

Board Agenda Items

October 11, 2016

FINANCIAL SERVICES

Review of Purchase Order Report **Presenter: Vice Chancellor Little**

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 August 20, 2016 through September 23, 2016, 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.

Consider Ratification of the AP, Travel, and Consulting Contract Warrant Register **Presenter: Vice Chancellor Little**

Consider *ratification* of the AP, Travel, and Consulting Contract Warrant Register from August 20, 2016 through September 23, 2016. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for *ratification* purposes only. The Chancellor recommends *ratification*.

Consider Approval of Budget Transfer Report **Presenter: Vice Chancellor Little**

Consider approval of budget transfer report covering the period from June 25, 2016 through August 19, 2016. California Code of Regulations Section 58307 limits the District’s expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District’s annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges’ or District’s departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 8, 2015. The Chancellor recommends approval.

Consider Approval of the Annual CCFS-311A . **Presenter: Vice Chancellor Little**

Consider approval of the Annual CCFS-311A: Community College Annual Financial (Fiscal Year 2015-16 and Budget (Fiscal Year 2016-17) Report, in accordance with the California Code of Regulations Section 58300. This report is due to the State Chancellor’s Office on or before October 10, 2016. The Chancellor recommends approval.

CAPITAL PROJECTS/ BONDS

1. Consider Award of Contract for the Installation of IT infrastructure at the Laney College BEST Center.

Presenter: Vice Chancellor Little

Consider approval to enter into an agreement with NetXperts, Inc. for the installation of IT infrastructure through a “piggy back” to the Foundation of California Community College Administrative Services Agreement (CB-15-013) in the amount not-to-exceed \$52,720.86. The original design of the BEST center did not include full design & installation of the IT infrastructure. This contract fills that gap. The Chancellor recommends approval. Funding: Measure A

2. Consider Award of Contract for the Server Room Temperature Control Project at the District Administrative Center.

Presenter: Vice Chancellor Little

Consider Approval to enter into a contract in amount of \$24,500 with Taylor Engineering. The server room in the IT/DGS/Purchasing Building has a history of overheat incidents that can produce unplanned shutdowns of District-wide data systems. This project will replace the cooling equipment serving this room, provide associated electrical infrastructure, and make improvements to equipment control and alarm systems. The Chancellor recommends approval. Funding: Measure A and Measure E.

3. Consider Award of Contract for supplemental window blinds in the Merritt College Barbara Lee Center.

Presenter: Vice Chancellor Little

Consider Approval to enter into a contract in amount of not-to-exceed \$22,875.75 with Drapery Concepts for the installation of supplemental window blinds in the Merritt College Barbara Lee Center. The original Barbara Lee Center design documents provided for limited installation of window blinds in the facility. After occupancy of the facility it has become apparent additional window blinds are needed to properly operate within the building. The Chancellor recommends approval. Funding: Measure A.

4. Consider Award of Contract for Geotechnical Engineering and Surveying Services, at the new building site; College of Alameda.

Presenter: Vice Chancellor Little

Consider Approval to enter into a Contract with Terraphase Engineering for Geotechnical Engineering and Surveying Services, at the new building site; College of Alameda in amount of \$24,666. A geotechnical report was performed in 2010 when this project was to be a

replacement building on the existing site of buildings C&D. The current scope is a new building on an undeveloped area of the campus which requires an update to existing studies. The Chancellor recommends approval. Funding: Measure A.