

**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

Honors Pay

<u>Name</u>	<u>Discipline</u>	<u>Semester</u>	<u>Amount</u>
Patricia Itaya	Biology (Mathematics and Science)	Spring 2018	\$132.00
Patricia Itaya	Biology (Mathematics and Science)	Fall 2017	\$99.00
James Long	Biology (Mathematics and Science)	Spring 2018	\$231.00
James Long	Biology (Mathematics and Science)	Fall 2017	\$132.00
Margherita Molnar	Biology (Mathematics and Science)	Spring 2018	\$66.00
Renee Moore	Biology (Mathematics and Science)	Spring 2018	\$264.00
Renee Moore	Biology (Mathematics and Science)	Fall 2017	\$99.00
Lily Nosce	Biology (Mathematics and Science)	Fall 2017	\$33.00
Robert "Brad" Paschal	Biology (Mathematics and Science)	Spring 2018	\$132.00
James Word	Biology (Mathematics and Science)	Fall 2017	\$66.00
Maria Christina Young	Biology (Mathematics and Science)	Spring 2018	\$99.00
Maria Christina Young	Biology (Mathematics and Science)	Fall 2017	\$132.00

Mary Jones
Human Resources

August 24, 2018

Date Submitted

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

September 5, 2018

Date Approved

EMPLOYMENT 2018-2019

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Janessa Butler	Kinesiology/Athletic Assistant	09/06/18
Damany Fisher	Interim Dean – Research and Planning	07/09/18 (Revised)

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jess Flower	Adjunct Instructor - Communications (not to exceed 67%)	08/21/18

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Erike Aguirre	Nursing Cohort Assistant	Nursing Program Support Grant	08/13/18 – 06/30/19	\$50.00 hr.
Chanratha Augustus	Teaching Apprentice-Math	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Joyce Averett	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.05 hr.
Valerie Barreto	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Glenn Burgess	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.05 hr.
Wanda Butters	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$64.65 hr.
Erin Craig	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.05 hr.
Deborah Davis	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$60.69 hr.
Debbie Dorrough	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$66.67 hr.
Dylan Brie Ducey	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Vitalis Enemmuo	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.25 hr.

Short-term/Temporary/Substitute (Cont.)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Mary Estrada	Substitute Early Learning Center Specialist	CSPP	08/14/18 – 06/30/19	\$17.33 hr.
Marianne Flatland	Student Success Specialist	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.05 hr.
Ferdinanda Florence	New/Modified Program How-to Videos	General Fund	07/01/18 – 08/11/18	\$69.05 hr.
Elizabeth Freed	Special Projects/Clinical Simulation Center	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.05 hr.
Nicole Gentile	Nursing Cohort Assistant	Nursing Program Support Grant	08/13/18 – 06/30/19	\$30.00 hr.
Bess Hannigan	Special Projects/Clinical Simulation Center	Nursing Program Support Grant	08/13/18 – 06/30/19	\$54.56 hr.
Pedro Javaras-Lopez	ASTC Instructional Assistant	Student Equity	09/06/18 – 06/30/19	\$16.56 hr.
Rebecca Kuhle	Nursing Cohort Assistant	Nursing Program Support Grant	08/13/18 – 06/30/19	\$50.00 hr.
Stephen Lepera	Clinical Simulation Center Instructor	Nursing Program Support Grant	08/13/18 – 06/30/19	\$58.59 hr.
Marivic Macalino	Special Projects/Sim Center/Clinical	Nursing Program Support Grant	08/13/18 – 06/30/19	\$69.05 hr.
Mrityunjoy Mazumdar	ASTC Instructional Assistant	Student Equity	09/06/18 – 06/30/19	\$16.56 hr.
Carlena Miles	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Shivon Mozaffer	Academic Success Specialist	Student Equity	09/06/18 – 06/30/19	\$16.56 hr.
Lisa Neely	Special Project	Student Equity	09/06/18 – 06/30/19	\$65.00 hr.
Anne Niffenegger	Special Projects	Nursing Program Support Grant	08/13/18 – 06/30/19	\$62.63 hr.
Jimmy Ojeda Pedraza	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Elyssa Rollins	Assistant Coach – Volleyball	Volleyball Trust	09/06/18 – 12/10/18	\$16.66 hr.

Short-term/Temporary/Substitute (Cont.)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Angelisa Russo	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/16/18 – 06/30/19	\$21.00 hr.
Stephanie Sherman	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Taryn Sigl	Nursing Cohort Assistant	Nursing Program Support Grant	08/13/18 – 06/30/19	\$30.00 hr.
Taryn Sigl	ASTC Instructional Assistant	General Fund	09/06/18 – 06/30/19	\$16.56 hr.
Rischa Slade	CCPLS Classified Coordinator	Student Equity	08/01/18 – 12/31/18	\$2,500 Stipend
Tyler Stover	Assistant Coach – Baseball	Baseball Trust	09/06/18 – 05/31/19	\$16.66 hr.
Christopher Summers	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/16/18 – 06/30/19	\$21.00 hr.
Kathleen Velasco	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.
Roger Wallace	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/16/18 – 06/30/19	\$21.00 hr.
Jonathan Wells	Teaching Apprentice-English	Basic Skills Student Outcomes Transform Grant	08/13/18 – 06/30/19	\$21.00 hr.

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Anna Betancourt	Student Services Generalist	08/21/18
Abubaker Adam Omar	Accounting Specialist II	09/07/18

GRATUITOUS SERVICE

<u>Name</u>	<u>School/Department</u>	<u>Assignment</u>
Nancy Cardinal	Athletics/Soccer	Driver for SCC Soccer Team
Nancy Moore	Athletics/Men’s Basketball	Scorekeeping During Basketball Games

GRATUITOUS SERVICE (Cont.)

<u>Name</u>	<u>School/Department</u>	<u>Assignment</u>
Devi Swamy	Counseling	Work with Counseling to Learn about Academic Advising
Andria Thomas	School of Math and Science	Work with Science Lab Tech-Vacaville
Vivian Jimenezmugg	School of Math and Science	Work with Science Lab Tech-Vacaville

**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

**Superintendent-President’s Office
Celia Esposito-Noy, Superintendent-President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Jodi Atkins	Visual communications services – SCC Annual Report	July 1, 2018 – December 31, 2018	Not to exceed \$3,500.00

**Academic Affairs
David Williams, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Leslie Banta	Professional Development Presentation on August 9, 2018.	August 9, 2018	Not to exceed \$150.00
Ryan Nonprofit Consulting, Inc.	Provide strategic planning services for the California Community Colleges Business and Entrepreneurship Sector.	September 6, 2018 – June 30, 2019	Not to exceed \$8,000.00

<u>Robert V. Diamond</u>	<u>Celia Esposito-Noy, Ed.D.</u>
Vice President, Finance & Administration	Superintendent-President
<u>August 24, 2018</u>	<u>September 5, 2018</u>
Date Submitted	Date Approved

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

TO: **Members of the Governing Board**

SUBJECT: **NOTICE OF COMPLETION FOR CONSTRUCTION SERVICES FOR THE BUILDING 1800B, ROOM 1855, ROBOTICS LAB RENOVATION PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the Building 1800B Robotics Lab Renovation Project Notice of Completion. On May 16, 2018, RBH Construction, Inc. was awarded a contract for the Building 1800B Robotics Lab Renovation Project. The scope of work included select demolition of existing finishes and installation of new finishes, installation of new HVAC system, and minor electrical and plumbing improvements for the new Robotics Lab located in Building 1800B on the District’s Fairfield campus.

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>
SUPERINTENDENT’S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> TABLE
Lucky Lofton Executive Bonds Manager		
PRESENTER’S NAME 4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS	Celia Esposito-Noy, Ed.D. Superintendent-President	
(707) 863-7855		
TELEPHONE NUMBER Robert V. Diamond Vice President, Finance & Administration	September 5, 2018	
VICE PRESIDENT APPROVAL	DATE APPROVED BY SUPERINTENDENT-PRESIDENT	
August 24, 2018		
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		

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: 9/5/2018
 7. The Project Name is: Building 1800B Room 1855 Robotics Lab Renovation Project
 8. DSA Number (if applicable): N/A
 9. The contractor for such work of modernization is: RBH Construction, Inc.
 10. The name of the contractor's Surety Co. is: Developers Surety and Indemnity Company
 11. The date of contract between the contractor and the above owner is 5/16/2018
 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 of existing finishes and installation of new finishes, installation of new HVAC system and minor electrical/plumbing.

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: LIBRARY/LEARNING RESOURCE CENTER PROJECT
(BUILDING 100 REPLACEMENT) – BUDGET REVISION**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested to increase the budget for the Library/Learning Resource Center Project (Building 100 Replacement) by \$4,000,000. The current Library/Learning Resource Center Project budget is \$41,948,000 funded by \$20,148,000 State funding and \$21,800,00 Measure Q funding.

The project is currently in Working Drawings Phase and plans will be submitted for DSA plan check

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 new instructional space and equipment.

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$2,500,000 Measure Q Funds \$1,500,000 Redevelopment Pass-Through Funds</i>
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- 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

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: LIBRARY/LEARNING RESOURCE CENTER PROJECT
(BUILDING 100 REPLACEMENT) – BUDGET REVISION**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

in late October. During schematic and design development phases, every effort was made to design within budget. Cost estimates were prepared at 100% Schematic Documents, 50% Design Development Documents, and 100% Design Development Documents. An informal Value Engineering effort at 100%SD resulted in \$2M in cost reduction design revisions. A formal Value Engineering effort at 100%DD resulted in another \$1.6 M in cost reduction design revisions.

Even with extensive value engineering, it will be necessary to augment the project budget. While the building itself is within budget, the building demolition and site development costs cannot be reduced further, and it appears that they were under-estimated in the original budget. Soft costs and furniture/fixtures/equipment were also under-budgeted. Additionally, the State reduced their funding from the original \$20,881,000 to \$20,148,000 (escalation allowance reduction of \$733,000).

Project Budget Summary:

- \$ 20,148,000 State Funding
- \$ 21,800,000 Measure Q Funding
- \$ 2,500,000 Proposed Additional Measure Q Funding
- \$ 1,500,000 Proposed Redevelopment Pass-Through Funds
- \$ 45,948,000 New Total Budget

The Board is asked to approve a budget increase of \$4,000,000 for the Library/Learning Resource Center Project (Building 100 Replacement). The new total project budget will be \$45,948,000.

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

TO: Members of the Governing Board
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #14

REQUESTED ACTION:

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

SUMMARY:

The Board is requested to approve the latest revision to the Measure Q Bond Spending Plan (BSP). The BSP will require periodic adjustments to accommodate the changing needs of the District over time. The original document was approved on August 20, 2014. Previous updates have been approved by the Board on the following dates:

Update #1 March 4, 2015	Update #5 March 1, 2017	Update #9 January 17, 2018
Update #2 March 16, 2016	Update #6 April 19, 2017	Update #10 March 21, 2018
Update #3 October 19, 2016	Update #7 December 6, 2017	Update #11 June 6, 2018
Update #4 January 18, 2017	Update #8 December 20, 2017	Update #12 June 20, 2018
Update #13 July 18, 2018		

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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: Board Policy: Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000, plus net interest revenues.

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

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #14

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Update #14 of the BSP includes adjustments for the following:

Net Interest Earned: Net interest earned from March 31, 2018 to June 30, 2018.

Library/Learning Resource Center Project (LLRC): Additional Measure Q funding of \$2,500,000 is needed to augment the LLRC budget. Site improvements, demolition, FF&E and some soft costs were under-budgeted. This increase to be funded from \$951,048 Net Interest Earned, \$548,592 Program Reserve, and \$1,000,000 savings from the Science Building Project.

Autotechnology Building Project: Savings of \$64,039 was erroneously returned to Program Reserve twice (BSP #11 and BSP #13). To correct this, \$64,039 is being returned from Program Reserve to the Autotechnology Building Project.

Adjustment	Amount	From	To
1	\$328,886	Add Net Interest Earned to 6/30/18	Net Interest Earned
2	\$951,048	Net Interest Earned	Library/Learning Resource Center
3	\$1,000,000	Science Building Project	Library/Learning Resource Center
4	\$548,952	Program Reserve	Library/Learning Resource Center
5	\$64,039	Program Reserve	Autotechnology Building Project

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #14 attached.



BOND SPENDING PLAN

PROJECT NAME	UPDATE 13		UPDATE 14	
	08/20/14 BOT APPROVED	7/18/18 APPROVED BSP	9/5/18 PROPOSED REVISION	9/5/18 PROPOSED BSP
FF CAMPUS	\$ 87,800,000	\$ 92,332,690		\$ 93,832,690
Performing Arts Building (Phase 1 B1200 Renov)	\$ 6,200,000	\$ 6,232,690		\$ 6,232,690
Science Building (Phase I)	\$ 33,100,000	\$ 37,600,000	\$ (1,000,000)	\$ 36,600,000
Agriculture (Horticulture)	\$ 2,000,000	\$ 2,000,000		\$ 2,000,000
Library/Learning Resource Center	\$ 21,800,000	\$ 21,800,000	\$ 2,500,000	\$ 24,300,000
Science & Math Building (Phase 2)	\$ 8,000,000	\$ 8,000,000		\$ 8,000,000
Performing Arts Building (Phase 2)	\$ 13,700,000	\$ 13,700,000		\$ 13,700,000
Career Technology Building (CTE)	\$ 3,000,000	\$ 3,000,000		\$ 3,000,000
VV CAMPUS	\$ 80,200,000	\$ 80,648,435		\$ 80,648,435
VV Classroom Building Purchase & Renovation	\$ 8,200,000	\$ 8,200,000		\$ 8,200,000
Biotechnology & Science Building	\$ 28,000,000	\$ 33,383,435		\$ 33,383,435
Aeronautics & Workforce Development Building	\$ 15,000,000	\$ 15,000,000		\$ 15,000,000
Student Success Center/LRC	\$ 22,000,000	\$ 15,500,000		\$ 15,500,000
Fire Training	\$ 7,000,000	\$ 6,250,000		\$ 6,250,000
Vacaville Center HVAC Upgrade	\$ -	\$ 2,315,000		\$ 2,315,000
VJ CAMPUS	\$ 80,200,000	\$ 82,097,914		\$ 82,161,953
Vallejo Prop Purchase Belvedere	\$ 4,800,000	\$ 4,794,343		\$ 4,794,343
Autotechnology Building	\$ 19,600,000	\$ 23,671,922	\$ 64,039	\$ 23,735,961
Site Improvements	\$ 5,100,000	\$ 2,825,000		\$ 2,825,000
Vallejo Prop Purchase Northgate	\$ 6,800,000	\$ 6,871,471		\$ 6,871,471
Student Success Center/LRC	\$ 22,000,000	\$ 22,000,000		\$ 22,000,000
Career Technology Building	\$ 21,900,000	\$ 19,800,000		\$ 19,800,000
Vallejo Center HVAC Upgrade	\$ -	\$ 2,135,178		\$ 2,135,178
INFRASTRUCTURE IMPROVEMENTS	\$ 37,800,000	\$ 38,571,602		\$ 38,571,602
IT Infrastructure Improvements	\$ 14,000,000	\$ 14,200,000		\$ 14,200,000
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000	\$ 24,371,602		\$ 24,371,602
ADA & CLASSROOM IMPROVEMENTS	\$ 19,200,000	\$ 19,653,246		\$ 19,653,246
Small Capital Projects	\$ 8,300,000	\$ 8,753,246		\$ 8,753,246
ADA Improvements	\$ 10,900,000	\$ 10,900,000		\$ 10,900,000
PLANNING, ASSESSMENTS & PROGRAM MGMT	\$ 25,400,000	\$ 25,400,000		\$ 25,400,000
Program Management, District Support & Planning	\$ 25,400,000	\$ 25,400,000		\$ 25,400,000
RESERVE & INTEREST*	\$ 17,400,000	\$ 11,535,961		\$ 10,922,970
Program Reserve (5%)	\$ 17,400,000	\$ 11,535,961	\$ (612,991)	\$ 10,922,970
TOTAL BOND SPENDING PLAN	\$ 348,000,000	\$ 350,239,848	\$ -	\$ 351,190,896
*Net Interest Earned & Unallocated (6/30/18)		\$ 622,162	\$ (622,162)	\$ -

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CHANGE ORDER #1 TO RBH CONSTRUCTION INC. FOR
THE BUILDING 1800B EXITING CORRIDOR
RENOVATION PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

On May 16, 2018 the Board approved a construction contract with RBH Construction Inc. for the Building 1800B Exiting Corridor Renovation Project. This project is now complete and Board approval is requested for deductive Change Order #1 in the deductive amount of (\$7,361.53) 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: (\$7,361.53) 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

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 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 RBH CONSTRUCTION INC. FOR
THE BUILDING 1800B EXITING CORRIDOR
RENOVATION 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	\$ 104,101.00
Prior Change Orders	\$ 0.00
Change Order #1	<u>\$ (7,361.53)</u>
New Contract Amount	\$ 96.739.47

The Board is asked to approve deductive Change Order #1 to RBH Construction Inc. in the amount of (\$7,361.53).

The Change Order is available 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

Change Order # 1
 Project No.: N/A
 Date: 9/5/2018

DSA File No. : 48-C1
 DSA Number: 02-116615

Project: Building 1800B Exiting Corridor Renovation
 Project
 4000 Suisun Valley Road
 Fairfield CA 94534

To: RBH Construction Inc.
 2795 East Bidwell Street, 100-190
 Folsom, CA 95630

The Contract is Changed as Follows:

CPE #	Description	Amount	Days Added
01	Credit back for unused Owner Allowance	\$ (7,361.53)	0
TOTAL COST OF CHANGE ORDER		\$ (7,361.53)	

Original Contract Sum:	\$	104,101.00
Total change By Previous Change Orders:	\$	-
Contract Sum Prior to This Change Order:	\$	104,101.00
Original Contract Sum will be Increased by This Change Order:	\$	(7,361.53)
The New Contract Sum Including This Change Order Will Be:	\$	96,739.47

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: _____
 Richard Hartman
 RBH Construction Inc.

Date: _____

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 CHANGE ORDER #2 TO BEL AIR
MECHANICAL, INC. FOR THE VACAVILLE HVAC
UPGRADE PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Change Order #2 to the contract with Bel Air Mechanical, Inc. for the Vacaville HVAC Upgrade Project. On March 21, 2018 the Board approved a contract with Bel Air Mechanical, Inc. for the Vacaville HVAC Upgrade Project. On July 18, the Board approved Change Order #1 for revision of the design of three roof top units and more effective roof protection and waterproofing for ten new air conditioning units.

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: \$10,495.33 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

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy Ed.D.
Superintendent-President

September 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #2 TO BEL AIR
MECHANICAL, INC. FOR THE VACAVILLE HVAC
UPGRADE PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This proposed Change Order # 2 is to increase the HVAC system efficiency by modifying the design of existing ductwork for better air flow, relocating an RTU sensor, and providing materials for roof top exhaust fan repair.

Following is a summary of the Contract:

\$1,970,000.00 Original Contract Amount

\$ 28,382.92 Approved Change Order #1

\$1,998,382.92 Revised Contract Amount

\$ 10,495.33 Proposed Change Order #2

\$2,008,878.25 Proposed Contract Amount, including this Change Order #2

The Board is asked to approve this Change Order #2 to Bel Air Mechanical, Inc. in the amount of \$10,495.33, resulting in a new contract amount of \$2,008,878.25.

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

Kitchell CEM

Change Order # 2
 Project No.: 18-010
 Date: 09/05/18

DSA File No.: 48-C1
 DSA App. No.: 02-116082

Project: Solano Community College District
 Vacaville HVAC Upgrade Project

To: Bel Air Mechanical, Inc.
 1818 Arnold Industrial Place, Suite A
 Concord, CA 94520

The Contract is Changed as Follows:

CPE No.

01	COR #3 Demo existing duct, fabricate new duct and reinstall other existing ductwork as needed	\$7,451.83
02	COR #6 Relocate sensor number FC6	\$1,325.95
03	Materials required for roof top exhaust fan repair	\$663.00
04	Repair lighting not caused by HVAC work	\$1,054.55
TOTAL COST OF CHANGE ORDER		ADD \$10,495.33
FINAL CHANGE ORDER AMOUNT		\$ 10,495.33

Original Contract Sum:	\$ 1,970,000.00
Total change By Previous Change Orders:	\$ 28,382.92
Contract Sum Prior to This Change Order:	\$ 1,998,382.92
Original Contract Sum will be Increased by This Change Order:	\$ 10,495.33
The New Contract Sum Including This Change Order Will Be:	\$ 2,008,878.25

Contract Time Will be Changed by This Change Order: 0 Days

Note that final completion date is August 3, 2018.

(Affix stamp here)

CONTRACTOR: _____ Date: _____
 Bel Air Mechanical, Inc.

(Affix stamp here)

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: CONTRACT CHANGE ORDER #1 TO MCCUEN
CONSTRUCTION, INC. FOR THE VACAVILLE
CLASSROOM BUILDING (ANNEX) RENOVATION
PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Change Order #1 to the contract with McCuen Construction, Inc. for the Vacaville Classroom Building (Annex) Renovation Project. On December 20, 2017 the Board approved a contract with McCuen Construction, Inc. for the Vacaville Classroom Building (Annex) 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 update equipment

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: (\$20,362) 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

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy Ed.D.
Superintendent-President

September 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #1 TO BEL AIR
MECHANICAL, INC. FOR THE VACAVILLE HVAC
UPGRADE PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This proposed Change Order #1 is to test & verify existing data cabling, reinstall district furnished equipment, perform minor repair on existing HVAC units, and credit unused Bid Alternate #2 and balance of Owner's Allowance.

Following is a summary of the Contract:

\$ 2,412,000.00 Original Contract Amount

\$ (20,362.00) Proposed Deductive Change Order #1

\$ 2,391,638.00 New Contract Amount, including this Change Order #1

The Board is asked to approve this Change Order #1 to McCuen Construction, Inc. in the deductive amount of (\$20,362.00), resulting in a new contract amount of \$2,391,638.00.

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

Kitchell CEM

Change Order # 1
 Project No.: 18-005
 Date: 09/05/18

DSA File No.: 48-C1
 DSA App. No.: 02-116082

Project: Solano Community College District
 Vacaville HVAC Upgrade Project

To: McCuen Construction, Inc.
 3269 Swetzer Road
 Loomis, CA 95650

The Contract is Changed as Follows:

<u>CPE No.</u>		
01	Deduct unused Alternate # 2 Allowance, structural and finish work in restrooms	(\$30,000.00)
02	Deduct current balance in Owner's Allowance Use Authorization	(\$129.00)
03	COR 25A Test and verify existing data cabling, reinstall district provided equipment	\$6,394.00
04	COR 28A Repair existing roof top HVAC units	\$3,373.00
TOTAL COST OF CHANGE ORDER		ADD \$9,767.00
FINAL CHANGE ORDER AMOUNT		Deduct (\$30,129)
		\$ (20,362.00)

Original Contract Sum:	\$ 2,412,000.00
Total change By Previous Change Orders:	\$ -
Contract Sum Prior to This Change Order:	\$ 2,412,000.00
Original Contract Sum will be Increased by This Change Order:	\$ (20,362.00)
The New Contract Sum Including This Change Order Will Be:	\$ 2,391,638.00

Contract Time Will be Changed by This Change Order: 0 Days

Note that final completion date is August 3, 2018.

(Affix stamp here)

CONTRACTOR: _____ Date: _____
 McCuen Construction, Inc.

(Affix stamp here)

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: CONTRACT AWARD TO HAZARD MANAGEMENT SERVICES, INC. FOR PROFESSIONAL SERVICES FOR HAZARDOUS MATERIALS TESTING FOR THE LIBRARY/LEARNING RESOURCE CENTER (BUILDING 100 REPLACEMENT) PROJECT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a contract to Hazard Management Services, Inc., for the Library/Learning Resource Center (Building 100 Replacement) Project. The scope of work includes all labor, materials, equipment, and supplies necessary for the testing of all hazardous materials located at Building 100 and Building 1100 Old Portables. The consultant will also provide a final report and project specifications to be used for the removal of hazardous materials when the buildings are demolished.

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 new instructional space and equipment

Ed. Code: Board Policy:3225; 3520 Estimated Fiscal Impact: \$12,150 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
VP, Finance & Administration

VICE PRESIDENT APPROVAL

August 24, 2018

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

September 5, 2018

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO HAZARD MANAGEMENT SERVICES, INC. FOR PROFESSIONAL SERVICES FOR HAZARDOUS MATERIALS TESTING FOR THE LIBRARY/ LEARNING RESOURCE CENTER (BUILDING 100 REPLACEMENT) PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Proposals were solicited from Hazardous Management Services Inc., HazMat Doc, and Kleinfelder. Proposals were evaluated, and based on qualifications and price, Hazardous Management Services Inc. is recommended for award of contract.

The Governing Board is asked to approve a contract to Hazardous Management Services, Inc. in the amount of \$12,150.00.

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: AGREEMENT BETWEEN CABRILLO COMMUNITY COLLEGE DISTRICT AND SOLANO COMMUNITY COLLEGE FOR YEAR 2 FUNDING FOR THE BAY AREA COMMUNITY COLLEGE CONSORTIUM STRONG WORKFORCE PROGRAM REGIONAL FUND AGREEMENT

REQUESTED ACTION:

- Information OR Approval
Consent OR Non-Consent

SUMMARY:

Governing Board approval is requested to accept Year 2 funding in the amount of \$900,793 per the Bay Area Community College Consortium Strong Workforce Program Regional Fund Agreement dated July 1, 2017 through December 31, 2019 between Cabrillo Community College District and Solano Community College.

STUDENT SUCCESS IMPACT:

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

Table with 3 columns: Ed. Code, Board Policy, Estimated Fiscal Impact: \$900,793 revenue

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
NOT REQUIRED TABLE

Maire Morinec, Dean, Applied Technology & Business & Vacaville Center

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7155

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

August 24, 2018

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

September 5, 2018

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

**BAY AREA COMMUNITY COLLEGE CONSORTIUM
STRONG WORKFORCE PROGRAM REGIONAL FUND
AGREEMENT
BETWEEN
CABRILLO COMMUNITY COLLEGE DISTRICT
and
Solano County CCD on behalf of Solano Community College**

This Agreement is between Cabrillo Community College District, hereinafter referred to as “Fiscal Agent,” and Solano County CCD on behalf of Solano Community College, hereinafter referred to as “Subrecipient”. The Fiscal Agent and Subrecipient are also referred to collectively as “Parties” and individually as “Party.” This Agreement is based on the Strong Workforce Program Regional Fund Agreement between the Fiscal Agent and the California Community Colleges Chancellor’s Office, i.e., Prime Sponsor, and is effective to cover activities beginning July 1, 2016 supported by a series of Strong Workforce Program Regional Fund Allocations (hereinafter “Allocations”) beginning with Round 1, Year 1 (7/1/16 - 12/31/18) and Round 2, Year 1 (7/1/17-12/31/19). This agreement may be extended to include additional Allocations through amendments to Exhibit B.

This agreement supersedes any previous agreements for Strong Workforce Program Regional Fund Allocations between the Fiscal Agent and the Subrecipient.

WHEREAS, the Fiscal Agent has received funds for the Strong Workforce Program Regional Consortia allocation from the California Community Colleges Chancellor’s Office (hereinafter “Sponsor”), for the purpose of implementing the program entitled Strong Workforce Program established by Education Code Sections 88820-88826 (hereinafter “Program”).

WHEREAS, the Fiscal Agent has been designated as the Regional Fiscal Agent for the Program for the Bay Area Community College Consortium (hereinafter “BACCC”) and is responsible for dispensing, monitoring and auditing sub-grants developed with each community college district within the region once spending decisions have been authorized by the CTE Regional Consortium as stipulated in Strong Workforce legislation.

WHEREAS, Fiscal Agent, Cabrillo Community College District, has the right to enter into agreements with outside entities for various services with the approval of its Board of Trustees; and

WHEREAS, the Subrecipient is a community college district, located within the boundaries of the regional consortium, and agrees to participate in the BACCC in accordance with the rules and procedures as approved by Sponsor and as stipulated in the Strong Workforce Program.

NOW, THEREFORE, the Parties agree as follows:

1. PERIOD OF PERFORMANCE

The period of performance for this Agreement shall be from July 1, 2016 through December 31, 2019 unless terminated earlier in accordance with this Subcontract or modified by mutual written agreement. Extensions to this agreement may be made through amendments to Exhibit B.

2. CERTIFIED PROJECT PROPOSALS

Subrecipient shall perform the Scopes of Work detailed using individually certified Project Proposals contained in NOVA (nova.cccco.edu). Certified Project Proposals covered by this agreement are those proposals entered on the on-line Regional Strong Workforce Program platform, NOVA, in which the Subrecipient has committed Strong Workforce Program 40% Regional funds on one or more budget line items, and which have been fully completed and formally *certified*, indicating the Subrecipient's certification that their expenditures in the project meet the intention and requirements of the Strong Workforce Program legislation. Such certified Project Proposals shall fully detail the scopes of work between Parties. By signing this Agreement, the Fiscal Agent and Subrecipient agree that the Certified Project Proposals will be binding under this Agreement without further action by the Parties.

Subrecipient agrees to make the investments and to conduct the work as described in the Certified Project Proposals submitted by or on behalf of the Subrecipient. Subrecipient agrees that funds will be used for the purpose of meeting the following goals established through the BACCC Regional Collaborative Planning Process:

- Goal A: Meet the needs of employers for well-qualified candidates for middle-skill positions that pay livable wages
- Goal B: Provide pathways that enable all Bay area residents to find employment and advance to livable wages
- Goal C: Ensure equity in participation, completion, and employment

3. TIMELY SUBMISSION AND UPDATING OF CERTIFIED PROJECT PROPOSALS

In order to ensure timely and full expenditure of funds Subrecipient shall submit and certify Project Proposals in NOVA, with budgets equal to the funds allocated to Subrecipient as shown in Exhibit B, by the deadlines established and communicated by the Chancellor's Office and BACCC. It is understood that Subrecipient's portfolio of projects and their budgets will evolve over time. Subrecipient agrees that the balance between the total budget of the Subrecipient's portfolio of Certified Project Proposals shall equal the Subrecipient's Allocation in each quarterly and annual report submitted on NOVA.

4. COLLABORATION

Where proposals involve multiple colleges, all Parties agree to work collaboratively with all other colleges specifically referenced in the Project Proposals in order to complete the Scope of Work.

5. TOTAL COSTS

The total cost for performance of this Agreement is set forth in Exhibit B.

6. BUDGET

Subrecipient agrees that expenditure of funds under the Agreement will be in accordance with the project budgets submitted by the Subrecipient in the Certified Project Proposals submitted on NOVA (nova.cccco.edu) in accordance with Section 2, which by reference are incorporated into this Agreement.

Funds are to be utilized by the Subrecipient in accordance with the terms and conditions of both this Agreement and guidance on the allowable use of funds from the California Community Colleges Chancellor's Office ([Strong Workforce Program Guidance Memos](#)).

If there is a reduction in funding by the Chancellor's Office, the Fiscal Agent reserves the right to require adjustment to the scope of work and funding of the Agreements accordingly, up to and including the end of all activities under this Agreement.

Subrecipient understands that each Allocation must be fully expended according to the schedule specified in Exhibit B. Subrecipient agrees to work with Fiscal Agent to accomplish Project revisions, transfers, and reallocations in a timely way to ensure all funds for an Allocation are fully spent or released and reallocated to another college that can fully spend the funds.

7. BUDGET MANAGEMENT

The Subrecipient will manage its budgets so that there is a clear distinction between Local Strong Workforce funds and Regional Strong Workforce Funds (which are the subject of this Agreement).

A Strong Workforce Certified Proposal's expenditures may be funded from any of the Allocations listed in Exhibit B, provided that the expenditures occur within the Allocation's eligible expenditure period. Expenditures are to be managed in a first in, first out (FIFO) manner, with any given year's Allocation being fully spent before beginning expenditures of the subsequent year's Allocation.

8. PAYMENT

The Fiscal Agent shall make payments to the Subrecipient up to the amounts listed in Exhibit B.

Fifty percent (50%) of each year's Allocation will be issued as an advance payment to

Subrecipient within 45 days of full expenditure of the previous year's Allocation, except in those cases where less than twelve (12) months remain in the expenditure period of the Allocation. With the exception of the advance payment, the Fiscal Agent shall reimburse Subrecipient for the cost of the work performed through an invoicing process, up to but not exceeding the amounts listed in Exhibit B.

9. INVOICES

Invoices shall be submitted on a form provided by Fiscal Agent and must be supported by financial detail reports that itemize costs by Project. Invoices shall be submitted no more frequently than quarterly and no less frequently than after the close of each fiscal year. Invoices may be submitted at other times to accommodate large capital expenditures. Fiscal Agent may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Payment of invoices is contingent upon completion and approval by Fiscal Agent of any reports due on or before the date of the submitted invoice. Invoices should be submitted electronically to Fiscal Agent contact named in Exhibit A. Final invoices for all performance for each allocation under this Agreement are due according to the schedule specified in Exhibit B.

10. REPORTING

Subrecipient agrees to provide qualitative and quantitative progress reports and a final report according to the schedule provided by and as required by the California Community College Chancellor's Office and the Bay Area Community College Consortium. Subrecipient will be provided with thirty days' notice of report due dates and any changes to the reporting schedule.

11. MODIFICATIONS

When Subrecipient wishes to substantively change the outcomes of a project, timeline, or the investments being made, Subrecipient should consult with Fiscal Agent to determine if the Project Proposal requires formal modification and approval by the Fiscal Agent.

Modifications to Project Budgets

Modifications to the budgets, as detailed in the Certified Project Proposals, are allowed without prior approval, as long as all budget items comply with the Strong Workforce Program requirements and authorized uses of funds, and the outcomes of the Projects will not be materially affected.

Transfer of Funds Between Certified Projects

For projects that are fully contained within a college and have no other participating colleges, funds may be transferred from one project to another at the discretion of the Subrecipient as long as the intended outcomes of the projects are not substantively changed. Certified Project Proposal budgets should be updated in the online NOVA system and/or through the reporting system to reflect these reallocations. Further direction will be provided on how to report these changes to the Subrecipient's Primary Contact as identified in Exhibit A.

Transfers of Funds Impacting Regional Joint Ventures

Budget transfers away from Projects that include budget commitments from multiple colleges (Regional Joint Ventures) require consultation with other colleges participating in the Joint Venture to ensure the transfer does not jeopardize the outcomes of the other colleges. Transfers of Regional Joint Venture Funds require specific written approval from the Fiscal Agent. The following process should be followed in these circumstances:

- A. The Subrecipient Primary Contact notifies the Fiscal Agent and the Project Lead for the Regional Joint Venture Project of the desired changes.
- B. Subrecipient notifies the other colleges involved in the Regional Joint Venture Project and secures agreement to the change(s) from the other colleges and/or the Project Lead.
- C. The Fiscal Agent will conduct a technical review of the requested changes to ensure compliance with the grant terms and conditions. The Subrecipient updates and certifies the Project Proposal. Exhibit B is modified to reflect the changes.

New Projects

New Projects, made possible through the reallocation of funds, should be entered into the NOVA system and certified by the Subrecipient as meeting the intention and requirements of the Strong Workforce Program legislation.

12. TIME EXTENSIONS

Subrecipient must spend the funds allocated through this Agreement within the timeframes as specified in Exhibit B.

13. CONTACTS

All invoices, supporting documentation, progress reports, and requests for modifications from the Subrecipient will be submitted online or via email to the Fiscal Agent Strong Workforce Program Project Manager.

Contact information for these Fiscal Agent and Subrecipient roles is to be provided in Exhibit A, Contacts. Contacts may be updated at [Bay Region SWP Regional Fund College Contacts](#).

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

14. INTELLECTUAL PROPERTY

Any work product resulting from this Agreement falls under the California Community Colleges, Chancellor's Office Creative Commons Attribution license which gives permission to the public to reproduce, distribute, perform, display or adapt the licensed materials for any purpose, so long as the user gives attribution to the author.

15. SUBCONTRACTS

The Subrecipient agrees to be as fully responsible to the Fiscal Agent for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Subrecipient. The Subrecipient's obligation to pay its subcontractors is independent from the obligation of the Fiscal Agent to make payments to the Subrecipient. As a result, the Fiscal Agent shall have no obligation to pay or enforce the payment of any monies to any subcontractor.

16. RECORDS AND AUDITS

- A. The Subrecipient must maintain records regarding the use of Program funds and progress made toward objectives and/or performance under the applicable Agreement.
- B. The Subrecipient agrees that the Fiscal Agent, the Chancellor's Office, the Bureau of State Audits, and any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The Subrecipient agrees to maintain such records relevant to the expenditure of each Allocation for possible audit for a minimum of three (3) years after the final payment for that particular Allocation or until any audit findings have been resolved, unless a longer period of records retention is stipulated. The Subrecipient agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Subrecipient agrees to include a similar right of the Fiscal Agent, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement or any Participation Agreement.
 - a. If any audit or other actions involving the records for a particular Allocation has been started before the expiration of that Allocation's performance period, the records must be retained for that Allocation until the completion of the action and resolution of all issues which arise from it or until the end of the three (3) year period, whichever is later.
 - b. All records must be retained throughout the project. The three (3) year period of retention for any Allocation starts on the last day of the performance period for that Allocation as stipulated in Exhibit B.

17. NOTICES

A Party to this Agreement may give notice to the other Party by sending an email and receiving acknowledgement of its receipt or through certified mail to the addresses specified in Exhibit A. Such notice shall be effective when received. Each Party has the responsibility of keeping notice contact information accurate and current. Contact information is specified in Exhibit A, Contacts.

18. TERMINATION

Either Party may terminate this Agreement, with or without cause upon sixty (60) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of Fiscal Agent under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of expenditures to the Subrecipient. In the event that such funding is terminated or reduced, Fiscal Agent shall provide the Subrecipient with written notification of such determination and Fiscal Agent shall reimburse the Subrecipient for costs incurred up to the termination date. If Subrecipient has not fully spent funds advanced by the Fiscal Agent, Subrecipient agrees to return to Fiscal Agent funds unspent as of the termination date. Notice shall be deemed served on the date of receipt by the Subrecipient; with receipt determined by certified mail delivery confirmation. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

19. DISPUTES

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by the Fiscal Agent and/or the Prime Sponsor. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to the Subrecipient. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, the Fiscal Agent receives from Subrecipient a written request to appeal said decision. Pending final decision of the appeal, Subrecipient shall act in accordance with the written decision of the Fiscal Agent or the Prime Sponsor, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the Prime Sponsor, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

20. INDEMNIFICATION

Each Party to this Agreement agrees to defend, indemnify, and hold harmless the other Parties, their officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or its performance or nonperformance of obligations under this Agreement, of the indemnifying Party, or those of any of its officers, agents, employees, or

volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or willful misconduct of the Parties seeking indemnification or any of its agents or employees.

21. INSURANCE

Acceptance of this agreement constitutes that Subrecipient is not covered under Fiscal Agent's general liability insurance and that Subrecipient agrees, during the term of this Agreement, to maintain, at the Subrecipient's sole expense, all necessary insurance for its officers, agents, and employees, including but not limited to worker's compensation (if required by law), liability, disability, and unemployment insurance. Certificates of insurance shall be provided to Fiscal Agent. Specifically, during the term of this agreement, Subrecipient shall maintain in full force and effect the kinds of insurance, containing the limits of liability set forth below:

- A. Workers' Compensation – Subrecipient shall comply with the workers' compensation law of the state wherein the services are to be rendered. Such policy shall provide coverage for all persons engaged in the activities described in this agreement under the employ, supervision or control of Subrecipient.
- B. General Liability - The policy shall contain a combined single limit of liability of not less than \$2,000,000 per occurrence and not less than \$5,000,000 in the aggregate.
- C. Automobile Liability - If automotive vehicles are operated by Subrecipient in Subrecipient's performance of Subrecipient's obligations under this agreement, Subrecipient shall maintain an automobile liability policy which shall include coverage on all owned, non-owned and hired vehicles and shall have a minimum limit of liability of not less than \$1,000,000 per occurrence.

Coverage shall be placed with an insurer having a Best's Key Rating of "A-" or better. Subrecipient shall furnish Fiscal Agent with Certificates of Insurance evidencing such coverage. Such Certificate shall name Fiscal Agent as additional insureds, and provide that it can be cancelled only with thirty (30) days prior written notice to Fiscal Agent. If any of the foregoing coverages expire, change, or are canceled, Subrecipient shall notify Fiscal Agent within thirty (30) days prior to the effective date of such expiration, change or cancellation.

The following sentence shall be included in the additional insured endorsements:

"Cabrillo Community College District, its Governing Board, as individuals and as an entity, its officers, directors, employees, and volunteers, are hereby named as additional insured, with respect to all work performed by or on behalf of the named insured under its contract with the Certificate Holder."

22. INDEPENDENT CONTRACTOR

The Subrecipient, in the performance of this Agreement, shall be and act as independent contractors and not as employees of Fiscal Agent. The Subrecipient understands and agrees that it and all of its employees shall not be considered officers, employees or agents of the Fiscal Agent, and are not entitled to benefits of any kind or nature normally provided to employees of

the Fiscal Agent and/or to which Fiscal Agent's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. The Subrecipient assumes full responsibility for its acts and/or liabilities including those of its employees or agents as they relate to the services provided under this Agreement. The Subrecipients shall assume full responsibility for withholding and payment of all: federal, state, local and applicable income taxes; workers' compensation; contributions, including but not limited to, unemployment insurance and social security with respect to the Subrecipient's employees. The Fiscal Agent will not withhold taxes, unemployment insurance or social security for the Subrecipient's employees or independent subcontractors. The Subrecipient agrees to indemnify and hold the Fiscal Agent harmless from and against any and all liability arising from any failure of the Subrecipient to withhold or pay any applicable tax, unemployment insurance or social security when due.

23. ASSURANCES

By signing this Agreement the Parties certify they will comply with the terms and conditions outlined in the Strong Workforce Program established by Education Code Sections 88820-88826, and with the guidance documents provided by the California Community College Chancellor's Office as posted on the Guidance section of the Strong Workforce Program website: <http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

By signing this Agreement the Subrecipient certifies that it complies with state and federal requirements for Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, Non-Discrimination, Accessibility for Persons with Disabilities, Drug-Free Workplace Certification, Intellectual Property, and Debarment and Suspension, and will adhere to these legal standards and requirements in the performance of work related to this Agreement.

24.COMPLIANCE WITH APPLICABLE LAWS

Contractor shall be subject to and shall comply with all Federal, State and local laws and regulations applicable with respect to its performance of services under this Agreement.

25. UNENFORCEABLE PROVISION

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the Parties agree that all other provisions of this Agreement remain in full force and effect and shall not be affected thereby.

26. WAIVER

Any waiver by Fiscal Agent of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term. Failure on the part of Fiscal Agent to require full, exact, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms of this Agreement, or stopping Fiscal Agent from enforcing the terms of this Agreement.

27. SEVERABILITY

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect without being impaired or invalidated in any way.

28. AGREEMENT IS COMPLETE

No amendment, alteration or variation of the terms of this Agreement shall be valid unless made in writing, signed by the Parties, and approved as required. No oral understanding or agreement not incorporated in this Agreement is binding on any of the Parties.

30. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Agreement between the Cabrillo Community College District and Solano County CCD on behalf of Solano Community College, and are binding upon the Parties without any further action by the Parties.

IN WITNESS WHEREOF, all Parties agree.

FISCAL AGENT
Cabrillo Community College District
Michael Robins
Director, Purchasing, Contracts & Risk
Management

SUBRECIPIENT
Solano County CCD
Celia Esposito-Noy, Ed.D.
Superintendent-President

(signature)

(signature)

(date)

(date)

Exhibit A - Contacts Strong Workforce Program Fund Agreement

Solano Community College

<p>Primary SWP Contact Person with primary responsibility for managing the SWP portfolio of investments at the college. Generally a CTE administrator.</p>	<p>Maire A. Morinec Dean, School of Applied Technology, Business and Vacaville Center maire.morinec@solano.edu 707-864-7155 Solano CCD 4000 Suisun Valley Road Fairfield, CA 94534</p>	
<p>Authorized Signers Person authorized to sign contracts on behalf of the college.</p>	<p>Celia Esposito-Noy, Ed.D Superintendent-President celia.esposito-noy@solano.edu 707-864-7299 Solano Community College 4000 Suisun Valley Road Fairfield, CA 94534</p>	
<p>Fiscal Contact Person responsible for submitting or reviewing the financial reports to ensure they are backed up in General Ledger system. Usually from the college or district's business office.</p>	<p>Robert Diamond VP Finance and Administration robert.diamond@solano.edu 707-864-7209 Solano CCD 4000 Suisun Valley Road Fairfield, CA 94534</p>	
<p>Reporting Contact Person responsible for submitting progress reports. May be the same as the Primary SWP Contact.</p>	<p>Maire A. Morinec Dean, School of Applied Technology, Business and Vacaville Center maire.morinec@solano.edu 707-864-7155 Solano CCD 4000 Suisun Valley Road Fairfield, CA 94534</p>	

BACCC/Cabrillo CCD

<p><i>Strong Workforce Program Project Manager</i></p>	<p>Kate Raymundo kate@baccc.net 831-477-3246</p>	
<p>BACCC Chair</p>	<p>Rock Pfothenauer rock@baccc.net 831-479-6482</p>	
<p>BACCC Website baccc.net baccc.net/swp-contracts</p>	<p>Mailing Address BACCC c/o Cabrillo College 6500 Soquel Drive Aptos, CA 95003</p>	

v 1.0

Exhibit B - Allocations Strong Workforce Program Fund Agreement	Funds by Source				Total Allocation all Sources
	Direct-to-College Base Allocation	RJV Fund	Funds Redirected FROM Another College	Funds Redirected TO Another College	
Solano Community College					
Year 1 (2016-17) Expires 12/31/18	802,856				802,856
Year 2 (2017-18) Base Allocation - Expires 12/31/19	832,205				900,793
Year 2 (2017-18) Incentive Fund - Expires 12/31/19	68,588				
Total	1,703,649				1,703,649

RJV Funds Received for Regional Joint Ventures	Allocation Year	RJV Fund
#N/A	#N/A	#N/A

One-time Transfers of Direct-to-College Allocation FROM Other Colleges

Project	Allocation Year	Amount	FROM
#N/A			

One-time Transfers of Direct-to-College Allocation TO Other Colleges

Project	Allocation Year	Amount	TO
#N/A			#N/A

Signatures

BACCC Review _____
 Rock Pfothauer, BACCC Chair (date)

By signing below, the Parties agree to the terms and conditions set forth in the Master Agreement between the Cabrillo Community College District and Solano Community College, and are binding upon the Parties without any further action by the Parties.

Cabrillo Community College District
 Michael Robins
 Director, Purchasing, Contracts & Risk Management

Solano County CCD on behalf of Solano Community College
 Celia Esposito-Noy, Ed.D.
 Superintendent-President

 (signature) (date)

 (signature) (date)

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

TO: Members of the Governing Board

**SUBJECT: STUDENT TRAINING PROGRAM AGREEMENT BETWEEN
SOLANO COMMUNITY COLLEGE AND SHRINERS
HOSPITALS FOR CHILDREN**

REQUESTED ACTION:

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

SUMMARY:

A student training program agreement between Solano Community College District and Shriners Hospitals for Children is being presented for review and approval by the Governing Board. The approval of this agreement benefits the nursing program at Solano Community College by providing students with a pediatric health care facility in which to practice. The CCR for the Board of Registered Nursing, Section 1427 requires “A program that utilizes agencies and/or facilities for clinical experience shall maintain written agreements with such facilities.” These agreements must be current, reviewed periodically, and revised, as indicated. A copy of the Agreement will be available in the Office of the Superintendent-President, in the Office of the Dean of the School of Health Sciences, and in the offices of Shriners Hospitals for Children, Northern California Hospital, 2425 Stockton Blvd., Sacramento, CA 95817.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code: CCR 1427</i>	<i>Board Policy: 3520</i>	<i>Estimated Fiscal Impact: \$NONE</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Pamela Walker, Ph.D., Consultant
School of Health Sciences

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS
707-864-7108

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

THIS STUDENT TRAINING PROGRAM AGREEMENT (the "Agreement") is entered into between **SHRINERS HOSPITALS FOR CHILDREN** ("SHC"), a Colorado non-profit corporation, for and on behalf of itself and the Northern California Hospital ("Hospital"), which it owns and operates, and **SOLANO COMMUNITY COLLEGE** ("SCHOOL"). SHC and SCHOOL are referred to herein individually as "Party" and collectively as "Parties."

WITNESSETH:

WHEREAS, SCHOOL desires to provide supervised clinical experience and instruction as part of the educational program for students enrolled in its nursing program(s) ("Program"); and

WHEREAS, SHC, consistent with its mission and in the interest of furthering the educational objectives of SCHOOL, desires to make its Hospital available to the students for such experience:

NOW, THEREFORE, in consideration of the following covenants, conditions, and agreements, the Parties hereby agree as follows:

1. TRAINING EXPERIENCE. In accordance with the terms of this Agreement, and as SHC deems reasonably appropriate, SHC shall accept Program students who are specified by SCHOOL for participation in a clinical training experience at the Hospital ("Training Experience"). The Parties agree to abide by laws prohibiting discrimination in the selection, placement or evaluation of any student.

2. RESPONSIBILITIES OF SCHOOL.

a. SCHOOL shall be responsible for the planning, implementation and operation of all educational aspects of the Program, including the requirements for matriculation, promotion, and graduation. SCHOOL acknowledges and agrees that the Training Experience is intended to meet certain educational performance objectives, and SCHOOL shall provide a copy of such performance objectives to SHC on or before student placement.

b. SCHOOL shall inform SHC of the name of the Program coordinator who shall remain in communication with the students and provide general supervision and direction of the students participating in the Training Experience. The Program coordinator shall routinely communicate with SHC regarding the specifics of the Program and the Training Experience and the progress of the students participating in the Training Experience.

c. SCHOOL shall submit to SHC, at least thirty (30) days prior to commencement of the Training Experience, a description of the types of Training Experiences needed; the dates during which such experiences will be needed; the number of students expected to participate in the Training Experience; and the names, professional credentials, and evidence of current licensure of the Program coordinator and any additional faculty who will supervise the students. The Parties shall then mutually agree upon the specifics of the Training Experience and number of students participating in the Training Experience.

d. SCHOOL assures SHC that its students are prepared to meet the performance objectives

of the Training Experience at the Hospital. If applicable to Training Experience, SCHOOL certifies that it has trained each student in standard precautions and transmission of blood-borne pathogens and that each student has been trained in, and has practiced using, universal precautions.

e. SCHOOL shall inform all students participating in the Training Experience that they are required to comply with all relevant local, state, and federal laws; standards and guidelines of applicable accreditation bodies; and applicable rules and regulations, policies and procedures, standards of conduct and requirements of SHC.

f. SCHOOL shall require each student participating in the Training Experience at the Hospital to sign a Statement of Confidentiality in the form attached hereto as Exhibit A, which will be submitted to SHC prior to the start of the Training Experience.

g. SCHOOL shall inform all students participating in the Training Experience that they are required to wear the uniform approved by SHC and display their SHC identification badge while on SHC premises, unless otherwise directed by SHC.

h. SCHOOL shall provide SHC with documentation that each student is free from contagious disease and has satisfactorily completed an Immunization/Serology clearance, in accordance with current Centers for Disease Control guidelines for Health Care Workers, prior to his or her participation in the Training Experience.

i. SHC requires that all students satisfactorily complete a background check, consistent and in compliance with all applicable federal, state, and local requirements, that includes but is not limited to the following:

- i. Social Security Verification, if applicable;
- ii. Criminal Background Check (past 7 years);
- iii. Sexual Offender Registry;
- iv. OIG List of Excluded Individuals/Entities; and
- v. GSA List of Parties Excluded from Federal Programs.

SCHOOL shall ensure that all students participating in a Training Experience have a background check and drug screen completed within the 90-day period prior to the Training Experience. SHC shall not be responsible for any cost or expense associated with background check or drug screen.

Recognizing that students enrolled in the Program may participate in Training Experiences at multiple facilities, SHC agrees to accept the results of the background check and drug screen performed prior to the student's initial Training Experience if the student maintains continuous enrollment in the Program and if the results of the background check are archived by the background check agency, and the results of the drug screen either are maintained by SCHOOL, or verification of a clear drug screen is obtained by the SCHOOL directly from the drug screening vendor.

SCHOOL shall provide SHC with verification that each student has completed the background check and drug screen test with satisfactory results. If SCHOOL determines that a student has not completed the background check or drug screen test with satisfactory results, SCHOOL shall ensure that the student does not participate in a Training Experience with SHC.

3. RESPONSIBILITIES OF SHC.

a. SHC shall designate a clinical coordinator to cooperate with SCHOOL's Program coordinator regarding the specifics of the Program and the Training Experience and the supervision of the students participating in the Training Experience.

b. SHC shall provide an orientation for students participating in the Training Experience in respect to SHC's rules and regulations, policies and procedures and standards of conduct.

c. SHC agrees to provide to SCHOOL the necessary space or facilities for conference and classroom areas for student teaching as may be available.

d. To the extent that any first aid treatment is required in connection with an injury or illness incurred by a student during performance of his or her clinical training during a Training Experience, SHC shall provide treatment as appropriate. Such treatment shall be at the expense of the individual treated.

e. SCHOOL shall be solely responsible for the final evaluation and grading of students participating in the Training Experience. However, upon the request of SCHOOL, SHC may submit input to the Program coordinator evaluating and appropriately documenting the performance of each student in the Training Experience.

f. SHC may exclude any student at any time from any clinical area of the Hospital. Student shall be informed that he/she is required to leave promptly and without protest in the event that SHC asks a student to leave. SHC shall also have the right, at any time, to remove a student permanently from the Training Experience. Such removal by SHC shall not require compliance with any notice, hearing or other procedural requirements.

g. SHC shall maintain sole responsibility and accountability for patient care during the term of this Agreement. Neither SCHOOL nor any student shall have any right or duty to control or direct patient care or operations at the Hospital. Neither SCHOOL nor any student shall have the right to interfere with or adversely affect the operation of SHC.

h. SHC shall provide staff adequate in number and quality to insure safe and continuous health care services to patients. Students shall perform in training capacity only and shall not be utilized to treat patients in lieu of trained professionals employed by SHC.

4. TERM; TERMINATION.

a. This Agreement shall become effective as of the date of the last signature hereto (the "Effective Date"). This Agreement shall have an initial term of one (1) year and shall automatically renew for subsequent Renewal Terms of one (1) year each, unless sooner terminated in accordance with the terms of this Agreement.

b. Except as otherwise provided herein, either Party may terminate this Agreement at any time without cause upon at least ninety (90) days' prior written notice, provided that all students participating in a Training Experience at the time of such notice of termination shall be given the opportunity to complete the current Training Experience.

5. INSURANCE

a. SCHOOL shall maintain for itself and its students or require that its students obtain and maintain appropriate separate professional liability and comprehensive general liability insurance or self-insurance coverage with limits of not less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) annual aggregate. SCHOOL shall provide to SHC copies of such certificates of insurance prior to the commencement of the Training Experience and agrees to notify SHC of any change of coverage or cancellation of coverage at least thirty (30) days in advance of the effective date of such modification or cancellation.

b. SHC agrees to maintain professional liability insurance and comprehensive general liability or self-insurance in the minimum amounts of \$1,000,000 per claim or occurrence, \$3,000,000 aggregate, for its employees. A certificate of insurance evidencing such insurance coverage shall be provided to SCHOOL upon written request.

6. INDEMNIFICATION.

a. To the extent permitted by applicable law, SCHOOL shall indemnify and hold harmless SHC and its directors, trustees, officers and employees from and against any and all claims, costs, and liabilities, including reasonable court costs and reasonable attorney fees, incurred by SHC as a result of actions brought against SHC arising out of or related to the acts or omissions of SCHOOL or its students participating under this Agreement, unless such act or omission was under the sole control and direction of SHC.

b. SHC shall indemnify and hold harmless SCHOOL and its directors, trustees, officers and employees from and against any and all claims, costs, and liabilities, including reasonable court costs and reasonable attorney fees, incurred by SCHOOL as a result of actions brought against SCHOOL arising out of or related to the acts or omissions of SHC, unless such act or omission was under the sole control and direction of SCHOOL and except where such indemnification is prohibited by law.

7. CONFIDENTIALITY.

a. **Confidentiality.** SCHOOL acknowledges that during the term of this Agreement, business of a confidential and proprietary nature belonging to SHC and Hospital (“Confidential Information”) might be disclosed to SCHOOL and its students. SCHOOL and its students shall not, in any manner, directly or indirectly, use or disclose to any person or entity whatsoever, any of such Confidential Information. Upon the expiration or termination of this Agreement by either party and for any reason, SCHOOL shall, and SCHOOL shall cause its students to, immediately return to SHC any and all Confidential Information, including without limitation any originals or copies of policies, procedures, and patient medical records in the SCHOOL’s or any student’s possession or control. The terms of this Agreement shall be considered Confidential Information and shall not be disclosed to any third party, except as required by law, without the express written consent of SHC. SCHOOL agrees, and shall inform its students participating under this Agreement that they are required, to keep confidential all information of SHC and not disclose or reveal any such information to any third party without the express prior written consent of SHC.

b. **Medical Records.** Patient medical records created and maintained at the Hospital are the sole and exclusive property of SHC. SCHOOL shall inform any SCHOOL faculty or students participating in a Training Experience that they are required to abide by SHC policies and procedures concerning the completion and handling of medical records. SCHOOL agrees to preserve the confidentiality of all patient medical records in accordance with state and federal law and to use the information in such records only as necessary to perform the obligations under this Agreement.

c. **HIPAA Compliance.** Each Party under this Agreement agrees, and SCHOOL shall ensure that the students participating under this Agreement are aware that they are required, to comply, to the extent required, with the applicable provisions of the Health Insurance Portability and Accountability Act of 1996 and the requirements of any applicable regulations promulgated thereunder (as amended), including, without limitation, the Federal Privacy and Security Regulations as contained in 45 CFR Part 160 and Part 164 (collectively "HIPAA"). Each Party under this Agreement agrees, and SCHOOL shall ensure that the students participating under this Agreement are aware that they are required, not to use or disclose any protected health information, as defined in 45 CFR § 160.103 ("PHI"), concerning a patient other than as permitted by this Agreement and the requirements of HIPAA. Each Party will promptly report to the other Party upon knowledge and verification, any use or disclosure of a patient's PHI not provided for by this Agreement, or in violation of any applicable local, state or federal law of which that Party becomes aware. Notwithstanding the foregoing, no attorney-client, accountant-client, physician-patient or other legal privilege shall be deemed waived by either party by virtue of this Section 7(c).

d. **Confidentiality of Student Records.** The Parties acknowledge that certain information about students is contained in records maintained by SCHOOL and that this information is confidential by reason of SCHOOL policy and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. Section 1232(g) and applicable state law. In the event that SHC has access to a student's records, SHC shall keep confidential and shall not disclose any student records unless disclosure is (i) authorized by the SCHOOL or student in writing; (ii) required by law or a court of competent jurisdiction; or (iii) permitted by this Agreement.

8. **NOTICES.** All notices hereunder by either Party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered or when deposited in the United States mail, postage prepaid, addressed as follows:

If to SHC: Shriners Hospitals for Children
 Northern California Hospital
 2425 Stockton Blvd
 Sacramento, CA 95817
 Attention: Administrator

With copy to (which shall not constitute Notice):

Shriners Hospitals for Children
P.O. Box 31356
Tampa, Florida 33631-3356
Attention: Legal Department

If to SCHOOL: Solano Community College
4000 Suisun Valley Road
Fairfield, CA 94534
Attention: Celia Esposito-Noy, Ed.D.
Superintendent-President

or to such other persons or places as either party may from time to time designate by written notice to the other.

9. **NO WAIVER.** Any failure of a Party to enforce that Party's right under any provision of this Agreement shall not be construed or act as a waiver of said Party's subsequent right to enforce any of the provisions contained herein.

10. **COMPLIANCE WITH LAWS.** Each party agrees to comply with all applicable federal, state, and local laws, regulations, ordinances, administrative orders, or other authoritative guidance or compliance requirements issued by government or accreditation agencies.

11. **NO PAYMENTS OR OTHER REMUNERATION.** It is understood between the Parties that no fees or monetary payments of any kind shall be exchanged between SHC, its agents and employees, and SCHOOL, its agents, employees and students under the terms of this Agreement. Further, SCHOOL, its staff members, and its representatives, shall not attempt to bill or collect from any patient or from any other source fees for services provided to patients by students.

12. **INDEPENDENT RELATIONSHIP.** None of the provisions of this Agreement are intended to create, nor shall be deemed or construed to create, any relationship between SCHOOL and SHC other than that of independent entities contracting with each other hereunder solely for the purpose of effecting the provisions of this Agreement. The Parties agree that the students shall not be considered employees, agents or volunteers of SHC, nor shall any student be entitled to any right, compensation or benefits normally afforded to employees of SHC, including but not limited to, Social Security, unemployment and workers' compensation insurance.

13. **USE OF NAMES.** Neither Party may use the name, logo, trademark or service mark of the other in any publicity, advertising or promotional materials disseminated to the public or otherwise hold itself out as affiliated with the other Party without the prior written approval of the other Party.

14. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State or Commonwealth in which the Hospital is located.

15. **ASSIGNMENT; BINDING EFFECT.** SCHOOL may not assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of an authorized representative of SHC. This Agreement shall inure to the benefit of and be binding upon, the Parties hereto and their respective successors and permitted assigns.

16. **COUNTERPARTS.** This Agreement may be executed in two (2) counterparts, both of which together shall constitute only one (1) Agreement.

17. **SEVERABILITY.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

18. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the Parties with respect to the subject matter hereof and supersedes all prior agreements, whether oral or written, and all other communications between the Parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement of authorized representatives of the Parties. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

IN WITNESS WHEREOF, authorized representatives of the Parties hereto have executed this Agreement as evidenced below.

SHRINERS HOSPITALS FOR CHILDREN

By: _____
Margaret Bryan
Administrator

Date: _____

SOLANO COMMUNITY COLLEGE

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

Date: _____

EXHIBIT A

STATEMENT OF CONFIDENTIALITY

By my execution of this Statement of Confidentiality, I _____ (print or type student name) hereby acknowledge my responsibility under applicable law and the Student Training Program Agreement between **SHRINERS HOSPITALS FOR CHILDREN** (“SHC”), on behalf of itself and the Northern California Hospital (“Hospital”), which it owns and operates, and **SOLANO COMMUNITY COLLEGE** (“SCHOOL”) to keep confidential any information regarding SHC patients and other confidential information that I may encounter while participating in the SCHOOL program Training Experience offered at the Hospital. I agree, under penalty of law, not to reveal to any person or persons, except authorized clinical staff and associated personnel, any specific information regarding any patient except as required or permitted by law.

Dated this ____ day of _____ 20____

Student Signature

Witness

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

TO: **Members of the Governing Board**

SUBJECT: **AMENDMENT TO MEMORANDUM OF
UNDERSTANDING BETWEEN CALIFORNIA STATE
UNIVERSITY, SACRAMENTO AND SOLANO
COMMUNITY COLLEGE DISTRICT**

REQUESTED ACTION:

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

SUMMARY:

Solano Community College provides one classroom, two nights per week during the spring, summer and fall terms, for California State University, Sacramento students to take classes toward earning their B.A. degree in Early Development, Care and Education. This enables Solano Community College graduates to complete their B.A. degree on our campus, without needing to travel to C.S.U.S. The Cohort Facilitator, Sheila Smith, is one of our adjunct faculty in CDFS, and the process has been working very smoothly since 2016. This request is to extend the current MOU to accommodate a new cohort of students in 2019.

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**

Sandy Lamba, Dean
Social & Behavioral Sciences

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

August 24, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 2018

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CALIFORNIA STATE UNIVERSITY, SACRAMENTO
AND
SOLANO COMMUNITY COLLEGE DISTRICT
AMENDMENT #1**

Memorandum of Understanding (MOU) #MA160127 between California State University, Sacramento, hereinafter called Sacramento State, on behalf of its College of Continuing Education hereinafter called CCE and Solano Community College District hereinafter called SCCD is hereby amended as follows:

1. **Section II Term and Termination** - Revise to extend the end date to May 22, 2022

2. All other items, terms and conditions as stated in the original MOU remain the same.

By signing below, each of the following represent that they have authority to execute this MOU and to bind the party on whose behalf their signature is made.

Solano Community College District

By: _____
Celia Esposito-Noy, Ed.D.
Superintendent/President

Date: _____

California State University, Sacramento

By: _____
Suzanne Swartz
Contract Management Specialist

Date: _____

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CALIFORNIA STATE UNIVERSITY, SACRAMENTO
AND SOLANO COMMUNITY COLLEGE DISTRICT**

This Memorandum of Understanding (MOU) is entered into between California State University, Sacramento, on behalf of its College of Continuing Education hereinafter called CCE, and Solano Community College District hereinafter called SCCD.

WITNESSETH:

WHEREAS, CCE is entering into this MOU with SCCD to recognize the partnership responsibilities for the delivery of the Bachelor of Arts in Early Development, Care and Education degree completion program and the distance learning receive site.

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I. Purpose

The purpose of this MOU is to establish the responsibilities for the distance learning B.A. in Early Development, Care and Education (BA-EDCE) degree completion program. SCCD will host, at no charge to CCE a cohort of students from EDCE settings beginning Fall 2016 and allow non-SCCD students to take courses on-site on a space available basis.

The offering of these courses will be delivered over eight (8) terms and is considered one cycle. Subsequent cohorts can be added as an addendum to this Agreement.

II. Term and Termination

The term of this MOU shall commence on the date of final execution and shall continue until May 31, 2019. This MOU may be terminated at any time by the written agreement of both parties or upon 120 days' advance written notice by one party to the other.

III. Scope of Services

1. Administrative Coordination and Communication:

SCCD designee will meet regularly with the BA-EDCE Program Manager and CCE program coordinator to ensure the smooth delivery of the program and service to the cohort site participants.

2. Promotion, Recruitment and Outreach:

SCCD will assist in the promotion, recruitment and outreach of the BA-EDCE to interested SCCD students. SCCD will work collaboratively with CCE to schedule and provide rooms for on-site information sessions, advising sessions and new student orientations. In addition, SCCD will facilitate presentations to area stakeholders at appropriate area, cluster and regional meetings, conferences and other events.

3. Cohort:

a. Optimal cohort size is established between 20-30 students.

- b. BA-EDCE program will accept into the cohort all admissible SCCD students who meet the University's admission requirements.
- c. If space is limited due to over enrollment, a second section may be established to accommodate all students.
- d. SCCD continuing students or former SCCD students will have first priority for acceptance into the program.

4. Student Information:

The federal *Family Educational Rights and Privacy Act of 1974*, as amended, seeks to guarantee both a student's right of access to education records, financial aid records and financial records, and the confidentiality of student information. CCE and SCCD may not disclose information contained in education record without the student's written consent except under certain conditions. A student's records may be released to parents, guardians or other third parties by providing a written authorization or consent. Release of this information is contingent upon student giving CCE a signed release form. The release form must be specific and identify the information that CCE is authorized to release to the employer, i.e., SCCD.

5. Facilities and On-Site Logistics:

- a. SCCD shall provide, at no cost to CCE, a furnished training room/computer lab at the SCCD office:

Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 934534

The facility will:

- i. Accommodate up to 30 adult students;
- ii. Have access to restroom facilities;
- iii. Have high-speed internet access;
- iv. Be equipped with a computer and LCD projection system; and

- b. SCCD will also provide:

- i. Custodial services for classroom;
- ii. Contact person for CCE to coordinate on-site logistics and to troubleshoot programs.

6. Adjunct Instructor Staffing:

SCCD may recommend potential cohort instructors who meet the minimum eligibility standards for adjunct instructors at California State University, Sacramento.

Minimum Requirements:

- i. Post Baccalaureate degree in Early Childhood Education, Child Development or Human Development
- ii. Experience working in an early childhood setting
- iii. Prior college level teaching experience
- iv. Experience with online or hybrid distance education delivery (preferred)

IV. General Provisions

a. Indemnification

Both parties agree to defend, indemnify, and hold the other party, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of each party, its officers, employees or agents.

b. Insurance

Evidence of Insurance, Certificates of Insurance or other similar documentation shall not be required of either party under this MOU.

c. Applicable Law

This MOU shall be construed in accordance with and governed by the laws of the State of California.

d. Nondiscrimination

During the performance of this MOU, the parties shall not deny the benefits of the MOU to any person or discriminate against any employee or applicant for employment on the basis of sex, sexual orientation, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition, age, marital status, and denial of family care leave. The parties shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

e. Amendments

This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be reduced to writing and signed by both parties. In the event of any change in the schedule for use of the classroom, SCCD will notify CCE 30 days in advance.

f. Assignment

Neither party shall voluntarily or by operation of law, assign or otherwise transfer this MOU without the other party's prior written consent. Any purported assignment in violation of this paragraph shall be void.

g. Captions

Captions and headings in this MOU are solely for the convenience of the parties, are not a part of this MOU, and shall not be used to interpret or determine the validity of this MOU or any of its provisions

h. Counterparts

This MOU may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.

i. Independent Status

It is understood and agreed that the parties are independent contractors and that no relationship of employer-employee exists between the parties hereto.

j. Disputes

Any disputes arising from the use of the classroom will be resolved between CCE and SCCD.

k. Use of Name

The name of the California State University, Sacramento and the College of Continuing Education are not to be used by SCCD in any publications, advertisements, or news releases without prior approval of CCE.

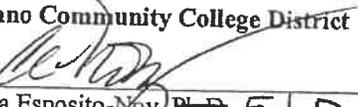
l. Entire Agreement

This MOU sets forth the entire agreement between the parties and fully supersedes any and all prior agreements or understandings, written or oral, between the parties pertaining to the subject matter hereof.

V. Execution

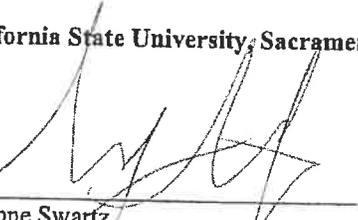
By signing below, each of the following represent that they have authority to execute this MOU and to bind the party on whose behalf their signature is made.

Solano Community College District

By: 
Celia Esposito-Noy Ph.D. Ed. D.
Superintendent/President

Date: 8-4-16

California State University, Sacramento

By: 
Suzanne Swartz
Contract Management Specialist

Date: 8-5-16

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

TO: Members of the Governing Board
SUBJECT: BOARD STUDY SESSION – AUTOTECHNOLOGY UPDATE

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

An update on the Autotechnology Program will be presented by Maire Morinec, Dean of Applied Technology & Business.

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

Maire Morinec
Dean, Applied Technology & Business

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7000

TELEPHONE NUMBER

David Williams
Vice President of Academic Affairs

VICE PRESIDENT APPROVAL

August 27, 2018

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 2018
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD 
Fiscal Year: 2017-2018

District: (280) SOLANO

Quarter Ended: (Q4) Jun 30, 2018

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Robert V. Diamond

CBO Phone: 707-864-7209

CBO Signature: 

Date Signed: 8.15.18

Chief Executive Officer Name: Celia Esposito Noy

CEO Signature: 

Date Signed: 8.15.18

Electronic Cert Date: 08/15/2018

District Contact Person

Name: Robert V. Diamond

Title: VP, Finance & Administration

Telephone: 707-864-7209

Fax: 707-646-2056

E-Mail: robert.diamond@solano.edu

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
Christine Atalig (916)327-5772 atalig@ccccc.edu or Tracy Britten (916)324-9794 tritten@ccccc.edu

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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA**

CHANGE THE PERIOD
Fiscal Year: 2017-2018

District: (280) SOLANO

Quarter Ended: (Q4) Jun 30, 2018

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2014-15	Actual 2015-16	Actual 2016-17	Projected 2017-2018
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	47,582,380	56,343,972	52,754,590	54,516,688
A.2	Other Financing Sources (Object 8900)	5,998	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	47,588,378	56,343,972	52,754,590	54,516,688
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	48,481,601	48,727,219	50,352,832	53,426,638
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	291,246	24,972	89,454	39,830
B.3	Total Unrestricted Expenditures (B.1 + B.2)	48,772,847	48,752,191	50,442,286	53,466,468
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-1,184,469	7,591,781	2,312,304	1,050,220
D.	Fund Balance, Beginning	4,319,857	3,178,227	10,769,973	13,082,280
D.1	Prior Year Adjustments + (-)	42,839	-35	3	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	4,362,696	3,178,192	10,769,976	13,082,280
E.	Fund Balance, Ending (C. + D.2)	3,178,227	10,769,973	13,082,280	14,132,500
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	6.5%	22.1%	25.9%	26.4%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	6,916	8,576	7,232	7,985
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2014-15	2015-16	2016-17	2017-2018
H.1	Cash, excluding borrowed funds		13,985,602	20,888,955	11,038,168
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1 + H.2)	3,513,663	13,985,602	20,888,955	11,038,168

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	50,614,278	50,489,923	54,516,688	108%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	50,614,278	50,489,923	54,516,688	108%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	52,068,294	52,246,913	53,426,638	102.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	30,000	31,250	39,830	127.5%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	52,098,294	52,278,163	53,466,468	102.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-1,484,016	-1,788,240	1,050,220	
L.	Adjusted Fund Balance, Beginning	13,082,280	13,082,280	13,082,280	
L.1	Fund Balance, Ending (C. + L.2)	11,598,264	11,294,040	14,132,500	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	22.3%	21.6%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify)	Management	Permanent	Academic	Temporary	Classified

YYYY-YY	Total Cost Increase	% *						
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**
 This year? **NO**
 Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: BOND PROJECTS MONTHLY UPDATE

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

The purpose of this item is to provide a monthly update to the Board on the construction status of Bond Projects.

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 new instructional space and equipment

<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

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

August 24, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

September 5, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**