



**Tuesday, July 10, 2018**  
**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**

Welcome to a meeting of the Peralta Community College District Board of Trustees. Meetings of the Peralta Community College District Governing Board are Broadcast Live on KGPC, 96.9FM, and Peralta TV on Cable Channel 27 in Alameda and Berkeley, Cable Channel 28 – Oakland, Emeryville, and Piedmont and Channel 99 on AT&T U-Verse. Listed agenda times are estimates. Live stream video of the meetings, agendas, minutes, and all open session reports and meeting materials are available for viewing on BoardDocs: Link on the Peralta Board Website: <http://web.peralta.edu/trustees/>  
**PLEASE TURN OFF YOUR CELL PHONES DURING THE MEETING - THANK YOU!**

**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

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

Information

**Subject**

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

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

Information

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

**Subject**

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

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

Information

- Recommendation to appoint the Associate Dean of Educational Success, Laney College.
- Recommendation to appoint the Director of International Services and Student Support, District Office.
- Recommendation to appoint the Interim Human Resources Director, District Office.
- Recommendation to appoint the Interim Director of Employee Relations and Diversity Programs, District Office.
- Recommendation to appoint the Manager of Special Projects with the Northern Alameda Adult Education Collective.
- Recommendation to appoint the Interim Director of Fiscal Services, District Office.
- Recommendation to appoint the Director of Business and Administrative Services, Merritt College.

**Subject**

**2.4 Public Employee Discipline/Dismissal/Release**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

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

**Subject**

**2.5 Public Employee Evaluation**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

2. CLOSED SESSION

Access

Public

Type

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

- Chancellor

### **3. OPEN SESSION**

**Subject**

**3.1 Pledge of Allegiance**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Procedural

**Subject**

**3.2 Roll Call**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Procedural

**Subject**

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

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

**Subject**

**3.4 Approval of the Agenda**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Action

Recommended Action

Recommend Approval

**Subject**

**3.5 Approval of the Minutes**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Action

Recommended Action

Recommend Approval

**Subject**

**3.6 Associated Student Government Reports**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

**Subject**

**3.7 Peralta Classified Senate Report**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

**Subject**

**3.8 District Academic Senate Report**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

**Subject**

**3.9 Public Communication**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both have completed a speaker's card, and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings.

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

**Subject**

**3.10 Chancellor's Reports**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

3. OPEN SESSION

Access

Public

Type

Information

## 4. PRESENTATIONS

### Subject

#### 4.1 Citizens Oversight Committee Report. Presenter: Michael Mills

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

4. PRESENTATIONS

Access

Public

Type

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

**Deliverables and Scope of Work:**

**Anticipated Completion Date:**

**Evaluation and Recommended Action:**

## 5. PUBLIC HEARING

### Subject

#### 5.1 Public Hearing to Discuss Placement of a Special Tax on the November Ballot. Presenter: Chancellor Laguerre

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

5. PUBLIC HEARING

Access

Public

Type

Information

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

The Board is holding a public hearing to renew the 2012 Parcel Tax Measure. In 2012 the voters approved a \$48 per parcel tax measure to support educational efforts at the four Peralta Colleges. That parcel tax expires on June 30,



2020. This hearing is to entertain comments on the extension of the parcel tax for another 8 years at the same rate of \$48 per parcel.

**Evaluation and Recommended Action:**

Hold Public Hearing.

## **6. CONSENT CALENDAR - BOARD MATTERS**

### **Subject**

#### **6.1 Consider Approval of Final Reading on Proposed Board Policies. Presenter: Chancellor Laguerre**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Fiscal Impact

No

#### **Background/Analysis:**

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

- BP 3550 Drug Free Environment and Drug Prevention Program
- BP 3290 Consumer Information Disclosure

#### **File Attachments**

[BP-3550-Drug-Free-Environment-and-Drug-Prevention-Program \(r\) \(1\).pdf \(153 KB\)](#)

[BP 3290 Consumer Information Disclosures.pdf \(33 KB\)](#)

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### **Subject**

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

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

Yes

Recommended Action

Approve of Out of State Travel pursuant to Board policy 7400 for the following:

**Background/Analysis:**

| Name             | Travel Location  | Dates                         |
|------------------|--|-------------------------------|
| Maricela Beccera | Albuquerque, NM<br>2018 AHEAD Conference                           | July 17, 2018 - July 20, 2018 |
| Louis Quindlen   | Danville, VA<br>HTEC 2018 Annual Americans CNC Educator Conference | July 21, 2018 - July 25, 2018 |

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

Approve

**File Attachments**

[Out of State Travel - BOT 07-10-18.pdf \(425 KB\)](#)

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*from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.*

**Subject**

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

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

6. CONSENT CALENDAR - BOARD MATTERS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

Yes

Recommended Action

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

| <b>Name</b> | <b>Travel Location</b>                                 | <b>Dates</b>                |
|-------------|--|-----------------------------|
| Jenny Gough | Hartford, CT<br>National Association of the Deaf (NAD) | July 2, 2018 - July 8, 2018 |

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

File Attachments

[Out of State Travel - BOT 07-10-18 - Gough.pdf \(143 KB\)](#)

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## **7. CONSENT CALENDAR - ACADEMIC AFFAIRS**

### **Subject**

**7.1 Consider Approval of Contract for College of Alameda to Receive the Second-Year Funding of a Two-year Grant from the CCC Maker Chancellor's Office Fund in the Amount of \$250,000. Presenter: President Karas**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$250,000.00

Budgeted

Yes

Budget Source

CCC Maker Grant Fund from the California Community College Chancellor's Office, through fiscal agent Sierra College

## Recommended Action

Consider Approval for College of Alameda to Receive the Second-Year Funding of a Two-year Grant from the CCC Maker Chancellor's Office Fund in the Amount of \$250,000.

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

The CCC Maker Initiative is intended to accomplish the following:

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

### **Deliverables and Scope of Work:**

The grant has four main areas of focus:

#### 1. Internships.

Our internship team will prepare and recruit a minimum of 25 students to serve in these internships and match them with employers for a short 20 hour internship.

#### 2. Makerspace

Our FabLab team will continue to operate the FabLab serving students and faculty supporting maker based learning opportunities to enhance their curriculum.

#### 3. Community of Practice

The CCC Maker Initiative is a statewide initiative that includes 24 colleges throughout the state. As this is such a large initiative, there is an interest to ensure that faculty and staff from all colleges communicate with each other to share best practices and assist each other in dealing with challenges. We will be participating in this community of practice through attending regional and statewide gatherings and participating in an online social network.

#### 4. Curriculum

Team will work with faculty in a variety of ways with the goal of developing FabLabThe curriculum that embeds the use of the FabLab into both existing and new curriculum.

In addition to the minimum of 25 students placed in internships, we are required to provide quarterly narrative and fiscal reporting to update on our progress. More detailed information on the scope of work is provided in the attached document.

### **Anticipated Completion Date:**

June 30, 2019

### **Evaluation and Recommended Action:**

Approval for College of Alameda to receive the second-year of funding of a two-year grant from the CCC Maker Chancellor's Office Fund in the amount of \$250,000.

### **File Attachments**

[CCC Maker Grant 18-19 Award Letter - College of Alameda.pdf \(212 KB\)](#)

[Career Catalyst Program - CCC Maker - Agreement CP-126-17-G Amendment 1.pdf \(373 KB\)](#)

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**Subject**

**7.2 Consider Approval of an Independent Contractor agreement for Danny Beesley (dba Idea Builder Labs) in an amount not to exceed \$25,000 to provide project support services for the Fabrication Lab (FabLab) at the College of Alameda.**

**Presenter: President Karas**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$25,000.00

Budgeted

Yes

Budget Source

CCC Maker Grant from the California Community College Chancellor's Office, through fiscal agent Sierra College

Recommended Action

Approve an independent contractor agreement for Danny Beesley (dba Idea Builder Labs) in the amount not to exceed \$25,000 to provide project support for the Fabrication Lab (FabLab) at the College of Alameda.

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

Mr. Beesley of Idea Builder Labs has been contracting with Laney and Peralta for the last eight years in the Carpentry Department in assisting with developing connections to industry, served as a member of the Green Jobs Program team, and has worked with the coordination of the CTE Open House in 2012-2017. He has also assisted in website development and maintenance for Laney and Merritt.

He has worked in private industry with a background in construction, technology and green building. He is a core member of the Oakland Makers, as well as a founding member of the Digital Fabrication Network, an industry association that supports best practices in Advanced Manufacturing. He has worked with a variety of community-based organizations facilitating and teaching hands-on education and has recently developed an Advanced Manufacturing Fabrication Lab (FabLab) at Castlemont High School, Hayward Adult School and many others throughout the Bay Area.

Mr. Beesley will provide project development services in support of the critical mission of the College of Alameda and the Peralta District to offer high-quality educational program opportunities for the communities served within the Bay Area region.

**Deliverables and Scope of Work:**

The project support role provided by Danny Beesley (dba Idea Builder Labs) will include the following activities:

- Coordinate with grant agency
- Provide ongoing advice during the design and construction of the new facility
- Assist in establishing connections to industry partners
- Recommend equipment for both existing classrooms and programs, as well as for the new facility
- Consult with faculty and other stakeholders on needs and requirements
- Source equipment
- Specify and source materials
- Recommend space programming/layout
- Assist in setting up vendor agreements
- Design and fabricate organizational systems
- Assist in the ordering equipment and materials
- Oversee the installation and placement of equipment
- Provide advice and feedback with curriculum development
- Recommended curriculum and projects
- Train faculty and staff on the safe use and operations of equipment
- Assist in the development and monitoring of the budget
- Generate reports and assist in submitting grant reports/updates
- Work with industry to develop internships and other work experience opportunities
- Work with AUSD and other K-12 school districts in developing educational opportunities within the FabLab

These services will be provided in fiscal year 18-19 at a not-to-exceed amount of \$25,000. **The contract is funded 100% through the CCC Maker Grant.**

Mr. Beesley is also providing similar services to Laney in an amount not-to-exceed \$35,675 that will be funded through Laney's CCC Maker Grant.

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action: Approval**

Mr. Beesley has a proven track record within the Peralta Community College District in the area of MakerSpace and FabLab designs. He has also successfully completed work for Laney College and College of Alameda. Mr. Beesley was chosen based on his experience and quality of work. The approval of the contract is recommended.

**File Attachments**

[Danny Beesley Resume.pdf \(25 KB\)](#)

[IDEABUILDER\\_ICC.pdf \(108 KB\)](#)

[CCCMakerSpace\\_Award letter.pdf \(278 KB\)](#)

[Scope of WorkDB.docx \(82 KB\)](#)

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**Subject**

**7.3 Consider Approval of an Independent Contractor Agreement with Vince Stevenson (dba VS Tech) in an amount not to exceed \$67,000 for project support services for the Fabrication Lab (FabLab) at the College of Alameda. Presenter: President Karas**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$67,000.00

Budgeted

Yes

Budget Source

CCC Maker Grant Fund from the California Community College Chancellor's Office, through fiscal agent Sierra College

Recommended Action

Approve an independent contractor agreement (ICC #15695) for Vince Stevenson (dba VS Tech) in an amount not to exceed \$67,000 for fiscal year 2018-19 to provide project support for the Fabrication Lab (FabLab) at the College of Alameda.



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

Mr. Stevenson has consulted with the College of Alameda from January-June 2018 as a FabLab Lead in the development of the CoA FabLab. He also served as a Student Technician in the Laney FabLab for 3 semesters.

He has worked professionally as a graphic designer and a Registered Nurse in private industry with a background in design. He has been instrumental in the establishing of the CoA FabLab and has worked closely with administration, faculty and students in the execution of this project.

**Deliverables and Scope of Work:**

Mr. Stevenson will provide services in support of the critical mission of the College of Alameda and the high-quality educational program opportunities for the communities served within the Bay Area region. The project support role provided by Vince Stevenson (dba VS Tech) will include the following activities:

- Maintain and repair equipment within the FabLab
- Troubleshoot software and machines
- Implement Lab workflow and safety procedures
- Facilitate Lab workshops as needed
- Receive and stock equipment and material orders
- Develop organizational systems for improving and maintaining the FabLab
- Staff open lab times
- Serve as an ambassador

These services will be provided for fiscal year 18-19 at a not-to-exceed amount of \$67,000. **The contract is 100% funded through the CCC Maker Grant.**

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action:**

Approval

File Attachments

[VS TECH ICC.pdf \(120 KB\)](#)

[vincent stevenson Resume.pdf \(47 KB\)](#)

[VS-Tech Capability Statement.pdf \(70 KB\)](#)

[CCCMakerSpace Award letter.pdf \(278 KB\)](#)

[Scope of WorkVS.docx \(50 KB\)](#)

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**Subject**

**7.4 Consider Approval of an independent contractor agreement for Miguel Vega in an amount not to exceed \$67,000 to provide project support for the Fabrication Lab (FabLab) for the Fiscal Year 2018-19. Presenter: President Karas**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$67,000.00

Budgeted

Yes

Budget Source

CCC Maker Grant Fund from the California Community College Chancellor's Office, through fiscal agent Sierra College

Recommended Action

Consider approval of an independent contractor agreement (ICC #15694) for Miguel Vega in an amount not to exceed \$67,000 to provide project support for the Fabrication Lab (FabLab) for the Fiscal Year 2018-19.

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

Mr. Vega has consulted with the College of Alameda from January-June 2018 as a FabLab Lead in the development of the CoA FabLab. He holds a B.A. English from UC Berkeley and an A.S. in Machine Technology from Laney College and served as a Student Technician in the Laney FabLab for 3 semesters.

He has worked professionally as a machinist and a community manager. He has worked closely with administration, faculty and students in the execution of this project.

**Deliverables and Scope of Work:**

The project support role provided by Vince Stevenson (dba VS Tech) will include the following activities:

- Assist in creating and running projects that utilize the space for existing courses
- Plan and carry out professional development for COA faculty and staff and identified stakeholders
- Attend Curriculum Committee meetings as appropriate to integrate and align FabLab resources with curricula
- Create a series of safety and basic use classes for all equipment and design tools in FabLab
- Collaborate with and support project teams.
- Manage delivery of FabLab learning experiences for school, community and public groups in the Fab Lab
- Maintain and repair equipment within the FabLab
- Manage all aspects of daily operation and use of Fab Lab
- Coordinate and maintain FabLab operating hours
- Oversee equipment maintenance and repair and supplies and materials inventory

- Manage training and certification of all staff, volunteers, interns and guests on the use of the Fab Lab computers, and manufacturing equipment
- Manage technical support for Fab Lab hardware, software, and equipment
- Supervise FabLab Technicians, contracted service providers, and student workers.
- Coordinate and establish community use and relevant guidelines.
- Develop and maintain a tracking system to use in assessing the effectiveness of the FabLab

These services will be provided for fiscal year 18-19 at a not-to-exceed amount of \$67,000. **The contract is 100% funded through the CCC Maker Grant.**

**Anticipated Completion Date:**  
June 30, 2019

**Evaluation and Recommended Action:**  
Approval

File Attachments

[MVega ICC.pdf \(116 KB\)](#)

[Vega Miguel Resume - CoA.pdf \(86 KB\)](#)

[CCCMakerSpace Award letter.pdf \(278 KB\)](#)

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**Subject**

**7.5 Consider Approval of Contract for Laney College to Receive the Second-Year Funding of a Two-year Grant from the CCC Maker Chancellor's Office Fund in the Amount of \$250,000. Presenter: President Gilkerson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

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Public

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Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$250,000.00

Budgeted

Yes

Budget Source

CCC Maker Grant Fund from the California Community College Chancellor's Office, through fiscal agent Sierra College

Recommended Action

Consider Approval for Laney College to Receive the Second-Year Funding of a Two-year Grant from the CCC Maker Chancellor's Office Fund in the Amount of \$250,000.

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

The CCC Maker Initiative is intended to accomplish the following:

- Support a network of California Community College makerspaces, nurtures a maker culture and incorporates innovation, entrepreneurship and making into education
- Fund 800 internships using skills developed in the classroom and the makerspace leading to high wage, in-demand STEM/STEAM careers
- Offer resources, connects colleges and encourages plans that fit community needs
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  - Welcomes non-traditional students
  - Encourages building community within each college's regional ecosystem
  - Supports faculty in embedding making into instruction
  - Partners with businesses to produce innovation-ready graduates

Facilitate makerspaces that:

- Create relevant career pathways and stackable credentials, promotes student success and gets Californians into open jobs
- Share best practices in infusing making, innovation and entrepreneurship into students' college experiences to prepare them for STEM/STEAM careers

**Deliverables and Scope of Work:**

The grant has four main areas of focus:

1. Internships

Our internship team will prepare and recruit a minimum of 25 students to serve in these internships and match them with employers for a short 20 hour internship.

2. Makerspace

Our FabLab team will continue to operate the FabLab serving students and faculty supporting maker based learning opportunities to enhance their curriculum.

3. Community of Practice

The CCC Maker Initiative is a statewide initiative that includes 24 colleges throughout the state. As this is such a large initiative, there is an interest to ensure that faculty and staff from all colleges communicate with each other to share best practices and assist each other in dealing with challenges. We will be participating in this community of practice by attending regional and statewide gatherings and participating in an online social network.

4. Curriculum

Curriculum that embeds the use of the FabLab into both existing and new curriculum. The team will work with faculty in a variety of ways with the goal of developing FabLab.

In addition to the minimum of 25 students placed in internships, we are required to provide quarterly narrative and fiscal reporting to update on our progress. More detailed information on the scope of work is provided in the attached document.

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action:**

Approve Laney College to receive the second-year of funding of a two-year grant from the CCC Maker Chancellor's Office Fund in the amount of \$250,000.

File Attachments

[18-19 Award Letter - Laney College.pdf \(207 KB\)](#)

[Copy of Laney CCC Maker Yr 2 Work Plan Final.xlsx \(250 KB\)](#)

[CP-126-17-O Laney FCCC Signed 2018-06-15.pdf \(698 KB\)](#)

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**Subject**

**7.6 Consider Approval for an Independent Contractor/Consultant (ICC) Contract for X and Y Design to Provide Project Operations Management Services for the Laney College FabLab in the amount of \$67,200. Presenter: President Gilkerson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$67,200.00

Budgeted

Yes

Budget Source

CCC Maker Grant fund to Laney College from the California Community College Chancellor's Office, through fiscal agent Sierra College.

Recommended Action

Approve an ICC Contract for X and Y Design to provide project operations management services for the Laney College FabLab in the amount of \$67,200.

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

The California Community Colleges Maker Grant supports a network of California community colleges to develop and operate advanced fabrication laboratories to support innovative instructional practices that can engage students in the use of advanced software design and engineering applications interfacing with fabrication equipment. Laney has received a \$250,000 continuation grant in support of Laney's Advanced Fabrication Laboratory (FabLab). The FabLab welcomes non-traditional students, encourages building community within the college ecosystem, and supports faculty embedding architectural and engineering design and prototyping into instruction, partners with business and industry to promote job access for students and graduates, and creates exciting experiential pathways for students into various programs/departments on Laney campus including Art/Sculpture, Graphic Design, Engineering, Machine Technology, Architecture, and 5-axis Cabinet Making.

X and Y Design is owned and operated by Richard A. Rothbart and is based in Berkeley, California.

**Deliverables and Scope of Work:**

X and Y Design will provide project operations management services for the FabLab at Laney College. The scope of activities will include but not be limited to the following:

- Overall management support of FabLab operations;
- Actively outreach and coordinate with interested faculty to incorporate the FabLab into their course curriculum;
- Support faculty to develop project-based learning opportunities for CTE and STEAM (Science Technology Engineering Art & Math) departments and programs;
- Update and institute FabLab workflow and safety procedures;
- Support faculty in the development of curriculum for instruction;
- Produce content for a series of tutorial videos on lab procedures and use of equipment;
- Facilitate FabLab orientation workshops for faculty, high school teachers and students, and Laney students;
- Coordinate the purchase of equipment and materials;
- Update plan for hours of operation, staffing and procedures;
- Develop a revenue generation strategy for the FabLab;
- Collect and analyze usage data for grant reporting;
- Manage the Maker-in-Residence grant project;
- Coordinate with Laney's Employment Services Center for internship placements for FabLab students;
- Manage budget for materials and supplies and other grant related expenditures.

These services will be provided for fiscal year 18-19 at a not-to-exceed amount of \$67,200. **The contract is 100% funded through the CCC Maker Grant.**

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action:**

Approval of contract with X and Y Design.

File Attachments

[X and Y capability statement.pdf \(116 KB\)](#)

[XandYDesignServices ICC.pdf \(109 KB\)](#)

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**Subject**

**7.7 Consider Approval of an Independent Contractor agreement for Linda "Birch" Early in an amount not to exceed \$60,000 to provide support to the Career Workforce Division at the College of Alameda for the Fiscal Year 2018-19. Presenter: President Karas**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Dollar Amount

\$60,000.00

Budgeted

Yes

Budget Source

Strong Workforce Program, Strong Workforce Regional and Community Projects/Contract Education

Recommended Action

Approve an Independent Contractor agreement for Linda "Birch" Early in an amount not to exceed \$60,000 for Fiscal Year 2018-19 to provide support to the Career Workforce Division at the College of Alameda.

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

Linda "Birch" Early has been working with College of Alameda Career and Workforce Education programs to engage industry partners and develop work-based learning and job opportunities for our students. She has done an excellent job facilitating the development of industry advisory boards, coordinating industry tours and mock interviews, and finding internship and employment opportunities for our students. She has also coordinated work-based learning opportunities in collaboration with our K-12 partners.

**Deliverables and Scope of Work:**

Ms. Early's services will include:

- Strengthening partnerships with Workforce Development Boards, Business and Industry and Community Based Organizations, to identify resources for the College and its students
- Assisting in strengthening and/or developing Industry Advisory Boards for COA CTE programs
- Strengthening existing partnerships with Alameda Unified School District (AUSD) and other High School Districts by offering opportunities to our Career Pathways Trust (CPT) students
- Sharing and leverage labor market information (LMI) with regional partners in education, workforce and economic development to develop more effective regional and sector-based strategies for student success
  
- Assisting in the development of CTE outreach materials based on data found in the LaunchBoard, Salary Surfer, LMI and other data sources
- Assisting in coordinating and implementing CTE events/activities related to CTE funding objectives:
  - Providing coordination assistance as it relates to the CTE Fair, Counselor, Teacher and Student tours at COA
  - Coordinating mock interviews, performed by industry partners, within the CPT Career Exploration Course.
  - Establishing summer internship and cooperative education opportunities for eligible high school students and job opportunities for COA students.
- Assisting in reporting progress made towards identified grant objectives.

These services will be provided for fiscal year 18-19 at a not-to-exceed amount of \$60,000.

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action: Approval**

Ms. Early has a proven track record within the College of Alameda and connections to industry and our K-12 partners. Future College funding requires more emphasis on industry engagement and internship and job placements. Linda "Birch" Early will help the College in its efforts to meet SWP and Workforce Development outcomes.

**File Attachments**

[Linda Early Independent Contractor Contract 15673.pdf \(594 KB\)](#)

[Early\\_Linda Scope\\_Work FINAL 2018-19 6.25.18.doc \(54 KB\)](#)

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**Subject**

**7.8 Consider Approval of a Contract with Parking Concepts, Inc. in the amount of \$475,784.00 for parking to Berkeley City College Faculty, Staff, and Administrators. Presenter: President Tomaneng**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES



Category

7. CONSENT CALENDAR - ACADEMIC AFFAIRS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$475,784.00

Budgeted

Yes

Budget Source

Unrestricted General Fund

Recommended Action

Consider approval of a contract with Parking Concepts, Inc. in the amount of \$475,784.00 for parking to Berkeley City College Faculty, Staff, and Administrators.

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

Berkeley City College currently provides monthly parking at a rate of \$210 per person for ninety-four full-time employees. In addition, throughout the year, the college provides daily parking for part-time instructors (approximately 200) along with guest speakers/lectures, art models, interpreters and other dignitaries conducting business related to the college. The cost of daily parking for part-time instructors and guests range from \$17K to \$21K monthly. To lessen cost, BCC negotiated a lower maximum daily rate of \$16 down from the prior discount of \$19 and the market rate of \$23. Further reductions will be achieved by having district-wide personnel pay for their parking and seek reimbursement from their respective campuses/ the District.

**Deliverables and Scope of Work:**

Provide daily parking to Berkeley City College Faculty, Staff, Administrators and guests.

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action:**

Approve contract with Parking Concepts, Inc. in the amount of \$475,784.00 for daily parking to Berkeley City College Faculty, Staff, and Administrators.

File Attachments

[ICC #20163 PCI.pdf \(326 KB\)](#)

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**8. CONSENT CALENDAR - FINANCE**

**Subject**

**8.1 Consider Approval of Measures A & E Bond Budget Transfer and Appropriations for Program Management (No. 121). Presenter Vice Chancellor Johnson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

Yes

Budget Source

Measures A (Fund 63) and E (Fund 65) General Obligation Bonds

Recommended Action

The administration recommends the approval of this Budget Transfer No. 121.

**Item Summary**

The College and its constituents have agreed to transfer Measures A and E funds to build infrastructure for Laney College. This Budget transfer list is in line with the desires of the College.

Budget Transfer No. 121 Measure A \$3,612,422 is apportioned from Measure A Bond Funds to pay for internal bond program and construction management (e.g., overhead cost, program mobilization, general program management, planning, design, agency review, bid and award, construction, commission and close-out for projects). This allotment is transferred from Laney College Library/Learning Center Project (#2383) to Laney College Smart Classrooms Project (#2486) \$3,303,912 and Laney Chemistry Lab Upgrade Project (#2489) \$308,500.

| <b>Measures A &amp; E</b>       |                               |                |                       |    |
|---------------------------------|-------------------------------|----------------|-----------------------|----|
| <b>Campus:</b>                  |                               | Laney College  | <b>Transfer # DA:</b> |    |
|                                 |                               |                | <b>Date</b>           |    |
| <b>Transfer Amounts</b>         |                               |                |                       |    |
| #                               | Project Name                  | Current Budget | Revised Budget        | Tr |
| <b>Measure A Transfer To:</b>   |                               |                |                       |    |
| 2486                            | Laney Smart Classrooms        | 4,799,569      | 8,103,481             |    |
| 2489                            | Laney Chemistry Lab Upgrade   | -              | 308,500               |    |
|                                 | <b>Total Transfer</b>         |                |                       |    |
| <b>Measure A Transfer From:</b> |                               |                |                       |    |
| 2383                            | Laney Library/Learning Center | 27,423,356     | 23,810,944            |    |
|                                 | <b>Total Transfer</b>         |                |                       |    |
| <b>Measure E Transfer To:</b>   |                               |                |                       |    |
| 2486                            | Laney Smart Classrooms        | 800,431        | 3,196,519             |    |
|                                 | <b>Total Transfer</b>         |                |                       |    |
| <b>Measure E Transfer From:</b> |                               |                |                       |    |
| 2383                            | Laney Library/Learning Center | 3,020,000      | 623,912               |    |
|                                 | <b>Total Transfer</b>         |                |                       |    |
| <b>Description:</b>             |                               |                |                       |    |

Budget Transfer #121 - Transfer funds from 2383 Laney Library/Learning Center Project in Measure A to 2486 Laney Smart Classrooms Project re-aligning the Bonds, Phase II of the Smart Classrooms Project, and Laney Chemistry Lab Upgrade to ensure a suitable environment for the students. Transfer funds from 2383 Laney Library/Learning Center Project in Measure E to 2486 Laney Smart Classrooms Project re-aligning the Bond Funds

To Measure A: 2383 Laney Library/Learning Center Project \$3,303,912 and 2489 Laney Chemistry Lab Upgrade Project \$308,500. From Measure A: 2486 Laney Smart Classrooms Project \$3,612,412.

To Measure E: 2486 Laney Smart Classrooms Project \$2,396,088. From Measure E: 2383 Laney Library/Learning Center Project \$2,396,088.

These projects meet the Bond Guidelines (See Funds Section).

The Chancellor recommends approval.

**Source of Funds (and Fiscal/Budgetary Impact):**

Measure A, approved by the voters in Peralta's constituency and authorized under in Resolution 05/06-45, Exhibit A-1, District-Wide, support services for the "acquisition, construction, repair, refurbishment, Peralta Measure A, approved by the voters in equipping, upgrading, and modernization of classrooms, campuses, buildings, facilities, and grounds throughout the District."

**Background/Analysis:**

Back in May of 2017, we held a joint College Council and Facilities Planning Committee meeting to provide a bond update and discuss recalibration for critical issues that needed direct attention and funding. These items included: SMART Classrooms, Leak Remediation, and the Locker Room. The initial assessment at the time was that the project would cost \$3M for the technology for 100 classrooms, but it is clear the cost has escalated quite a bit since the presentation. At any rate, this meeting is what set in motion the agreement to move forward with address the SMART Classroom and the leak remediation.

**Deliverables and Scope of Work:**

Not Applicable

**Anticipated Completion Date:**

The anticipated budget transfer completion date is within 30 days.

**Alternatives/Options:**

Not Applicable

**Evaluation and Recommended Action:**

The administration recommends the approval of this budget transfer no. 121.

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**Subject**

**8.2 Consider Ratification of the Warrant/Payment Report for the period covering May 21, 2018 through June 20, 2018.**

**Presenter: Vice Chancellor Johnson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

Yes

Budget Source

N/A

Recommended Action

Approve ratification of the Warrant/Payment Report.

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

Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from May 21, 2018 through June 20, 2018. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only.

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

The Chancellor recommends ratification.

File Attachments

[Warrant Report 062018.pdf \(480 KB\)](#)

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**Subject**

**8.3 Consider Approval of Budget Transfer Report for the period covering from May 21, 2018 through June 20, 2018.**

**Presenter: Vice Chancellor Johnson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budget Source

N/A

Recommended Action

Consider approval of Budget Transfer Report covering the period from May 21, 2018 through June 20, 2018.

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

Consider approval of Budget Transfer Report covering the period from May 21, 2018 through June 20, 2018.

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

The Chancellor recommends approval.

File Attachments

[Budget Transfer Report 06202018.pdf \(312 KB\)](#)

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**Subject**

**8.4 Review of Purchase Order Report for the period covering from May 21, 2018 through June 20, 2018. Presenter: Vice Chancellor Johnson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Budget Source

N/A

Recommended Action

Review of Purchase Order Report.

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

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 6340.

The Purchase Order Report is being presented for review in accordance with Education Code Section 81656 which states, "All transactions entered into by an officer or employee (designated employees enumerated in AP 6330) shall be reviewed by the Board of Trustees every 60 days." This Purchase Order Report contains all orders issued from May 21, 2018 through June 20, 2018, 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

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

| <b>Fund</b>                                  | <b>Number of Orders Issued</b> | <b>Total Dollar Value</b> |
|--|--------------------------------|---------------------------|
| Fund Code: 69 SP RESERVE FD #2 REDEV &,HEALT | 3                              | 147,238.56                |

|  |            |                     |
|--|------------|---------------------|
| Fund Code: 61 CAP. OUT. PROJ .FUNDS-STATE    | 5          | 498,975.00          |
| Fund Code: 11 General Restricted Fund        | 304        | 145658.19           |
| Fund Code: 10 COLLEGE DESIGNATED FUNDS       | 25         | 24,573.12           |
| Fund Code: 12 PARCEL TAX, MEASURE B          | 2          | 143.89              |
| Fund Code: 01 GENERAL UNRESTRICT OPER        | 148        | 251,419.63          |
| Fund Code: 07 COLL. FDS ON BOOKSTORE COMM.   | 11         | 14619.43            |
| Fund Code: 71 TRUST AND AGENCY FUNDS         | 2          | 598.22              |
| Fund Code: 63 BOND MEASURE A                 | 1          | 257,148.00          |
| Fund Code: 65 BOND MEASURE E (2000)- LOCAL B | 1          | 496,589.00          |
| Fund Code: 30 CONTRACT EDUCATION             | 4          | 8,601.82            |
| Fund Code: 02 ONE TIME STATE ALLOCATION      | 2          | 2022.13             |
| <b>Total</b>                                 | <b>508</b> | <b>1,847,586.99</b> |

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

The Chancellor recommends review.

File Attachments

[PO Report 062018 .pdf \(133 KB\)](#)

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**Subject**

**8.5 Consider Approval of 2018-19 Appropriations Limit (Gann Limit). Presenter: Vice Chancellor Johnson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

8. CONSENT CALENDAR - FINANCE

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018



Absolute Date

Jul 10, 2018

Recommended Action

Approve 2018-19 Appropriation Limit (Gann Limit) as calculated on the attached worksheet in accordance with Government Code 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 apportionment 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 your 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, 2018.

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

Approve 2018-19 appropriation limit (Gann Limit) as calculated on the attached worksheet in accordance with Government Code 7910. The Chancellor recommends approval.

File Attachments

[201806261825.pdf \(58 KB\)](#)

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## **9. CONSENT CALENDAR - HUMAN RESOURCES**

**Subject**

**9.1 Consider Approval of Short-term assignments. Presenter: Interim Vice Chancellor Whittaker**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

9. CONSENT CALENDAR - HUMAN RESOURCES

Access

Public

Type

Action (Consent)

| Last Name | First Name | Date of Hire | End Date | Position Title              | Site |
|-----------|------------|--------------|----------|-----------------------------|------|
| Alvarado  | Cynthia    | 7/11/18      | 12/31/18 | Research Data Specialist    | M    |
| Basey     | Karen      | 7/11/18      | 6/30/19  | Human Resources Analyst     | D    |
| Berry     | Terri      | 7/11/18      | 10/31/18 | Staff Asst/Admin (General)  | M    |
| Brown     | Linda      | 8/20/18      | 6/14/19  | Staff Asst/Student Services | M    |
| Chinn     | Alice      | 8/14/18      | 12/13/18 | Inst Asst/Child Development | M    |
| DeLeon    | Dora       | 7/11/18      | 6/30/19  | Staff Asst/Admin (General)  | D    |
| Girma     | Mattios    | 7/11/18      | 11/8/18  | Staff Asst/Admin (General)  | M    |
| Helmer    | Kristine   | 7/11/18      | 6/30/19  | Interpreter/Certified       | All  |
| Hill      | Niambi     | 7/11/18      | 12/6/18  | Science Lab Tech/Landscape  | M    |
| James     | Kemisha    | 7/11/18      | 10/1/18  | Project Manager             | D    |
| Juarez    | Dayana     | 8/20/18      | 12/21/18 | Admissions & Records Clerk  | M    |
| Milian    | Liliana    | 8/1/18       | 12/21/18 | Clerical Assistant II       | B    |
| Mofidi    | Mitra      | 7/11/18      | 5/31/19  | Inst Asst IV/DSPS           | M    |
| Numaguchi | Vivian     | 8/20/18      | 12/14/18 | Inst Asst/English           | B    |
| Parajuli  | Sharda     | 7/11/18      | 6/30/19  | Human Resources Generalist  | D    |
| Saechao   | Roger      | 8/1/18       | 12/14/18 | Clerical Assistant II       | L    |
| Watkins   | Janis      | 8/20/18      | 5/24/19  | Inst Asst/Psychology        | M    |
| Zhang     | Ana        | 7/11/18      | 6/30/19  | Senior Clerical Assistant   | B    |

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**Subject**

**9.2 Consider Ratification and Approval of an Agreement between the Retirement Board of the Peralta Community College District and Christine D. Williams. Presenter: Vice Chancellor Whittaker**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

9. CONSENT CALENDAR - HUMAN RESOURCES

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$166,925.00

Budgeted

Yes

Budget Source

OPEB Funds

Recommended Action

Consider Ratification and Approval of the Agreement between the Retirement Board of the Peralta Community College District and Christine D. Williams, not to exceed \$166,925 from May 1, 2018, through January 1, 2019.

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

As per attached Agreement between the Retirement Board of the Peralta Community College District and Ms. Williams, the Retirement Board is retaining the services of Ms. Williams effective May 1, 2018, through January 1, 2019, as the Retirement Board seeks to fill the position of the Executive Administrator to the Retirement Board. The amount of the contract is \$166,925. This Agreement was unanimously approved by the Retirement Board of the Peralta Community College District at its June 28, 2018 meeting.

**Deliverables and Scope of Work:**

Ms. Williams will continue to assist the Retirement Board as a consultant. Please refer to Attachment A for the scope of services and deliverables.

**Anticipated Completion Date:**

January 31, 2019.

**Evaluation and Recommended Action:**

The Chancellor recommends approval.

File Attachments

[Agreement between the Retirement Board of the Peralta Community College District and Christine D. Williams.pdf \(612 KB\)](#)

[Retirement Board Meeting Minutes - June 28 2018 - draft.pdf \(51 KB\)](#)

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## **10. CONSENT CALENDAR - FACILITIES**

Subject

**10.1 Consider Approval of the Annual Facilities Five-Year Construction Plan for FY 18-19 for Submission to the State Chancellor's Office and Adoption of Resolution 18/19-04. Presenter: Director Lynch McMahon**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

10. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

No

Budget Source

Measure A and State Allocated Matching Dollars Fund 61

Recommended Action

Approve Resolution 18/19-04 Regarding Annual Submission of the District's Five-Year Construction Plan to the California Community College Chancellor's Office

Goals

A: Advance Student Access, Equity, and Success

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

Section 81820 of the California Education Code, requires community college districts to submit the District's Five-Year Construction Plan to the CCCCO each year. 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 with a focus on projects that are eligible for state matching funds. This plan does not encompass all of the projects in the District's Facilities Master Plan. The five-year plan includes information on current enrollment, projected enrollment, and instructional staff. This information, together with actual college space utilization, is analyzed to develop capacity-load ratios, which are measures of a college's space utilization in certain areas. The capacity-load ration is one factor that is considered in State funding of a capital project. The 2020-2024 Five-Year Construction Plan is due to the California Community Colleges Chancellor's Office August 1, 2019.

A component of the five-year plan is the project priority list for the five-year period. The list is presented to the Board of Trustees for review and approval each year. The priority list includes all facilities needs of the District based on the Educational Master Plan and Facilities Master Plan, regardless of whether State funding will be requested.

#### 2020-2024 Five-Year Plan Project Priority List

The 2020-2024 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 Master plan was developed.

#### **Deliverables and Scope of Work:**

The District will submit to the District 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:**

Submission is due August 1, 2018

#### **Evaluation and Recommended Action:**

Approval to submit the 2020-2024 Five-Year Plan to the California Community Colleges Chancellor's Office and adopt Resolution 18/19-04 sating acceptance of the plan is recommended.

#### File Attachments

[Peralta CCD-Five Year Construction Plan \(2020-2021\).pdf \(310 KB\)](#)

[COA Aviation IPP 2018 Merged.pdf \(580 KB\)](#)

[COA Modernize Library IPP 2018 Merge.pdf \(602 KB\)](#)

[Laney Gym Lockers IPP 2018 Merge.pdf \(584 KB\)](#)

[Merritt Modernize Bldgs E and F IPP Merge.pdf \(581 KB\)](#)

[18-19 04 RESOLUTION Five Year Plan 2018.pdf \(226 KB\)](#)

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#### **Subject**

**10.2 Consider Approval of a Contract with Elite Tree Service, Inc. for \$52,239.00 for mandated weed abatement and ground clearing at Merritt College. Presenter: Director Lynch McMahon**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

10. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$52,239.00

Budgeted

Yes

Budget Source

Scheduled Maintenance Fund 61

Recommended Action

Approve Contract for weed abatement and tree trim services for Elite Tree Service, Inc. in the amount of \$52,239.00 for Merritt College.

Goals

A: Advance Student Access, Equity, and Success

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

PCCD solicited services from several vendors to complete work related to landscape maintenance and repair for Merritt College in December 2017. Post Santa Rosa fires, the County of Alameda stated that they were requiring new areas to be abated of high grass and weeds for fire safety of hillside properties. The increased areas accounted for more than two full acres that are required to be cleared. An informal bid process was completed over the Christmas break, and Elite Tree Service was the most responsive bidder based on the requirements set forth by the Notice issued by Alameda County.

Bid results are as follows:

| Vendor                     | Rating and Bid Score | Lowest & Responsive |
|----------------------------|----------------------|---------------------|
| Elite Tree Service, Inc.   | 98/100               | X                   |
| Pacheco Brothers           | 90/100               |                     |
| Suarez & Munoz Landscaping | 75/100               |                     |

Elite Tree Service, Inc. is currently a vendor with PCCD providing landscaping and weed abatement services that include pruning, maintenance and removal services for debris and yard waste. They have worked with PCCD for several years and have performed satisfactory services for all campuses district-wide.

Elite Tree Service, Inc. is a small business based in Walnut Creek, CA. The address is 6 Ven Cleave Lane, Walnut Creek 94596  
website:[www.elitetreeinc.com](http://www.elitetreeinc.com) email: [info@elitetreeinc.com](mailto:info@elitetreeinc.com). Mr.Matt Jensen is the Owner and Manager of the company.

**Deliverables and Scope of Work:**

The scope of work will include and not be limited to:

1. The fire abatement of work required in the report submitted by fire inspection #2017-39964
2. Cut mulch weeds, grasses and vines and other growth capable of being ignited
3. Remove all tree limbs within 6 ft of the ground or 1/4 the height of the tree
4. Remove dead/dying vegetation from the property
5. Provide dump service for all waste and debris required for compliance
6. Provide mulch for all waste removed and leave onsite for reuse

Scope of work will be completed for a not-to-exceed price of \$52,239.00, including all labor and materials for completion of all work.

Break-down is as follows:

| Description      | Amount      |
|------------------|-------------|
| Labor & Material | \$52,000.00 |
| Tax on Materials | \$239.00    |
| Grand Total:     | \$52,239.00 |

**Anticipated Completion Date:**

Expected August 30, 2018

**Evaluation and Recommended Action:**

Review and approval from Director of Capital Projects, and the Vice Chancellors of General Services and Finance. The Chancellor recommends approval of contract for \$52,239 to Elite Tree Service, Inc for work at Merritt College.

File Attachments

[bid capture sheet-Merritt College.pdf \(97 KB\)](#)

[merrit fire notice 2017.pdf \(298 KB\)](#)

[Elite tree company info.pdf \(374 KB\)](#)

[Elite proposal.pdf \(59 KB\)](#)

[Elite tree Service- Merrit College.pdf \(199 KB\)](#)

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**Subject**

**10.3 Consider Approval of a Professional Services Contract with Merle Cannon to assist the District with Space Inventory Report and Five Year Construction Plan to State Chancellor's Office in the not-to-exceed amount of \$35,000.00.**

**Presenter: Director Lynch McMahon**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

## 10. CONSENT CALENDAR - FACILITIES

Access

Public

Type

Action

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$35,000.00

Budgeted

Yes

Budget Source

General Fund and Measure A

Recommended Action

Approve Contract for \$35,000 to Merle Cannon to assist the District with Space Inventory Report and Five Year Construction Plan to State Chancellor's Office in the not-to-exceed amount of \$35,000.00.

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

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

The Five-Year Construction Plan is a tool that the State Chancellor's Office can use to forecast the District's anticipated capital outlay for the next five years. The forecast includes current enrollment, projected enrollment, and instructional staff. The 2021-2025 Five-Year Construction Plan is due to the California Community Colleges Chancellor's Office by July, 1, 2019.

**Deliverables and Scope of Work:**

Merle Cannon will prepare and submit to the State Chancellor's Office the District's Five-Year Construction Plan, Initial Project Plans, and Space Inventory Update.

**Anticipated Completion Date:**

The projected completion date is June 30, 2019.



**Evaluation and Recommended Action:**

Review and approval by the Director of Capital Projects, Vice Chancellors of General Services and Finance. The Chancellor recommends approval of the contract for \$35,000 for Mr. Merle Cannon to prepare the above documents and submit them to the State Chancellor's Office.

File Attachments

[Peralta 2018-2019 Cannon Proposal 050118.pdf \(105 KB\)](#)

[ICC 2018 19 Merle Cannon.pdf \(102 KB\)](#)

## **11. CONSENT CALENDAR - INFORMATION TECHNOLOGY**

**Subject**

**11.1 Consider Approval of Contract with Kevin Kelly Consulting for Distance Education faculty training and college planning support in the amount of \$55,000. Presenter: Vice Chancellor Cole**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - INFORMATION TECHNOLOGY

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$55,000.00

Budgeted

Yes

Budget Source

General Fund

## Recommended Action

Recommend Approval of contract

## Goals

D: Strengthen Accountability, Innovation and Collaboration

C: Build Programs of Distinction

A: Advance Student Access, Equity, and Success

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

In 2015-16, online classes accounted for over eighteen percent (18%) of the district's FTEs, doubling the FTEs from fully online courses in just five years. In general, students in online classes have lower retention and success rates compared to traditional, face-to-face classes. More specifically, there are dramatic equity and achievement gaps by different groups of students, such as African-American and Latino/ a students, first-generation students, veterans, students with disabilities, and low income students.

In 2017-18, Dr. Kelly supported Peralta's district-wide Distance Education Committee in creating a comprehensive Distance Education Plan to address the needs of all online students. The DE Plan's goals are 1) to close achievement gaps, 2) to provide better support specific to online students, and 3) to increase student success by improving online course quality, equity and accessibility. The DE Plan was approved unanimously by every key committee, including the District Academic Senate. Dr. Kelly supported Peralta CCD by co-developing and facilitating the Online Equity Program, an online institute to provide flexible, scalable preparation for faculty to develop equitable online and hybrid courses.

Dr. Kevin Kelly ("Consultant") proposes to conduct training and support activities, as described in the attached SOW, in an effort to support Distance Education at the Peralta Community College District and its four colleges. Consultant will work with leaders, staff and other key stakeholders from Peralta CCD and the four Peralta Colleges as appropriate throughout the process.

### **Deliverables and Scope of Work:**

Dr. Kelly will deliver:

1. 16 half-day, face-to-face Distance Education workshops for faculty at the colleges
2. 4 sessions of the Online Equity Program co-developed with PCCD Distance Education Lead, Inger Stark
3. Provide 80 hours of DE planning and operations at the colleges and District.

These services will be delivered at not to exceed price of \$55,000.

### **Anticipated Completion Date:**

June, 2019

### **Evaluation and Recommended Action:**

Recommend Approval

#### File Attachments

[KKelly TrainingProposal PeraltaCCD 2018 0627.pdf \(118 KB\)](#)

[KKelly ICC.pdf \(159 KB\)](#)

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## Subject

**11.2 Consider Approval of an Independent Contractor Agreement for Tim Gibbon in the amount of \$57,000 for Distance Education end-user support for faculty and students. Presenter: Vice Chancellor Cole**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

11. CONSENT CALENDAR - INFORMATION TECHNOLOGY

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$57,000.00

Budgeted

Yes

Budget Source

General fund

Recommended Action

Recommend approval

Goals

C: Build Programs of Distinction

A: Advance Student Access, Equity, and Success

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

Tim Gibbon has worked, in various capacities, with Educational Services and the Distance Education (DE) initiative at PCCD since 2010. Under his current contract, and in this proposed contract renewal, he provides direct support to Moodle and Canvas users. Support is provided primarily online and designed to meet the needs of users (e.g. beginning of each semester, end of semester, evenings and weekends during peak periods, etc.). While the primary objective of service is Moodle and Canvas support, all help requests are responded to efficiently and professionally, guiding users to other support systems and information to address their needs.

Tim frequently works outside of regular business hours to meet the needs of our DE students and faculty.

**Deliverables and Scope of Work:**

Mr. Gibbon will provide Online Support seven days a week, evenings and weekends included, for students and faculty using Moodle and Canvas, and assist in administration of Moodle and Canvas sites. Support services include:

- Logging into Moodle and Canvas;
- Viewing course sites;
- Managing user profiles;
- Use of internal messaging system;
- Viewing, accessing, and posting 'Resources' in course sites;
- Viewing, participating in, and posting 'Activities' in course sites;
- Troubleshoot reported user technical difficulties;
- Assigning users to correct course sites to correspond with changes to the class schedule;
- Creating special combined course sites for faculty;
- Migrating course sites, and course material, from Moodle to Canvas site to another;
- Help with creating user overrides/extra time roles for students allowed extra time for exams;
- Help with setting up the grade book and troubleshooting reported grading problems;
- Reviewing activity reports for students to determine course participation in regards to claims of work done/submitted, problems reported etc;
- Create Student Evaluation course sites, as requested by DE Coordinators, for courses scheduled for evaluation;
- Check on student user enrollment in course sites.

The contract will enable Mr. Gibbons services from July 2018 to June 2019, which shall be compensated in an amount not to exceed \$57,000.

**Anticipated Completion Date:**

June, 2019

**Evaluation and Recommended Action:**

Review and analysis of work provided under the current contract demonstrates the following:

- Between July 1, 2017 and June 2018 Tim Gibbon responded to and/or processed over 9,000 help requests from students, faculty, and DE Coordinators.
- 37% of responses were during evenings and weekends
- Response time was generally between 0-5 hours, mostly under 4 hours. Emails received after 10:00pm are normally dealt with first thing the following morning
- In addition to providing support for Moodle and Canvas, assistance was provided on the following other topics:
  - PASSPORT/Peoplesoft
  - Peralta Email
  - Transcripts
  - Financial Aid
  - International Students/Overseas studies
  - Academic Counseling (holds, concurrent enrollment, transfers, course evaluation)
  - Admission process to the Peralta Colleges
  - Technology access on campus
  - Enrollment dates, holds, and grades in Student Center
  - Class schedules/wait lists/entering permission numbers
  - Access and use of the new LMS, Canvas

Recommend Approval

**File Attachments**

[ICCTimGibbonFY19.pdf \(135 KB\)](#)

[TGibbonContractProposalFY19.pdf \(117 KB\)](#)

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**12. ACTION ITEMS**

**Subject**

**12.1 Consider Approval of Resolution 18/19-07, Excusing Trustee Absence. Presenter: Board President Brown**  
Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

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

It is recommended that Trustees approve Resolution 18/19-07, excusing Trustee Bonilla from the June 12, 2018 Board meeting due to her absence due to District business.

File Attachments

[Trustee Bonilla Absence.pdf \(18 KB\)](#)

**Subject**

**12.2 Consider Approval of Resolution 18/19-08, Excusing Trustee Absence. Presenter: Board President Brown**  
Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

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

It is recommended that Trustees approve Resolution 18/19-08, excusing Trustee Withrow from the June 12, 2018 Board meeting due to his absence due to illness.

File Attachments

[Trustee Withrow Absence.pdf \(20 KB\)](#)

**Subject**

**12.3 Consider Approval of Resolution 18/19-05 Calling November 2018 Bond Election. Presenter: Chancellor Laguerre**  
Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

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

This resolution, if approved, would place a bond measure on the November 6, 2018 ballot and orders the election to be consolidated with the general election to be held on that date. Additional information, including a bond project list, is contained in the full text of the measure, which the Registrar of Voters is directed to publish in the voter information pamphlet. The bond measure would authorize the issuance of up to eight hundred million dollars to finance the approved projects. The district will not be able to issue additional bonds under this authorization if and so long as the tax rate necessary to generate sufficient funds to repay the bonds is above \$25 per \$100,000 of assessed valuation. The bond projects were identified in the District's master facilities plan and have been reviewed by District staff.

A series of meetings to discuss and solicit input on this and a potential parcel tax measures with representatives from Peralta Federation of Teachers, SEIU, Local 39, and District Academic Senate took place on June 19, June 25, and June 28 2018. Over the course of these meetings, valuable input was incorporated at the request of the representatives of the groups to strengthen measure components, intent, potential projects and internal planning and accountability. This comprehensive input is reflected in the Resolutions before the Board of Trustees for voter consideration on the November 2018 ballot. The educational bond measure included a refined project list for each of the Peralta Colleges and Districtwide at the request of the stakeholders.

**Recommended Action:**

Approve Resolution

File Attachments

[Resolution Calling Election November 2018 - Peralta CCD 4133-3205-4801 v.7.docx \(71 KB\)](#)

**Subject**

**12.4 Consider Approval of Resolution 18/19-06 Calling November 2018 Special Tax Election. Presenter: Chancellor Laguerre**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

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

This resolution if approved would place a special tax measure on the November 6, 2018 ballot and orders the election to be consolidated with the general election to be held on that date. It orders the Alameda County Superintendent of Schools to prepare a formal notice of the election and requests the Registrar of Voters to conduct the election. Additional information is contained in the full text of the measure, which the Registrar of Voters is directed to publish in the voter information pamphlet. The special tax would extend the \$48 per parcel per year originally approved by voters through 2028.

A series of meetings to discuss and solicit input on this and a potential General Obligation Bond measure with representatives from Peralta Federation of Teachers, SEIU, Local 39, and District Academic Senate took place on June 19, June 25, and June 28 2018. Over the course of these meetings, valuable input was incorporated at the request of the representatives of the groups to strengthen measure components, intent, potential projects and internal planning and accountability. This comprehensive input is reflected in the Resolution before the Board of Trustees for voter consideration on the November 2018 ballot.

**Recommended Action:**

Approval of Resolution

File Attachments

[Parcel Tax Resolution - Peralta CCD 2018 4123-6323-4836 v.6.docx \(38 KB\)](#)

**Subject**

**12.5 Approval of Bank Signers Resolution No. 18/19-03. Presenter: Vice Chancellor Johnson.**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

No

Budget Source

N/A

Recommended Action

Approval of bank signers resolution no. 18/19-03 naming signers/key executives authorized to act on behalf of Peralta Community College District effective July 11, 2018.

**Background/Analysis:**

This Resolution No. 18/19-03 is needed to identify those employees who have authority to access and interact with all banking institutions for the District. This will also grant these employees the authorization to sign checks on behalf of the Peralta District.

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Alternatives/Options:**

N/A

**Evaluation and Recommended Action:**

Recommend approval of resolution number 18/19-03.

File Attachments

[Resolution - Bank Signers rpg 071018.pdf \(9 KB\)](#)

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**Subject**

**12.6 Consider Resolution 18/19-10 authorizing annual subscription renewal under the FCCC Microsoft Campus Agreement in the amount of \$654,649. Presenter: Vice Chancellor Cole.**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action (Consent)

Preferred Date

Jul 10, 2018



Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$654,649.00

Budgeted

Yes

Budget Source

General Fund

Recommended Action

Recommend approval

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

PCCD uses Microsoft cloud services to provide all Faculty, Staff and Students at the District and Colleges access to Office365, Exchange Online, Windows for all desktops, Active Directory with advanced security features, Skype, Sharepoint, SQLServer and Windows server licenses. This year's renewal includes Microsoft365, which adds advanced security features to protect student and staff personal information, access to PowerBI for all faculty and staff, and key monitoring tools to the Office365 licenses. The District Institutional Research team will also use the data warehouse and analytics to provide necessary data for data-driven decision making across the district.

The renewal includes the anticipated, not-to-exceed Azure commitment for the 2018/2019 budget year. The 17/18 commitment, agreed by the Board in February 2018, enabled the migration of all PCCD production workloads to the Azure cloud. The commitment enables the continued operation of the cloud-hosted infrastructure, providing key disaster recovery, security and service enablement. The PCCD IT team will continue to engage in security and value engineering to manage costs. All production workloads will be migrated to Azure by October, 2018.

Pricing for the CCCs is negotiated by the Foundation for California Community Colleges.

**Deliverables and Scope of Work:**

The agreement provides the following software for the entire district:

1. Microsoft 365 licenses for all students, faculty and staff.
2. PowerBI Pro licenses for 1000 faculty and administrators.
3. Microsoft Advanced Threat Protection to prevent malware and phishing attacks.
4. SQL Server and Windows Server licenses for all PCCD services, including PeopleSoft, SARs and other mission critical applications.
5. Azure cloud hosting for all PCCD data center services, including additional data warehouse and analytics services to support data publishing to all appropriate users.

**Anticipated Completion Date:**

Sept 2019

**Evaluation and Recommended Action:**

Recommend approval.

File Attachments

[Peralta - 154225-2.pdf \(66 KB\)](#)

[Resolution Authorizing FCCC Contract - Microsoft - Peralta CCD 3165573 1.. \(3\).pdf \(20 KB\)](#)

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**Subject**

**12.7 Consider approval of Resolution 18/19-09 for Piggyback contract for AVI-SPL, Inc. for \$1,853,755.15 to purchase and install AV and low voltage equipment for smart classrooms in 70 classrooms at Laney College.Presenter: Pres. Gilkerson and Vice Chancellor Cole**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$1,853,755.15

Budgeted

Yes

Budget Source

Laney Measure A

Recommended Action

Recommend Approval

Goals

C: Build Programs of Distinction

A: Advance Student Access, Equity, and Success

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

In the summer and fall of 17, Laney and District IT successfully installed smart classroom technology in 50% (65) classrooms at Laney College. The rooms selected in the initial phase were standard shape and were not in leaking buildings.

The second phase of the smart classroom installation will install smart classroom technology in the remaining 70 rooms at the college. The rooms include larger spaces, like the Forum; CTE classrooms and labs and rooms in buildings currently undergoing leak remediation.

TEECOM completed the design specifications for the rooms in February. PCCD IT, in collaboration with Laney IT, issued an RFP for the equipment and installation services. There were no bidders and the team decided to move forward with a piggy-back contract.

AVI-SPL (John Zettel, CEO) has provided classroom technology for California Community Colleges and the University of California system for several years. PCCD proposes to piggyback on the University of California Office of the President (UCOP) contract for classroom technology for this project.

**Deliverables and Scope of Work:**

AVI-SPL will install smart classroom technology in 70 rooms at Laney College according to the specification document attached. Each room will have switching, at least one projector or display, wireless display technology, and other components as described.

Specific deliverables include:

1. Appropriate PoleVault or WallVault mounting systems for each room (70)
2. 80 projectors as specified
3. Speakers in each room
4. Low voltage switching and connections in each room
5. Installation of all AV equipment
6. 1-year maintenance and support

Installation scheduling will depend on the completion of the leak remediation project, class schedules and room availability.

**Anticipated Completion Date:**

January, 2019

**Evaluation and Recommended Action:**

The classroom designs have been approved by Laney faculty. Recommend approval.

**File Attachments**

[Peralta - Laney College Smart Classrooms AV Proposal 287036-5.pdf \(1,376 KB\)](#)

[UCOP % Discount Off Manf Price List.pdf \(10 KB\)](#)

[UCOP VTC Strategic Sourcing Agreement 960-OP-250.pdf \(562 KB\)](#)

[Resolution Authorizing Purchase through UC Contracts 2018 4820-4687-2428 v.2.docx \(89 KB\)](#)

[amendment 6 executed.pdf \(84 KB\)](#)

**Subject**

**12.8 Consider Approval of Resolution 18/19-11 for Piggyback contract for NetXperts in the amount of \$2,786,445 to install networking, phones and other services to enable installation of 70 smart classrooms at Laney College. Presenter: President Gilkerson and Vice Chancellor Cole**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$2,786,445.00

Budgeted

Yes

Budget Source

Measure A

Recommended Action

Recommend Approval

Goals

C: Build Programs of Distinction

A: Advance Student Access, Equity, and Success

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

In the summer and fall of 17, Laney and District IT successfully installed smart classroom technology in 50% (65) classrooms at Laney College. The rooms selected in the initial phase were standard shape and were not in leaking buildings.

The second phase of the smart classroom installation will install smart classroom technology in the remaining 70 rooms at the college. The rooms include larger spaces (e.g. the Forum), CTE classrooms and labs, and rooms in buildings currently undergoing leak remediation.

TEECOM completed the design specifications for the rooms in February. The designs and specifications have been reviewed and approved by Laney faculty and shared governance.

PCCD IT, in collaboration with Laney IT, issued an RFP for the equipment and installation services. There were no bidders and the team decided to move forward with a piggy-back contract.

NetXperts (Gary Nordine, CEO) will provide networking, phone installation, demolition of unneeded equipment, and electrical installation. NetXperts will provide all of the preparation and installation necessary for AVI to install and configure the audio-visual and low voltage equipment.

**Deliverables and Scope of Work:**

NetXperts will provide the following as specified in the SOW for 70 classrooms at Laney:

1. Demo older equipment
2. Install network cables for AV equipment and phones
3. Provide electrical service to all equipment
4. Install podium and teacher computer

**Anticipated Completion Date:**

January 2019

**Evaluation and Recommended Action:**

Recommend approval.

File Attachments

[CB-180-15\\_NetXpertsInc\\_Notification of Extension Letter.pdf \(337 KB\)](#)

[Peralta Smart Class Room SOW Phase 2- Final 6-20-18.docx \(3,028 KB\)](#)

[Quote #NETQ17430.xlsx \(57 KB\)](#)

[Agreement Incorporating Piggyback Contract - NetXperts - Peralta CCD \(AV Equipment\).docx \(43 KB\)](#)

[Exhibit A 15-002-agreement-cb15-013-netxperts.pdf \(7,123 KB\)](#)

[Resolution Authorizing 2018 NetXperts Piggyback Contract .docx \(3,049 KB\)](#)

**Subject**

**12.9 Consider Approval of Resolution 18/19-01 for the Laney College Workability III three (3) year contract in the amount of \$654,300 with Department of Rehabilitation. Presenter: President Gilkerson**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$654,300.00

Budgeted

Yes

Budget Source

Grant Department of Rehabilitation

Recommended Action

Approve resolution 18/19-01 for the Laney College Workability III three (3) year contract in the amount of \$654,300 with Department of Rehabilitation.

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

The Laney College Workability III Program (WAIII) will provide services such as employment preparation, job search instruction, employment services, job and internship development and on-going support activities for up to 90 days after job placement to students referred by the Department of Rehabilitation (DOR). This is a renewal of a contract for a program that has been in successful in meeting its goals since 2006.

**Deliverables and Scope of Work:**

At least 30 students per year from the WAIII program will apply to Laney College to receive services through the WAIII program. The funding covers the costs of four (4) staff to deliver program services to students. The total certified amount over a three (3) year period is \$654,300 to be disbursed over the 2018-2019, 2019-2020, and 2020-2021 fiscal years.

**Anticipated Completion Date:**

6/30/2021

Contract Term is: 7/1/2018-6/30/2021

**Evaluation and Recommended Action:**

The Laney College Workability III Program has been successful in meeting its goals since 2006. Therefore, recommend approval of Resolution 18/19-01 for the Laney College Workability III three (3) year contract in the amount of \$654,300 with Department of Rehabilitation.

Admin Content

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Administrative File Attachments

[BOT 6-22-2018 WA Contract 2018-21.pdf \(12,904 KB\)](#)

**Subject**

**12.10 Consider Approval of Resolution 18/19-12 For RFQ List of Professional Construction Management and Project Management Services District-Wide. Presenter Director Lynch McMahon**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

No

Budgeted

Yes

Budget Source

Measure A (Fund 63) and Scheduled Maintenance (Fund 61)

Recommended Action

Approve the list of pre-qualified vendors for Professional Construction Management and Project Management Services District-wide.

Goals

A: Advance Student Access, Equity, and Success

E: Develop and Manage Resources to Advance Our Mission

**Background/Analysis:**

As we prepare for the remainder of the fiscal year and the upcoming year, we need assistance in preparation and execution of projects with various firms that have expertise in delivery of projects in a timely manner. We requested firms that have a specialty in estimating, scheduling, and contract management for our current construction projects and future bond program projects that will be completed over the next 3 years. The Department of General Services

solicited Statement of Qualifications from local bay area firms to provide Construction and Project Management Services to assist the District in various construction projects. An RFQ was presented and solicited firms in December 2017 RFQ 17/18-24 Request for Qualifications of Construction Management and Project Management Services. Firms submitted their qualifications in response to the RFQ. Proposals were accepted in January 2018 and reviewed during the months of January and February 2018. This list of firms will be a preferred vendor list of consultants that we have already prequalified to work on projects that are large and small in size. The fees for the services will be paid from the appropriate budget when services are required. Board approval will be requested as needed when firms are hired for specific identified projects district-wide.

The RFQ was publicly advertised and qualifications were received and reviewed by a committee composed of DGS staff, campus leadership, and classified staff. The review consisted of a review of the criteria listed in the RFQ that included a summary of experience, references, support needed for specific projects and additional data that was called out in the RFQ to aid in completing specific services.

A total of seventeen (17) firms submitted responses to the RFQ. Three (3) were disqualified for not meeting the RFQ criteria for selection. The committee identified fourteen (14) firms that received high scores to qualify for selection to the list. The list is composed of large firms and small firms. All have a presence in the Bay Area and all have committed to meeting the small local business and student internship criteria for work that will be completed with Peralta Colleges.

Large firm List includes:

| Firm Name         | Location          |
|-------------------|-------------------|
| AECOM             | Oakland, CA       |
| Harris Associates | Concord, CA       |
| Kitchell CM       | Oakland, CA       |
| NOVA Partners     | Oakland, CA       |
| Roebellon         | Sacramento, CA    |
| Swinerton CM      | San Francisco, CA |
| Vanir CM          | Oakland, CA       |

Small firms list includes:

| Firm Name           | Location         |
|---------------------|------------------|
| Antonio             | Santa Clara, CA  |
| BRJ Consulting      | Emeryville, CA   |
| BUILD Group         | Oakland, CA      |
| Cordoba Corporation | Oakland, CA      |
| Hattin CM           | Oakland, CA      |
| Jtec, Inc.          | Walnut Creek, CA |
| MAAS/CCM JV         | San Jose, CA     |

The DGS staff verified business status and current license information with the State of CA and verified businesses as small local business enterprises, local addresses, and certifications with various agencies for Small Local Business Enterprise (SLBE) certification. References were verified and project performances were also verified with current and past clients.

**Deliverables and Scope of Work:**

The firms will support the District Office, Department of General Services and the Capital Bond Building Program with the implementation of the construction work and scheduled maintenance work on an as-needed basis. DGS will invite vendors to provide responses to proposals on projects when the opportunity arises and funding is available for implementation. All projects that result in award of contracts will require Board approval and are subject to negotiation and approval by the Director of Capital Projects and Facilities and VC of General Services. The goal of having a pre-qualified group of firms is to aid the District in obtaining qualified and specialty skills on various projects in the future quickly.

**Anticipated Completion Date:**

On-going through 2021

**Evaluation and Recommended Action:**



Reviewed and approved by Interim Director of Capital Projects; VC of General Services; and the VC of Finance; the Chancellor recommends approval of the list of firms for CM/PM support for the District.

File Attachments

[Summary RFQ 17 18 24 Evaluation results.pdf \(15 KB\)](#)

[RFQ 17 18 24 Consulting Services for CM and PM.doc \(802 KB\)](#)

[Resolution CM-PM Services 2018.pdf \(277 KB\)](#)

**Subject**

**12.11 Consider Approval of an Agreement with Roots Community Health Center to provide health services in the amount of \$364,140. Presenter: Vice Chancellor Brown**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

12. ACTION ITEMS

Access

Public

Type

Action, Action (Consent)

Preferred Date

Jul 10, 2018

Absolute Date

Jul 10, 2018

Fiscal Impact

Yes

Dollar Amount

\$364,140.00

Budgeted

Yes

Budget Source

Student Health Fee - General Fund

Recommended Action

Approval of an agreement between PCCD and Roots Community Health Center for \$364,140 for Medical Services for PCCD student.

**Item Summary:** This agreement renews and expands the provision of health services by Roots Community Health Center for the 2018-2019 academic year.

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

Although the majority of student health services provided by PCCD are provided by District personnel, PCCD does not currently have the capacity to offer all the medical services needed for students, nor sufficient personnel. Roots Community Health Center provides expert personnel and an additional range of medical services that augment our offerings for student health. During the majority of the 2017-2018 academic year, Roots Community Health Center became the primary provider of these types of services, and provided qualified health care staff and services. to the campuses.

**Deliverables and Scope of Work:**

Roots Community Health Center staff will service PCCD students at all 4 campuses and will include a supervising physician, nurse practitioners, public health nurses, medical assistants, and a health navigator.

The services by Roots Community Health Center shall include the following:

**I. Medical Services**

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

**II. Physicians Oversight as required by Title V**

Total compensation is \$364,140.00.

**Anticipated Completion Date:**

June 30, 2019

**Evaluation and Recommended Action:**

Recommended for Approval.

**File Attachments**

[ICC 19122 - Roots Community Health Center.pdf \(1,622 KB\)](#)

[RCHC Agreement 7-1-2018 CB.pdf \(350 KB\)](#)

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## **13. INFORMATIONAL ITEMS**

### **Subject**

#### **13.1 Enrollment Fee Revenue Report. Presenter: Vice Chancellor Brown**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

13. INFORMATIONAL ITEMS

Access

Public

Type

**Background/Analysis:**

N/A

**Deliverables and Scope of Work:**

N/A

**Anticipated Completion Date:**

N/A

**Evaluation and Recommended Action:**

N/A

## **14. REPORTS**

**Subject**

### **14.1 Board of Trustees' Reports**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

14. REPORTS

Access

Public

Type

Information

## **15. ANNOUNCEMENTS**

## **16. ADJOURNMENT**

**Subject**

### **16.1 Meeting Adjournment**

Meeting

Jul 10, 2018 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category

16. ADJOURNMENT

Access

Public

Type

Action

Recommended Action

Meeting adjourned at