

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2015-2016

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Debbie Graham	Student Services Generalist – C00061 (Range 13/Step 2)	04/01/16
Oanh Lam	Full time Instructor Chemistry	01/08/16
Anne Niffenegger	(Temporary) Nursing Clinical Simulation Center/Skills Lab Instructor	03/17/16
Mary Valch	Full time Instructor Mathematics	01/08/16
Dmitriy Zhiv	Full time Instructor Mathematics	01/08/16
Katherine Zimmer	Early Learning Center Specialist – C00040 (Range 12/Step 1)	04/04/16

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Justin Balsley	Substitute Custodian	General Fund	03/17/16 – 06/30/16	\$13.62 hr.
Gary Patterson	Substitute Custodian	General Fund	03/17/16 – 06/30/16	\$13.62 hr.
Daniel Romero	Game Administrator	General Fund	02/27/16 – 05/31/16	\$35.00 hr.
Dyan Smith	Substitute Early Learning Center Specialist	California State Preschool Program	02/01/16 – 06/30/16	\$17.33 hr.
Kena Sorensen	Office Assistant-Financial Aid	Financial Aid-Board Financial Assistance Program	03/17/16 – 06/30/16	11.60 hr.

Mary Jones
Human Resources

March 4, 2016

Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 4, 2016

Date Approved

Released Time

<u>Name</u>	<u>Assignment</u>	<u>% Released Time</u>	<u>Dates</u>
Karen Cook	School of Applied Technology and Business Coordinator	20%	02/18/16 – 05/31/16

General Leave

<u>Name</u>	<u>Length of Leave</u>	<u>Dates</u>
Deidra Moss-Taft	One Year Unpaid Leave	04/28/16 – 04/27/17

GRATUITOUS SERVICE

<u>Name</u>	<u>School/Department</u>	<u>Assignment</u>
Geo Fred Dinoso	Small Business Development Center	Office Assistant and Outreach
Wyatt McC Campbell	Athletics Department	Help with Game and Practice Set up and Clean up

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: ADJUNCT/OVERLOAD FACULTY LIST
REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Attached is the Sprint 2016 Adjunct/Overload faculty list.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: Human Resources

Ed. Code: 87482 Board Policy: 4005 Estimated Fiscal Impact: Unknown

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Mary Jones
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

March 4, 2016

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

March 4, 2016
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

FACULTY	PT	COURSE
Abel-Quintero, Margaret M	*	SPAN
Adams, Dorene L		NURS
Aguayo Vazquez, Jennifer		MATH
Allen, Matthew Dale		LAB3
Almeida, Joseph		LAB3
Alvarado, Thea S		SOC0
Anderson, Isabel M	*	ENGL
Anderson, James	*	E300
Anderson, Kevin L	*	CIS0
Anderson, Kristen		CINA
Antoo, Adrian M		WATR
Apostal, Angela T	*	D400
Aptekar, Rachel		BIO0
Arce, Michelle	*	HIST
Arnaiz, Damian O		CHEM
Asemota, Victor O		CHEM
Ashton, Christine		ENGL
Avelar, Netzahuacotl		SOCS
Averbeck, Robin Marie		HIST
Averett, Joyce E	*	NURS
Avila-Tuttle, Gabriela		SPAN
Ayala, Anthony P	*	CDFS
Baldi, Alessandro	*	PHYS
Balsley, Samuel L		CHEM
Barnes, Patti Kathleen		COSM
Basaran, Vasfi		CHEM
Beasley, Angela E		COMM
Beaulieu, John P		LAB3
Beckham, Shannon		ACCT
Bennett-Cauchon, Benjamin		MATH
Bernacchi, Anthony N		COMM
Berrett, Debra	*	OCED
Berrett, Mark W	*	CIS0
Berryhill, Katie J		ASTR
Beuttel, Michelle		ENGL
Billingsley, Denise		HS05
Bischof, Otto B		MATH
Blair, Emily	*	ENGL
Boerner, Howard C	*	ENGL
Bolton, Alison		BUS0
Bolz, C. Sabine	*	PSYC

FACULTY	PT	COURSE
Borchert, Matthew J	*	ATHL
Bourdon, Ingeborg A	*	NUTR
Brabander, Phuong Thao	*	COUN
Brewer, Kevin	*	OVD3
Brightwell, Starcha Cook		ACCT
Brookshire, Guy Benjamin		ENGL
Brown, Curtiss R	*	KINE
Brumfield, Bruce		IT10
Brunner, Theresa Lynn		ART0
Bundenthal, Thomas	*	PLSC
Burgess, D. Glenn	*	NURS
Burnsed, Frank Floyd	*	KINE
Bussewitz, Barry A		CDFS
Butler, Rebecca J		ACCT
Butters, Wanda A		NURS
Byrn, Karl J		HIST
Cabrera, Saki	*	PSYC
Cadungug, Kelley D		COUN
Cain, Ginger L	*	KINE
Cain, Peter	*	BUS0
Calef, Daniel F		CHEM
Callison, Kathleen J		OT05
Campbell, Jody L		SOC0
Cardinal, Jeffrey S	*	KINE
Carmichael, Elisabeth A		ENGL
Carney, Shawn M	*	TUTR
Carpenter, Dawn M	*	OVD3
Carter, Quentin R	*	L300
Cary, Adrienne	*	BUS1
Cascaddan, Daniel		PLSC
Chen, Zhen		CIS0
Cittadino, Nicholas J	*	C400
Clark, Katherine		BIO0
Cobene, Harold L	*	ENGL
Coburn, Frederick R		IT15
Codina, Salvador	*	HIST
Collins, Christopher J		HIST
Connolly, Nathan		ENGL
Conrad, Joseph F	*	OVD3
Conrad, Kathleen M	*	CHEM
Cook, Karen S	*	DRFT

FACULTY	PT	COURSE
Cortes, Jose	*	LAB3
Coury, Carlene		ENGL
Cowee, Marion H	*	CDFS
Craig, Erin L	*	NURS
Crandall-Bear, Dale	*	HIST
Craven, Elizabeth K		PHOT
Croom, Troy		ENGL
Crouse-Feehan, Penelope Ann		ATHL
Cyr, Catherine E		NURS
Daniel, Carolyn F		NURS
Danielson, Richard E		WATR
Daprato, Robert M	*	PSYC
Dauffenbach, Amy E	*	C400
Davis, Todd S		ENGL
Davisson, Chad A		WATR
de La OSalas, Maria R		SPAN
Dekloe, James D	*	BIOO
Delos, Kate L		ARTO
Diehl, Sandra	*	HORT
DoAmor, Sisleide Lima		KINE
Donovan, Sarah M	*	MATH
Dorcy, Margaret		NURS
Dorger, Samantha		
Dorrough, Debbie L	*	NURS
Duane, Erin E	*	LR01
Dudman, Matthew		BUS0
Dwiggins-Beeler, Rachel A		COMM
East, Evangeline	*	COMM
Enemmuo, Vitalis	*	NURS
Engelbrecht, Arthur J		ENGL
Erbe, Kevin		COMM
Estes, Colleen H		ASLO
Estes, Rebecca		SPAN
Esteve, Carlos M	*	MATH
Eubanks, Keith		ENGL
Farahnak, Fereydoon		BIOO
Farmer, Erin D	*	ENGL
Federle, Steven J		ENGL
Feighner, Mark A	*	GEOL
Fink, Mark A		LR01
Fioritto, Christopher J		MATH

FACULTY	PT	COURSE
Flatland, Marianne	*	C400
Florence, Ferdinanda P	*	ARTO
Foulk, Bradley D		DRFT
Freed, Elizabeth A	*	NURS
Frizzell, Gail		KINE
Fuller, Levi		WATR
Fuller, Ruth	*	LR01
Gabbard, Mary B		NUTR
Galen, Ronald J		MUSC
Garner, Lyndale		CDFS
Garnier, Michael J		BUS0
Gelfand, Volodymyr		CHEM
Gerhart, Karen L		BIOO
Giambastiani, Lisa K	*	ENGL
Goldberg, Edward T		CJ05
Gompert, Gena E		HIST
Goodwin, Michael W	*	CJ00
Gotch-Posta, Mary L	*	PSYC
Grant, Patrick G		CHEM
Gravelly, Steven R		ANTH
Grebmeier, Linda G		ARTO
Greene, Amanda L		COUN
Gregory, Sean A		MATH
Grube, Thomas E	*	MATH
Gumber, Rajinder S		WATR
Gumlia, Mary J	*	C400
Gunby, Melissa S		ENGL
Gutierrez, Anthony Jonathon		DRFT
Hamamoto, Monte J		WATR
Hannan, Zachary	*	OVD3
Hannigan, Bessie		NURS
Harada, Naoko		CDFS
Harmon, Carly L		ASLO
Harris, Jon		KINE
Harris, Richard		SOCO
Harrow, Ronald A		MATH
Hassett, Susan J		FIRE
Hawkes, Wayne Chris		CHEM
Hefner-Gravink, Ann L		BIOO
Hernandez, Barbara Elisabeth		ENGL
Hernandez-Neil, Priscilla R		C520

FACULTY	PT	COURSE
Hidy, Paul D	*	ATEC
Higashi, John M	*	CHEM
Holland, Stephen L		MUSC
Hopkins, Bethany J		HIST
Hudson, Kathryn E		ENGL
Huff, Virginia		HS05
Hunton-Chan, Winifred		ENGL
Hutton, Shennan L		HIST
Immel, Scott A		MATH
Itaya, Patricia W	*	BIOO
Jackson, James		ENGL
Jacobo, Isaias	*	SPAN
Jaimez, Theresa L	*	PSYC
Jansen, John E		EMT1
Jian, Alan S	*	OVD3
Johnson, Tonmar	*	SOC0
Johnson, Tracey F		MATH
Johnson, Tracy A		NURS
Jones, Anthony		PLSC
Jones-Foster, Priscilla J	*	C100
Jourgensen, Cynthia L		DRFT
Juliano, Kristy L	*	MUSC
Kargbo, Myra L	*	NURS
Kaur, Kiran	*	CHEM
Keener, Roger		WATR
Kelly, Linda A		C520
Kelly, Nicole L.		IR00
Keyser, Glenn J		ENGL
Kielwasser, Alfred P		CINA
Kim, Thomas H		MATH
Kirkbride, Corrine R	*	OVD3
Kissinger, Jeffrey L	*	WELD
Knettle, John		GEOG
Knight, Jacob		ENGL
Knox, Katherine R		ACCT
Kolbe, Kevin T		CJ00
Konecny, Nancy G	*	LAB3
Kreiter, Kari		MUSC
Krueger, Lori E		BIOO
Lacount, Rebecca A	*	C400
Lake, David Allen		WELD

FACULTY	PT	COURSE
Lam, Oanh P	*	CHEM
Lamons-Raiford, Michele R		ENGL
Lancet, Marc K	*	ART0
Lantzy, Henry V		MATH
Lara, David		HS05
Lawson, Ashlie A		COUN
Le, Jessica		OT06
Lee, William Grant		CIS0
Lindsay, Andriea N		PSYC
Llana, Janet M		SPAN
Lombard, Robert M		LAB3
Lomeli, Rosa E		C520
Long, Darsen B	*	THEA
Long, James H		BIOO
Lowe, Karen W		ENGL
Luce, Katherine V		LR01
Luedders, Jeanette		CDFS
Lukehart, Tracy L		PHOT
Lum, Rebecca		MATH
Lutz, Melanie P	*	PHYS
Lydon, Mark		MATH
Macalino, Marivic	*	NURS
Macmullen, James T		PHYS
Maghoney, Laura	*	ECON
Magsaysay, Maria Victoria Mendoza		BIOO
Mahmood, Khalid		MATH
Marianetti, Noel J		ESLO
Marks, Kevin W	*	KINE
Marlow-Munoz, Lorna S	*	FREN
Marshall, Ricky E	*	ATEC
Martinelli, Willie J	*	OVD3
Matthews, Shaw H		MATH
Mayes, Brooks R	*	AERO
Mazak, Scott		CINA
McBride, Christopher M	*	ENGL
McBride, Dyan C	*	THEA
McCarthy, Jeanette E		CIS0
McCord, Karen M	*	UMOJ
McDaniels, Marcie B	*	C400
McDonald, Cheryl A	*	COSM
McKinnon, Sarah N	*	ENGL

FACULTY	PT	COURSE
McLean, Matt		MUSC
McMartin, Duncan		KINE
Medina, Micaela		NURS
Melkonyan, Gegham		MATH
Melter, Catherine L		NURS
Mikolajcik, Walter		MUSC
Mircheva, Marion		MATH
Modrich, Michael A		EMT2
Molnar, Margherita	*	BIOO
Montanez, Robert L		CHEM
Moore, Rennee A	*	BIOO
Moore, Sandra Alena		SOCO
Mostafa, Nazia		COUN
Muhaimin, Aaliyah		COUN
Muick, Pamela C		BIOO
Murawski, Nathen		PSYC
Nagle, John J	*	ATHL
Nazarenko, Sydney		CDFS
Nelson, Frances J		L400
Nordin, Sarah P	*	CJ05
Nosce, Lily B		BIOO
Obegi, Amy C	*	CDFS
Ogden, Carl H		MGMT
Orosco-Woolworth, Narisa K		E400
Orozco, Regina	*	NURS
Orr, Stephen R		PHIL
Ozbirinci, Purnur G		ENGL
Padilla, Lindsay M	*	SOCO
Paeng, Seong J		SPAN
Pandone, Marc V	*	ART0
Parrish, Scott L	*	ATHL
Parrish, Stephanie S		TUTR
Paschal, Robert B	*	BIOO
Pavao, Barbara J	*	C400
Pearson-Bloom, Theresa L	*	TUTR
Peck, Pamela L		ART0
Pelletti, Michael A		PHIL
Perez, John D		COMM
Perrone, Nickolas M		HIST
Perry, Jason		ART0
Petero, Ana P		COMM

FACULTY	PT	COURSE
Pfitzner, Markus T		PHOT
Phalen, Darren W		COMM
Pirott, Laura E	*	SPAN
Pitzulo, Vincent C		MUSC
Podkolzina, Svetlana	*	OVD3
Poff, Greg B	*	COMM
Powell, Joel J	*	PLSC
Preciado, Brian J	*	FIRE
Prime, Lynn F		L400
Purdie, Rachel		HIST
Pyle, David B		PLSC
Raher, Katie		CDFS
Ramos, Kimberly Ruth	*	C500
Re, Edward B	*	BIOO
Redeaux, Zenobia Ann		ENGL
Reeve, Melissa M	*	ESLO
Reeves, George		ATEC
Reilly, Michael		MUSC
Reina, Laura		BIOO
Rhoads, Genele G	*	OVD3
Riddell, Bruce A		BIOO
Roberti, Trevor		CHEM
Robertson, Randall J	*	OVD3
Rodriguez, Hector		MATH
Roe, Candace T	*	D400
Roggli, Kurt W		PHIL
Romero, Daniel Isiah		KINE
Rotenberg, Sandra D	*	LR01
Rubenstein, Abigail J		ART0
Rutaganira, Thomas F		MATH
Ryan, Kelly		ENGL
Ryer, Kerri A		PLSC
Santiago, Juan M		ART0
Santiago, Maria E	*	CHEM
Saveri, Gabrielle I		JOUR
Scarpa, Daniel J		ENGL
Schmall, Calvin		LAB3
Schneider, Tracy L	*	ENGL
Schouten, Jonathan W	*	ENGL
Schwarz, Bill F		CIS0
Scolari, Jennifer F		LR01

FACULTY	PT	COURSE
Scott, Glenn P		MATH
Scott, Joshua R	*	ENGL
Sendlakowski-Mani, Christine R		THEA
Sengmany, Kheck	*	MATH
Sharma, Neeta		CHEM
Sheehan, Pamela R		MATH
Shepard, William R		MT13
Shimabuku, Ashley	*	MATH
Shubrook, Samantha		ENGL
Silva, Michael E		BIOO
Silva-Attianese, Belinda T	*	COSM
Slade, Rischa W	*	PLSC
Slaton, La Vonne D	*	ACCT
Smith, Derek B		MUSC
Smith, Jeffrey R		ENGL
Smith, Jennifer L		MATH
Smith, Lani P		LR01
Smith, Michelle L	*	BIOO
Smith, Rachel A	*	ART0
Smith, Randy W		ASTR
Smith, Sheila C		CDFS
Smith, Tasha R	*	CDFS
Smith-Rowsey, Daniel G		CINA
Soileau, Robert D		MT14
Soria Martin, Domingo G		MATH
Spillner, Charles J	*	CHEM
Spindt, Carla M		THEA
Spoelstra, Kevin J	*	AERO
Springer, Steven C	*	C400
Sta Maria, Kamber M	*	E200
Staffero, Linda		BIOO
Starbuck, Brenda M		NURS
Stevens, Vesta		NURS
Stover, Scott E	*	ATHL
Strickland, Joanne L		CIS0
Struntz, Wolfgang D		COUN
Sturgeon, Lawrence E		LAB3
Subramanian, Mani N		CHEM
Summers, Philip J	*	BIOO
Swindle, Renee		ENGL
Sytsma, Robin L	*	NUTR

FACULTY	PT	COURSE
Talley, Elaine Lim		NURS
Tanaka, James H		KINE
Taylor, Mark	*	LAB3
Taylor-Hill, Lauren M	*	ANTH
Tedone, Diana C		LR01
Thomas, Gene M	*	BIOO
Thomas, Lia S		LR01
Tucker, Brenda T	*	C400
Turney, Nicholas S		COMM
Twitchell, Keith I		CJ05
Ulrich, Daniel J	*	AUTB
Urrutia, John T	*	CIS0
Valch, Mary A	*	OVD3
Valentino, Rebecca A		THEA
Valenzuela, Joe		CJ00
Verarde, Christie		CDFS
Villatoro, Barbara R	*	OVD3
Wadenius, Adam P		CINA
Wai, Newton Y		MATH
Walker, Jordan		ATHL
Wallace, Joan L		COUN
Watkins, Stephen Thomas		BUS0
Watson, Michael A		MATH
Webster, Vincent A		FIRE
Wei, Qiang		CHEM
Wesley, Andrew M		MUSC
White, Tracie L		C520
Whitesell, Janene C	*	COMM
Widemann, Danielle C	*	S100
Wiggins, Larisa		BIOO
Wikkeling-Miller, Curley M		COSM
Williams, Darla R	*	KINE
Williams, Jessica		HIST
Williams, Kenneth W	*	HORT
Williamson, Stephanie S		PHOT
Wilson, Nicole A		ANTH
Woichik, Patricia		HIST
Word, James M	*	BIOO
Wright, Richard A		ENGL
Wylie, Earl T		CIS0
Wyly, Michael J	*	ENGL

FACULTY	PT	COURSE
Wynn, Andrea L		CIS0
Yandulov, Dmitry V		CHEM
Young, Cicely		ENGL
Young, Jeffrey Guy	*	C500
Young, Maria Cristina	*	BIO0
Yumae, Teresa M	*	MUSC
Zak, Ronald A	*	PHOT

FACULTY	PT	COURSE
Zhiv, Dmitriy	*	OVD3
Zidek, Albert F		PHOT
Zimmerman, John E		EMT1
Zitko, Peter A		PLSC
Zolfarelli, Paul J		WATR
Zuniga, James J		EMT1

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **WARRANTS**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

02/08/2016	Vendor Payments	2511068136-2511068137	\$14,362.00
02/08/2016	Vendor Payments	2511068138-2511068149	\$615,177.48
02/08/2016	Vendor Payments	2511068150-2511068266	\$414,086.92
02/09/2016	Vendor Payments	2511068267-2511068335	\$17,073.50
02/16/2016	VOID	2511068336	\$0.00
02/16/2016	Vendor Payments	2511068337	\$17,155.80
02/16/2016	Vendor Payments	2511068338	\$3,334.20

CONTINUED ON NEXT PAGE:

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code: 70902 & 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$4,387,129.83</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Yulian Ligioso
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso

VICE PRESIDENT APPROVAL

March 4, 2016

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 4, 2016

DATE APPROVED BY

SUPERINTENDENT-PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: WARRANTS

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

02/16/2016	VOID	2511068339	\$0.00
02/16/2016	Vendor Payments	2511068339-2511068347	\$825,973.17
02/16/2016	Vendor Payments	2511068348-2511068425	\$264,214.01
02/22/2016	Vendor Payments	2511068426	\$50,742.46
02/22/2016	Vendor Payments	2511068427-2511068438	\$135,008.40
02/22/2016	Vendor Payments	2511068440-2511068498	\$196,329.55
02/23/2016	Vendor Payments	2511068499-2511068565	\$175,477.08
02/24/2016	Vendor Payments	2511068566	\$57.08
02/24/2016	Vendor Payments	2511068567-25111068568	\$22,023.41
02/24/2016	Vendor Payments	2511068569	\$12,161.03
02/24/2016	Vendor Payments	2511068570-2511068571	\$23,361.70
02/25/2016	Vendor Payments	2511068572-2511068606	\$10,560.80
02/29/2016	Vendor Payments	2511068607-2511068617	\$157,845.13
02/29/2016	Vendor Payments	2511068618	\$3,049.77
02/29/2016	Vendor Payments	2511068619-2511068697	<u>\$1,429,136.34</u>
TOTAL:			\$4,387,129.83

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Academic Affairs
Leslie Minor, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Blair Abee	Provide training and business advising services to the Solano Community College Small Business Development Center	March 17, 2016 – June 30, 2016	Not to exceed \$1,500.00
Anthony Garcia	Musician for Spring Awakening play.	March 17, 2016 – April 10, 2016	Not to exceed \$825.00
Ken Hein	Lighting Designer for the Spring Awakening play.	February 18, 2016 – March 25, 2016	Not to exceed \$1,000.00
Roman Humberto Lupi	Provide customized training and consultation to the Solano Community College Contract Education Department	March 3, 2016 – June 30, 2016	Not to exceed \$20,000.00
Les O’Connor	Guitar musician for Spring Awakening play.	March 17, 2016 – April 10, 2016	Not to exceed \$825.00
Regenesis Learning Solutions	Provide Microsoft Excel workshop training services to the SCC Contract Education Department	March 3, 2016 – June 30, 2016	Not to exceed \$1,625.00
Monica Van den Dool	Visiting artist workshop and lecture for students in ceramics department	February 26, 2016 – March 4, 2016	Not to exceed \$400.00

Yulian I. Ligioso

Vice President, Finance & Administration

March 4, 2016

Date Submitted

Celia Esposito-Noy, Ed.D.

Superintendent-President

March 4, 2016

Date Approved

Student Services
Gregory Brown, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Sherry Currie-Proctor	Co-presenter for Foster Kinship Care Education training.	April 7, 2016 – April 28, 2016	Not to exceed \$1,200.00
Regina Levy	Tutoring services related to the Workforce Investment Board HYPE Grant	July 1, 2015 – June 30, 2016	Revised not to exceed \$11,000.00
Edward Marks	Tutoring services related to the Workforce Investment Board HYPE Grant	July 1, 2015 – June 30, 2016	Revised not to exceed \$12,500.00
Lorraine Merrida-Roos	Co-manage the Workforce Investment Board HYPE Grant	July 1, 2015 – June 30, 2016	Revised not to exceed \$26,000.00
Kerry Pilley-Purcell	Co-presenter for Foster Kinship Care Education training.	April 5, 2016 – April 19, 2016	Not to exceed \$720.00
Anita Ross	Speaking and Workshop Presentations	November 16, 2015 – May 30, 2016	Not to exceed \$1000.00
Andrew Smith	Operate the Colorado Timing System during swim meets held at Solano Community College	March 26, 2016 – April 16, 2016	Not to exceed \$400.00
Daniel Torrez	Co-presenter for Foster Kinship Care education.	April 20, 2016	Not to exceed \$350.00
Noel Vargas	Co-presenter for Foster Kinship Care Education training.	April 7, 2016 – April 28, 2016	Not to exceed \$1,680.00
Tiffany Wanberg	Co-presenter for Foster Kinship Care Education training.	April 1, 2016 – April 29, 2016	Not to exceed \$3,570.00

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: BLUE JEANS VIDEOCONFERENCING CONTRACT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested to renew a contract with Blue Jeans Network, Inc. to provide videoconferencing services for the California Community Colleges Small Business Sector. The contract provides for ten named host premium connections at \$50/month each for eight months. The Board previously approved the Blue Jeans videoconferencing services as part of the FY 15-16 Chancellor’s Office Small Business Sector Navigator Grant work plan and budget. This contract prorates the service from November 1, 2015 – June 30, 2016 to coincide with the Small Business Sector Navigator grant period. The total amount of the contract is \$4,000.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: _____

Ed. Code: Board Policy: 3520 Estimated Fiscal Impact: \$4,000 from Small Business Sector Navigator Grant

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Charles Eason, Small Business Sector Navigator
PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534
ADDRESS

(707) 863-7846
TELEPHONE NUMBER

Dr. Leslie Minor
Vice President, Academic Affairs
VICE PRESIDENT APPROVAL

March 4, 2016
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 4, 2016
DATE APPROVED BY SUPERINTENDENT-PRESIDENT



516 Clyde Avenue
 Mountain View, CA 94043
 408-550-2828
 www.bluejeans.com

Quote Number: Q004136
 Price Valid Through: Jan 29, 2016
 Prepared By: Morgan Lim

CUSTOMER & BILLING DETAILS

<p>Account: California Community Colleges-Workforce and Econ Development Small Business Sector Navigator Workforce & Economic Development California Community Colleges 360 Campus Lane, suite 201, Rm 232 Fairfield CA 94534</p>	<p>Billing Contact: Charles Eason (707) 863-7846 charles.eason@solano.edu</p>
---	---

TERMS & CONDITIONS

Bill Start Date: Nov 01, 2015	Payment Method:
Initial Term: 8 Month(s)	Payment Term: Net 30
Renewal Term: 12 Month(s)	Currency: USD
Auto Renew: Yes	Email: morganlim@bluejeans.com
Billing Type: Prepaid	Billing Frequency: Termed

PRODUCT DESCRIPTION	QUANTITY	CHARGE TYPE	PRICE (Per Unit)	TOTAL MONTHLY PRICE	TOTAL AMOUNT
Named Host Premium EDU	5	Recurring	100.00	500.00	4,000.00

TAX: .00

TOTAL: 4,000.00

This Services Agreement ("Agreement") is entered into between Blue Jeans Network, Inc. with a place of business at 516 Clyde Avenue, Mountain View, CA 94043 ("BJN"), and the Customer listed above ("Customer"). This Agreement includes and incorporates the above Order Form, as well as the linked Terms and Conditions and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof.

General Term & Conditions:

- BJN Services (the "Service(s)"): BJN provides hosted video conferencing services across multiple platforms through its website located at: <http://www.bluejeans.com>.
- Terms and Conditions: <http://bluejeans.com/site/terms-and-conditions>
- Acceptable Use Policy: <http://bluejeans.com/site/acceptable-use-policy>

- Services and Billing starts on date Customer signed the contract, unless noted otherwise on this contract.
- Blue Jeans service is considered taxable in most states. Invoice for service will reflect appropriate sales tax. If Customer is exempt from sales tax obligations, customer is required to provide Blue Jeans with Sales Tax Exemption Certificate within 3 business days of deal signing to ensure taxes are not included on initial invoice.

Plan Term & Conditions:

- Feature Included: Large Meeting**
- Feature Included: Enhanced Recording**
- Feature Included: Command Center Pro**
- Feature Included: Branding**

Overages waived for 8 month(s)

Named Host Premium

- Customer shall not use the Service as an audio only bridge.
- If more than 35% of total meetings in a given month consist of only PSTN participants, (a) a surcharge of 20% of the equivalent monthly charge will be and (b) BJN has the right to terminate the Agreement by providing ten (10) days written notice to Customer.
- Blue Jeans service is taxable in the following states: Hawaii, Indiana, Massachusetts, Minnesota, New York, Ohio, Pennsylvania, Washington, Texas, Kansas, New Jersey, Tennessee, Michigan, Arizona, Wisconsin, Virginia, and the following cities: Chicago, IL and Washington DC. Invoice for service will reflect appropriate sales tax. If Customer is exempt from sales tax obligations, customer is required to provide Blue Jeans with Sales Tax Exemption Certificate within 3 business days of deal signing to ensure taxes are not included on initial invoice. • Named hosts may be assigned to individual employees of Customer.
- Named hosts may not be shared or used by anyone other than the employee assigned.
- Generic naming conventions for Named Hosts are prohibited.
- Simultaneous sessions/video conferences by a Named Host are prohibited.
- Any sale, resale, license, sublicense, rent, timeshare or transfer of Named hosts is prohibited
- You may not utilize more than the number of Named Hosts actually licensed as set forth on the Order Form
- Call Me Feature is only available for calls made to standard United States-based phone numbers.
- BJN may charge Customer fees to the extent Customer (or its meeting participants) use the Call Me Feature to dial international, (900), or other prerecorded phone numbers.
- Participants who use the Call Me Feature to call their mobile phones may incur roaming, international or other fees from their wireless carrier.
- Each Call Me call counts as use of an end point such that Customer may be liable for overages if Customer's use exceeds its plan limitations or restrictions.
- Call Me Feature involves use of PSTN; use of the Call Me Feature applies towards any PSTN limitations or restrictions in Customer's Order Form and Agreement.

Additional Terms (If any):

- The 8 month Initial Term covers the period from November 1, 2015 through June 30, 2016
- BJN will allow Customer to provision a total of 10 Named Hosts to its employees for the 8 month Initial Term.

CUSTOMER PO NUMBER (IF ANY)

PO Number:

PO Date:

SIGNATURE SECTION: AUTHORIZED SIGNATURE

Customer's Signature

Signature: Charles Eason
 Charles Eason (Jan 21, 2016)

Blue Jeans Signature

Signature: David Squella
 David Squella (Jan 21, 2016)

Full Name: Charles Eason

Title: Small Business Sector Navigator

Full Name: David Squellati

Title: Senior Director, Legal Affairs

Service Order Form for California Community Colleges-Workforce and Econ Developm

Adobe Document Cloud Document History

1/21/16



Created: 1/20/16
By: Morgan Lim (morganlim@bluejeans.com)
Status: SIGNED
Transaction ID: CBJCHBCAABAAEYSHHjBDCVxnHUOTM8Mv19omHErQ7KLR

“Service Order Form for California Community Colleges-Workforce and Econ Developm” History

-  Document created by Morgan Lim (morganlim@bluejeans.com)
1/20/16 - 9:17:57 PST - IP address: 4.35.167.50
-  Document emailed to Charles Eason (charles.eason@solano.edu) for signature
1/20/16 - 9:18:03 PST
-  Document viewed by Charles Eason (charles.eason@solano.edu)
1/20/16 - 9:59:39 PST - IP address: 204.17.179.2
-  Document e-signed by Charles Eason (charles.eason@solano.edu)
Signature Date: 1/21/16 - 9:07:52 PST - Time Source: server - IP address: 204.17.179.2
-  Document emailed to David Squellati (davids@bluejeans.com) for signature
1/21/16 - 9:07:57 PST
-  Document viewed by David Squellati (davids@bluejeans.com)
1/21/16 - 9:13:31 PST - IP address: 64.79.127.166
-  Document e-signed by David Squellati (davids@bluejeans.com)
Signature Date: 1/21/16 - 9:14:20 PST - Time Source: server - IP address: 64.79.127.166
-  Signed document emailed to Morgan Lim (morganlim@bluejeans.com), Charles Eason (charles.eason@solano.edu) and David Squellati (davids@bluejeans.com)
1/21/16 - 9:14:20 PST

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: BOARDDOCS PRO

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The purpose of this is to present for the Governing Board’s review and consideration, the formal proposal from BoardDocs, a cloud-based Governance Document Management Service from Emerald Data Solutions and Community College League of California.

At the October 7, 2015 meeting, the Governing Board approved a 3-month trial of NovusAgenda, a software for creating agendas for board meetings. The trial period has ended and it was decided not to move forward with NovusAgenda. It was decided in December 2015 to research alternate software to create agendas.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$9,00/year with one-time setup fee of \$1,000</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

Celia Esposito-Noy, Ed.D.
Superintendent-President

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT:

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

The Superintendent-President Office staff is recommending that Solano Community College approves BoardDocs to use in creating SCC Governing Board agendas and minutes, and that we enter into a one-year agreement. Software will be assessed prior to purchasing another year of access.

Benefits of Board Docs:

- Way to create, manage and publish board docs
- Searchable database (can search other colleges language/policies)
- Saves money and time (approximately 2 working days per week)
- Functions same no matter the device
- 1,600 organizations currently use the system
- Instant access to the most current Policies and Procedures from CCLC
- Recommended and used by Community College League of California
- Can be viewed online or printed

Training and Implementation:

Training sessions will be done onsite on two consecutive days for document publishers, senior staff, and governing bodies.

Costs:

\$9,000 for 1 year agreement
\$1,000 One-time startup fee and training

Features and Costs Summary (ISP/Hosted)

BoardDocs Pro service includes the following features:

- BoardDocs eAgenda Solution
- BoardDocs ePolicy Development and Publication Solution
- BoardDocs Library with Support for Events, News, Board Goals and Board Member Pages
- Integrated Board Goals Management and Tracking
- Separate, Customizable Packets for the Board, Staff and Public
- Private Document Annotations for Governing Body Members
- Advanced Document Workflow with Support for Unlimited Number of Document Submitters
- Customizable Approval Trees and Collaborative Annotations
- On-line or Manual Voting with Support for Virtually Any Type of Vote
- Automated Minutes Generation and Release
- "Follow Me" so Governing Body Members Will Never Get Lost
- Automated Public ScoreBoard, with Voting Results and Speaker Timers
- 100% Web-based for access from Windows, Macintosh, Linux, iPad and other mobile devices
- Integrated Audio Player - Listen to Meetings Indexed by Agenda Item
- Meeting Video simplifies the task of managing and associating videos for private or public meetings
- Access to BoardDocs MetaSearch
- Search Functionality for Consolidated Searches on Any Content
- 7 x 24, Secure, Power-redundant Hosting with Daily Backups
- Up to 20 Years of History with DVD Archiving of Data beyond 20 Years
- User and Security Administration via People Manager
- XML Capabilities to Dynamically Drive BoardDocs Data Into Your Organization's Web site
- Social Sharing via Twitter, Facebook and eMail
- Development, Publication and Tracking of Strategic Plan
- No Extra Charge On-site Training
- 7 x 24, Toll-free, US-based End-user Technical Support
- No Extra Charge for Customization
- Access to All Software Enhancements, Including Version Updates and Fixes for the Term of the Agreement

COST SUMMARY	
CCLC BoardDocs Pro Document Management System – One-time start-up fee:	\$1,000
CCLC BoardDocs Pro Document Management System – Recurring Cost: (Includes maintenance/support, installation, training, updates, upgrades, implementation and customization)	\$9,000 1 /year agreement

In some states, BoardDocs Pro service fees are invoiced by a designated billing agent. Services are invoiced at the beginning of each annual term. The delivery of BoardDocs services is exclusively defined by the BoardDocs End user Agreement (EUA).

Reference Sheet

BoardDocs Pro Reference #1:

Ventura County Community College District
255 West Stanley Ave.
Suite 105
Ventura, CA 93001
Patti Blair: 805-652-5578
pblair@vccd.edu

BoardDocs Pro Reference #2:

San Jose/Evergreen Community College District
600 S. Bascom Avenue
San Jose, CA 95128
Joy Pace: 408-288-3136
joy.pace@sjeccd.edu

BoardDocs Pro Reference #3:

Southwestern Community College District (enr. 18,000)
900 Otay Lakes Rd
Chula Vista, CA 91910-7299
Main Phone: 619-421-6700
Mary Ganio: 619 482-6315, mganio@swccd.edu

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **DISTRICT RECLASSIFICATION LEAD RESEARCH
ANALYST TO PRINCIPAL RESEARCH AND DATA
ANALYST**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

In accordance with Article 18 of the California School Employees Association (CSEA)/District Collective Bargaining Agreement, the District may request a reclassification based on significant changes in job duties and levels of responsibility. A reclassification review was conducted and a recommendation made to revise the Lead Research Analyst job description and title to reflect the changes of the position. The new title is revised to Principal Research and Data Analyst. The CSEA and District have reached agreement on salary placement to be changed from Range 17 to Range 20.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: Human Resources

<i>Ed. Code: 88001 and 88009</i>	<i>Board Policy: 4720</i>	<i>Estimated Fiscal Impact: \$3,494.36 This salary changes only, does not reflect health welfare costs</i>
<i>cost is</i>		
<i>and</i>		

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Mary Jones.
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

March 4, 2016

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **NEW CLASSIFIED SCHOOL EMPLOYEES
 ASSOCIATION (CSEA) JOB DESCRIPTION, SENIOR
 INFORMATION REPORTER (RESEARCH)**

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The following job description is presented for Governing Board approval. The attached job description establishes a new Classified School Employees Association (CSEA) position in Research and Planning. This position will provide district wide information and analysis support to the College. Position will be placed on Range 20 of the California School Employees Association Salary Schedule. The proposed position has been vetted through CSEA.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: Human Resources

Ed. Code: 88009 Board Policy:4720 Estimated Fiscal Impact: \$58,779.72 and Health and Welfare Benefits; funded by SSSP and Student Equity Funds

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Mary Jones.
 Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO JUNK PROS FOR
PROFESSIONAL SERVICES FOR DISPOSAL OF
SURPLUS FURNITURE, FIXTURES AND EQUIPMENT
(FF&E) PROJECT**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Board approval is requested for award of a professional services contract to Junk Pros for the Disposal of Surplus Furniture, Fixtures and Equipment (FF&E) Project. The scope of work is to dispose of obsolete fire technology equipment, student study carrels from Building 100, and office furniture from 360 Campus Lane. All items were approved for disposal by the Board of Trustees as Agenda Item 14.(q), at the February 17, 2016 meeting.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovating existing instructional space and equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$3,317 Measure G Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Yulian Ligioso
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Yulian Ligioso
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 4, 2016

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO JUNK PROS FOR
PROFESSIONAL SERVICES FOR DISPOSAL OF
SURPLUS FURNITURE, FIXTURES AND EQUIPMENT
(FF&E) PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The items will be properly disposed of following all hazardous and environmental laws, including the District's recycling guidelines.

The fire technology items were sent out for request for donation to other community college fire technology departments and due to their obsolescence, we had no responses. The furniture items were sent out to other community colleges, Mare Island Technology Academy and the Solano County Office of Education and there was no interest.

A proposal was requested from four firms. Two were received as follows:

Junk Pros \$3,317
Cal Junk \$6,400

Junk Pros was deemed the lowest responsive and responsible bidder.

The Governing Board is asked to approve a contract to Junk Pros in the amount of \$3,317.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO COOPER OATES AIR
 CONDITIONING FOR CONSTRUCTION SERVICES FOR
 HYDRONIC PUMPS REPLACEMENT AT FAIRFIELD
 PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a construction services contract to Cooper Oates Air Conditioning for the Hydronic Pumps Replacement at Fairfield Project. The scope of work for this Small Capital project is to remove and replace heating and cooling system hydronic pumps and motors in buildings throughout the Fairfield Campus that are in need of replacement. All pumps and motors will be properly disposed of by the contractor following all environmental laws and the District's recycling guidelines.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovating existing instructional space and equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$95,000 Measure Q Funds</i>
SUPERINTENDENT'S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Yulian Ligioso Vice President, Finance & Administration		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		
(707) 863-7855		
TELEPHONE NUMBER		
Yulian Ligioso Finance & Administration		
VICE PRESIDENT APPROVAL		
March 4, 2016		
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		
		Celia Esposito-Noy, Ed.D. Superintendent-President
		March 4, 2016
		DATE APPROVED BY SUPERINTENDENT-PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO COOPER OATES AIR
CONDITIONING FOR CONSTRUCTION SERVICES FOR
HYDRONIC PUMPS REPLACEMENT AT FAIRFIELD
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A proposal was requested from two State of California – Department of General Services Certified Small Businesses. Two bids were received:

Cooper Oates Air Conditioning and Prime Mechanical submitted proposals for the project as follows:

Cooper Oates Air Conditioning	\$95,000
Prime Mechanical	\$105,560

Cooper Oates Air Conditioning was deemed the lowest responsive and responsible bidder, and the bid is within budget.

The Governing Board is asked to approve a contract to Cooper Oates Air Conditioning in the amount of \$95,000.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONTRACT AWARD TO CONSTRUCTION TESTING SERVICES INC. (CTS), FOR PROJECT SPECIAL INSPECTION AND TESTING SERVICES FOR THE SCIENCE AND BIOTECHNOLOGY BUILDING PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested to award a professional services contract in a not to exceed amount of \$92,230 to Construction Testing Services Inc. (CTS) for Division of State Architect project special inspection and testing services for the Science and Biotechnology Building Project, which includes specific observation and testing for the construction of this new building. The scope of work of this contract includes providing all offsite and onsite special inspections and materials testing as required by the California Building Code, 2013 Edition.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Enhancing instructional spaces and classrooms.

Ed. Code: Board Policy:3225; 3520 Estimated Fiscal Impact: \$92,230 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian Ligioso
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 4, 2016

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO CONSTRUCTION TESTING SERVICES INC. (CTS), FOR PROJECT SPECIAL INSPECTION AND TESTING SERVICES FOR THE SCIENCE AND BIOTECHNOLOGY BUILDING PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from firms in the Board approved pool of project special inspection and testing firms. Responses were received from Consolidated Engineering Laboratories, Construction Testing Services Inc., Inspection Services, Inc., Ninyo & Moore, and Terracon. Based on qualifications and price, Construction Testing Services Inc. (CTS) is considered the best value for this project.

The Governing Board is asked to approve a contract to Construction Testing Services Inc. (CTS) in an amount not to exceed \$92,230.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO SWINERTON MANAGEMENT
 AND CONSULTING FOR CONSTRUCTION
 MANAGEMENT SERVICES FOR SCIENCE BUILDING
 PHASE 1 PROJECT**

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for award of contract to Swinerton Management and Consulting for construction management services for the Science Building project at the Fairfield Campus.

A request for proposal (RFP) was issued to Swinerton Management and Consulting, one of the firms in the District’s approved pool of construction management firms, for construction management services for the new Science Building to be built on the Fairfield Campus. Contract negotiations are complete and the Governing Board is asked to approve the Swinerton Management and Consulting construction management services contract for the Science Project. The contract includes

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: New instructional space and equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$ 1,143,094 Measure Q Funds</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Yulian Ligioso
 Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO SWINERTON MANAGEMENT
AND CONSULTING FOR CONSTRUCTION
MANAGEMENT SERVICES FOR SCIENCE BUILDING
PHASE 1 PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

management of design efforts by the Design Build Entity, Division of the State Architect plan approval process (collaborative process, submittals, approvals, and closeout), construction of the building, and final project close-out.

The Governing Board is asked to approve a contract for Swinerton Management and Consulting in the amount not to exceed \$ 1,143,094.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONTRACT CHANGE ORDER TO BHM CONSTRUCTION INC., FOR BUILDING 1200 PERFORMING ARTS RENOVATION (PHASE 1) PROJECT

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Board approval is requested for Change Order Number One to the Contract with BHM Construction Inc. for the Building 1200 Performing Arts Renovation Project. On September 16, 2015 the Board approved a contract to BHM Construction for the Building 1200 Performing Arts Renovation Project. Construction for this project began on November 4, 2015 after receiving approval of funds from the State Chancellor’s Office.

This change order is within the previously approved budget for the project, with the change being funded by State approved construction contingency funds.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: Increase capacity to support instructional spaces and equipment.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$166,491 State Funds</i>
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SUPERINTENDENT’S RECOMMENDATION:
 APPROVAL **DISAPPROVAL**

 NOT REQUIRED **TABLE**

Yulian Ligioso
 Vice President, Finance and Administration

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

March 4, 2016

DATE SUBMITTED TO

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 14.(h)
MEETING DATE March 16, 2016

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER TO BHM CONSTRUCTION
INC., FOR BUILDING 1200 PERFORMING ARTS
RENOVATION (PHASE 1) PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

During the course of construction several unforeseen conditions were encountered and clarifications to the drawings and additional work space were required. These unforeseen conditions and clarifications were not part of the original contract with BHM Construction, necessitating a change order. The attached change order outlines the conditions discovered and changes that were required during the course of construction.

The Board is asked to approve a change order to BHM Construction in the amount of \$166,491.

Solano Community College District
 4000 Suisun Valley Rd.
 Fairfield CA, 94534

CHANGE ORDER NO.:

1

CHANGE ORDER

Project: Solano Community College Building 1200
Bid No.: 14-014

Date: March 16, 2016
DSA File No.: 48-C1
DSA Appl. No.: 02-113590

The following parties agree to the terms of this Change Order:

Owner: Solano Community College District 4000 Suisun Valley Rd. Fairfield CA, 94534	Contractor: BHM Construction 221 Gateway Rd. W Suite 405 Napa, CA 94558
--	--

Reference	Description	Cost	Days Ext.
CPE 1.2	Replace broken valve serving the fire suppression system not shown in contract documents.	\$9,797	0
CPE 2	Removal of tree with existing damage not shown on contract documents.	\$3,575	0
CPE 3	Replace existing sewer line shown to remain that had existing damage.	\$5,689	0
CPE 4	Add additional joist headers, web stiffeners and hangers for Return Air openings that were not shown in contract documents.	\$1,219	0
CPE 12	Structural upgrades to un-blocked and unbraced walls discovered after demolition. Several structural components were damaged or missing and they were required to be repaired.	\$57,928	0
CPE 24.1	Disposal of several sections of asbestos containing piping discovered on site and replacement of existing damaged sewer line.	\$9,972	0
CPE 31	Relocation of several underground utilities found in conflict with the new building canopy. In order to install the canopy the utilities had to be relocated outside the plane of influence.	\$8,135	0
CPE 40	Add stem wall to retain compacted fill. After demolition it was discovered the raised section of the Choral Room did not have an existing stem wall.	\$4,575	0
CPE 39	Increase thickness of orchestra pit wall in order to conform with existing control point.	\$6,192	0
CPE 21	The existing building trusses were not fire treated. The trusses are required to be fire treated where they penetrate fire rated wall. In order to achieve this fire resistant material had to be added to the trusses.	\$12,037	0
CPE 42	After demolition it was discovered at each end of the stage there was damage to the stage, its structural support and there was unstable pea gravel used for back fill. The stage needed to be demolished, remove unstable pea gravel, backfill with suitable material, and install new foundations.	\$47,372	0

Contract time will be adjusted as follows: Previous Completion Date: January 11, 2017 0 Calendar Days Extension Current Completion Date: January 11, 2017	Original Contract Amount: Amount of Previously Approved Change Order(s): Amount of this Change Order: Contract Amount:	\$13,697,024 \$ 0.00 \$166,491.00 \$13,863,515	

The undersigned Contractor approves the foregoing as to the changes, if any, and the Cost, if any, specified for each item and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein.

This change order is subject to approval by the governing board of this district and must be signed by the District.

The compensation and time, if any, granted herein represent a full accord and satisfaction for any and all time and cost impacts of the items herein, and Contractor waives any and all further compensation or time extension based on the items herein. The value of the extra work or changes expressly includes any and all of the Contractors costs and expenses, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project. Any costs, expenses, damages or time extensions not included are deemed waived.

Signatures:

District:

Contractor:

[Name]

Date

[Name]

Date

END OF DOCUMENT



PROJECT BUILDING 1200 THEATER RENOVATION

PROJECT No. 14-014

CONTRACTOR BHM CONSTRUCTION

CONTRACT No. 14-014

ARCHITECT LPAS

DATE JANUARY 4, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #2. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #2

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$3,575.00

Cost Basis:

Lump Sum Time and Material

Recommended by: 
Construction Manager, VPCS
Date: January 4, 2016

Recommended by: Eric Berger
Project Manager, KCEM
Date: January 5, 2016

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by: 
Signature of District Authorized Representative
Date: 1-5-16



PROJECT BUILDING 1200 THEATER RENOVATION
CONTRACTOR BHM CONSTRUCTION
ARCHITECT LPAS

PROJECT No 14-014
CONTRACT No 14-014
DATE JANUARY 4, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #3. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

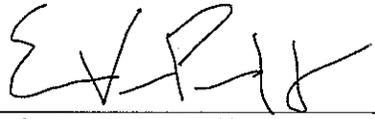
Reference: CPE #3

If a Change Order is contemplated, fill out and check boxes as appropriate.

Estimated Cost: \$5,689.00

Cost Basis:

Lump Sum Time and Material

Recommended by: 

Construction Manager VPCS

Date: January 4, 2016

Recommended by: Eric Berger

Project Manager, KCEM

Date: January 4, 2016

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by: 

Signature of District Authorized Representative

Date: 01/05/2016

Minor \$ Amt. Per P.K. This will be consolidated into a larger D order when material. (JCB)



PROJECT BUILDING 1200 THEATER RENOVATION
 CONTRACTOR BHM CONSTRUCTION
 ARCHITECT LPAS

PROJECT No. 14-014
 CONTRACT No. 14-014
 DATE JANUARY 21, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #4. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #4

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$1,219.00

Cost Basis:

Lump Sum Time and Material

Recommended by:
 Construction Manager, VPCS
 Date: January 21, 2016

Recommended by:
 Project Manager, KCEM
 Date: 1/29/16

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by:
 Signature of District Authorized Representative
 Date: 2-3-16



PROJECT BUILDING 1200 THEATER RENOVATION
 CONTRACTOR BHM CONSTRUCTION
 ARCHITECT LPAS

PROJECT No. 14-014
 CONTRACT No. 14-014
 DATE JANUARY 26, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #12. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #12, CCD 1

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$57,928.00

Cost Basis:

Lump Sum Time and Material

Recommended by:
 Construction Manager, VPCS
 Date: January 26, 2016

Recommended by: _____
 Project Manager, KCEM
 Date: _____

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by:
 Signature of District Authorized Representative
 Date: 1-27-16



PROJECT BUILDING 1200 THEATER RENOVATION
 CONTRACTOR BHM CONSTRUCTION
 ARCHITECT LPAS

PROJECT NO. 14-014
 CONTRACT NO. 14-014
 DATE JANUARY 28, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #24.1. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #24.1

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$9,972.00

Cost Basis:

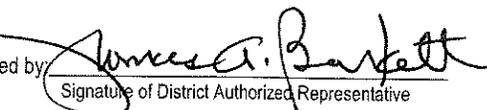
Lump Sum Time and Material

Recommended by: 
 Construction Manager, VPCS
 Date: January 28, 2016

Recommended by: 
 Project Manager, KCEM
 Date: 1/29/16

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by: 
 Signature of District Authorized Representative
 Date: 2-3-16



PROJECT BUILDING 1200 THEATER RENOVATION

PROJECT No. 14-014

CONTRACTOR BHM CONSTRUCTION

CONTRACT No. 14-014

ARCHITECT LPAS

DATE FEBRUARY 4, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #31. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #31

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$8,135.00

Cost Basis:

Lump Sum Time and Material

Recommended by: *[Signature]*

Construction Manager, VPCS

Date: February 4, 2016

Recommended by: *[Signature]*

Project Manager, KCEM

Date: February 4, 2016

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by: *[Signature]*
Signature of District Authorized Representative

Date: 2-4-16



PROJECT BUILDING 1200 THEATER RENOVATION

PROJECT No. 14-014

CONTRACTOR BHM CONSTRUCTION

CONTRACT No. 14-014

ARCHITECT LPAS

DATE FEBRUARY 10, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #40. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #40

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$4,575.00

Cost Basis:

Lump Sum Time and Material

Recommended by: 

Construction Manager, VPCS

Date: February 10, 2016

Recommended by: _____

Project Manager, KCEM

Date: _____

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by: 

Signature of District Authorized Representative

Date: 2-11-16



PROJECT BUILDING 1200 THEATER RENOVATION
 CONTRACTOR BHM CONSTRUCTION
 ARCHITECT LPAS

PROJECT NO. 14-014
 CONTRACT NO. 14-014
 DATE FEBRUARY 25, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #39. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #39

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$6,192.00

Cost Basis:

Lump Sum Time and Material

Recommended by:
 Construction Manager, VPCS
 Date: February 25, 2016

Recommended by:
 Project Manager, KCEM
 Date: 2/25/16

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by:
 Signature of District Authorized Representative
 Date: 2-25-16



PROJECT BUILDING 1200 THEATER RENOVATION
 CONTRACTOR BHM CONSTRUCTION
 ARCHITECT LPAS

PROJECT NO. 14-014
 CONTRACT NO. 14-014
 DATE FEBRUARY 25, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #21. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #21

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$12,037.00

Cost Basis:

Lump Sum Time and Material

Recommended by:
 Construction Manager, VPCS

Date: February 25, 2016

Recommended by:
 Project Manager, KCEM

Date: 2/25/16

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by:
 Signature of District Authorized Representative

Date: 2-25-16



PROJECT BUILDING 1200 THEATER RENOVATION
 CONTRACTOR BHM CONSTRUCTION
 ARCHITECT LPAS

PROJECT NO. 14-014
 CONTRACT NO. 14-014
 DATE FEBRUARY 25, 2016

In accordance with the contract general conditions BHM is authorized to proceed with the work as outlined in CPE #42. All work is to be performed in compliance with the existing contract documents. A change order will be prepared for this work.

Reference: CPE #42

If a Change Order is contemplated, fill out and check boxes as appropriate:

Estimated Cost: \$49,372.00

Cost Basis:

Lump Sum Time and Material

Recommended by:
 Construction Manager, VPCS

Date: February 25, 2016

Recommended by:
 Project Manager, KCEM

Date: 2/25/16

Copies to:

- Project Manager/Construction Inspector
- Architect
- Construction Administrator
- Contractor

Authorized by:
 Signature of District Authorized Representative

Date: 2-25-16

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: AMENDMENT TO LEASE AGREEMENT TO
EVERGREEN CEMETERY ASSOCIATION, A
CALIFORNIA NON-PROFIT CORPORATION FOR 1301
GEORGIA STREET, VALLEJO, CALIFORNIA

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for Amendment to the lease of 1301 Georgia Street, Vallejo, California for interim instructional facilities for the Automotive Technology Program. Lease agreement was approved by Board of Trustees as Agenda Item 12.(d), at the January 15, 2014 meeting date. The amendment extends the lease from February 1, 2017 to January 31, 2018 for approximately 16,144 rentable square feet with parking. Base rent will be \$14,000 monthly. Additionally, the prorated share of building operating expenses and utilities are projected to be approximately \$32,400 per year.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

Ed. Code: N/A Board Policy: Estimated Fiscal Impact: \$200,400 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian Ligioso
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy
Superintendent-President

March 4, 2016

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: AMENDMENT TO LEASE AGREEMENT TO
EVERGREEN CEMETARY ASSOCIATION, A
CALIFORNIA NON-PROFIT CORPORATION FOR 1301
GEORGIA STREET, VALLEJO, CALIFORNIA**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The leased building is being utilized for swing space for Automotive Technology instruction. The existing lease term extends to January 31, 2017. An additional one year period is needed for swing space for Automotive Technology program due to the projected completion date of the new Automotive Technology Building Project.

The Board is requested to approve Amendment to Lease, which extends the term of the lease by one year for 1301 Georgia Street, Vallejo, California.

AMENDMENT TO LEASE

This Amendment of Lease is made on JANUARY 19, 2016, between Evergreen Cemetary Association, a California Non - Profit Corporation as Lessor, and Solano Community College District, as Lessee, who agree to the following:

Lessor and Lessee entered into a written lease dated February 1, 2014, in which Lessor leased to Lessee and Lessee leased from Lessor, premises located in Vallejo, Solano County, California, real property located at 1301 Georgia Street.

The lease currently ends on January 31, 2017, and Lessee has found it requires an additional twelve (12) months of occupancy.

Lessor and Lessee agree to the following changes in the lease:

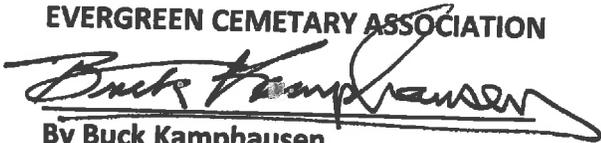
1. The lease shall be amended to allow one (1) additional year of occupancy, commencing February 1, 2017 and ending on January 31, 2018.
2. The monthly rental during the extended term, shall be increased to Fourteen Thousand Dollars, (\$14,000.00) each month, commencing February 1, 2017.
3. At the termination of this Lease, or, any extension thereof, Tenant agrees to allow Landlord the right to purchase certain moveable equipment installed by Landlord for Tenant use, however, owned by Tenant. No later than Ninety (90) days following execution of this Agreement by Landlord and Tenant , Landlord and Tenant shall prepare an Agreement, including a inventory, itemizing such equipment, and the cost of equipment to be sold by Tenant to Landlord. Upon demand, and subject to transfer of ownership of equipment, by Bill of Sale, Landlord, shall pay Tenant by legal tender, acceptable to Tenant, the agreed value of such equipment.

Except as set forth in this Amendment of Lease, all of the provisions of the lease shall remain unchanged and in full force and effect.

Signature page follows

LESSOR

EVERGREEN CEMETARY ASSOCIATION



**By Buck Kamphausen
President - Trustee**

LESSEE

SOLANO COMMUNITY COLLEGE DISTRICT

**By Yulian Ligioso
Vice President Finance & Administration**

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: DISTRICT STANDARDS REVISIONS #2

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested to authorize acceptance of revisions to the Solano Community College 2013 Facilities Master Plan, Book 2: District Standards, which was approved on April 2, 2014, and revisions approved February 18, 2015.

During the design and implementation of recent District projects, several revisions and/or additions to the District Standards have been recommended. The attached “Design Standards Revisions” (DSR)

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Repair and update instructional space and equipment to meet DSA standards.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Yulian Ligioso
 Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 14.(j)
MEETING DATE March 16, 2016

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: DISTRICT STANDARDS REVISIONS #2

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Log lists the revisions previously approved (1-9), and describes the items which are recommended to be revised for future projects, or incorporated as new standards not previously addressed in the original District Standards document. The proposed replacement text for the Design Standard for Lighting section is also attached.

The Board is asked to approve revisions 10-58 on the attached Design Standards Revision Log.



Design Standards Revisions Log

2/18/2016

Item	By	Date	Title	Page	Section	Key Changes	Approved	Rejected	Notes
1	SCCD Facilities Dept.	8/20/2014	Lighting	196	26 50 00	LED exterior lighting	BOT 2/18/15		The District is requesting to add LED exterior lighting into District Standards to improve the quality of light and promote energy savings.
2	SCCD Facilities Dept.	8/20/2014	Lighting	196	26 50 00	T-8 25W interior lighting with 7 years manufacturer warranty	BOT 2/18/15		The current District standards only calls for 2x4 fixtures. The District standard is being amended to be more specific. 2'x4' fluorescent fixtures are to be T-8 25 watt for interior lighting to consolidate inventory (reduce fluorescent tube stocking) and standardize parts for reduced maintenance costs.
3	SCCD Facilities Dept.	8/20/2014	Door hardware	47	N/A	Vertical rods for doors	BOT 2/18/15		District wishes to improve door hardware standards by requiring all double doors to have vertical rods; all metal and aluminum storefront doors to have concealed rods, and vertical rods for wood doors.
4	SCCD IT	10/29/2014	Audio Visual	275	27 00 00	AV and Video Conferencing: Utelogy as Districtwide sole source AV software platform.	BOT 2/18/15		Utelogy software platform for control and management of audio visual systems and video conferencing/telepresence systems applied Districtwide for smart classrooms, conference and Board rooms, assembly spaces, or any Campus facility where audio visual and/or video conferencing needs are required. Utelogy software platform as a District sole source product allows the District to improve its standards for functionality, ensure compatibility with existing systems, increase consistency in use and operation, consolidation of AV and ZIT resources and ease of technology services and support where AV systems are deployed.
5	SCCD Facilities	2/4/2015	Mechanical Equipment	157	23 75 00	Acceptable Air Handling Unit Manufacturers	BOT 2/18/15		Add GOVERNNAIR to the list of District Approved Manufacturers for Custom Units.
6	SCCD Facilities Dept.	12/22/2014	Roofing	N/A	N/A	Roofing	BOT 2/18/15		Current District Standards are silent with regard to roofing systems. The District wishes to introduce Thermoplastic Polyolefin (TPO) roofing as a District standard for new projects. TPO is the same roofing used on Building 600 Renovation.
7	SCCD IT	8/22/2014	Telecomm	272	27 00 00	Telecomm Standards: cabling & cable routing	BOT 2/18/15		District Standards to be amended to include requirements for the addition of conduit, junction boxes, and backing plates for future "Virtual Classroom" spaces, as directed by the District. Specific layout of pathway and junction boxes to be on a case by case basis as directed by Campus IT Dept.
8	SCCD IT	8/22/2014	Audio Visual	275	27 00 00	Audio Visual Standards: Future "Virtual Classroom" spaces	BOT 2/18/15		District Standards to be amended to include requirements for the addition of conduit, junction boxes, and backing plates for future "Virtual Classroom" spaces, with standard room guidelines for location of junction boxes and backing plates. Specific layout of pathways and junction boxes to be on a case by case basis as directed by Campus IT Dept.
9	SCCD IT	8/22/2014	Telecomm	271 item (j)	27 00 00	Telecomm Standards: Access to IDF/MDF Rooms	BOT 2/18/15		District Standards to be amended to require Key-Card access to all IDF/MDF rooms.

10	SCCD Facilities	2/17/2016	Landscape Standards: Pedestrian Asphalt Paving	23		Add requirement for pedestrian asphalt paving to be able to support light vehicular traffic.		District Standards to be amended to add "Paving and base section to be designed to allow for light vehicular traffic where path/road is wider than six feet" bullet point to Associated Design Standards and Construction Specifications.
11	SCCD Facilities & Campus Police	2/17/2016	Landscape Standards: Planting	28		Add requirement that landscape design to be coordinated with site lighting design and security camera locations to maximize visibility of people to enhance security.		District Standards, Design Standard for Planting, to be amended to add the following bullet point: "Landscape design for location of trees and bushes to be coordinated with site lighting and security camera locations to maximize visibility of pathways and people to enhance safety and security."
12	SCCD Facilities	2/17/2016	Landscape Standards: Trash and Recycling Receptacles	38		Require that outdoor receptacles for recyclables be blue in color.		District Standards, Design Standard for Trash and Recycling Receptacles, Approved Manufacturers, under both bullet points, second sub-bullet point to be amended to read: "Color: powder coat Stormcloud for trash receptacles; powder coat Bluebell for recycling receptacles".
13	SCCD Facilities	2/17/2016	Architectural Standards: Casework	43		Add requirement for anti-slamming drawer slides.		District Standards to be amended to add "anti-slamming" to Casework Design Guidelines for Drawer Slides.
14	SCCD Facilities	2/17/2016	Architectural Standards: Custodial Spaces	44/45		Revise name for main storage room, add more specifications for this room, and add kickplates at doors.		District Standards to be amended to revise "Custodial Main Storage Room" where it occurs in the text to be "Facilities Main Storage Room". Add the following bullet point under B: "The Facilities Main Storage Room should not include boilers, water heaters, electrical panels, similar mechanical or electrical equipment, or roof access." Under C Custodial Doors, second bullet point, replace second sentence with the following "Doors to Custodial and Facilities Storage Room spaces to swing outward. If this cannot be accomplished, the size of the room shall be increased by ten square feet. Under C Custodial Doors, fourth bullet point sentence to be revised to read "Doors should have a vent and a Stainless Steel armor plate and kick plate on push side of door." Also under C, revise Door Signage last bullet to read "...Custodial and Facilities Storage Room spaces on the wall side..." Under D, Custodial Floor Finish, eliminate first bullet re: ceramic tile; revise the next bullet to read: "Flooring in custodial closets and facilities main storage room to be smooth concrete with clear coating. Product: Rust-Oleum's Easyclear Epoxy Maintenance Floor Coating. No substitutions allowed." Under E, Custodial Wall Finish, replace second bullet with "Rest of the walls: Provide FRP (fiberglass reinforced panel) to a height of four feet above finish floor on all walls. Provide semi-gloss, water based epoxy paint at gyphoard above FRP, color: District Standard Navajo White."
15	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	46/48		Establish Stanley Access Technologies Magic Access (Low Energy) as District Standard for entry door automatic door operator, with no substitutions allowed.		District Standards for Door Hardware, Exterior Door Hardware 2, last bullet to be revised to read "Product: Stanley Access Technologies Magic Access (Low Energy) . No substitutions allowed."
16	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	47/48		Ensure substrate for exterior door frames is appropriate for structural support.		District Standards for Door Hardware, Exterior Door Hardware, 5, second bullet point, second sub-bullet point to be revised to read "Identify appropriate substrate for application; ensure substrate provides for structural integrity for support of door frame & door."
17	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	47/48		Add requirements for door lock keying.		District Standards for Door Hardware, C, Locks, 1, bullet point keys, second sub-bullet point to be revised to read: "All new keys will be given to College's Locksmith in the form of blanks. No exceptions." Bullet point implementation, first sub-bullet point, revise "Chief Engineer" to read "Locksmith".

18	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	47		Require 3 hinges in casework doors taller than 60 inches.			District Standards for Door Hardware, D. Other Hardware, 1. fifth bullet point to be revised to delete the words "(except 2 hinges at doors in units)".
19	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	49		Establish Stanley Door Closers as District Standard, with no substitutions allowed.			District Standards for Door Hardware, Other Hardware, 3. Surface Closers, first bullet point to be revised to delete the word "preferred". Fourth bullet point to be revised to read "Product: Stanley Door Closers D-4550/D-4551 Series selected as appropriate for specific application. No substitutions allowed."
20	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	49/50		Disallow adhesive type door seals.			District Standards for Door Hardware, Other Hardware, 8 to be revised to read "Seals shall be adjustable screw type with silicone underneath, no adhesive types allowed. Pemko, National Guard Products, or equivalent."
21	SCCD Facilities	2/17/2016	Architectural Standards: Doors and Door Frames	61/63		Establish Stanley Access Technologies Magic Dura-Glide 2000/3000 as District Standard for exterior entry automatic sliding doors, with no substitutions allowed.			District Standards for Doors and Door Frames, Exterior Doors and Frames, 1, last bullet point to be revised to read "Product: Stanley Access Technologies Dura-Glide 2000/3000. No substitutions allowed."
22	SCCD Facilities	2/17/2016	Architectural Standards: Exterior Paint	69/71		Disallow substitutions on exterior paint.			District Standards, Design Standard for Exterior Paint, Substitutes Allowed, revise to read "No substitutions allowed."
23	SCCD Facilities	2/17/2016	Architectural Standards: Flooring	73/76		Revise flooring recommendations by room type.			District Standards, Design Standard for Flooring, Design Standard, 1. Flooring Recommendations by Room Type, make the following revisions in this table: Revise Option 1 header to read "1st Choice", Option 2 to read "2nd Choice", and Option 3 to read "3rd Choice". Lobbies/Entries, 1st Choice to be "Stained Concrete with transparent sealer appropriate for use", 2nd Choice to be "Carpet with built-in walk-off mat", no 3rd Choice. Door Entrance Area, 1st Choice to read "Built-in Walk-off Mat. Do not specify Aluminum Grate Walkway", no 2nd or 3rd choices. Public Hallways/Corridors, 1st Choice to read "Stained Concrete with transparent sealer appropriate for use", 2nd Choice to read "Carpet", 3rd Choice to read "Linoleum". Class rooms no changes to chart. Laboratories/Kitchen Areas, 1st Choice to read "Stained Concrete sealed with transparent sealer specific to Laboratory use. No exceptions, no 2nd or 3rd choices. Offices and Office Areas no changes to chart. Restrooms no changes to chart. Study Areas, Lounges etc., 1st Choice to read "Carpet with Linoleum at areas with sinks", no 2nd or 3rd choices. Service Areas and Service Hallways, 1st Choice to read "Concrete with transparent sealer specific to use. No exception except where required by code". Custodial Spaces, 1st Choice to read "Concrete with transparent sealer specific to maintenance use. No exceptions.", no 2nd or 3rd Choices.
24	SCCD Facilities	2/17/2016	Architectural Standards: Flooring	74/76		Delete flooring specifics for terrazzo and stone tile.			District Standards, Design Standard for Flooring, 2. Flooring Specifics, B to be revised to read "Not Used". Delete text in this section.
25	SCCD Facilities	2/17/2016	Architectural Standards: Flooring	76		Add language to indicate rolled carpet goods not preferred. (Carpet squares preferred).			District Standards, Design Standard for Flooring, 2. Flooring Specifics, E. Carpet, first bullet point Rolled Goods: 6' or 12' wide, add: "Not preferred; avoid if possible." Add bullet point "Non-directional pattern preferred."
26	SCCD Facilities	2/17/2016	Architectural Standards: Flooring	76		Revise carpet backing standard, as Powerbond ER3 is no longer allowed in California as a result of Proposition 65.			District Standards, Design Standard for Flooring, 2. Flooring Specifics, E. Carpet, third bullet point to read "Backing: Flex-Aire Cushion Modular."
27	SCCD Facilities	2/17/2016	Architectural Standards: Flooring	74/77		Revise ceramic tile flooring specifics to coordinate with revisions made in other sections.			District Standards, Design Standard for Flooring, 2. Flooring Specifics, G. Ceramic Tile, first bullet point to be revised to read "Provide ceramic mosaic tile in minimum 6" x 6" size for restrooms."
28	SCCD Facilities	2/17/2016	Architectural Standard:	77/79		Disallow substitutions on interior paint and whiteboard paint.			District Standards, Design Standard for Interior Paint, Substitutes Allowed, to be revised to read "No substitutions allowed."

29	SCCD Facilities	2/17/2016	Architectural Standard:	78/80		Revise minimum ceramic tile size.			District Standards, Design Standards for Restrooms, C. Restroom Finishes, 2 Restroom Floors, a) to be revised to read "Provide ceramic mosaic tile in minimum 6" x 6" size."
30	SCCD Facilities	2/17/2016	Architectural Standards: Door Hardware	79/81		Establish Bobrick, as District Standard for hinges on toilet partition doors, with no substitutions allowed.			District Standards for Restrooms, D. Toilet Compartments and Urinal Screens, 2, k) Hardware, last bullet point; sub bullet point Hinges: add "Product: Bobrick commercial grade, self-closing, slow-closing. No substitutions."
31	SCCD Facilities	2/17/2016	Architectural Standards: Vending spaces	81/84		Add provisions for security line of sight into vending machine rooms or alcoves.			District Standards for Vending Spaces, third bullet. Add "Provide glazing into the vending machine area from adjacent traffic area, if and as needed to enhance security."
32	SCCD Facilities	2/17/2016	Architectural Standards: Vending spaces	81/84		Add requirements for flooring condition under vending machines.			District Standards for Vending Spaces, fifth bullet, to be revised to add sub-bullet: "Flooring under vending machines to be sealed concrete if possible. In no case shall it be carpet."
33	SCCD Facilities	2/17/2016	Architectural Standards: Wall and Corner Protection	81/84		Revise requirement for corner guards.			District Standards for Wall and Corner Protection, Corner Protection, revise bullet three to replace "4' high" with "5' high."
34	SCCD Facilities	2/17/2016	Plumbing Standards: Design Standard for Common Motor Requirements for HVAC Equipment	91/94		Add requirement for anti-vibration isolation in installation of motors, to minimize vibration for ceiling mounted projectors.			Design Standard for Common Motor Requirements for HVAC Equipment, Design Standard, to be revised to add bullet point: "Motor mounting to provide for anti-vibration isolation in order to minimize vibration for ceiling mounted projectors."
35	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for General Duty Valves for HVAC	125/128		Disallow substitutions on control valves and balancing valves.			Design Standard for General Duty Valves for HVAC, Substitutes Allowed, to be revised to add "No substitutions allowed on control valves and balancing valves."
36	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Variable Frequency Drives	133/136		Disallow substitutions from manufacturers listed.			Design Standard for Variable Frequency Drives, Substitutes Allowed, to be revised to read "No substitutions allowed."
37	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Facility Natural Gas Systems	133/137		Add requirement to install individual sub-meter to supply line feeding each building.			Design Standard for Facility Natural Gas Systems, Design Standard, add last bullet point to read "Provide sub-meter at each building as new buildings are constructed and at existing buildings (if does not already exist) when the building is substantially renovated. The purpose is to facilitate District monitoring of gas usage per building."
38	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Facility Natural Gas Systems	133/137		Disallow substitutions from manufacturers listed.			Design Standard for Facility Natural Gas Systems, Substitutes Allowed, to be revised to read "No substitutions allowed."
39	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Heating Water Systems	140-141/ 143-144		Revise manufacturers listed and disallow substitutions.			Design Standard for Heating Water Systems, Approved Manufacturers, Hot water heating coils to be revised to list "Trane" only; Horizontal hydronic unit heaters to be revised to list "Trane" only, Cabinet Heaters to be revised to list "Trane" and "Carrier", Hot water Connectors to be revised to list "Trane" only, Finned Tube Radiator to be revised to list "Trane" only, and Heat Exchangers to be revised to list "Bell & Gossett" and "Taco". Substitutes Allowed to be revised to read "No substitutions allowed."
40	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Chilled Water Systems	142-143/ 145-146		Revise manufacturers listed and disallow substitutions.			Design Standard for Chilled Water Systems, Approved Manufacturers, Air-Cooled Chiller to be revised to list "Trane", "Carrier" and "York", Evap-Cooled Chiller to be revised to list "Governair" only, Water-Cooled Chiller to be revised to read "Trane", "Carrier" and "York", Induced Draft Counterflow Cooling Tower to be revised to list "BAC" only, Ice Storage Systems to be revised to list "BAC" only, and Heat Exchangers to be revised to read "Bell & Gossett" and "Taco". Substitutes Allowed to be revised to read "No substitutions allowed."

41	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Hydronic Pumps	144/147		Disallow substitutions from manufacturers listed.			Design Standard for Hydronic Pumps, Substitutes Allowed, to be revised to read "No substitutions allowed."
42	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Ductwork Accessories	148/149		Revise filter manufacturers allowed and disallow substitutions on filters.			Design Standard for Ductwork Accessories; Approved Manufacturers, Filters to be revised to list "American Air Filter" only. Substitutes Allowed to be revised to add "No substitutions allowed on Filters".
43	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Air Terminal Units	151/154		Disallow substitutions from manufacturers listed.			Design Standard for Air Terminal Units, Substitutes Allowed, to be revised to read "No substitutions allowed."
44	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Heating Boilers and Accessories	153/156		Disallow substitutions from manufacturers listed.			Design Standard for Heating Boilers and Accessories, Substitutes Allowed, to be revised to read "No substitutions allowed."
45	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Refrigeration	154/157		Disallow substitutions from manufacturers listed.			Design Standard for Refrigeration, Substitutes Allowed, to be revised to read "No substitutions allowed."
46	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Packaged Air Conditioning Units	155/158		Disallow substitutions from manufacturers listed.			Design Standard for Packaged Air Conditioning Units, Substitutes Allowed, to be revised to read "No substitutions allowed."
47	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Air Handling Units	157/160		Disallow substitutions from manufacturers listed.			Design Standard for Air Handling Units, Substitutes Allowed, to be revised to read "No substitutions allowed."
48	SCCD Facilities	2/17/2016	Mechanical Standards: Design Standard for Hydronic Floor Heating and Cooling System	159/162		Disallow substitutions from manufacturers listed.			Design Standard for Hydronic Floor Heating and Cooling System, Substitutes Allowed, to be revised to read "No substitutions allowed."
49	SCCD Facilities	2/17/2016	Electrical Standards: Boxes	173/176		Add that electrical outlet floor boxes are to be avoided.			Electrical Standards, Design Standards for Boxes, last section, to be revised to start section with "In general, avoid use of floor boxes." Then modify existing sentence to read "If floor boxes and poke-thrus must be used, meet the following requirements..."
50	SCCD Facilities	2/17/2016	Electrical Standards: Occupancy Sensors Standards	182		Modify language in parking lot lighting controls.			Electrical Standards, Design Standard for Occupancy Sensors Standards, Design Standard, last bullet Parking lot lighting controlled by occupancy sensor, to be revised to delete "HID bi-level".
51	SCCD Facilities	2/17/2016	Electrical Standards: Design Standard for Switchboards and Distribution Panelboards	187		Revise approved manufacturers.			Electrical Standards, Design Standard for Switchboards and Distribution Panelboards, Approved Manufacturers, add "Eaton".
52	SCCD Facilities	2/17/2016	Electrical Standards: Design Standard for Lighting	196-201		Replace language with new language reflecting use of energy efficient LEDs and new code requirements.			Electrical Standards, Design Standard for Lighting, replace entire section with text attached. Also delete Design Standard for Site Lighting, pages 21 and 22, as this information is now included in the new Design Standard for Lighting section. On page 21 under Design Standard for Site Lighting title, add "Refer to Electrical Standards 26 50 00 Lighting."
53	SCCD Facilities	2/17/2016	Civil Site Standard Details: Drawing 240	211/214		Add requirement for security fasteners in storm catch basin manhole covers.			District Standards Drawing 240 Catch Basin Type 2 Notes, to be revised to add another note: "10: Provide for security fasteners for manhole cover."
54	SCCD Facilities	2/17/2016	Design Standard: Electronic Access Control System (EACS)	281/284		Add requirement for keypad at each controlled door in addition to card reader.			District Standards, Design Standards for Electronic Access Control System (EACS), System Criteria, 2 to be revised to read "System will primarily consist of card readers, keypads, electrified...."

55	Campus Police	2/17/2016	Security Standards: Video Management System	283/286	28 00 00	Add Child Care Center to list of locations where video surveillance cameras to be installed.			Design Standard - Video Management System (VMS), Camera Application Criteria, to be revised to add: "10. Child Care Center."
56	SCCD Facilities & Campus Police	2/17/2016	Security Standards, Electronic Safety and Security Standards	285/288		Clarify that no substitutions are allowed.			Design Standard - Crime Prevention through Environmental Design (CPTED), Substitutes Allowed, to be revised to read "No substitutions allowed."
57	SCCD Facilities	2/17/2016	Addendum A: Electronic Access Control System Standard	286/289		Clarify that standard will apply to any future SCC campuses.			Addendum A, Electronic Access Control System Standard, last paragraph, to be revised to add: " Any future SCC campuses or properties."
58	SCCD Facilities	2/17/2016	Addendum 'A' Electronic Access Control System Standard	289		Add requirement for keypad at each controlled door in addition to card reader.			District Standards, Electronic Safety and Security Standards, Addendum 'A', add the following to the end of the fifth paragraph "System shall support both cardreaders and keypad located at each controlled door."

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: DISTRICT STANDARDS - INTERIOR SIGNAGE
 STANDARDS**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The Board is requested to approve and adopt the attached Interior Signage Standards. Interior signage standards were not previously addressed in the 2013 Facilities Master Plan, Book 2: District Standards. The Bond Team is recommending establishment of signage standards to ensure consistency in aesthetics and wayfinding within the District’s buildings, as new buildings are designed and existing buildings renovated.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Repair and update instructional space and equipment to meet DSA standards.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Yulian Ligioso
 Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: DISTRICT STANDARDS - INTERIOR SIGNAGE
STANDARDS**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Consultant Kate Keating & Associates has developed the proposed interior signage standards with input from students, faculty and staff, based on the design of the new signage in Building 600.

The Governing Board is asked to approve the proposed Interior Signage Standards.

The Interior Signage Standards document is available online at:
<http://www.solano.edu/measureq/planning.php>

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: EXTENSION OF GROUND LEASE AGREEMENT TO
 SOLANO COUNTY FOR NUT TREE AIRPORT SOLANO
 COUNTY FACILITY, VACAVILLE, CALIFORNIA**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for the Extension of Ground Lease Agreement for the Corporate Hanger located at the Nut Tree Airport. The lease includes approximately 14,250 sq. ft. of indoor hanger and exterior tie down area, as well as approximately 8,250 sq. ft. of exterior vehicular parking area. The lease extension continues the lease until April 30, 2021. Annual lease payments, which include tie down, parking and weed abatement fees will be approximately \$12,600 annually for year 2016, with yearly escalation in accordance with lease terms.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other:

<i>Ed. Code:</i> N/A	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i> \$69,200 General Fund
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Yulian Ligioso
 Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy
 Interim Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: EXTENSION OF GROUND LEASE AGREEMENT TO
SOLANO COUNTY FOR NUT TREE AIRPORT SOLANO
COUNTY FACILITY, VACAVILLE, CALIFORNIA**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The hanger building is being utilized for Aeronautic Program instruction. The initial Lease term expired on April 30, 2011 and tenancy has been on a month to month basis in accordance with the "Holding Over" provision of the Lease. Pursuant to Section 2 of the Lease, an additional 10-year term was permitted upon request by Solano Community College District.

The County is therefore willing to extend the term of the lease through the remainder of the Lease extension period ending April 30, 2021. Current College planning is to complete the new Aeronautic Instructional Building prior to April 30, 2021.

The Board is requested to approve the Extension of Ground Lease Agreement, which extends the term of the Lease for the Nut Tree Airport Hanger and parking by five (5) years.

MICHAEL J. LANGO
Director
mlango@solanocounty.com
(707) 784-7500

DEPARTMENT OF GENERAL SERVICES
Airport Division



SOLANO
COUNTY

DAVE DALY
Airport Manager
ddaly@solanocounty.com
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301 County Airport Road, Suite 200
Vacaville, CA 95688
airport@solanocounty.com
www.thenuttreairport.com

Thomas Beckett, Bond Manager
Solano Community College District
4000 Suisun Valley Road
Fairfield CA 94534

February 11, 2016

Re. Extension of Lease Agreement for Solano Community College (SCC) Hangar.

Dear Mr. Beckett

The initial term for the subject Ground Lease ("Lease") was set to terminate on April 30, 2011. A copy of the Lease is enclosed. Tenancy by SCC has since been on a month-to-month basis. Pursuant to Section 2 of the Lease, an additional 10-year term would have been permitted upon request by SCC terminating on April 30, 2021.

Solano County ("County") is willing to extend the term of the Lease through the end of the remaining extension period ending April 30, 2021. If SCC concurs, please have the concurrence provided below executed by authorized SCC personnel and return the signed original after which a fully executed copy will be returned for SCC's files.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Daly".

Dave Daly, Airport Manager

The County and Owner agree to extend the term of the Lease Agreement referenced above through, and terminating on, April 30, 2021. All other terms and conditions of the Lease shall remain in full force and effect.

Solano Community College District

Print Name

Date

Solano County:

Dave Daly, Airport Manager

Date

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: FAIRFIELD CAMPUS NEW SCIENCE BUILDING
 PROJECT – SCOPE AND BUDGET REVISIONS**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested to revise the scope and size of the New Science Building to include an additional classroom/preparation space and increase the student station count within the large lecture classroom. Approval of a corresponding budget increase to address the scope changes is also requested. A series of discussions have been held with Veterans Affairs and Science faculty/staff representatives over the past several months, including a survey of the School of Mathematics and Science faculty/staff in December 2015.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Update instructional space and equipment to meet DSA standards.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$4,500,000 Measure Q Funds</i>
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- APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy
 Superintendent-President
PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534
ADDRESS

(707) 864-7112
TELEPHONE NUMBER

Yulian Ligioso
 Vice President, Finance & Administration
VICE PRESIDENT APPROVAL

March 4, 2016
**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy
 Superintendent-President

March 4, 2016
**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: NEW SCIENCE BUILDING PROJECT – SCOPE AND
BUDGET REVISIONS**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Those discussions and survey indicated a preference for a more comprehensive approach to inclusion of science instructional space within the New Science Building and have resulted in the following project scope recommendations:

- Provide additional instructional classroom and preparation space.
- Increase the size of the lecture classroom within the New Science Building space from 50 student stations to 65 student stations.
- Consider flexible design of the Student Activity Center space within the New Science Building to address multiple instructional functions.
- Provide budget allocation within the project for addressing ground level Astronomy viewing area to be determined at Fairfield campus.

The recommended changes will increase the square footage of the new building. The additional cost of these changes will require a budget increase of approximately \$4,500,000. The proposed project budget increase will be funded from Measure Q Program Reserves, Tranche One Bond Interest earned and adjustment of the Vallejo Site Improvements budget. A revision to the Bond Spending Plan (BSP) to reflect the New Science Building budget change is requested as a separate Governing Board Agenda Item for approval.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #2

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

The Board is requested to approve the latest revision to the Measure Q Bond Spending Plan (BSP). The BSP will require periodic adjustments to accommodate the changing needs of the District over time. The original document was approved on August 20th, 2014. Update #1 was approved March 4, 2015.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000, plus net interest revenues.</i>
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SUPERINTENDENT’S RECOMMENDATION:

- APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Thomas Beckett
Interim, Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Yulian Ligioso
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 8, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 8, 2016

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #2

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Update #2 of the BSP includes adjustments for the following:

Project Savings to Program Reserve: Two Measure Q projects have been completed and have no subsequent phases of implementation. Savings from the purchase of the Vallejo Belvedere and Northgate land parcels are recommended to be transferred to the Program Reserve.

Adjustment	Amount	From	To
1	\$5,657	Belvedere Property Purchase	Program Reserve
2	28,129	Northgate Property Purchase	Program Reserve

Net Interest Revenues: The bonds sales occurred in June of 2013. Since that time, funds not yet spent have earned interest. An additional line on the BSP will now reflect the net interest earned. These funds are in addition to the \$348,000,000 total bond program funding.

Adjustment	Amount	From	To
3	\$1,142,214	(First Reporting 12/1/15)	Net Interest Earned

Science Building Project – Phase 1, at the Fairfield Campus: At this Board meeting, changes to the Science Building Project were recommended for approval. If approved, these changes will require the Science Building Project budget to be increased by \$4,500,000. It is recommended that \$1,100,000 be transferred to this project from Net Interest Earned and \$2,400,000 from Program Reserve. We are nearing the Tranche 1 (first bond issue) required spend down date, this portion of the Program Reserve will need to be spent, and the Science Building schedule is appropriate to accomplish this. In addition it is recommended that \$1,000,000 be transferred to this project from the Site Improvements budget for the Vallejo Center. The current budgeted amount for Site Improvements appears to be more than adequate, since most of the infrastructure is in place at all three Vallejo properties.

Adjustment	Amount	From	To
4	\$1,000,000	Site Improvements (Vallejo Campus)	Science Building Project – Phase 1
5	\$2,400,000	Program Reserve	Science Building Project – Phase 1
6	\$1,100,000	Net Interest Earned	Science Building Project – Phase 1

The Board is requested to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update 2 attached.



BOND SPENDING PLAN:					
			UPDATE 1		UPDATE 2
PROJECT NAME	08/20/14 BOT APPROVED BSP	03/04/15 PROPOSED CHANGE	03/04/15 BOT APPROVED REVISION	03/16/16 PROPOSED CHANGE	03/16/16 PROPOSED BSP
FF CAMPUS	\$ 87,800,000		\$ 87,800,000		\$ 92,300,000
Performing Arts Building (Phase 1 B1200 Renovation)	\$ 6,200,000		\$ 6,200,000		\$ 6,200,000
Science Building (Phase I)	\$ 33,100,000		\$ 33,100,000	\$ 4,500,000	\$ 37,600,000
Agriculture (Horticulture)	\$ 2,000,000		\$ 2,000,000		\$ 2,000,000
Library/Learning Resource Center	\$ 21,800,000		\$ 21,800,000		\$ 21,800,000
Science & Math Building (Phase 2)	\$ 8,000,000		\$ 8,000,000		\$ 8,000,000
Performing Arts Building (Phase 2)	\$ 13,700,000		\$ 13,700,000		\$ 13,700,000
Career Technology Building (CTE)	\$ 3,000,000		\$ 3,000,000		\$ 3,000,000
VV CAMPUS	\$ 80,200,000		\$ 80,200,000		\$ 80,200,000
VV Classroom Building Purchase & Renovation	\$ 8,200,000		\$ 8,200,000		\$ 8,200,000
Biotechnology & Science Building	\$ 28,000,000	\$ 6,500,000	\$ 34,500,000		\$ 34,500,000
Aeronautics & Workforce Development Building	\$ 15,000,000		\$ 15,000,000		\$ 15,000,000
Student Success Center/LRC	\$ 22,000,000	\$ (6,500,000)	\$ 15,500,000		\$ 15,500,000
Fire Training	\$ 7,000,000		\$ 7,000,000		\$ 7,000,000
Agriculture Building	\$ -		\$ -		\$ -
VJ CAMPUS	\$ 80,200,000		\$ 83,300,000		\$ 82,266,214
Vallejo Prop Purchase Belvedere	\$ 4,800,000		\$ 4,800,000	\$ (5,657)	\$ 4,794,343
Autotechnology Building	\$ 19,600,000	\$ 5,200,000	\$ 24,800,000		\$ 24,800,000
Site Improvements	\$ 5,100,000	\$ (100,000)	\$ 5,000,000	\$ (1,000,000)	\$ 4,000,000
Vallejo Prop Purchase Northgate	\$ 6,800,000	\$ 100,000	\$ 6,900,000	\$ (28,129)	\$ 6,871,871
Student Success Center/LRC	\$ 22,000,000		\$ 22,000,000		\$ 22,000,000
Career Technology Building	\$ 21,900,000	\$ (2,100,000)	\$ 19,800,000		\$ 19,800,000
INFRASTRUCTURE IMPROVEMENTS	\$ 37,800,000		\$ 37,800,000		\$ 37,800,000
IT Infrastructure Improvements	\$ 14,000,000		\$ 14,000,000		\$ 14,000,000
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000		\$ 23,800,000		\$ 23,800,000
ADA & CLASSROOM IMPROVEMENTS	\$ 19,200,000		\$ 19,200,000		\$ 19,200,000
Small Capital Projects	\$ 8,300,000		\$ 8,300,000		\$ 8,300,000
ADA Improvements	\$ 10,900,000		\$ 10,900,000		\$ 10,900,000
PLANNING, ASSESSMENTS & PROGRAM MANAGEMENT	\$ 25,400,000		\$ 25,400,000		\$ 25,400,000
Program Management, District Support and Planning	\$ 25,400,000		\$ 25,400,000		\$ 25,400,000
RESERVE & INTEREST*	\$ 17,400,000		\$ 14,300,000		\$ 11,900,000
Program Reserve (5%)	\$ 17,400,000	\$ (3,100,000)	\$ 14,300,000	\$ (2,400,000)	\$ 11,900,000
TOTAL BOND SPENDING PLAN	\$ 348,000,000		\$ 348,000,000		\$ 349,066,214
*Net Interest Earned (12/01/15)			\$ 1,142,214	\$ (1,100,000)	\$ 42,214

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **RESOLUTION TO APPROVE CHANGE ORDER #01 TO
SOUTHWEST CONSTRUCTION FOR BUILDING 1600,
1800A AND 1900 RE-ROOFING PROJECT,
RESOLUTION NO. 15/16-26**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Board approval is requested for Change Order No. 01 to Southwest Construction for the Building 1600, 1800A and 1900 Re-roofing Project in the amount of \$89,889.02. Because this Change Order exceeds 10% of the value of the construction contract, it is required that the Board of Trustees pass a Resolution to approve the Change Order.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Providing safe school facilities and classrooms.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$89,889.02 State Scheduled Maint. Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Yulian Ligioso
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Yulian Ligioso
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

March 4, 2016
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: RESOLUTION TO APPROVE CHANGE ORDER #01 TO
SOUTHWEST CONSTRUCTION FOR BUILDING 1600,
1800A AND 1900 RE-ROOFING PROJECT,
RESOLUTION NO. 15/16-26**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Due to the additional State Scheduled Maintenance Funds available, the Facility staff is requesting additional work be completed. This Change Order represents work requested by the District, including demolition and re-roofing a shed roof adjacent to Building 1900.

This Resolution affirms that, based on project scope and schedule, it is more costly and time-consuming to bid this additional work to other contractors and it would not produce any advantage to the District.

Revised contract figures are as follows:

Contract Award Amount	\$ 264,935.00
Prior Change Orders	\$ 0.00
Change Order No. 01	\$ 89,889.02
Total Change Orders	\$ 89,889.02
Revised Contract Amount	\$ 354,824.02

This Change Order can be accomplished within the District's State Scheduled Maintenance Funding. The Board is asked to approve Resolution No. 15/16 - 26 Change Order #01 to Southwest Construction in the amount of \$89,889.02.

EXHIBIT A



Solano Community College District

4000 Suisun Valley Road
Fairfield, CA 94534
Tel: 707-864-7189

Change Order # 1
Project No.: 16-001
Date: 2/23/2016

DSA File No. : N/A
DSA Number: N/A

Project: Building 1600, 1800A and 1900 Re-Roofing
Project
4000 Suisun Valley Road
Fairfield CA 94534

Architect: MADI Architecture + Planning
333 First Street, Suite C
San Francisco, CA 94105

To: Southwest Construction
1213 San Mateo Avenue
San Bruno, CA 94066

The Contract is Changed as Follows:

PCO #	Description	Amount	Days Added
08A,B,C	Re-Roof, Repair/Replace Damaged Roof Framing as needed (Building 1900)	\$ 89,889.02	0
TOTAL COST OF CHANGE ORDER		\$ 89,889.02	

Original Contract Sum: \$ 264,935.00
 Total change By Previous Change Orders: \$ -
 Contract Sum Prior to This Change Order: \$ 264,935.00
 Original Contract Sum will be Increased by This Change Order: \$ 89,889.02
 The New Contract Sum Including This Change Order Will Be: \$ 354,824.02

The Contract Completion Date is: 4/15/2016
 Contract Time Will be Changed by This Change Order: 0
 The date of substantial completion as of the of this change order is: 4/15/2016

ARCHITECT: _____ Date: _____
 MADI Architecture + Planning
 333 First Street, Suite C
 San Francisco, CA 94105

CONTRACTOR: _____ Date: _____
 James Gardner
 Southwest Construction

OWNER: _____ Date: _____
 Jim Buchanan
 Director of Facilities
 Solano Community College District

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO APPROVE CHANGE ORDER #01
TO SOUTHWEST CONSTRUCTION**

RESOLUTION NO. 15/16 – 26

WHEREAS, Solano Community College District (the “District”) previously competitively bid and awarded contract for work for the Building 1600, 1800A and 1900 Re-roofing (the “Project”) to Southwest Construction;

WHEREAS, subsequent to the award of the Project, it was determined that additional work was necessary as part of the Project (the “Change Order”);

WHEREAS, the Change Order provides for the work set forth in Exhibit “A;”

WHEREAS, the total cost for the Change Order is \$89,889.02 and exceeds the limitations set forth in Public Contracts Code Section 20659;

WHEREAS, it will be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project and result in coordination issues if another contractor is performing similar work at the Project site at the same time as Contractor;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to performed work more efficiently and effectively performed by one contractor;

WHEREAS, a change in contractors in the middle of the Project may cause an inability to enforce the warranty provisions of the Contract; and

WHEREAS, Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding to not apply when competitive bidding would work an incongruity or not produce any advantage; and

WHEREAS, while pursuant to Public Contract Code section 20659, a community college district is required to competitively bid any change or alteration to a contract that has a value over 10% of the original contract price, California law provides that, “[w]here competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage . . . the statute requiring competitive bidding does not apply.” Hiller v. City of Los Angeles, (1961) 197 Cal.App.2d 685, 694; now therefore be it

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO APPROVE CHANGE ORDER #01
TO SOUTHWEST CONSTRUCTION**

**RESOLUTION NO. 15/16 – 26
(Continuing Page 2)**

RESOLVED that the Governing Board of the Solano Community College District makes the following findings:

1. That the above recitals are true and correct.
2. That it would work an incongruity and not produce any advantage to the District to bid the completion of the work set forth in the Change Order under the competitive process.
3. That the District approves the immediate completion of the work stated in the Change Order without competitively bidding such work and approves the District's payment in the amount set forth in the Recitals to the Contractor upon the terms and conditions set forth in the Change Order.

PASSED AND ADOPTED by the Governing Board of the Solano Community College District, on March 16, 2016.

MICHAEL A. MARTIN

BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.

SECRETARY

AYES:

NOES:

ABSENT:

ABSTAIN:

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS
SUBMITTED BY THE CURRICULUM COMMITTEE, A
SUBCOMMITTEE OF THE ACADEMIC SENATE

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

During the Fall/Spring semester in the month of February 2016, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

Ed. Code: Title 5, Chapter 6, subchapter 2, beginning with §55100 Board Policy: 6100 Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leslie Minor, Vice President Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7102

TELEPHONE NUMBER

Leslie Minor, Ph.D.

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

CELIA ESPOSITO-NOY, Ed.D.
Superintendent-President

March 4, 2016

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Fall/Spring semester in the month of February 2016, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

COURSE MODIFICATIONS

Course	Modifications	Class Max

NEW COURSES

Course	Class Max

New Program:

(CP16-29) Associate Teacher Certificate

Program Modifications:

Major Deletion:

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: EDUCATIONAL AGREEMENT BETWEEN SOLANO
 COUNTY OFFICE OF EDUCATION AND SOLANO
 COMMUNITY COLLEGE DISTRICT**

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

An agreement between Solano Community College District and SCOE for special educational services is being presented to the Governing Board for approval. SCCD will provide EXCEL training to SCOE employees.

The District will develop, coordinate, deliver, and evaluate the training. Training will take place in Spring 2016. Instruction/training will be delivered at Solano Community College. (Continued on Page 2)

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Other

<i>Ed. Code: 78021</i>	<i>Board Policy: 3520</i>	<i>Estimated Fiscal Impact: \$3,196.00 Income</i>
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SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Kelly Penwell, Associate Dean
 Workforce Development

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-863-7808

TELEPHONE NUMBER

Leslie Minor, Ph.D.

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

CELIA ESPOSITO-NOY, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

(Summary Continued from Page 1)

SCCD will provide the following courses: EXCEL Basics, Continuation, EXCEL Basics, Intermediate EXCEL, Continuation, Intermediate EXCEL, Advanced EXCEL session 1, Advanced EXCEL session II, and Advanced EXCEL session III.

The client fee for each 2 hour EXCEL Basic course is \$398.00, and the client fee for each 2.5 hour Intermediate EXCEL course is \$525.00 and the client fee for each 2 hour Advanced EXCEL course is \$450.00. Additional hours can be provided upon request at the above quoted rates. This contract is for \$3,196.00.

A copy of the Agreement is available in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of Workforce Development. Approval is requested at this time.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **CLINICAL EXPERIENCE AGREEMENT BETWEEN
SOLANO COMMUNITY COLLEGE DISTRICT AND ST.
HELENA HOSPITAL CENTER FOR BEHAVIORAL
HEALTH, VALLEJO, CALIFORNIA**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

A renewal clinical experience agreement between Solano Community College District and the St. Helena Hospital Center for Behavioral Health, located at 525 Oregon Street, Vallejo, California, is being presented for review and approval by the Governing Board. The approval of this contract benefits the nursing program at Solano Community College by providing students with a mental health facility in which to practice. The CCR for the Board of Registered Nursing, Section 1427 requires “A program that utilizes agencies and/or facilities for clinical experience shall maintain written agreements with such facilities.” These agreements must be current, reviewed periodically, and revised, as indicated. A copy of the Agreement will be available in the Office of the Superintendent-President, in the Office of the Dean of the School of Health Sciences, and in the offices of the St. Helena Hospital Center for Behavioral Health, 525 Oregon Street, Vallejo, California.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other

<i>Ed. Code: CCR 1427</i>	<i>Board Policy: 3520</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION:

APPROVAL **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert Gabriel, Ph.D., Dean
School of Health Sciences

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

Celia Esposito-Noy, Ed.D.
Superintendent-President

Leslie Minor, Ph.D.
VICE PRESIDENT APPROVAL

March 4, 2016
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

March 4, 2016
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

St. Helena Hospital Center for Behavioral Health

Clinical Experience Agreement

This Agreement is between St. Helena Hospital Center for Behavioral Health (hereinafter referred to as a Hospital, and Solano Community College (hereinafter referred to as a School). Hospital and School are collectively referred to as "Parties" and individually as "Party."

WHEREAS, the Hospital is willing under certain conditions to allow the School to utilize facilities of the Center for Behavioral Health for clinical experiences in behavioral health for students enrolled in the Solano Community College Nursing Department, working toward an associate or baccalaureate degree in nursing (including instructors or faculty affiliated with the School); and

WHEREAS the School wishes to utilize the facilities of the Center for Behavioral Health for student clinical experiences in areas of behavioral health for its students enrolled in Solano Community College Nursing Department who are working toward an associate or baccalaureate degree in nursing;

Now, therefore, the parties agree as follows:

Article I. **Purpose of Affiliation**

To provide clinical experiences in behavioral health for students enrolled in the Solano Community College Nursing Department for an associate or baccalaureate degree in nursing.

Article II. **Responsibilities of School**

The School shall:

1. Plan, develop, implement and evaluate the program nursing clinical experiences at the Hospital.
2. Provide qualified faculty (in a number to be agreed upon between the School and the Hospital), who will be responsible for the assignment, guidance, instruction, supervision and evaluation of all student experiences provided at the Hospital unless otherwise specifically arranged; and to identify a School liaison to collaborate with designed Hospital liaison to make plans for practice and/or observational nursing experiences.

3. Provide students who are properly enrolled in the School's nursing program for clinical affiliation at the Hospital, including the testing and selection of all such students, and orientation to the Hospital as requested.
4. Require that each student involved in the clinical affiliation must
 - Provide evidence of current CPR (Cardio Pulmonary Resuscitation) certification
 - Complete a background check and be cleared to provide one-to-one patient care and complete a drug screen prior to beginning clinical experiences, providing evidence of background check and drug screen upon request by the Hospital (costs to be borne by the student)
 - Present medical certification when requested to do so they are immune from Rubella, have had a timely negative TB test or chest X-ray, and have undergone a physical examination within the year immediately prior to beginning the clinical affiliation
 - Provide own transportation to and from the Hospital
 - Pay for meals eaten at the Hospital cafeteria
 - Assume responsibility for personal illness other than emergencies arising at the Hospital in which case an ambulance shall be called as indicated to transport the student to the nearest Emergency Department. The Hospital shall not be obligated to furnish any other medical or surgical service to any student (e.g., there is no Emergency Department at the Hospital).
 - Abide by policies for dress, performance, and personal conduct as determined by the Hospital and by the School including the wearing of an approved picture ID Badge at all times when in the Hospital.
5. Assume responsibility for ascertaining that student and faculty health status and physical condition are in conformance with the Hospital's health requirements. The School further agrees to assume full responsibility for instructing faculty and students prior to the start of clinical experiences in all applicable State or Federal mandated topics affecting healthcare providers including, but not necessarily limited to, Hazardous materials handling and disposal, blood-borne pathogens, and Universal (Standard) Precautions.
 - Reserve the right to discontinue the assignment of any student at any time during the period of this Agreement.

- Withdrawal of Students. Hospital may request School to withdraw from the Program any student who Hospital determines is not performing satisfactorily, or who refuses to follow Hospital's administrative policies, procedures, rules, and regulation. Such request must be in writing and must include a statement as to the reason or reasons why Hospital desires to have the student withdrawn. Said request shall be complied with within five (5) days of receipt of same. Hospital reserves the right to suspend from participation immediately any student who poses an imminent danger of harm to patients or others.
 - Notify faculty and clinical affiliation students that they must obtain prior written approval from the Hospital in order to obtain and/or to publish any material (including photographs, videos, audio recordings) relating to their clinical experience with the Hospital.
6. Provide to the Hospital the names and phone number of student(s) in each clinical experience, names and phone numbers of instructors who are assigned to the Hospital, along with information regarding the need for orientation of new instructors at least one (1) month prior to the start of the clinical experience.
 7. Plan with Hospital liaison and mutually agree upon the scheduling of students for clinical experiences at least ten (10) days in advance of the start of the clinical experience at the Hospital; keeping appropriate Hospital supervisory personnel informed of the schedules of students assigned to the area and to consult with designated Hospital personnel regarding student assignments.
 8. Require all students and instructors to abide by all policies, procedures, rules and regulations of Hospital and to refrain from representing themselves as agents or employees of the Hospital, and to follow any direction or decision rendered by the proper Hospital personnel (e.g., in all emergency situations requiring immediate solution to resolve the situation in favor of the patient, placing the student in the position of an observer with subsequent clarification to follow between instructor and the Hospital representative).
 9. May require the School to relieve a faculty member whose behavior, competency, or other conditions are, in the Hospital's opinion detrimental to the operation of the Hospital and/or to the proper rendering of quality care to the Hospital's patients.
 10. To assume full responsibility for cost or replacement of equipment and/or property that is broken or damaged due to negligence on the part of the School's students or faculty.

Article III.
Responsibilities of Hospital

The Hospital shall:

1. Accept a specified number of students for participation in the clinical experience, to be determined at the sole discretion of the Hospital dependent upon the Hospital's space, patient population, appropriate supervisory staff, and any other considerations reasonably related to the furnishing of quality care by the Hospital to its patients.
2. Provide adequate conference room or teaching space for the instructors and students.
3. Provide clinical educational experiences and opportunities in accordance with the objectives of the clinical affiliation as mutually agreed upon by the Hospital and School.
4. Provide students and instructors use of the cafeteria facilities in the Hospital.
5. Provide instructions for accessing Policy/Procedure Manuals (available electronically and in hard copy in one location in the Hospital).
6. Identify a liaison officer between Hospital and School.
7. Participate in concurrent and final evaluation of students' clinical experiences as indicated and/or as requested.
8. Provide supervisory staff and personnel as mutually agreed upon between the Hospital and the School.
9. Stipulate that the students and/or instructors will not take the place of employees of the Hospital.
10. Reserve the right to remove temporarily, or permanently, from the clinical experience at the sole discretion of Hospital, any student found to be in violation of Hospital policy, rules and regulations, or who does not meet the Hospital's expectations with regard to appropriate dress, behavior, health practices, or who poses an immediate hazard to or disruption of patient care, or who appears to be under the influence of drugs, alcoholic beverages, or other chemicals. The Hospital agrees to notify the School in writing of any such action.
11. Retain professional and administrative responsibility for the services rendered pursuant to this Agreement and in accordance with applicable State and Federal law. The Hospital's retention of these responsibilities shall not be construed to alter or modify in any way the

indemnification, insurance, or independent School provisions set forth herein. Students and instructors, as participants in clinical experiences, will not replace Hospital staff.

Article IV.

Insurance or Self-Insurance Program

Throughout the term of this Agreement both parties, the School and the Hospital, shall maintain, at each party's sole cost and expense, policies of insurance or self-insurance providing coverage for general liability and professional liability in the minimum amount of \$1 million per occurrence, \$3 million annual aggregate, as may be necessary to protect the party and its employees, agents or representatives in the discharge of its or their responsibilities and obligations under this Agreement.

In the event students are not required to maintain personal professional liability insurance, the School shall assume full responsibility for including such students as covered individuals within its policy of insurance or self-insurance. The School shall provide evidence of all policies of insurance or self-insurance required in the Agreement by certificates provided to the Hospital prior to the effective date of this Agreement.

- The School agrees to maintain workers' compensation insurance covering all personnel employed to perform services pursuant to this Agreement in accordance with all applicable workers' compensation laws. The School shall assume full responsibility for either covering students under its workers' compensation insurance policy or requiring each student to arrange for their own health insurance when not provided by the School.
- In the event students or faculty are required to use personal automobiles in the course of the clinical experience which is the subject of this Agreement, the School agrees to furnish evidence of such business automobile liability insurance or an equivalent program of self-insurance (owned, non-owned and hired automobiles included) for its students and/or instructors with a combined single limit of no less than \$1 million per occurrence. In any case, patients may not be transported by students or instructors in private vehicles for any reason.
- In the event that either the School or the Hospital becomes aware of any alleged injury arising out of the care or treatment of any patient in connection with the clinical affiliation, each party has a duty to give the other party written notice containing the particulars sufficient to identify the name and address of the allegedly injured person, place and circumstances of the alleged incident and the addresses of available witnesses. Subject to the terms of the respective professional liability/ malpractice coverages/self-insurance program, each of the parties hereto shall cooperate with each other and in the conduct of suits and enforcing any right of contribution or indemnity against any person or organization who may be liable to either of the parties because of injury with respect to which insurance is afforded, and each of the parties shall attend the hearings and trials and assist in securing evidence and obtaining the attendance of witnesses.

Article V.
Indemnification/Hold Harmless

Each party, the School and its employees, agents, instructors, and students, and the Hospital and its employees and agents, shall be responsible for their own acts and omissions and shall not be responsible for the acts and omissions of the other party in carrying out this agreement.

- Each party, the School and the Hospital, agrees to indemnify and hold harmless the other party against all actions, claims, or demands whatsoever including costs, expenses, and attorney fees to which the other party may be put arising out of each party's negligent acts and omissions during the performance of this Agreement.
- It is agreed that neither any termination of this Agreement nor completion of the acts performed under this Agreement shall release the School from the obligation to indemnify the Hospital as to any claim or cause of action which occurred, or is alleged to have occurred, prior to the effective date of such termination or completion.

Article VI.
Relationship of Parties

It is understood by the parties that the School is independent with respect to the Hospital and that students and instructors are not employees of the Hospital. The Hospital will not provide benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of the School. The students and instructors shall be responsible for own health, travel, automobile, equipment, property, and errors and omissions related to the services provided hereunder.

Article VII.
Medical Records

No student or faculty shall have access to, or have the right to review, any medical record or patient information, except where necessary in the regular course of the clinical experience. The discussion, transmission or narration in any form by students or faculty of any patient

Information of a personal nature, medical or otherwise, obtained in the regular course of the program is strictly forbidden except as a necessary part of the clinical experience.

Article VIII.

Confidentiality

The School recognizes that the Hospital has and will have confidential information pertaining to patients, hard copies and computer information as well as other information, which are valuable, special and unique assets of the Hospital. The School agrees that the School and its faculty and students will not at any time or in any manner, either directly or indirectly, use

any information for the School's own benefit, or divulge, disclose or communicate in any manner any information to any third party without the prior written consent of the Hospital and will conform to all provisions of HIPAA Privacy and Security Rules. The School and its faculty and students will protect the information and treat it as strictly confidential. The School assumes responsibility and liability if copies of or information contained in records is inappropriately disclosed.

The School agrees, during or after the term of this Agreement, not to disclose confidential patient information or quality assurance information to any person, firm, corporation or association for any reason or purpose whatsoever. Breach of this provision by the School will result in immediate termination of this Agreement and will result in the Hospital seeking full remedies available to it for such breach, including recovery of damages from the School. The confidentiality provision of this Agreement shall remain in full force and effect after the termination of the Agreement.

- The School will promptly report to the Hospital any use or disclosures, of which the School becomes aware, of Protected Health Information in violation of HIPAA or other confidentiality regulations.

Article IX
Return of Records

No records or materials shall be removed from the Center for Health and/or St. Helena Hospital. Upon termination of the Agreement, School shall return to Entity all records including Entity business records, medical records, or manuals that are in the School's possession or under School's control, if any exist.

Article X.
Notices

All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, and addressed as follows:

Hospital

St. Helena Hospital Center for Behavioral Health

Attn: Tricia Williams,
Regional Vice President of Behavioral Medicine
525 Oregon Street
Vallejo, CA 94590

School

Solano Community College Nursing Department
Attn: Glenn Burgess, RN, MS, Interim Director of
Nursing
Address: 4000 Suisun Valley Road, Fairfield, CA 94534
Phone: 707-864-7162

Either party may change its mailing address by sending notice of a new address to the other party pursuant to this Section.

Article XI.
Severability

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If any court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed and enforced as so limited.

Article XII.

Waiver of Contractual Right

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of the party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

No failure by either party to insist upon the strict performance of any covenant, term, or condition of this Agreement or to exercise a right or remedy shall constitute a waiver. No waiver of any breach shall affect or alter this Agreement, but each and every covenant, condition, and term of this Agreement shall continue in full force and with respect to any other existing or subsequent breach.

Article XIII.
Amendment

This Agreement may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative or valid it shall have been reduced to writing and signed by both parties.

Article XIV.
Nondiscrimination

The Parties agree not to unlawfully discriminate in the care of any patient pursuant to this Agreement because of race, color, national origin, religion, gender, sexual orientation, handicap, age, veteran's status, medical condition (cancer-related) as defined in Section 12926 of the California Government Code, ancestry, marital status, or citizenship within the limits imposed by law.

Article XV.
Entire Agreement

This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreements whether oral or written. This Agreement supersedes any prior written or oral agreement between the parties.

Article XVI.
Code of Conduct

School hereby acknowledges receipt of Hospital's Code of Conduct which is attached to this Agreement as **Exhibit A** (the CODE), and agrees that School has been given ample opportunity to read, review and understand the Code. With respect to School's business dealings with Hospital and Practitioner's performance of the Services described in this Agreement, School

shall not act in any manner which conflicts with or violates the Code, and shall not cause another person to act in any manner which conflicts with or violates the Code.

School shall comply with the Code as it relates to School's business relationship with Hospital or any Adventist Health affiliates, subsidiaries, employees, agents, services, officers, directors, Schools and suppliers of every kind.

Article XVII.
Additional Provisions

- Nothing in this Agreement shall be construed as creating or giving rise to any rights in any third parties or other persons other than the parties hereto.
- Neither party of the Agreement shall be obligated to pay any monetary compensation to the other except in specific instances where other provisions are made, are mutually satisfactory to the Hospital and the School, and are delineated in writing.
- This Agreement may not be assigned by either party without the express written consent of the other.
- Each party reserves the right to control the use of any of its copyrighted materials, symbols, trademarks, service marks, and other proprietary rights presently existing or hereafter established. Each party agrees that it will not use such words, symbols, trademarks, service marks or other devices in advertising, promotional materials, or otherwise and that it will not advertise or display such devices without the prior written consent of the other party, and will cease any and all such usage immediately upon termination of the Agreement. In addition, each party agrees that any such signs, displays, literature, or material furnished by the other part remain the property of the party originally owning it and shall be returned to it upon demand or the termination of this Agreement.
- All services related to the obligations outlined in this agreement are provided in accordance with the standards of The Joint Commission.
- The validity, construction and effect of the Agreement are governed by the laws of the State of California.

Article XVIII.
Term of Agreement

This Agreement shall commence on February 18, 2016 and shall continue until February 17, 2017. The Agreement may be terminated by either party, with or without cause, upon a sixty (60) day advance written notice to the other party. In the event termination occurs prior to the conclusion of the current clinical experience, the Hospital will allow currently enrolled students assigned to the Hospital to complete the rotation. Prior to the end date, the Agreement may be renewed for another year by written notice to both Parties.

IN WITNESS WHEREOF, the parties have executed this Agreement in the County of Solano, State of California

St. Helena Hospital Center for Behavioral Health

Date: February 8, 2016

By: 

Brandon Parker, VP CFO St Helena Hospital Center For Behavioral Health

School Solano Community College

Date:

By: _____
Celia Esposito-Noy, Ed.D.

Title: Superintendent/President

Exhibit A
(the CODE)

YOUR RESPONSIBILITIES
CORPORATE COMPLIANCE PROGRAM

This program provides a standard for ethical behavior and a reporting system for notifying management of potential ethical breaches. The organization's legal board adopted the formalized compliance program, which consists of written policies, procedures, and a code of conduct designed to prevent violations of applicable laws, regulations, policies and procedures. In addition it is designed to detect and correct violations, should they occur.

You may find the entire compliance program on Adventist Health's Roseville Connect Intranet page at: <https://connect.ah.org/portal/site/admin> under the Corporate Compliance Department "Compliance Program" folder or on Adventist Health's web page under "About Us:" <https://www.adventisthealth.org/pages/about-us.aspx>.

Adventist Health is a highly regarded healthcare provider. Our reputation has been achieved through the dedication of individuals committed to quality, honesty and fairness. Each of us is responsible for continuing to protect and enhance that reputation for the future. The Adventist Health Code of Conduct is based on the biblical counsel to treat others as we would have them treat us. Great effort is taken to ensure that as officers, employees, Schools or volunteers of Adventist Health and its affiliates, we conduct ourselves with integrity in accordance with all applicable laws and ethical business standards.

The material that follows is Adventist Health's formalized Code of Conduct, which in turn is followed by a brief description of the Federal and State laws addressing false claims and whistleblower protections.

ADVENTIST HEALTH CORPORATE
CODE OF CONDUCT

Mission

Adventist Health's mission is to share God's love by providing physical, mental, and spiritual healing. Adventist Health ("AH") and its Affiliates, in keeping with their mission, strive to conduct themselves in accordance with strong business ethics and in compliance with all applicable laws. This Code of Conduct is upheld through the integrity and ethical practices of our officers, employees, Schools, and agents.

To maintain its standards in an increasingly regulated business environment, AH has established this formal Code of Conduct, which provides general guidelines on how AH and its Affiliates will conduct business. As such, this Code of Conduct governs the conduct of *all* employees and Schools of AH and its Affiliates. Knowledge of and adherence to these standards allows AH to continue serving its patients and communities in a professional, caring, and ethical manner.

Compliance with Laws

AH policy requires AH and its Affiliates, officers, directors, employees, Schools, and agents to comply with all applicable laws, including Federal and State health care program requirements. Failure to do so exposes AH organizations' officers, directors, employees, Schools, and agents to possible sanctions, monetary penalties, criminal prosecution and other disciplinary actions. When the application of a law is uncertain, AH or its Affiliates will seek appropriate guidance.

Reporting of Violations

AH and its Affiliates support and encourage any officer, director, employee, School, or agent to maintain individual responsibility for monitoring and reporting any activity that appears to violate any applicable laws, rules, regulations, policies and procedures, or this Code of Conduct. In order to provide every avenue possible in which to raise their concerns, AH and its Affiliates have established a confidential reporting mechanism that includes anonymous reporting if the person making the report so desires. Using this mechanism does not, however, relieve any individual of their other obligation to utilize the organization's grievance and arbitration procedures, if the matter is covered by such a procedure.

Anyone who becomes aware of a violation of any Laws, including Federal and State health care program requirements, company policies and procedures, the AH Corporate Compliance Program, or this Code of Conduct is expected to report the improper conduct. This reporting can be accomplished either verbally or in writing through a supervisor, the local compliance officer, compliance report form, hotline, (888) 366-3833, or the AH Corporate Compliance Officer, (877) 336-3566. The local compliance officer, with assistance from the AH Corporate Compliance Department, will investigate all reports and ensure that proper follow-up actions are taken. AH policy prohibits any organization or individual from retaliating against a person who makes a complete and accurate report in good faith.

It is the policy of AH and its Affiliates that employees shall not be punished for reporting what they reasonably believed to be an act of wrongdoing or a violation of the AH Corporate Compliance Program.

However, an employee will be subject to disciplinary action if their employer reasonably concludes that the report of wrong doing was knowingly fabricated by the employee or was knowingly distorted, exaggerated or minimized to either injure someone else or to protect or benefit the reporting employee.

Conflicts of Interest

AH and its Affiliates require officers, directors, employees, Schools, and agents to exercise individual loyalty to AH in fulfilling their responsibilities. These individuals must avoid any situation where a conflict of interest exists or might appear to exist between their personal interests and those of AH or its Affiliates. The *appearance* of a conflict may be as serious as an *actual* conflict of interest. If a conflict of interest exists or appears to exist, the individual must follow the conflict of interest procedures adopted by the AH organization, a copy of which is available.

Examples of Applicable Laws

Although it is not practical to list all laws, including Federal and State health care program requirements, to which AH and its Affiliates are subject, the following are examples of the more common laws subject to this Code of Conduct.

Patient Admission and Transfer

Admission to an AH Hospital should be based strictly upon medical necessity. Only an appropriately licensed person should determine whether to admit a patient to an AH Hospital. AH management should ensure that Hospital personnel and medical staff members are never pressured to admit patients inappropriately and that patients are admitted only on the basis of medical need.

A patient should not be transferred from an AH Hospital if such transfer threatens the patient's health or is in violation of law. If applicable, each AH Hospital shall adopt patient transfer protocols.

Payment for Referral

AH and its Affiliates do not offer, pay or receive payments in exchange for the referral of a patient or other business. AH and its Affiliates only pay people or entities for actual items or services provided to the organization or community. AH and its Affiliates do not offer or provide illegal benefits, whether cash or non-cash, to any physician or health professional.

Accuracy in Billing

AH and its Affiliates are committed to prepare and submit accurate claims for medically necessary services rendered. All bills must be accurate and conform to federal and state laws and regulations.

Marketing Activities

AH and its Affiliates must comply with all state and federal requirements regarding marketing.

Political Activities

Although officers, directors, employees, Schools, and agents are encouraged to participate freely and actively in the political process, they should ensure that their political activities are lawful and separate from their activities as an employee or School of AH or AH Affiliate. Personal political activities must not unreasonably interfere with the individual's ability to perform his or her duties for the AH organization, and must be consistent with applicable laws, rules, regulations and the policies set forth in this Code of Conduct.

Patient Rights Laws

AH and its Affiliates are committed to abiding by all applicable laws, rules and regulations regarding and protecting their patients' rights, including confidentiality and other rights.

YOU R RESPONSIBILITIES FEDERAL AND STATE FALSE CLAIMS ACTS

Federal and state false claims acts prohibit any person or entity from, among other things, knowingly presenting, or causing to be presented, a false or fraudulent claim for payment or approval, or knowingly making or using, or causing to be made or used, a false record or statement to get a false or fraudulent claim paid or approved.

The penalties for violating the federal or state false claims acts include:

- Civil monetary penalties of up to \$ 10,000 for each false claim submitted;
- Three times the amount of damages which the government sustains because of the false claim made.
- The costs of the legal action brought to recover for the false claim.

A private citizen may file suit under the federal mid-state false claims acts on behalf of the government if the citizen has direct and independent knowledge of the submission of a false claim. The government will then decide whether to intervene and take over the case, dismiss or settle the case, or let the private individual pursue the case on his or her own. In either case, the person who initially filed the case may receive a portion of the amount recovered in either litigation or settlement of the claim.

Your local compliance officer can provide more detailed information regarding the federal and state false claims acts.

YOUR RESPONSIBILITIES
WHISTLE BLOWER PROTECTIONS

Both the federal and state false claims acts prohibit employers from retaliating or discriminating against an employee who, acting in good faith, investigates, reports, or assists in uncovering a false claim or statement.

An employee who suffers discrimination or retaliation based on protected activities has the right to sue under the both the federal and state false claims acts. If the employee can prove that his or her employer retaliated against him or her for engaging in protected activity, the employee is entitled to be "made whole."

The remedies may include:

- reinstatement of the employee to his or her position,
- two times the amount of back pay,
- interest on the back pay, and
- compensation for any special damages (including litigation costs and reasonable attorneys' fees).

As noted above, it is the policy of Adventist Health and its affiliates that no employee shall be punished solely on the basis that he or she reported what he or she reasonably believed to be an act of wrongdoing or a violation of the Adventist Health Corporate Compliance Program.

YOUR LOCAL COMPLIANCE OFFICER CAN PROVIDE MORE DETAILED
INFORMATION REGARDING THE PROTECTIONS AFFORDED EMPLOYEES UNDER
THE FEDERAL AND STATE FALSE CLAIMS ACTS.

Solano Community College District CEP MOCK Schedule - Group 1, Group# XXXXX

CEP Schedule	Start Date	End Date	Location	Course #	Course Title	Credits	Weeks	Institution
Fall 2015								
August	December				Solano Community College - ADN Coursework		16	Solano Community College
Spring 2016								
January	May				Solano Community College - ADN Coursework		16	Solano Community College
Start CEP Program - Summer 2016								
6/7/2016	7/5/2016		UOPX	HSN 302	Undergraduate Nursing Studies	3	5	UOPX
7/12/2016	8/9/2016		UOPX	NSG 391	Professional Nursing Practice	3	5	UOPX
Fall 2016								
August	December				Solano Community College - ADN Coursework		16	Solano Community College
Winter 2016/2017								
12/20/2016	1/24/2017		UOPX	NUR 440CC	Health Assessment & Promotion for Vulnerable Populations	3	5	UOPX
Spring 2017								
January	May				Solano Community College - ADN Coursework		16	Solano Community College
Graduate from Solano Community College with ADN; students must take NCLEX-RN® Examination								
STUDY FOR NCLEX								
Summer 2017								
6/27/2017	8/1/2017		UOPX	PHL/458	Creative Minds and Critical Thinking	3	5	UOPX
8/8/2017	9/5/2017		UOPX	PSY/425	Chemical Dependency in the Workplace	3	5	UOPX
3 Week Break - Apply for BSN portion of the Program								
9/26/2017	10/24/2017		UOPX	NUR 443CC	Evidence-Based Nursing Research and Practice	3	5	UOPX
**RN License Required to Continue:								
10/31/2017	12/12/2017		UOPX	NUR/405CC*	Healthy Communities: Theory and Practice	4	7	UOPX
12/19/2017	2/6/2018		UOPX	NUR/408CC*	Epidemiology: Global and Public Health	4	7	UOPX
2/13/2018	3/27/2018		UOPX	NUR/492CC*	Senior Practicum: Leadership and Management	4	7	UOPX

*2 week Holiday Break

*4th of July Holiday

*2 week Holiday Break

**RN License Required

** *Calendar is subject to change

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO INGENIUM FOR MEDICAL
 WASTE DISPOSAL SERVICE**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for the award of a contract to Ingenium for Medical Waste Disposal Service. The scope of the work includes one (1) yearly pick-up of up to 50 lb. of medical waste, primarily Sharps in Sharps containers, generated in the School of Health Sciences Clinical Simulation Center by students and instructors in the Registered Nursing Program. As of 2008, the State of California prohibits institutions such as Solano Community College from using “mail-back” Sharps programs, so the medical waste generated by our skills laboratory activities must be disposed of through a professional medical waste service.

The School received quotes from three vendors and has selected Ingenium based on price, close location, and service plan. The annual price is \$395.00. The School anticipates no more than one (1) pick-up per year. The proposal presented by Ingenium is attached.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code:</i>	<i>Board Policy: 3520</i>	<i>Estimated Fiscal Impact: \$395 cost per year</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert Gabriel, Dean, School of Health Sciences

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7108

TELEPHONE NUMBER

Leslie Minor, Ph.D.

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

Greener Regulated Waste Management Proposal

For

Solano Community College
Medical Waste Disposal Service

Presented by



February 4, 2016

Service Designed to Meet Your Goals

Ingenium offers cutting edge solutions for waste management with the goal of meeting or exceeding your sustainability targets, while reducing risk and liability to help move your regulated waste management to a cost neutral or better position. More than a service provider, we seek to become your business partner in environmental waste management.

The Ingenium Value Proposition



We at Ingenium are pleased to present this proposal customized to Solano Community College specific objectives and goals based on our discussions and comprehensive Needs Analysis. As your partner in sustainability, we will continually review your waste management processes and provide information and solutions to assure maximum efficiency and cost effectiveness.

Exhibit A

Item	UOM	QTY	Unit Cost	Total Cost
Bio Hazardous Waste (50 Lb. max; additional weight \$2.50)	44G	1	\$125.00	\$125.00
Technician (Portal to Portal)	Hourly	4	\$65.00	\$260.00
Total Cost				\$385.00

Notes:

Estimate includes all costs for labeling, manifesting and profiling. All work performed under this quotation shall be guided by Ingenium's Terms and Conditions (attached). Disposal pricing is based on facility acceptance and profile conformance. Should there be a material change in profile conformance, volume or facility acceptance protocols, pricing adjustments may be made. Any estimates provided under this agreement are "Time and Material" estimates. CUSTOMER will be invoiced based on unit rates multiplied by actual units. Terms net 30 from date of invoice, upon approved credit. Demurrage \$65.00/hr after the first on-site hour. Applicable sales tax will be added to materials. Minimum \$500 charge per invoice. Ingenium will charge a reprocessing/reject fee for Emerald Energy waste that falls outside the limitations of the acceptance criteria. Pricing is firm for 30 days from the date of this Exhibit A. An industry derived energy, insurance, and security assessment will be applied to all invoices, currently in the amount of 17% of the gross total, excluding sales tax. This assessment is an amalgamation of pass through costs and fees imposed by materials suppliers, transportation firms, and disposal facilities. This assessment may be adjusted from time to time, as industry conditions warrant.

Initial Customer _____

Initial Ingenium _____

Value-Added Services Defined

Site Assessments

Ingenium provides complimentary site assessments designed to evaluate the current processes and procedures of a company. Ingenium then makes recommendations for process changes that lead to efficiency improvements while incorporating client's specific concerns and needs.

Recycling Recognition Program

Ingenium is the only full service environmental company offering this program, which recognizes and rewards clients for efforts in recycling. Ingenium accomplishes this by measuring the amount of waste redirected into beneficial recycling programs in Ingenium's family of treatment and recycling facilities. Recognition plaques are presented at the end of each calendar year to clients who reach specific milestones. Ingenium is able to offer this innovative rewards program due to our diverse array of disposal options and strategic placement of each waste stream.

Insurance

Ingenium carries a \$10M liability policy through AAA carriers. Currently, industry standard is \$1M. Very few environmental companies offer this level of coverage. Ingenium understands how vital liability mitigation is in this industry, and we are proud to offer this blanket of protection to our clients.

Orphan Chemical Program

Incineration and disposal of chemicals can be very costly. In many cases these compounds are still in usable condition. Ingenium has developed an Orphan Chemical Program to help with placement of viable, non-expired chemicals into facilities that have a need for those chemicals. This program has been a huge success, sometimes decreasing disposal costs by 80% or more, while simultaneously redirecting the chemicals to a new home where they are used for their intended purpose.

Regulatory Support

Ingenium has an in house compliance team available to help companies keep up to date with regulatory requirements. Ingenium offers a vast array of regulatory support. This includes but is not limited to compliance training, safety training, program development and maintenance, assistance with communicating with regulatory agencies, and any other health and safety concerns that may arise.

Emerald Energy

Emerald Energy is a program designed by, and exclusive to, Ingenium. Emerald Energy redirects wastes out of the landfill and into waste-to-energy facilities, with much of the material used to produce electricity for California. This program is only available through Ingenium.

Technical Services

Ingenium offers technician services to its clients on a per hour basis. These services include waste collection and bulking, labeling, fire extinguisher checks and eyewash/shower checks. Ingenium works with each individual client to develop a standard operating procedure specific to their needs.

Emergency Response

Ingenium is capable of immediately responding to moderately sized spills and releases. In the event the release exceeds our response threshold, Ingenium has procedures in place to obtain immediate assistance through its network of emergency response affiliates.

Complimentary Quarterly Safety Trainings

Ingenium offers complimentary safety trainings on a quarterly basis. Frequent topics are DOT Function Specific and Hazardous Waste Awareness training. These trainings are regulatory requirements for persons shipping or handling hazardous wastes, and the certificates provided by Ingenium satisfy those requirements.

MASTER SERVICE AGREEMENT

CONFIDENTIAL DOCUMENT

This Master Service Agreement (hereinafter referred to as "MSA") is made this 4th day of February 2016, between Solano Community College (hereinafter referred to as "CUSTOMER") and Ingenium Group LLC, DBA: Ingenium (hereinafter referred to as "COMPANY"). This MSA, the Terms and Conditions, any attached exhibits and addenda, constitute the entire agreement (hereinafter "Agreement") between the parties.

SERVICES. COMPANY will furnish CUSTOMER with integrated environmental support services, as detailed in Exhibit A, which may be modified from time to time, as business conditions warrant. CUSTOMER agrees that COMPANY has the sole and exclusive right to the services covered under this MSA.

PRICING. Pricing is included under this Agreement in Exhibit A. If any additions or modifications to the pricing in Schedule A are necessary, COMPANY will notify CUSTOMER of the changes. The modified pricing will become effective upon written notification to customer. On the anniversary date of this Agreement, pricing will automatically adjust upwards by 5.8% per year, every year, on disposal only for the duration of the Agreement. The industry derived energy, insurance, and security assessment is exempted from the annual increase.

TERM. This Agreement will continue for a period of 3 years. The term of this Agreement will extend automatically for successive 3 year terms unless the CUSTOMER gives COMPANY written notice it does not want this Agreement renewed. Such notice must be given to COMPANY at least 45 days before the expiration date of this Agreement. CUSTOMER agrees to provide COMPANY sixty (60) days to cure any substantive default or non-performance issue covered under this MSA. If after the sixty-day time period elapses COMPANY has not cured performance issues or defaults, CUSTOMER may terminate this agreement with a written notice of intent to terminate, to take effect after thirty (30) days after receipt of the notice by COMPANY. All terms and conditions made part of this Agreement shall survive the termination of the Agreement, without regard as to the reasons for termination, and termination of the Agreement, for any reason, does not relieve CUSTOMER of any financial obligation to COMPANY.

PAYMENT. COMPANY shall invoice CUSTOMER at the rates and terms specified in Exhibit A. CUSTOMER shall remit to COMPANY full and complete payment within thirty (30) days of the date of invoice. CUSTOMER agrees that past due unpaid amounts are subject to a charge of 1 ½ (one and one-half percent) per month on all past-due outstanding balances, with a minimum \$35 finance charge per month on each outstanding invoice.

NON-CONFORMING MATERIAL. In the event that CUSTOMER ships material outside the scope of this MSA, CUSTOMER shall be offered optional pricing for the disposition of the material. CUSTOMER may choose to accept the pricing, or have the material returned to CUSTOMER, at CUSTOMER'S sole expense.

Customer Initial _____

Ingenium Initial _____

TERMS AND CONDITIONS

LAWFUL COMPLIANCE - COMPANY will comply with all applicable laws, ordinances and regulations of governmental authorities and with the rules and regulations of CUSTOMER while on CUSTOMER'S premises, so long as such rules and regulations were provided to COMPANY in writing.

TITLE OF WASTE MATERIALS – All waste materials remain the sole property of CUSTOMER, and no CERCLA liability for CUSTOMER'S waste may be assigned, transferred, imparted, or otherwise assumed by COMPANY.

NON-CONFORMING WASTE MATERIALS – It is understood and agreed that COMPANY has the absolute and unqualified right to reject waste material that does not conform to parameters described in any waste profile associated with the waste material. CUSTOMER shall have the right, but not the obligation, to have COMPANY secure alternative means of treatment and disposal for non-conforming wastes, and CUSTOMER agrees and acknowledges that additional costs for non-conforming waste will apply. If CUSTOMER so chooses, non-conforming waste may be returned to CUSTOMER, at CUSTOMER'S sole expense, and CUSTOMER acknowledges that CUSTOMER may be responsible for arranging transportation of the material in the event CUSTOMER elects to have material returned to CUSTOMER.

INSURANCE – COMPANY shall at all times maintain at least statutory insurance minimums, and CUSTOMER may, at CUSTOMER'S written request, be included as an "additional insured" on COMPANY'S insurance policy.

INDEMNIFICATION - Notwithstanding any other provision of this Agreement, the parties intend for

all indemnification hereunder to be governed by principles of comparative fault, in which each party shall be liable for its own acts or omissions, but not for the acts or omissions of the other party. Neither party will be liable for attorneys' fees or costs incurred by the other party, except to the extent that such costs were caused by the acts or omissions of such party.

INDEPENDENT CONTRACTOR - COMPANY is an independent contractor, and shall not act or purport to act as an agent, representative or employee of CUSTOMER. COMPANY will determine the means and methods of performing its services. COMPANY will supply all equipment, tools, materials, parts, supplies and labor (and the transportation of the same) required to perform except as CUSTOMER has otherwise agreed in writing.

DOCUMENTED WORKERS – COMPANY warrants that it shall employ only American citizens or aliens with legal United States work authorizations and shall at all times obey all federal and state laws concerning the employment of persons, including but not limited to the requirements of the Immigration Reform & Control Act of 1986 and INS Requirements promulgated there under.

CONFIDENTIALITY - For the purpose of this Agreement "**confidential information**" shall mean such technical and/or commercial information, including but not limited to any documents, pricing, drawings, sketches or designs, materials, samples or prototypes disclosed or supplied by either party, and which at the time of its disclosure or supply is identified as confidential or proprietary. Each party to this Agreement undertake to treat any and all **confidential information** as confidential, to use it solely for the purposes of satisfying obligations under this Agreement, and not to make

it publicly available or accessible in any way, except with the prior written consent of the disclosing party.

FORCE MAJEURE - Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond the parties control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

SEVERABILITY - If any provision or provisions of this Agreement shall be held to be invalid, illegal, unenforceable or in conflict with the law of any jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

REFERENCE AND USE OF COMPANY'S NAME AND TRADEMARK - Company hereby agrees Ingenium may use the name and/or trademark of Company, general description of the services provided by Ingenium to Company, and any endorsements or references to Ingenium on Company's website, in Ingenium's marketing materials from time to time as Ingenium decides in its own discretion.

NOTICES – Any notices required or permitted to be given hereunder shall be given in writing and shall be delivered (a) in person, (b) by certified mail, postage prepaid, return receipt requested, (c) by facsimile, or (d) by a commercial overnight courier that guarantees next day delivery and provides a receipt, and such notices shall be addressed as follows:

For COMPANY: Ingenium, 2255 Barham Dr, Suite A, Escondido, CA 92029. Fax: (760) 745-8786. Attention: Director, Executive Management.

For CUSTOMER: Solano Community College
4000 Suisan Valley Road Fairfield CA 94534

MODIFICATIONS - This Agreement, when accepted as indicated herein, may not be modified, amended, rescinded, or in any way varied, except by a writing signed by the parties.

NON-WAIVER - Waiver of COMPANY of any breach of the Agreement by CUSTOMER shall not constitute a waiver of any subsequent breach of the same or of any other provision of this Agreement.

TENSE OF WORDS – Words used in the Agreement in the present tense includes the future as well as the present; words used in the neuter gender including the feminine and masculine; the singular number includes the plural, and the plural singular. The article numbers and titles are not part of the Agreement and shall not be used for any interpretation of the meaning of the Agreement; they are supplied solely for convenience in locating provisions of the Agreement.

ENTIRE AGREEMENT -This Agreement, together with the MSA and any addenda issued thereto by COMPANY, and any exhibits specifically incorporated herein by reference, constitute the entire agreement between the parties with respect to the subject matter.

GOVERNING LAW - This Agreement, and all disputes arising hereunder, shall be governed by the laws of the State of California, and the parties commit to the jurisdiction and venue of the courts located in San Diego County, California, to adjudicate any dispute arising under or relating to this Agreement.

Accepted and Agreed

CUSTOMER

INGENIUM

Signature

Signature

Celia Esposito-Noy, Ed.D.

Printed Name

Printed Name

Superintendent-President

Title

Title

Date

Date

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: PROFESSIONAL SERVICES AGREEMENT BETWEEN
 SOLANO COMMUNITY COLLEGE AND GOVERNMENT
 GLOBAL CURRICULUM NETWORK FOR THE
 CURRICUNET META ASSESSMENT MODULE**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

A Professional Services Agreement between Solano Community College and Governet, a division of Nevada Contractors Registry, Inc., is being presented for review and approval by the Governing Board. The agreement is for the addition of the CurricUNET Meta Assessment module, which is a web-accessible, database-driven curriculum development and approval tracking system.

During the initial three-year period of the contract, there is a one-time implementation fee of \$24,000. Additionally there is an annual fee of \$3,000 for annual hosting, maintenance and technical support services. The terms of the agreement are from March 17, 2016, through March 16, 2019. After the initial three-year term, annual hosting, maintenance, and technical support services will be renewed on a separate extension agreement.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other

*Ed. Code: Board Policy: 3520 Estimated Fiscal Impact: \$24,000 implementation cost;
 \$3,000 annual maintenance costs*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Leslie Minor, Ph.D.
 Vice President, Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

Leslie Minor, Ph.D.

VICE PRESIDENT APPROVAL

March 4, 2016

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

March 4, 2016

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**



PROFESSIONAL SERVICES AGREEMENT
CurricUNET META Curriculum Management System / ADD-ON Module
CURRICUNET META ASSESSMENT MODULE

THIS PROFESSIONAL SERVICES AGREEMENT is made as of this 17th day of March, 2016 (**the "Agreement"**) by and between **Governet, a division of Nevada Contractors Registry, Inc.**, a Nevada Corporation, and Solano Community College (hereinafter referred to as "Client"). Additional access beyond Solano Community College will be via addendum to this Agreement.

RECITALS

WHEREAS, Client wishes to receive professional services related to various management, instructional, and technology issues; and

WHEREAS, Governet is a provider of management, instructional, and technical services to numerous colleges and universities; and

WHEREAS, Governet has demonstrated its experience in consulting services in the areas of project management, database design and development, Website design and development, Web course design and development, and other higher education consulting, including, at present, the implementation of the "CurricUNET META – Assessment Module" which operates together with the CurricUNET META Curriculum Development and automated Approval Tracking System;

NOW, THEREFORE, in consideration of the recitals and for the good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. GRANT OF LICENSE; SERVICES:

(a) Grant of License. On the terms and subject to the conditions set forth in this Agreement, Governet hereby grants to Client a non-exclusive, non-transferrable license to use the CurricUNET Meta Assessment Module together with the CurricUNET META Curriculum Development and Approval Tracking System ("CurricUNET META Assessment Module") within Client's organization and operations. The license granted herein will not give Client, or users accessing the CurricUNET META system through Client, authority to in any way alter, modify, reverse engineer, enhance or otherwise create any derivatives of CurricUNET META, or any part thereof, for any purpose.

(b) Provision of Services. Governet will provide Client with various technical services leading to the completion and implementation of the CurricUNET META Assessment Module and related services, limited to existing forms, current workflows and data migration unless mutually agreed to in writing as an addendum to this Agreement.

2. **CONTRACTOR, NOT EMPLOYEE:** The Parties acknowledge and agree that Governet's relationship to Client is as an independent contractor, and not an employee of Client. This Agreement will also not be deemed to create a partnership, joint venture or fiduciary relationship between the Parties.

3. **TERM:** The Initial Term of this Agreement will be from March 17, 2016 through March 16, 2019 (the "Initial Term") and, upon the expiration of the Initial Term, will automatically renew for three (3) or more terms of twelve (12) months each, and will be deemed a "Renewal Term" unless terminated as set forth in this Section 3 or hereafter in Section 4. If Client elects to terminate its use of CurricUNET META at the end of the Initial Term or any Renewal Term, Client will provide Governet with written notice of such intent not less than ninety (90) days prior to the expiration of such Initial Term or Renewal Term. Failure to give notice of intent of non-renewal as specified herein will result in automatic renewal for an additional three (3) or more terms of twelve (12) months each. Client will be responsible for paying fees associated with a non-renewal election within thirty (30) days of the date of invoice.

4. **TERMINATION:** This Agreement may also be terminated:

(a) by Client, to the extent permitted under applicable law, if Governet makes an assignment for the benefit of creditors; files a petition of bankruptcy; permits a petition in bankruptcy to be filed against it; or if a receiver is appointed over a substantial part of its assets;

(b) by Governet for the non-payment of any fees or charges from Client and which non-payment continues for a period of ninety (90) days from the date of invoice;

(c) by either Party, in event of a material breach or nonperformance by the other of any provision of this Agreement, provided however, that written notice of the alleged breach will have been given to the allegedly breaching Party who will not have remedied or cured the alleged breach within thirty (30) days after the date of delivery of such notice;

(d) by Client as set forth above in Section 3.

5. **NON-ASSIGNMENT:** This Agreement may be assigned by Governet only with the prior and express written consent of Client, which consent will not be unreasonably withheld or delayed. Notwithstanding the foregoing, Governet will not be deemed to have assigned this Agreement or any part thereof in violation of this provision if Governet elects to use the services of qualified subcontractors from time to time in the performance of its obligations under this Agreement.

6. **FEES FOR SERVICE AND TERMS OF PAYMENT:** For Governet's services as specified in Section 1 above, Client will pay fees to Governet as specified below. All payments are due within thirty (30) days from the date of invoice.

(a) CurricUNET – META Assessment Module (One-time): Payment of this fee will entitle Client to receive the Governet services specified in Exhibit A.

Licensing COST: **Included in the CurricUNET Meta Curriculum Development and Approval Tracking System**

CurricUNET META Assessment Module - Implementation COST: \$24,000

For the above products and/or services, there will be an initial payment of \$24,000 upon contract approval and execution of this Agreement.

Client can add additional products and/or services under this Agreement by written addendum with detailed scope of work. All products added will be purchased at the regular product pricing at the time of any add-on purchase. All addendums must be agreed to and signed by both parties prior to start of any work / services.

(b) System Hosting, Maintenance and Technical Support Fee (Ongoing, Required): This fee is an integral part of this Agreement, is non-refundable, and will be due upon CurricUNET META – Assessment Module implementation or the one-year anniversary of this Agreement, whichever date comes first. System Hosting, Maintenance and Technical Support Fees will be invoiced prior to the beginning of each twelve (12) month period within the Initial Term and/or Renewal Term. Payment of the Annual Maintenance and Support Fee will entitle Client to ongoing system hosting, user support (via phone, instant messaging, and email), ongoing system maintenance, and periodic future upgrades within the same major CurricUNET module version as created and incorporated by Governet. Said annual fees as provided herein will not cover or apply to additional customization, functionality, upgrades or other services not specified in this subsection.

- Annual Hosting and Maintenance Fee: \$2,000
- Annual Technical Support Fee: \$1,000
- Total Annual Hosting, Maintenance and Support Fees: \$3,000

Payment for these services will be a single, non-refundable, annual payment due on the first day of each Annual Hosting, Maintenance and Support period of this Agreement as described above.

(d) Annual Hosting Fee: After the expiration of the Initial Term and prior to the commencement of a Renewal Term, Governet will be entitled to make adjustments to fees payable not to exceed ten percent (10%) for each twelve (12) month Annual, Hosting, Maintenance and Support period of the Renewal Term under Subsections (a), (b), (c) and (d) above as well as other terms of service under this Agreement. The proposed changes will automatically take effect unless Client submits a written objection thereto within thirty (30) days of Client's receipt of the Adjustment Notice. If Client submits a timely objection, the Parties will enter into good faith negotiations to resolve Client's objections. In the event Client and Governet cannot mutually agree upon the changes proposed within sixty (60) days following the date of the Adjustment Notice, then either Client or Company may terminate this Agreement upon written notice to the other Party. If neither Party terminates this Agreement, the Parties will continue good faith discussions for an additional period of sixty (60) days in an attempt to reach agreement. During said sixty (60) day period, the pricing and terms of the then existing Agreement will continue in effect. If agreement is not reached by the Parties during said second sixty (60) day negotiation period, then the Agreement will automatically terminate at the conclusion thereof.

7. SCHEDULE: Governet and the Client will jointly develop a Project Work Plan to indicate the

project tasks and other pertinent events associated with this project as specified in Exhibit A.

8. **OWNERSHIP OF INTELLECTUAL PROPERTY.** To clarify and confirm the rights and responsibilities of the Parties relating to the CurricUNET system and the intellectual property therein, the Parties acknowledge and agree as follows:

(a) **Intellectual Property Rights.** Client acknowledges and agrees that Governet owns and has rights in and to those patents or patentable technologies, software designs and schematics, algorithms, source codes, source listings, specifications, copyrights and copyrightable materials, design documents and information, copies of source or object codes or other documentation of any type, which comprise the CurricUNET META system. The foregoing is referred to collectively herein as "Governet Intellectual Property". Client acknowledges and agrees that nothing in this Agreement or in the performance thereof, or that might otherwise be implied by law, will operate to grant Client any right, title, or interest in or to Governet's Intellectual Property.

Furthermore, Client acknowledges and agrees that it will not in any way, directly or indirectly through any third party, alter, modify, reverse engineer, or copy the Governet Intellectual Property, or any component thereof, without the express written consent of a duly authorized executive officer of Governet. Furthermore, the Parties acknowledge that during the course of performance of this Agreement, Governet will render services to Client that may result in the creation of new technologies, discoveries, concepts, ideas, inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, patent applications, and copyrightable work (whether or not including any confidential information) which relate to Governet's CurricUNET META system or the services rendered to Client (the "Future IP"). The Parties acknowledge and agree that such Future IP will be deemed developed by and owned exclusively by Governet, and will be deemed licensed hereunder for use by Client. In the event it is determined for any reason that ownership of said Future IP resides with Client, then Client hereby grants to Governet an unrestricted, non-exclusive, perpetual license to use said Future IP at no cost to Governet.

(b) **Use of Governet Marks.** Client acknowledges that Governet owns and has rights in and to certain trademarks, logos, website materials, and marketing materials (the "Governet Marks") that may be made available for use by Client under this Agreement. Client expressly acknowledges and agrees that nothing in this Agreement or in the performance thereof, or that might otherwise be implied by law, will operate to grant Client any right, title, or interest in or to Governet's Marks. Client further acknowledges that it has no right to use, distribute, or otherwise reproduce such Governet Marks without the express written consent of Governet.

(c) **Use of Client Marks.** Governet acknowledges that Client owns, and retains ownership of all Marks owned by Client, including any trademarks, logos, website materials, and marketing materials (the "Client Marks"). Governet further acknowledges that it has no right to use, distribute, or otherwise reproduce such Client Marks without the express written consent of the Client, except that Client expressly agrees that Governet may use the Client Marks in a manner which indicates that Client is a client of Governet. Nothing in this Agreement or in the performance thereof, or that might otherwise be implied by law, will operate to grant Governet any right, title, or interest in or to Client's Marks.

(d) **Nondisclosure; Use of Confidential Information.** For purposes of this Agreement, "Confidential Information" will mean this Agreement and all proprietary information, data, trade secrets, business information and other information of any kind whatsoever which a Party ("Discloser") discloses, in writing, orally or visually, to the other Party ("Recipient") or to which Recipient obtains access in connection with the negotiation and performance of this Agreement,

and which relates to (i) the Discloser; (ii) is designated by the Discloser to be proprietary or confidential in nature; and (iii) is not in the public domain. As used herein, the Parties acknowledge and agree that curriculum data, consisting of approved course outlines and program materials, voluntarily collected through or via the CurricUNET META System will not be deemed Confidential Information hereunder. Rather, each of the Parties will be entitled to collate, summarize or otherwise use and distribute such curriculum data including to third parties.

The Recipient of Confidential Information agrees not to use any such Confidential Information received from the Discloser thereof for its own use, directly or indirectly, or for any purpose other than as expressly allowed under this Agreement. The Recipient will not disclose or permit disclosure of any Confidential Information to third parties without the prior consent of an authorized officer or director of the Discloser. The Recipient will take reasonable measures to protect the secrecy of and avoid disclosure or use of Confidential Information in order to prevent it from falling into the public domain or the possession of persons other than those persons authorized under this Agreement to have any such information. Such measures will include, but not be limited to, the highest degree of care that the Recipient utilizes to protect its own confidential information of a similar nature, which will be no less than reasonable care. The Recipient will notify the Discloser in writing of any actual or suspected misuse, misappropriation or unauthorized disclosure of Confidential Information which may come to the Recipient's attention.

9. **INSURANCE:** Governet will procure and maintain such Workers Compensation and public liability insurance as may be required by Client during the term of this Agreement. Evidence of such insurance will be provided to Client upon request.

10. **DISCLAIMER OF WARRANTIES AND LIMITATION OF LIABILITY:** Client acknowledges that this is strictly a professional services agreement, and as such, Governet provides no warranties, expressed or implied, on the suitability or performance of the requested services. Governet will provide requested services on a best efforts basis and assumes no liability for any direct or consequential damages which may arise from their use.

11. NOTICES: Any notice required by this Agreement will be in writing and accomplished by registered or certified mail. Such notice will be deemed to have been delivered five (5) days after it has been mailed:

If to Governet:

Nancy Howard
Product Delivery & Support Services
Governet
1600 John Adams Pkwy, Suite 200
Idaho Falls, ID 83401
nhoward@governet.net
208-522-1225

VP,

If to Client:

Dr. Leslie Minor, PhD
Vice President Academic Affairs
Solano Community College
4000 Suisun Valley Rd.
Fairfield, CA 94534-3197
(707) 864-7102
Leslie.Minor@solano.edu

12. EXHIBITS: All exhibits referred to in this Agreement are hereby incorporated by reference as though fully set forth in the text of this Agreement. In the event of any conflict between the body of this Agreement and any exhibit to this Agreement, the body of this Agreement will control over any conflicting provision in any exhibit to this Agreement.

13. APPLICABLE LAW: This Agreement will be governed by and pursuant to the laws of the State of Nevada unless otherwise preempted by federal law.

14. ENTIRE AGREEMENT: This Agreement signed by both parties constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms. No other representations, promises, or statements that differ in any way from the terms of this Agreement will be given any force of effect. This Agreement will be changed only by written instrument signed by both the Client and Governet.

(Remainder of this page intentionally left blank.)

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in the names as of the date first written above.

Client

By (Signature)

Printed Name

Title

Address

City, State, Zip Code

Date

GOVERNMENT _____


By (Signature)

Nancy Howard

Printed Name

VP, Product Delivery and Services

Title

1600 John Adams Parkway, Suite 200

Address

Idaho Falls, Idaho 83401

City, State, Zip Code

March 3, 2016

Date

(Remainder of this page intentionally left blank.)



EXHIBIT A

Governet will provide services necessary for the implementation of the CurricUNET META – Assessment Module (“CurricUNET META - System”) for Client as specified in this Exhibit A. To do so, Governet and Client will work in good faith and cooperation to jointly develop comprehensive planning and project management services, consultation and advisement, systems analysis and programming services, and integration of applications software as follows:

Phase 1: Requirements Analysis

Client will designate a member of its staff who will act as the “Project Coordinator” for all matters relating to the CurricUNET META - Assessment Module project, and will provide Governet with the contact information for such Project Coordinator prior to Governet’s commencement of work on said project. Governet will work with the Project Coordinator to identify required configuration is within current features and any changes that will require customized features beyond the current base Meta version at time of contract close. Any identified customization will be represented by a written, itemized description of feature changes by system element and will include marked up screens and reports indicating requested changes to such system elements. Such customization requests submitted by Client will be added to this Agreement only through written, fully-executed addendum. All customization included in such change orders will be subject to additional fees and outlined in the addendum. A Project Work Plan will then be completed and approved by both parties prior to the start of any development efforts by Governet. The Project Work Plan will identify, among other things, project activities/tasks, assigned resources, and estimated schedules. Once approved by both Parties hereto, the Project Work Plan will be deemed the definitive measure for Governet’s performance of its obligations to Client hereunder.

Phase 2: System Design

Governet will document what the Client’s CurricUNET META system elements will look like, including screens, reports, and database schema. Client will review all project-provided documentation in accordance with the approved Project Work Plan. Any requested change orders will be subject to the terms outlined above. Once approved by written addendum, such change orders will be logged and tracked on the Governet Web-based project management system. Said request will specify the system elements to be modified, and will be deemed a modification of the Project Work Plan. The Parties acknowledge and agree that any further modification to Client’s CurricUNET META System will be deemed to be beyond the Project Work Plan.

Phase 3: Prototype Development

Governet will develop a working version of the customized system for demonstration and testing purposes. Said prototype will conform to the specifications of the Project Work Plan, as it may be amended jointly by both parties. Conformance will be certified by Client’s Project Coordinator and Governet’s assigned Project Manager. The issuance of the Project Coordinator’s certification will establish

that Client's CurricUNET META System meets the specifications of the Project Work Plan, and that the system is ready for implementation.

Phase 4: Database Conversion/Entry

Client will provide all data in a format specified by Governet to facilitate the conversion and migration of those electronic databases of Client required to initially populate the CurricUNET META system. All data provided by Client must meet technical requirements and processes set forth by Governet. Database conversion includes but is not limited to course, program, outcomes and user related data. Additional required database conversion and/or other manual data entry will be identified in a mutually agreed upon separate statement of work and are subject to additional fees.

Phase 5: User Training/Documentation

Governet will provide specifications for training procedures, utilities for development of user documentation, and will assist Client to identify Client's initial internal trainers. Governet personnel will also conduct initial online "train the trainer" sessions for such personnel as specified by Client. If requested by Client and in receipt of payment of additional fees as specified in section 6 (Fees for Service and Terms of Payment), these sessions will be conducted onsite at Client's facilities in minimum sessions of two (2) consecutive days. Client understands and acknowledges that once such training sessions are completed with the initial trainers, Governet's responsibilities for training of Client's staff will be deemed complete, and Client will be solely responsible for the designation, appointment and training of future internal trainers from its staff.

Phase 6: Implementation/Operations

Governet will manage the implementation process in coordination with Client's Project Coordinator, providing such technical personnel as Governet, in its sole discretion, as may be necessary to oversee and supervise the operational startup of the CurricUNET META system. The completion of implementation of Client's CurricUNET META - Assessment Module System and the commencement of its use by Client will be deemed 'acceptance' for purposes of the Agreement and this Exhibit A. Governet will host the operational CurricUNET META system on its servers through the end of the Initial Term and Renewal Terms of this Agreement. Governet's hosting of the CurricUNET META system will be conducted in compliance with the standards and service commitments set forth in the Service Level Agreement attached to the Agreement as Exhibit "B".

Phase 7: Annual Hosting/Maintenance & Support.

After acceptance, Client will be entitled to receive up to a total of seven (7) hours of technical services (the "Annual Allowance"), in each twelve (12) month period after the effective date of the contract. Any configuration or modification services will be added to this Agreement through written addendum and billed to Client at Governet's currently published Ad hoc Professional Services rate or other rate as provided by addendum.

(Remainder of page intentionally left blank)



EXHIBIT B

SERVICE LEVEL AGREEMENT

This Service Level Agreement is identified as Exhibit “B” to that Professional Services Agreement executed between Nevada Contractors Registry, Inc. d/b/a Governet (“Governet”) and Solano Community College (“Client”), and specifies benchmarks to measure the performance of the Governet CurricUNET META – Assessment Module (“CurricUNET Meta System”) as well as the compensation to be received by Client in the event of certain substandard performance by Governet. The terms of this Exhibit “B” will control in the event of a conflict between the terms hereof and those of the Professional Services Agreement.

SECTION A. DEFINITIONS

- 1) “Monthly Timeframe” will mean each single calendar month beginning and ending at 12:00 a.m. US Mountain Standard Time (“MST”).
- 2) “Planned Outage” will mean the periodic pre-announced occurrences when the CurricUNET META System will be taken out of service for maintenance or care. Planned Outages will be scheduled only during the window period of time between 12:00 a.m. MST on Saturday to 11:59 p.m. MST on Sunday (the “Planned Outage Period”), and Governet will give Client 24 hours advance notice of any such Planned Outage. This Planned Outage Period may be changed from time to time by Governet, in its sole discretion, upon prior notice to Client. Planned Outages will not exceed 4 hours per Monthly Timeframe beginning at 12:00 a.m. MST of the first day of each calendar month.
- 3) “CurricUNET META System” will mean the system of software and servers deployed by Governet in conjunction with the provision of services specified in the Professional Services Agreement. The CurricUNET META - Assessment Module will not include: (a) data transfer mechanisms; (b) any telecommunications services or infrastructure providing a connection between any Governet server used in the provision of services under the Professional Services Agreement; (c) client-side web-based server interfaces; and (d) systems under the control of Client.
- 4) “System Availability” will mean when at least one instance of the CurricUNET META System is operational. By definition, this does not include Planned Outages.

5) "CurricUNET META System Unavailability" will mean when, as a result of a failure of systems within Governet control, the CurricUNET META System fails to respond to Client queries for more than sixty (60) consecutive minutes during working hours from 06:00 a.m. MST to 06:00 p.m. MST, Monday through Friday in any Monthly Timeframe. CurricUNET META System Unavailability will not include: (a) any unlawful or negligent action by Client, its agents or suppliers; (b) unavailability of Client's network, including as a result of telecommunications or connectivity failures; (c) Client's misuse of the CurricUNET META System; or (d) events caused by force majeure. The records and data of Governet will be the sole and authoritative source for determining incidents of CurricUNET META System Unavailability.

SECTION B. RESPONSIBILITIES OF THE PARTIES

- 1) Governet will provide Client with a 99.9% CurricUNET META System Availability during each Monthly Timeframe.
- 2) Governet will provide Client support Monday through Friday, with the exception of federally mandated holidays, from the hours of 06:00 a.m. until 06:00 p.m. US Mountain Standard Time. Any and all service issues should be directed to the Governet Customer support department specified below.
- 3) Governet Customer services will respond to all Client requests by close of business day on the day of a request unless that request was received within one hour of close of a business day. In such cases, a response will be forthcoming the following business morning. Customer service representatives will use internal processes to use judgment in prioritizing their response orders in accordance with the type of service required. Consideration of those Clients with same-day issues affecting their end users will be deemed to have superior priority. Should Client be dissatisfied with the response time or information delivered, Client will follow the escalation process as shown on the attached Service Request Escalation Form in order to obtain issue resolution.
- 4) Client will promptly report any occurrence of alleged CurricUNET META System Unavailability to the Governet customer service help desk in the manner required by Governet (i.e., e-mail, fax, telephone) in order for an occurrence to be treated as CurricUNET META System Unavailability for purposes of this Service Level Agreement.
- 5) If Governet becomes aware of a CurricUNET META System Unavailability event, Governet will promptly notify Client of the event. Both Client and Governet agree to use reasonable commercial good faith efforts to establish the cause of any alleged CurricUNET META System Unavailability. If it is mutually determined to be a Governet problem, the issue will become part of the unplanned Outage Time.

6) Governet will notify Client of Planned Outages outside the Planned Outage Period at least seven (7) days in advance of such Planned Outage. In addition, Governet will use reasonable commercial good faith efforts to maintain an accurate thirty (30) day advance schedule of possible upcoming Planned Outages.

7) Governet will use commercially reasonable efforts to restore the critical systems of the CurricUNET META System within twenty-four (24) hours in the event of a force majeure and restore full system functionality within forty-eight (48) hours. Outages due to a force majeure will not be considered CurricUNET META System Unavailability.

SECTION C. OFFSETS

1) If Governet determines that CurricUNET META System Availability does not meet the standard set forth above in paragraph B.1 in any Monthly Timeframe, Governet will provide a monetary offset to Client equal to the percentage (%) deficiency multiplied by the monthly Fee for that month paid by Client under the Professional Service Agreement. For purposes of example only, if CurricUNET META System Availability is determined to be 99.8% and Client is paying the sum of \$40,000 per year under the Professional Services Agreement, the total offset would be \$40 (i.e. $\$40,000 \times .1\%$). The offset will be applied to reduce the Annual Maintenance Fee payable by Client for the year following the date such offset determination is made. Furthermore, if Governet fails to meet the CurricUNET META System Availability standard in any two (2) consecutive months during a twelve (12) month period, Client may elect to terminate the Professional Services Agreement.

2) All claims for offset pursuant this Section C will be made using the attached System Unavailability Claim Form within thirty (30) days after the date the alleged deficiency in CurricUNET META System Availability. Claims made after such thirty (30) day period will not be eligible for any offset compensation. The written notice to Governet will include a description of the deficiency in service and will be accompanied by such documentation as may be necessary for Client to establish the claim. Governet will thereafter investigate the claim and will provide a written response within ten (10) days after the date of receipt of the claim. If Governet fails to provide the response within said ten (10) day period, then the claim will be deemed accepted by Governet and Client will be entitled to the offset set forth above in Section C (1).

3) Claims will only be permitted for CurricUNET META System services purchased directly by Client from Governet. The offset provided herein will be Client's sole and exclusive remedy, and Governet's sole and exclusive liability for its failure to meet the performance standards set forth in this Service Level Agreement.



Service Request Escalation Form

Governet Corporate Office

Address:

1600 John Adams Pkwy, Suite 200 Idaho Falls, Idaho 83402

Telephone:

208-522-1225

Fax:

208-522-2896

<i>Point of Escalation</i>	<i>Name</i>	<i>Email</i>
Client Support Representative	TBD	support@governet.net
VP, Product Delivery & Support Services	Nancy Howard	nhoward@governet.net
President	Mark Svorinic	msvorinic@governet.net



System Unavailability Claim Form

Date of Submission: _____

Client Name: _____

Name of Individual Submitting Claim: _____

Contact Information of Individual Submitting Claim:

Email: _____

Telephone: _____

Description of Claim	Documentation Submitted in Support of Claim	Date(s) of Occurrence

**Claims must be submitted by email to: nhoward@governet.net; or by facsimile to: 208-522-2896*

**Governet email logs will be deemed the sole evidence of receipt of a claim submitted by email.*

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **MEMORANDUM OF UNDERSTANDING BETWEEN THE
 SOLANO COMMUNITY COLLEGE DISTRICT AND THE
 UNIVERSITY OF PHOENIX**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

A Memorandum of Understanding (MOU) between the Solano Community College (SCC) District and the University of Phoenix (UOPX), located at 1625 W. Fountainhead Pkwy., Tempe, AZ 85282-2371 is being presented for review and approval by the Governing Board. The approval of this contract benefits the students in the Associate in Science Degree in Registered Nursing Program at SCC via the establishment of a Transfer Pathway using Concurrent Enrollment to enable the students to complete a Bachelor of Science in Nursing degree from UOPX. The agreement identifies the specific courses that must be taken at each institution in order for the student to complete the combined degrees of study. Tuition pricing at UOPX, course offering timelines and sequencing, as well as student responsibilities and obligations have been contained within the MOU. A copy of the MOU will be available in the Office of the Superintendent-President, in the Office of the Dean of the School of Health Sciences, and in the offices of the University of Phoenix (UOPX), located at 1625 W. Fountainhead Pkwy., Tempe, AZ 85282-2371.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic Skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code:</i>	<i>Board Policy: 3520</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert Gabriel, Ph.D., Dean, School of Health Sciences

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

Leslie Minor, Ph.D.

VICE PRESIDENT APPROVAL

March 4, 2016

DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.

March 4, 2016

DATE APPROVED BY

SUPERINTENDENT-PRESIDENT

Concurrent Enrollment Cohort Memorandum of Understanding

College of Health Professions Bachelor of Science in Nursing Pathway Program

This Concurrent Enrollment Cohort Memorandum of Understanding ("MOU") is entered into between the University of Phoenix, Inc. ("University") and Solano Community College District ("School"), as of the date both parties have signed this MOU ("Effective Date").

The parties agree as follows:

- 1. Cohort Participants:** School shall provide scheduled groups of students who are currently enrolled in an Associate's Degree of Nursing program ("ADN Program") from School after the Effective Date of this MOU ("Eligible Students") who will enroll in University single courses that are part of the University Bachelor of Science in Nursing degree program ("BSN Program") as more fully described in Exhibit A the Statement of Work ("SOW") (hereinafter referred to as a "CEP Cohort" or "CEP Cohorts"). The parties will execute a new SOW for each additional CEP Cohort. The parties agree that no additional action between the parties is required for any new SOW. Accordingly, the University will offer the program set forth in each SOW (hereinafter "Programs") to School as more fully described below. Unless expressly stated otherwise in the SOW, if there is a conflict between this MOU and an SOW, the terms and conditions in this MOU shall govern the parties' obligations. For clarification, CEP Cohort students will not be eligible for federal financial aid through the University for any BSN Program courses until they are fully admitted into the BSN Program by the University.
- 2. Admission into the University:** Upon completion of the ADN Program, obtaining the necessary licensure and meeting all the applicable University admissions criteria, CEP Cohort students may be admitted into the BSN Program. The University will evaluate applications for admission in accordance with its usual standards for admissions. CEP Cohort students will be eligible for financial aid with the University upon admission and enrollment into the BSN Program only. For clarification, calculation for federal financial aid will commence after admission and enrollment into the BSN Program. At no time will any courses taken prior to admission and enrollment be used towards any University federal financial aid calculations.
- 3. Classes:** During the term of this MOU, University will provide all of the courses necessary for a CEP Cohort to take courses set forth in Exhibit A and complete the BSN Program. Each CEP Cohort course shall have a minimum of fifteen (15) students. The University shall have no obligation to offer any CEP Cohort course unless the minimum number of students for enrollment has been confirmed. In the event that the minimum enrollment falls below fifteen (15) students, students shall take the scheduled course, or applicable equivalent course, at another University campus learning center or online. All students in the CEP Cohort will attend the same classes in the same course sequence in the same modality. Applicable tuition and rEsource™ fees will be determined based on the campus learning center location or online.
- 4. Information to Prospective Students:** University will provide information as to the admission requirements, required course of study, costs, expected time commitment, and other information a prospective student may find useful in selecting and applying for a course of study. University will make such presentation at no cost to School or any prospective student.
- 5. University Policies and Procedures:** All CEP Cohort students are subject to the University's admission policies and all other policies and procedures as set forth in the University's Student Handbook.
- 6. Provision of Educational and Administrative Services:** Notwithstanding any other provision of this MOU, the University's relationship with its students as well as any other matter concerning the provision or delivery of educational or administrative services to such students, regardless of whether such students are School's employees, Eligible Students, or otherwise, shall be governed pursuant to the terms of the University's policies and procedures then in effect, including, but not limited to, those published in the applicable University Catalog. In the event such policies and procedures do not resolve a particular educational or administrative matter, including, but not limited to, those matters which may arise out of or relate to the provision or delivery of educational or administrative services, University shall have the right to determine the resolution of such issues in the University's sole discretion.
- 7. New Student Orientation:** University will provide a new student orientation to CEP Cohort students. Such orientations will include information regarding the University's Code of Conduct and expected course schedule for completion of the BSN Program.
- 8. Faculty/Academic Standards:** Each University faculty member shall have the following credentials and experience as a faculty practitioner: (a) holds a doctoral or master's degree; (b) currently works in the field(s) of instructional assignments; (c) holds current and unencumbered state license and national certifications as required in his/her profession; and (d) is knowledgeable of and incorporates in each course up-to-date proven theories and techniques.
- 9. Class Scheduling:** Any temporary change(s) in course schedule, such as a weeknight change due to a holiday, must meet University policy standards within the same week, be agreed upon by all School's students enrolled in the course, and documented with a change of schedule form approved by the University Director of Academic Affairs.
- 10. Student Payment Policies and Fees:** It is the responsibility of CEP Cohort students to purchase at their expense, all required texts and materials including rEsource™ and to pay all applicable tuition and University fees as listed in the University Catalog.

Unless expressly set forth herein, CEP Cohort students are ultimately responsible for payment of all charges incurred as well as all financial policies and fees detailed in the University Catalog.

- 11. **Termination of CEP Cohort:** This MOU may be terminated by either party upon thirty (30) days written notice. If this MOU is terminated, students may complete their program at another campus location or online depending upon location and modality. Not all programs are available at all locations or in all modalities. Students will be responsible for the tuition and fees associated with such location or modality.
- 12. **Regulatory Termination:** If this MOU would potentially have an adverse impact on either party's accreditation, or its license or exemption issued by a state educational board or commission, or otherwise violates any law or regulation, a party shall not be required to take any such action, or alternatively, may immediately terminate this MOU.
- 13. **Student Acknowledgements:** Students will be required to sign an MOU as set forth in Exhibit B acknowledging the terms of enrollment for the CEP Cohort.
- 14. **Marketing:** School will provide the opportunity for University to inform potential CEP Cohort students of this opportunity. Subject to prior written approval, each party grants the other party the right to use the other party's name and logo for purposes of this MOU only.
- 15. **Confidentiality:** School agrees that it will not disclose the terms of this MOU to any unrelated third party without the University's prior written consent.
- 16. **General Provisions:** This MOU does not create any rights, title, or interest for any person or entity other than School or the University. Each party acknowledges that the relationship with the other is that of an independent contractor and nothing in this MOU shall be construed to create a partnership, joint venture, or agency relationship between the parties. If University believes that this MOU might violate any law or regulation, adversely affect its accreditation, or its license or exemption issued by a Federal or State educational board or commission, University may immediately terminate this MOU upon written notice to School.

Each party agrees to abide by all applicable Federal and State laws. This MOU shall be governed by and construed in accordance with the laws of the State of Arizona without reference to conflict of laws principles. Jurisdiction for any claim, dispute, or lawsuit shall be Maricopa County, Arizona.

SOLANO COMMUNITY COLLEGE DISTRICT

UNIVERSITY OF PHOENIX, INC.

Signature

Celia Esposito-Noy, Ed.D.

Superintendent-President

Date

Signature

Printed Name

Title

Date

EXHIBIT A – CEP COHORT MEMORANDUM OF UNDERSTANDING

Statement of Work Number 20663

Program: Bachelor of Science in Nursing

Modality: Ground

Projected Start Date: May 2016

Projected End Date: May 2018

Classes: All classes will be taught at Fairfield Learning Center located at 5253 Business Center Drive, Suite B, Fairfield, CA 94534.

Tuition Reduction: The University shall provide a twenty percent (20%) tuition reduction for Eligible Students participating in the CEP Cohort. This CEP Cohort tuition reduction cannot and shall not be combined with any other tuition reduction and the total tuition reduction for Eligible Students participating in the CEP Cohort is set forth in this SOW. The University may change its tuition rates and fees at any time in its sole discretion. In the event of a change in aforementioned rates and fees, any applicable reduction will be calculated on the new current rate or fee in effect at the campus or online. CEP Cohort students will pay tuition and any other fees directly to University in accordance with applicable University policies. Unless expressly set forth herein, CEP Cohort students are ultimately responsible for payment of all charges incurred as well as all financial policies and fees detailed in the University Catalog.

Tuition Freeze: Eligible students will have their per-credit hour tuition maintained at the rates denoted in the tuition schedule which was in effect at the time at which they enrolled and will not incur increases to the tuition schedule as long as they remain eligible as set forth above ("Tuition Freeze"). Please note: This Tuition Freeze is not available to residents of GA, TN or WV. This Tuition Freeze is also not applicable to students attending local campuses in OH or PR. This Tuition Freeze does not apply to students enrolling in certificate programs. This Tuition Freeze is valid for one degree program only and cannot be combined with any other promotion or offer unless specified in writing by the University otherwise.

EXHIBIT B - UNIVERSITY OF PHOENIX

CEP COHORT STUDENT MEMORANDUM OF UNDERSTANDING

Solano Community College District

The University of Phoenix ("University") agrees to offer Solano Community College District (including affiliates)(hereinafter "SCCD") students attending specific classes at SCCD in the designated Bachelor of Science in Nursing pathway program ("CEP Cohort") a twenty percent (20%) reduction on tuition (reduction does not apply to any fees, resource materials or any other charge) upon the following conditions:

1. I acknowledge and agree that I am currently enrolled at SCCD in an Associate's Degree of Nursing program.
2. I have been provided a copy of the Bachelor of Science in Nursing pathway program and the University's transfer policies by an appropriate University representative. I acknowledge and agree that I understand the University's transfer policies and how the courses in the pathway program are applicable to my enrollment at SCCD and with the University.
3. The CEP Cohort will end when the final course in the pathway program is complete. No further tuition or fee reduction will be offered after the last course.
4. I agree to pay tuition and any fees directly to the University according to applicable University financial policies. If I am enrolling in individual courses with the University and not admitted into a University degree program while concurrently enrolled in SCCD completing my Associate's degree program, I acknowledge and agree that I will not be eligible for federal financial aid and will be obligated to pay all University tuition fees and costs with cash (or the equivalent) in accordance with federal laws and regulations. I further agree and acknowledge that I will not be eligible for federal financial aid with the University unless I am enrolled in a University degree program.
5. If for any reason the CEP Cohort is terminated, I acknowledge and agree that if I desire to continue to be enrolled with the University, I will be responsible for all tuition, fees, and costs at the then current rates as set forth by the University but will continue to receive a twenty percent (20%) reduction on tuition. I further acknowledge that I may be required to complete the courses and if applicable my degree program at another location or in another modality depending upon class size and availability.
6. While students are allowed to take breaks between courses, I understand and acknowledge that if I take a break from the CEP Cohort I will not be able to continue to participate in the CEP Cohort and will no longer be eligible for the benefits provided by this Memorandum of Understanding ("MOU").
7. Additionally, the University would like to make you aware of the following with respect to your enrollment.
 - Not all University degree program concentrations are offered at all campuses. Concentration programs vary campus by campus and I have been informed and understand the specialty programs offered at the campus and/or location listed below that I am enrolling in.
 - If I take a break from my schedule, the classroom instructional delivery method may not be available, and I may need to complete the balance of my degree program at a different campus location or online.
 - I understand and acknowledge that if I am required to complete my degree program at a different campus location or online, I will be responsible for the current tuition rate for my program at that location or modality, as of the new date of enrollment in the class.
 - I understand and acknowledge that a lapse in attendance of more than 14 days while enrolled in a University degree program could affect my financial aid status/eligibility.
 - Eligible students will have their per-credit hour tuition maintained at the rates denoted in the tuition schedule which was in effect at the time at which they enrolled and will not incur increases to the tuition schedule as long as they remain eligible as set forth above ("Tuition Freeze"). Please note: This Tuition Freeze is not available to residents of GA, TN or WV. This Tuition Freeze is also not applicable to students attending local campuses in OH or PR. This Tuition Freeze does not apply to students enrolling in certificate programs. This Tuition Freeze is valid for one degree program only and cannot be combined with any other promotion or offer unless specified in writing by the University otherwise.

By signing this document, you acknowledge that you have reviewed this information and understand that these changes may occur during your enrollment. Enrollment representatives are not authorized to make modifications to this document, either verbally or in writing, and any such attempted modification is not valid.

Name (please print clearly)

IRN

Signature

Date



Transfer Pathway for Solano Community College: Concurrent Enrollment Program

DRAFT

Associate in Science Degree in Nursing, Registered
2015-2016 Catalog Year
Bachelor of Science in Nursing Partner Program (BSN v14CP)

UOPX General Education and Elective Program Requirements

Bachelor of Science in Nursing Degree Requirement	Recommended Courses	Institution	Credits Utilized
Communication Arts (6 credits) [Must Include English Composition]	ENGL 001 College Composition*	SCC	3
[Must Include an Oral Communication Course]	COMM 001 Introduction to Public Speaking*	SCC	3
Mathematics (6 credits) [Must Include College Level Algebra]	MATH 002 Algebra for Calculus (College Algebra)*	SCC	3
[Must Include a Statistics Course]	MATH 011 Elementary Statistics**	SCC	3
Natural/Physical Sciences (12 credits)	BIO 004 Human Anatomy*	SCC	5
	BIO 005 Human Physiology*	SCC	5
	BIO 014 Principles of Microbiology*	SCC	2
Humanities (6 credits)	Any approved course from Area C from the following content areas: ART, CINA, COMM, ENGL, HIST, HUMN, PHIL, PHOT, THEA, TV*	SCC	3
	Any approved course from Area C from the following content areas: ART, CINA, COMM, ENGL, HIST, HUMN, PHIL, PHOT, THEA, TV**	SCC	3
Social Science (6 credits) [Must Include Intro to Psychology]	PSYC 001 Introduction to Psychology*	SCC	3
[Must Include Intro to Sociology]	SOC 001 Introduction to Sociology**	SCC	3
Interdisciplinary/Liberal Arts (12 credits)	BIO 014 Principles of Microbiology* (excess)	SCC	2
	NUTR 010 Nutrition*	SCC	3
	CDFS 070 Lifespan Human Development*	SCC	3
	ENGL 062 or approved transferrable college-level course*	SCC	3
	COMM 012 or other GE Area E Cross Cultural Studies Course*	SCC	1
Lower Division Nursing (24 credits)	<i>Content Satisfied By The Combined Learning Obtained in CC Foundational Nursing Sequence</i>		
	NURS 058 A-D or E, NURS 050A, NURS 050B, NURS 052, NURS 054, NURS 055, NURS 060, NURS 061, NURS 063, NURS 064, NURS 065*	SCC	24

NOTE: The BSN V. 14CP program at University of Phoenix is accredited by the Commission on Collegiate Nursing Education, One DuPont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791. <http://www.aacn.nche.edu/ccne-accreditation>

*Course recommended or required to maximize transfer into UOPX based of Associate degree requirements to obtain an Associate Degree in Nursing from Solano Community College.

**Course recommended by UOPX outside of Associate degree requirements to reach transfer credit totals listed on pathway. Students may have other options to satisfy this course requirement at Solano Community College or University of Phoenix. Students should consult an advisor at UOPX if they would like to take courses outside of the recommended sequence.

The University's Central Administration is located at 1625 W. Fountainhead Pkwy., Tempe, AZ 85282-2371. Online Campus: 3157 E. Elwood St., Phoenix, AZ 85034. University of Phoenix is accredited by The Higher Learning Commission and is a member of the North Central Association.

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UOPX Course of Study Requirements

Bachelor of Science in Nursing Degree Requirement	Recommended Courses	Institution	Credits
Health Care Communication+	<i>Content Satisfied By The Combined Learning Obtained in CC Foundational Nursing Sequence</i>		
Statistical Applications+			
Health Law and Ethics+			
Health Care Informatics+			
Theories and Models of Nursing Practice+			
Health and Chronic Disease Management+		NURS 058 A-D or E, NURS 050A, NURS 050B, NURS 052, NURS 054, NURS 055, NURS 060, NURS 061, NURS 063, NURS 064, NURS 065*	SCC
Undergraduate Nursing Studies	HSN/302 Undergraduate Nursing Studies***	UOPX	3
Professional Nursing Practice	NSG/391 Professional Nursing Practice***	UOPX	3
Health Assessment and Promotion for Vulnerable Population	NUR/440CC Health Assessment and Promotion for Vulnerable Population***	UOPX	3
Upper Division Electives	Any Upper-Division Non-Nursing Course(s)***	UOPX	6
Evidence-Based Nursing Research and Practice	NUR/443CC Evidence-Based Nursing Research and Practice	UOPX	3
Healthy Communities	NUR/405CC Healthy Communities: Theory and Practice	UOPX	4
Epidemiology	NUR/408CC Epidemiology: Global and Public Health	UOPX	4
Senior Practicum	NUR/492CC Senior Practicum: Leadership and Management	UOPX	4

Institutional Credit Breakdown

Solano Community College Credits Required for ADN Degree	93 Credits
Additional Solano Community College Credits Recommended to Maximize Transfer	9 Credits

Total Community College Credits **90**

Total Credits Summary

Total Solano Community College Credits **90**

Total UOPX Credits Remaining **30**

Minimum Total Degree Requirements **120**

This transfer guide is intended for students enrolled in the Solano Community College and University of Phoenix Concurrent Enrollment Program (CEP). Students who are not enrolled in the Solano Community College Nursing and University of Phoenix Concurrent Enrollment Program (CEP) should seek advisement from their respective institution if interested in the transferability of other programs.

NOTE: Students must possess a valid, unrestricted, unencumbered RN license in order to gain admission into the BSN v. 14CP program.

IMPORTANT: This summary is an estimation of credits only based on the current catalog and degree program requirements. Actual credit may vary based on each individual student's submission. Concentrations are reflected on the transcript only. All courses earned with a grade of a C- or better that apply to an associate's degree transfer to the University of Phoenix with the exception of remedial or vocational courses.

+Students will use the completion of NURS, 058, 050A, 050B, 052, 054, 055, 060, 061, 063, 064, 065 to satisfy 42 credits required in the BSN 014CP for the Lower Division Nursing and BSN Degree Requirements areas as a block.

***identifies courses to be taken in a non-degree admission status prior to admission into the BSN 014CP program.

Solano Community College District CEP MOCK Schedule - Group 1, Group# XXXXX

CEP Schedule	Start Date	End Date	Location	Course #	Course Title	Credits	Weeks	Institution
Fall 2015								
August	December				Solano Community College - ADN Coursework		16	Solano Community College
Spring 2016								
January	May				Solano Community College - ADN Coursework		16	Solano Community College
Start CEP Program - Summer 2016								
6/7/2016	7/5/2016		UOPX	HSN 302	Undergraduate Nursing Studies	3	5	UOPX
7/12/2016	8/9/2016		UOPX	NSG 391	Professional Nursing Practice	3	5	UOPX
Fall 2016								
August	December				Solano Community College - ADN Coursework		16	Solano Community College
Winter 2016/2017								
12/20/2016	1/24/2017		UOPX	NUR 440CC	Health Assessment & Promotion for Vulnerable Populations	3	5	UOPX
Spring 2017								
January	May				Solano Community College - ADN Coursework		16	Solano Community College
Graduate from Solano Community College with ADN; students must take NCLEX-RN® Examination								
					STUDY FOR NCLEX			
Summer 2017								
6/27/2017	8/1/2017		UOPX	PHL/458	Creative Minds and Critical Thinking	3	5	UOPX
8/8/2017	9/5/2017		UOPX	PSY/425	Chemical Dependency in the Workplace	3	5	UOPX
3 Week Break - Apply for BSN portion of the Program								
9/26/2017	10/24/2017		UOPX	NUR 443CC	Evidence-Based Nursing Research and Practice	3	5	UOPX
**RN License Required to Continue:								
10/31/2017	12/12/2017		UOPX	NUR/405CC*	Healthy Communities: Theory and Practice	4	7	UOPX
12/19/2017	2/6/2018		UOPX	NUR/408CC*	Epidemiology: Global and Public Health	4	7	UOPX
2/13/2018	3/27/2018		UOPX	NUR/492CC*	Senior Practicum: Leadership and Management	4	7	UOPX

*2 week Holiday Break

*4th of July Holiday

*2 week Holiday Break

**RN License Required
 ** *Calendar is subject to change

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: EMERGENCY CLOSURE OF THE EARLY LEARNING CENTER DUE TO WATER MAIN BREAK ON MARCH 1, 2016. RESOLUTION NO. 15/16-27

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Due to the water main break on March 1, 2016, the Early Learning Center had to close for the entire day of operation March 1.

The California Department of Education Early Education Services Division requires an adopted resolution from the Board of Trustees authorizing the emergency closure. The authorization will enable the general child care program (CCTR) and the state preschool program (CSPP) to be reimbursed for the day of closure.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code: 8271</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$5,000.00</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Christie Speck, Director
Early Learning Center

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

864-7183

TELEPHONE NUMBER

Gregory Brown

VICE PRESIDENT APPROVAL

March 2, 2016

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO APPROVE EMERGENCY CLOSURE OF THE EARLY
LEARNING CENTER DUE TO WATER MAIN BREAK ON MARCH 1, 2016.**

RESOLUTION No. 15/16-27

Whereas, The Early Learning Center's CCTR (general child care) & CSPP (preschool program) contracted services had to close the entire day of operation on Tuesday, March 1, 2016 because the water was shut off to repair the broken plumbing.

Resolved, that the Governing Board of Solano Community College District authorizes the emergency closure of the Early Learning Center due to a water main break.

Pass and Adopted, This 16th day of March 2016, by the Governing Board of the Solano Community College District.

AYES:

NOES:

ABSENT:

Celia Esposito-Noy, Ed.D., Superintendent-President

Michael Martin, Board President