

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2017-2018

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Robin Perrett-Ashby	Administrative Assistant IV – Counseling (Range 14/Step 1)	05/03/18

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Damany Fisher	Adjunct Instructor - History (not to exceed 67%)	6/11/18
Olivia Marzan	Adjunct Instructor - Nursing Clinical Instructor (not to exceed 67%)	6/11/18
Parise Shepherd	Adjunct Instructor - Nursing Clinical Instructor (not to exceed 67%)	6/11/18

Out of Class

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Karen Mitchell	Human Resources Generalist	04/01/18 – 06/30/18	\$246.13/month \$738.39 Total

Mary Jones
 Human Resources

April 20, 2018

Date Submitted

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

April 20, 2018

Date Approved

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Monica Delgado	Admissions & Records Analyst	General Fund	05/03/18 – 06/30/18	\$19.73 hr.
Carmin Disu	Accounting Specialist II	General Fund	05/03/18 – 06/30/18	\$18.90 hr.
LaNae Jaimez	Academic Senate Summer Work	General Fund	06/01/18 – 06/30/18	\$71.72 hr.
Ron Karlen	Journey Level Assistant - Fire Academy	General Fund	04/19/18 – 06/30/18	\$25.00 hr.
Nathaniel Murphy	Alternate Media Specialist	DSP	05/14/18 – 06/30/18	\$18.90 hr.
Amy Obegi	Curriculum Development	Perkins-CDFS	04/01/18 – 06/30/18	\$64.87 hr.
Jessica Rodriguez	Administrative Assistant III-Student Development	General Fund	05/03/18 – 06/30/18	\$16.56 hr.
Osati Tarbell-DeoCampo	Early Learning Center Specialist	CCTR	04/09/18 – 06/30/18	\$17.33 hr.
Jourdan Terry-Hilliard	EOPS Registration Aid	EOPS	05/03/18 – 06/29/18	\$15.00 hr.
Roxana Zeedyk	EOPS Registration Aid	EOPS	05/03/18 – 06/29/18	\$15.00 hr.

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Sarah Britto	Admissions and Records Analyst	04/20/18

GRATUITOUS SERVICE

<u>Name</u>	<u>School/Department</u>	<u>Assignment</u>
George Giles	School of Applied Technology and Business/Welding	Lab Assistant
Jonathan Giles	School of Applied Technology and Business/Welding	Lab Assistant
Lolli Hilton	School of Liberal Arts/Theatre	Assist Theatre Production

EMPLOYMENT 2018-2019

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Angel Conde	Adjunct Instructor - Biology (not to exceed 67%)	08/09/18
Nicholas Johnson	Adjunct Instructor - Horticulture (not to exceed 67%)	08/09/18
Ian Livie	Adjunct Instructor - History (not to exceed 67%)	08/09/18
Gretchen McCann	Adjunct Instructor - Horticulture (not to exceed 67%)	08/09/18
Justin Van Horne	Adjunct Instructor - Horticulture (not to exceed 67%)	08/09/18

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
James Anderson	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Nick Cittadino	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Amy Dauffenbach	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Monica Delgado	Admissions & Records Analyst	General Fund	07/01/18 – 12/30/18	\$19.73 hr.
Carmine Disu	Accounting Specialist II	General Fund	07/01/18 – 12/31/18	\$18.90 hr.
Tyler Downie	Counselor	SSSP	07/01/18 – 06/30/19	\$54.55 hr.
Marianne Flatland	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Kelly Graham	Counselor	SSSP	07/01/18 – 06/30/19	\$64.87 hr.
Amanda Greene	Counselor	SSSP	07/01/18 – 06/30/19	\$64.65 hr.
Mary Gumlia	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
LaNae Jaimez	Academic Senate Summer Work	General Fund	07/01/18 – 08/10/18	\$71.72 hr.
Priscilla Jones- Foster	Counselor	CalWORKS	07/01/18 – 06/30/19	\$69.05 hr.
Rebecca LaCount	Counselor	SSSP	07/01/18 – 06/30/19	\$64.87 hr.
Ashlie Lawson	Counselor	SSSP	07/01/18 – 06/30/19	\$62.63 hr.
Rosa Lomeli	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Michelle Mack	Counselor	SSSP	07/01/18 – 06/30/19	\$60.62 hr.
Marcie McDaniels	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Erma Moreno	Counselor	SSSP	07/01/18 – 06/30/19	\$71.72 hr.
Nazia Mostafa	Counselor	SSSP	07/01/18 – 06/30/19	\$67.23 hr.
Aaliyah Muhaimin	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Nathaniel Murphy	Alternate Media Specialist	DSP	07/01/18 – 09/05/18	\$18.90 hr.

Narisa Orosco- Woolworth	Counselor	DSP	07/01/18 – 06/30/19	\$66.67 hr.
Kimberly Ramos	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Candace Roe	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Candace Roe	Counselor	DSP	07/01/18 – 06/30/19	\$69.05 hr.
Kamber Sta Maria	Counselor	EOPS	07/01/18 – 06/30/19	\$64.87 hr.
Wolfgang Struntz	Counselor	SSSP	07/01/18 – 06/30/19	\$60.69 hr.
Brenda Tucker	Counselor	SSSP	07/01/18 – 06/30/19	\$69.05 hr.
Joan Wallace	Counselor	SSSP	07/01/18 – 06/30/19	\$64.87 hr.

**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
David Williams, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Deborah J. Garcia	Provide CTE transitions education to SCOE high school instructors and students. Training in CATEMA system.	March 28, 2018 – June 30, 2018	Not to exceed \$20,000.00
Dr. Melvinia King	Assist with facilitating activities in support of the Vallejo Center Career Pathways Trust	April 5, 2018 – June 30, 2018	Not to exceed \$15,000.00
Bob Nadler	Music to accompany Nice Work If You Can Get It.	April 14, 2018 – May 6, 2018	Not to exceed \$1,175.00
ODC	Master class and dance performance for students.	May 11, 2018	Not to exceed \$1,500.00
Ken Smith	Music to accompany Nice Work If You Can Get It.	April 14, 2018 – May 6, 2018	Not to exceed \$1,175.00
Spruce Design LLC	Team building and goal setting in-service for ADN Program Faculty.	January 11, 2018	Not to exceed \$1,000.00

Robert V. Diamond
 Vice President, Finance & Administration

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

April 20, 2018
Date Submitted

April 20, 2018
Date Approved

Student Services
Gregory Brown, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Wilbert Cason	Conduct 4-hour personal success workshop for CalWorks students.	May 29, 2018 – May 29, 2018	Not to exceed \$2,500.00
Nicholas Gray	Guest speaker to discuss STEM for TRIO students.	April 19, 2018 – June 30, 2018	Not to exceed \$500.00
JK Management	Conduct 4-hour personal success workshop for CalWorks students.	June 5, 2018 – June 5, 2018	Not to exceed \$3,000.00

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

TO: Members of the Governing Board

SUBJECT: DONATIONS

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

<u>NAME AND ADDRESS</u>	<u>ITEM AND ESTIMATED VALUE</u>	<u>RECEIVING DEPARTMENT</u>
Thomas Morrow 145 Sylvia Court Vallejo, CA 94591	2001 Volkswagen Golf \$1500	AutoTechnology
Douglas & Diana Pipes 937 Eastridge Drive Fairfield, CA 94534	Refrigerator with Freezer \$550	Athletics/Softball Team

Acceptance of this donation is recommended at this time.

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>Government Code:</i>	<i>Board Policy: 3350</i>	<i>Estimated Fiscal Impact: \$ In Kind Gifts</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 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 20, 2018
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #6 TO VACA VALLEY
EXCAVATING & TRUCKING, INC. FOR THE
VACAVILLE CENTER INTERSECTION IMPROVEMENTS
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Construction for this project is in progress. On October 4, 2017 the Board approved Change Order #1 for additional work related to PGE facilities. On December 20, 2017 the Board approved Change Order #2 for a time extension due to weather conditions impacting ability to slurry coat. On February 7, 2018, the Board approved a no cost time extension Change Order #3. On March 7, the Board approved Change Order #4 for unforeseen conditions and an agency requirement. On April 4, the Board approved Change Order #5 no cost time extension for delay in City submittal approval for traffic loop detection wire.

This Change Order #6 is a no cost time extension due to further delay related to City approval for traffic loop detection wire.

Summary of Contract:

\$ 878,500.00	Original Contract Sum
\$ 36,003.98	Previous Approved Change Orders (5)
<u>\$ 0.00</u>	This Proposed Change Order #6
\$ 914,503.98	New Contract Sum Including This Change Order

The Board is asked to approve a no cost Change Order #6 to Vaca Valley Excavating & Trucking, Inc. to extend the project completion date to be June 6, 2018.

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 Management & Consulting

Change Order # 6
 Project No.: 17-007
 Date: 2-May-18

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

Project: Solano Community College District
 Vacaville Center Intersection Improvements Project

Omni-Means, Ltd.
 943 Reserve Drive, Suite 100
 Roseville, CA 95678

To: Vaca Valley Excavating & Trucking, Inc.
 2201 East Monte Vista Avenue
 Vacaville, CA 95688

The Contract is Changed as Follows:

COR No.

--- Extend contract completion date to be June 6, 2018, related to delay in City approval of submittal for traffic detection loop wire.

\$0.00

\$0.00

TOTAL COST OF CHANGE ORDER

ADD \$0.00

FINAL CHANGE ORDER AMOUNT

Deduct \$0
\$0.00

Original Contract Sum:	\$ 878,500.00
Total change By Previous Change Orders:	\$ 36,003.98
Contract Sum Prior to This Change Order:	\$ 914,503.98
Original Contract Sum will be Increased by This Change Order:	\$0.00
The New Contract Sum Including This Change Order Will Be:	\$ 914,503.98
The Original Contract Completion Date:	12-Dec-18
Contract Time Will be Changed by This Change Order:	35
The New Contract Completion Date Will Be:	6-Jun-18

CONTRACTOR:

Vaca Valley Excavating & Trucking, Inc.
2201 East Monte Vista Avenue
Vacaville, CA 95688

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: **CONTRACT AWARD TO ARTHULIA INC. FOR
CONSTRUCTION SERVICES FOR THE BUILDING 1800B,
ROOM 1852 MAKER’S SPACE PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for award of a contract to Arthulia Inc., for the Building 1800B Room 1852 Maker’s Space Project. The scope of work includes door frame and door hardware upgrades, installation of new exit signage and minor electrical improvements for a new Maker’s Space lab.

Proposals were solicited from Department of General Services (DGS) registered Small Businesses and Disabled Veteran Business Enterprises.

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 update equipment

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$26,200 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
VP, Finance & Administration

VICE PRESIDENT APPROVAL

April 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 20, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO ARTHULIA INC. FOR
CONSTRUCTION SERVICES FOR THE BUILDING 1800B,
ROOM 1852 MAKER’S SPACE PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Two proposals were received:

	<u>BASE BID</u>
Arthulia Inc.	\$26,200
RBH Construction Inc.	\$29,522
TPA Construction Inc.	\$42,900

It was determined that Arthulia Inc. submitted the lowest responsible and responsive bid. It is recommended the Board award a contract to Arthulia Inc. in the amount of \$26,200.

The Board is asked to approve a contract to Arthulia Inc. in the amount of \$26,200.

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. FOR PROJECT SPECIAL INSPECTION AND TESTING SERVICES FOR THE VACAVILLE CENTER HVAC UPGRADE PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Contract approval is requested of award of a professional services contract to Construction Testing Services, Inc. for Division of State Architect special inspection and testing services for the Vacaville Center HVAC Upgrade Project. 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 safety and security for students and staff

Ed. Code: Board Policy:3225; 3520 Estimated Fiscal Impact: \$2,979.00 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 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 20, 2018

**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. FOR PROJECT SPECIAL INSPECTION AND TESTING SERVICES FOR THE VACAVILLE CENTER HVAC UPGRADE 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, Ninyo & Moore and Construction Testing Services, Inc. Based on qualifications, proposed scope of work, and price, Construction Testing Services, Inc. is considered the best value for this project.

The Governing Board is asked to approve award of a contract to Construction Testing Services, Inc. in an amount not to exceed \$2,979.00.

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 GLUMAC FOR
COMMISSIONING SERVICES FOR THE VACAVILLE
CENTER HVAC UPGRADE PROJECT

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

Board approval is requested for the award of a professional services contract to Glumac for Commissioning Services for the Vacaville Center HVAC Upgrade Project. The scope of work includes providing professional services to act as the District’s Commissioning Agent to verify that all building systems have been installed properly and perform as designed.

Proposals were solicited from the District’s pool of pre-qualified firms. Proposals were received from 3QC Inc. and Glumac on, or before, April 13, 2018.

CONTINUED ON THE NEXT PART

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 update equipment.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$20,150 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 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 20, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO GLUMAC FOR
COMMISSIONING SERVICES FOR THE VACAVILLE
CENTER HVAC UPGRADE PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were evaluated, and based on qualifications and price, Glumac is recommended for award of contract.

The Board is asked to approve a professional services contract to Glumac in the amount not to exceed \$20,150.

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 LLOYD F. MCKINNEY ASSOCIATES, INC. FOR CONSTRUCTION SERVICES FOR THE SOFTBALL FIELD PRESS BOX PA SYSTEM PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a contract to Lloyd F. McKinney Associates, Inc., for the Softball Field Press Box PA System Project. The scope of work includes furnishing and installation of a new public address system for the bleacher press box located at the softball field on the main Fairfield campus.

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 update equipment

<i>Ed. Code:</i>	<i>Board Policy: 3225; 3520</i>	<i>Estimated Fiscal Impact: \$3,998 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
 VP, Finance & Administration

VICE PRESIDENT APPROVAL

May 20, 2018

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

May 20, 2018

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO LLOYD F. MCKINNEY ASSOCIATES, INC. FOR CONSTRUCTION SERVICES FOR THE SOFTBALL FIELD PRESS BOX PA SYSTEM PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited to three audio visual contractors, and two proposals were received:

	<u>BASE BID</u>
Lloyd F. McKinney Associates, Inc.	\$3,998.00
Pacific Coast AV	\$4,712.30

It was determined that Lloyd F. McKinney Associates, Inc. submitted the lowest responsible and responsive bid. It is recommended the Board award a contract to Lloyd F. McKinney Associates, Inc. in the amount of \$3,998.

The Board is asked to approve a contract to Lloyd F. McKinney Associates, Inc. in the amount of \$3,998.

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: BOARD STUDY SESSION – BIOTECHNOLOGY-
BIOMANUFACTURING UPDATE

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

An update on Biotechnology-Biomanufacturing Program will be presented to the Governing Board by Dr. Joseph M. Ryan, Dean, School of Mathematics and Sciences.

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

Joseph M. Ryan, Ph.D.

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7000

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

April 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 2, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



BIOTECHNOLOGY BIOMANUFACTURING UPDATE

Joseph M. Ryan, Ph.D.
Dean, School of Mathematics and Sciences



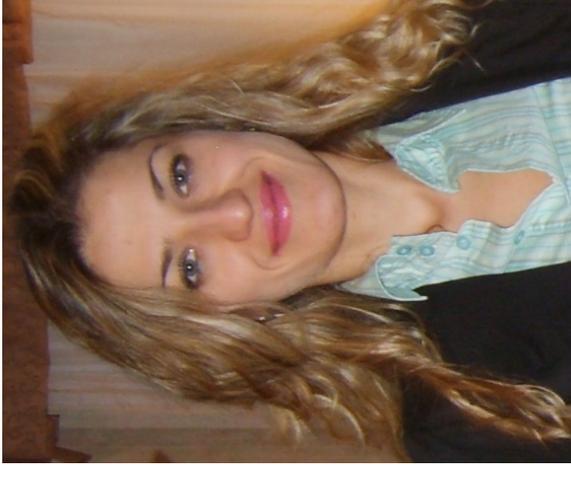
Milestones

- New Faculty
- New Staff
- State-of-the-art building opened Fall 2017
 - New Equipment
 - Extensive Teaching Space
- BS degree launched
 - Accreditation confirmed



New Faculty

- **Gulnur Sanden, PhD**
 - BS Degree Development
 - Lab Protocols
 - BS Degree Orientation



- **Michael Silva**

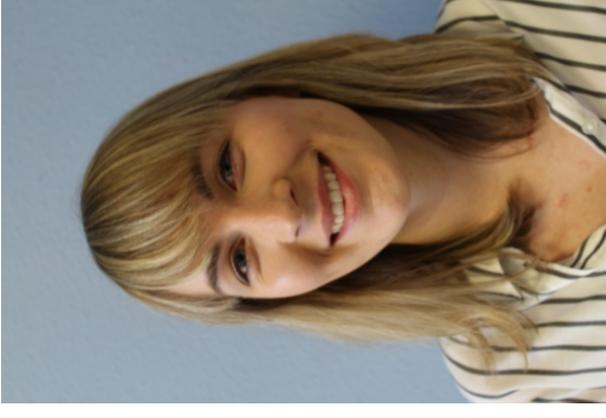
- As Degree Development
- Program Outreach
- Bridge to Bioscience
 - Target Re-entry Students

Note: He is a former Solano student



New Admin Assistant

- Facilitates/Organizes
 - BS Degree Applications
 - Student E-mails
 - Student Appointments
 - Travel Coordination
 - Schedule Integration
 - Faculty Workload
 - Orientation organization



Kelsi Mundell

Tenured Faculty

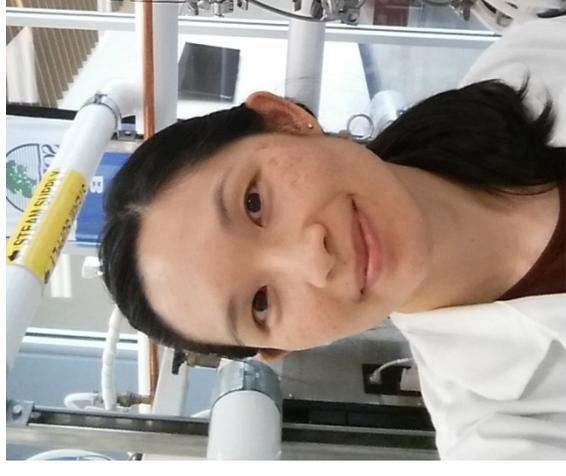
- Tireless Promoting
 - Student Centered
 - Value Driven
 - Experts
 - Teaching
 - Biology
 - Biotechnology
- Ed Re, PhD
- Jim Dekloe



Lab Technicians

- New Lab Set up
- Equipment set up
- Experiment design checking
- Scale up for classroom
- Ordering
- Room Safeguarding
- Safety Check
- Etc

Ruhpreet Bains



Jennifer Low

2017 COHORT

BS Biomanufacturing

- Completing their First Year
- 14 students
- 100% Retention/Success
- Expected graduation

–May 2019

2018 COHORT

BS Biomanufacturing

- Total applicants admitted = **28**
 - 16 FT
 - 12 PT
- Admitted Applicants
 - Average GPA of 3.06
 - Average STEM GPA of 3.25

New Courses

- Genetics
- Six Sigma
- Supply Chain
- Algae Biotechnology
- Bioprocess Engineering
- Biomanufacturing Facilities
- Emerging Technologies in Biotech
- Infectious Disease and Public Health
- Fermentation: Beer and Brewing
- Synthetic Biology
- Technical Writing – ENGL 400
- Project Management – BUS 400
- Bioethics – PHIL 400

BS Acceptance Criteria

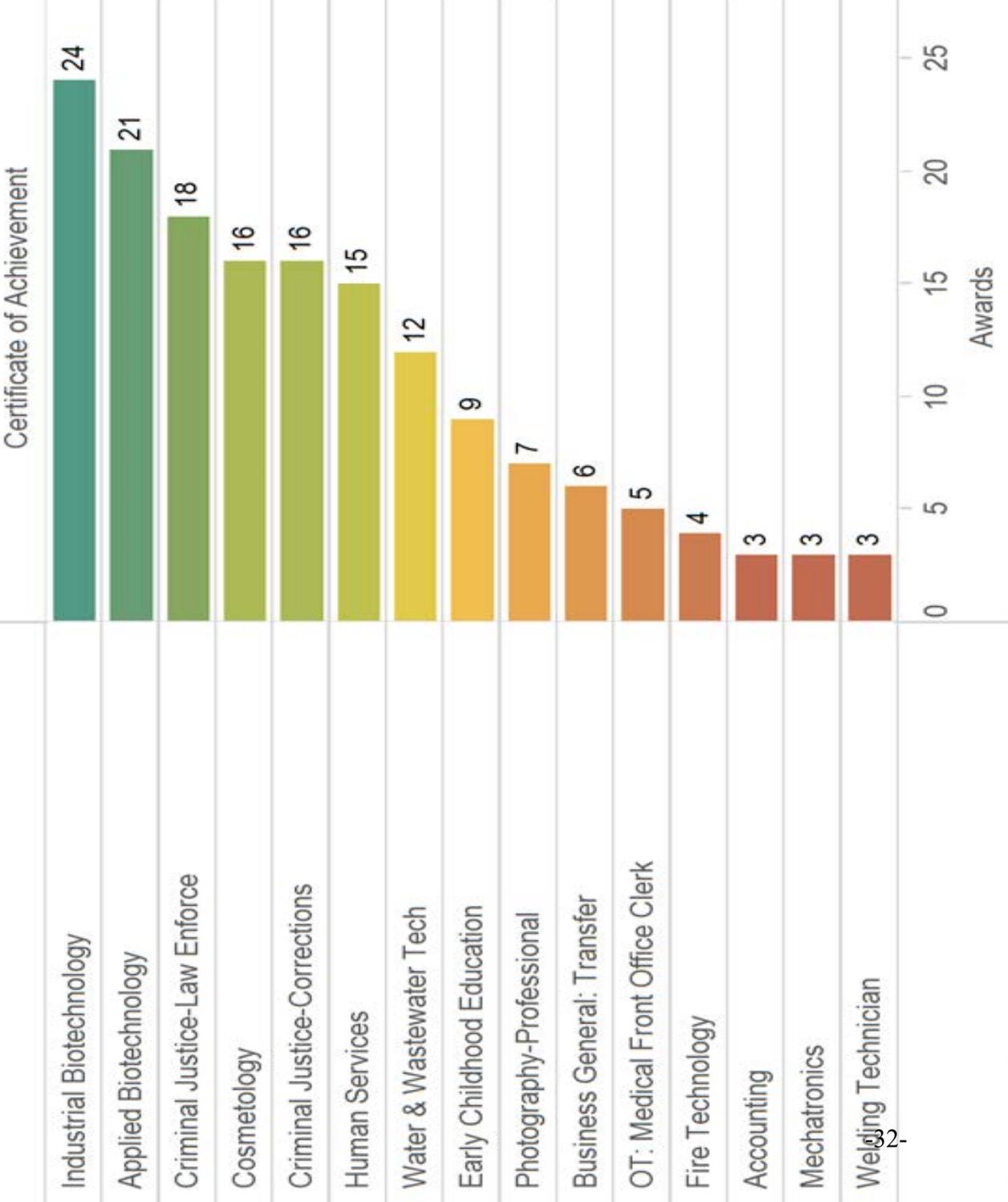
- Minimum of 2.5 Stem and Overall GPA
- General Education – CSU or UC Pattern
- Prerequisite Courses:
 - MATH 011 (Elementary Statistics)
 - CHEM 01 (General Chemistry)
 - BIO 002 (Principles of Cell and Molecular Biology)
 - Biotech Lower Division Courses
 - BIOT 001 (Principles of Biotechnology)
 - BIOT 052 (Business & Regulatory Principles in Biotechnology)
 - BIOT 062 (Cell Culture and Protein Recovery)
 - BIOT 063 (Biotechnology Instrumentation)

Will not be presented
Just info for board



- IBIS Summer program
 - Four key BIOT classes
 - Instant marketability
 - Strong Workforce CTE Stars
 - 360+% increase in salary

Top 15 Degrees - Certificate of Achievement



Chancellors Office Recognition

Biotechnology Certificate and AS Degree

- Graduates work at:
- [Genentech](#)
- [Biomarin](#)
- [Janssen Pharmaceuticals](#)
- Many smaller biotech companies in the Bay Area



High School Collaborations

- Vallejo HS
- Vacaville HS
- Vanden HS
- Buckingham Charter HS
- Rodriguez HS
- American Canyon HS
- San Marin HS (Novato)

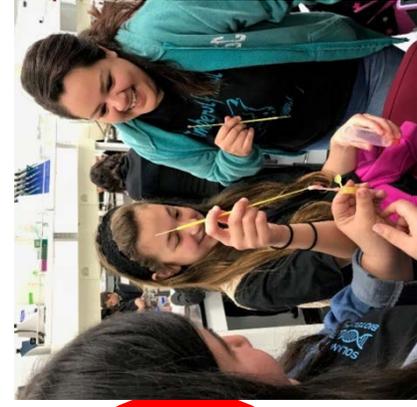
Others: Morro Bay HS, Winters HS, St. Helena HS

Solano College's Explore Biotech!



STEM-
Social
Activities
(A1VP)

Pipetting



DNA

Scientific
Method

Cell
Culture



Microscopy



Exemplary Outreach

During two of these outreach efforts, a film crew captured the day:

<https://vimeo.com/262618067>



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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
 REPORT TO THE GOVERNING BOARD**

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The Solano CCD Measure Q Quarterly Update Report is presented for Board information. This report includes an overview of program and project activities for the Measure Q Bond Program for the period of January 1, 2018 – March 31, 2018.

Measure Q expenditures during this reporting period were \$5,770,136. Status of primary projects:

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: Quarterly Reports provided to the Board of Trustees and the public regarding the use of bond funds.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>	\$0
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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 20, 2018

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

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

April 20, 2018

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Fairfield Campus:

- Performing Arts Building Renovation: A Notice of Completion was issued to the Contractor in January. A few final minor equipment orders were processed.
- Science Building Phase 1: New electrical switchgear was installed, underground utilities and foundations were completed, and the floor slab was poured at the end of March. Replacement of campus gas distribution lines is in progress.
- Library/Learning Resource Center: The CEQA Initial Study/ Mitigated Negative Declaration was issued for public comment and approved by the Board in February. Design continues and is in the Design Development phase. Preliminary Plans were submitted to the Chancellor's Office with request for Working Drawings phase funding.
- Horticulture Phase 2: A contract was issued for Site Work and Foundation.
- Fairfield Substation #1 and #2 Replacement Project: Concrete pad extension and sidewalk were installed at Substation #1 and minor installation damage was repaired at Substation #2. Fencing enclosure at Substation #2 anticipated in April.
- Softball Bleacher Path of Travel Sidewalk: Completed sidewalk from the softball bleachers to restroom building near the tennis courts.
- Campus Entry Sidewalk Improvements: Construction was delayed due to weather and cultural resources monitoring. Installation of landscaping and street light at Suisun Valley Road in progress.
- B100 Generator for IT Center: underground work and equipment pad completed.
- B1800 Makers Space & Robotics Lab: Construction documents developed; issued for bid.
- B1800B Exiting Corridor: Construction documents developed; issued for bid.
- Room 604 Renovation Project: Construction completed.

Vacaville Center:

- Vacaville Intersection Improvements Project: completion street asphalt slurry and striping pending warmer weather and completion of vehicle sensor wire.
- Vacaville Classroom (Annex) Building Renovation: New roof trusses installed and structural steel completed. Exterior ADA ramp improvements in progress.
- Vacaville Center HVAC Upgrade: Construction contract awarded. Construction will occur during summer.

Vallejo Center:

- No project activity during this period.

The report is available online and can be found at <http://www.solano.edu/measureq/cboc.php>

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

TO: Members of the Governing Board

**SUBJECT: CITIZENS BOND OVERSIGHT COMMITTEE (CBOC)
FY 2016-2017 ANNUAL REPORT TO THE GOVERNING BOARD**

REQUESTED ACTION:

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

SUMMARY:

The Citizens Bond Oversight Committee (CBOC) is pleased to present its 2016-2017 Annual Report for the Measure Q Bond Program. The CBOC is charged with reporting the progress annually to the public. This report is presented for Board information.

The report covers Measure Q Bond Program activity between July 1, 2016 and June 30, 2017.

This report is available online at <http://www.solano.edu/measureq/cboc.php>.

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: N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</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 20, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 20, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



SOLANO
COMMUNITY COLLEGE

Citizens' Bond Oversight Committee
Fiscal Year 2016-2017



SOLANO
COMMUNITY COLLEGE



May 2, 2018

Solano Community College CBOC 2016-17 Annual Report

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Citizens Bond Oversight Committee Annual Report 2016-17

INTRODUCTION

This report is intended to present the activities and opinions of the Citizens' Bond Oversight Committee (CBOC) of the Solano Community College District (District) during the 2016-17 fiscal year (July 1, 2016 through June 30, 2017). The CBOC is required to prepare and present to the District's Board of Trustees, in public session, an annual written report, which includes a summary of the CBOC's activities and a statement indicating whether the District is in compliance with requirements that the bond revenues have been used only for the purposes authorized by the bond measure.

During this period the CBOC met only three times due to a lack of availability of several board members. Since no quorum was reached at any meeting, no official business was conducted. However, the members present reviewed the finalized draft of the fiscal year 2015/2016 annual report and received updates from District staff on the progress of Measure G and Measure Q projects. The District and its consultants were forthcoming in providing and presenting requested information and project status updates. It was unfortunate that valuable staff time was taken for meetings at which a quorum of five members was not met, although for the members present the staff shared valuable information.

To the best of our knowledge all expenditures authorized by the school facility bonds have been consistently and transparently presented by District staff and consultants to the CBOC and it is our belief that the bond funds were spent only on school facility improvements authorized by the Bond Act and bond measures. The CBOC reports that to the best of its knowledge the District has complied with the requirements of state law in its accounting for and expending of bond funds. Information regarding the projects for both bond measures is provided in this report. Expenditures are cumulative through June 30, 2017.

The CBOC looks forward to the next year as the District makes the facility improvements promised in the bond measures. The CBOC would like to thank the community for its continued support of the Solano Community College and its students.

Solano Community College CBOC 2016-17 Annual Report

ABOUT THE SOLANO COMMUNITY COLLEGE DISTRICT

Solano Community College was established in 1945 as Vallejo Junior College, as Solano was part of the Vallejo City Unified School District until 1967 when the College became a countywide institution. The 192-acre Fairfield campus, centrally located just off Interstate 80, was completed in 1971 and opened with 5,000 students. Since then, facilities, programs, staff and services have expanded to meet the needs of a growing County.

The College's service area encompasses the communities of Benicia, Dixon, Fairfield, Suisun, Vacaville, Vallejo and Winters, as well as Travis Air Force Base. Many graduates of the area's fifteen public high schools and three private schools take advantage of the educational opportunities offered by Solano Community College.

The College currently serves about 11,000 students annually at facilities on the main Fairfield Campus, Vacaville Center properties, and Vallejo Center properties.

CITIZENS' BOND OVERSIGHT COMMITTEE

The Solano Community College District's Citizens' Bond Oversight Committee is comprised of nine members representing required constituent groups from throughout the District's service region.

The CBOC is responsible for the review of bond expenditures and preparation and presentation of an annual report. Solano Community College District's CBOC has oversight responsibilities for both Measure G and Measure Q. CBOC members serve a term of three (3) years, commencing as of the date of appointment by the Board. No member may serve more than two (2) consecutive terms. CBOC members are not compensated for their services.

Committee Members During 2016/2017 Fiscal Year:

Lyman Dennis, Senior Citizen Organization – Fairfield, Chair (until term end 2/17/17)

Tina Lowden, Senior Citizen Organization, Winters (appointed 4/5/17)

Hermie R. Sunga, Member-At-Large, Business Organization – Vallejo, Vice Chair (appointed 1/18/12)

Neil Ferguson, Construction Trade Organization – Vacaville (appointed 7/16/14)

David Fleming, Solano Community College Foundation – Vacaville (appointed 2/18/15)

Andre Stewart, Member-At-Large - Benicia (appointed 11/19/15)

Ward Stewart, Member-At-Large – Vallejo (appointed 9/2/15)

Solano Community College CBOC 2016-17 Annual Report

Angelo Cellini, Construction/Trades – Suisun (appointed 5/5/14)

Robert Charboneau, Taxpayers' Association – Fairfield (until term end 5/19/16)

Vacant, Taxpayers' Association

Vacant, Member At-Large

Vacant, Student Association

MEASURE G AND MEASURE Q BOND PROGRAM SUMMARY

The Solano Community College District has two bond authorizations: Measure G, approved by voters in 2002 (\$124.5 million) and Measure Q (\$348 million) approved by the voters in 2012. The proceeds from these bonds are to be used for site acquisition, facility renovation, construction of new facilities, and equipment procurement.

Both Measure G and Measure Q were passed under Proposition 39 provisions, which allow passage of school bond measures with 55% voter approval if certain conditions are met. Proposition 39 allows the District to use bond funds only for projects described in the bond measure language. The funds cannot be used for staff salaries or projects not described in the language of the bond measures. It also mandates the formation of a Citizens' Bond Oversight Committee ("CBOC").

SUMMARY OF CBOC ACTIVITIES FOR FISCAL YEAR 2016/2017

The CBOC conducted meetings on the following dates during Fiscal Year 2016/17: July 5, 2016 (no quorum); November 29, 2016 (no quorum); and June 6, 2017 (no quorum).

The CBOC spent the first part of the fiscal year finalizing an annual report for the period of June 2014 - December 2015 and presented it to the District's Board of Trustees on September 7, 2016.

Following is a brief summary of the highlights of its activities.

July 5, 2016, Special Conference Call: Workshop: Discussion by CBOC members of the draft FY15/16 Annual Report.

September 6, 2016, Presentation to Governing Board: CBOC Chair, Lyman Dennis, gave a PowerPoint presentation of the CBOC's 2014-15 annual report to the Governing Board.

November 29, 2016, Special Meeting: Workshop: Three members in attendance; quorum not reached, so no business could be conducted. Superintendent President Dr. Esposito-Noy

Solano Community College CBOC 2016-17 Annual Report

presented her response to the CBOC Annual Report for July 2015 – December 2015. The Report and issues raised were discussed. Replacement of retiring CBOC members was discussed. The District Executive Bonds Manager gave a presentation on the proposed new Library, for which the District has applied for State funding (50%). The District's Program Manager gave a presentation on the Aeronautics program and the Aeronautics and Workforce Development Facility, which is in the schematic design phase.

June 6, 2017 Meeting: Three members in attendance; quorum not reached, so no business could be conducted. The District gave a brief update on status of active bond projects.

BOND PROJECTS AND FINANCIAL SUMMARY

Measure G

Measure G bond program is now closed, with the final expenditure made in June 2017. Active Measure G projects this fiscal year included the following: Pool Pump Heat Exchangers Replacement, Fire Alarm Control Panel Upgrades, Water Shut-Off Valves, Performing Arts Building Renovation, and design services for the Softball Bleachers Replacement Project.

Measure Q

Measure Q active projects this fiscal year included: Fairfield Campus: Performing Arts Building Renovation, Science Building, Horticulture – Phase 1, Exterior Lighting Upgrade, Substation #1 and #2 Replacement, Small Capital Projects: Softball Bleacher Replacement, Campus Entry Sidewalk Improvements, Horticulture Restroom Building, Campus Directory Signs, 21st Century Classroom Upgrade – Phase 2, B1300 Kiln Fence, Swing Space Portables, B100 ASC & Tutoring Renovation, B200 Kitchen Renovation, Hydronic Pump Replacement and Insulation, B1400 Food Service Area Condition Assessment, B100 Lobby Tables, Measure Q Signs, and Asbestos Abatement B100 & B1900 .

Vacaville Center: Vacaville Classroom Building (Annex) Renovation, Biotechnology and Science Building, Vacaville Intersection Improvements, and Aeronautics and Workforce Development Building, Small Capital Projects: Vacaville HVAC Upgrade Design.

Vallejo Center: Autotechnology Building and Vallejo HVAC Upgrade.

Districtwide: IT Infrastructure Project – Phase 1, Utility Infrastructure Upgrade – Solar, and Security Camera System Planning Project.

Solano Community College CBOC 2016-17 Annual Report



Solano Community College District Measure G Bond (Financials as of 6/30/2017)

PROJECT NUMBER ⁽¹⁾	PROJECT NAME	FINAL MEASURE G BOND SPENDING PLAN 4/20/2016 ⁽²⁾⁽⁴⁾⁽⁵⁾	EXPENDITURES AS OF 6/30/2017 ⁽³⁾	PERCENT SPENT
VJ CAMPUS				
3,10,11&12	Vallejo Center	\$ 23,894,821	\$ 23,894,821	100%
N36	Vallejo Parking Lot Expansion	\$ 1,260,015	\$ 1,260,015	100%
VV CAMPUS				
7,8&9	Vacaville Center	\$ 20,450,873	\$ 20,450,873	100%
N39	Vacaville Parking Lot Expansion	\$ 1,575,435	\$ 1,575,435	100%
FAIRFIELD CAMPUS				
1	Building 400 - Student Services Center	\$ 15,457,496	\$ 15,457,496	100%
29	Building 1700 A & B Renovation/Equipment	\$ 14,768,058	\$ 14,768,058	100%
4,22&23	Building 700 & 800 Annex	\$ 8,350,623	\$ 8,350,623	100%
13&14	Building 1400 Modernization and Kitchen Replacement	\$ 6,985,498	\$ 6,985,498	100%
30&31	Building 1800 A & B Renovation/Equipment	\$ 6,421,275	\$ 6,421,275	100%
38	Police and Public Services	\$ 59,683	\$ 59,683	100%
15&16	Utility Infrastructure Phase I & II (Hydronics)	\$ 5,911,348	\$ 5,911,348	100%
17&18	Sports Complex - Phase I & II	\$ 5,435,697	\$ 5,435,697	100%
20	Building 300 Renovation/Equipment	\$ 2,184,337	\$ 2,184,337	100%
2	Building 100 - Library (Interim Remodel)	\$ 2,133,136	\$ 2,133,136	100%
21	Building 500 Renovation/Equipment	\$ 1,930,904	\$ 1,930,904	100%
27	Building 1500 Renovation/Equipment	\$ 1,203,835	\$ 1,203,835	100%
41&35+N31+N34	College Infrastructure	\$ 561,160	\$ 561,160	100%
5&6	ADA Phase I & II	\$ 407,979	\$ 407,979	100%
25	Building 1200 Renovation/Equipment	\$ 337,582	\$ 337,582	100%
	Building 1300 Fine Arts Equipment	\$ 173,838	\$ 173,838	100%
	Building 200 & CTE Labs	\$ 30,973	\$ 30,973	100%
33	Nut Tree	\$ 268,842	\$ 268,842	100%
N13	Campus-wide Exterior Painting (Fairfield)	\$ 91,161	\$ 91,161	100%
42	Building 2112 Stadium Renovation/Track	\$ 69,670	\$ 69,670	100%
N3	Campuswide Signage In-house Study	\$ 18,383	\$ 18,383	100%
N25	Building 300 (2 Science Rooms & Cadaver Room Vent	\$ 293,787	\$ 293,787	100%
24	Building 1000 Renovation Equipment	\$ 108,019	\$ 108,019	100%
26	Building 1300 Remodel Fine Arts	\$ 6,049,797	\$ 6,049,797	100%
28	Building 1600 Renovation/Equipment	\$ 33,802	\$ 33,802	100%
32	Building 202/Building 200 Kitchen Upgrade	\$ 238,821	\$ 238,821	100%
34	Building 1900 Renovation/Equipment	\$ 339,572	\$ 339,572	100%
36	Security Systems Upgrade	\$ 241,416	\$ 241,416	100%
39	Campuswide Landscape	\$ 60,736	\$ 60,736	100%
40	Building 600 Administration Building	\$ 8,441,158	\$ 8,441,151	100%
N37	CTE Lab Renovation	\$ 139,638	\$ 139,638	100%
37	Portables Assessment (Demolition)	\$ 7,311	\$ 7,311	100%
DISTRICTWIDE				
	Campus-wide Technology Upgrade, Phase I	\$ 2,966,913	\$ 2,966,913	100%
45	Campus-wide Technology Upgrade, Phase II	\$ 260,596	\$ 260,596	100%
	Overall Program Costs/Measure G General Phase I	\$ 8,567,937	\$ 8,567,937	100%
N40	Overall Program Costs (Measure G General) Phase II	\$ 2,592,557	\$ 2,577,347	99%
N41	Small Capital Projects (Misc Classroom Upgrades)	\$ 959,033	\$ 977,251	102%
PROGRAM RESERVE				
N42	Program Reserve	\$ -	\$ -	0%
	TOTAL	\$ 151,283,715	\$ 151,286,716	100.00%

⁽¹⁾ Project numbers indicate the original Measure G Bond project numbers as presented and approved by the Board in 2002. "N" projects were added due to timing, critical need and/or funding amount by the District.

⁽²⁾ Per Final Measure G Bond Spending Plan approved by the Board on 4/20/16.

⁽³⁾ Expenditures are as of 6/30/17. District is currently in fiscal year-end close and is also in process of the annual financial audit, any variances will be included in the next quarterly report.

⁽⁴⁾ Bond Spending Plan column includes bond proceeds, bond interest, and Student Services Fee revenue.

⁽⁵⁾ The Bond Spending Plan will be revised to adjust the Small Capital Projects once final interest income and Treasury Fee figures have been received.

Solano Community College CBOC 2016-17 Annual Report

Solano Community College CBOC 2016-2017 Annual Report



Solano Community College District Measure Q Bond
(Financials as of 6/30/2017)

PROJECT NAME	MEASURE Q PROJECT BUDGET AS OF 3/1/2017 BSP (a)	BOT APPROVED CHANGE	MEASURE Q PROJECT BUDGET AS OF 4/19/2017 BSP (a)	OTHER FUNDING BUDGET (b)	FUNDING EXPENDITURES AS OF 6/30/2017 (b)	MEASURE Q EXPENDITURES AS OF 6/30/2017 (a)	PERCENT SPENT
FF CAMPUS							
Library & Learning Resource Center	\$ 21,800,000		\$ 21,800,000	\$ 19,572,741	\$ -	\$ -	0.0%
Performing Arts Building (Phase 1 & 2000 Renovation)	\$ 6,347,818		\$ 6,347,818	\$ 13,760,000	\$ 13,460,845	\$ 5,179,657	92.7%
Performing Arts Building (Phase 2)	\$ 13,700,000		\$ 13,700,000	\$ -	\$ -	\$ 33,151	0.2%
Science Building (Phase 1)	\$ 37,600,000		\$ 37,600,000	\$ -	\$ -	\$ 2,561,355	6.8%
Science & Math Building (Phase 2)	\$ 8,000,000		\$ 8,000,000	\$ -	\$ -	\$ -	0.0%
Career Technology Building (CTE)	\$ 3,000,000		\$ 3,000,000	\$ -	\$ -	\$ -	0.0%
Agriculture (Horticulture)	\$ 2,000,000		\$ 2,000,000	\$ -	\$ -	\$ 904,805	45.2%
VV CAMPUS							
VV Classroom Building Purchase & Renovation	\$ 8,200,000		\$ 8,200,000	\$ -	\$ -	\$ 4,005,296	48.8%
Biotechnology & Science Building	\$ 34,500,000		\$ 34,500,000	\$ -	\$ -	\$ 27,685,540	80.2%
Aeronautics & Workforce Development Building	\$ 15,000,000		\$ 15,000,000	\$ -	\$ -	\$ 1,265,848	8.4%
Student Success Center/LRC	\$ 15,500,000		\$ 15,500,000	\$ -	\$ -	\$ -	0.0%
Fire Training	\$ 7,000,000		\$ 7,000,000	\$ -	\$ -	\$ -	0.0%
Agriculture	\$ -		\$ -	\$ -	\$ -	\$ -	0.0%
VJ CAMPUS							
Vallejo prop purchase Belvedere	\$ 4,794,343		\$ 4,794,343	\$ -	\$ -	\$ 4,794,343	100.0%
Vallejo prop purchase Northgate	\$ 6,871,871		\$ 6,871,871	\$ -	\$ -	\$ 6,871,471	100.0%
Site Improvements	\$ 2,825,000		\$ 2,825,000	\$ -	\$ -	\$ -	0.0%
Autotechnology Building	\$ 24,400,000	\$ (400,000)	\$ 24,400,000	\$ -	\$ -	\$ 18,113,751	73.0%
Student Success Center/LRC	\$ 22,000,000		\$ 22,000,000	\$ -	\$ -	\$ -	0.0%
Career Technology Building	\$ 19,800,000		\$ 19,800,000	\$ -	\$ -	\$ -	0.0%
Vallejo Center HVAC Upgrade	\$ 1,175,000	\$ 1,000,024	\$ 1,175,024	\$ -	\$ -	\$ 993,766	84.6%
INFRASTRUCTURE IMPROVEMENTS							
IT Infrastructure Improvements	\$ 14,000,000		\$ 14,000,000	\$ -	\$ -	\$ 4,014,167	28.7%
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000		\$ 23,800,000	\$ 712,447	\$ 712,447	\$ 11,948,719	51.7%
ADA & CLASSROOM IMPROVEMENTS							
Small Capital Projects	\$ 8,753,246	\$ -	\$ 8,753,246	\$ -	\$ -	\$ 2,294,323	27.6%
ADA Improvements	\$ 10,900,000		\$ 10,900,000	\$ -	\$ -	\$ 9,486	0.1%
PLANNING, ASSESSMENTS & PROGRAM MANAGEMENT							
Program Management, District Support and Planning	\$ 25,400,000		\$ 25,400,000	\$ -	\$ -	\$ 11,750,911	46.3%
RESERVE & INTEREST							
Program Reserve	\$ 11,785,968	\$ (485,024)	\$ 11,300,944	\$ -	\$ -	\$ -	
Net Interest Earned (12/31/2016)/Treasury Fees	\$ 34,659	\$ (115,000)	\$ 20,706	\$ -	\$ -	\$ 373,560	
TOTAL BOND SPENDING PLAN	\$ 349,587,945		\$ 349,688,952	\$ 34,045,188	\$ 14,173,292	\$ 102,800,152	30.5%

Solano Community College CBOC 2016-17 Annual Report

BOND AUDIT REPORTS FOR FISCAL YEAR 2016/2017

In accordance with Proposition 39, Measure G & Q contain strict financial safeguards, including a requirement that an independent audit be conducted annually to ensure bond funds are spent on classroom and facility improvements as identified in the ballot measure.

Both Measure G and Measure Q had clean financial audits, with no findings. The Auditor found that the District properly accounted for the expenditures and bond funds were spent on authorized projects.

The Financial and Performance Audit Reports for fiscal year 2016/2017 are available on the District website: www.solano.edu/measureq

CBOC COMPLIANCE STATEMENT

Bond expenditures and bond projects have been reviewed by the Citizens' Bond Oversight Committee to ensure the money is spent only on school facility improvements authorized by Measure G and Measure Q. Bond expenditures are audited annually by an independent audit firm retained by the District. The CBOC has reviewed the audit reports, District Quarterly Progress Update Reports, and other materials requested from the District, and believes the District is in compliance with the requirements of Article XIII A Section 1(b)(3) of the California Constitution.

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

TO: **Members of the Governing Board**

SUBJECT: **COUNSELING SERVICES AGREEMENT BETWEEN
SOLANO COMMUNITY COLLEGE DISTRICT AND JOHN
F. KENNEDY UNIVERSITY COMMUNITY COUNSELING
CENTER**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the Counseling Services Agreement between Solano Community College District and John F. Kennedy University Community Counseling Center in Concord (JFKU CCC). JFKU CCC agrees to provide school based therapeutic counseling services to District students as an independent contractor. The scope of work is outlined in Exhibit A. JFKU CCC will make best efforts to fulfill all requests for units of service listed in Exhibit B. The term of this Agreement will be from June 1, 2018 to September 15, 2020.

This Agreement is being presented for information only and will be presented for Board approval on May 16, 2018.

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: \$45,600.00</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Gregory S. Brown
Vice President, Student Services

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7159

TELEPHONE NUMBER

Gregory S. Brown, Student Services

VICE PRESIDENT APPROVAL

April 23, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 2, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

This Agreement (“Agreement”) is entered into on April 5, 2018 by and between **Solano Community College District** (“District”) and John F. Kennedy University (“JFKU”). The term of this Agreement will be from June 1, 2018 to September 15, 2020.

1. Performance of Services

(a) JFKU agrees to provide school based therapeutic counseling services to District students as an independent contractor. The scope of services is outlined in **Exhibit A**. JFKU will make best efforts to fulfill all requests for units of service listed in Exhibit B. District will only pay for service requests that are fulfilled. JFKU will determine the means, manner, method and details of performing the services. JFKU shall be responsible for providing the materials, tools and transportation necessary for the performance of the services under this Agreement.

(b) JFKU represents that JFKU has the qualifications and ability to perform the services in a professional manner, without the advice, control or supervision of District. JFKU will be solely responsible for the professional performance of the services, and shall receive no assistance, direction, or control from District. JFKU shall have sole discretion and control of JFKU’s services and the manner in which they are performed.

2. Compensation. District shall pay for services performed in accordance with this contract according to the payment and fee schedule contained in **Exhibit B**.

An addendum to this contract will be made to reflect resulting additional costs if additional units of service or other types of service are purchased after finalization of this contract.

3. Termination. This Agreement will terminate upon the completion of the services or when terminated as set forth below.

Either party may terminate this Agreement at any time by giving thirty days written notice to the other party. Should either party default in the performance of this Agreement or materially breach any of its provisions, the non-breaching party may terminate the Agreement by giving written notice to the breaching party. Termination shall be effective immediately on receipt of said notice.

4. Relationship of the parties. JFKU enters into this Agreement as, and shall continue to be, an independent contractor. Under no circumstances shall JFKU be considered an employee of District within the meaning of any federal, state, or local law or regulation including, but not limited to, laws or regulations governing unemployment insurance, old age benefits, workers’ compensation, industrial illness or accident coverage, taxes, or labor and employment in general. Under no circumstances shall JFKU look to District as his/her employer, or as a partner, agent, or principal. JFKU shall not be entitled to any benefits accorded to District’s employees, including, without limitation, workers’ compensation, disability insurance, vacation, or sick pay.

JFKU shall pay, when and as due, any and all local, state and federal income or other taxes incurred as a result of JFKU’s compensation hereunder, included estimated taxes, and shall provide District with proof of said payment. JFKU will provide District with a completed W-9 form.

5. Fingerprinting and Criminal Records Check of JFKU's Employees. JFKU shall comply with the provisions of California Education code 45125.1 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of JFKU and/or its employees. To the extent Education Code 45125.1 is applicable; JFKU shall not permit any employee to have any contact with District pupils until such time as JFKU has verified in writing to the governing board of District that such employee has not been convicted of a felony, as defined in Education Code 45125.1. JFKU shall provide the certification document attached hereto as **Exhibit C** prior to commencing work under this Agreement.

6. Rules and Regulations. All rules, policies, and regulations of District and all federal, state and local laws, ordinances and regulations are to be observed strictly by JFKU pursuant to this Agreement.

7. Insurance. Each party shall procure and maintain its respective Certificate of Liability Insurance against claims for injuries to persons or damages to property which may arise from or in the connection with the performance of the work hereunder consistent with the coverage requirements noted below. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII.

Additionally, each Party shall hold harmless, and indemnify the other Party and its directors, officers, agents and employees against any and all loss, liability, damage, or expense, including any direct, indirect or consequential loss, liability, damage, or expense, but not including attorneys' fees unless awarded by a court of competent jurisdiction, for injury or death to persons, including employees of either Party, and damage to property, including property of either Party, arising out of or in connection with intentional, willful, wanton, reckless or negligent conduct regarding (a) the engineering, design, construction, maintenance, repair, operation, supervision, inspection, testing, protection or ownership of the Party's facilities, or (b) the making of replacements, additions, or improvements to, or reconstruction of, the Party's facilities. However, neither Party shall be indemnified hereunder for any loss, liability, damage, or expense resulting from its sole negligence or willful misconduct. Notwithstanding the indemnity provisions contained herein, except for a Party's willful misconduct or sole negligence, each Party shall be responsible for damage to its own facilities resulting from electrical disturbances or faults.

Coverage should be at least as broad as:

- Commercial General liability (CGL): Insurance services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than 2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be three times the required occurrence limit. EXCEPTION: Contracts of less than \$5,000 need only provide general liability insurance of \$1,000,000 per occurrence.
- Workers' Compensation: as required by the State of California, with Statutory Limits, and Employers' Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
- Professional Liability/Errors & omissions Liability, if applicable: \$1,000,000 per occurrence.
- If the JFKU maintains higher limits than the minimums shown above, the District requires and shall be entitled to coverage for the higher limits maintained by the JFKU.

Insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The District, its officers, officials, employees, and volunteers are to be named as additional insured by endorsement to the Commercial General Liability policy with respect to liability arising out of work or operations performed by or on behalf of the JFKU including materials, parts or equipment furnished in connection with such work or operations.

Primary Coverage

For any claims related to this contract, the JFKU's insurance coverage shall be primary insurance as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the JFKU's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

- 8. Ownership of Designs and Plans. All designs, plans, reports, specifications, drawings, schematics, prototypes, models, inventions and all other information and items made during the course of this Agreement and arising from the Services shall be owned by JFKU as its sole and exclusive property.
- 9. Notice. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by telegram, overnight delivery service, or facsimile transmission, addressed as follows:

DISTRICT	JFKU
Solano Community College	Name: <u>John F. Kennedy University</u>
Attn: _____	Attn: <u>Debra Bean, President</u>
4000 Suisun Valley Rd, Fairfield, CA 94534	Address: <u>100 Ellinwood Way</u>
(707) 864-7000	<u>Pleasant Hill, CA 94523</u>
	Phone: <u>(925) 969-3300</u>
	Fax: <u>(925) 969-3311</u>
	Tax ID # <u>94-1610694</u>

Any notice personally given or sent by telegram or facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

- 10. California Law. This Agreement shall be governed by and the rights, duties and obligations of the parties shall be determined and enforced in accordance with the laws of the State of California. The parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Contra Costa County, California.

11. Attorneys' Fees. If either party files any action or brings any proceedings against the other arising out of this Agreement, the prevailing party shall be entitled to recover, in addition to its costs of suit and damages, reasonable attorneys' fees to be fixed by the court. The "prevailing party" shall be the party who is entitled to recover its costs of suit as awarded by a court of competent jurisdiction, whether or not suit proceeds to final judgment. No sum for attorneys' fees shall be counted in calculating the amount of a judgment for purposes of determining whether a party is entitled to its costs or attorneys' fees.

12. Waiver. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

13. Entire Agreement of Parties. This Agreement constitutes the entire agreement between the parties and supersedes all prior discussions, negotiations and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both parties.

The parties hereto have executed this Agreement on the date first above written.

Solano Community College District

John F. Kennedy Univeristy

BY: _____
Signature of District Representative Date

BY: _____
Signature of JFKU Representative Date

Title: _____
 Print Name and Title

Title: Debra Bean, President
 Print Name and Title

EXHIBIT A

Description of Services and Responsibilities of Each Party

Definitions

Counselor, for the purposes of this contract, is defined as a volunteer trainee or intern who is currently in or has graduated from one of the following graduate programs, Marriage and Family Therapy (Standard or Holistic) (MFT), Counseling Psychology (MFT/PCC), or Psychology Doctorate (Psy D). Trainees are students who are currently in their program working on completing their required hours for graduation, and interns have already graduated and are registered with their Board, completing their required hours to become licensed.

Counseling services include classroom observations, consultations/collateral meetings with school staff and/or other helping professionals, and group and individual sessions. Group and individual sessions will typically last 40-50 minutes. Counselors will carry a minimum caseload of five client hours per week. This includes individual sessions and group sessions. The maximum number of client hours varies between each counselor. It is dependent upon their commitments in other JFKU programs and amount of supervision they are able to receive.

Point of Contact (POC) is the person at the school site that will be available to JFKU staff and counselors for questions and concerns regarding the School Based Program (SBP) placement.

Unit of service is defined as 6 hours of counseling services at the school site each week for the duration time frame set forth in Exhibit B.

Responsibilities of JFKU and District

Both Parties agree that:

- Best efforts will be made to place counselors within a reasonable time after the start date of this Agreement as stated on page 1.
- JFKU will not be liable for any damages resulting from the District's failure to ensure placement of counselors within a reasonable time after the start date of this Agreement.
- JFKU will pro-rate its fee for services if counselors are not placed within a reasonable time after the start date of this Agreement due to any delay caused by JFKU.

JFKU CCC:

- Will provide a SBP Coordinator who will be available to the District liaison and School Sites' POCs for coordination purposes and questions regarding the SBP and the counselors assigned to their schools.
- Will provide specialized training orienting JFKU counselors to the school culture and the roles and responsibilities of school personnel at the school site.
- Will collaborate with the school(s) and district to coordinate care, and can share information about goals and progress made with clients verbally. However, no written documentation will be provided from JFKU that shows a specific client is working with a JFKU counselor without expressed written consent of the client or client's legal guardian.
- Upon request, will provide an end-of-contract term utilization summary including number of students referred for counseling, number of students who participated in more than three sessions, number of students seen for one session, number of students for whom consent for counseling was not obtained, the top four reasons for referral for counseling, ethnicity and gender of student population referred for and participated in counseling, and relevant information related to the delivery of services.

JFKU Counselors:

- Will obtain a minimum of 5 client hours per week contingent upon the school sites' ability to refer a reasonable amount of clients.
- Will not miss more than three days of service per contract term. If more than three days are missed, the counselor(s) will make best efforts to make up the day. District holidays will not be considered missed days.
- Will learn school and District policies and practices (promotion and retention, delivery of service for special needs students, etc.).
- Will learn the school profile, background of student population, and student needs.
- Will become familiar with school and community-based programs and resources for students.
- Will demonstrate sensitivity and cross-cultural competence when working with students and families from diverse ethnic, economic, and cultural backgrounds.
- Will work collaboratively with professionals from various disciplines (e.g. teachers, school administrators, psychologists, social workers, etc.) to support students' overall school success.
- Will assist students and families to access health, mental health, and/or support services available at school, in the District, and in the community when clinically appropriate.
- Will obtain written permission to provide services for any and all student's served. JFKU counselors will only be permitted to provide therapy to students under the age of 18 after they have obtained written parental/guardian or minor consent to treatment.
- Will follow professional and ethical guidelines, District policies and procedures, and State and Federal law. This includes maintaining the confidentiality of students served.
- Will immediately notify the POC, the counselor's supervisor and SBP Coordinator in the event that an urgent or emergency circumstance is encountered by a JFKU Counselor, (i.e. required CPS report, call to Police, hospitalization evaluation, safety concerns, etc.).

District/College:

- Will provide the JFKU counselor with a POC that they can refer to for questions and in case of emergency. The POC will also be available to coordinate with the SBP Coordinator in order to ensure needs for both the school and JFKU SBP are being met.
- Will provide the JFKU counselor with a room that will be uninterrupted while a client is in session to protect client confidentiality. The school will inform JFKU of the days of the week they will have room on campus for counselors to conduct therapy.
- Will make best efforts to refer a reasonable amount of clients to JFKU maintain a minimum caseload of 5 clients per unit of service.
- Will enable JFKU counselors access to the college network and any necessary scheduling systems.
- Will provide JFKU counselor with a JFKU Referral Form for each student referred to therapy.
- POC will complete an end-of-contract term evaluation of the SBP.

EXHIBIT B

Compensation Terms:

District agrees to compensate JFKU for performance of services on the following basis. JFKU and District agree to pilot the program during the summer of 2018 at no cost.

From October 1st, 2018 through September 15th, 2020, JFKU will make best efforts to provide 4 units of service to District at a rate of \$1,900.00 per unit of service per quarter (JFKU’s academic quarter schedule). District will pay for units of service that were fulfilled according to the payment schedule below. District may, at any time during the duration of this contract, request additional units and/or summer quarters via written email. District will pay for any additional units of service that were fulfilled by JFKU at the same rate.

Year 1: June 1st, 2018 to September 15, 2019

Itemization of Cost per Unit of Service Requested: June 1, 2018 to September 15, 2018.

Site	Units of Service	Total Number of Quarters	Total Cost
Solano Community College District	2	1	\$0.00
Total Annual Year 1	2	1	\$0.00

Itemization of Cost per Unit of Service Requested: October 1, 2018- May 30th, 2019

Site	Units of Service	Total Number of Quarters	Total Cost
Solano Community College District	4	3 (Fall, Winter, Spring)	\$22,800.000
Total Annual Year 1	4	3	\$22,800.00

Year 2: October 1, 2019-September 15th, 2020

Itemization of Cost per Unit of Service Requested: October 1, 2019 – May 30th, 2020

Site	Units of Service	Total Number of Quarters	Total Cost
Solano Community College District	4	3 (Fall, Winter, Spring)	\$22,800.000
Total Annual Year 1	4	3	\$22,800.00

Total Cost Year 1 and 2: \$45,600

Payment Schedules:

Year 1: June 1st, 2018 to September 15, 2019

Payment Order	Service Dates	Invoice Sent By	Payment Due By
Initial Payment	October 2017 – December 2017	December 1st, 2018	January 15 th , 2019
Second Payment	January 2018 – June 2018	May 1 st , 2019	June 15 th , 2019
Final Payment	July 2018 – September 2018	August 1 st , 2019	September 30 th , 2019

Year 2: October 1, 2019-September 15th, 2020

Payment Order	Service Dates	Invoice Sent By	Payment Due By
Initial Payment	October 2017 – December 2017	December 1 st , 2019	January 15 th , 2020
Second Payment	January 2018 – June 2018	May 1 st , 2020	June 15 th , 2020
Final Payment	July 2018 – September 2018	August 1 st , 2020	September 30 th , 2020

EXHIBIT C
JFKU REQUIRED to Complete
CRIMINAL BACKGROUND CHECK CERTIFICATION

Consultant/Independent JFKU Agreement - Criminal Background Check

Name of Independent Consultant/JFKU:		John F. Kennedy University
Services to be performed under the Agreement:		Field Work Placement, Graduate School Psychology Trainees / Interns
Schools/Locations where services will be performed:		See list of schools, attached in Exhibit B
<i>Check the applicable box(es) and fill in any blanks.</i>		
1		I certify that none of my employees, nor myself, will have more than limited contact with District students during the term of the Agreement. Therefore, we have not been fingerprinted.
2A		If this box is checked, then Box 2B also applies and must be checked to indicate these employees have been fingerprinted. The following employees will have more than limited contact with District students during the term of the Agreement (attach and sign additional pages, as needed):
2B	X	I certify that the employees noted in 2A above have been fingerprinted under procedures established by the California Department of Justice, and the results of those fingerprints reveal that none of these employees have been arrested or convicted of a serious or violent felony, as defined by the California Penal Code.

Certification by JFKU

"I certify that the information provided herein is true and accurate. I further acknowledge that during the term of my Agreement with the District, if I learn of additional information which differs from the responses provided above, I promise to forward this additional information to the District immediately."

JFKU Representative's Signature _____ Date _____

District Representative's Signature _____ Date _____

Debra Bean, President

 Print Name
 JFKU Representative

 Print Name
 District Representative's Signature