

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

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

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**EMPLOYMENT 2018-2019**

**Short-term/Temporary/Substitute**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>    | <b><u>Fund/Grant Name</u></b> | <b><u>Effective</u></b> | <b><u>Amount</u></b> |
|--------------------|-----------------------------|-------------------------------|-------------------------|----------------------|
| Audrey Rose deLeon | Research Analyst            | Basic Skills Transformation   | 05/02/19 – 06/30/19     | \$18.10/hr           |
| Lawrencia Dwumfoah | Academic Success Specialist | Student Equity                | 05/02/19 – 06/30/19     | \$18.10/hr           |
| Bryan Stewart      | M.E.N. Special Project      | Student Equity                | 05/02/19 – 06/30/19     | \$30.00/hr           |

**District-Initiated Reclassification**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>  | <b><u>Effective</u></b> |
|--------------------|---|-------------------------|
| Rashmi Bains       | Reclassified from 11-month Learning Resources Technician I to 12-month Learning Resources Technician I  | 06/01/2019              |
| Carla Maguire      | Reclassified from 11-month Learning Resources Technician I to 12-month Learning Resources Technician II | 06/01/2019              |

**Resignation**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>                             | <b><u>Effective</u></b> |
|--------------------|--|-------------------------|
| Ricardo Mejia      | Financial Aid Specialist (3 years; 7 months service) | 04/30/2019              |

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Mary Jones  
Human Resources

April 19, 2019

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**Date Submitted**

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

May 1, 2019

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**Date Approved**

## **EMPLOYMENT 2019-2020**

### **Regular Assignment**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>                     | <b><u>Effective</u></b> |
|--------------------|--|-------------------------|
| Kristina Ferrebee  | Anatomy/Physiology Instructor (Tenure Track) | 08/08/2019              |

### **Part-Time Adjunct Assignment**

| <b><u>Name</u></b>       | <b><u>Assignment</u></b>                            | <b><u>Effective</u></b> |
|--------------------------|---|-------------------------|
| Dalileh Alaei            | Adjunct Instructor – Chemistry (not to exceed 67%)  | 08/08/2019              |
| Zahra Asghary            | Adjunct Instructor – Math (not to exceed 67%)       | 08/08/2019              |
| Isaac Benton             | Adjunct Instructor – Math (not to exceed 67%)       | 06/10/2019              |
| Theresa Cardenas         | Adjunct Instructor – Counseling (not to exceed 67%) | 05/28/2019              |
| Kimberly Fouad           | Adjunct Instructor – Biology (not to exceed 67%)    | 08/08/2019              |
| James Langston           | Adjunct Instructor – Chemistry (not to exceed 67%)  | 08/08/2019              |
| Tyra McCray              | Adjunct Instructor – Biology (not to exceed 67%)    | 08/08/2019              |
| Commodore St.<br>Germain | Adjunct Instructor – Chemistry (not to exceed 67%)  | 08/08/2019              |
| Elizabeth Urabe          | Adjunct instructor – Counseling (not to exceed 67%) | 08/08/2019              |
| Britney West             | Adjunct Instructor – Counseling (not to exceed 67%) | 05/28/2019              |

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

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

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**PERSONAL SERVICES AGREEMENTS**

**Human Resources  
Salvatore Abbate, Manager**

| <b><u>Name</u></b>             | <b><u>Assignment</u></b>              | <b><u>Effective</u></b>           | <b><u>Amount</u></b>              |
|--------------------------------|---------------------------------------|-----------------------------------|-----------------------------------|
| Municipal Resource Group, LLC. | Confidential Personnel Investigation. | February 21, 2019 – June 30, 2019 | Revised not to exceed \$12,595.64 |

**Student Services  
Gregory Brown, Vice President**

| <b><u>Name</u></b>        | <b><u>Assignment</u></b>                              | <b><u>Effective</u></b>              | <b><u>Amount</u></b>   |
|---------------------------|---|--------------------------------------|------------------------|
| Liberty Christian Dancers | Dancers provided for Black History Month Celebration. | February 1, 2019 – February 28, 2019 | Not to exceed \$300.00 |

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

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April 19, 2019  
**Date Submitted**

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

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May 1, 2019  
**Date Approved**

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

**TO: Members of the Governing Board**

**SUBJECT: DONATIONS**

**REQUESTED ACTION:**

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

**SUMMARY:**

| <b><u>NAME AND ADDRESS</u></b>                                   | <b><u>ITEM AND ESTIMATED VALUE</u></b>                                 | <b><u>RECEIVING DEPARTMENT</u></b> |
|--|--|------------------------------------|
| Darrell Harrington<br>232 Mandarin Circle<br>Vacaville, CA 95687 | Tools, wrenches, screwdrivers,<br>sockets, tap & die kits.<br>\$300.00 | Auto Technology                    |

Acceptance of this donation is recommended at this time.

**STUDENT SUCCESS IMPACT:**

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

|                         |                           |  |
|-------------------------|---------------------------|--|
| <i>Government Code:</i> | <i>Board Policy: 3350</i> | <i>Estimated Fiscal Impact: \$ In Kind Gifts</i> |
|-------------------------|---------------------------|--|

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

Robert V. Diamond  
Vice President, Finance & Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707 864-7209

**TELEPHONE NUMBER**

Robert V. Diamond  
Finance & Administration

**VICE PRESIDENT APPROVAL**

April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

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

**SUBJECT:** **NOTICE OF COMPLETION FOR CONSTRUCTION  
SERVICES FOR THE VETERANS CENTER MONUMENT  
SIGN PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the Veterans Center Monument Sign Project Notice of Completion. On December 7, 2018, a purchase order was awarded to Ellis & Ellis Sign Systems for the Veterans Center Monument Sign Project. The scope of work included fabrication and installation of a monument sign located at the new Veterans Resource Center on the 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:**                       **APPROVAL**                       **DISAPPROVAL**  
 **NOT REQUIRED**                       **TABLE**

Lucky Lofton  
Executive Bonds Manager

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

**ADDRESS**  
  
(707) 863-7855

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

**VICE PRESIDENT APPROVAL**  
  
April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019  
**DATE APPROVED BY  
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: 5/1/19
  7. The Project Name is: Veterans Center Monument Sign Project
  8. DSA Number (if applicable): N/A
  9. The contractor for such work of modernization is: Ellis & Ellis Sign Systems
  10. The name of the contractor's Surety Co. is: N/A
  11. The date of contract between the contractor and the above owner is: 12/7/18
  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: Fabrication and installation of a monument sign for the new Veterans Resource Center located on the District's Fairfield campus.

\_\_\_\_\_  
Date

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

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### 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)



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 May 1, 2019
  7. The Project Name is: Fairfield Network Connectivity to Baseball & Softball Fields Project
  8. DSA Number (if applicable): N/A
  9. The contractor for such work of modernization is: Integrity Data & Fiber Inc.
  10. The name of the contractor's Surety Co. is: N/A
  11. The date of contract between the contractor and the above owner is: February 5, 2019
  12. The street address of said property is: 4000 Suisun Valley Road, Fairfield, CA 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: boring and installing conduit and fiber to extend the campus network to the press boxes at the baseball and softball fields.

\_\_\_\_\_  
Date

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

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### 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: RESOLUTION NO. 18/19-21 DESIGNATING CLASSIFIED  
SCHOOL EMPLOYEE WEEK AT SOLANO COMMUNITY  
COLLEGE DISTRICT**

**REQUESTED ACTION:**

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

**SUMMARY:**

In recognition of the valuable contributions made by members of the Classified Staff to the educational achievements of Solano Community College District, the Governing Board hereby designates May 13-17, 2019, as Classified Employee Week.

**STUDENT SUCCESS IMPACT:**

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

|                        |                          |                                     |
|------------------------|--------------------------|-------------------------------------|
| <i>Ed. Code: 88270</i> | <i>Board Policy: N/A</i> | <i>Estimated Fiscal Impact: N/A</i> |
|------------------------|--------------------------|-------------------------------------|

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

Mary Jones  
Human Resources

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7263

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

May 1, 2019  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

April 5, 2019  
**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**RESOLUTION DESIGNATING CLASSIFIED SCHOOL EMPLOYEE WEEK**

**RESOLUTION NO. 18/19-21**

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

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

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

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

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

**THEREFORE, BE IT RESOLVED**, That the Solano Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Solano Community College District and declares the week of May 13-17, 2019, as Classified School Employee Week in the Solano Community College District.

**PASSED AND ADOPTED**, This 1<sup>st</sup> day of May 2019, by the Governing Board of Solano Community College District of Solano County, California.

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A. MARIE YOUNG, BOARD PRESIDENT

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CELIA ESPOSITO-NOY, Ed.D., SECRETARY

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

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

**SUBJECT:** **NEW CSEA POSITION DESCRIPTION, TRANSFER  
CENTER ARTICULATION COORDINATOR**

**REQUESTED ACTION:**

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

**SUMMARY:**

The following job description is presented for Governing Board approval. The attached job description establishes a new Transfer Center Articulation Coordinator (CSEA) position. This position is focused on increasing transfer rates and success for the college through coordinating, facilitating, and supporting programs and services including university representative visits, transfer admissions guarantees, university tours, transfer fairs, workshops and transfer information dissemination. This position also supports the articulation coordinator with updating articulation of Solano CC courses for transfer, and other related tasks. As a member of the Counseling Services team, this position will provide general support and participate in department events and activities hosted on campus and off campus. This position will be placed at Range 16 of the CSEA Salary Schedule.

**STUDENT SUCCESS IMPACT:**

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

|                        |                                 |  |
|------------------------|---------------------------------|--|
| <i>Ed. Code: 88009</i> | <i>Board Policy: 4010, 4720</i> | <i>Estimated Fiscal Impact: \$50,605 and Health and Welfare Benefits</i> |
|------------------------|---------------------------------|--|

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

Mary Jones  
Human Resources

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7263

**TELEPHONE NUMBER**

**VICE PRESIDENT APPROVAL**

April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
CLASS SPECIFICATION**

**CLASS TITLE: TRANSFER CENTER/ARTICULATION COORDINATOR (RANGE 16)**

**OVERVIEW:** Under the direction of the Dean of Counseling, and working closely with the faculty and staff in the division, this position is focused on increasing transfer rates and success for the college through coordinating, facilitating, and supporting programs and services including university representative visits, transfer admissions guarantees, university tours, transfer fairs, workshops and transfer information dissemination. This position also supports the articulation coordinator with updating articulation of Solano CC courses for transfer, and other related tasks. As a member of the Counseling Services team, this position will provide general support and participate in department events and activities hosted on campus and off campus.

**RESPONSIBILITIES:**

Coordinate the daily operations of the Transfer Center; representing the Dean of Counseling as assigned. Collaborate with others for college-wide activities and services, as directed.

Assist with the coordination and updating of articulation on campus, in collaboration with the curriculum committee and departments across campus.

Under direction of the Dean of Counseling, develop and implement operational procedures, provide input on budget and student service needs, collect, track and retrieve necessary data, and prepare transfer reports, grant applications, and transfer program plans.

Develop, promote, and implement a robust offering of transfer and transfer-related programming and information.

Communicate and collaborate with four-year colleges/universities on visitations to SCC and/or to their campuses; on transfer agreements, grant collaboration opportunities, data collection, report writing, and for updates on transfer application expectations.

Provide information and assistance to students on such topics as (but not limited to): completing transfer applications, transfer scholarship forms, identifying and submitting requested information to 4-year schools pre- and post- application, appeals for denials, forms for waitlists, identifying scholarships for transfer and other support services. Communicate with 4-year universities/colleges.

Conduct workshops and presentations related to the entire process of transferring to a 4- year college/university, such as (but not limited to) school exploration, application, and next steps. Inform others on and off-campus of the benefits of transferring from a community college.

Develop, implement and disseminate marketing, timelines, and follow-up information related to transferring to a 4- year college/university. Develop and update information materials such as website, social media, catalog, for transfer and articulation.

Communicate, update and coordinate with on and off campus stakeholders to collaborate on programming, data collection, report/grant writing, and transfer and articulation information.

Input and maintain data in the management systems including (but not limited to) Banner, Management Information System (MIS), and SARS. Provide reports using data from on-campus and external sources to monitor services provided and track student transfer persistence and volume. Maintain program records, files, logs and lists; compile, organize and consolidate data for inclusion in periodic statistical reports as required by program requirements and school.

Communicate with regional and state representatives for articulation and transfer questions, updates, and report submission. Attend meetings, conferences, seminars and workshops to maintain current knowledge regarding transfer and articulation eligibility, requirements and regulations. Communicate with District personnel, community organizations, government agencies and others to exchange information, coordinate activities and resolve issues.

Train, and supervise temporary and student staff; coordinate student and temporary staff and transfer center and program implementation schedules.

Operate and integrate a variety of office machines and peripheral equipment, copier, scanner, calculator and others.

Recruit, interview, train and provide work direction to student assistants and temporary workers.

Evening or weekend work may be required on occasion, with schedule modified.

Perform other related job duties as assigned

## **MINIMUM QUALIFICATIONS:**

### **EDUCATION AND EXPERIENCE:**

Bachelor's degree from an accredited institution and evidence of successful experience in coordinating programs and services for a culturally and linguistically diverse student population.

Preferred: Master's Degree and two years' experience working with underserved students and program development related to access to higher education.

### **Knowledge, Skills, and Abilities**

1. Ability to collect, maintain and correctly implement detailed information; monitor and collect data and update documents and disseminate needed information across campus in a timely manner

2. Knowledge of higher education programs, services, and processes in the California community college and/or 4-year university systems
3. Experience planning, organizing, and implementing events, large and small
4. Experience developing and implementing marketing materials and approaches including print, webpage, and social media
5. Strong communication and presentation skills, including the ability to work one-on-one with students as well as address and facilitate interactive group sessions
6. Ability and enthusiasm to work with faculty and staff, or other collaborative teams, to coordinate and plan the delivery of innovative programs and services
7. Ability to think creatively and flexibly to address students barriers to transfer
8. Demonstrated ability to work effectively and efficiently to meet deadlines
9. Ability to effectively and efficiently use and stay up-to-date with technology and online services (i.e. Canvas, CSU Apply, Banner, Assist, etc.) and other online learning and student information management systems.
10. Demonstrated commitment to fostering student equity and ability to work with people from diverse abilities and multicultural, social, language, and educational backgrounds

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties outlined in this classification, employees in this classification are regularly required to stand and sit for long periods of time, walk short distances on a regular basis, use hands and fingers to operate an electronic keyboard or other office machines for sustained periods of time, reach with hands and arms, stoop or kneel or crouch to file, speak clearly and distinctly to answer telephones and to provide information; and hear and understand voices over telephone and in person. Employees in this classification are frequently required to attend meetings or conduct work at other campus locations.

- Employees assigned to this classification must regularly lift, carry and/or move objects weighing up to 25 pounds.
- Specific vision abilities required for positions assigned to this classification include close vision (clear vision at 20 inches or less), color vision (ability to identify and distinguish colors), ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

**CERTIFICATES, LICENSES, REGISTRATION:**

- Valid California driver's license.

**Work Environment:** The work assigned to this classification is typically performed in an office environment, but there will be events that will require the employee to be outside, leading a

group, and/or riding in a vehicle for multiple hours. While performing the duties of this classification, the employee must be able to handle difficult people in a tactful and professional manner. The employee will be in a large open room utilized by students and others. The work environment can be quiet or noisy at times depending on how many are using the Transfer Center.

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: DISTRICT BUDGET AUGMENTATION REQUEST 2019-01

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

On September 5, 2018, the Board approved the 2018-2019 Solano Community College budget. Robert V. Diamond, Vice President of Finance and Administration, is requesting budget augmentations for the capital outlay and redevelopment fund to fund facilities projects.

A copy of the proposal is attached.

**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: (CCR) Title 5, Section 58301 Board Policy: 3015 Estimated Fiscal Impact: \$550,000*

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

Robert V. Diamond  
Vice President, Finance & Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7209

**TELEPHONE NUMBER**

Robert V. Diamond  
Finance & Administration

**VICE PRESIDENT APPROVAL**

April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

## Budget Amendment 2019-01

### **Background:**

On September 5, 2018, the Board adopted the budget for 2018-19. The budget for capital outlay, fund 41, included anticipated revenues of \$800,000 and an appropriation of \$250,000. The source of this revenue is redevelopment tax increment, which must be used only for facilities construction, repairs, and maintenance.

### **Budget Augmentation Request:**

The VP of Finance and Administration is projecting revenues greater than anticipated and the Executive Bond Manager has identified significant capital projects. Staff is therefore requesting a budget augmentation of \$550,000 for the capital outlay /redevelopment fund:

|   | Original Budget | Requested Amendment | Change    |
|---|-----------------|---------------------|-----------|
| <b>Local Revenues (Redevelopment)</b>       | \$800,000       | \$1,000,000         | \$200,000 |
| <b>Expenditures: Capital outlay</b>         | 250,000         | 800,000             | 550,000   |
| <b>Excess of revenues over expenditures</b> | 550,000         | 200,000             | 350,000   |

### **Proposed Projects:**

The facilities department anticipates the following projects and needs:

| Project                                      | Cost             |
|--|------------------|
| <b>Scoreboard installation</b>               | \$140,000        |
| <b>Building 300 Energy Management System</b> | 95,000           |
| <b>Bleacher repairs</b>                      | 80,000           |
| <b>Basketball Gym Seating Repairs</b>        | 70,000           |
| <b>Building 1400 Roof Repair</b>             | 30,000           |
| <b>Room 808 Modification</b>                 | 20,000           |
| <b>Other repairs and maintenance</b>         | 115,000          |
| <b>Total Project Costs:</b>                  | <b>\$550,000</b> |



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

**TO: Members of the Governing Board**

**SUBJECT: APPROVAL OF MECHANICAL/ELECTRICAL/  
PLUMBING ENGINEERING SERVICES POOL OF FIRMS**

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**SUMMARY:**

*CONTINUED FROM PREVIOUS PAGE:*

submittal. The Evaluation Committee recommends that the following firms be placed in a pool of prequalified Mechanical/Electrical/Plumbing (MEP) engineering firms (being placed in the pool is not a guarantee of work):

- IMEG Corp.
- Salas O'Brien

The District's standard engineering services contract was accepted by both firms. Project specific agreements will be brought back to the Board for approval.

The Board is asked to approve the new pool of MEP engineering firms: IMEG Corp. and Salas O'Brien.

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #17

**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:

CONTINUED ON THE NEXT PAGE

**STUDENT SUCCESS IMPACT:**

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

|           |               |  |
|-----------|---------------|--|
| Ed. Code: | 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**

April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**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 #17**

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

|                             |                              |                             |
|-----------------------------|------------------------------|-----------------------------|
| 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    | Update #14 September 5, 2018 | Update #15 December 5, 2018 |
| Update #16 February 6, 2019 |                              |                             |

Update #17 of the BSP includes adjustments for the following:

**Net Interest Earned:** post \$328,989 additional net interest earned from October 1, 2018 to December 31, 2018 to Small Capital Projects.

**Science Building (Phase 1) :** savings of \$1,500,000 is being returned to Program Reserve.

| Adjustment | Amount      | From                                | To                     |
|------------|-------------|-------------------------------------|------------------------|
| 1          | \$328,989   | Add Net Interest Earned to 12/31/18 | Small Capital Projects |
| 2          | \$1,500,000 | Science Building (Phase 1)          | Program Reserve        |

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #17 attached.



## BOND SPENDING PLAN

| PROJECT NAME                                    | UPDATE 16                   |                           | UPDATE 17                      | UPDATE 17                 |
|---|-----------------------------|---------------------------|--------------------------------|---------------------------|
|   | 08/20/14<br>BOT<br>APPROVED | 2/6/19<br>APPROVED<br>BSP | 5/1/19<br>PROPOSED<br>REVISION | 5/1/19<br>PROPOSED<br>BSP |
| <b>FF CAMPUS</b>                                | \$ 87,800,000               | \$ 93,829,718             |                                | \$ 92,329,718             |
| Performing Arts Building (Phase 1 B1200 Renov)  | \$ 6,200,000                | \$ 6,229,718              |                                | \$ 6,229,718              |
| Science Building (Phase I)                      | \$ 33,100,000               | \$ 36,600,000             | \$ (1,500,000)                 | \$ 35,100,000             |
| Agriculture (Horticulture)                      | \$ 2,000,000                | \$ 2,000,000              |                                | \$ 2,000,000              |
| Library/Learning Resource Center                | \$ 21,800,000               | \$ 24,300,000             |                                | \$ 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              |
| <b>VV CAMPUS</b>                                | \$ 80,200,000               | \$ 80,483,741             |                                | \$ 80,483,741             |
| 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                   | \$ -                        | \$ 2,150,306              |                                | \$ 2,150,306              |
| <b>VJ CAMPUS</b>                                | \$ 80,200,000               | \$ 82,161,953             |                                | \$ 82,161,953             |
| Vallejo Prop Purchase Belvedere                 | \$ 4,800,000                | \$ 4,794,343              |                                | \$ 4,794,343              |
| Autotechnology Building                         | \$ 19,600,000               | \$ 23,735,961             |                                | \$ 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              |
| <b>INFRASTRUCTURE IMPROVEMENTS</b>              | \$ 37,800,000               | \$ 38,871,331             |                                | \$ 38,871,331             |
| IT Infrastructure Improvements                  | \$ 14,000,000               | \$ 14,200,000             |                                | \$ 14,200,000             |
| Utility Infrastructure Upgrade (Energy)         | \$ 23,800,000               | \$ 24,671,331             |                                | \$ 24,671,331             |
| <b>ADA &amp; CLASSROOM IMPROVEMENTS</b>         | \$ 19,200,000               | \$ 19,653,246             |                                | \$ 19,982,235             |
| Small Capital Projects                          | \$ 8,300,000                | \$ 8,753,246              | \$ 328,989                     | \$ 9,082,235              |
| ADA Improvements                                | \$ 10,900,000               | \$ 10,900,000             |                                | \$ 10,900,000             |
| <b>PLANNING, ASSESSMENTS &amp; PROGRAM MGMT</b> | \$ 25,400,000               | \$ 25,400,000             |                                | \$ 25,400,000             |
| Program Management, District Support & Planning | \$ 25,400,000               | \$ 25,400,000             |                                | \$ 25,400,000             |
| <b>RESERVE &amp; INTEREST*</b>                  | \$ 17,400,000               | \$ 11,100,468             |                                | \$ 12,600,468             |
| Program Reserve (5%)                            | \$ 17,400,000               | \$ 11,100,468             | \$ 1,500,000                   | \$ 12,600,468             |
| <b>TOTAL BOND SPENDING PLAN</b>                 | \$ 348,000,000              | \$ 351,500,457            | \$ -                           | \$ 351,829,446            |
| *Net Interest Earned & Unallocated (12/31/18)   |                             | \$ -                      | \$ -                           | \$ -                      |

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

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

**SUBJECT:** **CONTRACT AWARD TO CA ARCHITECTS FOR THE  
VACAVILLE CENTER ANNEX BUILDING CORBELS  
REMOVAL PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for award of an architectural services contract to CA Architects for full architectural and engineering services for the Vacaville Center Annex Building Corbels Removal Project. The project scope includes removal of all the decorative wood corbels on the Vacaville Center Annex Building. The existing corbels have a large amount of dry-rot and are in a deteriorated condition. The scope of work includes full architectural and engineering services for design/construction documents, bid phase services, and construction administration.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

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

*Ed. Code:                      Board Policy:                      Estimated Fiscal Impact: \$13,520 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 Diamond  
VP, Finance & Administration

**VICE PRESIDENT APPROVAL**

April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO CA ARCHITECTS FOR THE  
VACAVILLE CENTER ANNEX BUILDING CORBELS  
REMOVAL PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Due to CA Architect's familiarity with the Vacaville Annex Building (Architect for the recently completed renovation), this firm was contacted directly for a proposal. CA Architects is part of the District's pre-qualified architect pool.

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

The Board is asked to approve an architectural services contract to CA Architects, in the amount not to exceed \$13,520.

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO KATE KEATING ASSOCIATES, INC. FOR GRAPHIC DESIGN SERVICES FOR VACAVILLE CENTER MAP AND WAYFINDING STANDARDS REVISIONS PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the award of a professional services contract to Kate Keating Associates, Inc. for graphic design services. The scope of work for this project includes updating the District Wayfinding Signage Standards per recent Board approved revisions, and developing a current map of the Vacaville Center Campus and Annex.

*CONTINUED ON THE NEXT PART*

**STUDENT SUCCESS IMPACT:**

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

|                  |                      |  |
|------------------|----------------------|--|
| <i>Ed. Code:</i> | <i>Board Policy:</i> | <i>Estimated Fiscal Impact: \$4,170.00 Measure Q Funds</i> |
|------------------|----------------------|--|

**SUPERINTENDENT’S RECOMMENDATION:**

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

Lucky Lofton  
Executive Bonds Manager

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

April 19, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO KATE KEATING ASSOCIATES,  
INC. FOR GRAPHIC DESIGN SERVICES VACAVILLE  
CENTER MAP AND WAYFINDING STANDARDS  
REVISIONS PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Kate Keating Associates, Inc. developed the original District Wayfinding Standards as well as the Fairfield Campus Map utilized for site directories. For consistency, a proposal was requested from Kate Keating Associates, Inc. The proposal was evaluated and the proposed fee in the amount of \$4,170.00 was determined to be reasonable for the services requested.

The Board is asked to approve a professional services contract to Kate Keating Associates, Inc. in the amount not to exceed \$4,170.00 for the Vacaville Center Map and Wayfinding Standards Revisions Project.

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

**TO: Members of the Governing Board**

**SUBJECT: LEASE AGREEMENT EXTENSION TO WILLIAMS  
 SCOTSMAN INC., FOR MODULAR BUILDING**

**REQUESTED ACTION:**

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

**SUMMARY:**

On April 15, 2015, the Board approved an agreement with William Scotsman Inc. for the installation and lease of modular classroom buildings for Performing Arts Building Swing Space and Early College High School (swing space). Since the approval of the original lease agreement, the Board has subsequently approved two lease agreement extensions, most recently on May 17, 2018, which extended the lease for two of the small modular buildings used by Early College High School through June 2019.

*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: \$30,027 Redevelopment Funds</i>  |
| <b>SUPERINTENDENT'S RECOMMENDATION:</b>  |                      | <input checked="" type="checkbox"/> <b>APPROVAL</b> <input type="checkbox"/> <b>DISAPPROVAL</b><br><input type="checkbox"/> <b>NOT REQUIRED</b> <input type="checkbox"/> <b>TABLE</b> |
| Lucky Lofton<br>Executive Bonds Manager<br><hr/> <b>PRESENTER'S NAME</b>               |                      |   |
| 4000 Suisun Valley Road<br>Fairfield, CA 94534<br><hr/> <b>ADDRESS</b>                 |                      | <hr/> <b>Celia Esposito-Noy, Ed.D.</b><br>Superintendent-President  |
| (707) 864-7209<br><hr/> <b>TELEPHONE NUMBER</b>  |                      |   |
| Robert Diamond<br>VP, Finance & Administration<br><hr/> <b>VICE PRESIDENT APPROVAL</b> |                      | <hr/> April 17, 2019<br><b>DATE APPROVED BY</b><br><b>SUPERINTENDENT-PRESIDENT</b>  |
| April 17, 2019<br><hr/> <b>DATE SUBMITTED TO</b><br><b>SUPERINTENDENT-PRESIDENT</b>    |                      |   |

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

**TO: Members of the Governing Board**

**SUBJECT: LEASE AGREEMENT EXTENSION TO WILLIAMS  
SCOTSMAN INC., FOR MODULAR BUILDING**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

With the construction of the new Science Building complete, Early College High School will be relocated from the two modular classroom buildings and be accommodated in Building 300. The extended lease for the two modular buildings expires at the end of June. However, it is proposed that the lease for one building be extended through June 2021, to be relocated and used as temporary storage for the District's surplus furniture and equipment.

The Board is asked to approve contract extension to the lease with Williams Scotsman Inc., in the amount of \$30,027, which includes the twenty-four month lease extension and estimated removal fee for one modular building.

The contract is available online at, item 13E on pages 22-26 of the Board attachments.  
[http://www.solano.edu/governing\\_board/2015/150415%20Board%20Attachments.pdf](http://www.solano.edu/governing_board/2015/150415%20Board%20Attachments.pdf)



AMENDMENT TO LEASE AGREEMENT
(LEASE TERM RENEWAL)

An ALGECO SCOTSMAN Company

LESSEE:
Solano Community College District
4000 Suisun Valley Road
Fairfield, Ca 94534

EQUIPMENT LOCATION:
4000 Suisun Valley Road
Fairfield, Ca 94534

Contract Number: 552561
Equipment Serial/Complex Number: CPX-09948 (AME-56054001 & 002)
Value: \$29,402.00

By this Amendment, Williams Scotsman, Inc. and the Lessee (listed above) agree to modify the original lease agreement, dated 06/30/15 as set forth below.

- 1. The rental term for the equipment identified above, shall be renewed from 06/30/2019 through 06/30/2021 24 months (the "Lease Renewal Term").
2. The rental rate per month during the Lease Renewal Term shall be \$395.00 plus applicable taxes, which Lessee agrees to pay Lessor in advance on the 30th day of each month during the Lease Renewal Term.
3. Knockdown and return freight shall be at Lessor's prevailing rate at the time the Equipment is returned unless otherwise specified herein.
4. n/a
5. All other Terms and Conditions of the original Lease Agreement shall remain the same and in full force and effect.

ACCEPTED:

LESSEE: Solano Community College

LESSOR: WILLIAMS SCOTSMAN, INC.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



# Relocation Proposal

Relocation 40x24 DSA Solano College WO 207858 Fairfield

\*\*\*\* PREVAILING WAGE PROPOSAL -- PROJECT DIR# [REDACTED] \*\*\*\*

24 X 40 DSA Complex -- WS Serial# CPX-09948

1 Furnish labor & equipment for dismantle of (24x40) DSA Modular building: \$2,465.00

1 Charges for materials purchased by Modular Solutions, Inc. Close Up (Plastic by W-S): \$215.00

1 Disposal of PT foundation materials on dismantle (not re-usable): \$915.00

Charges to transport. (2-12x40') Modular building. (Legal height under 14' & legal width under 12') Permits, pilot cars

& CHP Escorts at extra cost: \$1,215.00

1 Furnish labor & equipment for installation of (24x40) DSA Modular building, on wood foundation: \$3,928.00

1 Charges to Provide (one) packs of new wood foundation per plans provide by W-S: \$4,643.00

1 Furnish labor & equipment for installation of ramp and landing \$322.00

**Grand Total: \$13,703.00.**

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: RENEWAL OF CLINICAL EXPERIENCE AGREEMENT  
BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT  
AND FAIRFIELD POST-ACUTE REHAB CENTER,  
FAIRFIELD, CALIFORNIA

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:** A renewal of the clinical experience agreement between Solano Community College District and Fairfield Post-Acute Rehab Center, located at 1255 Travis Blvd., Fairfield, California, 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 an assisted living and skilled nursing 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 Fairfield Post-Acute Rehab, 1255 Travis Blvd., Fairfield, California 94533.

**STUDENT SUCCESS IMPACT:**

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

*Ed. Code: CCR 1427 Board Policy: 3520 Estimated Fiscal Impact: NONE*

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

**PRESENTER'S NAME**  
Daniel Bridges, Ph.D. Interim Dean, School of Health Sciences  
4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**  
707-864-7108

**TELEPHONE NUMBER**  
David Williams, Ph.D.  
Vice President, Academic Affairs

**VICE PRESIDENT APPROVAL**  
April 19, 2019

**DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT**

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

May 1, 2019  
**DATE APPROVED BY SUPERINTENDENT-PRESIDENT**

## CLINICAL EXPERIENCE AGREEMENT

This Agreement is between **Fairfield Post-Acute Rehab Center** (hereinafter known as *HEALTH CENTER*) located at **1255 Travis Blvd., Fairfield, California 94533**, and **Solano Community College** (hereinafter known as *SCHOOL*) and located at **4000 Suisun Valley Road, Fairfield, California 94534-3197** and is effective as of May, 2, 2019.

### RECITALS

- A. *HEALTH CENTER* owns and operates an assisted living and skilled nursing care facility (hereinafter referred to as "Facility").
- B. *SCHOOL* owns and operates an **Associate Degree Nursing Program (ADN)** which is accredited by the **California Board of Registered Nursing**. *SCHOOL* desires its students to obtain practical experience at *HEALTH CENTER*'s Facility through participation in a clinical program for its **Registered Nursing** students ("Program").
- C. It is to the mutual benefit of the parties to this Agreement that the students of *SCHOOL*'s *Program* use such Facility for their clinical experience.

Now, therefore, the parties agree as follows:

### 1. GENERAL INFORMATION

- A. Both parties before the beginning of the training shall agree upon the period of time for each student's clinical experience.
- B. The maximum number of students to receive training shall be mutually agreed upon by the parties at least 30 days prior to beginning of training based upon the availability of space and other considerations.
- C. Faculty and appropriate facility staff will arrange for faculty and student orientations, and identify a process for ongoing communication between the facility and the school at the beginning of each clinical experience.
- D. Faculty and appropriate facility staff will annually review the appropriateness of the learning environment in relation to the program's written objectives.

## 2. SCHOOL'S RESPONSIBILITIES

- A. Student Profile. *SCHOOL* shall complete and send to *HEALTH CENTER* a profile for each student enrolled in the Program which shall include the student's name, address and telephone number, driver's license number and social security number, prior to the beginning of the planned clinical experience.
- B. Schedule of Assignments. *SCHOOL* shall notify the *HEALTH CENTER* of its planned schedule of student assignments, including the name of the student, level of academic preparation and length and dates of clinical experience prior to the planned clinical experience.
- C. Program Coordinator. *SCHOOL* shall designate a faculty member to coordinate with a designee of *HEALTH CENTER* in the planning of the Program to be provided students.
- D. Records. *SCHOOL* shall maintain all personnel and academic records of the students.
- E. Rules and Regulations. *SCHOOL* shall enforce rules and regulations governing the students that are mutually agreed upon by *SCHOOL* and *HEALTH CENTER*.
- F. Supervision. *SCHOOL* shall supervise all instruction and clinical experiences for students assigned in groups at the *HEALTH CENTER*.
- G. Health Policy. *SCHOOL* shall provide *HEALTH CENTER*, prior to a student's arrival at the *HEALTH CENTER*, with proof of immunity consistent with *HEALTH CENTER* employee health policy and notify the *HEALTH CENTER* if student is a known carrier of an infectious or communicable disease. If such information indicates that patients of *HEALTH CENTER* would be placed at risk if treated by a particular student, *HEALTH CENTER* reserves the right to refuse to allow such student to participate in the clinical experience at *HEALTH CENTER*.
- H. Student Responsibilities. *SCHOOL* shall notify the students that they are responsible for:
  - 1) Following the clinical and administrative policies, procedures, rules and regulations of *HEALTH CENTER*.
  - 2) Arranging for their own transportation and living arrangements when not provided by *SCHOOL*.
  - 3) Arranging for and assuming the cost of their own health insurance.

- 4) Assuming responsibility for their personal illness, necessary immunizations, tuberculin test, and annual health examination.
  - 5) Maintaining confidentiality of patient information. No student shall have access to or have the right to receive any medical record, except when necessary in the regular course of the clinical experience. The discussion, transmission or narration in any form by students of any patient information of a personal nature, medical or otherwise, obtained in the regular course of the Program is forbidden except as a necessary part of the practical experience.
  - 6) Following dress code of the *HEALTH CENTER* and wearing name badges identifying themselves as students.
  - 7) Attending an orientation of *HEALTH CENTER* facilities provided by their instructors. Precepted students shall receive an orientation from the *HEALTH CENTER*.
  - 8) Providing services to the *HEALTH CENTER*'s patients under the direct supervision of a faculty provided by *SCHOOL* or *HEALTH CENTER*-provided staff/preceptors.
- I. Payroll Taxes and Withholdings. *SCHOOL* shall be solely responsible for any payroll taxes, withholdings, workers' compensation and any other insurance or benefits of any kind for students, employees, and agents of *SCHOOL* providing services under this Agreement. *SCHOOL* shall defend, indemnify, and hold *HEALTH CENTER* harmless from all liability and responsibilities therefore.

### **3. HEALTH CENTER'S RESPONSIBILITIES**

- A. Clinical Experience. *HEALTH CENTER* shall accept from *SCHOOL* the mutually agreed upon number of students enrolled in the aforementioned Program and shall provide said students with supervised clinical experience.
- B. HEALTH CENTER Designee. *HEALTH CENTER* shall designate a member of *HEALTH CENTER*'s staff to participate with the designee of *SCHOOL* in planning, implementing and coordinating the training Program, including orientation.
- C. Access to Facilities. *HEALTH CENTER* shall permit students enrolled in the Program access to *HEALTH CENTER* Facilities as appropriate and necessary for their Program, provided that the presence of the students shall not interfere with the activities of *HEALTH CENTER*. Facilities

includes space for clinical conferences and access to *HEALTH CENTER's* Medical Library.

- D. Withdrawal of Students. *HEALTH CENTER* may request *SCHOOL* to withdraw from the Program any student who *HEALTH CENTER* determines is not performing satisfactorily, or who refuses to follow *HEALTH CENTER's* administrative policies, procedures, rules and regulation. Such request must be in writing and must include a statement as to the reason or reasons why *HEALTH CENTER* desires to have the student withdrawn. Said request shall be complied with within five (5) days of receipt of same. *HEALTH CENTER* reserves the right to suspend from participation immediately any student who poses an imminent danger of harm to patients or others.
- E. Emergency Health Care/First Aid. *HEALTH CENTER* shall, on any day when student is receiving training at its Facility, provide to students necessary emergency health care or first aid for accidents occurring in its Facility. Except as provided regarding such emergencies, *HEALTH CENTER* shall have no obligation to furnish medical or surgical care to any student. Students will be financially responsible for all such care rendered in the same manner as any other patient.
- F. Staffing. *HEALTH CENTER* shall provide staff adequate in number and quality to insure safe and continuous health care services to patients. Student shall perform in a training capacity only and shall not be utilized to treat patients in lieu of trained professionals employed by the *HEALTH CENTER*.
- G. Supervision. In situations of single preceptorships/internships, *HEALTH CENTER* shall assume daily supervision of student.

#### **4. AFFIRMATIVE ACTION AND NON-DISCRIMINATION**

The parties agree that all students receiving clinical training pursuant to the Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, sexual orientation, age, or veteran status.

#### **5. STATUS OF SCHOOL AND HEALTH CENTER**

It is expressly agreed and understood by *SCHOOL* and *HEALTH CENTER* that students under this Program are in attendance for educational purposes, and such students are not considered employees of *HEALTH CENTER* for any purpose, including, but not limited to, compensation for services, employee welfare and pension benefits, or workers' compensation insurance.

## 6. INDEMNIFICATION

- A. *SCHOOL* agrees to indemnify, defend and hold harmless, *HEALTH CENTER* and its affiliates, its directors, trustees, officers, agents, and employees from and against all claims, demands, damages, costs, expenses of whatever nature, including court costs and attorney fees arising out of or resulting from negligent or intentional acts or omissions of the *SCHOOL*, its officers, employees, agents or its students.
- B. *HEALTH CENTER* agrees to indemnify, defend and hold harmless *SCHOOL*, its officers, agents, employees from and against any and all claims, demands, damages, costs, expenses of whatever nature, including court costs and attorney fees arising out of or resulting from negligent or intentional acts or omissions of the *HEALTH CENTER*, its agents or its employees.

## 7. INSURANCE

- A. The *SCHOOL* shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it and *HEALTH CENTER* against liability arising from or incident to the use and operation of the *HEALTH CENTER* by the *SCHOOL*'s students and naming *HEALTH CENTER* as an additional insured.
- B. Coverage under such insurance shall be not less than One Million Dollars (\$1,000,000) for each occurrence and Three Million Dollars (\$3,000,000) aggregate for each professional liability insurance and comprehensive general liability insurance.
- C. The *SCHOOL* shall also maintain and provide evidence of workers' compensation and disability coverage as required by law.
- D. The *SCHOOL* shall provide *HEALTH CENTER* with a certificate of insurance evidencing the insurance coverage required under this section and providing for not less than thirty (30) days written notice to the *HEALTH CENTER* of the cancellation of such insurance. The *SCHOOL* shall promptly notify the *HEALTH CENTER* of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

## 8. TERM AND TERMINATION

- A. Term. This Agreement shall be effective as of the date first written above, and shall remain in effect for three (3) years thereafter.
- B. Renewal. This Agreement may be renewed for subsequent three (3) year terms, by either party giving the other at least 30 days prior written notice of their desire to renew, and the other party's agreeing to such a renewal prior to the expiration of the then current term of the Agreement.
- C. Termination.
  - 1) Mutual Agreement. This Agreement may be terminated at any time upon the written concurrence of the parties.
  - 2) Without Cause. This Agreement may be terminated without cause with 30 days prior written notice by either party. Such termination shall not take effect, however, with regard to students already enrolled until such time as those students have completed their training for the school semester during which such termination notice is given.

## 9. GENERAL PROVISIONS

- A. Amendments. This Agreement may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall become effective, it shall be reduced to writing and signed by the parties. Notwithstanding the foregoing, should any provision of this Agreement be in conflict with a governing State or federal law, it shall be deemed amended accordingly.
- B. Assignment. Neither party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement without the other party's prior written consent. Any purported assignment in violation of this Section shall be null and void.
- C. Attorney's Fees. In the event that any action, including arbitration, is brought by either party to enforce or interpret the terms of this Agreement, the prevailing party in such action shall be entitled to its costs and reasonable attorney's fees, in addition to such other relief as the court or arbitrator may deem appropriate.
- D. Captions. Any captions to or headings of the articles, sections, subsections, paragraphs, or subparagraphs of this Agreement are solely for the convenience of the parties, are not a part of this Agreement, and shall

not be used for the interpretation or determination of validity of this Agreement or any provision hereof.

- E. Counterparts. This Agreement 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.
- F. Entire Agreement. This Agreement, including all Attachments, is the entire Agreement between the parties and no other agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.
- G. Force Majeure. Neither party shall be liable nor deemed to be in default for any delay or failure in performance under this Agreement or other interruption of service or employment deemed resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, failure of transportation, machinery or supplies, vandalism, strikes or other work interruptions beyond the reasonable control of either party. However, both parties shall make good faith efforts to perform under this Agreement in the event of any such circumstances.
- H. Governing Law. The validity, interpretation and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.
- I. Notices. Notices required under this Agreement shall be sent to the parties by certified or registered mail, return receipt requested, postage prepaid, at the addresses set forth below:

1. Notice to the *HEALTH CENTER*:

Joanne Van Dyke  
Administrator  
Fairfield Post-Acute Rehab Center  
1255 Travis Blvd.  
Fairfield, CA 94533

Telephone: (707) 425-0623

2. Notice to the *SCHOOL*

Daniel Bridges, Ph.D, Interim Dean  
School of Health Sciences  
Solano Community College  
4000 Suisun Valley Road, Room 805A  
Fairfield, CA 94534

Telephone: (707) 864-7208  
FAX: (707) 646-2062  
Daniel.bridges@solano.edu

- J. Remedies. The various rights, options, elections, powers, and remedies of the respective parties hereto contained in, granted, or reserved by this Agreement, are in addition to any others that said parties may be entitled to by law, shall be construed as cumulative, and no one of them is exclusive of any of the others, or of any right or priority allowed by law.
- K. Severability. The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding upon the parties.
- L. Waiver of Provisions. Any waiver of any terms and conditions hereof must be in writing and signed by the parties hereto. A waiver of any term or condition hereof shall not be construed as a future waiver of the same or any other term or condition hereof.
- M. Compliance with Law and Regulatory Agencies. *HEALTH CENTER* and *SCHOOL* shall comply with all applicable provisions of law and other valid rules and regulations of all governmental agencies having jurisdiction over: (i) the operation of the *HEALTH CENTER*; (ii) the licensing of health care practitioners; and (iii) the delivery of services to patients of governmentally regulated third party payers whose members/beneficiaries receive care from *HEALTH CENTER*. This shall specifically include compliance with applicable provisions of Title 22 of the California Code of Regulations. *SCHOOL* shall also comply with all applicable standards and recommendations of the Joint Commission on Accreditation of Healthcare Organizations, bylaws and rules and regulations, and policies and procedures of *HEALTH CENTER* its Medical Staff and Medical Staff departments.

**10. EXECUTION**

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

**HEALTH CENTER**

**SCHOOL**

**Fairfield Post-Acute Rehab Center**

**Solano Community College**

By: \_\_\_\_\_

By: \_\_\_\_\_

Celia Esposito-Noy, Ed.D.

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Superintendent/President

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

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

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

**TO: Members of the Governing Board**

**SUBJECT: RENEWAL OF CLINICAL EXPERIENCE AGREEMENT  
 BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT  
 AND VACAVILLE CONVALESCENT AND  
 REHABILITATION CENTER, VACAVILLE, CALIFORNIA**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:** A renewal of the clinical experience agreement between Solano Community College District and Vacaville Convalescent and Rehabilitation Center, Vacaville, California, 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 long-term care, skilled nursing 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 Vacaville Convalescent and Rehabilitation Center, 585 Nut Tree Court, Vacaville, California.

**STUDENT SUCCESS IMPACT:**

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

|                           |                           |                                      |
|---------------------------|---------------------------|--------------------------------------|
| <i>Ed. Code: CCR 1427</i> | <i>Board Policy: 3520</i> | <i>Estimated Fiscal Impact: NONE</i> |
|---------------------------|---------------------------|--------------------------------------|

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

**PRESENTER’S NAME**  
 Daniel Bridges, Ph.D. Interim Dean, School of Health Sciences  
 4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**  
 707-864-7108

**TELEPHONE NUMBER**  
 David Williams, Ph.D.  
 Vice President, Academic Affairs

**VICE PRESIDENT APPROVAL**  
 April 19, 2019

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

## CLINICAL EXPERIENCE AGREEMENT

This Agreement is between **Vacaville Convalescent and Rehabilitation Center** (hereinafter known as *FACILITY*) located at **585 Nut Tree Road, Vacaville, California 95687**, and **Solano Community College** (hereinafter known as *SCHOOL*) and located at **4000 Suisun Valley Road, Fairfield, California 94534-3197** and is effective as of May 2, 2019.

### RECITALS

- A. *FACILITY* owns and operates an assisted living and skilled nursing care facility (hereinafter referred to as "Facility").
- B. *SCHOOL* owns and operates **Certified Nursing Assistant (CNA) and/or Home Health Aide (HHA) Program** which is accredited by the **California Department of Public Health Service**. *SCHOOL* desires its students to obtain practical experience at *FACILITY*'s Facility through participation in a clinical program for its **CNA or HHA** students ("Program").
- C. It is to the mutual benefit of the parties to this Agreement that the students of *SCHOOL*'s *Program* use such Facility for their clinical experience for a period of two years.

Now, therefore, the parties agree as follows:

### 1. GENERAL INFORMATION

- A. Both parties before the beginning of the training shall agree upon the period of time for each student's clinical experience.
- B. *SCHOOL* will provide fifteen (15) CNA students at a time, for a period of seven (7) weeks, up to two (2) days per week, and only between the hours of 6:00 am and 8:00 pm per day.
- C. Faculty and appropriate facility staff will arrange for faculty and student orientations, and identify a process for ongoing communication between the facility and the school at the beginning of each clinical experience.
- D. Faculty and appropriate facility staff will annually review the appropriateness of the learning environment in relation to the program's written objectives.

## 2. SCHOOL'S RESPONSIBILITIES

- A. Student Profile. *SCHOOL* shall complete and send to *FACILITY* a profile for each student enrolled in the Program which shall include the student's name, address and telephone number, driver's license number and social security number, prior to the beginning of the planned clinical experience.
- B. Schedule of Assignments. The student to faculty ratio shall not exceed 15 to 1 per rotation. *SCHOOL* shall notify the *FACILITY* of its planned schedule of student assignments, including the name of the student, level of academic preparation and length and dates of clinical experience prior to the planned clinical experience.
- C. Program Coordinator. *SCHOOL* shall designate a faculty member to coordinate with a designee of *FACILITY* in the planning of the Program to be provided students.
- D. Records. *SCHOOL* shall maintain all personnel and academic records of the students.
- E. Rules and Regulations. *SCHOOL* shall enforce rules and regulations governing the students that are mutually agreed upon by *SCHOOL* and *FACILITY*.
- F. Supervision. *SCHOOL* shall provide immediate and direct supervision of all instruction and clinical experiences for students assigned to the *FACILITY*.
- G. Health and Background Policy. *SCHOOL* shall provide *FACILITY*, prior to a student's arrival at the *FACILITY*, with proof of immunity, physical examination, TB skin test and criminal background screening consistent with *FACILITY* employee health policy and notify the *FACILITY* if student is a known carrier of an infectious or communicable disease. If such information indicates that patients of *FACILITY* would be placed at risk if treated by a particular student, *FACILITY* reserves the right to refuse to allow such student to participate in the clinical experience at *FACILITY*.
- H. Student Responsibilities. *SCHOOL* shall notify the students that they are responsible for:
  - 1) Following the clinical and administrative policies, procedures, rules and regulations of *FACILITY*.
  - 2) Arranging for their own transportation and living arrangements when not provided by *SCHOOL*.
  - 3) Arranging for and assuming the cost of their own health insurance.

- 4) Assuming responsibility for their personal illness, necessary immunizations, tuberculin test, and annual health examination.
  - 5) Maintaining confidentiality of patient information. No student shall have access to or have the right to receive any medical record, except when necessary in the regular course of the clinical experience. The discussion, transmission or narration in any form by students of any patient information of a personal nature, medical or otherwise, obtained in the regular course of the Program is forbidden except as a necessary part of the practical experience.
  - 6) Students will adhere to *FACILITY*'s established performance and dress standards and will wear name badges identifying themselves as students.
  - 7) Attending an orientation of the *FACILITY* provided by its staff and instructors.
  - 8) Providing services to the *FACILITY*'s patients under the direct supervision of a faculty provided by *SCHOOL* or *FACILITY*-provided staff/preceptors.
- I. Payroll Taxes and Withholdings. *SCHOOL* shall be solely responsible for any payroll taxes, withholdings, workers' compensation and any other insurance or benefits of any kind for students, employees, and agents of *SCHOOL* providing services under this Agreement. *SCHOOL* shall defend, indemnify, and hold *FACILITY* harmless from all liability and responsibilities therefore.

### **3. FACILITY'S RESPONSIBILITIES**

- A. Clinical Experience. *FACILITY* shall accept from *SCHOOL* the mutually agreed upon number of students enrolled in the aforementioned Program.
- B. FACILITY Designee. *FACILITY* shall designate a member of *FACILITY*'s staff to participate with the designee of *SCHOOL* in planning, implementing and coordinating the training Program, including orientation. Facility staff may not be used to proctor, shadow or teach program students.
- C. Access to Facilities. *FACILITY* shall permit students enrolled in the Program access to *FACILITY* Facilities as appropriate and necessary for their Program, provided that the presence of the students shall not interfere with the activities of *FACILITY*. Facilities include space for clinical conferences and access to *FACILITY*'s Medical Library.

- D. Withdrawal of Students. *FACILITY* may request *SCHOOL* to withdraw from the Program any student who *FACILITY* determines is not performing satisfactorily, or who refuses to follow *FACILITY*'s administrative policies, procedures, rules and regulation. Such request must be in writing and must include a statement as to the reason or reasons why *FACILITY* desires to have the student withdrawn. Said request shall be complied with within five (5) days of receipt of same. *FACILITY* reserves the right to suspend from participation immediately any student who poses an imminent danger of harm to patients or others.
- E. Emergency Health Care/First Aid. *FACILITY* shall, on any day when student is receiving training at its Facility, provide to students necessary emergency health care or first aid for accidents occurring in its Facility. Except as provided regarding such emergencies, *FACILITY* shall have no obligation to furnish medical or surgical care to any student. Students will be financially responsible for all such care rendered in the same manner as any other patient.
- F. Staffing. *FACILITY* shall provide staff adequate in number and quality to insure safe and continuous health care services to patients. Nursing staff will not be decreased because students are assigned to the facility. Student shall perform in a training capacity only and shall not be utilized to provide patient care in lieu of trained professionals employed by the *FACILITY*.
- G. *FACILITY* must be in good standing with the Centers for Medicare and Medicaid Services (CMS) and not have any training enforcement restrictions.

#### **4. AFFIRMATIVE ACTION AND NON-DISCRIMINATION**

The parties agree that all students receiving clinical training pursuant to the Agreement shall be selected without discrimination on account of race, color, religion, national origin, ancestry, disability, marital status, gender, sexual orientation, age, or veteran status.

#### **5. STATUS OF SCHOOL AND FACILITY**

It is expressly agreed and understood by *SCHOOL* and *FACILITY* that students under this Program are in attendance for educational purposes, and such students are not considered employees of *FACILITY* for any purpose, including, but not limited to, compensation for services, employee welfare and pension benefits, or workers' compensation insurance.

## 6. INDEMNIFICATION

- A. *SCHOOL* agrees to indemnify, defend and hold harmless, *FACILITY* and its affiliates, its directors, trustees, officers, agents, and employees from and against all claims, demands, damages, costs, expenses of whatever nature, including court costs and attorney fees arising out of or resulting from negligent or intentional acts or omissions of the *SCHOOL*, its officers, employees, agents or its students.
- B. *FACILITY* agrees to indemnify, defend and hold harmless *SCHOOL*, its officers, agents, employees from and against any and all claims, demands, damages, costs, expenses of whatever nature, including court costs and attorney fees arising out of or resulting from negligent or intentional acts or omissions of the *FACILITY*, its agents or its employees.

## 7. INSURANCE

- A. The *SCHOOL* shall procure and maintain in force during the term of this Agreement, at its sole cost and expense, insurance in amounts that are reasonably necessary to protect it and *FACILITY* against liability arising from or incident to the use and operation of the *FACILITY* by the *SCHOOL*'s students and naming *FACILITY* as an additional insured.
- B. Coverage under such insurance shall be not less than One Million Dollars (\$1,000,000) for each occurrence and Three Million Dollars (\$3,000,000) aggregate for each professional liability insurance and comprehensive general liability insurance.
- C. The *SCHOOL* shall also maintain and provide evidence of workers' compensation and disability coverage as required by law.
- D. The *SCHOOL* shall provide *FACILITY* with a certificate of insurance evidencing the insurance coverage required under this section and providing for not less than thirty (30) days written notice to the *FACILITY* of the cancellation of such insurance. The *SCHOOL* shall promptly notify the *FACILITY* of any cancellation, reduction, or other material change in the amount or scope of any coverage required hereunder.

## 8. TERM AND TERMINATION

- A. Term. This Agreement shall be effective as of the date first written above, and shall remain in effect for two (2) years thereafter or until terminated by either party in accordance with Section 8C.

B. Termination.

- 1) Mutual Agreement. This Agreement may be terminated at any time upon the written concurrence of the parties.
- 2) Without Cause. This Agreement may be terminated without cause with 60 days prior written notice by either party. Such termination shall not take effect, however, with regard to students already enrolled until such time as those students have completed their training for the school semester during which such termination notice is given.

**9. GENERAL PROVISIONS**

- A. Amendments. This Agreement may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall become effective, it shall be reduced to writing and signed by the parties. Notwithstanding the foregoing, should any provision of this Agreement be in conflict with a governing State or federal law, it shall be deemed amended accordingly.
- B. Assignment. Neither party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement without the other party's prior written consent. Any purported assignment in violation of this Section shall be null and void.
- C. Attorney's Fees. In the event that any action, including arbitration, is brought by either party to enforce or interpret the terms of this Agreement, the prevailing party in such action shall be entitled to its costs and reasonable attorney's fees, in addition to such other relief as the court or arbitrator may deem appropriate.
- D. Captions. Any captions to or headings of the articles, sections, subsections, paragraphs, or subparagraphs of this Agreement are solely for the convenience of the parties, are not a part of this Agreement, and shall not be used for the interpretation or determination of validity of this Agreement or any provision hereof.
- E. Counterparts. This Agreement 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.
- F. Entire Agreement. This Agreement, including all Attachments, is the entire Agreement between the parties and no other agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.

- G. Force Majeure. Neither party shall be liable nor deemed to be in default for any delay or failure in performance under this Agreement or other interruption of service or employment deemed resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, failure of transportation, machinery or supplies, vandalism, strikes or other work interruptions beyond the reasonable control of either party. However, both parties shall make good faith efforts to perform under this Agreement in the event of any such circumstances.

Governing Law. The validity, interpretation and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.

- H. Remedies. The various rights, options, elections, powers, and remedies of the respective parties hereto contained in, granted, or reserved by this Agreement, are in addition to any others that said parties may be entitled to by law, shall be construed as cumulative, and no one of them is exclusive of any of the others, or of any right or priority allowed by law.
- I. Severability. The provisions of this Agreement shall be deemed severable and if any portion shall be held invalid, illegal or unenforceable for any reason, the remainder of this Agreement shall be effective and binding upon the parties.
- J. Waiver of Provisions. Any waiver of any terms and conditions hereof must be in writing and signed by the parties hereto. A waiver of any term or condition hereof shall not be construed as a future waiver of the same or any other term or condition hereof.
- K. Compliance with Law and Regulatory Agencies. *FACILITY* and *SCHOOL* shall comply with all applicable provisions of local, state and federal laws and other valid rules and regulations of all governmental agencies having jurisdiction over: (i) the operation of the *FACILITY*; (ii) the licensing of health care practitioners; and (iii) the delivery of services to patients of governmentally regulated third party payers whose members/beneficiaries receive care from *FACILITY*. This shall specifically include compliance with applicable provisions of Title 22 of the California Code of Regulations. *SCHOOL* shall also comply with all applicable standards and recommendations of the Joint Commission on Accreditation of Healthcare Organizations, bylaws and rules and regulations, and policies and procedures of *FACILITY*, its Medical Staff and Medical Staff departments.

Both parties shall comply with Federal and California laws regarding the use and disclosure of individual identifiable health information, in particular with the provisions of Health Insurance Portability & Accountability Act of 1996—HIPPA.

Both parties should comply with Occupational Safety and Health Administration (OSHA) policies and standards.

1. Notices. Notices required under this Agreement shall be sent to the parties by certified or registered mail, return receipt requested, postage prepaid, at the addresses set forth below:

Notice to the *FACILITY*:

Joe Niccoli, Administrator  
Vacaville Convalescent and Rehabilitation Center  
585 Nut Tree Court  
Vacaville, CA 95687  
Telephone: (707) 449-8000  
Fax: (707) 449-4166

2. Notice to the *SCHOOL*

Daniel Bridges, Ph.D.  
Interim Dean, Health Sciences  
Solano Community College  
4000 Suisun Valley Road  
Fairfield, California 94534-3197

Telephone: (707) 864-7108  
FAX: (707) 646-2062  
Daniel.bridges@solano.edu

**10. EXECUTION**

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

**FACILITY**

**SCHOOL**

**Vacaville Convalescent and  
Rehabilitation Center**

**Solano Community College**

By: \_\_\_\_\_  
Joe Niccoli

By: \_\_\_\_\_  
Celia Esposito-Noy, Ed.D.

Title: \_\_\_\_\_  
Administrator

Title: \_\_\_\_\_  
Superintendent-President

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

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

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

**TO: Members of the Governing Board**

**SUBJECT: ACADEMIC CALENDAR FOR 2020-2021**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the Solano Community College Academic Calendar for 2020-2021. This calendar has been recommended by the Academic Calendar Advisory Committee and has received the endorsement of the Solano Community College Faculty Association in accordance with the collective bargaining agreement.

**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: 6500</i> | <i>Estimated Fiscal Impact: N/A</i> |
|------------------|---------------------------|-------------------------------------|

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

Gregory S. Brown  
 Vice President, Student Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

707-864-7159

**TELEPHONE NUMBER**

Gregory S. Brown, Student Services

**VICE PRESIDENT APPROVAL**

April 15, 2019

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

May 01, 2019

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**



# Solano Community College District 2020-21 Academic Calendar

## SUMMER 2020

| JUNE 2020 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           | 1  | 2  | 3  | 4  | 5  | 6  |
| 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 28        | 29 | 30 |    |    |    |    |

| JULY 2020 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    | 1  | 2  | 3  | 4  |
| 5         | 6  | 7  | 8  | 9  | 10 | 11 |
| 12        | 13 | 14 | 15 | 16 | 17 | 18 |
| 19        | 20 | 21 | 22 | 23 | 24 | 25 |
| 26        | 27 | 28 | 29 | 30 | 31 |    |

| AUGUST 2020 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 |    |    |    |    |    |

## FALL 2020

| AUGUST 2020 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             |    |    |    |    |    | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 |    |    |    |    |    |

| SEPTEMBER 2020 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | Th | F  | S  |
|                |    | 1  | 2  | 3  | 4  | 5  |
| 6              | 7  | 8  | 9  | 10 | 11 | 12 |
| 13             | 14 | 15 | 16 | 17 | 18 | 19 |
| 20             | 21 | 22 | 23 | 24 | 25 | 26 |
| 27             | 28 | 29 | 30 |    |    |    |

| OCTOBER 2020 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 |

| NOVEMBER 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 |
| 29            | 30 |    |    |    |    |    |

| DECEMBER 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 | 31 |    |    |

## SPRING 2021

| JANUARY 2021 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    |    | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           |    |    |    |    |    |    |

| FEBRUARY 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            |    |    |    |    |    |    |

| MARCH 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            | 1  | 2  | 3  | 4  | 5  | 6  |
| 7          | 8  | 9  | 10 | 11 | 12 | 13 |
| 14         | 15 | 16 | 17 | 18 | 19 | 20 |
| 21         | 22 | 23 | 24 | 25 | 26 | 27 |
| 28         | 29 | 30 | 31 |    |    |    |

| APRIL 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    |    |    | 1  | 2  | 3  |
| 4          | 5  | 6  | 7  | 8  | 9  | 10 |
| 11         | 12 | 13 | 14 | 15 | 16 | 17 |
| 18         | 19 | 20 | 21 | 22 | 23 | 24 |
| 25         | 26 | 27 | 28 | 29 | 30 |    |

| MAY 2021 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 |    |    |    |    |    |

| LEGEND  |  |                  |
|---|--|------------------|
| <b>SUMMER 2020</b>                              |  |                  |
| June 8 – August 7                               |  |                  |
| Six-week Session: June 15 – July 24             |  |                  |
| Eight-week Session: June 15 – August 7          |  |                  |
| Nine-week Session: June 8 – August 7            |  |                  |
| Independence Day                                |  | July 3           |
| <b>FALL 2020</b>                                |  |                  |
| August 17 – December 18                         |  |                  |
| Eight-week Session I: August 17 – October 12    |  |                  |
| Eight-week Session II: October 14 – December 11 |  |                  |
| Professional Development Day                    |  | August 13        |
| Professional Development Day (Required)         |  | August 14        |
| Labor Day                                       |  | September 5 – 7  |
| Professional Development Day                    |  | October 13       |
| Veterans Day                                    |  | November 11      |
| Thanksgiving Day                                |  | November 26 - 29 |
| Finals Week                                     |  | December 12-18   |
| <b>SPRING 2021</b>                              |  |                  |
| January 19 – May 27                             |  |                  |
| Eight-week Session I: January 19 – March 16     |  |                  |
| Eight-week Session II: March 19 – May 20        |  |                  |
| Professional Development Day                    |  | January 14       |
| Professional Development Day (Required)         |  | January 15       |
| Martin Luther King, Jr. Day                     |  | January 18       |
| Lincoln Day                                     |  | February 12 – 14 |
| Washington Day                                  |  | February 15      |
| Professional Development Day                    |  | March 17         |
| Professional Development Day                    |  | March 18         |
| Spring Break                                    |  | April 5 – 11     |
| Finals Week                                     |  | May 21-27        |
| Memorial Day                                    |  | May 31           |
| Commencement                                    |  | May 27, 2021     |
| No Classes                                      |  |                  |
| Holidays (campus closed)                        |  |                  |

| FLEX DAYS    |          |
|--------------|----------|
| Fall 2020    | 3        |
| Spring 2021  | 4        |
| <b>Total</b> | <b>7</b> |

|             | NUMBER OF INSTRUCTIONAL DAYS (M-F) |    |    |    |    |       |
|-------------|------------------------------------|----|----|----|----|-------|
|             | M                                  | T  | W  | Th | F  | Total |
| Fall 2020   | 16                                 | 16 | 15 | 16 | 16 | 79    |
| Spring 2021 | 15                                 | 17 | 16 | 16 | 15 | 79    |

|             | FINAL EXAMINATION DAYS (M-F) |   |   |    |   |       |
|-------------|------------------------------|---|---|----|---|-------|
|             | M                            | T | W | Th | F | Total |
| Fall 2020   | 1                            | 1 | 1 | 1  | 1 | 5     |
| Spring 2021 | 1                            | 1 | 1 | 1  | 1 | 5     |

|             | WEEKEND CLASS DAYS INCLUDING FINALS |     |
|-------------|-------------------------------------|-----|
|             | Sat                                 | Sun |
| Fall 2020   | 15                                  | 15  |
| Spring 2021 | 16                                  | 16  |

\* The Academic Calendar applies to 175 Instructional Workdays. The Classified Calendar is a separate document, addressing Classified Workdays.

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: BOARD STUDY SESSION – Veterans Resource Center

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

An update on the Veterans Resource Center will be presented by Amy Kennedy, Veterans Affairs Coordinator.

**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> |
|------------------|----------------------|-------------------------------------|

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

Amy Kennedy

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7000

**TELEPHONE NUMBER**

Gregory Brown  
Vice President, Student Services

**VICE PRESIDENT APPROVAL**

April 23, 2019

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

May 1, 2019

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

# SOLANO COMMUNITY COLLEGE VETERANS RESOURCE CENTER

---

Amy Kennedy  
Veterans Affairs Coordinator  
Veteran Resource Center  
Solano Community College  
4000 Suisun Valley Road, Bldg. 2700 Rm 2750  
Phone: (707) 864-7105  
Email: [Veterans@solano.edu](mailto:Veterans@solano.edu)

SCC Board Meeting Presentation May 1, 2019

# Solano Community College (SCC)

## Background

- Serving students with their VA Education Benefits since 1964
- Established stand alone Office of Veterans Affairs in 1975
  - Re.
- SCC entered MOU with Travis AFB in 1975
  - Establishing the Travis AFB Solano Community College Site

## Population Served

- Veterans & their Dependents
- Active-duty Service-members & their Dependents
- Reservists & their Dependents
- National Guard & their Dependents

# Solano Community College (SCC)

## Program Delivered

- **GI Bill Benefits** used by Veterans, Reservists, National Guard & Dependents
  - Chapter 30 – Montgomery GI Bill
  - Chapter 31 – Vocational Rehabilitation and Employment
  - Chapter 33 – Post 9/11 GI Bill
  - Chapter 35 – Survivors and Dependents Education Assistance Program
  - Chapter 1606 – Reserve Education Assistance
  - Marine Gunnery Sergeant John David Fry Scholarship – Children and Surviving Spouses of a Service Member who died in the line of duty on Active-duty after 9/11/01
- Department of Defense
  - Tuition Assistance (TA) used by Active-duty, Reservists and National Guard
  - MyCAA – Financial assistance for eligible Active-duty spouses
- California Department of Veterans Affairs
  - College Fee Waiver for Veteran Dependents (aka CAL Vet Fee Waiver) – Spouses and dependents of a Veteran

# Solano Community College (SCC)

## Benefits Used for Academic Year 2018-2019 (as of April 17, 2019)

- Chapter 30 - 7
- Chapter 31 - 26
- Chapter 33 Veterans - 183
- Chapter 33 Dependents - 31
- Chapter 33 Dependents & CAL Vet Fee Waiver - 5
- Chapter 35 - 68
- Chapter 35 & CAL Vet Fee Waiver - 46
- Chapter 1606 - 6
- Chapter 1606 & CLA Vet Fee Waiver - 1
- Fry Scholarship - 1
- TA - 26
- MyCAA -1
- CAL Vet Fee Waiver - 309

## MIS Data for Fall 2018

- Active-duty - 131
- Veterans - 328
- Reservists - 26
- National Guard - 3
- Active-duty dependents - 31
- Veteran Dependents - 533
- Reservists Dependents - 7
- National Guard Dependents - 2

# SCC Veterans Resource Center

## Services

- Administer Federal and State Veterans Education Benefits and Federal Active-duty Education Benefits
- Academic Education Counseling
- Readjustment Counseling – Provided on campus by the Concord Vet Center (2011)
- Referrals to on-campus services (with warm hand-off)
- Referrals to off-campus services
- Provide assistance with any VA, DoD, and Military Branch paperwork related to education, disability, and compensation
- On-campus events for population served

# SCC Veterans Resource Center

## Highlights

- 1<sup>st</sup> CCC appointed to Gov. Schwarzenegger's Troops to College Task Force, 2006
- SCC Student Veteran Organization est. 2008
- Measure Q Bond passed 2012 - \$348 Million
  - Solano Community College District Student/Veterans' Affordable Education, Job Training Measure
- CCCCCO highlighted SCC Vet Program as model program at CCC Veteran Summit, 2012
- SCC VA Coordinator testified before CA Assembly Members on Military training and education, February 2016
- Ground Breaking of the Science and Veterans Resource Center, August 2, 2017
  - to be completed January 2019
- Held inaugural Luncheon honoring SCC Student Veteran Women & Active-Duty Service Women, March 27, 2018
  - \$1500 raised from community supporters to hold event
- American Legion names SCC the first Purple Heart Community College on the West Coast. SCC Board approved on April 17, 2019

# SCC Veterans Resource Center

SCC Veterans Resource Center



Veteran Monument



# SCC Veterans Resource Center

Study/Tutoring/Meeting/Presentation Room

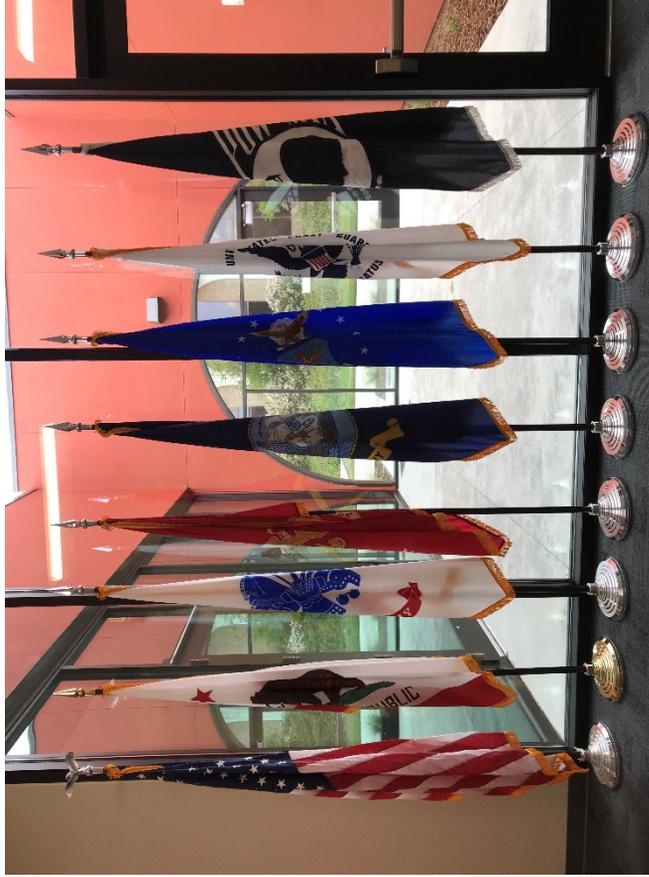


Individual and Small Group Study



# SCC Veterans Resource Center

Flags and Outdoor Patio



Computer Lab



# SCC Veterans Resource Center

Community Partnerships for services to be available in the new Veterans Resource Center

- Solano County Veterans Service Office
- Employment Development Department
- Workforce Investment Board
- VA Health Care
- Concord Vet Center – going from 2 days a week to 5 days a week
- VetSuccess on Campus (VSOC) – SCC placed on waitlist in 2015 (awaiting federal funding)

# Questions?

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

**TO:** Members of the Governing Board

**SUBJECT:** **THIRD QUARTER FINANCIAL REVIEW,  
 FY 2018-2019**

**REQUESTED ACTION:**

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

**SUMMARY:**

AB 2910, Chapter 1486, Statutes of 1986, requires California community college districts to report quarterly on their financial condition. Vice President Robert Diamond will present the District's financial position.

Attached is a summary covering periods July 1, 2018 to March 31, 2019 for the Board's review and information.

**STUDENT SUCCESS IMPACT:**

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

| <i>Ed. Code:</i>  | <i>Board Policy: 3020</i> | <i>Estimated Fiscal Impact:</i>   |
|---|---------------------------|---|
| <b>SUPERINTENDENT'S RECOMMENDATION:</b>                         |                           | <input type="checkbox"/> <b>APPROVAL</b> <input type="checkbox"/> <b>DISAPPROVAL</b><br><input checked="" type="checkbox"/> <b>NOT REQUIRED</b> <input type="checkbox"/> <b>TABLE</b> |
| Robert V. Diamond<br>Vice President, Finance and Administration |                           |   |
| <b>PRESENTER'S NAME</b>   |                           |   |
| 4000 Suisun Valley Road<br>Fairfield, CA 94534                  |                           |   |
| <b>ADDRESS</b>  |                           | <b>Celia Esposito-Noy, Ed.D.</b><br>Superintendent-President  |
| (707) 864-7209  |                           |   |
| <b>TELEPHONE NUMBER</b>   |                           |   |
| Robert V. Diamond<br>Finance & Administration                   |                           |   |
| <b>VICE PRESIDENT APPROVAL</b>                                  |                           | May 1, 2019   |
| April 19, 2019  |                           | <b>DATE APPROVED BY</b><br><b>SUPERINTENDENT-PRESIDENT</b>  |
| <b>DATE SUBMITTED TO</b><br><b>SUPERINTENDENT-PRESIDENT</b>     |                           |   |

Solano Community College District

Third Quarter Financial Review

For the Period July 1, 2018 to March 31, 2019

**Multi-year Trends  
2015-16 Through 2018-19**

|                                       | 2015-16<br>Per CCFS-311 | 2016-17<br>Per CCFS-311 | 2017-18<br>Per CCFS-311 | 2018-19 Budget      |
|---------------------------------------|-------------------------|-------------------------|-------------------------|---------------------|
| Revenues                              | \$56,343,972            | \$52,754,590            | \$53,975,295            | \$55,993,660        |
| Expenditures                          |                         |                         |                         |                     |
| Salaries                              | 29,344,357              | 28,589,113              | 31,630,244              | 33,379,531          |
| Benefits                              | 13,101,624              | 13,954,394              | 12,549,308              | 13,685,608          |
| Supplies & Materials                  | 425,704                 | 553,166                 | 694,962                 | 687,926             |
| Other Operating Expenses and Services | 5,695,902               | 7,113,565               | 6,833,279               | 6,974,841           |
| Capital Outlay                        | 159,632                 | 142,594                 | 116,529                 | 838,495             |
| Contingency Appropriation             | <u>0</u>                | <u>0</u>                | <u>0</u>                | <u>200,000</u>      |
| Total Expenditures                    | 48,727,219              | 50,352,832              | 51,824,322              | 55,766,401          |
| Other financing sources and (outgo)   | <u>-24,972</u>          | <u>-89,454</u>          | <u>418</u>              | <u>-33,000</u>      |
| Net increase in fund balance          | <u>\$7,591,781</u>      | <u>\$2,312,304</u>      | <u>\$2,151,391</u>      | <u>\$194,259</u>    |
| Year-end fund balance                 | <u>\$10,769,973</u>     | <u>\$13,082,280</u>     | <u>\$15,233,671</u>     | <u>\$14,286,158</u> |

**2018-19 Budget-to-Actual  
As of 3/31/2019**

|                                       | 2018-19 Budget | Actual as of 3/31/2019 | Current Year Actual as % of Budget |
|---------------------------------------|----------------|------------------------|------------------------------------|
| Revenues                              | 55,993,660     | 33,316,228             | 60%                                |
| Expenditures                          |                |                        |                                    |
| Salaries                              | 33,379,531     | 23,889,257             | 72%                                |
| Benefits                              | 13,685,608     | 9,881,566              | 72%                                |
| Supplies & Materials                  | 687,926        | 341,089                | 50%                                |
| Other Operating Expenses and Services | 6,974,841      | 5,006,209              | 72%                                |
| Capital Outlay                        | 838,495        | 152,261                | 18%                                |
| Other Outgo                           | 33,000         | 21,412                 |                                    |
| Contingency Appropriation             | 200,000        |                        | 0%                                 |
| Total Expenditures                    | 55,799,401     | 39,291,794             | 70%                                |

**Solano Community College**  
**Reserve History at the Beginning of Each Year**  
**2013-14 Through 2018-19**

|  | 2013-14 (1)    | 2014-15 (1)    | 2015-16 (1)   | 2016-17 (1)   | 2017-18 (1)   | 2018-19 (2)   |
|--|----------------|----------------|---------------|---------------|---------------|---------------|
| Revenues   | \$ 46,082,630  | \$ 47,582,380  | \$ 56,343,972 | \$ 52,754,590 | \$ 53,975,295 | \$ 55,993,660 |
| Other Financing Sources                                    | 64,672         | 5,998          | -             | -             | 418           |               |
| Expenditures   | (47,107,405)   | (48,481,601)   | (48,727,219)  | (50,352,832)  | (51,824,322)  | (55,799,401)  |
| Other Outgo  | (381,344)      | (291,246)      | (24,972)      | (89,454)      | -             |               |
| Net increase (decrease) in fund balance                    | \$ (1,341,447) | \$ (1,184,469) | \$ 7,591,781  | \$ 2,312,304  | \$ 2,151,391  | \$ 194,259    |
| Beginning Fund Balance                                     | \$ 4,319,857   | \$ 4,319,857   | \$ 3,178,227  | \$ 10,769,973 | \$ 13,082,280 | \$ 14,048,899 |
| <b>Fund balance as % of expenditures &amp; other outgo</b> | <b>9.1%</b>    | <b>8.9%</b>    | <b>6.5%</b>   | <b>21.4%</b>  | <b>25.2%</b>  | <b>25.2%</b>  |

| <b>Reserve Components</b>          |  | 2018-19 (2)          |
|------------------------------------|--|----------------------|
| Board Required Minimum 5% Reserve  |  | \$ 2,787,820         |
| Designated Reserve: PERS/STRS      |  | 4,200,000            |
| Designated Reserve: OPEB Liability |  | 4,000,000            |
| Stability Reserve                  |  | 3,298,338            |
| Projected Ending Fund Balance (4)  |  | <u>\$ 14,286,158</u> |

**Notes**

(1) Source: [CCFS-311 https://misweb.cccco.edu/FiscalPortal/reports.aspx/](https://misweb.cccco.edu/FiscalPortal/reports.aspx/)

(2) Source: [2018-19 District Adopted Budget](#)

(3) Beginning fund balance for 2016-17 increased by a one-time \$4.2 million infusion for future PERS/STRS costs

(4) Ending fund balance projected at 6/30/2019

(5) Projections for 2019-20 indicate reserves growing 1.7% while expenditures grow an estimated 3.2%, resulting in the reserve ratio for 2019-20 declining to 24.8%

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

**TO: Members of the Governing Board**

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

**REQUESTED ACTION:**

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

**SUMMARY:**

The Solano CCD Measure Q Quarterly Update Report is presented for Board information. This report includes an overview of program and project activities for the Measure Q Bond Program for the period of January 1, 2019 – March 31, 2019.

Measure Q expenditures during this reporting period were \$7,674,891. Total expended to March 31, 2019 was \$170,162,901.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Quarterly Reports provided to the Board of Trustees and the public regarding the use of bond funds.

| <i>Ed. Code:</i>  | <i>Board Policy:</i> | <i>Estimated Fiscal Impact:</i>                         | <i>\$0</i>                                  |
|---|----------------------|---|---|
| <b>SUPERINTENDENT'S RECOMMENDATION:</b>                         |                      | <input type="checkbox"/> <b>APPROVAL</b>                | <input type="checkbox"/> <b>DISAPPROVAL</b> |
|   |                      | <input checked="" type="checkbox"/> <b>NOT REQUIRED</b> | <input type="checkbox"/> <b>TABLE</b>       |
| Lucky Lofton<br>Executive Bonds Manager                         |                      |   |   |
| <b>PRESENTER'S NAME</b>   |                      |   |   |
| 4000 Suisun Valley Road<br>Fairfield, CA 94534                  |                      |   |   |
| <b>ADDRESS</b>  |                      | <b>Celia Esposito-Noy, Ed.D.</b>                        |   |
| (707) 863-7855  |                      | Superintendent-President                                |   |
| <b>TELEPHONE NUMBER</b>   |                      |   |   |
| Robert V. Diamond<br>Vice President, Finance and Administration |                      | May 1, 2019   |   |
| <b>VICE PRESIDENT APPROVAL</b>                                  |                      | <b>DATE APPROVED BY</b>                                 |   |
| April 19, 2019  |                      | <b>SUPERINTENDENT-PRESIDENT</b>                         |   |
| <b>DATE SUBMITTED TO</b>  |                      |   |   |
| <b>SUPERINTENDENT-PRESIDENT</b>                                 |                      |   |   |

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

**TO: Members of the Governing Board**

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

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Status of primary projects:

**Program:**

- Consultant Pools are being refreshed.
- District Design Standards – The Board approved revisions April 3.

**Fairfield Campus:**

- Science Building Phase 1: Construction Notice of Completion approved April 17. The Vets Center moved in during Spring Break and the Science program will move in at the end of this semester. A building dedication ceremony is scheduled for August 21.
- Library/Learning Resource Center: Plans and specifications were approved by DSA April 12. Existing furniture to be moved to the new building was confirmed and planning is in progress for relocation of Graphics operation.
- Horticulture Phase 2: The modular company's surety is completing the Punch List items.
- Portables Low Voltage Revisions: Fire alarm wiring was installed. The rest of the work is scheduled for June.

**Vacaville Center:**

- Vacaville Intersection Improvements Project: Completion of Punch List work in progress.
- Vacaville Classroom (Annex) Building Renovation: Contract was awarded for a site monument sign and condition of the exterior decorative corbels was assessed.

**Vallejo Center:**

- No project activity this reporting period.

**District-wide Projects:**

- IT Infrastructure Project – Phase 2: Network connection was installed to the baseball and softball field press boxes. Equipment purchases continue.



**SOLANO**  
COMMUNITY COLLEGE



# Solano Community College Measure Q Quarterly Progress Update

May 1, 2019



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# 1. GENERAL INFORMATION

## A. EXECUTIVE SUMMARY

Measure Q, approved by the voters in 2012, authorized general obligation bonds in the amount of \$348,000,000 for acquiring, constructing and repairing facilities, sites and equipment in order to prepare Solano County and City of Winter's students and veterans for universities and jobs.

This Solano CCD Measure Q Quarterly Progress Update report is produced for the District and made available to the Board of Trustees, the Citizens Bond Oversight Committee (CBOC), and interested parties. This report describes program and project progress and expenditures from January 1, 2019 through March 31, 2019.

In this report, you will find the following sections:

- **Program Summary** of current activities, 90 day look ahead and notes about any issues.
- **Campus Summaries** for Fairfield, Vacaville and Vallejo campuses. These sections highlight the current activities, 90 day look ahead and any issues.
- **Financial Summary** section which summarizes the expenditures to date and variance from the last report.
- **Program Budget Summary**, based on the Board-approved Bond Spending Plan as of February 6, 2019, organized by program, campus and project. It includes a total of all expenditures as of March 31, 2019.
- **Schedule for Major Active Building Projects**
- **Project Reports** section with more detailed information for individual projects, organized as "active", "in close-out", or "closed."

Brief monthly project updates may be found on the District's website, Solano.edu. Click on Bonds Program. Click on Active Project Status & Updates.

## **B. PROJECT TEAM**

### **OWNER – SOLANO COMMUNITY COLLEGE DISTRICT:**

Rob Diamond, Vice President Finance and Administration  
Lucky Lofton, Executive Bonds Manager  
Jason Yi, Project Manager  
Victoria Lamica, Director of Purchasing and Support Services  
Laura Scott, Bond Purchasing Agent  
Dawna Murphy, Accountant

### **PROGRAM & DESIGN MANAGER:**

Kitchell CEM

### **CONSTRUCTION MANAGERS:**

Swinerton Management and Consulting Services

### **DISTRICT CONSULTANTS CURRENTLY ACTIVE:**

**District Project Labor Agreement Coordination Consultant:** Vlaming and Associates

**District Construction Counsel:** Dannis Woliver Kelley (DWK)

### **PROJECT-SPECIFIC ARCHITECTS and ENGINEERS CURRENTLY ACTIVE:**

**Science Building, Phase I (FF Campus):** Lionakis (Criteria Architect), Wallace & Kuhl (Geotechnical), Dovetail (FF&E)

**Library/Learning Resource Center (FF Campus):** Noll & Tam Architects, Ninyo & Moore (Geotechnical), First Carbon Solutions (Environmental)

**Agriculture (Horticulture) Project, (FF Campus):** MADI Architects

**Intersection Improvements Project (VV Campus):** Omni Means (Civil Engineer)

**Vacaville Center HVAC Upgrade Project:** EDesignC Inc.

**Small Capital Projects:** CA Architects, MADI Architects

### **DISTRICT POOL OF ENVIRONMENTAL CONSULTANTS:**

Dudek  
First Carbon Solutions  
Rincon Consultants, Inc.

### **DISTRICT POOL OF CIVIL ENGINEERING CONSULTANTS:**

Coffman Engineers  
Complete Project Solutions, Inc.  
Creegan + D'Angelo  
CSW/ST2

**DISTRICT POOL OF ARCHITECTS:**

|                      |                               |
|----------------------|-------------------------------|
| C+A Architects       | DLR Group                     |
| Dreyfuss & Blackford | ED2 International             |
| EHDD                 | Flad Architects               |
| Gould Evans          | HA+A                          |
| HGA                  | HKIT Architects               |
| HMC Architects       | JRDV Urban International Inc. |
| Lionakis             | LPA                           |
| LPAS                 | MADI Architecture             |
| RATCLIFF             | Steinberg Architects          |
| tBP                  | TLCD Architecture             |

**DISTRICT POOL OF GEOTECHNICAL SERVICES FIRMS:**

A3GEO, Inc.  
Ninyo & Moore  
Wallace Kuhl & Associates

**DISTRICT POOL OF SPECIAL INSPECTIONS SERVICES FIRMS:**

|                                      |                              |
|--------------------------------------|------------------------------|
| Terracon Consultants Inc.            | Ninyo & Moore                |
| (formerly Neil O. Anderson & Assoc.) | Consolidated Engineering Lab |
| Construction Testing Services Inc.   | ISI Inspection Services Inc. |

**DISTRICT POOL OF INSPECTION SERVICES FIRMS:**

|  |                                |
|--|--------------------------------|
| Norm Dietrich Inspection Services Inc. | John R. Hanna Inspections Inc. |
| King Construction Inspections Inc.     | Optima Inspections Inc.        |
| TYR IOR Services                       |                                |

**DISTRICT POOL OF COMMISSIONING SERVICES FIRMS:**

|                             |                             |
|-----------------------------|-----------------------------|
| 3QC, Inc.                   | GLUMAC                      |
| Engineering Economics, Inc. | Guttman & Blaevoet          |
| Enovity, Inc.               | Interface Engineering, Inc. |

## 2. PROGRAM SUMMARY

### A. CURRENT ACTIVITIES

#### 1. Financials and Funding

- a. \$7,674,891.41 was expended this reporting period, January 1, 2019 – March 31, 2019. The total expended to March 31, 2019 for the entire Measure Q bond program was \$170,162,901.
- b. The District received the Measure Q fiscal year 2017/2018 performance and financial audits on March 29 and the Board approved it on April 3, 2019. The performance audit concluded that the expenditures were made for Bond authorized projects and were properly accounted for. No findings were identified in the financial audit.

#### 2. Planning

- a. **Consultant Pools.** The existing professional consultant pools have been in place nearly five years.
  - Requests for Qualifications were issued to renew the District's consultant pools for Geotechnical Engineering firms, Civil Engineering firms, and Environmental (CEQA) Consultants. Statements of Qualifications were evaluated by a committee, and the Board approved committee recommendations for these pools for the next five years. These approved firms are listed for each consultant pool on pages 3 and 4 of this document.
  - Requests for Qualifications were issued to renew the District's consultant pools for architectural firms and construction management firms, and to establish a pool of MEP (mechanical/electrical/plumbing) engineering firms.
- b. **District Design Standards:** Revisions were drafted and presented to the Measure Q Steering Committee and to the Board as an information item.
- c. **Building 300 Reuse.** Plans were finalized for occupancy of Building 300 classrooms and offices which will be vacated as the Science program moves into the new Science Building 2700 at the end of the spring semester.
- d. **Vallejo Belvedere Property Lot Line Adjustment:** Minor lot line adjustment is in progress to remedy an encroachment issue.

#### 3. Project Update for Active Projects

##### FAIRFIELD CAMPUS:

- a. **Science Building (Phase I) Project:**
  - Construction achieved Substantial completion February 18.
  - Punch List work is nearing completion.
  - Furniture and equipment have been ordered and are starting to arrive on site.
  - The Veterans Center program is packing in preparation for move-in April 16 during Spring Break.
- b. **Library/Learning Resource Center Project (Building 100 Replacement).**
  - During this period, meetings were conducted to resolve final design issues.
  - A detailed furniture plan was developed and existing furniture and equipment to be moved to the new building was confirmed.
  - DSA plan check comments were received and back check plans and specifications will be resubmitted April 1.

- Planning continues for relocation of Graphics and other functions that are not moving into the new Library/Learning Resource Center.
- c. **Horticulture Improvements – Phase 2 Restroom Building**
- Completion of this project was delayed. The modular company filed Chapter 11, and the bonding company is completing Punch List work.

**VACAVILLE CAMPUS:**

- d. **Vacaville Center Intersection Improvements Project:**
- Some City Punch List items were completed. Remaining work will be completed in April once weather clears.
- e. **Vacaville Annex Building:**
- The exterior decorative wood corbels were assessed for water/dryrot damage.
  - Contract was awarded for fabrication and installation of a site monument sign, per District Standards. The sign is being fabricated and electrical work for lighting has been partially completed.

**VALLEJO CAMPUS:** No work at this campus this reporting period.

**DISTRICTWIDE PROJECTS:**

- f. **IT Infrastructure Project – Phase 2**
- Equipment purchases continue.
  - Network connection was installed to the baseball field and softball field press boxes.
- g. **Small Capital Projects:**
- Small Capital Projects in progress:
    - Portables Low voltage Revisions – copper wire was installed and terminated for the fire alarm rerouting. The rest of the work will be done at the end of spring semester.
    - B300 Modifications – scope of work has been confirmed for new exterior room identification signage, modifications needed to remove some existing lab equipment, and renovation of a small portion of the building to house the Graphics operation and the Campus Mail Room.

**4. Communications**

- a. **User Groups:**
- Fairfield Campus – Library/Learning Resource Center: Designated User Representatives attended design phase progress meetings and confirmed existing furniture and equipment to be moved to the new building.
  - Fairfield Campus – Science Building: the Dean, Facilities staff, and IT staff attended weekly construction progress meetings. Science and Veterans Center faculty and staff engaged in furniture, equipment, and move planning meetings.

b. **Community Outreach:**

- In 2015, the Board approved a Small, Local and Diverse Business (SLDB) Program to ensure inclusion of Solano County businesses in contracting and supplier opportunities generated by the Measure Q bond program.
- Revisions to the SLDB Program were approved by the Board on June 6, 2018. For contracts initiated after June 6, 2018, the participation goal was revised to be 20% of the construction cost, achievable through the combined participation of the following:
  - Local DBE Businesses (minimum 10%)
  - Local non-DBE Businesses
  - Non-local DBE Businesses

The participation goal is per project for large projects, and overall for small projects. The status of SLDB participation in the bond projects is tracked and reported at regular intervals, with a final reporting at the end of each project.

- Following are the current participation statistics.

Science Building Project (participation goal 15%) Final Report

Construction Contract, \$30.1M, (100% subcontractor contracts in place)

Certified Small Local Diverse Businesses \_\_\_\_\_ \$3.8M, 12.56%

Local Businesses \_\_\_\_\_ \$6.3M, 21.10%

- Status Small Capital Projects – Phase 1 (participation goal 15%)

Construction Contracts, \$1.59M, (100% contracts in place)

Certified Small Local Diverse Businesses \_\_\_\_\_ \$160,782, 10.09%

Local Businesses \_\_\_\_\_ \$261,291, 16.41%

- Status Small Capital Projects – Phase 2 (participation goal 20%)

Construction Contracts, \$570,307

Certified Small Local Diverse Businesses \_\_\_\_\_ \$16,295, 2.9%

Local Businesses \_\_\_\_\_ \$0, 0%

Non-local Certified DBEs \_\_\_\_\_ \$554,012, 97.1%

- In addition, the Design Build contracts include a goal of 20% local labor participation under the construction contract.

Status Science Building Project – Final Report \_\_\_\_\_ 22.76% local labor

c. **City and Local Agency Communications:**

- Communications with and site inspections by City of Vacaville staff for the Vacaville Center Intersection Improvements Project.
- Communications with City of Vallejo regarding Vallejo Center Belvedere site.

5. **Citizen's Bond Oversight Committee (CBOC):**

- a. The CBOC met February 26, 2019. At the CBOC's request, District led a tour of the Maker's Space and Robotics Lab, but no official business was conducted due to lack of a quorum.
- b. The next CBOC Meeting is scheduled for April 23, 2019.

**6. Board of Trustee Actions – Bond Program Related Items**

Board Meeting Minutes can be viewed on the College's website, Solano.edu.

**a. January 16, 2019 Regular Board Meeting,**

4000 Suisun Valley Road, Fairfield

The following Consent and Action Items were approved at this meeting:

- Notice of Completion for Construction Services for the LLRC Sunscreen Mockup Project
- Resolution No. 18/19-11 Designation and Disposal/Disposition of District Surplus Equipment and Property - Furniture
- Amendment #3 to Kitchell Capital Expenditure Managers, Inc. for Program Management Services

**b. February 6, 2019 Regular Board Meeting (Board Study Session),**

4000 Suisun Valley Road, Fairfield

The following Consent and Action Items were approved at this meeting:

- Contract Amendment #1 to Hazard Management Services Inc. for Additional Services for the Library/Learning Resource Center (Building 100 Replacement) Project
- Approval of Civil Engineering Services Pool of Firms
- Approval of Environmental Consulting Services Pool of Firms
- Approval of Geotechnical Engineering Services Pool of Firms
- Furniture Order to KI for the Fairfield Science Building Project
- Measure Q Bond Spending Plan Update #16

Information Items:

- Measure Q Quarterly Progress Update Report to the Governing Board

**c. February 20, 2019 Regular Board Meeting,**

4000 Suisun Valley Road, Fairfield

The following Consent and Action Items were approved at this meeting:

- Contract Amendment #1 to Dovetail for Furniture, Fixtures, and Equipment Consulting Services for the Fairfield Science Building Project
- Contract Amendment #1 to Vlaming and Associates for Project Labor Agreement Coordinator Services

**d. March 6, 2019 Regular Board Meeting (Board Study Session),**

4000 Suisun Valley Road, Fairfield

The following Consent and Action Items were approved at this meeting:

- Contract Award to Ellis & Ellis Sign Systems for Construction Services for the Vacaville Center Annex Building Monument Sign Project
- Furniture Order to KI for the Fairfield Science Building Project
- Ratification of Contract Change Order #8 to DPR Construction for the Fairfield Science Building Project

Information Items:

- Bond Projects Monthly Update

**e. March 20, 2019 Regular Board Meeting,**

4000 Suisun Valley Road, Fairfield

The following Consent and Action Items were approved at this meeting:

- No Measure Q Items were presented at this meeting

Information Items:

- District Standards Revisions

## **B. PROGRAM - NEXT 90 DAYS**

1. Continued oversight of active projects and planning for future projects.
2. Continued user engagement in all active building projects.
3. Ongoing communication with the campus community regarding any interruptions related to upcoming construction activities.
4. Refresh remaining Consultant Pools.
5. Board approval of revisions to District Standards.
6. Board approval of FY 2017/2018 Measure Q Audit.
7. Citizens Bond Oversight Committee Meeting.
8. Citizens Bond Oversight FY 2017/2018 Annual Report to Board.

## **C PROGRAM – ISSUES**

1. No issues or concerns at this time.

### 3. FAIRFIELD CAMPUS SUMMARY

**A. CURRENT ACTIVITIES** – Please see the attached project sheets (Section 9 of this report) for detailed information about the projects. The following is a list of current projects:

1. Science Building (Phase 1)
2. Library/Learning Resource Center (Building 100 Replacement)
3. Horticulture Phase 2 - Restroom Building
4. Horticulture Phase 1 – (DSA close out)
5. IT Infrastructure Phase 2
6. Portables Low Voltage Revisions

#### **B. NEXT 90 DAYS**

1. Science Building: Complete Punch List items. Final Completion by April 10, 2019. Vets Center program move-in April 16. Science program move-in at end of spring semester.
2. Library/Learning Resource Center: Architects/Engineers respond to DSA questions or comments and resubmit April 1. Submit to State for approval of plans, authorization to issue for bid, and release of construction phase funding. Issue RFQ to pre-qualify bidders.
3. Horticulture Phase 2 – Restroom Building: Complete Punch List items, complete close out activities, issue Notice of Completion, and obtain DSA certification.
4. Horticulture Phase 1: Close out with DSA once restroom building is completed.
5. IT Infrastructure Phase 2: Continue network upgrades and computer replacement.
6. Portables Low Voltage Revisions: No work until Summer Break.
7. B300 Exterior Room Identification Signage: receive quotes, award contract and install new room identification signs.
8. B300 Room 306 Modifications: Initiate project to remove dissection tables (Small Cap).
9. B300 Modifications – Mailroom & Graphics: Initiate project to renovate space for these functions (Small Cap).
10. Baseball and Soccer Bleachers: Initiate project for replacement of the bleachers at the baseball and soccer fields (Small Cap).

#### **C. ISSUES**

1. No major issues or concerns at this time.

## 4. VACAVILLE CAMPUS SUMMARY

**A. CURRENT ACTIVITIES** – Please see the attached project sheets (Section 9 of this report) for detailed information about each project. The following is a list of current projects:

1. Vacaville Center Intersection Improvements
2. Biotechnology and Science Building Fume Hood Controls
3. Vacaville Center Annex Building Monument Sign
4. Vacaville Center Annex Building Corbels Removal

### B. NEXT 90 DAYS

1. Vacaville Center Intersection Improvements: Complete City Punch List items and receive City close-out of Permit.
2. Biotechnology and Science Building Fume Hood Controls: Complete programming.
3. Vacaville Center Annex Building Monument Sign: installation of footing, sign and lighting.
4. Vacaville Center Annex Building Corbels Removal: Complete design, receive bids and award construction contract.
5. Aeronautics Building: Planning for sewer connection and parking expansion at the Nut Tree Airport Aeronautics Building.

### C. ISSUES

1. No major issues or concerns at this time.

## 5. VALLEJO CAMPUS SUMMARY

### A. CURRENT ACTIVITIES

1. No projects at this time.

### B. NEXT 90 DAYS

1. No projects at this time.

### C. ISSUES

1. No major issues or concerns at this time.

## **6. FINANCIAL SUMMARY**

### **A. BUDGET UPDATE**

1. Please see the attached “Program Summary Budget” for a project by project view of the budget. Through March 31, 2019, a total of \$170,162,901 has been expended against the bond program budget of \$351,500,457. This current budget includes \$3,475,931 net interest earned through September 30, 2018. This financial period, January 1, 2019 through March 31, 2019, expenditures totaled \$7,674,891.41.
2. Projected spending cash flow continues to be monitored in relation to bond spending requirements.

### **B. BOND FY2017/2018 AUDIT**

1. The District received the Measure Q fiscal year 2017/2018 performance and financial audits on March 29 and the Board approved them on April 3, 2019.
2. No findings were identified in the financial audit.
3. The performance audit concluded that the expenditures were made for Bond authorized projects and were properly accounted for.

### **C. RESERVE STATUS**

Reserve for the Measure Q Bond Program is based on the approved February 6, 2019 Revised Bond Spending Plan. Bond interest accrues annually.

### **D. CONTRACT STATUS**

The Program Summary Report provides “Current Project Budget” and “Measure Q Expenditure” information through March 31, 2019.

### **E. PAYMENT STATUS**

Contractor and Consultant payments have been processed within a satisfactory time period.

## 7. PROGRAM BUDGET SUMMARY

- A. Program Budget Summary – organized by Program, Campus and Project, and based on BOT approved February 6, 2019 Revised Bond Spending Plan.



May 1, 2019 Quarterly Report

| Status <sup>(4)</sup> | PROJECT NAME  | PROJECT BUDGET AS OF 12/05/2018 BSP <sup>(1)</sup> | BOT APPROVED CHANGE | PROJECT BUDGET 2/06/2019 BSP <sup>(2)</sup> | OTHER FUNDING BUDGET <sup>(3)</sup> | REDEVELOPMENT FUND | OTHER FUNDING EXPENDITURES AS OF 03/31/2019 | MEASURE Q EXPENDITURES AS OF 03/31/2019 | PERCENT SPENT | PROJECT NO.                        |
|-----------------------|---|--|---------------------|---|-------------------------------------|--------------------|---|---|---------------|------------------------------------|
|                       | <b>FF CAMPUS</b>                                      |  |                     |   |                                     |                    |   |   |               |                                    |
| A                     | Library & Learning Resource Center                    | \$ 24,300,000                                      |                     | \$ 24,300,000                               | \$ 20,148,000                       | \$ 1,500,000       | \$ 2,492,228                                | \$ 501,267                              | 6.5%          | 820110                             |
| C                     | Performing Arts Building (Phase 1 B1200 Renovation)   | \$ 6,229,718                                       |                     | \$ 6,229,718                                | \$ 13,760,000                       |                    | \$ 13,760,000                               | \$ 6,229,718                            | 100.0%        | 821210/821220/821215               |
| F                     | Performing Arts Building (Phase 2)                    | \$ 13,700,000                                      |                     | \$ 13,700,000                               |                                     |                    |   | \$ 33,151                               | 0.2%          | 821230                             |
| A                     | Science Building (Phase 1)                            | \$ 36,600,000                                      |                     | \$ 36,600,000                               |                                     |                    |   | \$ 31,541,388                           | 86.2%         | 820310                             |
| F                     | Science & Math Building (Phase 2)                     | \$ 8,000,000                                       |                     | \$ 8,000,000                                |                                     |                    |   |   | 0.0%          | TBD                                |
| F                     | Career Technology Building (CTE)                      | \$ 3,000,000                                       |                     | \$ 3,000,000                                |                                     |                    |   |   | 0.0%          | TBD                                |
| A                     | Agriculture (Horticulture)                            | \$ 2,000,000                                       |                     | \$ 2,000,000                                |                                     |                    |   | \$ 1,211,828                            | 60.6%         | 821030/821035                      |
|                       | <b>VV CAMPUS</b>                                      |  |                     |   |                                     |                    |   |   |               |                                    |
| A                     | VV Classroom Building Purchase & Renovation           | \$ 8,200,000                                       |                     | \$ 8,200,000                                |                                     |                    |   | \$ 6,932,516                            | 84.5%         | 830200/830210/830220               |
| A                     | Biotechnology & Science Building                      | \$ 33,383,435                                      |                     | \$ 33,383,435                               |                                     |                    |   | \$ 33,219,716                           | 99.5%         | 830310/830320/830330               |
| A                     | Aeronautics & Workforce Development Building          | \$ 15,000,000                                      |                     | \$ 15,000,000                               |                                     |                    |   | \$ 1,272,858                            | 8.5%          | 830400/830410/830420               |
| F                     | Student Success Center/LRC                            | \$ 15,500,000                                      |                     | \$ 15,500,000                               |                                     |                    |   |   | 0.0%          | TBD                                |
| F                     | Fire Training   | \$ 6,250,000                                       |                     | \$ 6,250,000                                |                                     |                    |   |   | 0.0%          | TBD                                |
| A                     | Vacaville Center HVAC Upgrade                         | \$ 2,153,557                                       | \$ (3,251)          | \$ 2,150,306                                |                                     |                    |   | \$ 2,134,915                            | 99.3%         | 830230                             |
|                       | <b>VJ CAMPUS</b>                                      |  |                     |   |                                     |                    |   |   |               |                                    |
| C                     | Vallejo Property Purchase Belvedere                   | \$ 4,794,343                                       |                     | \$ 4,794,343                                |                                     |                    |   | \$ 4,794,343                            | 100.0%        | 840310                             |
| C                     | Vallejo Property Purchase Northgate                   | \$ 6,871,471                                       |                     | \$ 6,871,471                                |                                     |                    |   | \$ 6,871,471                            | 100.0%        | 840910                             |
| F                     | Site Improvements                                     | \$ 2,825,000                                       |                     | \$ 2,825,000                                |                                     |                    |   |   | 0.0%          | 840920/840320                      |
| C                     | Autotechnology Building                               | \$ 23,735,961                                      |                     | \$ 23,735,961                               |                                     |                    |   | \$ 23,735,961                           | 100.0%        | 840210/840220                      |
| F                     | Student Success Center/LRC                            | \$ 22,000,000                                      |                     | \$ 22,000,000                               |                                     |                    |   |   | 0.0%          | TBD                                |
| F                     | Career Technology Building                            | \$ 19,800,000                                      |                     | \$ 19,800,000                               |                                     |                    |   |   | 0.0%          | TBD                                |
| C                     | Vallejo Center HVAC Upgrade                           | \$ 2,135,178                                       |                     | \$ 2,135,178                                |                                     |                    |   | \$ 2,135,178                            | 100.0%        | 840430                             |
|                       | <b>INFRASTRUCTURE IMPROVEMENTS</b>                    |  |                     |   |                                     |                    |   |   |               |                                    |
| A                     | IT Infrastructure Improvements                        | \$ 14,200,000                                      |                     | \$ 14,200,000                               |                                     |                    |   |   |               | 812100/812500 to 812590            |
| C                     | Utility Infrastructure Upgrade (Energy)               | \$ 24,671,331                                      |                     | \$ 24,671,331                               | \$ 712,447                          |                    | \$ 712,447                                  | \$ 24,671,331                           | 100.0%        | 814010/814020/814030/814040/814050 |
|                       | <b>ADA &amp; CLASSROOM IMPROVEMENTS</b>               |  |                     |   |                                     |                    |   |   |               |                                    |
| A                     | Small Capital Projects                                | \$ 8,753,246                                       |                     | \$ 8,753,246                                |                                     |                    |   | \$ 3,590,930                            | 41.0%         | 813005 to 813044                   |
| A                     | ADA Improvements                                      | \$ 10,900,000                                      |                     | \$ 10,900,000                               | \$ 50,000                           |                    | \$ 50,000                                   | \$ 388,082                              | 4.0%          | 813210                             |
|                       | <b>PLANNING, ASSESSMENTS &amp; PROGRAM MANAGEMENT</b> |  |                     |   |                                     |                    |   |   |               |                                    |
| A                     | Program Management, District Support and Planning     | \$ 25,400,000                                      |                     | \$ 25,400,000                               |                                     |                    |   |   |               | 811010/811011/811020/811021/811030 |
|                       | <b>RESERVE &amp; INTEREST</b>                         |  |                     |   |                                     |                    |   |   |               |                                    |
|                       | Program Reserve                                       | \$ 11,072,666                                      | \$ 27,802           | \$ 11,100,468                               |                                     |                    |   |   |               |                                    |
|                       | Treasury Fees   | \$ -   |                     | \$ -  |                                     |                    |   | \$ 516,174                              |               |                                    |
|                       | <b>TOTAL BOND SPENDING PLAN</b>                       | \$ 351,475,906                                     |                     | \$ 351,500,457                              | \$ 34,670,447                       | \$ 1,500,000       | \$ 17,014,675                               | \$ 170,162,901                          | 48.6%         |                                    |

<sup>(1)</sup> Per Bond Spending Plan Revision Approved by BOT 12/5/2018

<sup>(2)</sup> Per Bond Spending Plan Revision Approved by BOT 2/6/2019

<sup>(3)</sup> Note other funding sources include State Funding, Proposition 39 Energy and Solano Transportation Authority

<sup>(4)</sup> A=Active Project; F=Future Project/Project On Hold; C=Closed Project. VV Aeronautics Project activity associated with property purchase and schematic design/budget confirmation only.

## 8. SCHEDULE FOR MAJOR ACTIVE BUILDING PROJECTS

- A. Schedule for Major Active Building Projects based on February 6, 2019 Board Approved Revised Bond Spending Plan.

Note that the following schedule for IT Infrastructure Improvements reflects Phase 2 (Tranche 2), as that is the portion of the project that is active. Completed projects are no longer included.





**Schedule for Major Active Building Projects**  
**Solano Community College**  
**Per Bond Spending Plan Approved 2/6/2019**

|  | 2013 |    |    |    | 2014 |    |    |    | 2015        |    |    |    | 2016 |    |    |    | 2017 |    |    |    | 2018 |    |    |    | 2019 |    |    |    | 2020 |    |    |    | 2021 |    |    |    | 2022 |  |  |  |  |  |  |  |
|--|------|----|----|----|------|----|----|----|-------------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|------|----|----|----|------|--|--|--|--|--|--|--|
|  | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1          | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 |      |  |  |  |  |  |  |  |
| <b>Biotechnology &amp; Science Building, Swing Space &amp; VV Center Intersection Improvements</b> |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| August 2014 Schedule/Budget  |      |    |    |    |      |    |    |    | \$5,480,177 |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| March 2015 Schedule/Budget   |      |    |    |    |      |    |    |    | \$4,845,093 |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| December 2017 Schedule/Budget  |      |    |    |    |      |    |    |    | \$4,648,582 |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| June 2018 Schedule/Budget  |      |    |    |    |      |    |    |    | \$4,292,652 |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| Current Schedule (% of current phase)  |      |    |    |    |      |    |    |    | 100%        |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| Current Expenditures (% of Budget)   |      |    |    |    |      |    |    |    | 99%         |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| Current Expenditures (\$)  |      |    |    |    |      |    |    |    | \$4,264,384 |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| <b>Vacaville Center HVAC Upgrade</b>   |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| March 2018 Schedule/Budget   |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| December 2018 Schedule/Budget  |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| February 2019 Schedule/Budget  |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| Current Schedule (% of current phase)  |      |    |    |    |      |    |    |    | 100%        |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| Current Expenditures (% of Budget)   |      |    |    |    |      |    |    |    | 100%        |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
| Current Expenditures (\$)  |      |    |    |    |      |    |    |    | \$15,956    |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
|  |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
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|  |      |    |    |    |      |    |    |    |             |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |    |    |    |      |  |  |  |  |  |  |  |
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## 9. PROJECT REPORTS

- A. Project Report Updates for Active Projects
- B. Project Report Update for Projects in Closeout
- C. Project Report Updates for Closed Projects

Project Reports include a dashboard column next to schedule and budget indicating one of the following:

- “Green” – OK. Project is on schedule and on budget.
- “Yellow” – Caution. Project is significantly delayed with some impacts, but solutions are in place to mitigate any impacts. Project is at 0% budget contingency remaining balance and project is not near completion.
- “Red” – Project is significantly delayed and/or over budget and may require Board approval of budget change.

## **ACTIVE PROJECTS**



## Solano Community College Science Building (Phase I)

A/E: Lionakis (Criteria Architect)    **Design Builder:** DPR Construction & HGA Architects    **Status:** Active

### PROJECT SUMMARY

#### Project: Science Building (Phase I)

**Project Scope:**  
New Science Building to provide science labs, classroom instructional space, and student support spaces including a Veterans Center. The project will include the following components: planning, assessments, surveys, design and construction of the building and associated site work; furniture, fixtures and equipment and project/construction management.

|                                 |                |                                |              |
|---------------------------------|----------------|--------------------------------|--------------|
| <b>Project Manager:</b>         | Pam Kinzie     | <b>Status:</b>                 | Active       |
| <b>Construction Manager:</b>    | Cary Talbott   |                                |              |
| <b>Original Project Budget:</b> | \$33,100,000   | <b>Current Project Budget:</b> | \$36,600,000 |
| <b>Project Start:</b>           | September 2016 | <b>Project End:</b>            | April 2019   |

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

#### SCHEDULE

| DESCRIPTION        | Design |    |    | DSA | BID | IN CONST | % Comp. | OCCUPIED | CLOSE-OUT | ON SCHED | COMMENTS                                |
|--------------------|--------|----|----|-----|-----|----------|---------|----------|-----------|----------|---|
|                    | SD     | DD | CD |     |     |          |         |          |           |          |   |
| Construction Phase | ■      | ■  | ■  | ■   | ■   | ■        | 99%     | □        | ■         | No       | Schedule extension approved March 2018. |

CAUTION

#### BUDGET

#### FUNDING SOURCE: Measure Q

| JCAF   | Amount Budgeted      |                      |             | Total Budget (A)     | Encumbered (B)       | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|----------------------|----------------------|-------------|----------------------|----------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q            | State Capital Outlay | Prop 39     |                      |                      |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -                 | \$ -                 | \$ -        | \$ -                 | \$ -                 | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 752,539           | \$ -                 | \$ -        | \$ 752,539           | \$ 752,539           | \$ -                     | \$ 752,539                   | \$ 711,595               | \$ 40,944                   | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ 131,323           | \$ -                 | \$ -        | \$ 131,323           | \$ 131,323           | \$ -                     | \$ 131,323                   | \$ 131,323               | \$ -                        | \$ -                   |
| 4. CONSTRUCTION                              | \$ 30,114,490        | \$ -                 | \$ -        | \$ 30,114,490        | \$ 30,114,490        | \$ -                     | \$ 30,114,490                | \$ 28,591,595            | \$ 1,522,895                | \$ -                   |
| 5. CONTINGENCY                               | \$ 1,702,739         | \$ -                 | \$ -        | \$ 1,702,739         | \$ -                 | \$ 1,702,739             | \$ 1,702,739                 | \$ -                     | \$ -                        | \$ 1,702,739           |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 365,880           | \$ -                 | \$ -        | \$ 365,880           | \$ 365,880           | \$ -                     | \$ 365,880                   | \$ 280,260               | \$ 85,620                   | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ 351,477           | \$ -                 | \$ -        | \$ 351,477           | \$ 351,477           | \$ -                     | \$ 351,477                   | \$ 351,477               | \$ -                        | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ 1,209,553         | \$ -                 | \$ -        | \$ 1,209,553         | \$ 1,209,553         | \$ -                     | \$ 1,209,553                 | \$ 1,104,573             | \$ 104,980                  | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 33,744,139        | \$ -                 | \$ -        | \$ 33,744,139        | \$ 32,041,400        | \$ 1,702,739             | \$ 33,744,139                | \$ 30,327,905            | \$ 1,713,495                | \$ 1,702,739           |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ 1,972,000         | \$ -                 | \$ -        | \$ 1,972,000         | \$ 1,703,186         | \$ 268,814               | \$ 1,972,000                 | \$ 370,565               | \$ 1,332,620                | \$ 268,814             |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 36,600,000</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 36,600,000</b> | <b>\$ 34,628,447</b> | <b>\$ 1,971,553</b>      | <b>\$ 36,600,000</b>         | <b>\$ 31,541,388</b>     | <b>\$ 3,087,059</b>         | <b>\$ 1,971,553</b>    |

OK

#### Issues and Concerns

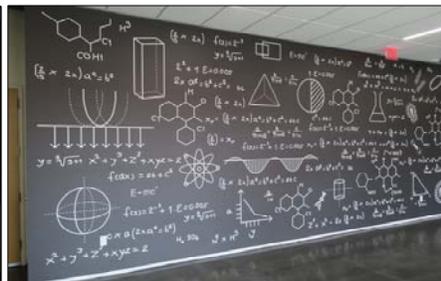
1. No issues or concerns at this time.

#### Next 90 Days

1. Complete Punch List work and commissioning.
2. Issue Notice of Completion.
3. Veterans Center program move-in over Spring Break (April).
4. Science program move-in last week of May.
5. Summer school classes in General Chemistry lab.



Science Main Entry Courtyard



Mural at Main Corridor



Veteran's Services Center Entry

Project Number: 820310

Fairfield - Science Building (Phase I)

Financials as of 3/31/2019



**Solano Community College  
Library/Learning Resource Center  
(Building 100 Replacement)**

A/E: Noll & Tam Architects

Contractor: TBD

Status: Active

**PROJECT SUMMARY**

|   |  |   |
|---|--|---|
| <b>Project: Library/Learning Resource Center</b>  |  |   |
| <b>Project Scope:</b><br>This project includes design and construction of a new Fairfield Campus Library/Learning Resource Center to replace the B100 Library, demolition of old portable buildings and B100 Library, and site restoration of these areas. The project will include the following components: planning, surveys and technical studies, design, construction, demolition, furniture, fixtures and equipment, inspection and project/construction management. | <b>Project Manager:</b> Noe Ramos            | <b>Status:</b> Active                       |
|   | <b>Construction Manager:</b> TBD             |   |
|   | <b>Original Project Budget:</b> \$42,681,000 | <b>Current Project Budget:</b> \$45,948,000 |
|   | <b>Project Start:</b> November 2017          | <b>Project End:</b> December 2021           |

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

**SCHEDULE**

| DESCRIPTION  | Design                              |                                     |                                     | DSA                      | BID                      | IN CONST                 | % Comp. | OCCUPIED                 | CLOSE-OUT                | ON SCHED | COMMENTS                         |
|--------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|---------|--------------------------|--------------------------|----------|----------------------------------|
|              | SD                                  | DD                                  | CD                                  |                          |                          |                          |         |                          |                          |          |                                  |
| Design Phase | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 98%     | <input type="checkbox"/> | <input type="checkbox"/> | Yes      | Plans are in DSA for Plan Check. |

**BUDGET**

**FUNDING SOURCE: Measure Q, State Funding, and Redevelopment Pass-Through Funding**

| JCAF   | Amount Budgeted      |                      |                                  | Total Budget (A)     | Encumbered (B)      | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|----------------------|----------------------|----------------------------------|----------------------|---------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q            | State Capital Outlay | Redevelopment Pass-Through Funds |                      |                     |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -                 | \$ -                 | \$ -                             | \$ -                 | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 57,029            | \$ -                 | \$ -                             | \$ 57,029            | \$ 43,317           | \$ 13,712                | \$ 57,029                    | \$ 40,517                | \$ 2,800                    | \$ 13,712              |
| 3. WORKING DRAWINGS                          | \$ 118,857           | \$ -                 | \$ -                             | \$ 118,857           | \$ 22,360           | \$ 96,497                | \$ 118,857                   | \$ 22,360                | \$ -                        | \$ 96,497              |
| 4. CONSTRUCTION                              | \$ 20,675,540        | \$ -                 | \$ -                             | \$ 20,675,540        | \$ 10,934           | \$ 20,664,606            | \$ 20,675,540                | \$ 10,934                | \$ -                        | \$ 20,664,606          |
| 5. CONTINGENCY                               | \$ 1,958,214         | \$ -                 | \$ -                             | \$ 1,958,214         | \$ -                | \$ 1,958,214             | \$ 1,958,214                 | \$ -                     | \$ -                        | \$ 1,958,214           |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 333,539           | \$ -                 | \$ -                             | \$ 333,539           | \$ 305,539          | \$ 28,000                | \$ 333,539                   | \$ -                     | \$ 305,539                  | \$ 28,000              |
| 7. TESTS AND INSPECTIONS                     | \$ -                 | \$ -                 | \$ -                             | \$ -                 | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ 724,000           | \$ -                 | \$ -                             | \$ 724,000           | \$ -                | \$ 724,000               | \$ 724,000                   | \$ -                     | \$ -                        | \$ 724,000             |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 23,691,293        | \$ -                 | \$ -                             | \$ 23,691,293        | \$ 316,473          | \$ 23,374,820            | \$ 23,691,293                | \$ 10,934                | \$ 305,539                  | \$ 23,374,820          |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ 432,821           | \$ -                 | \$ -                             | \$ 432,821           | \$ 432,821          | \$ -                     | \$ 432,821                   | \$ 427,456               | \$ 5,365                    | \$ -                   |
| <b>MEASURE Q - PROJECT COST</b>              | <b>\$ 24,300,000</b> | <b>\$ -</b>          | <b>\$ -</b>                      | <b>\$ 24,300,000</b> | <b>\$ 814,971</b>   | <b>\$ 23,485,029</b>     | <b>\$ 24,300,000</b>         | <b>\$ 501,267</b>        | <b>\$ 313,704</b>           | <b>\$ 23,485,029</b>   |
| 1. SITE ACQUISITION                          | \$ -                 | \$ -                 | \$ -                             | \$ -                 | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ -                 | \$ 1,543,000         | \$ -                             | \$ 1,543,000         | \$ 1,543,000        | \$ -                     | \$ 1,543,000                 | \$ 1,543,000             | \$ -                        | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ -                 | \$ 1,209,000         | \$ -                             | \$ 1,209,000         | \$ 1,080,827        | \$ 128,173.00            | \$ 1,209,000                 | \$ 949,228               | \$ 131,599                  | \$ 128,173             |
| 4. CONSTRUCTION                              | \$ -                 | \$ 11,601,000        | \$ -                             | \$ 11,601,000        | \$ -                | \$ 11,601,000.00         | \$ 11,601,000                | \$ -                     | \$ -                        | \$ 11,601,000          |
| 5. CONTINGENCY                               | \$ -                 | \$ 1,532,000         | \$ -                             | \$ 1,532,000         | \$ -                | \$ 1,532,000.00          | \$ 1,532,000                 | \$ -                     | \$ -                        | \$ 1,532,000           |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ -                 | \$ 652,000           | \$ -                             | \$ 652,000           | \$ 652,000          | \$ -                     | \$ 652,000                   | \$ -                     | \$ 652,000                  | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ -                 | \$ 648,000           | \$ -                             | \$ 648,000           | \$ -                | \$ 648,000.00            | \$ 648,000                   | \$ -                     | \$ -                        | \$ 648,000             |
| 8. CONSTRUCTION MANAGEMENT                   | \$ -                 | \$ 674,000           | \$ -                             | \$ 674,000           | \$ -                | \$ 674,000.00            | \$ 674,000                   | \$ -                     | \$ -                        | \$ 674,000             |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ -                 | \$ 15,107,000        | \$ -                             | \$ 15,107,000        | \$ 652,000          | \$ 14,455,000.00         | \$ 15,107,000                | \$ -                     | \$ 652,000                  | \$ 14,455,000          |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ -                 | \$ 2,289,000         | \$ -                             | \$ 2,289,000         | \$ -                | \$ 2,289,000             | \$ 2,289,000                 | \$ -                     | \$ -                        | \$ 2,289,000           |
| <b>STATE CAPITAL OUTLAY - PROJECT COST</b>   | <b>\$ -</b>          | <b>\$ 20,148,000</b> | <b>\$ -</b>                      | <b>\$ 20,148,000</b> | <b>\$ 3,275,827</b> | <b>\$ 16,872,173</b>     | <b>\$ 20,148,000</b>         | <b>\$ 2,492,228</b>      | <b>\$ 783,599</b>           | <b>\$ 16,872,173</b>   |
| 4. CONSTRUCTION                              |                      |                      | \$ 1,500,000                     | \$ 1,500,000         | \$ -                | \$ 1,500,000.00          | \$ 1,500,000                 | \$ -                     | \$ -                        | \$ 1,500,000           |
| <b>REDEVELOPMENT FUND - PROJECT TOTAL</b>    |                      |                      | <b>\$ 1,500,000</b>              | <b>\$ 1,500,000</b>  | <b>\$ -</b>         | <b>\$ 1,500,000</b>      | <b>\$ 1,500,000</b>          | <b>\$ -</b>              | <b>\$ -</b>                 | <b>\$ 1,500,000</b>    |
| <b>TOTAL PROJECT COST</b>                    | <b>\$ 24,300,000</b> | <b>\$ 20,148,000</b> | <b>\$ 1,500,000</b>              | <b>\$ 45,948,000</b> | <b>\$ 4,090,798</b> | <b>\$ 41,857,202</b>     | <b>\$ 45,948,000</b>         | <b>\$ 2,993,495</b>      | <b>\$ 1,097,303</b>         | <b>\$ 41,857,202</b>   |

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

1. DSA plans approval. DSA backcheck meetings are scheduled to begin April 1.
2. Submit DSA approved plans to the State with request to issue for bid and release of construction phase funding.
3. Issue RFQ to pre-qualify contractors.
4. Issue RFPs for consultants for construction phase inspection, testing and special inspection, geotechnical monitoring, cultural resources monitoring, and commissioning.



South Façade and Entry



First Floor Plan



Second Floor Plan



## Solano Community College Horticulture Phase 2 - Modular Restroom

A/E: MADI Architecture Contractors: Impact Construction; HM Construction Status: Active



### PROJECT SUMMARY

|   |   |  |  |
|---|---|--|--|
| <b>Project: Horticulture Phase 2 - Modular Restroom</b>   |   |  |  |
| <b>Project Scope:</b><br>Fabrication, construction and installation of a DSA approved modular restroom building for the Horticulture program planting areas on the Fairfield Campus | <b>Project Manager:</b> Jason Yi          | <b>Status:</b> Active                    |  |
|   | <b>Original Project Budget:</b> \$342,000 | <b>Current Project Budget:</b> \$422,194 |  |
|   | <b>Project Start:</b> August 2017         | <b>Project End:</b> May 2019             |  |

| Legend  |
|---|
| <input type="checkbox"/> Not Started          |
| <input type="checkbox"/> In Progress          |
| <input checked="" type="checkbox"/> Completed |

### SCHEDULE

| DESCRIPTION        | Design |    |    | DSA | BID | IN CONST | % Comp. | OCCUPIED | CLOSE-OUT | ON SCHED | COMMENTS  |
|--------------------|--------|----|----|-----|-----|----------|---------|----------|-----------|----------|---|
|                    | SD     | DD | CD |     |     |          |         |          |           |          |   |
| Construction Phase | ■      | ■  | ■  | ■   | ■   | ■        | 95%     | □        | □         | No       | Completion delayed due to modular company filing Chapter 11 and surety completing the work. |

CAUTION

### BUDGET

### FUNDING SOURCE: Measure Q

| JCAF   | Amount Budgeted   |                      |             | Total Budget (A)  | Encumbered (B)    | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|-------------------|----------------------|-------------|-------------------|-------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q         | State Capital Outlay | Prop 39     |                   |                   |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ 14,698         | \$ -                 | \$ -        | \$ 14,698         | \$ 14,698         | \$ 0                     | \$ 14,698                    | \$ 8,392                 | \$ 6,306                    | \$ 0                   |
| 4. CONSTRUCTION                              | \$ 365,284        | \$ -                 | \$ -        | \$ 365,284        | \$ 365,284        | \$ -                     | \$ 365,284                   | \$ 246,700               | \$ 118,584                  | \$ -                   |
| 5. CONTINGENCY                               | \$ 9,292          | \$ -                 | \$ -        | \$ 9,292          | \$ -              | \$ 9,292                 | \$ 9,292                     | \$ -                     | \$ -                        | \$ 9,292               |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 13,910         | \$ -                 | \$ -        | \$ 13,910         | \$ 13,910         | \$ -                     | \$ 13,910                    | \$ -                     | \$ 13,910                   | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ 19,010         | \$ -                 | \$ -        | \$ 19,010         | \$ 19,010         | \$ -                     | \$ 19,010                    | \$ 7,931                 | \$ 11,079                   | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 407,496        | \$ -                 | \$ -        | \$ 407,496        | \$ 398,204        | \$ 9,292                 | \$ 407,496                   | \$ 254,631               | \$ 143,573                  | \$ 9,292               |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 422,194</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 422,194</b> | <b>\$ 412,902</b> | <b>\$ 9,292</b>          | <b>\$ 422,194</b>            | <b>\$ 263,023</b>        | <b>\$ 149,879</b>           | <b>\$ 9,292</b>        |

OK

#### Issues and Concerns

1. Completion delayed due to modular company filing bankruptcy. Currently working with company's insurance company to complete Punch List items.

#### Next 90 Days

1. Onsite meeting with insurance company.
2. Completion of Punch List items.
3. Close out project with DSA.



Completed Fire Alarm System Installation



Modular Restroom Building and Surrounding Hardscape

Project Number: 821035

Horticulture Modular Restroom

Financials as of 3/31/2019



**Solano Community College  
VV Classroom Building 'Annex' Renovation (Phase 2)**

A/E: CA Architects

Contractor: McCuen Construction  
(Primary Project)

Status: Active for small projects



**PROJECT SUMMARY**

**Project: VV Classroom Building Renovation (Phase 2)**

**Project Scope:**  
Vacaville Classroom Building Renovation includes required DSA Certification building upgrades to provide instructional and student support spaces at the Vacaville Center site. The project will include the following components: building purchase, planning, assessments, surveys, design and construction; furniture, fixtures and equipment; project/construction management.

**Project Manager:** Noe Ramos (sign and corbels)  
**Status:** Active  
**Original Project Budget:** \$4,607,681      **Current Project Budget:** \$3,807,681  
**Project Start:** May 2017      **Project End:** October 2019

| Legend  |
|---|
| <input type="checkbox"/> Not Started          |
| <input type="checkbox"/> In Progress          |
| <input checked="" type="checkbox"/> Completed |

**SCHEDULE**

| DESCRIPTION     | Design |    |    | DSA | BID | IN CONST | % Comp. | OCCUPIED | CLOSE-OUT | ON SCHED | COMMENTS   |
|-----------------|--------|----|----|-----|-----|----------|---------|----------|-----------|----------|--|
|                 | SD     | DD | CD |     |     |          |         |          |           |          |  |
| Close Out Phase | ■      | ■  | ■  | ■   | ■   | ■        | 99%     | ■        | ■         | Yes      | Building Project construction completed and closed. Several small additional projects in progress. |

OK

**BUDGET**

**FUNDING SOURCE: Measure Q**

| JCAF   | Amount Budgeted     |                      |             | Total Budget (A)    | Encumbered (B)      | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|---------------------|----------------------|-------------|---------------------|---------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q           | State Capital Outlay | Prop 39     |                     |                     |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 139,815          | \$ -                 | \$ -        | \$ 139,815          | \$ 139,537          | \$ 278                   | \$ 139,815                   | \$ 139,537               | \$ -                        | \$ 278                 |
| 3. WORKING DRAWINGS                          | \$ 220,309          | \$ -                 | \$ -        | \$ 220,309          | \$ 215,239          | \$ 5,070                 | \$ 220,309                   | \$ 215,239               | \$ -                        | \$ 5,070               |
| 4. CONSTRUCTION                              | \$ 2,518,192        | \$ -                 | \$ -        | \$ 2,518,192        | \$ 2,468,192        | \$ 50,000                | \$ 2,518,192                 | \$ 2,429,023             | \$ 39,169                   | \$ 50,000              |
| 5. CONTINGENCY                               | \$ 355,833          | \$ -                 | \$ -        | \$ 355,833          | \$ -                | \$ 355,833               | \$ 355,833                   | \$ -                     | \$ -                        | \$ 355,833             |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 102,050          | \$ -                 | \$ -        | \$ 102,050          | \$ 102,050          | \$ -                     | \$ 102,050                   | \$ 102,050               | \$ -                        | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ 320,204          | \$ -                 | \$ -        | \$ 320,204          | \$ 303,071          | \$ 17,133                | \$ 320,204                   | \$ 303,071               | \$ -                        | \$ 17,133              |
| 8. CONSTRUCTION MANAGEMENT                   | \$ 150,632          | \$ -                 | \$ -        | \$ 150,632          | \$ 150,632          | \$ -                     | \$ 150,632                   | \$ 150,632               | \$ -                        | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 3,446,911        | \$ -                 | \$ -        | \$ 3,446,911        | \$ 3,023,945        | \$ 422,966               | \$ 3,446,911                 | \$ 2,984,776             | \$ 39,169                   | \$ 422,966             |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ 646              | \$ -                 | \$ -        | \$ 646              | \$ 646              | \$ -                     | \$ 646                       | \$ 646                   | \$ -                        | \$ -                   |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 3,807,681</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 3,807,681</b> | <b>\$ 3,379,367</b> | <b>\$ 428,314</b>        | <b>\$ 3,807,681</b>          | <b>\$ 3,340,198</b>      | <b>\$ 39,169</b>            | <b>\$ 428,314</b>      |

OK

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

- Complete installation of site monument sign.
- Complete bid documents and issue for bid removal of the exterior decorative wood corbels.



Decorative Wood Corbels to be Removed Due to Dryrot Issues

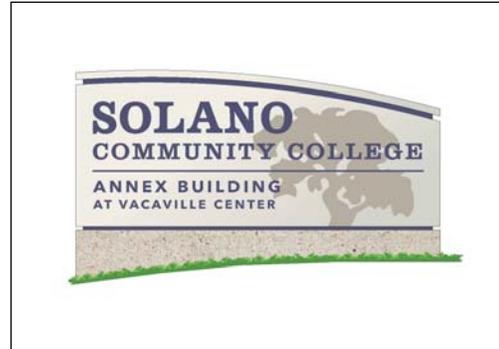


Image of New Site Monument Sign

Project Number: 830220

Vacaville - VV Classroom Building Renovation (P2)

Financials as of 3/31/2019



**Solano Community College  
IT Infrastructure Improvements (Phase 2)**

A/E:

Contractor:

Status: Active



**PROJECT SUMMARY**

|   |  |
|---|--|
| <b>Project: IT Infrastructure Improvements</b>  |  |
| <b>Project Scope:</b><br>IT Infrastructure Improvements project is a district-wide technology infrastructure project intended to provide necessary network, communication systems, desktop services and equipment improvements in support of instructional, student support and office spaces. The project includes the following components: planning, assessment, surveys, design and construction; IT and security equipment procurement; and project/construction management. | <b>Project Manager:</b> James (Kimo) Callan <b>Status:</b> Active                                |
|   | <b>Total Project Budget:</b> \$14,200,000  |
|   | <b>Original Ph 2 Project Budget:</b> \$2,489,000 <b>Current Ph 2 Project Budget:</b> \$2,689,020 |
|   | <b>Project Start:</b> May 2017 <b>Project End (Phase 2):</b> June 2020                           |

| Legend                   |             |
|--------------------------|-------------|
| <input type="checkbox"/> | Not Started |
| <input type="checkbox"/> | In Progress |
| <input type="checkbox"/> | Completed   |

**SCHEDULE**

| DESCRIPTION | Design                   |                          |                          | DSA                      | BID                      | IN CONST                 | % Comp. | OCCUPIED                 | CLOSE-OUT                | ON SCHED | COMMENTS |
|-------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---------|--------------------------|--------------------------|----------|----------|
|             | SD                       | DD                       | CD                       |                          |                          |                          |         |                          |                          |          |          |
| Procurement | <input type="checkbox"/> | 60%     | <input type="checkbox"/> | <input type="checkbox"/> | Yes      |          |

OK

**BUDGET**

**FUNDING SOURCE: Measure Q**

| JCAF  | Amount Budgeted     |                      |             | Total Budget (A)    | Encumbered (B)      | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|---|---------------------|----------------------|-------------|---------------------|---------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|   | Measure Q           | State Capital Outlay | Prop 39     |                     |                     |                          |                              |                          |                             |                        |
| 1. Classroom Tech Upgrades                    | \$ 727,047          | \$ -                 | \$ -        | \$ 727,047          | \$ 231,884          | \$ 495,163               | \$ 727,047                   | \$ 155,607               | \$ 76,276                   | \$ 495,163             |
| 2. Computer Lab Computer Replacement (CLOSED) | \$ 75,273           | \$ -                 | \$ -        | \$ 75,273           | \$ 75,273           | \$ 0                     | \$ 75,273                    | \$ 75,273                | \$ -                        | \$ 0                   |
| 3. Faculty/Staff/Student Computer Replacement | \$ 383,155          | \$ -                 | \$ -        | \$ 383,155          | \$ 190,663          | \$ 192,492               | \$ 383,155                   | \$ 190,187               | \$ 475                      | \$ 192,492             |
| 4. Student Laptop Replacement (CLOSED)        | \$ 67,526           | \$ -                 | \$ -        | \$ 67,526           | \$ 67,526           | \$ 0                     | \$ 67,526                    | \$ 67,526                | \$ -                        | \$ 0                   |
| 5. Building 100 Generator (CLOSED)            | \$ 490,321          | \$ -                 | \$ -        | \$ 490,321          | \$ 490,321          | \$ -                     | \$ 490,321                   | \$ 490,321               | \$ -                        | \$ -                   |
| 6. Security Camera System Upgrade             | \$ 110,937          | \$ -                 | \$ -        | \$ 110,937          | \$ 10,509           | \$ 100,428               | \$ 110,937                   | \$ 10,509                | \$ -                        | \$ 100,428             |
| 7. Security Camera Replacement Program        | \$ 62,196           | \$ -                 | \$ -        | \$ 62,196           | \$ 8,496            | \$ 53,700                | \$ 62,196                    | \$ 8,496                 | \$ -                        | \$ 53,700              |
| 8. Annual Network Upgrades                    | \$ 443,451          | \$ -                 | \$ -        | \$ 443,451          | \$ 360,181          | \$ 83,269                | \$ 443,451                   | \$ 314,281               | \$ 45,900                   | \$ 83,269              |
| 9. Printer & Copier Replacement               | \$ 95,000           | \$ -                 | \$ -        | \$ 95,000           | \$ 53,219           | \$ 41,781                | \$ 95,000                    | \$ 52,874                | \$ 345                      | \$ 41,781              |
| 10. Email System Upgrade                      | \$ 110,691          | \$ -                 | \$ -        | \$ 110,691          | \$ 110,641          | \$ 50                    | \$ 110,691                   | \$ 110,641               | \$ -                        | \$ 50                  |
| 11. Vacaville (Annex) Technology Upgrade      | \$ 123,423          | \$ -                 | \$ -        | \$ 123,423          | \$ 109,181          | \$ 14,242                | \$ 123,423                   | \$ 109,181               | \$ -                        | \$ 14,242              |
| <b>11. TOTAL PROJECT COST</b>                 | <b>\$ 2,689,020</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 2,689,020</b> | <b>\$ 1,707,893</b> | <b>\$ 981,127</b>        | <b>\$ 2,689,020</b>          | <b>\$ 1,584,896</b>      | <b>\$ 122,997</b>           | <b>\$ 981,127</b>      |

OK

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

1. Continue network upgrades and computer replacement.



**Solano Community College  
Small Capital Projects Phase 2 - Other**

A/E: N/A

Contractor: N/A

Status: Active

**PROJECT SUMMARY**

**Project: Small Capital Projects - Other**

**Project Scope:**  
Small Capital Projects is a project consisting of smaller scale classroom improvement projects intended to provide necessary instructional, student support and office space improvements District wide. This summary sheet is to capture expenditures for mini-scale projects with expenditures less than \$50,000.

**Project Manager:** Various      **Status:** Active

**Original Project Budget:** \$50,000      **Current Project Budget:** \$82,125

**Project Start:** July 2018      **Project End:** May 2021

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

**SCHEDULE**

| DESCRIPTION   | Design                   |                          |                          | DSA                      | BID                      | IN CONST                 | % Comp. | OCCUPIED                 | CLOSE-OUT                | ON SCHED | COMMENTS |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---------|--------------------------|--------------------------|----------|----------|
|   | SD                       | DD                       | CD                       |                          |                          |                          |         |                          |                          |          |          |
| Small scale projects less than \$50,000, part of the Small Capital Projects overall scope and budget. | <input type="checkbox"/> | NA      | <input type="checkbox"/> | <input type="checkbox"/> | Yes      |          |

**Expenditures**

**FUNDING SOURCE: Measure Q**

| Projects                           | Amount Budgeted |                      |         | Total Budget (A) | Encumbered (B) | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|------------------------------------|-----------------|----------------------|---------|------------------|----------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|                                    | Measure Q       | State Capital Outlay | Prop 39 |                  |                |                          |                              |                          |                             |                        |
| 1. Autotech Acoustic Study         | \$ 54,380       | \$ -                 | \$ -    | \$ 54,380        | \$ 14,380      | \$ -                     | \$ 14,380                    | \$ 14,380                | \$ -                        | \$ 40,000              |
| 2. Portables Low Voltage Revisions | \$ 27,745       | \$ -                 | \$ -    | \$ 27,745        | \$ 27,745      | \$ -                     | \$ 27,745                    | \$ 11,220                | \$ 16,525                   | \$ -                   |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
|                                    |                 |                      |         |                  |                |                          |                              |                          |                             |                        |
| <b>11. TOTAL PROJECT COST</b>      | \$ 82,125       | \$ -                 | \$ -    | \$ 82,125        | \$ 42,125      | \$ -                     | \$ 42,125                    | \$ 25,600                | \$ 16,525                   | \$ 40,000              |

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

1. Complete Portables Low Voltage Revisions project.



**Solano Community College  
Planning, Assessments & Program Management**

Program Manager: Kitchell CEM

Contractor: N/A

Status: Active

**PROJECT SUMMARY**

**Project: Planning, Assessments & Program Management**

**Project Scope:**  
This Bond Spending Plan budget category includes District-wide Planning, Assessments and Program Management. It is comprised of work associated with overall bond program implementation, including district bond team, program management services, professional services bond (bond counsel, bond performance audit), professional services for bond start-up and District EMP/FMP/Standards/Studies.

|  |   |
|--|---|
| <b>Program Manager:</b> Pam Kinzie           | <b>Status:</b> Active                       |
| <b>Original Project Budget:</b> \$25,400,000 | <b>Current Project Budget:</b> \$25,400,000 |
| <b>Project Start:</b> July 2013              | <b>Project End:</b> December 2036           |

| Legend                              |             |  |
|-------------------------------------|-------------|--|
| <input type="checkbox"/>            | Not Started |  |
| <input type="checkbox"/>            | In Progress |  |
| <input checked="" type="checkbox"/> | Completed   |  |

**SCHEDULE**

| DESCRIPTION  | Design                   |                          |                          | DSA                      | BID                      | IN CONST                 | % Comp. | OCCUPIED                 | CLOSE-OUT                | ON SCHED | COMMENTS | OK |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---------|--------------------------|--------------------------|----------|----------|----|
|  | SD                       | DD                       | CD                       |                          |                          |                          |         |                          |                          |          |          |    |
| This project sheet includes budget and expenditure information for the duration of the bond program. Only Tranche 1 & 2 duration of 2013 - 2020 is active. | <input type="checkbox"/> | NA      | <input type="checkbox"/> | <input type="checkbox"/> | Yes      |          | OK |

**Expenditures**

**FUNDING SOURCE: Measure Q**

| Categories  | Amount Budgeted      |                      |             | Total Budget (A)     | Encumbered (B)       | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) | OK |
|---|----------------------|----------------------|-------------|----------------------|----------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|----|
|   | Measure Q            | State Capital Outlay | Prop 39     |                      |                      |                          |                              |                          |                             |                        |    |
| 1. Program Management Consultants                 | \$ 10,251,711        | \$ -                 | \$ -        | \$ 10,251,711        | \$ 9,957,407         | \$ 294,304               | \$ 10,251,711                | \$ 8,270,868             | \$ 1,686,539                | \$ 294,304             |    |
| 2. Program Management District Staff              | \$ 9,285,960         | \$ -                 | \$ -        | \$ 9,285,960         | \$ 2,535,147         | \$ 6,750,813             | \$ 9,285,960                 | \$ 2,535,147             | \$ (0)                      | \$ 6,750,813           |    |
| 3. Professional Services Bond                     | \$ 1,892,012         | \$ -                 | \$ -        | \$ 1,892,012         | \$ 1,100,238         | \$ 791,774               | \$ 1,892,012                 | \$ 1,067,309             | \$ 32,929                   | \$ 791,774             |    |
| 4. Professional Services Bond Start-up (Series A) | \$ 919,350           | \$ -                 | \$ -        | \$ 919,350           | \$ 919,350           | \$ 0                     | \$ 919,350                   | \$ 919,350               | \$ -                        | \$ 0                   |    |
| 5. Professional Services Bond Start-up (Series B) | \$ 306,954           | \$ -                 | \$ -        | \$ 306,954           | \$ 306,954           | \$ 0                     | \$ 306,954                   | \$ 306,954               | \$ -                        | \$ 0                   |    |
| 6. Professional Services Bond Start-up (Series C) | \$ 919,517           | \$ -                 | \$ -        | \$ 919,517           | \$ 258,237           | \$ 661,280               | \$ 919,517                   | \$ 258,237               | \$ -                        | \$ 661,280             |    |
| 7. EMP/FMP/District Standards Bond                | \$ 1,824,496         | \$ -                 | \$ -        | \$ 1,824,496         | \$ 1,428,332         | \$ 396,164               | \$ 1,824,496                 | \$ 1,428,332             | \$ -                        | \$ 396,164             |    |
|   | \$ -                 | \$ -                 | \$ -        | \$ -                 | \$ -                 | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
|   | \$ -                 | \$ -                 | \$ -        | \$ -                 | \$ -                 | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
|   | \$ -                 | \$ -                 | \$ -        | \$ -                 | \$ -                 | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
|   | \$ -                 | \$ -                 | \$ -        | \$ -                 | \$ -                 | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
| <b>11. TOTAL PROJECT COST</b>                     | <b>\$ 25,400,000</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 25,400,000</b> | <b>\$ 16,505,665</b> | <b>\$ 8,894,335</b>      | <b>\$ 25,400,000</b>         | <b>\$ 14,786,198</b>     | <b>\$ 1,719,468</b>         | <b>\$ 8,894,335</b>    |    |

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

- On-going activities of the District bond team, program management team, and consultants to support the Bond program.
- Issue RFQs and evaluate submittals to refresh the Inspection and Testing & Special Inspection Consultant Pools.

## **PROJECTS IN CLOSE-OUT**



## Solano Community College Agriculture (Horticulture) - Phase 1

A/E: MADI Architecture

Contractor: Pro Builders

Status: Close Out



### PROJECT SUMMARY

**Project: Agriculture (Horticulture)**

**Project Scope:**

This first phase project includes tree removal, utility infrastructure, access road, gravel paths, and farmers market stand.

**Project Manager:** Jason Yi      **Status:** Close Out

**Original Project Budget:** \$1,000,000      **Current Project Budget:** \$948,806

**Project Start:** March 2015      **Project End:** May 2018

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

### SCHEDULE

| DESCRIPTION     | Design |    |    | DSA | BID | IN CONST | % Comp. | OCCUPIED | CLOSE-OUT | ON SCHED | COMMENTS  |
|-----------------|--------|----|----|-----|-----|----------|---------|----------|-----------|----------|---|
|                 | SD     | DD | CD |     |     |          |         |          |           |          |   |
| Close Out Phase | ■      | ■  | ■  | ■   | ■   | ■        | 99%     | ■        | ■         | No       | Cannot close project with DSA until Phase 2 restroom building is completed. |

OK

### BUDGET

### FUNDING SOURCE: Measure Q

| JCAF   | Amount Budgeted   |                      |             | Total Budget (A)  | Encumbered (B)    | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|-------------------|----------------------|-------------|-------------------|-------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q         | State Capital Outlay | Prop 39     |                   |                   |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 59,883         | \$ -                 | \$ -        | \$ 59,883         | \$ 59,883         | \$ -                     | \$ 59,883                    | \$ 59,883                | \$ -                        | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ 57,450         | \$ -                 | \$ -        | \$ 57,450         | \$ 57,450         | \$ -                     | \$ 57,450                    | \$ 57,450                | \$ -                        | \$ -                   |
| 4. CONSTRUCTION                              | \$ 807,202        | \$ -                 | \$ -        | \$ 807,202        | \$ 807,202        | \$ -                     | \$ 807,202                   | \$ 807,202               | \$ -                        | \$ -                   |
| 5. CONTINGENCY                               | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 6,230          | \$ -                 | \$ -        | \$ 6,230          | \$ 6,230          | \$ -                     | \$ 6,230                     | \$ 6,230                 | \$ -                        | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ 18,041         | \$ -                 | \$ -        | \$ 18,041         | \$ 18,041         | \$ -                     | \$ 18,041                    | \$ 18,041                | \$ -                        | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 831,473        | \$ -                 | \$ -        | \$ 831,473        | \$ 831,473        | \$ -                     | \$ 831,473                   | \$ 831,473               | \$ -                        | \$ -                   |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 948,805</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 948,805</b> | <b>\$ 948,805</b> | <b>\$ -</b>              | <b>\$ 948,805</b>            | <b>\$ 948,805</b>        | <b>\$ -</b>                 | <b>\$ -</b>            |

OK

### Issues and Concerns

1. No issues or concerns at this time.

### Next 90 Days

1. Primary construction has been completed and contract closed.
2. Close out Phase 1 project, once Phase 2 restroom building has been completed, as required by DSA.



Ribbon Cutting Ceremony



Farmers Market Stand and Cabinets

Project Number: 821030

Agriculture (Horticulture)

Financials as of 3/31/2019



## Solano Community College Biotechnology & Science Building

**A/E:** The Smith Group

**Contractor:** Rudolph & Sletten

**Status:** Close Out



### PROJECT SUMMARY

**Project: Biotechnology & Science Building**

**Project Scope:**

New Biotechnology Building to provide biotechnology and science instructional and student support spaces. The project will include the following components: planning, assessments, surveys, design and construction of the building and associated site work; furniture, fixtures and equipment, project/construction management; and swing space classroom spaces at the existing Vacaville Center.

**Project Manager:** Jason Yi      **Status:** Close Out

**Construction Manager:** Cary Talbott

**Original Project Budget:** \$27,800,000      **Current Project Budget:** \$32,224,506

**Project Start:** November 2014      **Project End:** December 2017

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

### SCHEDULE

| DESCRIPTION     | Design                              |                                     |                                     | DSA                                 | BID                                 | IN CONST                            | % Comp. | OCCUPIED                            | CLOSE-OUT                | ON SCHED | COMMENTS |
|-----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------|-------------------------------------|--------------------------|----------|----------|
|                 | SD                                  | DD                                  | CD                                  |                                     |                                     |                                     |         |                                     |                          |          |          |
| Close Out Phase | <input checked="" type="checkbox"/> | 99%     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yes      |          |

OK

### BUDGET

### FUNDING SOURCE: Measure Q

| JCAF   | Amount Budgeted      |                      |             | Total Budget (A)     | Encumbered (B)       | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|----------------------|----------------------|-------------|----------------------|----------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q            | State Capital Outlay | Prop 39     |                      |                      |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -                 | \$ -                 | \$ -        | \$ -                 | \$ -                 | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 513,472           | \$ -                 | \$ -        | \$ 513,472           | \$ 513,472           | \$ -                     | \$ 513,472                   | \$ 513,472               | \$ -                        | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ 905,612           | \$ -                 | \$ -        | \$ 905,612           | \$ 881,139           | \$ -                     | \$ 881,139                   | \$ 881,139               | \$ -                        | \$ 24,473              |
| 4. CONSTRUCTION                              | \$ 26,259,598        | \$ -                 | \$ -        | \$ 26,259,598        | \$ 26,259,598        | \$ -                     | \$ 26,259,598                | \$ 26,238,079            | \$ 21,519                   | \$ -                   |
| 5. CONTINGENCY                               | \$ 29,552            | \$ -                 | \$ -        | \$ 29,552            | \$ -                 | \$ 29,552                | \$ 29,552                    | \$ -                     | \$ -                        | \$ 29,552              |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 161,244           | \$ -                 | \$ -        | \$ 161,244           | \$ 153,854           | \$ -                     | \$ 153,854                   | \$ 153,854               | \$ -                        | \$ 7,390               |
| 7. TESTS AND INSPECTIONS                     | \$ 315,520           | \$ -                 | \$ -        | \$ 315,520           | \$ 315,520           | \$ -                     | \$ 315,520                   | \$ 315,520               | \$ -                        | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ 1,274,056         | \$ -                 | \$ -        | \$ 1,274,056         | \$ 1,274,056         | \$ -                     | \$ 1,274,056                 | \$ 1,274,056             | \$ -                        | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 28,039,970        | \$ -                 | \$ -        | \$ 28,039,970        | \$ 28,003,028        | \$ -                     | \$ 28,003,028                | \$ 27,981,509            | \$ 21,519                   | \$ 36,942              |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ 2,765,452         | \$ -                 | \$ -        | \$ 2,765,452         | \$ 2,763,490         | \$ -                     | \$ 2,763,490                 | \$ 2,763,490             | \$ 0                        | \$ 1,962               |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 32,224,506</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 32,224,506</b> | <b>\$ 32,161,129</b> | <b>\$ -</b>              | <b>\$ 32,161,129</b>         | <b>\$ 32,139,610</b>     | <b>\$ 21,519</b>            | <b>\$ 63,378</b>       |

OK

### Issues and Concerns

1. No issues or concerns at this time.

### Next 90 Days

1. Modifications to fume hood controls.
2. Final pre-warranty end commissioning.



Biotechnology and Science Entrance



Chemistry Class

Project Number: 830320

Vacaville - Biotechnology & Science Building

Financials as of 3/31/2019



**Solano Community College  
Vacaville Center Intersection Improvements**

A/E: Omni-Means      Contractor: Vaca Valley Excavation      Status: Close Out



**PROJECT SUMMARY**

**Project: Vacaville Center Intersection Improvements**

|   |  |
|---|--|
| <b>Project Scope:</b><br>Install a traffic signal and construct associated roadway and on-site improvements at the N. Village Parkway/Vacaville Campus Main Entrance located in the City of Vacaville. This project is a required CEQA mitigation for the Biotechnology and Science Building Project. | <b>Construction Manager:</b> Michael Stroud <b>Status:</b> Active                    |
|   | <b>Original Project Budget:</b> \$968,270 <b>Current Project Budget:</b> \$1,127,198 |
|   | <b>Project Start:</b> June 2016 <b>Project End:</b> April 2019                       |

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

**SCHEDULE**

| DESCRIPTION     | Design                              |                                     |                                     | DSA | BID                                 | IN CONST                            | % Comp. | OCCUPIED                            | CLOSE-OUT                | ON SCHED | COMMENTS  |
|-----------------|-------------------------------------|-------------------------------------|-------------------------------------|-----|-------------------------------------|-------------------------------------|---------|-------------------------------------|--------------------------|----------|---|
|                 | SD                                  | DD                                  | CD                                  |     |                                     |                                     |         |                                     |                          |          |   |
| Close-Out Phase | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | N/A | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 90%     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | No       | Construction completion delayed due to completion of City Punch List items. |

**CAUTION**

**BUDGET**

**FUNDING SOURCE: Measure Q**

| JCAF   | Amount Budgeted     |                      |             | Total Budget (A)    | Encumbered (B)      | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|---------------------|----------------------|-------------|---------------------|---------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q           | State Capital Outlay | Prop 39     |                     |                     |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 15,803           | \$ -                 | \$ -        | \$ 15,803           | \$ 15,803           | \$ -                     | \$ 15,803                    | \$ 15,803                | \$ -                        | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ 86,250           | \$ -                 | \$ -        | \$ 86,250           | \$ 86,250           | \$ -                     | \$ 86,250                    | \$ 86,250                | \$ -                        | \$ -                   |
| 4. CONSTRUCTION                              | \$ 956,487          | \$ -                 | \$ -        | \$ 956,487          | \$ 956,487          | \$ -                     | \$ 956,487                   | \$ 905,413               | \$ 51,074                   | \$ -                   |
| 5. CONTINGENCY                               | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 22,171           | \$ -                 | \$ -        | \$ 22,171           | \$ 22,171           | \$ -                     | \$ 22,171                    | \$ -                     | \$ 22,171                   | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ 8,237            | \$ -                 | \$ -        | \$ 8,237            | \$ 8,237            | \$ -                     | \$ 8,237                     | \$ 8,237                 | \$ -                        | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ 38,250           | \$ -                 | \$ -        | \$ 38,250           | \$ 38,250           | \$ -                     | \$ 38,250                    | \$ 32,674                | \$ 5,577                    | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 1,025,145        | \$ -                 | \$ -        | \$ 1,025,145        | \$ 1,025,145        | \$ -                     | \$ 1,025,145                 | \$ 946,323               | \$ 78,822                   | \$ -                   |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 1,127,198</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 1,127,198</b> | <b>\$ 1,127,198</b> | <b>\$ -</b>              | <b>\$ 1,127,198</b>          | <b>\$ 1,048,376</b>      | <b>\$ 78,822</b>            | <b>\$ -</b>            |

**OK**

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

1. Complete City Punch List work; City final sign-off of Permit.
2. Complete close out activities.
3. Pay final and retention release invoices.



New Signal Lights at Vacaville Center and Annex Driveways



New Signal Lights Controller Cabinet



## Solano Community College Vacaville Center HVAC Upgrade Project

A/E: EDesignC Inc.

Contractor: Bel Air Construction

Status: Close Out



### PROJECT SUMMARY

**Project: Vacaville Center HVAC Upgrade**

**Project Scope:**  
This project will include replacement of air conditioning units, installation of rooftop condensing units, new hydronic heating system, and rezoning of existing ductwork, replacement of controls, and removal and replacement of suspended ceiling system.

**Project Manager:** Lucky Lofton  
**Construction Manager:** Bob Collins      **Status:** Close Out  
**Original Project Budget:** \$1,500,000      **Current Project Budget:** \$2,050,306  
**Project Start:** December 2017      **Project End:** September 2018

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

### SCHEDULE

| DESCRIPTION     | Design                              |                                     |                                     | DSA                                 | BID                                 | IN CONST                            | % Comp. | OCCUPIED                            | CLOSE-OUT                | ON SCHED | COMMENTS | OK |
|-----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------|-------------------------------------|--------------------------|----------|----------|----|
|                 | SD                                  | DD                                  | CD                                  |                                     |                                     |                                     |         |                                     |                          |          |          |    |
| Close Out Phase | <input checked="" type="checkbox"/> | 99%     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Yes      |          |    |

### BUDGET

### FUNDING SOURCE: Measure Q

| JCAF   | Amount Budgeted     |                      |             | Total Budget (A)    | Encumbered (B)      | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) | OK |
|--|---------------------|----------------------|-------------|---------------------|---------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|----|
|  | Measure Q           | State Capital Outlay | Prop 39     |                     |                     |                          |                              |                          |                             |                        |    |
| 1. SITE ACQUISITION                          | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
| 2. PLANS                                     | \$ 649              | \$ -                 | \$ -        | \$ 649              | \$ 649              | \$ -                     | \$ 649                       | \$ 649                   | \$ -                        | \$ -                   |    |
| 3. WORKING DRAWINGS                          | \$ 15,308           | \$ -                 | \$ -        | \$ 15,308           | \$ 15,308           | \$ -                     | \$ 15,308                    | \$ 15,308                | \$ -                        | \$ -                   |    |
| 4. CONSTRUCTION                              | \$ 2,022,490        | \$ -                 | \$ -        | \$ 2,022,490        | \$ 2,022,490        | \$ -                     | \$ 2,022,490                 | \$ 2,022,490             | \$ -                        | \$ -                   |    |
| 5. CONTINGENCY                               | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ 25,910           | \$ -                 | \$ -        | \$ 25,910           | \$ 25,910           | \$ -                     | \$ 25,910                    | \$ 10,519                | \$ 15,391                   | \$ -                   |    |
| 7. TESTS AND INSPECTIONS                     | \$ 18,190           | \$ -                 | \$ -        | \$ 18,190           | \$ 18,190           | \$ -                     | \$ 18,190                    | \$ 18,190                | \$ -                        | \$ -                   |    |
| 8. CONSTRUCTION MANAGEMENT                   | \$ 67,760           | \$ -                 | \$ -        | \$ 67,760           | \$ 67,760           | \$ -                     | \$ 67,760                    | \$ 67,760                | \$ -                        | \$ -                   |    |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ 2,134,350        | \$ -                 | \$ -        | \$ 2,134,350        | \$ 2,134,350        | \$ -                     | \$ 2,134,350                 | \$ 2,118,958             | \$ 15,391                   | \$ -                   |    |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ -                | \$ -                 | \$ -        | \$ -                | \$ -                | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |    |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 2,150,306</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 2,150,306</b> | <b>\$ 2,150,306</b> | <b>\$ -</b>              | <b>\$ 2,150,306</b>          | <b>\$ 2,134,915</b>      | <b>\$ 15,391</b>            | <b>\$ -</b>            |    |

#### Issues and Concerns

1. No issues or concerns at this time.

#### Next 90 Days

1. Final 10 month Commissioning check.



Completed Passageway



Completed Entrance



New HVAC Electrical Panel

Project Number: 830230

Vacaville - Vacaville Center HVAC Upgrade

Financials as of 3/31/2019

## CLOSED PROJECTS

1. Utility Infrastructure Upgrade (Energy) – ESCO Lighting
2. Vacaville Classroom Building Purchase
3. Vallejo Property Purchase Northgate
4. Vallejo Property Purchase Belvedere
5. Utility Infrastructure Upgrade (Energy) – ESCO Mechanical
6. Biotechnology & Science Swing Space Project
7. Utility Infrastructure Upgrade – Site Lighting Improvements
8. IT Infrastructure Improvements (Phase 1)
9. Vacaville Classroom Building Renovation (Phase 1)
10. Performing Arts Costume Workshop
11. Performing Arts Swing Space
12. Autotechnology Building
13. Autotechnology Swing Space
14. Vallejo Center HVAC Upgrade Project
15. IT Infrastructure Improvements (Phase 2) – B100 Generator Project
16. Performing Arts Building (Phase 1, B1200 Renovation)
17. Utility Infrastructure Upgrade – Fairfield Substation #1 & #2 Replacement
18. Utility Infrastructure Upgrade – Solar Volatic
19. Fairfield Campus Entry Sidewalk Improvements (ADA Improvements)
20. Small Capital Projects:
  - a. Building 100 Adjunct Center
  - b. Building 100 Staff Lounge
  - c. HVAC Systems
  - d. Building 1400 FF&E
  - e. Vacaville FF&E/Shelving Design & Installation
  - f. Baseball Field
  - g. Vacaville and Vallejo Center Signage
  - h. Child Development FF&E
  - i. Building 100 Data Center
  - j. 21<sup>st</sup> Century Classroom (Phase 1)
  - k. Middle College High School
  - l. Building 1600 Classroom Improvement
  - m. Building 1800 Classroom Improvement
  - n. Building 300 Feasibility Study
  - o. Building 1600 Re-Roofing
  - p. CDFS Building Window Shades & Building 200 Kitchen Renovation
  - q. Building 1300 Kiln Fence
  - r. Building 100 Academic Success and Tutoring Expansion
  - s. 21<sup>st</sup> Century Classroom (Phase 2)
  - t. Building 1800 Mechatronics Presentation Walls
  - u. Building 1400 Food Service Area Assessment
  - v. Hydronic Pumps Replacement
  - w. FF&E Replacement (Phase 1)
  - x. Asbestos Abatement (B100, B1900)
  - y. Site Lighting Improvements (FF) (Alternate)
  - z. Building 100 Lobby Tables, Electrical and Lighting
  - aa. Hydronic Pump Insulation
  - bb. Glides for New Classroom Furniture
  - cc. Fire Alarm Panel Connectors
  - dd. B100 Lobby Tables

- ee. Fairfield Campus Directories
- ff. Bench for Fairfield Campus Entry
- gg. Softball Bleachers Replacement Project
- hh. B600 Room 604 Renovation
- ii. B1800 Exiting Corridor
- jj. B1800 Makers Space & Robotics Lab Renovation
- kk. Building 1200 Signage
- ll. Vacaville & Vallejo Centers HVAC Upgrade Design



**Solano Community College**  
**Small Capital Projects - Vacaville & Vallejo Centers HVAC Upgrade Design**

A/E: EDesignC Inc.

Contractor: N/A

Status: Closed

**PROJECT SUMMARY**

**Project: Small Capital Projects - Vacaville & Vallejo Centers HVAC Upgrade Design**

**Project Scope:**  
 Small Capital Projects is a project consisting of smaller scale classroom improvement projects intended to provide necessary instructional, student support, and office space improvements District wide. The scope of this specific project includes evaluation of the condition of the existing HVAC systems, recommendations for upgrade, cost/budget development, and design of upgrades. Construction funding for each project is a separate budget.

|  |  |
|--|--|
| <b>Project Manager:</b> Lucky Lofton     | <b>Status:</b> Closed                    |
| <b>Original Project Budget:</b> \$75,000 | <b>Current Project Budget:</b> \$102,066 |
| <b>Project Start:</b> February 2016      | <b>Project End:</b> September 2018       |

| Legend                              |             |
|-------------------------------------|-------------|
| <input type="checkbox"/>            | Not Started |
| <input type="checkbox"/>            | In Progress |
| <input checked="" type="checkbox"/> | Completed   |

**SCHEDULE**

| DESCRIPTION | Design |    |    | DSA | BID | IN CONST | % Comp. | OCCUPIED | CLOSE-OUT | ON SCHED | COMMENTS |
|-------------|--------|----|----|-----|-----|----------|---------|----------|-----------|----------|----------|
|             | SD     | DD | CD |     |     |          |         |          |           |          |          |
|             | ■      | ■  | ■  | ■   | ■   | ■        | 100%    | ■        | ■         | Yes      |          |

OK

**BUDGET**

**FUNDING SOURCE: Measure Q**

| JCAF   | Amount Budgeted   |                      |             | Total Budget (A)  | Encumbered (B)    | Forecast to Complete (C) | Forecast at Completion (B+C) | Expenditures to Date (E) | Encumbrance Balance (B-E=F) | Budget Balance (A-B=G) |
|--|-------------------|----------------------|-------------|-------------------|-------------------|--------------------------|------------------------------|--------------------------|-----------------------------|------------------------|
|  | Measure Q         | State Capital Outlay | Prop 39     |                   |                   |                          |                              |                          |                             |                        |
| 1. SITE ACQUISITION                          | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 2. PLANS                                     | \$ 86,066         | \$ -                 | \$ -        | \$ 86,066         | \$ 86,066         | \$ -                     | \$ 86,066                    | \$ 86,066                | \$ -                        | \$ -                   |
| 3. WORKING DRAWINGS                          | \$ 16,000         | \$ -                 | \$ -        | \$ 16,000         | \$ 16,000         | \$ -                     | \$ 16,000                    | \$ 16,000                | \$ -                        | \$ -                   |
| 4. CONSTRUCTION                              | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 5. CONTINGENCY                               | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 6. ARCHITECTURAL AND ENGINEERING OVERSIGHT   | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 7. TESTS AND INSPECTIONS                     | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 8. CONSTRUCTION MANAGEMENT                   | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 9. TOTAL CONSTRUCTION COSTS (4 THRU 8 ABOVE) | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| 10. FURNITURE AND GROUP II EQUIPMENT         | \$ -              | \$ -                 | \$ -        | \$ -              | \$ -              | \$ -                     | \$ -                         | \$ -                     | \$ -                        | \$ -                   |
| <b>11. TOTAL PROJECT COST</b>                | <b>\$ 102,066</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 102,066</b> | <b>\$ 102,066</b> | <b>\$ -</b>              | <b>\$ 102,066</b>            | <b>\$ 102,066</b>        | <b>\$ -</b>                 | <b>\$ -</b>            |

OK

**Issues and Concerns**

1. No issues or concerns at this time.

**Next 90 Days**

1. Project completed.



SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: 2019 STRATEGIC PLAN

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

The Solano Community College District 2019 Strategic Plan (Draft) is being presented to the Governing Board for first reading.

The final version will be submitted to the Governing Board for approval on May 15, 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: N/A</i> |
|------------------|----------------------|-------------------------------------|

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

David Williams  
VP, Academic Affairs

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7000

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

April 22, 2019

**DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT**

May 1, 2019

**DATE APPROVED BY SUPERINTENDENT-PRESIDENT**

*To Board of Trustees for 1<sup>st</sup> Read: May 1*

*To Board of Trustees for Vote: May 15*

**Goal 1: Honor and empower students to succeed in achieving their educational or career goal** (*Vision Goal 1*)

**Goal 2: Honor and empower students to transfer in a timely fashion** (*Vision Goal 2*)

**Goal 3: Empower students to attain their education goals in a timely fashion while embracing the process of learning** (*Vision Goal 3*)

**Goal 4: Honor and empower students to gain meaningful employment/careers in their chosen field of study** (*Vision Goal 4*)

**Goal 5: Honor and empower student equity and success by eliminating equity gaps with a focus on disproportionately impacted populations** (*Vision Goal 5*)

**Goal 6: Strengthen ties to the community and local school districts to ensure access to college for all students.**

**Goal 7: Honor and empower the college community by maintaining adequate and sustainable financial resources to create an environment that supports teaching and learning.**

**Goal 8: Maintain a campus culture that honors and empowers teaching and learning.**

# Goal 1: Honor and empower student success in achieving their educational or career goal

*Reference to Vision for Success Systemwide Goal 1: Completion – Increase by at least 20 percent the number of CCC students annually who acquire associate degrees, credentials, certificates, or specific job-oriented skill sets.*

## Objective 1.1:

### **Create clear and accessible guided pathways for all degrees and certificates to help students' education planning and attainment**

- Increase the number of students who receive comprehensive education plans by the end of their second semester from XX to XX
- Increase the number of completed ADT degrees from XX in 2016–17 to XX in 2021–22, 10 percent. (VS goal)
- Increase the number of completed associate degrees from XX in 2016-17 to XX in 2021-22, an increase of 10 percent. (VS goal)
- Increase the number of completed CCCC-approved certificates from **146** in 2016-17 to **161** in 2021-22, an increase of 10 percent. (VS goal)

## Objective 1.2:

### **Ensure access to student support programs and services without regard to circumstances or identity.**

- Increase the number of students who participate in SCC cohort programs (M.E.N., Puente, TRIO, Umoja) from XX in 2016–17 to XX in 2021–22, an increase of XX percent.
- Increase the number of students who participate in CalWORKs, DSP, EOPS/CARE, Veterans, from XX in 2016–17 to XX in 2021–22, an increase of XX percent.
- Increase the number of students who participate in ASTC services from XX in 2016–17 to XX in 2021–22, an increase of XX percent.

## Objective 1.3:

### **Foster a student's sense of belonging and community within their discipline and within the College**

- Increase discipline specific and identity-oriented clubs and cohorts to promote engagement and investment in the college. **XX to XX**
- Increase student contact with faculty within the student's selected discipline or pathway by establishing at least one social activity each semester with increased participation annually. **XX to XX**

## **Goal 2: Honor and empower students to transfer in a timely fashion**

*Reference to Vision for Success Systemwide Goal 2: Transfer – Increase by 35 percent the number of CCC students systemwide transferring annually to a UC or CSU.*

### **Objective 2.1:**

**Empower students to explore, select and complete a transfer pathway.**

- Increase by **25%** the number of Transfers to UC/CSU from XX in 2016–17 to XX in 2021–22. (VS goal)
- Increase by **25%** the number of students who transfer to a 4-year program from **776** in 2016–17 to **854** in 2021–22. (VS goal)
- Increase the number of UC TAGs filed from XX in 2016–17 to XX in 2021–22, XX percent.

### **Objective 2.2:**

**Increase outreach and resources for transfer students**

- Establish advisor/mentor program for each discipline by **the beginning of Fall 2021**.
- Increase the number of unique students accessing the transfer center services from XX in 2016–17 to XX in 2021–22, XX percent.

### **Objective 2.3:**

**Empower students to complete college level math and English in their first year by offering guided self-placement and support services.**

- Increase the number of students completing both math and English in their first year from XX in 2016–17 to XX in 2021–22, XX percent.
- Increase the number of students accessing MAC and ASTC from XX in 2016–17 to XX in 2021–22, XX percent.

## Goal 3: Empower students to attain their education goals in a timely fashion while embracing the process of learning

Reference to Vision for Success Systemwide Goal 3: Unit Accumulation – Decrease the average number of units accumulated by CCC students earning associate degrees, from approximately 87 total units to 79 total units – a decrease of 10 percent.

### Objective 3.1:

**Orient and direct students to programs of interest based on their career goals.**

- Develop course sequencing maps for all programs by **Fall 2020**.
- Use course sequencing maps to inform class schedule by **Fall 2020**.
- Increase the number of students successfully participating in the FYE program from **108** in fall 2019 to **200** in 2021–22, an increase of **85** percent.

### Objective 3.2:

**Increase the number of applicable units completed in the first year.**

- Increase the number of CTE students who complete nine or more units in a CTE program from XX in 2016–17 to XX in 2021–22, XX percent.
- Increase the number of students who successfully complete **24** or more units from XX in 2016–17 to XX in 2021–22, XX percent.
- Decrease the average length of time required to transfer from **5.5** years in 2016–17 to XX in 2021–22, XX percent.
- Decrease the average length of time to complete a certificate from XX in 2016–17 to XX in 2021–22, XX percent.
- Decrease the average units earned per completed associate degree from **92** in 2016-17 to **79** in 2021–22, a decrease of **14%**. (VS goal)

## **Goal 4: Honor and empower students to gain meaningful employment/careers in their chosen field of study**

Reference to Vision for Success Systemwide Goal 4: Workforce – Increase the percent of exiting students who report being employed in their field of study, from the most recent statewide average of 69 percent to 76 percent, an increase of 10 percent.

### **Objective 4.1:**

**Increase the number of students participating in internships and/or work experience opportunities.**

- Increase number of students in Occupational Education courses from XX in 2016–17 to XX in 2021–22, an increase of XX percent.
- Increase the number of students in off-site internship/apprentice programs from XX in 2016–17 to XX in 2021–22, an increase of XX percent.
- Increase the number of students employed and mentored on campus as tutors, instructional assistant, lab technicians and discipline specific internships, XX in 2016–17 to XX in 2021–22, an increase of XX percent.

### **Objective 4.2:**

**Connect SCC programs to local industries and businesses to increase employment opportunities.**

- Increase the number of job fairs offered at the college XX in 2016–17 to XX in 2021–22.
- Improve collaboration between CTE programs and industry partners by increasing the number of industry experts visiting the campus, off-site visits with industry partners and the number of industries represented at advisory meetings, XX.
- Increase median annual earnings of students 18 months after completion, XX percent from 2016-17 to 2021-22.
- Increase the percent of students earning a living wage 18 months after completion from XX percent from 2016-17 to 2021-22.
- Increase the percent of students who report being employed **18 months after completion** in their field of study from XX percent from 2016-17 to 2021-22. (VS goal)

## **Goal 5: Honor and empower student equity and success by eliminating equity gaps with a focus on disproportionately impacted populations**

*Reference to Vision for Success Systemwide Goal 5: Equity- Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups.*

### **Objective 5.1:**

**Reduce the equity gaps for traditionally underrepresented student groups for all degrees and certificates**

- Increase the number of completed ADT degrees from XX in 2016–17 to XX in 2021–22, 10 percent. (VS goal)
- Increase the number of completed associate degrees from XX in 2016-17 to XX in 2021-22, an increase of 10 percent. (VS goal)
- Increase the number of completed CCCCCO-approved certificates from XX in 2016-17 to XX in 2021-22, an increase of 10 percent. (VS goal)

### **Objective 5.2:**

**Reduce the equity gaps for traditionally underrepresented student groups transferring to UC or CSU**

- Increase the number of Transfers to UC/CSU from XX in 2016–17 to XX in 2021–22, XX percent. (VS goal)
- Increase the number of who transfer to a 4-year program from XX in 2016–17 to XX in 2021–22, XX percent.
- Increase the number of TAG agreements filed from XX in 2016–17 to XX in 2021–22, XX percent.

### **Objective 5.3:**

**Reduce the equity gaps for traditionally underrepresented student groups by decreasing the length of time it takes to attain their educational goals.**

- Decrease the average length of time to complete a certificate from XX in 2016–17 to XX in 2021–22, XX percent.
- Decrease the average units earned per completed associate degree from XX in 2016-17 to XX years in 2021–22. (VS goal)

### **Objective 5.4:**

**Reduce the equity gaps for traditionally underrepresented student groups acquiring employment in their field of study**

- Increase the percent of students who report being employed **18 months after completion** in their field of study from XX percent from 2016-17 to 2021-22. (VS goal)

**Objective 5.5:**

**Develop safe space training and support safe spaces on campus**

- 

**Objective 5.6:**

**Proactively recruit and train diverse candidates for faculty and staff positions**

- Develop new hire programs

DRAFT

## **Goal 6: Strengthen ties to the community and local school districts to ensure access to college for all students.**

Reference to Vision for Success Systemwide Goal: *This is a local Solano Community College Goal*

### **Objective 6.1:**

**Strengthen connections to local area high schools through articulation agreements and dual enrollment, where appropriate, as well as regular high school outreach.**

- Develop an online tool kit for the articulation processes at SCC for high school courses by **the beginning of Fall 2021**.
- Establish, **by the end of Fall 2019**, a standard CCAP agreement in collaboration with local feeder school districts.
- Offer at least one course under a CCAP agreement in each service area Unified School District by the end AY **2020-2021**.
- Increase the number of SCC-sponsored outreach efforts at the local high schools.

### **Objective 6.2:**

**Strengthen community connections in the college's service area (Solano County, Winters) through ....**

- 

### **Objective 6.3**

**Strengthen ties to community groups that serve or represent DI populations (e.g. adult schools, churches, mosques, Pride organizations, etc)**

## **Goal 7: Honor and empower the college community by maintaining adequate and sustainable financial resources to create an environment that supports teaching and learning.**

Reference to Vision for Success Systemwide Goal: *This is a local Solano Community College Goal*

### **Objective 7.1:**

**Maintain reserves that equal or exceed the state average for California community colleges**

- Maintain a minimum Board reserve of at least 10% of annual expenditures, with total reserves at or above 21%.
- Maintain total compensation (salary and benefit) costs at 75% to 80% of total expenditures.
- In addition to the annual budget, utilize multi-year budget projections for three additional budget years.
- Maintain an unmodified financial audit opinion.
- Meet all accreditation standards and goals for fiscal stability.

### **Objective 7.2:**

**Engage all constituencies of the college community in financial planning to ensure transparency**

- Engage all campus shared governance committees in financial planning and decision making as part of an integrated planning process
- Collaborate with the College Fiscal Advisory Committee on a regular basis
- Fiscal staff will participate in enrollment management processes

### **Objective 7.3:**

**Strengthen the relationship with the SCC Foundation and the campus community**

- Increase campus awareness and participation in the SCC Foundation events. (*how do we measure?*)

## **Goal 8: Maintain a campus culture that honors and empowers teaching and learning.**

Reference to Vision for Success Systemwide Goal: *This is a local Solano Community College Goal*

### **Objective 8.1:**

**Develop a Faculty Mentoring program**

- Measure

### **Objective 8.2:**

**Develop new faculty/staff orientation programs (cohort model)**

- Begin tenure review process cohort model support for new hires in Fall 2019

### **Objective 8.3:**

**Institutionalize a robust professional development program**

- Support Teaching for Equity, onCourse, etc.

### **Objective 8.4:**

**Create safe spaces for students, faculty, and staff**