences, workshops and field trips
- Conduct workshops for job interview skills prep, industry test taking and mock interviews
- Follow-up on job placements, program evaluation, collaborate with faculty and administrators on institutionalizing parts of the program
- Coordinate delivery of wraparound support services with community-based organizations and WIB for non-academic needs

Consultant will also manage tutorial services for the EBMUD cohort of students.

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

**Evaluation and Recommended Action:** Recommend approval. Evaluation of consultant's work will focus in the following areas: (1) successful cohort recruitment; (2) successful case management; (3) effective project management in relation to the funding agency; (4) effective delivery of support services; (5) student success and program retention taking account of individual and group dynamics and results.

---

**File Attachments**
Roisen Support Docs.pdf (763 KB)

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

**Subject**

6.8 Consider Approval of a Contract with Flying A Media in the amount of $29,600 for Spring 2018 District Enrollment Advertising Campaign. Presenter: Executive Director Heyman

Meeting

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

Category

6. CONSENT CALENDAR - ACADEMIC AFFAIRS

Type

Action (Consent)

Preferred Date

Dec 12, 2017
Absolute Date
Dec 12, 2017

Fiscal Impact
Yes

Dollar Amount
$29,600.00

Budgeted
Yes

Budget Source
General Fund (Fund 01)

Background/Analysis:  (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
The Peralta Community College District seeks to increase enrollment. Targeted advertising and outreach is needed to encourage potential and continuing students to enroll in classes at the four Peralta Colleges. Consider approval of a contract for Flying A Media, a media buying company, for the Spring enrollment advertising campaign, consisting of the following elements: Outdoor billboards throughout the District service area, AC Transit bus and shelter ads on key routes and targeted Social Media. The amount is not to exceed $29,600. The Chancellor recommends approval.

Flying A Media: Mike and Pat Amsbry, Principals, 1629 6th Street, Suite A, Berkeley, CA 94710.

Deliverables and Scope of Work:
Media buying for the Spring enrollment advertising campaign, consisting of the following elements: Outdoor billboards throughout the District service area, AC Transit bus and shelter ads on key routes and targeted Social Media all aimed at key demographic groups. (See attached Flying A Media Authorization for details.)

Anticipated Completion Date:
January 31, 2018

Evaluation and Recommended Action:
The Peralta Community College District seeks to increase enrollment through advertising in the community. Approval is sought in order to meet our enrollment goals.

This vendor's prior service to the District was evaluated prior to this contract being recommended for approval.

File Attachments
Flying A.PDF (615 KB)
Flying A ICC #22510.PDF (213 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 - FINANCE
Subject
7.1 Consider Approval of Budget Transfer Report covering the period from October 26, 2017 through November 25, 2017. Presenter: Interim Vice Chancellor Williams

Meeting

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

Category

7. CONSENT CALENDAR - FINANCE

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

File Attachments

Budget Transfer Report 11517.pdf (297 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 Ratification of the Warrant/Payment Report. Presenter: Interim Vice Chancellor Williams

Meeting

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

Category

7. CONSENT CALENDAR - FINANCE

Type

Action (Consent)

Preferred Date

Dec 12, 2017
Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from October 26, 2017 through November 25, 2017. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.

Deliverables and Scope of Work:

Anticipated Completion Date:

Evaluation and Recommended Action: The Chancellor recommends ratification.

File Attachments
Warrant Report 112517.pdf (263 KB)

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

Subject

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

Meeting

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

Category

7. CONSENT CALENDAR - FINANCE

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date
Dec 12, 2017

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

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 October 26, 2017 through November 25, 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

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 Code: 01 General Unrestric Oper</th>
<th>Number of Orders Issued</th>
<th>Total Dollar Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund Code : 02 One Time State Allocation</td>
<td>199</td>
<td>556,182.72</td>
</tr>
<tr>
<td>Fund Code : 07 Coll. Fds On Bookstore Comm.</td>
<td>4</td>
<td>20,596.36</td>
</tr>
<tr>
<td>Fund Code : 10 College Designated Funds</td>
<td>1</td>
<td>4,000.00</td>
</tr>
<tr>
<td>Fund Code : 11 General Restricted Fund</td>
<td>90</td>
<td>62,973.80</td>
</tr>
<tr>
<td>Fund Code : 12 Parcel Tax, Measure B</td>
<td>49</td>
<td>119,174.78</td>
</tr>
<tr>
<td>Fund Code : 30 Contract Education</td>
<td>1</td>
<td>4,000.00</td>
</tr>
<tr>
<td>Fund Code : 61 Cap. Out. Proj Funds-State</td>
<td>1</td>
<td>4,000.00</td>
</tr>
<tr>
<td>Fund Code : 63 Bond Measure A</td>
<td>1</td>
<td>1,596.98</td>
</tr>
<tr>
<td>Fund Code : 65 Bond Measure E (2000)- Local B</td>
<td>1</td>
<td>92,424.86</td>
</tr>
<tr>
<td>Fund Code : 68 Child Development Fund</td>
<td>1</td>
<td>92,424.86</td>
</tr>
<tr>
<td>Fund Code : 71 Trust And Agency Funds</td>
<td>18</td>
<td>6,085.83</td>
</tr>
<tr>
<td>Fund Code : 72 Student Rep Fee Trust</td>
<td>11</td>
<td>7,914.00</td>
</tr>
<tr>
<td>Fund Code : 80 Self-Insurance Fund</td>
<td>1</td>
<td>5,050.00</td>
</tr>
<tr>
<td>Total</td>
<td>506</td>
<td>2,421,758.66</td>
</tr>
</tbody>
</table>

Anticipated Completion Date:

Evaluation and Recommended Action: The Chancellor recommends approval.

File Attachments
Purchase Order Report 112517.pdf (159 KB)

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

Subject

7.4 Consider Approval of Official Payments Corporation (OPC) Annual Contract Renewal. Presenter: Interim Vice Chancellor Williams

Meeting

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

Category

7. CONSENT CALENDAR - FINANCE

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Dollar Amount

$400,000.00

Budgeted

Yes

Budget Source

Unrestricted General Fund – Fund 01

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

The District provides students with a variety of payment options in effort to collect student fees timely (i.e. debit card, electronic check and credit card). OPC currently offers Peralta Community College District electronic check payment and processing transaction services and credit/debit card payment transaction services through an Internet interface over the web, an interactive telephone voice response system, and a point of sale interface. This service includes the
validation of student’s bank account routing numbers, ACH eligibility, determination of dollar amount specified by students, and the creation of transaction files that are then forwarded to the Automated Clearing House.

**Deliverables and Scope of Work:**

The services provided by OPC allows the District to collect student fees owed through Visa, MasterCard, Discover Card, American Express as well as through electronic checks. The fees paid by the District to OPC for these services are 2.5% of the transaction amount. Remittance of fees charged to District.

**Anticipated Completion Date:**

June 30, 2018

**Evaluation and Recommended Action:**

Request approval of the contract for Official Payments Corporation. The Chancellor recommends approval.

File Attachments

030b - Official Payments Contract.pdf (7.819 KB)

**8. CONSENT CALENDAR - FACILITIES**

Subject

8.1 Consider Approval of a Change Order #8 for W.E. Lyons Construction Co. in the amount of $16,899.49 on the BEST Center Project at Laney College. Presenter: Director Lynch McMahon

Meeting

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

Category

8. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact
Yes

Dollar Amount
$16,899.49

Budgeted
Yes

Budget Source
Measure A, Fund 63, 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 District entered into a contract with W.E. Lyons Construction Co. to provide construction services for the BEST Center project at Laney College. (Resolution 15/16-07, approved 6 October 2015).

CO #8 resolves some pending issues associated with previous cost control strategies. If CO #8 is approved at the 12 Dec 2017 Board meeting, the Builder's Risk Insurance coverage approved via CO #7 will be adequate to cover the work provided by CO #8. A summary of the original contract amount and change orders to date, including CO #8, is attached.

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

Contact Information:
1301 Ygnacio Valley Road, Walnut Creek, California 94598
925-658-1600
www.welyons.com

All Board recommended contracts are subject to negotiation and execution by the Chancellor.

Deliverables and Scope of Work:
1. Cost proposal #36 Restore the local BMS (Building Management System) server and associated software previously deleted from the project scope. Add Cost $12,126.93
2. Cost Proposal #38 Provide a more robust configuration of controls at the radiant heating system. Add Cost $4,772.56
Sub total of scope changes for this change order shall not exceed $16,899.49

Anticipated Completion Date:
Jan 2018.

Evaluation and Recommended Action:
The Facilities Project Manager, Director of Capital Projects and Facilities, Director of Finance and Administration, and Chancellor recommend approval of CO #8 for W.E. Lyons Construction Co. in the amount of $16,899.49 on the BEST Center project at Laney College.

File Attachments
2437-W.E. Lyons-Exec Agreement-LC Best Center.pdf (1.433 KB)
CO#1 Full Signatures.pdf (8.515 KB)
Lyons BEST CO#2 Summary.doc (44 KB)
CO #3 signed by GB and LM, from 27 Jun 2017 BOT agenda.retrieved by sm 2017 08 17.pdf (426 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

8.2 Consider Approval of Change Order No. 1 on the Laney College Classroom Painting Upgrades (Bid No. 16-17/31), Athens Painting and Commercial Coatings, Inc.

Meeting

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

Category

8. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Budgeted

Yes

Budget Source

Measure A, as approved by the voters in Peralta’s constituency and authorized under Resolution 05/06-45, Laney College, “Classroom and facilities repairs and grounds improvements,” Merritt College, “Classroom and facilities repairs and grounds improvements,” College of Alameda, “Remodeling and equipping classroom and campus facilities,” and Berkeley City College, “Plumbing, electrical, mechanical system upgrades and improvements.”
Item Summary:
The following additional work was initiated by Laney College administration. Per the Change Order #1 summary (Attachment #1), this Change Order comprises of both deductive and additive actions resulting in a net increase of $6,825.00 to the original contract sum. The contractor submitted two (2) proposals to support this Change Order (Attachment #2 and #3). The administration entered into a construction contract with Athens Painting and Commercial Coatings, Inc. to paint 61 Laney College Classrooms. The District removed the painting of 13 classrooms, resulting in an $18,000 cost reduction. The Laney College administration also increased the scope of work by adding items up to $24,825.00.

<table>
<thead>
<tr>
<th>Cost Proposal Nos.</th>
<th>Description of Additional Work</th>
<th>Additional Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Removal of white boards from brick walls located in rooms from the original scope of work.</td>
<td>$ 6,000.00</td>
</tr>
<tr>
<td>3</td>
<td>Repainting of wall in photography room to its original color.</td>
<td>$ 1,400.00</td>
</tr>
<tr>
<td>4</td>
<td>Reinstallation of tack boards removed by the white board installers.</td>
<td>$ 6,375.00</td>
</tr>
<tr>
<td>5</td>
<td>Removal of additional white boards from classrooms.</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>6</td>
<td>The return of pianos to room G191.</td>
<td>$ 250.00</td>
</tr>
<tr>
<td>7</td>
<td>Touch-up painting of walls where wiring was removed by IT.</td>
<td>$ 10,300.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Cost of Additional Work:</th>
<th>$ 24,825.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change Order #1 Total:</td>
<td>$ 6,825.00</td>
</tr>
<tr>
<td>Change Order Total as a Percentage of Original Contract Sum</td>
<td>7.99 %</td>
</tr>
</tbody>
</table>

If approved by the Board, the new contract sum will be $92,225.00, 7.99% of the original contract sum of $85,400.00. Chancellor recommends approval.

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

<table>
<thead>
<tr>
<th>Contract Summary</th>
<th>Board Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original construction agreement (Attachment #5)</td>
<td>$85,400.00 09-12-2017</td>
</tr>
<tr>
<td>Contract Addendum for Change Order #1 (Attachment #4)</td>
<td>$6825.00 Seeking Approval</td>
</tr>
<tr>
<td>Total Contract Amount: $92,225.00</td>
<td></td>
</tr>
</tbody>
</table>

Phase 1 of the Laney College Classroom Painting Project was performed and completed by Athens Painting. The interior painting of 61 classrooms at Laney College is per the scope of work and the specifications provided by Powell & Partners Architects. There were additional touch ups within the 61 classrooms resulting to the change order.

In compliance with the Public Contract Codes and the District’s Purchasing Procedures, a formal competitive bid for this project was conducted by the Purchasing Department. The bid was advertised in newspaper publications of general circulation in June 2017. Five (5) interested and qualified painting contractors attended the non-mandatory pre-bid meeting. One (1) sealed bid was received on the bid closing date of July 18, 2017. 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.
Athens Painting & Commercial Coatings, Inc. Pittsburg, CA $85,400

The lowest responsible and responsive bid was submitted by Athens Painting & Commercial Coatings, Inc. in the amount of $85,400. Athena Kouloulias is the owner of the company. The contractor was required to sign the Letter of Assent (LOA), agreeing to work under the terms of the District’s Construction Project Labor Agreement (PLA). Further, the contractor complied with the California prevailing wage laws required for public work projects.

Deliverables and Scope of Work:
The additional scope of work is outlined under the Item Summary.

Anticipated Completion Date:
The project Final Completion date was scheduled for September 5, 2017. However, in order for the contractor to complete the above additional scope of work, the contract terms is extended until January 30, 2018 for Final Completion of Phase 1.

Evaluation and Recommended Action:
The administration recommends the approval of this Change Order #1.

File Attachments
Attachment #1 - Athens-CO #1 Summary.pdf (171 KB)
Attachment #2 - Athens CO #1 Proposal #2.pdf (465 KB)
Attachment #3- Athens CO #1 Proposal #1.pdf (365 KB)
Attachment #5- Exec Agreement-$85,400.pdf (6,988 KB)
Attachment #4- Athens - Contract Addendum #1.pdf (702 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

8.3 Consider Approval of Change Order No. 1 and an Extension of the Completion Date on the Laney College Pools Chlorination System (Bid No. 16-17/29), California Commercial Pools, Inc. (CCP, Inc.)

Meeting

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

Category

8. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date
Dec 12, 2017

Fiscal Impact
Yes

Dollar Amount
($13,614.00)

Budgeted
Yes

Budget Source

Measure A, as approved by the voters in Peralta’s constituency and authorized under Resolution 03/04-45, Exhibit A-1, District-Wide Projects, “Equip classroom and campus facilities; technology upgrades and facility improvements.” Measure E, Prop 39 Energy Conservation Fund, and Scheduled Maintenance Funds.

Item Summary:
As shown in Summary of Change Order #1 (Attachment #1), under the first cost proposal, the District staff initiated the value engineering process and negotiated with the contractor to meet the project budget to achieve a reduction of -$14,640. The second cost proposal, one bulk chlorine tank was added ($3152); and one less salt 55 gallon system bulk chlorine tank was required, reducing the cost by -$2126. As a result, the deductive change order #1 total is -$13,614 (Attachment #2).

<table>
<thead>
<tr>
<th>Cost Proposal Nos.</th>
<th>Work Descriptions</th>
<th>Additional Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Value engineering and cost negotiation to help the project meet budget</td>
<td>-$14,640.00</td>
</tr>
<tr>
<td>2</td>
<td>Provided the facility with an additional bulk chlorine for the backup feed system</td>
<td>$3,152.00</td>
</tr>
<tr>
<td>3</td>
<td>Removed one of the salt system bulk tanks, since one is only needed for the system to operate correctly.</td>
<td>-$2126.00</td>
</tr>
</tbody>
</table>

Reduction of work: -$13,614.00
Deductive Change Order #1 Total: -$13,614.00

The project Final Completion date was scheduled for December 31, 2017. This deductive (price/costs reduction) change order totals (-$13,614) is -2.79% of the original contract amount of $488,000, approved by the Governing Board of Trustees at the July 11, 2017, Board meeting. The District’s General Council has reviewed this Change Order and the Chancellor recommends approval.

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

<table>
<thead>
<tr>
<th>Contract Summary</th>
<th>Board Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original construction agreement</td>
<td>$488,000.00</td>
</tr>
</tbody>
</table>
A formal request for bids was conducted on two (2) separate occasions with bids due on April 28, 2017 and June 29, 2017, and bids were solicited from a variety of vendors. The previous bid (April 28, 2017) was for a combined chlorination and heating project, and the sole bid was for $988,138.40. That bid was annulled because it was at the time deemed non-competitive and the bid amount was much higher than the engineering cost estimate for the combined project. On each occasion, more than two vendors attended the bid work and on each occasion, no more than one bid was received. In light of this, the administration recommended the award of the contract to the lowest responsive and responsible bidder, CALIFORNIA COMMERCIAL POOLS, INC.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BASE BIDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Commercial Pools</td>
<td>Glendora, CA</td>
<td>$488,000.00</td>
</tr>
<tr>
<td>Lincoln Aquatics</td>
<td>Concord, CA</td>
<td>Non-Responsive</td>
</tr>
<tr>
<td>Pool Solutions Group</td>
<td>Gilroy, CA</td>
<td>Non-Responsive</td>
</tr>
</tbody>
</table>

The owner of this company is E. Lee Jackson. This project required for the contractor to sign a Letter of Assent (LOA), agreeing to work under the terms of the District’s Construction Project Labor Agreement (PLA). Additionally, the contractor complied with California prevailing wage laws applicable to the project.

Deliverables and Scope of Work:
The deductive Change Orders are outlined under the Item Summary.

Anticipated Completion Date:
The contractor completed the original scope of work and will reached Final Completion on December 31, 2017.

Evaluation and Recommended Action:
The administration recommends the approval of this deductive (reduction of price/costs) Change Order #1.

File Attachments
Attachment #1- CA Commercial-CO #1 Summary #1.pdf (61 KB)
Attachment #2-CA Commercial - CO #1 Proposal.pdf (26 KB)
Attachment #3-CA Commercial-Contract Addendum #1.pdf (678 KB)
Attachment #4 - CA Commercial Pool-Exec Agreement-S488K.pdf (2,246 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 Change Order No. 1 on Laney College & District Office Parking Lot Seal Coat (Bid No. 16-17/02), Cato Paving Company.

Meeting

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

Category

8. CONSENT CALENDAR - FACILITIES
**Item Summary:**
Per Change Order #1 Summary (Attachment #1) and proposals (Attachment #2), the college’s administration initiated this Change Order because additional re-striping of the parking lot at the College of Alameda (COA) Aviation School and other areas in Laney Parking Lot A were needed. These additional scope of work were not included in the original scope of work. The College of Alameda administration wanted additional parking, so striping was done to the existing faded parking stalls.

Under Change Order No. 1, the scope of work included the following:

<table>
<thead>
<tr>
<th>Cost Proposal Nos.</th>
<th>Description of Additional Work</th>
<th>Additional Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Restripe parking lot “A” at College of Alameda Aviation School.</td>
<td>$4400.00</td>
</tr>
<tr>
<td>2</td>
<td>Skin patch, clean &amp; treat oil spots and Apply Asphalt Seal Coat to Admissions &amp; Records parking Lot.</td>
<td>$9309.00</td>
</tr>
<tr>
<td></td>
<td><strong>Change Order #1 Total:</strong></td>
<td><strong>$13,709.00</strong></td>
</tr>
</tbody>
</table>

This change order totals $13,709.00 is 9.89% of the original contract amount of $138,480 approved by the Governing Board of Trustees at the September 13th, 2016 meeting. This item has been reviewed by the District’s General Council and 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 Purchasing Department conducted a formal competitive bid. The bid was advertised on August 5 and 12, 2016. A mandatory pre-bid site visit was conducted on August 12, 2016. A total of five (4) contractors provided bids as follow.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Asphalt</td>
<td>Hayward, CA</td>
<td>$122,807.00</td>
</tr>
<tr>
<td>CATO’s General Engineering Inc.</td>
<td>Hayward, CA</td>
<td>$138,480.00</td>
</tr>
<tr>
<td>Alaniz Construction, Inc.</td>
<td>Fremont, CA</td>
<td>$164,538.00</td>
</tr>
<tr>
<td>HM Construction</td>
<td>Hercules, CA</td>
<td>$305,364.22</td>
</tr>
</tbody>
</table>

American Asphalt’s bid was considered non-responsive since their bid proposal was not in compliance with the bid document requirements. As a result, the lowest responsible and responsive bid was submitted by CATO’s General Engineer Inc., in the amount of $138,480. This project required the contractor to sign a Letter of Assent (LOA), agreeing to work under the terms of the District’s Construction Project Labor Agreement (PLA). Additionally, the contractor complied with California prevailing wage laws applicable to the project. **Claudio A. Ollarzabal, Alfonso Villanueva, and Rafael Torres are principals/owners of the company.**

The President is Mr. Alfonso Villanueva, and has more than 20 years of experience in the business. The company has been in business since 2007. Cato’s Paving Company currently employs sixteen full-time individuals; and the principals and most of the employees are residents of Alameda County.

**Deliverables and Scope of Work:**
The scope of work is outlined under the Item Summary.

**Anticipated Completion Date:**
The contract completion and acceptance date is December 31, 2017.

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

**File Attachments**
- Attachment #1-CATO’s Paving- CO #1 Summary.pdf (168 KB)
- Attachment #2-CATO’s Paving - CO #1 Invoices.pdf (164 KB)
- Attachment #3-CATO’s Paving - Addendum #1.pdf (728 KB)
- Attachment #4-CATO’s Exec Agreement-$138,480.pdf (2,660 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**

8.5 Consider Approval to Enter into a One-Year Agreement with ABC Security Service Inc. in the amount not-to-exceed $641,762.42 for District-Wide Security Guard and Patrol Services.
Meeting

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

Category

8. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Dollar Amount

$641,762.42

Budgeted

Yes

Budget Source

General Fund

Item Summary:

This one-year contract (Attachment #1) is subject to renewal by the Governing Board of Trustees based on successful performance evaluation by the administration. The administration conducted competitive bidding by advertising and publishing a Request for Proposal (RFP) and applied shared governance by using a steering committee to review proposals. Outlined are the annual financial proposals and general terms from ABC Security Services Inc. for their job responsibilities and required labor during the contract term. The vendor must adhere to the City of Oakland Living Wage Ordinance compliance during the contract period. Staff has reviewed three references provided by the vendor and determine that they were satisfactory (Attachment #2). This bid was conducted at the request of the leaderships from the colleges.

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

<table>
<thead>
<tr>
<th>EVALUATORS</th>
<th>ABC</th>
<th>MARINA Security Services</th>
<th>Securitas Security Services</th>
<th>Allied Universal</th>
<th>Intervention Group Inc.</th>
<th>NATIONAL Security Industries</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Alameda</td>
<td>80</td>
<td>62</td>
<td>57</td>
<td>73</td>
<td>68</td>
<td>73</td>
</tr>
<tr>
<td>BCC</td>
<td>84</td>
<td>63</td>
<td>83</td>
<td>80</td>
<td>64</td>
<td>86</td>
</tr>
<tr>
<td>Laney College</td>
<td>81</td>
<td>30</td>
<td>62</td>
<td>43</td>
<td>41</td>
<td>73</td>
</tr>
<tr>
<td>Merritt College</td>
<td>88</td>
<td>71</td>
<td>74</td>
<td>72</td>
<td>72</td>
<td>70</td>
</tr>
<tr>
<td>DAC</td>
<td>59</td>
<td>60</td>
<td>69</td>
<td>55</td>
<td>65</td>
<td>70</td>
</tr>
<tr>
<td>TOTAL</td>
<td>392</td>
<td>286</td>
<td>345</td>
<td>323</td>
<td>303</td>
<td>379</td>
</tr>
</tbody>
</table>

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

The terms of this contract award to ABC Security Services Inc., will be for one (1) year with an option to extend contract by another two (2) years subject to an annual review for performance by the Administration and being brought before the Board of Trustees for approval. The vendor provided a maximum not-to-exceed estimated annual costs for each fiscal year as outlined below:

<table>
<thead>
<tr>
<th>Colleges</th>
<th>Year #1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berkeley City College</td>
<td>$335,829.46</td>
</tr>
<tr>
<td>Laney College/District</td>
<td>$196,702.88</td>
</tr>
<tr>
<td>Merritt College</td>
<td>$54,615.04</td>
</tr>
<tr>
<td>College of Alameda</td>
<td>$54,615.04</td>
</tr>
<tr>
<td><strong>Annual Total Costs:</strong></td>
<td><strong>$641,762.42</strong></td>
</tr>
</tbody>
</table>
ABC Security Services shall provide comprehensive security services at the District Administrative Center, Laney College, College of Alameda, Merritt College, and Berkeley City College. Security personnel will patrol the campus at each location unarmed with a two-way communication radio. The vendor will provide security services on the following days at each campus location:

<table>
<thead>
<tr>
<th>Colleges</th>
<th>Monday - Friday</th>
<th>Saturday</th>
<th>Sunday</th>
<th>Holidays</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berkeley City College (BCC) and BCC Annex building</td>
<td>7:00 a.m. to 11:00 p.m.</td>
<td>7:00 a.m. to 7:00 p.m.</td>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td>Laney College</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Merritt College</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>College of Alameda</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>District Administrative Center</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laney College</td>
<td>Provide Graveyard Shifts Only (11:00 p.m. to 7:00 a.m.)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

This contract will be supervised by the Vice Chancellor of General Services, who has the oversight of public of safety. Peralta police services, and training for student safety aid. Ana Chretien is the president and CEO and Ray Thrower is the general manager of the company. ABC Security Services, Inc. has been recognized as one of the top 500 Hispanic Owned Companies in the United States by *Hispanic Business Magazine*, and one of the top 25 Minority Owned Businesses in the Bay Area by *East Bay Business Times*.

All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

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 reviewed the option of utilizing security guard services from the Merritt College Justice Program and determined that it was not feasible due these reasons: 1) lack of insurance and liability risk, 2) the program only allows students only work 20 hours per week, and 3) inadequate training to obtain Cal Guard certification.

The District had Securitas Security Services USA, Inc. had an agreement with the District for Berkeley City College for a period from November 1, 2012 to June 30, 2013, and has been on a month-to-month contract with the District. In November 2013
Securitas began providing security services on weekends and holidays at College Alameda, Laney College, Merritt College and the District Administrative Center. This contract with Securitas will be terminated (30 days’ notice) upon approval by the Governing Board of Trustees. During this transition period, the Administration will work with both vendors to ensure a smooth transition.

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

**Anticipated Completion Date:**
ABC Security Services, Inc. will provide District-wide security services for a one-year contract period effective on or around January 1, 2018. The contract terms will end December 31, 2018.

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

File Attachments
Attachment #2-ABC Security-Ref Check.pdf (1,508 KB)
Attachment #1-ABC Security-Agreement.pdf (1,697 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 Approval of a Memorandum of Understanding (MOU) between the City of Berkeley (“City”) and the Peralta Community College District (“District”) and Release of $3.6 million in-lieu of Parking Mitigation Fee and Parking Agreement Relating to Berkeley City College (BCC) from July 1, 2018 to June 30, 2028.

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

Category

8. CONSENT CALENDAR - FACILITIES

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes
Dollar Amount

$3,600,000.00

Budgeted

Yes

Budget Source

State of California Community College Chancellor’s Office.

Item Summary:

On November 30th, 2017, the Berkeley City College president and the Vice Chancellor for DGS renegotiated with the City of Berkeley an Agreement and an MOU for BCC staff and faculty to park their vehicles at the Center Street Garage when construction is completed by May 2018 (Attachment #1).

On February 20, 2004, as part of the permitting process and an Environmental Impact Report (EIR) relating to the construction of Berkeley City College (then known as the Vista College), the City and the District agreed that the District would pay the City a mitigation fee in the amount of three million six-hundred thousand dollars ($3,600,000) (the “Fee”) in lieu of building the required 208 parking spaces, and the City would, in turn use the mitigation fee to improve parking in Downtown Berkeley that will benefit BCC.

Both parties agreed that the District and the City would deposit the Fee into an escrow to ensure the availability of the funds when required. The Parties proceeded to jointly investigate parking mitigation options that would be mutually beneficial.

On or about June 16, 2004, the District and City deposited the Fee in escrow (the “Escrow Funds”) pursuant to an escrow agreement titled “The Mechanics Escrow Instructions and Agreement (Parking Mitigation, Berkeley)” (Attachment #2). This agreement was executed and delivered by duly authorized representatives of the Parties on June 16, 2004 (the “Escrow Agreement”). Over the past several years, the Parties have investigated alternatives for mitigation as well as options to satisfy the BCC parking requirements.

The Escrow Funds are currently being held by the East West Bank, a state banking corporation (the “Escrow Agent”), as the successor escrow agent under the Escrow Agreement. During the last 12 years, the Parties have worked together on a mitigation plan (the “Mitigation Plan”) (Attachment #3), included in the MOU and have finally agreed and determined that the most effective means to satisfy the BCC’s obligations under the EIR and the permitting documents for the new BCC campus would be the construction of the City-owned Center Street Garage or other nearby parking, and the City has requested that the District direct the Escrow Agent to release the Escrow Funds to the City to ensure that sufficient funding is available for the ongoing construction which is anticipated to be completed by May 2018.

On October 16, 2017, to satisfy the BCC Parking request, the City made an offer to BCC, a 10-year agreement (the “Parking Offer”) for parking at the Center Street Garage, at reduced rates, commencing upon completion of construction, contingent on payment of the mitigation fee. The Parties agree that, in exchange for the City providing reduced-rate parking to the District as described in the Parking Offer and under the terms of this MOU. The District will direct the Escrow Agent to release the Escrow Funds to the City and the City will use the funds as contemplated by the Mitigation Plan and this MOU.

The Parties agree that upon receipt by the City of the Escrow Funds the City which satisfies in full the District’s mitigation obligations under the EIR and permitting documents, the City will execute the MOU and deem fully satisfied the BCC’s obligation to pay the in-lieu fee. Thereafter the District will be fully released and discharged of any further mitigation or permitting obligations or requirements relating to the construction of the BCC campus.

While the payment of the Fee fully satisfied the District’s mitigation obligations relating to the EIR and permitting relating to the construction of the BCC campus, the City must use the Fee to improve parking conditions around the BCC campus and its obligations will only be satisfied after completion of the construction of the nearby public parking as specified in the Mitigation Plan. The Parties agree that, contingent on receipt by the City of the Fee, the City will reserve the parking spaces described in the MOU for use by BCC in the Center Street Garage during the term.
Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)
In 2002, the District conducted an Environmental Impact Report (EIR) relating to the proposed construction of a new Berkeley City College (BCC) on 2050 center Street in Berkeley. The report determined that the project would have a potentially significant impact because it would not provide 208 parking spaces to satisfy the City’s Zoning Ordinance (Section 23E 84.080) requiring 1.5 vehicle parking spaces per 1,000 square feet of gross floor area of non-residential space. Additionally, the project-related parking demand was estimated at 390 spaces for faculty, staff, administrators, students, and visitors who would compete with the public for available parking capacity in downtown Berkeley.

Deliverables and Scope of Work:
The new parking will be complete by Spring 2018 and BCC will begin to park in the new facility that is adjacent to the college.

Anticipated Completion Date:
May 31, 2018

Evaluation and Recommended Action:
The General Council has reviewed this MOU and the Administration recommends Board approval to fulfil its part by authorizing the Chancellor to approve and implement the MOU and release the $3.6 million.

File Attachments
MOU re Parking City of Berkeley-BCC.pdf (135 KB)
Attachment #2-BCC-Mechanics Bank and Escrow Instructions.pdf (2,924 KB)
Attachment #3-BCC-Mitigation Monitoring & Reporting Plan.pdf (1,386 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.

9. CONSENT CALENDAR - HUMAN RESOURCES

Subject

9.1 Consider Approval of Short-term assignments

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

Category

9. CONSENT CALENDAR - HUMAN RESOURCES

Type

Action (Consent)

FROM HUMAN RESOURCES –OPEN SESSION
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>Name</td>
<td>Department</td>
<td>Date Hired</td>
<td>Date Terminated</td>
<td>Position Description</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------------</td>
<td>------------</td>
<td>----------------</td>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>Albertini</td>
<td>Sophia</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Interpreter, Fully Certified</td>
</tr>
<tr>
<td>Alemanyu</td>
<td>Tigist</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>Balero</td>
<td>Jessica</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Science Lab Tech/Biological Science</td>
</tr>
<tr>
<td>Burgara</td>
<td>Denise</td>
<td>12/13/17</td>
<td>6/29/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Carmichael</td>
<td>Blake</td>
<td>1/16/18</td>
<td>6/30/18</td>
<td>Inst Asst/Geography</td>
</tr>
<tr>
<td>Carroll</td>
<td>Linda</td>
<td>1/23/18</td>
<td>5/31/18</td>
<td>Inst Asst III/DSPS</td>
</tr>
<tr>
<td>Casey</td>
<td>Gerald</td>
<td>1/23/18</td>
<td>5/24/18</td>
<td>Library Technician II</td>
</tr>
<tr>
<td>Cen</td>
<td>Mutig</td>
<td>1/29/18</td>
<td>6/22/18</td>
<td>Inst Asst IV/DSPS</td>
</tr>
<tr>
<td>Chinn</td>
<td>Alice</td>
<td>1/15/18</td>
<td>5/31/18</td>
<td>Inst Asst/Child Development</td>
</tr>
<tr>
<td>Donaville-Sims</td>
<td>Sherrie</td>
<td>1/12/17</td>
<td>6/30/18</td>
<td>Interpreter II</td>
</tr>
<tr>
<td>Dones</td>
<td>Mary Ann</td>
<td>1/23/18</td>
<td>6/13/18</td>
<td>Inst Asst IV/DSPS</td>
</tr>
<tr>
<td>Herbert</td>
<td>Chevonn</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>Hernandez</td>
<td>Carlos</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>Khurram</td>
<td>Shanzeh</td>
<td>1/22/18</td>
<td>5/25/18</td>
<td>Inst Asst/English</td>
</tr>
<tr>
<td>Kimble</td>
<td>Esperiza</td>
<td>1/23/18</td>
<td>5/24/18</td>
<td>Library Technician II</td>
</tr>
<tr>
<td>Livesey</td>
<td>Andrew</td>
<td>1/29/18</td>
<td>6/22/18</td>
<td>Inst Asst IV/DSPS</td>
</tr>
<tr>
<td>Knight</td>
<td>Jacinda</td>
<td>1/22/18</td>
<td>6/30/18</td>
<td>Inst Asst/Cosmetology</td>
</tr>
<tr>
<td>Ly</td>
<td>Ngoc</td>
<td>1/2/18</td>
<td>4/9/18</td>
<td>Financial Aid &amp; Placement Asst</td>
</tr>
<tr>
<td>Marzouk</td>
<td>Dina</td>
<td>1/2/18</td>
<td>3/30/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>McGriff</td>
<td>Traci</td>
<td>1/23/17</td>
<td>6/30/18</td>
<td>Staff Asst/Student Services</td>
</tr>
<tr>
<td>Michael</td>
<td>Reid</td>
<td>1/23/17</td>
<td>6/30/18</td>
<td>Interpreter II</td>
</tr>
<tr>
<td>Okundaye</td>
<td>Osafran</td>
<td>12/15/17</td>
<td>3/30/18</td>
<td>Facilities Project Coordinator</td>
</tr>
<tr>
<td>Ontchya Arena</td>
<td>Victorin</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Principal Clerk</td>
</tr>
<tr>
<td>Ramirez</td>
<td>Jorge</td>
<td>1/8/18</td>
<td>5/23/18</td>
<td>Inst Asst IV/DSPS</td>
</tr>
<tr>
<td>Robertson</td>
<td>Jennifer</td>
<td>1/23/18</td>
<td>5/17/18</td>
<td>Inst Asst I/DSPS</td>
</tr>
<tr>
<td>Rothbart</td>
<td>Richard</td>
<td>12/18/17</td>
<td>6/29/18</td>
<td>Inst Asst/Carpentry</td>
</tr>
<tr>
<td>Salerno</td>
<td>Matthew</td>
<td>1/23/17</td>
<td>6/30/18</td>
<td>Interpreter II</td>
</tr>
<tr>
<td>Saran</td>
<td>Anthony</td>
<td>1/16/18</td>
<td>6/27/18</td>
<td>Inst Asst III/DSPS</td>
</tr>
<tr>
<td>Sattergreen</td>
<td>Suzanne</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Master Interpreter</td>
</tr>
<tr>
<td>Taplin</td>
<td>Terry</td>
<td>1/22/18</td>
<td>5/25/18</td>
<td>Inst Asst/English</td>
</tr>
<tr>
<td>Thao</td>
<td>Karla</td>
<td>12/13/17</td>
<td>6/30/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Thompson</td>
<td>Darrah</td>
<td>1/22/18</td>
<td>6/29/18</td>
<td>Staff Assistant/Admin (General)</td>
</tr>
<tr>
<td>Zhou</td>
<td>Wenwen</td>
<td>1/23/17</td>
<td>5/31/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Anes</td>
<td>Darren</td>
<td>11/15/17</td>
<td>5/23/18</td>
<td>Inst Asst/EMT</td>
</tr>
<tr>
<td>Avant</td>
<td>Lisa</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Boissiere</td>
<td>Sheila</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Staff Asst/Culworks</td>
</tr>
<tr>
<td>Brown</td>
<td>Kevin</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Staff Asst/Veteran Affairs</td>
</tr>
<tr>
<td>Chiaro</td>
<td>Zachary</td>
<td>11/15/17</td>
<td>12/22/17</td>
<td>Inst Asst/Radiological Science</td>
</tr>
<tr>
<td>Choy</td>
<td>Angela</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Inst Asst/Computer Info Sys</td>
</tr>
<tr>
<td>Davasuren</td>
<td>Diana</td>
<td>11/15/17</td>
<td>6/26/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>Dugas</td>
<td>Cecelia</td>
<td>11/16/17</td>
<td>6/29/18</td>
<td>Student Employment Specialist</td>
</tr>
<tr>
<td>Edibe-Bile</td>
<td>Michel</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Inst Asst/CIS</td>
</tr>
<tr>
<td>Flynn</td>
<td>Elizabeth</td>
<td>11/15/17</td>
<td>5/31/18</td>
<td>Inst Asst/Mathematics</td>
</tr>
<tr>
<td>Fonte</td>
<td>Verona</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Inst Asst/Multimedia</td>
</tr>
<tr>
<td>Freed</td>
<td>Nancy</td>
<td>1/22/18</td>
<td>5/25/18</td>
<td>Inst Asst IV/DSPS</td>
</tr>
<tr>
<td>Gezmu</td>
<td>Aberta</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Inst Asst/CIS</td>
</tr>
<tr>
<td>Gordon</td>
<td>Mitchell</td>
<td>11/15/17</td>
<td>5/31/18</td>
<td>Science Lab Tech/Bio</td>
</tr>
<tr>
<td>Hall</td>
<td>Denise</td>
<td>11/15/17</td>
<td>3/31/18</td>
<td>Cashier</td>
</tr>
<tr>
<td>Hasse</td>
<td>Geraldine</td>
<td>1/22/18</td>
<td>5/25/18</td>
<td>Inst Asst I/DSPS</td>
</tr>
<tr>
<td>James</td>
<td>Keiko</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Staff Asst/Admin (General)</td>
</tr>
<tr>
<td>Lagmay</td>
<td>Raytina</td>
<td>11/15/17</td>
<td>8/30/18</td>
<td>Science Lab Tech/Bio</td>
</tr>
<tr>
<td>Martinez</td>
<td>Soledad</td>
<td>11/23/17</td>
<td>6/29/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Martinez</td>
<td>Querida</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Quizhpe</td>
<td>Birhon</td>
<td>1/24/17</td>
<td>5/11/18</td>
<td>Clerical Assistant II</td>
</tr>
<tr>
<td>Ricks</td>
<td>Terrance</td>
<td>1/22/18</td>
<td>6/29/18</td>
<td>Inst Asst/Music</td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
<td>Start Date</td>
<td>End Date</td>
<td>Notes</td>
</tr>
<tr>
<td>----------</td>
<td>-------------------</td>
<td>------------</td>
<td>----------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>Riner</td>
<td>Bonnie</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Inst Asst/CIS</td>
</tr>
<tr>
<td>Ruckman</td>
<td>Joann</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Inst Asst/Multimedia</td>
</tr>
<tr>
<td>Sammel</td>
<td>Chelsea</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Inst Asst/Welding</td>
</tr>
<tr>
<td>Sebethau</td>
<td>Adonay</td>
<td>11/15/17</td>
<td>3/1/18</td>
<td>Help Desk Support Trainee</td>
</tr>
<tr>
<td>Smith</td>
<td>Eugene</td>
<td>11/15/17</td>
<td>5/23/18</td>
<td>Inst Asst/EMT</td>
</tr>
<tr>
<td>Su</td>
<td>Huizhen</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>Tran</td>
<td>Vy</td>
<td>1/2/18</td>
<td>5/25/18</td>
<td>Inst Asst III/DSPS</td>
</tr>
<tr>
<td>Tran</td>
<td>Van</td>
<td>1/2/18</td>
<td>5/25/18</td>
<td>Inst Asst I/DSPS</td>
</tr>
<tr>
<td>Trowbridge</td>
<td>Chantelle</td>
<td>12/15/17</td>
<td>6/30/18</td>
<td>International Student Support Services Specialist</td>
</tr>
<tr>
<td>Tumzgi</td>
<td>Winita</td>
<td>1/2/18</td>
<td>3/30/18</td>
<td>Senior Clerical Assistant</td>
</tr>
<tr>
<td>Williams</td>
<td>Dera</td>
<td>11/15/17</td>
<td>5/25/18</td>
<td>Program Specialist/Unspecified (Africana Center)</td>
</tr>
<tr>
<td>Wong</td>
<td>Lynna</td>
<td>11/15/17</td>
<td>6/29/18</td>
<td>Program Specialist/CTE</td>
</tr>
<tr>
<td>Zhu</td>
<td>Haonan</td>
<td>11/15/17</td>
<td>6/30/18</td>
<td>Inst Asst/Unspecified (Dance)</td>
</tr>
</tbody>
</table>

“The District has complied with the applicable provisions of the Education Code”

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

**10. CONSENT CALENDAR - INFORMATION TECHNOLOGY**

**Subject**

10.1 Consider Approval of a Contract with TrueTech Consultants in the amount of $46,600 for implementation of single-sign on project. **Presenter: Vice Chancellor Cole**

**Meeting**

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

**Category**

10. CONSENT CALENDAR - INFORMATION TECHNOLOGY

**Type**

Action (Consent)

**Preferred Date**

Dec 12, 2017

**Absolute Date**

Dec 12, 2017

**Fiscal Impact**

Yes
Dollar Amount

$46,600.00

Budgeted

Yes

Budget Source

Measure E

Goals

E: Develop and Manage Resources to Advance Our Mission  
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 District single-sign on project will create a single login portal for all PCCD systems, including email, Office365, Canvas, Prompt, Passport and other systems. Providing students, faculty and staff a single username and password for all systems will reduce user frustration, help desk requests and enable an easier rollout of Canvas to the PCCD community. The cleanup of the student active directory, and migration of student passwords to use the existing passport logins, will improve system maintainability and security.

The portal leverages PCCD's existing Active Directory infrastructure, requiring no new software purchases.

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>TrueTech Consultants</td>
<td>San Clemente, CA</td>
<td>$46,600</td>
</tr>
<tr>
<td>ComputerLand</td>
<td>San Jose, CA</td>
<td>$47,000</td>
</tr>
<tr>
<td>NetXperts</td>
<td>Walnut Creek, CA</td>
<td>$52,500</td>
</tr>
</tbody>
</table>

TruTech Consultants, Brandon Lanford, principle partner, provided the lowest cost bid to the informal request for proposals for contractors to assist PCCD IT in configuring our authentication and directory systems.

Deliverables and Scope of Work:

The scope of work includes:

1. Configuring all servers, both onsite and Azure cloud.
2. Configure directory schema and metadata extensions
3. Clean up 400,000 student accounts in Azure AD to ensure only active students have access
4. Integrate the portal with Canvas and Passport.

Anticipated Completion Date:

February, 2018

Evaluation and Recommended Action:

Brandon has worked with the district as an employee of Sysorex. He has provided excellent support, including emergency after hours assistance, to PCCD IT.

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

11. ACTION ITEMS

Subject

11.1 Consider Approval of Resolution 17/18-24 Authorizing Piggyback Contract for $327,284.63 with NetXperts for Cisco Firewalls for PCCD 10 gig Project. Presenter: Vice Chancellor Cole

Meeting

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

Category

11. ACTION ITEMS

Type

Action

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Dollar Amount

$327,284.63

Budgeted
Yes

Budget Source

Measure E

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.)
Consider approval of contract to purchase Cisco firewalls from NetXperts (Gary Nordine, CEO) to support the PCCD 10 gig project.

The requested firewalls are required to support the district 10 gig project. Currently, each college and the district office have 1 gig connections to the internet and each other. CENIC and the California Community College Technology Office (CCCTO) are rolling out 10 gig circuits to all colleges at no cost to the district. To take advantage of the new bandwidth and improve district information security, PCCD IT is requesting approval to purchase new 10 gig capable firewalls at all of the main campuses and the district offices and 1 gig firewalls for the satellite campuses.

The CCCTO is supporting the effort with a $50,000 grant for each college upon completion of the installation. The district will therefore receive a total rebate of $200,000

Once completed, the district will be able to:

1. Eliminate $300,000 per year ($25k / mo) in redundant network connections (see attached 10g Network Bandwidth Savings spreadsheet for details)
2. Improve bandwidth and student experience at all colleges and satellites.
3. Enhance information security throughout the district.

Cisco has provided 65-67% discounts off of list price on the hardware and 30% discount off of software list price for this project. These discounts may not be available in the next calendar year. PCCD IT requests the equipment be ordered to arrive in time for the spring semester to reduce the risk of service disruption during installation. Timely installation will also enable the district to begin to realize the savings from eliminating redundant network connections as quickly as possible.

Deliverables and Scope of Work:
The contract provides the following firewalls and supporting software.

- (2) Firepower 4110 Appliances at the District Office / Data Center in a cluster
- (2) Firepower 2130 Appliances at each of the following campuses in a cluster
  - Merritt College
  - Laney College
  - Berkeley City College
  - College of Alameda
- ASA5516-FPWR Appliance at each of the three (3) satellite campuses
- SmartNet maintenance contracts for 12 months.
- Umbrella threat protection

Anticipated Completion Date:
January, 2018

Evaluation and Recommended Action:
Installation of the firewalls makes the district eligible for $200k in state grants and enables the district to save $300k / year in redundant network connections.
Recommend approval

File Attachments
NFTQ17049 - Peralta CC Firewall rev 1-12.pdf (53 KB)
Agreement incorporating Piggyback Contract - NetXperts (Firewalls) 3194071_1(DMS).DOCX (77 KB)
Resolution Authorizing Piggyback Contract - NetXperts - Peralta CCD Firewalls 3194038_1(DMS).DOCX (105 KB)
10g Network Bandwidth savings.xlsx (11 KB)

Subject

11.2 Consider ratification of Amendment #1 for Steinberg Architects Agreement for Districtwide Facility Master Plan (FMP) Services in the amount of $417,950. Presenter: Director McMahon

Meeting

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

Category

11. ACTION ITEMS

Type
Action (Consent)

Preferred Date
Dec 12, 2017

Absolute Date
Dec 12, 2017

Fiscal Impact
Yes

Dollar Amount
$417,950.00

Budgeted
Yes

Budget Source
Measure A (1-65-141-5105-1-710000-2735-01) and Redevelopment Fund 1950 (161-141-5105-1-710000-1450-00)
Background/Analysis: (Please discuss this item. If a Vendor is Involved, please include the company name as well as the individual.)

Steinberg Architects is a current vendor that is providing facility master plan services for the district wide master plan. PCCD entered into an agreement with Steinberg Architects in January 2017 to complete the review, analysis and overall study of existing conditions and facility usage for each campus within Peralta Colleges District. The comprehensive plan reviewed and looked at overall repair and placement costs; life cycle costs; infrastructure needs assessment; educational master plan needs as they relate to facility master plan needs; and future growth opportunities for expansion at each campus. The plan is anticipated to be completed in March 2018. Steinberg Architects is a California Corporation located at 125 S. Market Street, Suite 110 San Jose CA 95113. Principal/Owner Architect is Robert Bathelman, AIA.

Deliverables and Scope of Work:

The Amendment of the contract scope of work includes the additional cost estimating and life cycle costs for fifteen (15) additional projects identified by college presidents as priority projects, the inclusion of mapping for underground utility location and mapping services for existing conditions throughout the district, and the requested two (2) additional presentation to Board of Trustees (BOT) of final draft facility master plan documents and reports for review and use in the public forum. Seven (7) additional public forums were held at each campus for college and campus wide input on the development of project scope and overall project goals. The shared governance process was implemented at each step of teh way to achieve collective input on all projects identified. We are requesting a contract extension due to the completion of the project will occur after the original contract expiration date.

<table>
<thead>
<tr>
<th>Scope Change</th>
<th>Additive Amount</th>
<th>Updated Contract total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Onuma Underground mapping services and utility locating services</td>
<td>$317,000</td>
<td>$ 917,000.00</td>
</tr>
<tr>
<td>2. Additional cost estimating for fifteen (15) additional projects that were added to the priority list by college Presidents</td>
<td>$72,450</td>
<td>$ 989,450.00</td>
</tr>
<tr>
<td>3. Seven (7) additional college forums for stakeholder's district-wide as requested by colleges.</td>
<td>$28,500</td>
<td>$ 1,017,950.00</td>
</tr>
<tr>
<td>4. 90 day Extension</td>
<td>$ 0</td>
<td>$ 1,017,950.00</td>
</tr>
</tbody>
</table>

Anticipated Completion Date:

Completion of the final documentation is anticipated by March 30, 2018

Evaluation and Recommended Action:

The Director of Capital Projects and Facilities, Director of Finance and Administration, and Chancellor recommend approval of Amendment #1 in the amount of $417,950 for the District wide Facility Master Plan.

File Attachments
Amendment 1-Steinberg 12217.pdf (111 KB)
Memo 12117- Steineberg.pdf (116 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.
11.3 Consider Award of Contract for Request for Proposal No. 17/18-03 District Wide PeopleSoft Modernization Project for $2,799,250 to Deloitte Consulting LLP. Presenter: Vice Chancellor Cole

Meeting

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

Category

11. ACTION ITEMS

Type

Action (Consent)

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Dollar Amount

$2,799,250.00

Budgeted

Yes

Budget Source

Measure E and Redevelopment funds

Goals

E: Develop and Manage Resources to Advance Our Mission
D: Strengthen Accountability, Innovation and Collaboration
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 approval of a contract to retain Deloitte Consulting LLP, Cathy Engelbert, CEO, to modernize PCCD's PeopleSoft ERP system, including process re-engineering, change management, and technical upgrade.
The modernization process represents an opportunity to improve PCCD’s business practices and improve the user experience for students, faculty and staff. The new version will enable a modern, mobile enabled experience, enable improved cross-functional workflows, and enable PCCD to improve operational efficiency. The upgrade will focus on improving the student and staff experience with Peralta’s administrative systems, enabling everyone, students, faculty and staff to spend more time achieving students learning goals. The project will also implement the key HR modules of Benefits Administration, Time and Labor and Absence Management.

PCCD’s current PeopleSoft application version is rapidly approaching end of support from Oracle. Version 9.0 will no longer be supported by Oracle by the end of 2018. PCCD needs to upgrade to continue to receive updates from the vendor.

As required by the District’s Purchasing Procedures, the administration conducted a formal bid request for Proposal. The RFP selection committee identified three vendors for finalist presentations, based on best price and full response to the bid request. The bids from these companies are as follows:

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deloitte Consulting, LLP</td>
<td>San Francisco, CA</td>
<td>$2,799,250</td>
</tr>
<tr>
<td>Presence of IT &amp; Smart ERP Solutions</td>
<td>Pleasanton, CA</td>
<td>$3,402,550</td>
</tr>
<tr>
<td>ERP Analysis Inc</td>
<td>Dublin, OH</td>
<td>$2,934,410</td>
</tr>
</tbody>
</table>

Deloitte Consulting LLP, provided the lowest price and best value responsible bid for this project.

The district has budgeted $2.2M from Measure E funds and $600,000 in redevelopment funds.

Deliverables and Scope of Work:

Key deliverables include:

- Create and implement an organizational change management plan for staff and faculty communications and training.
- Assess the operational impact of the changes by measuring baseline process time and effort and measuring improvement.
- Assess student, faculty and staff satisfaction with the improved processes.
- Create a platform for a mobile ready, modern interface for all faculty, staff and students
- Modernize, streamline and improve internal workflows in HR, Finance and Admissions and records
- Redesign the purchasing and requisition process to improve visibility and process flow
- Redesign the course registration process to improve student experience and retention
- Implement benefits administration, time reporting, and self-service leave and absence management self-service. PCCD has not implemented these modules in PeopleSoft, creating increased overheads, risk and union grievance issues.
- Upgrade PeopleSoft Financials, Human Capital Management, and Campus Solutions to version 9.2
- Split HCM and CS database as required for upgrade
- Migrate all data to version 9.2

Specific Deliverables include:

HR Business Process Improvement

1. Implement Benefits Administration
   a. 4 days requirements gathering workshops
   b. 6 days collaborative design workshops to build configuration
   c. Configuration build in PeopleSoft with Configuration documentation

2. Time and Labor and Absence Management
   a. 9.5 days requirement gathering workshops
   b. 18 days design workshops
   c. Time and labor and absence management configuration (in cooperation with PCCD HCM analyst)

3. Payroll and HR processes
   a. 3 days standard process review
   b. 4 days design thinking workshops
   c. 5 days configuration review workshops
   d. Build 8 work centers
   e. Upgrade and migrate data

Finance and Purchasing Process Improvement
1. Requisitions process
   a. 2 half-day workshops to analyze current state
   b. 2 half-day workshops to review best practice
   c. 10 half-day design thinking workshops
   d. Build 8 work centers and 10 navigation collections
2. Finance processes (AP, Payroll, Budget)
   a. 3 days standard process review
   b. 4 days design thinking workshops
   c. 5 days configuration review workshops
   d. Build 8 work centers
   e. Upgrade and migrate data

Campus Solutions Process Improvement
1. Enrollment process
   a. 2 half-day workshops to analyze current state
   b. 2 half-day workshops to review best practice
   c. 10 half-day design thinking workshops
   d. Build 8 work centers and 10 navigation collections
2. Financial Aid, Admissions, Records, Student Financials Process improvement
   a. 3 days standard process review
   b. 4 days design thinking workshops
   c. 5 days configuration review workshops
   d. Build 10 work centers
   e. Upgrade and migrate data

Change management and training
1. Design and implement communications and change management plan
2. Train PCCD staff in business process redesign methodologies and design thinking
3. Develop training materials and curriculum
4. Provide 100 1-hour training sessions for PCCD staff on new processes and interfaces

Technical Upgrade
1. Upgrade HCM, Finance, and CS to 9.2
2. Split HCM and CS databases as required for the upgrade
3. Redesign PCCD PeopleSoft security model for role based security
4. 1400 hours code development and retrofit

Anticipated Completion Date:
November, 2018

Evaluation and Recommended Action:
A cross functional team, including HR, Finance and IT evaluated multiple vendors for their experience in PeopleSoft upgrade projects in higher education and their understanding of the transformational opportunity the upgrade represents. Deloitte was the unanimous first choice of the evaluation team for their strong formal methodology and focus on organizational change management.

File Attachments
Deloitte Peralta Engagement Letter PeopleSoft Modernization Project_110617.pdf (356 KB)
RFP-17-18-03-Addendum-One.pdf (231 KB)
RFP-17-18-03-Addendum-Two.pdf (51 KB)
RFP-17-18-03-District-Wide-PeopleSoft-Modernization-Project1.pdf (251 KB)
17-1803 District Wide PeopleSoft Implementation Upgrade Services Project Notice of Intent to Award JC.docx (14 KB)
PCCD PeopleSoft Assessment 10Oct17.docx (105 KB)
PCCD Peoplesoft Modernization RFP Deloitte Final_RM.pdf (6,236 KB)
Vendor Presentation Team Summary Evaluation Sheet PeopleSoft Modernization Project_09262017.pdf (189 KB)
DTC PeopleSoft Resolution 1Dec17.docx (12 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 Approval of Resolution No. 17/18-20 for a Construction Agreement with Century Carpet, Inc. for the Laney College Stairs Flooring Upgrades.**

Meeting

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

Category

**11. ACTION ITEMS**

Type

Action

Preferred Date

Dec 12, 2017

Absolute Date

Dec 12, 2017

Fiscal Impact

Yes

Dollar Amount

$120,000.00

Budgeted

Yes

Budget Source

Measure A, as approved by the voters in Peralta’s constituency and authorized under Resolution 05/06-45, Laney College, “Classroom and facilities repairs and grounds improvements,” Merritt College, “Classroom and facilities repairs and grounds improvements,” College of Alameda, “Remodeling and equipping classroom and campus facilities,” and Berkeley City College, “Plumbing, electrical, mechanical system upgrades and improvements.”

**Item Summary:**

Under this construction agreement (Attachment #2) and contract amendment #1 (Attachment #3), Century Carpet, Inc. will complete the following scope of work:
• Remove and recycle existing carpet in project areas;

**On the 2nd Floor (stairwells), On the 3rd Floor (two stairwells total), and on 4th Floor (two stairwells total)**

• Install Burke specified rubber tiles, round profile on major landing;
• Install Burke specified rubber tiles, round profile on two (2) minor landings;
• Install Burke specified rubber tiles, round profile and square nose on each riser;
• Install Burke specified rubber tiles, round profile and square nose on each thread;
• Install 2” VI stripes on top and bottom run of each stairway;

**Grand Staircase 1st Floor**

• Burke specified rubber tiles, round profile and square nose on each riser (a total of 16 risers);
• Burke specified rubber tiles, round profile and square nose on each threads (a total of 15 risers);
• 2” Vi stripes on top and bottom run of each stairway.

Board approval is required because the vendor’s 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 a formal bid. Two (2) quotes were submitted by qualified contractors to complete the scope of work. Per the bid result (Attachment #4), the following contractors submitted bids for this project.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>LOCATION</th>
<th>TOTAL BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Century Carpet Inc.</td>
<td>Hayward, CA</td>
<td>$120,000</td>
</tr>
<tr>
<td>Mar Con Builders, Inc.</td>
<td>Oakland, CA</td>
<td>$146,000</td>
</tr>
</tbody>
</table>

Century Carpet Inc. provided the lowest and responsible bid for this project. **The owners of the company are Young Chey (president), William Branner (vice president), and Myounghee Chey (corporate secretary).** This project will require for the contractor to sign a Letter of Assent (LOA), agreeing to work under the terms of the District’s Construction Project Labor Agreement (PLA). Additionally, the contractor will comply with California prevailing wage laws applicable to the project.

**Deliverables and Scope of Work:**

As described under the Item Summary.

**Anticipated Completion Date:**

The contractor will achieve Substantial Completion of the entire work within 90 calendar days and Final Completion of the entire work 120 calendar days from the commencement date.

**Evaluation and Recommended Action:**

The administration recommends the approval of this construction agreement with Century Carpet Inc.

---

File Attachments
Attachment #2-Century-00 5200 Agreement.pdf (168 KB)
Attachment #3-Century Contract Amendment #1.pdf (36 KB)
Attachment #4-Century Bid-17-18-08-Results.pdf (115 KB)
Attachment #1-Century Resolution #17-18-20.pdf (19 KB)

**12. REPORTS**
12.1 Board of Trustees' Reports
Meeting

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

Category
12. REPORTS

Type
Information

13. ANNOUNCEMENTS
14. ADJOURNMENT

Subject

14.1 Meeting Adjournment