

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD  
SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES  
REQUESTED ACTION: APPROVAL

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**EMPLOYMENT 2017-2018**

**Regular Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Yichi Zhang	Accounting Specialist 1 - Cash Control (Range 12/Step 3)	05/01/18

**Out of Class**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Danielle Gonzalez	Administrative Assistant IV – Math & Science	04/1/18-05/31/18	\$190.66/month \$381.32 Total

**Part-Time Adjunct Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Ermias Keggese	Adjunct Instructor – Chemistry (not to exceed 67%)	06/11/18
Ahmad Samin	Adjunct Instructor – Chemistry (not to exceed 67%)	06/11/18

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Mary Jones  
Human Resources

April 6, 2018  
**Date Submitted**

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

April 6, 2018  
**Date Approved**

**Short-term/Temporary/Substitute**

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Aaron Richardson	ASTC Workshop	Student Equity	02/22/18 - 05/31/18	\$69.05/hour
Emily Wade	Academic Success Specialist	Equity	04/19/18 – 06/30/18	\$15.35/hour
James DeKloe	Biotechnology Outreach Event	Baccalaureate Pilot Program	01/12/18 – 05/31/18	\$69.05/hour
Michelle Mack	Walk-in Counseling	General Fund	01/03/18 – 06/30/18	\$60.62/hour
Erma Moreno	Walk-in Counseling	General Fund	01/03/18 – 06/30/18	\$71.72/hour
Scott Parrish	Athletic Camp Coordinator	Swim Trust	05/04/18 – 05/06/18	\$50.00/hour (up to \$750)

**39 Month Reemployment List**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Beverley Sloley	Senior Accountant	04/17/18 – 06/11/21

**Resignation**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Tracie White	Adjunct Counselor	06/27/18

**GRATUITOUS SERVICE**

<u>Name</u>	<u>School/Department</u>	<u>Assignment</u>
John D. Anderson	Athletics	Swim/Dive Program Assistant
Tracy Hale	Student Services / Financial Aid	Financial Aid Office Assistant

**EMPLOYMENT 2018-2019**

**Regular Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Debbie Dorrough	Nursing Instructor (FT/Tenure Track)	08/09/18

**Part-Time Adjunct Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Kristopher Keane	Adjunct Instructor – Biology/Anatomy (not to exceed 67%)	08/09/18
Jonathan Rothman	Adjunct Instructor – Political Science (not to exceed 67%)	08/09/18
Abdullah Hassan	Adjunct Instructor – Political Science (not to exceed 67%)	01/10/19

**REQUEST FOR REDUCED WORKLOAD**

In accordance with section 10.2 of the CCA/CTA/NEA Collective bargaining agreement, the following instructors are requesting a reduced workload for the 2018-2019 academic year. The reduction is authorized under section 22713 of the California Education Code. The request for a reduced workload is recommended.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Reduction</u></b>
Mary Gumlia	Counselor	35% Reduction
Kristy Juliano	Music Instructor	50% Reduction

**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:**

03/05/18	Vendor Payments	2511084961	\$24,799.00
03/05/18	Vendor Payments	2511084962-2511084964	\$644,154.29
03/05/18	Vendor Payments	2511084965-2511084966	\$206,287.63
03/05/18	Vendor Payments	2511084967-2511084973	\$47,445.43
03/05/18	Vendor Payments	2511084974-2511085062	\$352,340.07
03/09/17	Vendor Payments	2511085063-2511085099	\$11,307.50
03/13/18	Vendor Payments	2511085100-2511085101	\$1,083.53

*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 &amp; 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$3,706,257.81</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Robert V. Diamond  
Vice President, Finance and Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7209

**TELEPHONE NUMBER**

Finance and Administration

**VICE PRESIDENT APPROVAL**

April 5, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

April 5, 2018

**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

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**SUMMARY:**

*CONTINUED FROM PREVIOUS PAGE:*

03/13/18	Vendor Payments	2511085102-2511085104	\$11,401.42
03/13/18	Vendor Payments	2511085105-2511085107	\$262,432.23
03/13/18	Vendor Payments	2511085108-2511085111	\$17,703.23
03/18/18	Vendor Payments	2511085112-2511085243	\$206,006.34
03/19/18	Vendor Payments	2511085244-2511085248	\$648,620.95
03/19/18	Vendor Payments	2511085249-2511085251	\$37,188.50
03/19/18	Vendor Payments	2511085252-2511085255	\$95,761.73
03/19/18	Vendor Payments	2511085256-2511085267	\$264,574.84
03/19/18	Vendor Payments	2511085268-2511085340	\$312,170.83
03/23/18	Vendor Payments	2511085341-2511085398	\$22,747.54
03/26/18	Vendor Payments	2511085399-2511085401	\$76,093.28
03/26/18	Vendor Payments	2511085402-2511085404	\$20,386.27
03/26/18	Vendor Payments	2511085405-2511085410	\$28,358.36
03/26/18	Vendor Payments	2511085411-2511085482	\$217,615.75
03/26/18	Vendor Payments	2511085483-2511085542	\$197,779.09
<b>TOTAL:</b>			<b>\$ 3,706,257.81</b>

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

**TO: Members of the Governing Board**

**SUBJECT: BALLOT FOR CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS ELECTION-2018**

**REQUESTED ACTION:**

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

**SUMMARY:**

An Adhoc Subcommittee of the Governing Board for CCCT will advance recommendations for election to the statewide California Community College Trustees (CCCT) Board of Directors. This year, there are five seats up for reelection on the board. Each member Community College District Board of the League shall have one vote for each of the five vacancies on the CCCT Board of Directors. Only one vote may be cast for any nominee or write-in candidate. The five candidates who receive the most votes will serve a three-year term. A copy of the ballot is provided on the proceeding page. The official ballot must be postmarked by April 25, 2018.

**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</i>
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**SUPERINTENDENT’S RECOMMENDATION:**                       **APPROVAL**                       **DISAPPROVAL**  
 **NOT REQUIRED**                       **TABLE**

Celia Esposito-Noy  
Superintendent-President

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7299

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

April 9, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

April 18, 2018

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**CCCT 2018 BOARD  
OFFICIAL BALLOT**

**Vote for no more than five (5) by checking the boxes next to the names.**

**NOMINATED CANDIDATES**

*List order based on Secretary of State's February 9, 2018 random drawing.*

- \*Ann Ransford, Glendale CCD
- Eric Payne, State Center CCD
- Greg Pensa, Allan Hancock CCD
- Greg Bonaccorsi, Ohlone CCD
- \*Brent Hastey, Yuba CCD
- \*Don Edgar, Sonoma County CCD
- Suzanne Woods, Palo Verde CCD

\* Incumbent

**WRITE-IN CANDIDATES**

*Type each qualified trustee's name and district on the lines provided below.*


**Board Secretary and Board President or Board Vice President must sign below:**

This ballot reflects the action of the board of trustees cast in accordance with local board policy.

**District:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board**

\_\_\_\_\_  
**President or Vice President of the Board**

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 17/18-27 DESIGNATING CLASSIFIED  
SCHOOL EMPLOYEE WEEK AT SOLANO COMMUNITY  
COLLEGE DISTRICT

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

In recognition of the valuable contributions made by members of the Classified Staff to the educational achievements of Solano Community College District, the Governing Board hereby designates May 14-18, 2018, as Classified Employee Week.

**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: 88270 Board Policy: N/A Estimated Fiscal Impact: N/A

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**

April 6, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

April 6, 2018

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**DESIGNATING CLASSIFIED SCHOOL EMPLOYEE WEEK**

**RESOLUTION NO. 17/18-27**

**WHEREAS**, Classified professionals provide valuable services to the institution and students of the Solano Community College District;

**WHEREAS**, Classified professionals contribute to the establishment and promotion of a positive instructional environment;

**WHEREAS**, Classified professionals serve a vital role in providing for the welfare and safety of Solano Community College District's students;

**WHEREAS**, Classified employees of Solano Community College District consistently demonstrate their commitment to high standards and principles of shared governance, higher education, employment, health, safety, and community outreach; and

**WHEREAS**, Classified professionals employed by the Solano Community College District strive for excellence in all areas relative to the educational community;

**THEREFORE, BE IT RESOLVED**, That the Solano Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Solano Community College District and declares the week of May 14-18, 2018, as Classified School Employee Week in the Solano Community College District.

**PASSED AND ADOPTED**, This 18<sup>th</sup> day of April 2018, by the Governing Board of Solano Community College District of Solano County, California.

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SARAH E. CHAPMAN, PH.D., BOARD PRESIDENT

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CELIA ESPOSITO-NOY, Ed.D., SECRETARY

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

**TO: Members of the Governing Board**

**SUBJECT: DISTRICT BUDGET UPDATE**

**REQUESTED ACTION:**

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

**SUMMARY:**

Robert V. Diamond, Vice President, Finance and Administration, will report the status of the district budget.

**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:</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Robert V. Diamond  
 Vice President, Finance & Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 864-7209

**TELEPHONE NUMBER**

Robert V. Diamond  
 Finance & Administration

**VICE PRESIDENT APPROVAL**

April 8, 2018

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

April 18, 2018  
**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**



**SOLANO**  
COMMUNITY COLLEGE

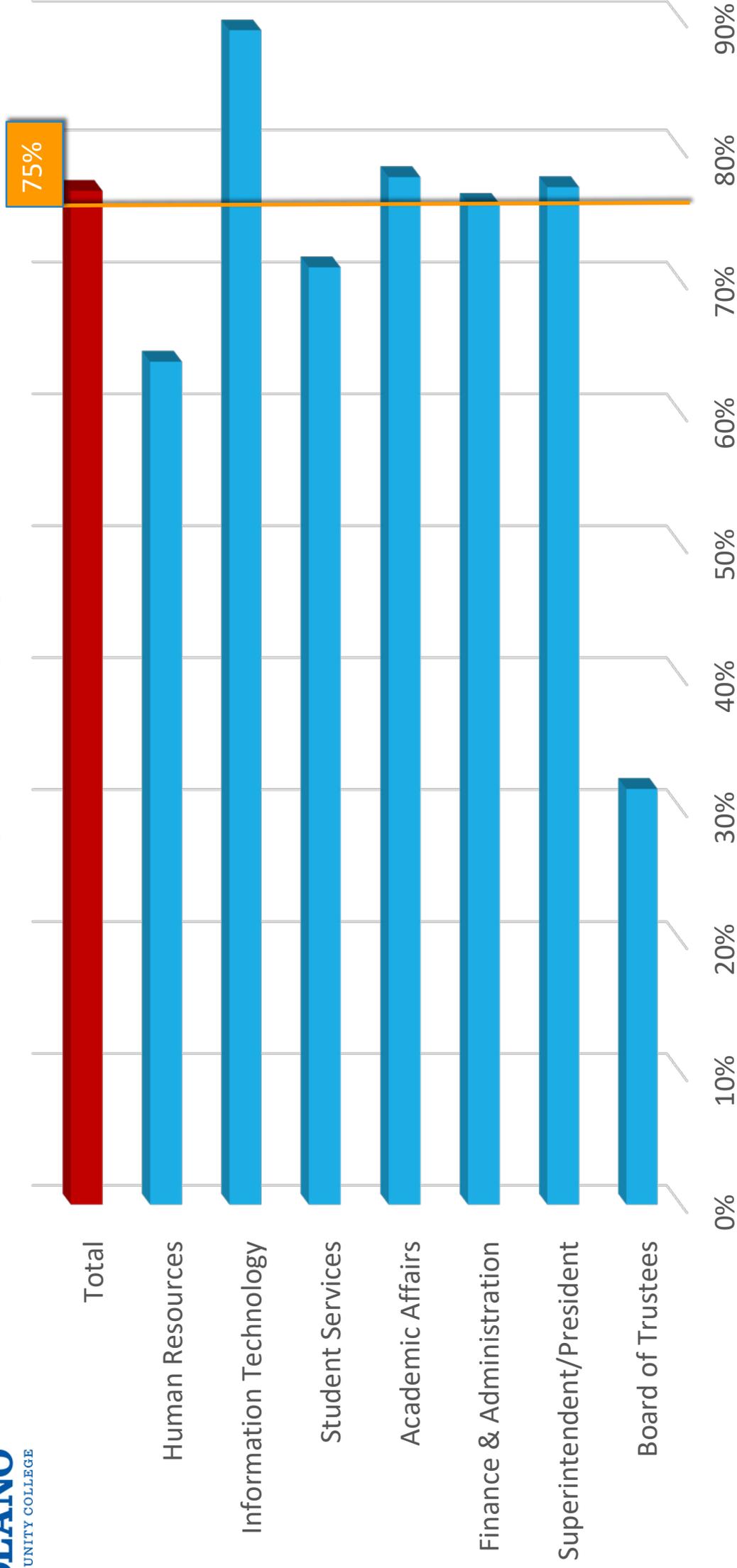
# 3rd Quarter Budget Update

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Rob Diamond  
Vice President of Finance & Administration

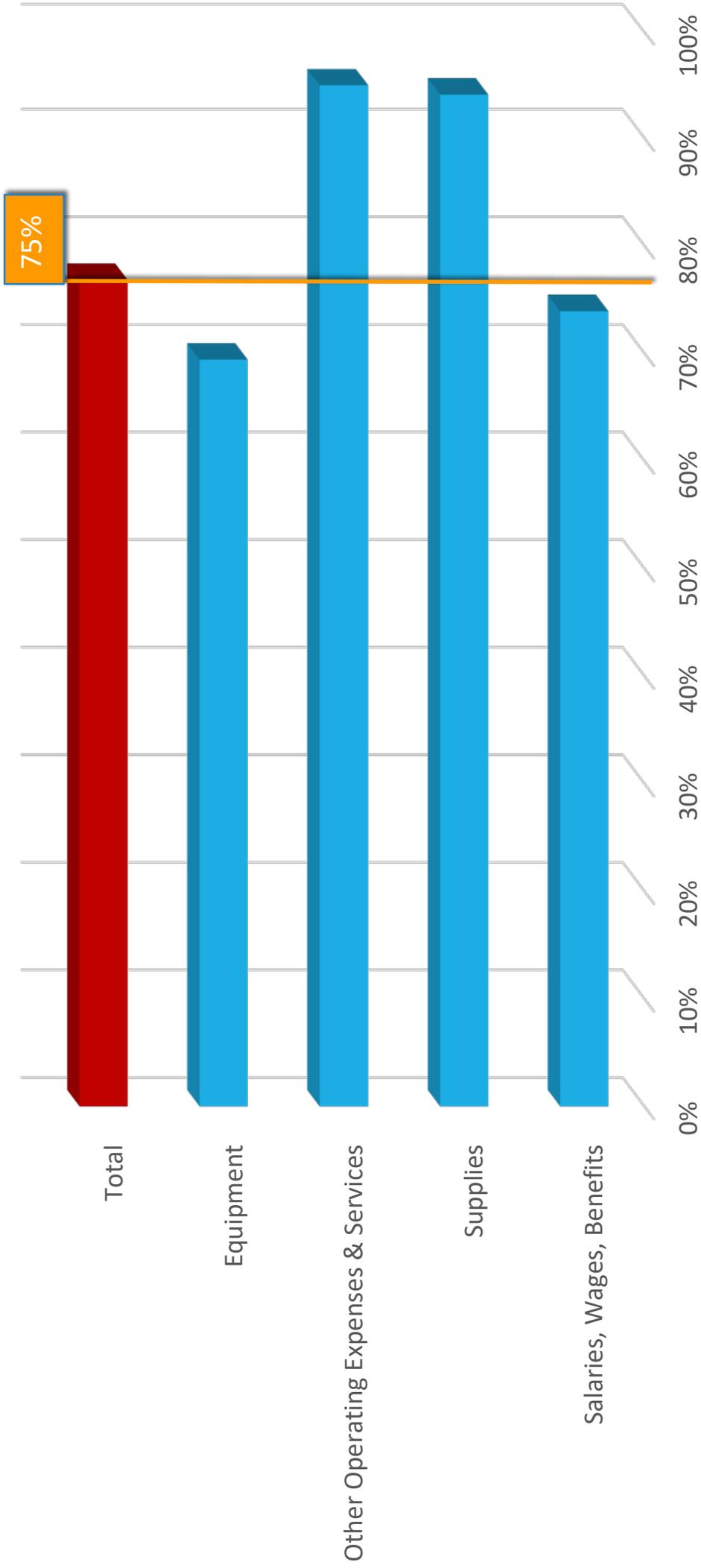
Organization	Budget	YTD	Variance	Percent YTD
Board of Trustees	258,711	81,485	177,226	31.5%
Superintendent/President	1,439,361	1,109,883	329,478	77.1%
Finance & Administration	11,744,170	8,905,192	2,838,978	75.8%
Academic Affairs	29,246,056	22,773,443	6,472,613	77.9%
Student Services	5,397,845	3,833,847	1,563,998	71.0%
Information Technology	2,988,111	2,663,385	324,726	89.1%
Human Resources	1,007,747	643,746	364,001	63.9%
<b>Total</b>	<b>52,082,000</b>	<b>40,010,981</b>	<b>12,071,019</b>	<b>76.8%</b>

Percent Of Budget Spent, By Organization



Account Title	Budget	YTD	Variance	Percent YTD
Salaries, Wages, Benefits	44,736,191	33,067,466	11,668,725	73.9%
Supplies	577,119	542,748	34,371	94.0%
Other Operating Expenses & Services	6,674,519	6,335,401	339,118	94.9%
Equipment	94,172	65,366	28,806	69.4%
<b>Total</b>	<b>52,082,000</b>	<b>40,010,981</b>	<b>12,071,019</b>	<b>76.8%</b>

Percent Of Budget Spent, By Expenditure Type



Issue	Explanation	Impact
Third Quarter Expenditures are on track	Expenditures for the first nine months of 2017-18 are 76.8% of budget.	Although the year is 75% complete, some expenditures occur early in the year. Expenditures of 76.8% of budget are reasonable.
Enrollment Shortfall	Enrollment trending about 1% below projections.	Revenues are estimated to be \$500,000 below budget (about 1.0% of the adopted budget)
Collective Bargaining	The Collective Bargaining Agreement with CTA will be implemented in the fourth quarter of 2017-18	Estimated impact is an increase in salaries and benefits of approximately \$1.5 million (about 2.9% of the adopted budget)
Budget Augmentations	Some departments will need budget augmentations. Requests for budget increases will be presented at the April 18th Board meeting	Departmental augmentation presented at the April 18 <sup>th</sup> Board meeting, totaling \$705,705 (about 1.4% of the adopted budget)

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: DISTRICT BUDGET AUGMENTATION REQUESTS

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

On September 6, 2017, the Board approved the 2017-18 Solano Community College Budget. Robert V. Diamond, Vice President of Finance and Administration, is requesting augmentations for selected departmental budgets to complete the 2017-18 fiscal year.

**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: (CCR)Title 5, Section 58301 Board Policy: 3015 Estimated Fiscal Impact: \$705,705*

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

Robert V. Diamond  
Vice President, Finance & Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7209

**TELEPHONE NUMBER**

Robert V. Diamond  
Finance & Administration

**VICE PRESIDENT APPROVAL**

April 8, 2018

**DATE SUBMITTED TO**

**SUPERINTENDENT-PRESIDENT**

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

April 18, 2018

**DATE APPROVED BY**

**SUPERINTENDENT-PRESIDENT**

## 2017-18 Budget Augmentation Requests, April 18, 2018

Department	Augmentation Request	Explanation
Counseling	\$80,000	The number of deaf and hard of hearing students has increased, requiring more interpreters
Facilities	\$299,400	Increased costs due to expanded facilities (labor of \$172,800 and supplies of \$35,000), Supower contract (\$75,000), unbudgeted rent of portables (\$6,600), Miscellaneous (\$10,000)
Information Technology - ERP System	\$163,188	Unbudgeted contracted services (\$202,088), consultants (\$47,705), miscellaneous (\$8,827), less savings on maintenance contracts (\$95,432)
Information Technology - Support & Information Services	\$149,617	Consultants (\$59,938), emergency radios (\$50,580), contracted services (\$20,008), maintenance contracts (\$18,598), miscellaneous (\$5,327)
Career Technical Education	\$13,500	Supply costs for Increased number of sections and students in chemistry, welding, and summer classes
<b>Total Augmentation Request</b>	<b>\$705,705</b>	

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **CHANGE ORDER #1 TO ARTHULIA, INC. FOR THE  
BUILDING 600, ROOM 604 RENOVATION PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for deductive Change Order #1 in the amount of (\$3,345.45) to Arthulia, Inc.'s contract for the Building 600 Room 604 Renovation Project. This project was funded by Measure Q and is now complete.

Attached is the proposed deductive Change Order for the portion of the Owner's Allowance not used during construction.

*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: Renovate administration space that supports Student Services

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: (\$3,345.45) Measure Q Funds</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

April 6, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

April 6, 2018

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CHANGE ORDER #1 TO ARTHULIA, INC. FOR THE  
BUILDING 600 ROOM 604 RENOVATION PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Following is a summary of the contract and impact of Change Order #1 if approved:

Original Contract Sum	\$ 83,000.00
Prior Change Orders	\$ 0.00
Change Order #1	<u>\$ (3,345.45)</u>
Revised Contract Amount	\$ 79,654.55

The Board is asked to approve deductive Change Order #1 to Arthulia, Inc. in the amount of (\$3,345.45).

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



EXHIBIT A

# Change Order

**Solano Community College District**  
 4000 Suisun Valley Road  
 Fairfield, CA 94534  
 Tel: 707-864-7189

Change Order # 1  
 Project No.:  
 Date: 4/18/2018

DSA File No. : \_\_\_\_\_  
 DSA Number: \_\_\_\_\_

Project: Building 600 Room 604 Renovation Project  
 4000 Suisun Valley Road  
 Fairfield CA 94534

To: Arthulia, Inc.  
 9 Stillman St., Suite 9  
 San Francisco, CA 94134

The Contract is Changed as Follows:

CPE #	Description	Amount	Days Added
01	Credit back for remaining Owner Allowance	\$ (3,345.45)	0
<b>TOTAL COST OF CHANGE ORDER</b>		<b>\$ (3,345.45)</b>	

Original Contract Sum:	\$	83,000.00
Total change By Previous Change Orders:	\$	-
Contract Sum Prior to This Change Order:	\$	83,000.00
Original Contract Sum will be Increased by This Change Order:	\$	(3,345.45)
<b>The New Contract Sum Including This Change Order Will Be:</b>	<b>\$</b>	<b>79,654.55</b>

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

CONTRACTOR: \_\_\_\_\_ Date: \_\_\_\_\_  
 Arthur Wong  
 Vice President  
 Athulia, Inc.

OWNER: \_\_\_\_\_ Date: \_\_\_\_\_  
 Lucky Lofton  
 Executive Bonds Manager  
 Solano Community College District

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

**TO: Members of the Governing Board**

**SUBJECT: NOTICE OF COMPLETION FOR CONSTRUCTION  
 SERVICES FOR THE BUILDING 600, ROOM 604  
 RENOVATION PROJECT**

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

Board approval is requested for the Building 600 Room 604 Renovation Project Notice of Completion. On February 7, 2018, Arthulia, Inc. was awarded a contract for the Building 600 Room 604 Renovation Project. The scope of work included select demolition and renovation of an existing space in Building 600 to be converted into an office space and administration area.

The work on this project is complete, and at this time the District gives notice and certifies that:

- The project has been inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contract for the project is accepted and complete; and
- Upon Board approval a Notice of Completion will be filed with Solano County for the project.

**STUDENT SUCCESS IMPACT:**

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$0</i>
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**SUPERINTENDENT'S RECOMMENDATION:**

- APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Lucky Lofton  
 Executive Bonds Manager

**PRESENTER'S NAME**  
 4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**  
 Robert V. Diamond

Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

April 6, 2018

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

**Dr. Celia Esposito-Noy**  
 Superintendent-President

April 6, 2018

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

RECORDING REQUESTED BY:

When recorded mail to:

Lucky Lofton, Executive Bonds Manager  
Solano Community College District  
4000 Suisun Valley Road  
Fairfield, CA 94534

Notice of Completion

*State/local governmental entity recording fee when document is for the benefit of the government entity – GC6103 (no fee)  
Must be recorded within 10 days after completion*

In execution of this Notice, notice is hereby given that:

1. The undersigned is an owner or agent of an owner of the estate or interest stated below.
2. The name of the owner is Solano Community College District.
3. The address of the owner is 4000 Suisun Valley Road, Fairfield, CA 94534.
4. The nature of the estate or interest is: Solano Community College District in fee.
5. The name and addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

- 
6. Work of modernization on the property hereinafter described was completed on: 4/18/2018
  7. The Project Name is: Building 600 Room 604 Renovation Project
  8. DSA Number (if applicable): N/A
  9. The contractor for such work of modernization is: Arthulia, Inc.
  10. The name of the contractor's Surety Co. is: N/A
  11. The date of contract between the contractor and the above owner is: 2/7/2018
  12. The street address of said property is: 4000 Suisun Valley Road, Fairfield, California 94534
  13. APN #: 0027-242-110
  14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Select demolition and renovation of an existing space in Building 600 on the District's main Fairfield campus.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner – Celia Esposito-Noy, Ed. D.  
Solano Community College District

Verification

I, undersigned, say:

I am Executive Bonds Manager Lucky Lofton  
("President," "Owner," "Manager," etc.)

Of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is correct and true.

Executed on \_\_\_\_\_, at Fairfield, California.  
(City or Town where signed)

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CHANGE ORDER #1 TO LISTER CONSTRUCTION INC.  
FOR THE SOFTBALL BLEACHERS PATH OF TRAVEL  
PROJECT

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

On January 17, 2018 the Board approved a construction contract with Lister Construction Inc. for the Softball Bleachers Path of Travel Project. This project is now complete and Board approval is requested for deductive Change Order #1 in the amount of (\$5,436.73) for the portion of the Owner's Allowance not used during construction.

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: Provide infrastructure that supports classrooms or related College facilities

Ed. Code: Board Policy: 3225; 3520 Estimated Fiscal Impact: (\$5,436.73) Measure Q Funds

**SUPERINTENDENT'S RECOMMENDATION:**

- APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

April 6, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

April 6, 2018

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CHANGE ORDER #1 TO LISTER CONSTRUCTION INC.  
FOR THE SOFTBALL BLEACHERS PATH OF TRAVEL  
PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Following is a summary of the contract and impact of Change Order #1 if approved:

Original Contract Sum	\$ 59,804.00
Prior Change Orders	\$ 0.00
Change Order #1	<u>\$ (5,436.73)</u>
New Contract Amount	\$ 54,367.27

The Board is asked to approve deductive Change Order #1 to Lister Construction Inc. in the amount of (\$5,436.73).

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



EXHIBIT A

# Change Order

**Solano Community College District**

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

Change Order # 1  
 Project No.:  
 Date: 4/18/2018

DSA File No. : 48-C1  
 DSA Number: 02-115580

Project: Softball Bleachers Path of Travel Project  
 4000 Suisun Valley Road  
 Fairfield CA 94534

To: Lister Construction Inc.  
 896 Aldridge Road, Suite B  
 Vacaville, CA 95688

The Contract is Changed as Follows:

CPE #	Description	Amount	Days Added
01	Credit back for remaining Owner Allowance	\$ (5,436.73)	0
<b>TOTAL COST OF CHANGE ORDER</b>		<b>\$ (5,436.73)</b>	

Original Contract Sum:	\$	59,804.00
Total change By Previous Change Orders:	\$	-
Contract Sum Prior to This Change Order:	\$	59,804.00
Original Contract Sum will be Increased by This Change Order:	\$	(5,436.73)
<b>The New Contract Sum Including This Change Order Will Be:</b>	<b>\$</b>	<b>54,367.27</b>

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

CONTRACTOR: \_\_\_\_\_ Date: \_\_\_\_\_  
 Walter John Lister  
 Project Manager  
 Lister Construction Inc.

OWNER: \_\_\_\_\_ Date: \_\_\_\_\_  
 Lucky Lofton  
 Executive Bonds Manager  
 Solano Community College District

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **NOTICE OF COMPLETION FOR CONSTRUCTION SERVICES FOR THE SOFTBALL BLEACHERS PATH OF TRAVEL PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the Softball Bleachers Path of Travel Project Notice of Completion. On January 17, 2018, Lister Construction Inc. was awarded a contract for the Softball Bleacher Path of Travel Project. The scope of work included the construction of an accessible path of travel from the softball field bleachers to the nearest ADA compliant restroom, as required by the Division of State Architect (DSA).

The work on this project is complete, and at this time the District gives notice and certifies that:

- The project has been inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contract for the project is accepted and complete; and
- Upon Board approval a Notice of Completion will be filed with Solano County for the project.

**STUDENT SUCCESS IMPACT:**

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i> <b>\$0</b>
------------------	----------------------	--------------------------------------------

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

Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**  
4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**  
  
(707) 863-7855

**TELEPHONE NUMBER**  
Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**  
  
April 6, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

**Dr. Celia Esposito-Noy**  
Superintendent-President

April 6, 2018  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

RECORDING REQUESTED BY:

When recorded mail to:

Lucky Lofton, Executive Bonds Manager  
Solano Community College District  
4000 Suisun Valley Road  
Fairfield, CA 94534

Notice of Completion

*State/local governmental entity recording fee when document is for the benefit of the government entity – GC6103 (no fee)  
Must be recorded within 10 days after completion*

In execution of this Notice, notice is hereby given that:

1. The undersigned is an owner or agent of an owner of the estate or interest stated below.
2. The name of the owner is Solano Community College District.
3. The address of the owner is 4000 Suisun Valley Road, Fairfield, CA 94534.
4. The nature of the estate or interest is: Solano Community College District in fee.
5. The name and addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

- 
6. Work of modernization on the property hereinafter described was completed on: 4/18/2018
  7. The Project Name is: Softball Bleachers Path of Travel Project
  8. DSA Number (if applicable): N/A
  9. The contractor for such work of modernization is: Lister Construction Inc.
  10. The name of the contractor's Surety Co. is: N/A
  11. The date of contract between the contractor and the above owner is: 1/17/2018
  12. The street address of said property is: 4000 Suisun Valley Road, Fairfield, California 94534
  13. APN #: 0027-242-110
  14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Construction of a concrete ADA accessible path of travel from the softball bleachers to the nearest ADA accessible restroom.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner – Celia Esposito-Noy, Ed. D.  
Solano Community College District

Verification

I, undersigned, say:

I am Executive Bonds Manager Lucky Lofton  
("President," "Owner," "Manager," etc.)

Of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is correct and true.

Executed on \_\_\_\_\_, at Fairfield, California.  
(City or Town where signed)

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT CHANGE ORDER #5 TO HM  
 CONSTRUCTION INC. FOR THE FAIRFIELD CAMPUS  
 ENTRY SIDEWALK IMPROVEMENTS PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

On August 2, 2017 the Board approved a contract with HM Construction Inc. for the Fairfield Campus Entry Sidewalk Improvements Project. On December 20, the Board ratified Change Order #1 for replacement of additional non-compliant sidewalk sections. On January 17, the Board approved Change Order #2 for transformers and power tie-in for the campus site lighting poles. On February 7, the Board approved a no cost time extension Change Order #3 and on March 21, 2018 the Board approved a no cost time extension Change Order #4.

*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 infrastructure that supports classrooms or related College facilities

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$28,131.00 Measure Q Funds</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Lucky Lofton  
 Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond

Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**

April 6, 2018

**DATE SUBMITTED TO**

**SUPERINTENDENT-PRESIDENT**

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

April 6, 2018

**DATE APPROVED BY**

**SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT CHANGE ORDER #5 TO HM  
CONSTRUCTION INC. FOR THE FAIRFIELD CAMPUS  
ENTRY SIDEWALK IMPROVEMENTS PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

During construction, additional work was required associated with Cultural Resources Monitoring. Project completion is pending City decisions regarding irrigation and landscaping along Suisun Valley Road, so a time extension of 28 days is also necessary. The Board is requested to approve Change Order #5, in the amount of \$28,131.00 for this additional work and time extension.

Following is a summary of the Contract:

\$318,964.00 Original Contract Amount

\$ 57,114.93 Previously Approved Change Orders (4)

\$ 28,131.00 Proposed Change Order #5

\$404,209.93 New Contract Amount, including this Change Order #5

The Board is requested to approve this Change Order #5 to HM Construction Inc. in the amount of \$28,131.00, resulting in a new contract amount of \$404,209.93

The Change Order may be viewed online at: <http://www.solano.edu/measureq/planning.php>.



# Change Order

**Solano Community College District**  
 4000 Suisun Valley Road  
 Fairfield, CA 94534  
 Tel: 707-864-7189 Fax: 707-207-0423

**Swinerton Consulting and Management**

Change Order # 5  
 Project No.: 17-008  
 Date: 04/18/18

DSA File No.: 48-C1  
 DSA App. No.: 02-115864

Project: Fairfield Campus Entry Sidewalk Improvements  
 4000 Suisun Valley Road  
 Fairfield, CA 94534

To: HM Construction  
 2129 Drake Lane  
 Hercules, CA 94547-5459

**The Contract is Changed as Follows:**

CPE No.

1.0	Furnish and install labor and materials to support the re-burial of cultural resources discovered in the construction area. Work includes excavation and backfill of the re-burial pit, the installation of a 4" concrete slab and District-provided bench.	\$6,624.00
2.0	Costs attributal to delays due to the Cultural Resources Monitors sifting through the electrical trench backfill material prior to backfill.	\$4,784.00
3.0	Furnish and install new sod in lieu of hydroseeding in a 3'0" wide section, the length of the new on site sidewalk on the west side of the road from the new on site crosswalk to Suisun Valley Road, as required by Tribal Monitors.	\$16,723.00
4.0	Extend contract final completion date to May 16, 2018 due to delay in decisions from City regarding irrigation and landscape along Suisun Valley Road	\$0.00
<b>TOTAL COST OF CHANGE ORDER</b>		<b>ADD \$28,131.00</b>
<b>FINAL CHANGE ORDER AMOUNT</b>		<b>Deduct \$ 28,131.00</b>

Original Contract Sum:	\$	318,964.00
Total change By Previous Change Orders:	\$	57,114.93
Contract Sum Prior to This Change Order:	\$	376,078.93
Original Contract Sum will be Increased by This Change Order:	\$	28,131.00
The New Contract Sum Including This Change Order Will Be:	\$	<b>404,209.93</b>
Original Contract Completion Date:		11/10/2017
The New Contract Completion Date Will Be:		5/16/2018
Contract Time Will be Changed by This Change Order:		28 Days
The date of substantial completion as of the of this change order is		25-Apr-18

ENGINEER: \_\_\_\_\_  
 CEOR CSW/Stuber-Stroeh Engineering Group, Inc.  
 45 Leveroni Court  
 Novato, CA 94949

Date: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_  
 DBE HM Construction, Inc.  
 2129 Drake Lane  
 Hercules, CA 94547-5459

Date: \_\_\_\_\_

(Affix stamp here)

OWNER: \_\_\_\_\_  
 Lucky Lofton  
 Executive Bonds Manager  
 Solano Community College District

Date: \_\_\_\_\_

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: RATIFICATION OF CONTRACT AMENDMENT #2 WITH VALLEY RELOCATION AND STORAGE FOR PROJECT MOVING SERVICES FOR THE VACAVILLE CLASSROOM BUILDING (ANNEX) RENOVATION PROJECT, ROOM 604 RENOVATION PROJECT, AND B1800B RENOVATION PROJECT

REQUESTED ACTION:

- Information OR  Approval
- Consent OR  Non-Consent

SUMMARY:

On November 15, 2017, the Board approved a professional services agreement in the amount not to exceed \$15,047 to Valley Relocation and Storage to provide moving services for various projects. On December 20, 2107 the Board approved Amendment #1 for additional services on the Vacaville Classroom Building (Annex) project. On March 21, 2018, the Board approved an item labeled Amendment #1 for additional moving services needed for the Room 604 Renovation Project.

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: Renovate instructional space and equipment.

Ed. Code: Board Policy: 3225;3520 Estimated Fiscal Impact: \$4,755 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Lucky Lofton  
Executive Bonds Manager

PRESENTER'S NAME  
4000 Suisun Valley Road  
Fairfield, CA 94534

ADDRESS  
(707) 863-7855

TELEPHONE NUMBER  
Robert V. Diamond  
Vice President, Finance and Administration

VICE PRESIDENT APPROVAL  
April 6, 2018

DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT

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

April 6, 2018  
DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT

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

**TO: Members of the Governing Board**

**SUBJECT: RATICATION OF CONTRACT AMENDMENT #2 WITH VALLEY RELOCATION AND STORAGE FOR PROJECT MOVING SERVICES FOR THE VACAVILLE CLASSROOM BUILDING (ANNEX) RENOVATION PROJECT, ROOM 604 RENOVATION PROJECT, B1800B RENOVATION**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

However, that Amendment should have been labelled Amendment #2 and it should have recognized Amendment #1.

Because the intent of the Board item was clear and the work was needed in early April, staff revised the Amendment and executed it. Board ratification is now requested for the attached Amendment #2 to increase the original professional services agreement with Valley Relocation and Storage for additional move services needed for the Room 604 Renovation Project. This Board item replaces the March 21, 2018 Board item.

\$ 15,047.00 Original Contract Amount  
\$ 3,250.00 Previously Approved Amendments (1)  
\$ 4,755.00 Proposed Amendment #2  
\$ 23,052.00 New Contract Amount, Including Amendment #2

The Board is asked to ratify this contract Amendment #2 to Valley Relocation and Storage in an amount not to exceed \$4,755.

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

RECEIVED  
BONDS PROGRAM

MAR 28 2018

SOLANO COMMUNITY  
COLLEGE DISTRICT

## AMENDMENT #2 TO AGREEMENT

### **PARTIES**

This Second Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and **Valley Relocation/Moving** ("Consultant"), collectively the "Parties").

### **RECITALS**

WHEREAS, District and Consultant entered into a Professional Services Agreement ("Agreement"), dated November 15, 2017, for project move services related to the **Vacaville Classroom Building (Annex) Renovation Project, Room 604 Renovation Project, B1800B Renovation Project** ("Project"); and

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

### **AGREEMENT**

1. Section 3. Compensation of the Agreement is amended to read:  
District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed TWENTY THREE THOUSAND FIFTY TWO DOLLARS (\$23,052). This fee is a total of the November 15, 2017 Agreement in the amount of \$15,047 and Amendment #1 in the amount of \$3,250, and Amendment #2 in the amount of 4,755. District shall pay Consultant according to the following terms and conditions:
  - 3.1. Breakdown of the Contract Amount:
    - \$ 15,369 Vacaville Classroom Building (Annex) Move Services
    - \$ 5,823 Building 600 Room 604 Move Services
    - \$ 1,860 Building 1800B Room 1852 Move Services
  - 3.2 Consultant shall submit separate invoices per the following scope:
    - Vacaville Classroom Building (Annex) Move Services
    - Building 1800B (Room 1852) Move Services
    - Building 600 (Room 604) Move Services
2. Exhibit A description of the scope of work shall be amended to add:  
**Fairfield Campus – Building 600 Room 604 Renovation Project Move Services (Additional Scope)**
  1. Relocate office furniture and equipment within Building 400, from Building 400 to Building 600 and Building 1900. Scope to include recycle and disposal as necessary.
  2. Furnishing and delivery of 50 moving boxes to be retained by District after move is complete.
3. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
4. Consultant acknowledges and agrees that this Amendment shall not be binding on the

Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: 3/29/18 2018

Dated: 3/26, 2018

**SOLANO COMMUNITY COLLEGE DISTRICT**

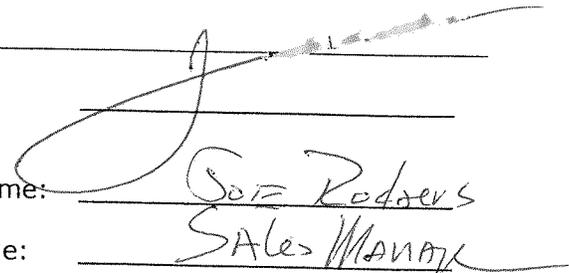
By:



Print Name: LUCKY LOFTON

Print Title: EXECUTIVE BONDS MANAGER

By:



Print Name: Jose Rodas

Print Title: Sales Manager

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CONTRACT AWARD TO DEVELOPMENT GROUP, INC.  
FOR PROFESSIONAL SERVICES FOR THE  
DISTRICTWIDE INFORMATION TECHNOLOGY  
INFRASTRUCTURE IMPROVEMENTS PROJECT  
(PHASE 2) – VOICEMAIL MIGRATION

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

Board approval is requested for award of a contract to Development Group, Inc. (DGI) for services under the Districtwide Information Technology Infrastructure Improvements Project (Phase 2). The scope of work includes migration to Cisco Unity Connection for voicemail services and integration of voicemail into Office 365 for single inbox functionality.

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 network infrastructure for voicemail to support student communication with faculty and staff

Ed. Code: Board Policy:3225; 3520 Estimated Fiscal Impact: \$61,723.55 Measure Q Funds

SUPERINTENDENT’S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Lucky Lofton  
Executive Bonds Manager

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

April 6, 2018

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

April 6, 2018

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO DEVELOPMENT GROUP, INC.  
FOR PROFESSIONAL SERVICES FOR THE  
DISTRICTWIDE INFORMATION TECHNOLOGY  
INFRASTRUCTURE IMPROVEMENTS PROJECT  
(PHASE 2) – VOICEMAIL MIGRATION**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

A proposal was solicited from Development Group, Inc., District selected firm from RFQP #15-015 to be a five year business/education partner to ensure standardization of systems in the long term.

The Board approved the original contract with Development Group, Inc. on August 19, 2015 for the work in Districtwide Information Technology Improvement Project (Phase 1). This scope of services is a continuation of the Districtwide Information Technology Infrastructure Improvements under the Phase 2 Project.

The proposal for this scope of work was reviewed, and proposed pricing was determined to be fair and appropriate to the scope of work of the project.

The Board is asked to approve a professional services contract to Development Group, Inc. in the amount of \$61,723.35.

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 OPTIMA INSPECTIONS INC.  
FOR PROJECT INSPECTION SERVICES FOR VALLEJO  
CENTER HVAC UPGRADE PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested to award a professional services contract to Optima Inspections Inc. for Division of State Architect (DSA) project construction inspection services for the Vacaville Center HVAC Upgrade Project on the Vacaville Center Campus, which consists of removal and replacement of existing HVAC system, including all associated electrical work and structural upgrades to existing roof for the new HVAC system. The scope of work of this contract includes providing onsite inspection of all construction and all other items 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: Update infrastructure that supports classrooms or related College facilities

<i>Ed. Code:</i>	<i>Board Policy:</i> 3225; 3520	<i>Estimated Fiscal Impact:</i> \$18,700 Measure Q Funds
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<p><b>SUPERINTENDENT'S RECOMMENDATION:</b></p> <p style="text-align: center;">Lucky Lofton Executive Bonds Manager</p> <hr/> <p style="text-align: center;"><b>PRESENTER'S NAME</b></p> <p style="text-align: center;">4000 Suisun Valley Road Fairfield, CA 94534</p> <hr/> <p style="text-align: center;"><b>ADDRESS</b></p> <p style="text-align: center;">(707) 863-7855</p> <hr/> <p style="text-align: center;"><b>TELEPHONE NUMBER</b></p> <p style="text-align: center;">Robert V. Diamond VP, Finance &amp; Administration</p> <hr/> <p style="text-align: center;"><b>VICE PRESIDENT APPROVAL</b></p> <p style="text-align: center;">April 6, 2018</p> <hr/> <p style="text-align: center;"><b>DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT</b></p>	<p style="text-align: center;"><input checked="" type="checkbox"/> <b>APPROVAL</b>      <input type="checkbox"/> <b>DISAPPROVAL</b>  <input type="checkbox"/> <b>NOT REQUIRED</b>    <input type="checkbox"/> <b>TABLE</b></p> <hr/> <p style="text-align: center;"><b>Celia Esposito-Noy, Ed. D.</b> Superintendent-President</p> <hr/> <p style="text-align: center;">April 6, 2018</p> <hr/> <p style="text-align: center;"><b>DATE APPROVED BY SUPERINTENDENT-PRESIDENT</b></p>
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**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM**

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO OPTIMA INSPECTIONS INC.  
FOR PROJECT INSPECTION SERVICES FOR  
VACAVILLE CENTER HVAC UPGRADE PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Proposals were solicited from firms in the District prequalified pool of inspection services firms. Only one proposal was received, from Optima Inspections Inc.

The proposal was evaluated, pricing found to be appropriate for the scope of work, and Optima Inspections Inc. is recommended for award of contract.

The Board is asked to approve a professional services contract to Optima Inspections Inc., in the amount not to exceed \$18,700.

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: 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 Spring 2018 semester in the month of March, 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

David Williams, Ph.D.  
Vice President, Academic Affairs

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7102

**TELEPHONE NUMBER**

David Williams, Ph.D.  
Vice President, Academic Affairs

**VICE PRESIDENT APPROVAL**

April 6, 2018

**DATE SUBMITTED TO**

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

April 6, 2018

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF  
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Spring 2018 semester in the month of March, 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.

**ACTION ITEM**

None
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**CONSENT ITEM**

None
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**NEW COURSE**

<b>Course</b>
None

**COURSE MODIFICATION**

<b>Course</b>	<b>Modification</b>
None	

**COURSE INACTIVATION**

<b>Course</b>
(CP18S-48) SOCS 023 The African-American Family
(CP18S-49) SOCS 025 Mexican-American Experience
(CP18S-50) SOCS 049 Social Science Honors

**CURRICULUM REVIEW**

<b>Course</b>	
None	

**NEW PROGRAM**

<b>Program</b>
None

**PROGRAM MODIFICATION**

<b>Program</b>	<b>Modification</b>
(CP18S-56) Industrial Biotechnology A.S	Update courses and PLOs
CP18S-57) Industrial Biotechnology Certificate of Achievement	Update courses and PLOs

**PROGRAM INACTIVATION**

<b>Program</b>
None



**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD  
RESOLUTION NO. 17/18-28**

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*Whereas*, The Early Learning Center’s CCTR (general child care) & CSPP (preschool program) contracted services had to close operation in the afternoon on Monday, March 12, 2018 due to mandatory evacuation of Solano Community College due to bomb threat.

*Whereas*, The daily attendance for both certified and non-certified children for the week prior to the temporary closure was CCTR – 2 children and CSPP - 19 children.

*Resolved*, that the Governing Board of Solano Community College authorizes the temporary closure of the afternoon state preschool program March 12, 2018 due to the campus evacuation caused by a bomb threat. Child development services provided by contracts CCTR-7292 and CSPP-7605 were temporarily suspended for the afternoon of March 12.

*Passed and Adopted*, This 18th day of April, 2018, by the Governing Board of the Solano Community College District.

\_\_\_\_\_  
SARAH E. CHAPMAN, Ph.D., PRESIDENT

\_\_\_\_\_  
CELIA ESPOSITO-NOY, Ed.D SECRETARY