



**Tuesday, June 27, 2017**  
**BOARD MEETING/RETREAT AGENDA**

**8:30 a.m. Closed Session**  
**9:00 a.m. Public Session**  
Merritt College  
Huey P. Newton and Bobby Seale Student Lounge  
12500 Campus Drive  
Oakland, CA 94606

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

Subject

**2.1 Public Employee Appointment (Government Code Section 54957)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

2. CLOSED SESSION

Access

Public

Type

Information

- Recommendation to extend the appointment of the Interim Vice President of Instruction, College of Alameda.
- Recommendation to appoint the Vice Chancellor for Academic Affairs, District Office.
- Recommendation to appoint the Interim Vice President, Student Services, Merritt College.
- Recommendation to appoint the Interim Director of Business & Administrative Services, Laney College.

Subject

**2.2 Public Employee Discipline/Dismissal/Release**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

2. CLOSED SESSION

Access

Public

Type

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

**Subject**

**2.3 Public Employee Evaluation**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

2. CLOSED SESSION

Access

Public

Type

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

- Chancellor

**3. OPEN SESSION**

**Subject**

**3.1 Pledge of Allegiance**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

3. OPEN SESSION

Access

Public

Type

Procedural

**Subject**

**3.2 Roll Call**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

3. OPEN SESSION

Access

Public

Type

Procedural

**Subject**

**3.3 Report of Action Taken in Closed Session**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

3. OPEN SESSION

Access

Public

Type

Information

**Subject**

**3.4 Approval of the Agenda**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

3. OPEN SESSION

Access

Public

Type

Action

Recommended Action

Recommend Approval

**Subject**

**3.5 Approval of the June 13, 2017 Minutes**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

3. OPEN SESSION

Access

Public

Type

Action

Recommended Action

Recommend Approval

**Subject**

**3.6 Public Communication**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

3. OPEN SESSION

Access

Public

Type

Information

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both

have completed a speaker's card, and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings.

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

## 4. PRESENTATIONS

### Subject

#### 4.1 Presentation on the 2017-18 Tentative Budget Presenter: Interim Vice Chancellor Williams

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

4. PRESENTATIONS

Access

Public

Type

Information

File Attachments

[Tentative Budget June 27 2017 Board Presentation Final.pdf \(833 KB\)](#)

## 5. CONSENT CALENDAR - BOARD MATTERS

### Subject

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

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

5. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Recommended Action

Consider Approval of Out of State Travel pursuant to Board Policy 7400

Name	Travel Location	Dates
Michelle Mueller	Montreal, Quebec	August 11, 2017 – August 20, 2017
Jennifer Lenahan	Atlantic City, NJ	October 22, 2017 – October 27, 2017

File Attachments

[Out of State Travel.pdf \(282 KB\)](#)

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**Subject**

**5.2 Consider Ratification for Out of State Travel pursuant to Board Policy 7400 Presenter: Chancellor Laguerre**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

5. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Recommended Action

Consider Ratification for Out of State Travel pursuant to Board Policy 7400

Name	Travel Location	Dates
Larry Chang	Atlanta, GA	June 21, 2017 – June 24, 2017
Charles Frost	Atlanta, GA	June 21, 2017 – June24, 2017
Victor Garcia	Atlanta, GA	June 21, 2017 – June 24, 2017
Scott Hoshida	Blue Mountain Lake, NV	June 15, 2017 – July 14, 2017
Hadley Hartshorn	Atlanta, GA	June 21, 2017 – June 24, 2017
Joseph Koroma	Washington, DC	June 14, 2017 – June 18, 2017
Meryl Siegal	Seattle, WA	March 18, 2017 – March 23, 2017

File Attachments

[Ratification of Out of State Travel.pdf \(1,031 KB\)](#)

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**Subject**

**5.3 Consider Approval of First Reading on Proposed Board Policies Presenter: Chancellor Laguerre**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

5. CONSENT CALENDAR - BOARD MATTERS

Access

Public

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 2340 Agendas** – This policy was updated to reflect new requirement that districts post board meeting agendas on the District’s homepage, which will be effective on January 1, 2019. This requirement is found in Government Code Section 54954.2.
- **BP 2345 Public Participation at Board Meetings** – This policy was updated to add a note to remind districts of the new requirement in Government Code Section 54954.3 that if the District has a time limit for each public speaker, then double the amount of time must be provided to those speakers who use a translator.
- **BP 3430 Prohibition of Harassment** – This policy was updated to incorporate the new requirement that districts post their sexual harassment policies on their website.
- **BP 3820 Gifts** – This policy was updated to correct a typographical error in the legal citation for the Education Code. This is a new policy for Peralta. CCLC states that this policy is “legally advised.”
- **BP 4106 Nursing Program** – This policy was updated to remove repealed sections of the Education Code from the legal references.
- **BP 7330 Communicable Disease** – This policy was updated to reflect changes to the tuberculosis screening requirements for newly hired academic and classified employees under Education Code Section 87408.6.
- **BP 7340 Leaves** – This policy was updated to add new legal citations (Education Code Sections 87780.1 and 88196.1) which make differential pay available to employees who are on parental leave.

File Attachments

[BP 2340 Agendas.pdf \(21 KB\)](#)

[BP 2345 Public Participation at Board Meetings.pdf \(39 KB\)](#)

[BP 3430 Prohibition of Harassment.pdf \(61 KB\)](#)

[BP 3820 Gifts.pdf \(13 KB\)](#)

[BP 4106 Nursing Programs.pdf \(12 KB\)](#)

[BP 7330 Communicable Disease.pdf \(38 KB\)](#)

[BP 7340 Leaves.pdf \(65 KB\)](#)

[BP Legal Update 30 Overview May 2017.pdf \(70 KB\)](#)

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**Subject**

**5.4 Consider Approval of Memorandum of Understanding between Peralta Community College District and the Martin Luther King Jr. Freedom Center regarding development of a mutual programming and shared space collaboration.**

**Presenter: Chancellor Laguerre**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

5. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Recommended Action

Consider Approval of Memorandum of Understanding between Peralta Community College District and the Martin Luther King Jr. Freedom Center regarding development of a mutual programming and shared space collaboration.

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

The Martin Luther King Jr. Freedom Center (Freedom Center) is a not for profit corporation funded by corporate and foundation grants, supporter contributions, and funding from local and federal government programs. The Freedom Center provides ethical leadership and civic engagement classes, activities and public events for students and adult learners anchored in Civil Rights and the pursuit of nonviolent solutions to grave inequities in educational, economic and social life. The Peralta Community College District (PCCD), provides classes in a variety of fields, provides student services and a variety of student activities including athletics and student clubs, offers faculty research opportunities, and produces community events delivering programs and services that sustainably enhance the region's human, economic, environmental, and social development. PCCD provides diverse students and communities with equitable access to the educational resources, experiences, and life-long opportunities to meet and exceed their goals.

The Freedom Center and the PCCD have as a common objective education of youth and adults. Both are interested in serving clients in the fields of academic excellence, public service and leadership.

This MOU serves to define a collaborative endeavor based on the highest and best use of PCCD and the Freedom Center toward the promotion of academic excellence, civic engagement, community based educational opportunities and economic and educational equity. This MOU does not preclude additional collaborations, work projects, or partnerships that may arise in the future based on both agencies mutual commitment to equitable and excellent education of individuals from all sectors of our communities.

**Deliverables and Scope of Work:**



### **MUTUAL RESPONSIBILITIES**

These goals reflect our shared legacies embracing a unique and historic civil rights expression. The duration of this agreement shall run July 1, 2017 through June 30, 2022. Ongoing meetings will be held every other month between the Director of the Freedom Center and the Chancellor of the Peralta Community College District or his or her designee.

PCCD and the Freedom Center both actively promote community-accessible educational opportunities in the areas of education, civic engagement, and community health and development. These educational opportunities include: forums, seminars, field trips, conferences, and educational exchanges and lectures such as the Barbara Lee and Elihu Harris Lecture Series.

### **PERALTA COMMUNITY COLLEGE DISTRICT RESPONSIBILITIES**

PCCD will provide office space, maintenance and parking for the Freedom Center staff and operations to include access to classrooms for trainings and classes, and sufficient office space for day-to-day operations. Said designated offices are located on the campus of Merritt College, in the D building, room 187.

PCCD will provide PCCD vans for use in educational activity related directly to this MOU, and in strict conformance with district policies, protocols, and requirements.

PCCD will assist in identifying potential funders for this collaboration (for the forums, seminars, field trips, conferences, and educational exchanges and lectures that are co-produced with the Freedom Center under this MOU), as well as providing letters and requests for this collaboration to the potential funding opportunities.

PCCD will lend its sponsorship to the Freedom Center's Civic Engagement Classes (noncredit) that take place within the community, and will provide assistance in formulating new and successive Civic Engagement Classes (for credit) within the PCCD structure.

PCCD will assign staff trainings and both noncredit and credited courses to the Freedom Center on a basis that meets the interests of both organizations.

PCCD will co-sponsor with the Freedom Center national and international educational exchanges that are of mutual interest to both organizations. Educational exchanges include exchanges among faculty and researchers, and participation in educational forums, seminars, and conferences with colleges and universities around the county and in other nations. Such co-sponsorship of these specific educational endeavors listed in this paragraph does not imply nor require financial assistance on the part of PCCD.

### **MARTIN LUTHER KING, JR. RESPONSIBILITIES**

The Freedom Center will organize, on regular and consistent basis, visits to PCCD colleges of middle and senior high students for the purpose of providing students with a college orientation and experience.

Freedom Center staff will carry out the work of producing the educational forums, seminars, lectures, field trips, conferences, and educational exchanges that are jointly agreed to and co-sponsored by PCCD and the Freedom Center.

Freedom Center staff will organize and implement a collaborative MLKJFC/PCCD pursuit of potential funders for forums, seminars, field trips, conferences, and educational exchanges and lectures.

The Freedom Center will produce the civic engagement classes, both those for credit and noncredit.

The Freedom Center will publically disseminate the name and images of PCCD on all public outreach materials of co-sponsored events and activities through media outlets, social media, Eblasts, advertisements, and printed material such as flyers and event programs.

The Freedom Center will provide quarterly reports to the PCCD, Office of the Chancellor, regarding the status of all co-sponsored projects and events.

**Anticipated Completion Date:**

**Alternatives/Options:**

**Evaluation and Recommended Action:**

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**Subject**

**5.5 Consider an Agreement with Dr. Annette Dambrosio for PCCD Accreditation Support Services Presenter: Chancellor Laguerre**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

5. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Fiscal Impact

Yes

Dollar Amount

\$85,000.00

Budgeted

Yes

Budget Source

General Funds

Recommended Action

Consider Agreement with Dr. Annette Dambrosio for PCCD Accreditation Support Services

**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 with Dr. Dambrosio for costs in an amount not to exceed \$85,000 associated with the coordination and preparation of the district accreditation report and assisting to ensure recommendations are being addressed, coordinating the district response and its concomitant alignment with the colleges, and writing final document.

**Deliverables and Scope of Work:**

1. **Serve as the District Midterm Report Writer-referee and Final Editor for all Accreditation related work:**

- a. Collaborate with District leaders in the design of ongoing Action Plans for each of the 8 Recommendations.
- b. Design, implement, and update (as needed) a District Midterm Report writing calendar
- c. Meet and correspond regularly with Senior District Leadership (and other key leaders), to write the 8 District Report narratives.
- d. Critically evaluate, edit, and synthesize all Eight District Recommendation narratives and address comments from various constituent groups (in collaboration with District Leads).
- e. Work closely with Accreditation College Leads to ensure the integration of District Recommendations with all four College Reports; plan constructive and collaborative meetings and maintain written notes.

2.) **Oversee additional Accreditation related activities:**

- Monitor ongoing projects, e.g., to revise District Program Review, analyze various District Survey Results, publicize findings, and assess “next steps.”
- Plan and assess Flex activities that highlight District Accreditation work.
- Ensure that the PBIM has established goals that align with Accreditation Standards in collaboration with PBC and Committee leadership.
- Serve as District Lead in working collaboratively with leadership to ensure that major projects such as Total Cost of Ownership, Staffing Plans, Program Review, and BAM Review remain in compliance with Accreditation Standards and are edited and evaluated regularly for communication clarity and consistency.
- Facilitate PBC, DFC, and other PBIM Committees, as needed, to assure that District goals and objectives are aligned with ACCJC Standards and evaluated.

3.) **Assist District to Keep Current regarding Accreditation:**

- Identify the need to develop new Accreditation activities and to educate new persons/groups, regarding the practice and implementation of ACCJC Recommendations and compliance with Standards.
- Assist District in transitioning to and training for New ACCJC Standards after Midterm Report is completed.
- Review ACCJC Website regularly for new information.

4.) **Assist with Governance Planning:**

- Identify ongoing District planning needs, and to refine the District’s Integrated Planning Model.

5.) **Serve as Accreditation Writer and “Educator/communicator” to:**

- Edit the District Participatory Governance Manual and other written District documents, as needed.
- Support the Office of the Chancellor in drafting and editing all-important District communications pertaining to Accreditation to provide a uniform communication voice and style.

File Attachments

[DambrosioPCCD Contract Proposal 2017.pdf \(446 KB\)](#)

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## **6. CONSENT CALENDAR - MARKETING**

### **Subject**

**6.1 Consider a Contract with Flying A Media for Fall 2017 Enrollment Campaign for Berkeley City College, College of Alameda, Laney College and Merritt.**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

6. CONSENT CALENDAR - MARKETING

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jul 11, 2017

Fiscal Impact

Yes

Dollar Amount

\$44,700.00

Budgeted

Yes

Budget Source

General Fund

Recommended Action

Consider approval of a contract for Flying A Media, a media buying company for an advertising campaign needed for Fall 2017 enrollment, consisting of the following elements aimed at key demographic groups: Outdoor billboards throughout the District service area; AC Transit bus and shelter ads on key routes; and targeted BART station posters: Lake Merritt, Fruitvale, Coliseum, MacArthur and 12th and 19th Street stations. This is a coordinated campaign developed by the District Department of Public Information, Communication & Media, featuring general enrollment advertising for Fall 2017 totaling \$44,700.00. Approval is sought in order to meet PCCD enrollment goals. Chancellor recommends approval.

**Background/Analysis:**

Overall enrollment rates are down throughout the District. Targeted advertising and outreach is needed to encourage potential and continuing students to enroll. It is necessary to consider approval of a contract for Flying A Media, a media buying company for an advertising campaign needed for Fall 2017 enrollment, consisting of the following elements aimed at key demographic groups: Outdoor billboards throughout the District service area; AC Transit bus and shelter ads on key routes; and targeted BART station posters: Lake Merritt, Fruitvale, Coliseum, MacArthur and 12<sup>th</sup> and 19<sup>th</sup> Street stations. This is a coordinated campaign developed by the District Department of Public Information, Communication & Media, featuring general enrollment advertising for Fall 2017 totaling \$44,700.00.

Flying A Media: Mike and Pat Amsbry, Principals, 1629 6<sup>th</sup> Street, Suite A, Berkeley, CA 94710

**Deliverables and Scope of Work:** Outdoor billboards throughout the District service area, AC Transit bus and shelter ads on key routes and targeted BART stations, all aimed at key demographic groups. (See attached Flying A Media Authorization for details.)

**Anticipated Completion Date:**

The Fall Enrollment advertising campaign will be completed mid-August 2017/prior to commencement of Fall classes on August 21, 2017.

**Alternatives/Options:**

With enrollment continuing to trend downward and increased advertising competition from neighboring colleges and universities, there was little alternative than to increase our advertising presence in the community.

**Evaluation and Recommended Action:**

Approval is sought in order to meet PCCD enrollment goals.

File Attachments

[Flying A Scope of Work.PDF \(641 KB\)](#)

[Flying A ICC#22501.PDF \(239 KB\)](#)

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## **7. CONSENT CALENDAR - FINANCE**

**Subject**

**7.1 Consider Approval of the Peralta Community College District 2017-18 Tentative Budget Presenter: Interim Vice Chancellor Williams**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

## 7. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Recommended Action

Interim Vice Chancellor for Finance and Administration Christine Williams will present the 2017-18 Tentative Budget for consideration and approval.

File Attachments

[2017-18 Tentative Budget Book.pdf \(35,703 KB\)](#)

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**Subject**

**7.2 Consider Approval of 2017-18 Appropriations Limit (Gann Limit) Presenter: Interim Vice Chancellor Williams**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

7. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

No

Budgeted

No

Recommended Action

Consider Approval of 2017-18 Appropriations Limit (Gann Limit) Presenter: Interim Vice Chancellor Williams  
Staff seeks the Board of Trustees approval of the 2017-18 Appropriations Limit (Gann Limit). Article XIII B of the State Constitution, as approved by the voters in November 1979, requires the establishment of an appropriation limit on "proceeds of taxes" revenues for public agencies including community college districts. As part of the development of the Tentative Budget, the Gann Limit worksheet is required to be completed and approved by the Board of Trustees in accordance with Government Code Section 7910. The Chancellor recommends approval.

It is recommended that the Board of Trustees approve the 2016-17 Appropriation Limit (Gann Limit). Article XIII B of the State Constitution, as approved by the voters in November 1979, requires the establishment of an appropriation limit on "proceeds of taxes" revenues for public agencies including community college districts. As part of the development of the tentative budget, the attached Gann Limit worksheet is required to be completed and approved by the Board of Trustees in accordance with Government Code Section 7910.

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

Pursuant to Article XIII-B of the State Constitution and Government Code Section 7900 et seq., all community college districts are required to compute an annual appropriation limit. That appropriation limit is adjusted annually for changes in price index, population and other applicable factors. Government Code Section 7908(c) requires each community college district to report to the Chancellor of the California Community Colleges at least annually its appropriation limit, appropriations subject to limit, the amount of state aid apportionments and subventions included within the tax proceeds of the District, and amounts excluded from the appropriations subject to limit. The attached form is required to be used for the determination of the appropriation limit. The appropriation limit must be approved by the district's governing board in accordance with Government Code Section 7910. After approval, the District is required to keep the worksheet for later reference in reporting the necessary Gann Limit information on the CCFS-311, which is due on or before October 10, 2017.

**Deliverables and Scope of Work:**

Not applicable.

**Anticipated Completion Date:**

Not applicable.

**Alternatives/Options:**

Not applicable

**Evaluation and Recommended Action:**

Approve 2017-18 appropriation limit (Gann Limit) as calculated on the attached worksheet in accordance with Government Code 7910.

File Attachments

[2017-18 Gann Appropriations Limit Worksheet.pdf \(12 KB\)](#)

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**Subject**

**7.3 Five Year Construction Plan for State Chancellor's Office Presenter: Interim Vice Chancellor Williams**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

7. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Budgeted

No

Budget Source

Submittal of the Five-Year Construction Plan that includes a request for 2019-2023, State funding for three FPP's projects and four IPP's. Although this is not a commitment for the District at this stage of planning, the District proposes to fund its matching share of the project costs from local bonds.

Recommended Action

Consider request for approval to submit the 2019-2023 Five-Year Construction Plan to the California Community Colleges Chancellor's Office.

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

Each year, community college districts are required to submit their Five-Year Construction Plan to the State of California Chancellor's Office of Community Colleges. The five-year plan communicates to the State Chancellor's Office and other State agencies the anticipated capital outlay needs of a



district for the next five years. Current enrollment projections and instructional staff are part of the bases of capital outlay needs. The State combines this information with the actual space utilization data and the development of the District's load-capacity ratios measures a college's space utilization in certain areas. The load-capacity ratio is one factor used when considering allocating State funding for capital projects. The 2019-2023 Five-Year Construction Plan is due to the California Community Colleges Chancellor's Office annually by July 1st.

Another component of the five-year plan is the District's priority list during the five-year period. The list of priorities is presented to the Board of Trustees for review and approval each year. The priority list indicates the facilities needs of the District based the direction outlined in Educational Master Plans and needed facilities to support the educational services regardless of whether State funding will be requested

#### 2019-2023 Five-Year Plan Project Priority List

The 2019-2023 Project Priority List includes projects that have received preliminary approval and are in the process to receive State funding from the Chancellor's Office. Major capital projects approved by the District for bond or other funding sources, and projects for which funding will be requested. Changes from last year's list include deletion of completed projects, update of budget amounts and timelines, and inclusion of projects identified in the Education Master Plans of the colleges. The District's newly proposed project priorities reflect the proposed realign of the new Educational Master Plan and any changes since the last facilities Masterplan was developed.

The Board approves the five-year plan in some way (Action Item) - some Districts just give them the list of projects that are in the plan; others give them their Board of Trustees a copy of the whole thing. The signature goes on the front page and it shows the Chancellor's Name as "approved on behalf of the local governing board for submission..." which implies that the Board is aware of what it includes.

#### **FPP Re-approvals**

The Approval page of the FPP requires Board signature and a copy of a resolution approved by the Board of Trustees.

Board submittals include:

1. The updated Five-year plan for 2019-23
2. Final Project Proposals (FPP) submitted for State funding consideration in 2020-2021 and although these projects were rolled-over to the future funding year, an updated approval is required:
  - College of Alameda - Renovations to Building B & E (Auto & Diesel Technologies)
  - Merritt Horticulture
  - Laney Modernize Theater

#### IPP (Initial Project Proposal) Submittal

Submittal of an IPP (Initial Project Proposal) is required with the Five-Year Plan for any project on the list for requesting funding during 2019-2023. The IPP provides a project overview and cost estimate. The State Chancellor's Office reviews the IPP and the five-year plan to determine the funding eligibility of a project. Upon approval of the IPP, the District will receive authorization from the State to submit a Final Project Proposal (FPP) with next year's Five-Year Plan. The FPP is a much more comprehensive submittal that includes a detailed budget.

The District's Initial Project Proposal (IPP) submitted for funding are as follows:

- COA Aviation
- COA Library
- Laney Gym and Lockers
- Merritt College Fitness Training

The IPPs request that the State match District funding for the projects. These projects will compete with proposed projects from other community college districts for State funding in 2019-2023.

**Deliverables and Scope of Work:**

The District will submit a Five-Year Construction Plan to the State Chancellor's Office. The following projects are currently on the Board of Governor's list to receive funding.

- Merritt College Child Development Center
- Laney College Learning Resource Center

**Anticipated Completion Date:**

The deadline to submit the District Five-Year Construction Plan this year must be submitted to the State Chancellor's Office by July 1, 2017

**Alternatives/Options:**

None, state requirement.

**Evaluation and Recommended Action:**

Approval to submit the 2019-2023 Five-Year Plan to the California Community Colleges Chancellor's Office is recommended.

File Attachments

- [2019 2020 COA Auto Diesel 3.1 Approval Page.pdf \(23 KB\)](#)
- [2019 2020 Laney Theater 3.1 Approval Page.pdf \(28 KB\)](#)
- [2019 2020 Merritt Horticulture 3.1 Approval Page.pdf \(45 KB\)](#)
- [COA Aviation IPP 2017 \(Merged\).pdf \(427 KB\)](#)
- [Laney Gym Lockers IPP 2017 \(Merged\).pdf \(436 KB\)](#)
- [Merritt Fitness Training IPP 2017 \(merged\).pdf \(403 KB\)](#)
- [Peralta CCD-Five Year Construction Plan \(2019-2020\).pdf \(284 KB\)](#)
- [CoA Library Modernize IPP \(merged\).pdf \(450 KB\)](#)

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**Subject**

**7.4 Change Order No. 3 for the Laney College BEST Center Project (BID No. 14-15/11), W.E. Lyons Construction Company. Presenter: Interim Vice Chancellor Williams**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

7. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

\$174,068.68

Budgeted

Yes

Budget Source

Measure A

Recommended Action

Consider approval of Change Order No. 3 to the contract with W.E. Lyons Construction Company, in the amount of \$174,068.68

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

On September 13<sup>th</sup>, 2016, the Board of Trustees approved C.O. #1 in the amount of \$57,736.16 and on March 14<sup>th</sup>, 2017, the Board of Trustees approved C.O. #2 in the amount of \$54,459.83. With this Change Order #3, the accumulative change order amount to date is \$268,264.67 or 6% of the original contracted fee.

**Deliverables and Scope of Work:**

Description: Change Order Request #10 - Compensable Project Time Extension and General Conditions Overhead Costs

Reason: At the time the Mechanical Subcontractor provided their material submission for the heating hot water storage system, it was discovered that the integrated heating hot water storage/domestic hot water storage tank was no longer available. This required a redesign of the water storage and heat recovery system to accommodate the energy efficiency goals of the project. The redesigned system contains (2) new pumps, (2) separate storage tanks, an additional heat exchanger, and associated plumbing and electrical changes. As a result of these Changes in the Work, the project completion date required an extension and compensable General Conditions overhead add of \$118,271.

Description: Change Order Request #11 – Revised location of domestic water point of connection

Reason: Due to the revision of underground utilities by the City of Oakland with their 10<sup>th</sup> Street Bridge project, an alternate point of connection was necessary for the domestic water serving the building.

Add \$39,880.72

Description: Change Order Request #12 - Sewer Ejector Pump Monitor

Reason: Monitoring of the sewer ejector pump by the District's facilities management computer system was not included in the original project scope of work. This change order request

covers the cost of connecting the sewer ejector control panel to the District's computer management system.

Add \$1,991.58

Description: Change Order Request #14 – Deletion of Lighting Control integration to BMS System.

Reason: The project scope of work included the monitoring of lighting control devices by the Building Management System (BMS). It was determine the monitoring was not required.

Deduct (\$2,586.47)

Description: Change Order Request #16 – Provide Additional Chain Link Fencing

Reason: The new concrete curb and footing for the new chain link fence to be installed at the east side of the building site conflicted with the existing underground footings for the tennis courts light standards. New chain link panels had to be designed and installed as well as additional concrete work.

Add \$2,851.

Description: Change Order Request #18r1 – Out of sequence installation of FRP entry doors

Reason: Due to design& specification issues with the specialty doors at the BEST Center's Passive House, the contractor had to provide temporary doors to enclose the building and provide security. Extra labor and materials were required.

Add \$6,300.81

Description: Change Order Request #19 – Revise Door Thresholds and Door Hardware.

Reason: Metal pan flashing was added at the exterior door/window assemblies to improve water proofing. Panic door hardware at two locations was revised and replaced in order to accommodate the security card reader system.

Add \$8,269.65.

Description: Change Order Request #20 – Provide mixing faucet valves at the restrooms and sink SK-1

Reason: Tempering mixing faucet valves are required by the building code. These valves were omitted in the plumbing schedule of the bid documents by error.

Add \$1,065.91.

Description: Change Order Request #21 – Deletion of two doors and addition of window glazing.

Reason: Two doors and associated hardware were eliminated from the project. Additional glazing was installed at these two locations.

Deduct (\$457.71).

Description: Change Order Request #23r1 – Deletion of exterior scullery sink and fixture.

Reason: Initial specified sink and fixture was inaccurate for this location. Replacement sink will be installed under separate contract after completion of current project.

Deduct (\$251.31).

Description: Change Order Request #26 – Hydronic Radiant Panel VE Deduction.

Reason: The District accepted a Value Engineering design revision to the ceiling radiant panel heating / cooling system that resulted in a cost savings.

Deduct (\$1,266.57).

**Anticipated Completion Date:**

Substantial Completion and Occupancy of the BEST Center is June 30, 2017.

**Alternatives/Options:**

Not applicable.

**Evaluation and Recommended Action:**

The Chancellor recommends approval.

File Attachments

[Lyons CO#3.pdf \(431 KB\)](#)

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**Subject**

**7.5 Consider Approval of the Laney College Smart Classroom Purchase and Installation with NetXperts in the amount of \$1,700,000 for 61 Classrooms. Presenter: Vice Chancellor Cole**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

7. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

\$1,700,000.00

Budgeted

Yes

Budget Source

Laney Measure A Bond

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

Laney College has decided to use Measure A funds to provide classroom technology as part of a larger classroom refresh project, which will include new paint and furniture. This portion of the project proposes installing classroom technology in 61 classrooms, starting in early July, 2017. In May, District IT in coordination with Laney IT, installed a demonstration smart classroom with the requested projector, audio system, mount, computer and other components for review by faculty. Faculty feedback was incorporated into the final design, including adding document cameras and a wireless display system. Feedback from faculty has been overwhelmingly positive with regard to the proposed equipment and design.

The projectors have a high brightness and contrast, which will enable faculty to keep the lights on during instruction, improving student attention. They have a 20,000 hour run time with zero maintenance, 4-5 times longer than standard projectors with a lower total cost of ownership when bulb life and maintenance costs are considered.

The mounting system provides remote monitoring, which will enable the Laney IT team to help troubleshoot and monitor system performance, improving student and faculty experience.

Not all of the rooms in the proposed project can accept the projectors and systems demonstrated in the pilot project, however. Some specialty areas and special instructional needs warrant other systems, including either wall mounted short throw projectors or high resolution displays instead of projectors. All projector systems will use the remote monitoring capabilities.

The project will also install phones in every classroom, providing the campus with a global PA system, and faculty easy access to emergency services and technical support.

The project will provide:

1. Ceiling mounted projectors in 47 classrooms.
2. Short throw projectors in 10 classrooms
3. Ceiling projectors with zoom lens in 2 classrooms
4. Wall mounted TV displays in 2 classrooms

The install labor is provided from NetXperts through the piggyback contract. We are still working on final hardware pricing with several CollegeBuys vendors, but we believe the current prices in the spreadsheet are close to the total amounts.

**Deliverables and Scope of Work:**

**Anticipated Completion Date:**

**Alternatives/Options:**

**Evaluation and Recommended Action:**

File Attachments  
[NETQ16718.pdf \(51 KB\)](#)

Administrative File Attachments  
[SmartClassroom Estimate 19Jun17.pdf \(200 KB\)](#)

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## 8. CONSENT CALENDAR - HUMAN RESOURCES

### Subject

#### 8.1 Consider Approval of Short-term assignments Presenter: Vice Chancellor Largent

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

8. CONSENT CALENDAR - HUMAN RESOURCES

Access

Public

Type

Action (Consent)

Consider Approval of Short-term Assignments - Hiring of Non-academic Short-term Employees

Presenter: Vice Chancellor Largent

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

Last Name	First Name	Start Date	End Date	Position Title	Site
Avant	Lisa	7/3/17	12/29/17	Clerical Assistant II	A
Berahmandi	Pooya	8/21/17	5/26/18	Library Technician I	B
Berame	Riza	7/3/17	10/27/17	Admissions & Records Clerk	M
Bewley	Joan	7/3/17	6/29/18	Senior Library Tech	A
Brown	Christopher	7/1/17	1/1/18	Staff Asst/Student Services	L
Brown	Kevin	7/1/17	6/30/18	Staff Asst/Veteran Affairs	L
Brown	Linda	7/3/17	6/29/18	Staff Asst/Student Services	M
Callahan	Chase	7/1/17	6/30/18	Interpreter II	All
Casey	Gerald	7/3/17	6/29/18	Department Network Coord	L
Cen	MuTing	7/3/17	6/29/18	Senior Clerical Assistant	L
Chinn	Alice	8/14/17	12/14/17	Inst Asst/Child Development	M
Cho	Mangling	7/1/17	10/31/17	Program Spec/Unspecified (Int'l Ed)	D
Davis Pinkney	Joan	7/3/17	6/30/18	Inst Asst III/DSPS	L
Diaz	Elizabeth	7/3/17	10/31/17	Senior Clerical Assistant	M
Dixon	Neshawn	7/3/17	10/31/17	Staff Asst/Admin (Instruct)	M
Evans	Sybil	7/3/17	6/30/1/8	Clerical Assistant II	L
Gezmu	Abera	7/3/17	12/15/17	Inst Asst/CIS	L
Greene	Allison	8/21/17	5/25/18	Library Technician I	B
Herbert	Chevonn	7/10/17	12/22/17	Senior Clerical Assistant	A

Hernandez	Carlos	7/5/17	6/29/18	Senior Clerical Assistant	A
Herrenbruck	Molly	7/1/17	6/30/18	Cashier	L
Hess	Stephanie	7/5/17	6/30/18	Financial Aids & Placement Asst	A
Jacks	Debra	7/3/17	6/29/18	Student Services Specialist	M
Lagmay	Raytina	7/3/17	6/30/18	Science Lab Tech/Bio Science	M
Lane	Hope	7/10/17	6/30/18	Staff Asst/Student Services	L
Liang	Xiaoming	7/3/17	10/23/17	Staff Asst/Admin (General)	L
Masouredis	Elliot	7/1/17	5/31/18	Clerical Assistant II	M
Meares	Cheryl	7/1/17	6/30/18	Staff Asst/Employee Relations	D
Nabeta	Dale	7/3/17	10/23/17	Staff Asst/Admin (General)	L
Nguyen Le	Phat	7/3/17	6/30/18	Staff Asst/VP Office	A
Phan	Martinet	7/24/17	1/25/18	Staff Asst/Student Services	A
Porter	Patrice	8/1/17	12/31/17	Food Service Worker	L
Riner	Bonnie	7/3/17	12/15/17	Inst Asst/CIS	L
Rodriguez	Alejandra	7/1/17	6/30/18	Clerical Asst II/Typing	D
Ross	Lakesha	7/3/17	6/30/18	Inst Asst I/DSPS	M
Simmons	Deshonda	7/1/17	6/30/18	Staff Asst/Facilities Services	L
Tan	Xiaoxian	7/5/17	1/31/17	Clerical Assistant I	L
Trowbridge	Chanelle	7/1/17	12/14/17	International Student Support Specialist	D
Truong	Dinh	7/17/17	12/31/17	Project Manager	M
Tsehai	Wessenyesh	7/3/17	10/30/17	Staff Asst/Admin (General)	L
Wei	Fufang	7/3/17	6/30/18	Clerical Assistant II	L
Wong	Lynna	7/24/17	6/29/18	Staff Asst/Admin (General)	L

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## **9. CONSENT CALENDAR - FACILITIES**

### **Subject**

#### **9.1 Consider Approval to Extend an Agreement with Tyco/SimplexGrinnell for the District-wide Fire System Testing, Inspection, Repair and Maintenance (RFP No. 13-14/15). Presenter: Vice Chancellor Ikharo**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

9. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017



Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

\$383,934.00

Budgeted

Yes

Budget Source

The District-wide Fire System Testing, Inspection, Repair and Maintenance will be funded by the District General (Maintenance) Funds.

Recommended Action

Approval is requested to extend an agreement with Tyco/SimplexGrinnell for the District-wide Fire System Testing, Inspection, Repair and Maintenance (RFP No. 13-14/15), in the amount not-to-exceed \$383,934 for additional two (2) year for a total of five (5) year terms.

**Item Summary:**

This Board approved a three-year contract with this vendor in 2014 with a proviso to extend this contract for additional two-year term contingent upon the satisfactory performance by the contractor. The contractor did perform all the deliverables in accordance to the scope of work. Staff have evaluated the performance of this vendor satisfactorily and recommend the extension of their contract for another two-year term. The Purchasing Department and the Department of General Services (DGS) issued RFP No. 13-14/15 for the District-wide Fire System Testing, Inspection, Repair and Maintenance. A formal Request for Proposal (RFP) was advertised in newspaper publications of general circulation on Tuesday, November 12, 2013 and Tuesday, November 19, 2013. A bid was awarded for \$410,391.00 for three (3) year term that will end June 30, 2017. The new extension will terminate by June 30, 2019 in the amount of \$383,933.50. The vendor requested for 9.5% increase for each of the additional two years extension due to the increase in doing business in California and prevailing wage requirements by the California Department of Industrial Relations which came into effect in March 2015. The sum total for a five (5) year period will be \$794,324.50 for services rendered.

Under this agreement, SimplexGrinnell will provide all labor, materials, equipment and supervision necessary to perform inspection, testing, maintenance and repairs to fire alarm systems based on time and materials as needed, sprinkler/standpipe systems, fire hose cabinets, inspect and test risers, kitchen fire suppression systems to the satisfaction of the College and in accordance with applicable laws, codes and standards, and specifications outlined in the Request for Proposal (RFP No. 13-14/15).

At the time of the initial contact with SimplexGrinnell for a period of three (3) years in the amount not-to-exceed \$410,391.00, the District expressly stated on the terms of the bid; that Board may continue contracts for services for a maximum of five (5) years. Therefore, the District may elect to renew this contract for an additional two (2) years (renewable annually) for a total not-to-exceed five (5) years. Staff has determined that it will be financially prudent and in the best interest of the District to extend the existing contract as opposed to conducting a new bid which may have a higher cost given the prevailing economic conditions in the San Francisco Bay area that includes our region.

<b>TESTING AND INSPECTION</b>				
<b>LOCATION</b>	<b>SG Contract #</b>	<b>July 1, 2017 – June 30, 2018</b>	<b>July 1, 2018 – June 30, 2019</b>	<b>Flat Monthly Pro-rated Fees</b>
Testing and Inspection (Laney)	39282033	\$43,362.00	\$47,481.39	<b>\$90,843.39</b>
Testing and Inspection (College of Alameda)	39282031	\$24,528.00	\$26,858.16	<b>\$51,386.16</b>
Testing and Inspection (Merritt College)	39282035	\$23,980.50	\$26,258.65	<b>\$50,239.15</b>
Testing and Inspection (Berkeley City College)	39282163	\$12,921.00	\$14,148.50	<b>\$27,069.50</b>
680 Atlantic (College of Alameda)	39282283	\$6767.10	\$7409.97	<b>\$14,177.07</b>
Testing and Inspection (District Office Complex)	39282028	\$5,558.22	\$6,086.25	<b>\$11,644.47</b>
Air School (College of Alameda)	39282168	\$6479.12	\$7,094.64	<b>\$13,573.76</b>
<b>Total Testing and Inspection</b>		<b>\$123,595.94</b>	<b>\$135,337.56</b>	<b>\$258,933.50</b>
<b>MAINTENANCE AND REPAIR &amp; ASSESSMENT OF 10 RISERS</b>				
Test & Inspect Risers as Needed		\$7,984.00	\$7,984.00	\$15,000.00
Maintenance and Repair (As pre-approved by the District)		\$55,000.00	\$55,000.00	\$110,000.00
			<b>TOTAL</b>	<b>\$125,000.00</b>
<b>SUMMARY</b>				
Total Testing and Inspection				\$258,933.50
Total Maintenance and Repair & Assessment of 10 Risers				\$125,000.00
			<b>TOTAL Services for 2 Years:</b>	<b>\$383,933.50</b>

In the past, Tyco/SimplexGrinnell has provided quality equipment, fire system testing, inspection, repair and maintenance to all District facilities for the last five (5) years. The District's fire alert system is manufactured by SimplexGrinnell, which has been installed in all District buildings for over twenty years. Tyco/SimplexGrinnell is a California corporation located in Livermore California; the business is managed by Willard McCune and their sales representative is Eric Brent. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

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

The responses to the RFP were analyzed, evaluated, and scored by the technical screening committee comprising of College and District personnel. On January 6, 2014, the administration evaluated proposal submissions according to the following evaluative criteria set forth in the RFP: 1) References, Resources, and Key Personnel, 2) Knowledge and Experience (Maintenance/Inspection/Testing Schedule), 3) Response Time and Maintenance Plans, 4) Proposed Costs, and 5) Small Local Business Enterprise (SLBE) / Small Local Emerging Business Enterprise (SELBE).

A total of three (3) proposals were submitted to the District by the following firms on December 6, 2013. The screening committee evaluated two (2) proposals from Tyco/SimplexGrinnell and Siemens because they submitted their proposals on time. However, the proposal from CosCo Fire Protection was disqualified due to a late submission. Tyco/SimplexGrinnell was awarded and initial three (3) year term that will come to an end by June 30<sup>th</sup>, 2017 at a cost of \$410,391.00. The contractor perform their deliverables and kept the District's 98 buildings safe during the contact period. Staff conducted performance evaluation that was satisfactory and documentation is attached to this request for an extension for additional two (2) year term for a total not to exceed five (5) years period in accordance with California Public Contract Codes.

**Deliverables and Scope of Work:**

Tyco/SimplexGrinnell will deliver and complete scope of services as outlined in the RFP No. 13-14/15.

**Anticipated Completion Date:**

The anticipated completion date of the vendor’s services for a two (2) year period is June 30, 2019

**Alternatives/Options:**

Not applicable

**Evaluation and Recommended Action:**

Approval is recommended for this Agreement to be awarded to Tyco/SimplexGrinnell for the District-wide Fire System Testing, Inspection, Repair and Maintenance (RFP No. 13-14/15).

File Attachments

- [06-27-2017-Tyco-Simplex Extend Agreement.pdf \(261 KB\)](#)
- [Contract Extension Pricing Proposal 2018-2019.pdf \(86 KB\)](#)
- [06-27-17 BOT Report-Tyco-Simplex Grinnell.pdf \(456 KB\)](#)
- [06-27-17 BOT Report-Tyco-Simplex Grinnell.docx \(27 KB\)](#)
- [TYCO SIMPLEXGRINNELL - CONTRACT EVALUATION 6-15-2017 \(1\).pdf \(484 KB\)](#)

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**Subject**

**9.2 Consider Approval Resolution No. 16/17-49 for a Construction Agreement with OPENING TECHNOLOGIES, INC. for the Laney College Doors Upgrade Work (Bid No. 16-17/25).**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

9. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

\$197,840.00

Budgeted

Yes

Budget Source

Fund 61 (State and Redevelopment Agencies Funding)

Recommended Action

Approval is requested to approve a construction agreement with OPENING TECHNOLOGIES, INC. for the Laney College Doors Upgrade Work (Bid No. 16-17/25), in the amount not-to-exceed \$197,840.

**Item Summary:**

In order to better service the public disabled community and enhance overall campus accessibility experience for all, students, staff and faculty of Laney College; the Administration want doors and other campus access points to be fully functional and meet American with Disability Act (ADA) requirements. As a result, the District Administration collaborated with college authorities to conduct a public works bid, soliciting sealed bids for doors upgrades on campus. The proposed construction work will include but not limited to:

- Installation of 3 new single doors;
- Installation of 7 new double doors;
- Installation Electric locks, SFIC locks, High Sensor Closers, Door Stops
- Installation of 10 Actuators; 25 Door Catches
- Installation of 13 Lockset assemblies
- Installation of Hinges, Exit Bars, Thresholds, et.al.

Board approval is required because this public works contract amount exceeds the \$15,000 threshold, per Board of Trustees policy 6340 on bids and contracts. The Chancellor recommends approval.

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

Laney College staff, students, faculty, and College Administration desire to have reliable, fully functional doors with easy accessibility doors into buildings, to better serve the public and meet ADA requirements. Due to the unique location of the campus and proximity to urban access points such as BART stations, freeways, waterfront, museum and convention centers make the campus' building apertures (doors & windows) prone to frequent vandalism and break-ins. The foregoing suggests that the campus suffers major damages to doors & door fixtures each year. The resultant door damages impend door access by the college community particularly the disabled and wheelchair bound persons in response, both the District and the College saw an urgent need to replace severely damaged doors, and also to install ADA compliant door fixtures and accessories. Pursuant to the expressed needs, the District solicited bids for doors upgrades at the College. The proposed project is intended to install some new doors, door frames, locks and ADA door accessories to remedy existing accessibility barriers constituted by dysfunctional doors and accessories.

A formal bid process was initiated; four (4) contractors attended the bid walk on May 30, 2017 and two (2) sealed bids were received on the bid closing date of June 13, 2017. The two (2) submitted Bids were from the following entities:

<b>CONTRACTOR</b>	<b>LOCATION</b>	<b>TOTAL BASE BIDS</b>
<b>Opening Technologies, Inc.</b>	<b>Concord, CA</b>	<b>\$197,840.00</b>
Greentech Industry, Inc.	Concord, CA	\$99,451.00 - Non Responsive

Although, Greentech Industry, Inc. offered the lowest bid. On June 20, 2017, the director of the company notified the District that they made clerical errors in their bid calculations and requested for the District to pull their bid. Therefore, their bid is considered non-responsive because their bid does not meet the District's bidding requirements. As a result, Opening Technologies, Inc. provided the lowest and responsible bid for this project. Gary Allen is the manager from the company. This project requires the contractor to sign a Letter of Assent (LOA), agreeing to work under the terms of the District's Construction Project Labor Agreement (PLA). Additionally, the contractor will comply with California prevailing wage laws applicable to the project.

**Deliverables and Scope of Work:**

The contractor shall provide equipment and tools necessary for the execution of the installation of new doors, door frames, and door accessories upgrade project.

**Anticipated Completion Date:**

The project is expected to be completed before the beginning of Fall Semester 2017. The anticipated Final Completion will be achieved 75 days after the Notice to Proceed is issued.

**Alternatives/Options:**

Not Applicable

**Evaluation and Recommended Action:**

The administration recommends the approval of this contract so the contractor can start work right away.

File Attachments

[Opening Technology-00 5200 Agreement.pdf \(35 KB\)](#)

[GreenTech-Letter of Withdrawal.pdf \(32 KB\)](#)

[Opening Technology - Bid-16-17-25-Results.pdf \(222 KB\)](#)

[06-27-17 BOT Report- Opening Technologies-1.pdf \(85 KB\)](#)

[06-27-17 BOT Report- Opening Technologies.docx \(36 KB\)](#)

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**Subject**

**9.3 Consider Approval of Change Order No. 1 on the Laney College Kitchen Upgrades (Bid No. 16-17/12), Marcon Construction Company.**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

9. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Jun 27, 2017

Absolute Date

Jun 27, 2017

Fiscal Impact

Yes

Dollar Amount

\$22,230.00

Budgeted

Yes

Budget Source

General Funds/Measure A Bond

Recommended Action

Consider approval of Change Order No. 1 to the contract with Marcon Construction Company, in the amount of \$22,230 on the Laney College Kitchen Upgrades (Bid No. 16-17/12).

**Item Summary:**

The administration initiated this Change Order because the Laney College culinary faculty and kitchen staff requested an increase of electrical outlets in the kitchen office. The inspector from the Alameda County Environmental Health Agency recommended for the grease trap installation to meet their requirements and other items were deemed necessary by Department of General Services.

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

- Wall Patch repair in Kitchen office; Leak diversion work in the Kitchen office
- Furnish & Install four (4) additional sinks
- Add two (2) electrical outlets and two (2) data ports in Kitchen office
- Additional Refrigeration Work
- Install one (1) new 3-compartment sink
- Furnish & Install Grease Trap Interceptor on 2<sup>nd</sup> Floor

The project completion date was scheduled for February 17, 2017. However, the contract terms was extended until June 10, 2017 for Final Completion. These change orders total \$22,229.19, which is 6.54% of the original contract amount of \$339,904, approved by the Governing Board of Trustees at the December 13<sup>th</sup>, 2016, meeting. The Chancellor recommends approval.

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

In compliance with the District's Purchasing Procedures a competitive solicitation for proposals was conducted to procure this construction service. Six (6) firms participated in the facility walk-through. One local firm, Marcon Construction presented the lowest qualify bid out of a total of four (4) sealed bids submitted for the work. Marcon Construction is a local Small Local Business Enterprise (SLBE) firm located in Oakland, CA. The President is Mr. Marco Marquez. The company has been in business since 2008. Marcon Construction currently employs six full-time individuals and the principals are graduates of Laney College construction program.

**Deliverables and Scope of Work:**

The scope of work is outlined under the Item Summary.

**Anticipated Completion Date:**

The contractor completed the scope of work and reached the Final Completion on June 10, 2017.

**Alternatives/Options:**

None

**Evaluation and Recommended Action:**

The administration recommends the approval of this Change Order since the contractor has completed the scope of work.

File Attachments

[06-27-2017 BOT Report-Marcon Company-CO#1.pdf \(70 KB\)](#)

[06-27-2017 BOT Report-Marcon Company-CO#1.doc \(60 KB\)](#)

[Marcon Construction Change Order #1-Summary.doc \(56 KB\)](#)

[Marcon Construction Change Order #1-Summary.pdf \(258 KB\)](#)

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## **10. RETREAT AGENDA ITEMS**

**Subject**

**10.1 Housing Presentation Presenter: Gloria Bruce (30 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

**Subject**

**10.2 Sexual Harassment Training Presenter: Nitasha Sawhney, General Counsel (2 hours)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

**Subject**

**10.3 Strategic Plan and Goals Presenter: Chancellor Laguerre (1 hour)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

- Institutional Goals
- Objectives
- Mission Statement

File Attachments

[PCCD Mission Statement.pdf \(110 KB\)](#)

[2014-15 Strategic-Goals-and-Institutional-Outcomes-\[1\] copy.pdf \(155 KB\)](#)

[#14 PCCD-2015-2016-Strategic-Goals-and-Institutional-Objectives.pdf \(25 KB\)](#)

**Subject**

**10.4 Non-Credit Programs Presenter: Dr. Melvinia King (15 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information



**Subject**

**10.5 Strong Workforce Career Pathways Presenter: Dr. Melvinia King (15 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

**Subject**

**10.6 Dual Enrollment Presenter: Tamika Brown (15 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

File Attachments

[peralta pathway hierarchy \(002\) USE THIS ONE.pdf \(140 KB\)](#)

**Subject**

**10.7 CPT-Transformation: East Bay Alliance Presenter: Dr. Mel King, Associate Vice Chancellor (30 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

**Subject**

**10.8 Enrollment Management Report Presenter: Tamika Brown (15 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

**Subject**

**10.9 Ethics Training Presenter: Nitasha Sawhney, General Counsel (30 minutes)**

Meeting

Jun 27, 2017 - BOARD MEETING/RETREAT AGENDA

Category

10. RETREAT AGENDA ITEMS

Access

Public

Type

Information

**11. ADJOURNMENT**

**Subject**

**11.1 Meeting Adjournment**

Meeting