

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

TO: **Members of the Governing Board**

SUBJECT: **ESTABLISHMENT OF DATES, TIME, AND LOCATIONS
OF GOVERNING BOARD MEETINGS**

REQUESTED ACTION:

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

SUMMARY:

In accordance with Education Code Section 7200(C)(2)(A), the Governing Board of the Solano Community College District designated the Board meeting of December 4, 2019 as the Annual Organizational meeting of the Governing Board.

This involves the tasks listed below:

- Elect a President and a Vice President
- Establish the dates, times, and locations of the Governing Board meetings (attached)
- Select a representative to the Solano County School Boards Association
- Establish dates of meetings at the Vallejo and Vacaville Centers – June 17, 2020 & July 15, 2020

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy: 1025</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

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

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7299

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

December 4, 2019
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD
2020
BOARD MATERIAL PREPARATION SCHEDULE**

(The 1st meeting of each month is a Study Session)

BOARD MEETING	BOARD MEETING DATE	AGENDA ITEMS DUE TO VP OFFICE	AGENDA ITEMS DUE TO HR	AGENDA INFORMATION SUP-PRES. DUE - NOON	AGENDA AVAILBLE TO PUBLIC & POST DATE
Regular Business	01/15/20	12/31/19	01/02/20	01/03/20	01/10/20
Study Session	02/05/20	01/22/20	01/23/20	01/24/20	01/31/20
Regular Business	02/19/20	02/05/20	02/06/20	02/07/20	02/14/20
Study Session	03/04/20	02/19/20	02/20/20	02/21/20	02/28/20
Regular Business	03/18/20	03/04/20	03/05/20	03/06/20	03/13/20
Study Session	04/01/20	03/18/20	03/19/20	03/20/20	03/27/20
Regular Business	04/15/20	04/01/20	04/02/20	04/03/20	04/10/20
Study Session	05/06/20	04/22/20	04/23/20	04/24/20	05/01/20
Regular Business	05/20/20	05/06/20	05/07/20	05/08/20	05/15/20
Study Session	06/03/20	05/20/20	05/21/20	05/22/20	05/29/20
Regular Business	06/17/20 (VJO)	06/03/20	06/04/20	06/05/20	06/12/20
Regular Business	07/15/20 (VV)	06/30/20	07/01/20	07/02/20	07/10/20
Study Session	08/05/20	07/22/20	07/23/20	07/24/20	07/31/20
Regular Business	08/19/20	08/05/20	08/06/20	08/07/20	08/14/20
Study Session	09/02/20	08/19/20	08/20/20	08/21/20	08/28/20
Regular Business	09/16/20	09/02/20	09/03/20	09/04/20	09/11/20
Study Session	10/07/20	09/23/20	09/24/20	09/25/20	10/02/20
Regular Business	10/21/20	10/07/20	10/08/20	10/09/20	10/16/20
Study Session	11/04/20	10/21/20	10/22/20	10/23/20	10/30/20
Regular Business	11/18/20	11/04/20	11/05/20	11/06/20	11/13/20
Study Session	12/02/20	11/18/20	11/19/20	11/20/20	11/27/20
Org Meeting (per AB2449)	12/16/20	12/02/20	12/03/20	12/04/20	12/11/20

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

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

EMPLOYMENT 2019-2020

Part-Time Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Gabi Anderson	Adjunct Instructor – Nursing (not to exceed 67%)	01/09/20 – 05/31/20
Scott Blake	Adjunct Librarian (not to exceed 67%)	01/09/20 – 05/31/20

Temporary Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Gema Leon	From Reading/Writing Lab Technician to Interim Director, ASTC (Range 34; Step 1)	08/01/19 – 06/30/20 (Revised)

SEPARATION OF SERVICE

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Candyce Guerra (deceased)	Facilities Operations Assistant (5 years, 5 months of service)	11/06/19

Mary Jones
Human Resources

November 22, 2019

Date Submitted

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

December 4, 2019

Date Approved

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Jared Denning	Assistant Coach- Baseball (Field Maintenance)	General Fund	12/05/19 – 06/20/20	\$16.66/hr.
David Fernandez	Assistant Coach- Baseball (Field Maintenance)	General Fund	12/05/19 – 06/20/20	\$16.66/hr.
David Miramontes Quinones	ASTC Counselor	Student Equity	11/7/19 – 5/31/20	\$53.55/hr.
Brian Nelson	Videographer/Video Editing of ASL videos	Perkins	12/05/19 – 06/20/20	\$25.00/hr.
Taryn Sigl	Assistant Coach- Softball (Field Maintenance)	General Fund	12/05/19 – 06/20/20	\$16.66/hr.
Sonya Wright	ASTC Counselor	Student Equity	11/7/19 – 5/31/20	\$53.55/hr.

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

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

PERSONAL SERVICES AGREEMENTS

Student Services
Robert Diamond, Vice President of Finance and Administration

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Dorothea Mae Nicholson	Amended PSA to begin November 1, 2019. This amendment increases the amount of the agreement to include contractor’s expenses for clerical & workshop assistant, Tiffany Wanberg. The cost associated with travel to FCKE State conference. Coordinate and oversight of mandated training sessions for Foster Care Kinship Education program.	November 1, 2019 – June 30, 2020	Not to exceed \$92,356.00
Jerry Gorman	Present/Co-Present for Foster Kinship Care Education (FKCE) Workshops/Seminars for the fiscal year 2019-2020. Provide class materials as needed. Participate in monthly trainers debrief and enrichment meeting.	November 7, 2019 – June 30, 2020	Not to exceed \$3,000.00

Robert V. Diamond
 Vice President, Finance & Administration

 November 22, 2019
Date Submitted

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

 November 22, 2019
Date Approved

Academic Affairs
David Williams, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Jose Ballesteros	Speaker at the Vacaville Center for the 2 + 1 STEM Scholar Program will present on getting research experience as an undergraduate.	November 19, 2019 – November 19, 2019	Not to exceed \$200.00
Chelsea Cox	English horn performance on December 6, 2019 for Epiphanies musical evening.	December 6, 2019 – December 6, 2019	Not to exceed \$75.00
Greyson Van Pelt	Professional ASL interpreter Van Pelt will present two workshops on Dec. 6 and 7 (\$4,200) on interpreting for the Deaf as a career. Includes airfare and hotel not to exceed \$1000.	December 6, 2019 – December 7, 2019	Not to exceed \$5,200.00

Robert V. Diamond

Vice President, Finance & Administration

November 22, 2019

Date Submitted

Celia Esposito-Noy, Ed.D.

Superintendent-President

November 22, 2019

Date Approved

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Laurie Gorman	Executive Coordinator, Academic Affairs 27 years; 2 months of service at SCC	12/30/2019

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

December 4, 2019
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NEW SHORT-TERM TEMPORARY POSITION
DESCRIPTION - DRIVER

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 short-term temporary Driver position. The position of driver is responsible for driving athletic teams and/or other Solano Community College groups to and from competitions within the general area of Northern and Central California. This position will be placed on the Short-term Project/Temporary/Substitute 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

Ed. Code: 88009 Board Policy: 4010, 4720 Estimated Fiscal Impact: TBD

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

December 4, 2019
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

November 22, 2019
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

**SOLANO COMMUNITY COLLEGE DISTRICT
DRIVER
SHORT-TERM/TEMPORARY POSITION**

JOB DESCRIPTION:

This is a pool of applicants for the Driver, part-time hourly, temporary position that may become available at Solano Community College. Applications submitted to this temporary pool will be screened by the Office of Human Resources for minimum qualifications.

DUTIES AND RESPONSIBILITIES:

The position of Driver is responsible for driving athletic teams and/or other Solano Community College groups to/from competition within the general area of Northern and Central California. Assist our intercollegiate teams with the loading and unloading of items and maintain the vehicle in a sanitary and presentable condition during the duration of the transportation.

As a condition of employment, employee must provide a copy of a current DMV Driver License Record; and must provide a new DMV Drive License Record each year thereafter.

MINIMUM JOB REQUIREMENTS:

- Experience operating a van or similar vehicle: 1 year
- Required license or certification: CDL Class B Driver's License.
- Safe driving record and two years driving experience.
- High school diploma or equivalent.

Finger Live Scan and Tuberculosis clearance required.

An applicant for employment will not be hired due to an unsatisfactory driving record; some examples of unacceptable infractions include but are not limited to:

- Suspended or revoked license.
- Three or more moving violations in the past 36 months.
- Any violations involving drugs, alcohol, controlled substances, etc. within the past 24 months.
- Leaving the scene of an accident within the past 24 months.
- Reckless driving within the past 24 months.
- At fault in an accident resulting in fatality or serious injury within the past five years.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE TO SHORT-TERM, SEASONAL, PERIODIC,
STUDENT WORKER AND TEMPORARY SALARY
SCHEDULES

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The Short-term, Seasonal, Periodic, Student Worker, and Temporary Salary Schedules are being presented to the Governing Board for approval. Changes to the schedule include California SB3 changes in minimum wage.

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:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>
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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

December 04, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

2019-2020
SHORT-TERM PROJECT/TEMPORARY/SUBSTITUTE
SALARY SCHEDULE FOR OPERATING ENGINEERS
Effective 01/01/2020

POSITION	RATE OF PAY
Custodian	\$13.62
Courier	\$14.25
General Maintenance Worker	\$14.87
Grounds Maintenance Technician	\$14.87
Lead Custodian	\$14.87
Kinesiology/Athletic Assistant	\$14.87
Theater Technician	\$14.87
Warehouse Operator	\$15.50
Theater Production Technician	\$16.98
Athletic Trainer	\$18.50
Anatomy/Physiology Lab Tech	\$19.30
Automotive Lab Technician	\$19.30
Biology Lab Technician	\$19.30
Biotechnology Lab Technician	\$19.30
Chemistry Lab Technician	\$19.30
Physical Science /Engineering Lab Technician	\$19.30
Science Lab Technician	\$19.30
Welding Lab Technician	\$19.30
Carpenter	\$21.10
Electrician	\$21.10
Maintenance Engineer	\$21.10
Lead Carpenter	\$22.04
Lead Engineer	\$22.04
Vehicle & Equip. Mechanic	\$22.04
Telecommunications Network Technician	\$25.27
Telecommunications Network Engineer	\$26.44

SOLANO COMMUNITY COLLEGE
Short-term, Seasonal, Periodic and Student Worker Salary Schedule
Effective 01/01/2020

Seasonal and Periodic

Assistant Athletic Coach	\$16.66/\$21.00 (Maximum of \$8,300.00 per Seasonal Sport)
Athletic Onsite Administrator	\$35.00
Driver	\$13.00
Fire Science Academy Classroom Assistant	\$13.00
Journey Level Assistant	\$25.00
Lifeguard	\$13.00/\$15.00
Office Assistant	\$13.00
Maintenance/Facilities	\$13.00
Note taker	\$50 per semester
Pool Manager	\$13.00
Registration Aide	\$13.00/\$15.00
Special Projects	\$25.00-\$65.00
Teaching Apprentice	\$21.00
Telemarketing	\$13.00
Theatre staff:	
Box Office Clerk	\$13.00
Box Office/House Manager	\$13.50
Production Assistant	\$13.10
Theatre Assistant	\$13.00
Theatre Event Technician	\$15.50
Senior Stage Technician	\$17.50
Tutor	\$13.50

Student Workers

All Student Workers \$13.00

The following Student Worker Positions have designated ranges. The higher pay rate and minimum qualifications are determined by the manager:

Early Learning Center Staff:

Aides	\$13.00
Intern 1	\$13.50
Intern 2	\$14.00
Lab Assistant 1	\$13.50
Lab Assistant 2	\$14.50

Disabled Services Program:

Adapted PE Assistant	\$13.50
Mobility Assistant	\$13.50

Tutor \$13.00/\$13.50/\$14.50

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE TO 2019-2020 CSEA (NO PROFESSIONAL
GROWTH) SALARY SCHEDULE

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The 2019-2020 California School Employees Association (CSEA) Salary Schedules are being presented to the Governing Board for approval.

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:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>
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SUPERINTENDENT'S RECOMMENDATION:

- APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Mary Jones
Human Resources

PRESENTER'S NAME

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Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

December 04, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Solano Community College District

2019 - 2020

California School Employees Association Salary Schedule (0719A)

(No Professional Growth - CR & C1)

RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		STEP 6		STEP 7	
	Hourly	Annual	Hourly	Annual										
R1	\$13.31	\$27,684.24	\$13.92	\$28,953.00	\$14.47	\$30,097.08	\$15.12	\$31,449.00	\$15.75	\$32,759.40	\$16.43	\$34,173.72	\$17.14	\$35,650.56
R2	\$13.92	\$28,953.00	\$14.47	\$30,097.08	\$15.12	\$31,449.00	\$15.75	\$32,759.40	\$16.43	\$34,173.72	\$17.15	\$35,671.32	\$17.91	\$37,252.08
R3	\$14.47	\$30,097.08	\$15.12	\$31,449.00	\$15.75	\$32,759.40	\$16.43	\$34,173.72	\$17.15	\$35,671.32	\$17.88	\$37,189.68	\$18.65	\$38,791.20
R4	\$15.12	\$31,449.00	\$16.43	\$34,173.72	\$17.15	\$35,671.32	\$17.88	\$37,189.68	\$18.72	\$38,936.88	\$19.55	\$40,663.20	\$20.41	\$42,452.04
R5	\$16.43	\$34,173.72	\$17.15	\$35,671.32	\$17.88	\$37,189.68	\$18.72	\$38,936.88	\$19.55	\$40,663.20	\$20.41	\$42,452.04	\$21.32	\$44,344.80
R6	\$17.15	\$35,671.32	\$17.88	\$37,189.68	\$18.72	\$38,936.88	\$19.55	\$40,663.20	\$20.41	\$42,452.04	\$21.31	\$44,323.92	\$22.25	\$46,279.08
R7	\$17.88	\$37,189.68	\$18.72	\$38,936.88	\$19.55	\$40,663.20	\$20.41	\$42,452.04	\$21.31	\$44,323.92	\$22.30	\$46,383.12	\$23.34	\$48,546.24
R8	\$18.72	\$38,936.88	\$19.55	\$40,663.20	\$20.41	\$42,452.04	\$21.31	\$44,323.92	\$22.30	\$46,383.12	\$23.26	\$48,379.92	\$24.27	\$50,480.64
R9	\$19.55	\$40,663.20	\$20.41	\$42,452.04	\$21.31	\$44,323.92	\$22.30	\$46,383.12	\$23.26	\$48,379.92	\$24.33	\$50,605.44	\$25.46	\$52,955.76
R10	\$20.41	\$42,452.04	\$21.31	\$44,323.92	\$22.30	\$46,383.12	\$23.26	\$48,379.92	\$24.33	\$50,605.44	\$25.43	\$52,893.36	\$26.59	\$55,306.08
R11	\$21.31	\$44,323.92	\$22.30	\$46,383.12	\$23.26	\$48,379.92	\$24.33	\$50,605.44	\$25.43	\$52,893.36	\$26.63	\$55,389.36	\$27.89	\$58,010.04
R12	\$22.30	\$46,383.12	\$23.26	\$48,379.92	\$24.33	\$50,605.44	\$25.43	\$52,893.36	\$26.63	\$55,389.36	\$27.89	\$58,010.04	\$29.19	\$60,714.00
R13	\$23.26	\$48,379.92	\$24.33	\$50,605.44	\$25.43	\$52,893.36	\$26.63	\$55,389.36	\$27.89	\$58,010.04	\$29.15	\$60,630.84	\$30.47	\$63,376.44
R14	\$24.33	\$50,605.44	\$25.43	\$52,893.36	\$26.63	\$55,389.36	\$27.89	\$58,010.04	\$29.15	\$60,630.84	\$30.52	\$63,480.36	\$31.96	\$66,475.56
R15	\$25.43	\$52,893.36	\$26.63	\$55,389.36	\$27.89	\$58,010.04	\$29.15	\$60,630.84	\$30.52	\$63,480.36	\$31.92	\$66,392.28	\$33.39	\$69,449.88
R16	\$26.63	\$55,389.36	\$27.89	\$58,010.04	\$29.15	\$60,630.84	\$30.52	\$63,480.36	\$31.92	\$66,392.28	\$33.48	\$69,637.08	\$35.11	\$73,027.44
R17	\$27.89	\$58,010.04	\$29.15	\$60,630.84	\$30.52	\$63,480.36	\$31.92	\$66,392.28	\$33.48	\$69,637.08	\$35.04	\$72,881.76	\$36.67	\$76,272.12
R18	\$30.52	\$63,480.36	\$31.92	\$66,392.28	\$33.53	\$69,741.00	\$35.21	\$73,235.40	\$36.98	\$76,916.88	\$38.83	\$80,764.80	\$40.77	\$84,799.92
R19	\$33.38	\$69,429.12	\$35.02	\$72,840.24	\$36.80	\$76,542.48	\$38.62	\$80,328.00	\$40.55	\$84,342.36	\$42.58	\$88,564.68	\$44.71	\$92,994.96
R20	\$36.58	\$76,084.92	\$38.39	\$79,849.68	\$40.32	\$83,864.04	\$42.33	\$88,044.72	\$44.44	\$92,433.48	\$46.67	\$97,071.72	\$49.00	\$101,918.04
R21	\$38.39	\$79,849.68	\$40.32	\$83,864.04	\$42.33	\$88,044.72	\$44.44	\$92,433.48	\$46.67	\$97,071.72	\$49.00	\$101,918.04	\$51.45	\$107,013.96

Longevity Pay:

Effective: 7/1/19	Add 2.50%: After 6 years of service	Add 10%:	After 15 years of service
Board Approved 07.19.17	Add 5%: After 8 years of service	Add \$5,000 bonus at the beginning of the 30th year of service	
	Add 7.5%: After 11 years of service		

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE TO 2019-2020 OPERATING ENGINEERS
LOCAL 39 (NO PROFESSIONAL GROWTH) SALARY
SCHEDULE

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The 2019-2020 Operating Engineers Local 39 Salary Schedules are being presented to the Governing Board for approval.

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:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>
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SUPERINTENDENT'S RECOMMENDATION:

- APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Mary Jones
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

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TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

December 4, 2019
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**Solano Community College District
2019-2020 Operating Engineers, Local 39 Salary Schedule
(No Professional Growth - ER & E1)**

	Step 1		Step 2		Step 3		Step 4		Step 5		Step 6		Step 7		Step 8	
Range	Hourly	Annual														
R1					13.38	27840.47	13.94	28997.59	14.49	30154.72	15.15	31520.12	15.84	32947.36	16.55	35583.15
R2			13.38	27840.47	13.94	28997.59	14.49	30154.72	15.15	31520.12	15.85	32978.1	16.59	34503.52	17.34	36063.08
R3	13.38	27840.47	13.94	28997.59	14.49	30154.72	15.15	31520.12	15.85	32978.1	16.54	34412.95	17.27	35910.2	18.05	37533.34
R4	13.94	28997.59	14.49	30154.72	15.15	31520.12	15.85	32978.1	16.54	34412.95	17.24	35870.92	17.98	37390.67	18.79	39080.73
R5	14.49	30154.72	15.15	31520.12	15.85	32978.1	16.54	34412.95	17.24	35870.92	18.03	37490.89	18.84	39184.03	19.69	40955.15
R6	15.15	31520.12	15.85	32978.1	16.54	34412.95	17.24	35870.92	18.03	37490.89	18.9	39296.02	19.8	41188.04	20.7	43049.74
R7	15.85	32978.1	16.54	34412.95	17.24	35870.92	18.03	37490.89	18.9	39296.02	19.72	41008.56	20.57	42795.74	21.5	44730.12
R8	16.54	34412.95	17.24	35870.92	18.03	37490.89	18.9	39296.02	19.72	41008.56	20.58	42813.67	21.49	44698.26	22.46	46718.61
R9	17.24	35870.92	18.03	37490.89	18.9	39296.02	19.72	41008.56	20.58	42813.67	21.47	44665.09	22.41	46596.54	23.42	48702.71
R10	18.03	37490.89	18.9	39296.02	19.72	41008.56	20.58	42813.67	21.47	44665.09	22.43	46655.34	23.43	48734.28	24.49	50937.07
R11	18.9	39296.02	19.72	41008.56	20.58	42813.67	21.47	44665.09	22.43	46655.34	23.48	48830.74	24.57	51107.56	25.68	53417.63
R12	19.72	41008.56	20.58	42813.67	21.47	44665.09	22.43	46655.34	23.48	48830.74	24.52	51006.14	25.61	53278.45	26.78	55686.63
R13	20.58	42813.67	21.47	44665.09	22.43	46655.34	23.48	48830.74	24.52	51006.14	25.67	53389.81	26.87	55884.9	28.09	58410.9
R14	21.47	44665.09	22.43	46655.34	23.48	48830.74	24.52	51006.14	25.67	53389.81	26.87	55889.21	28.13	58505.62	29.4	61150.07
R15	22.43	46655.34	23.48	48830.74	24.52	51006.14	25.67	53389.81	26.87	55889.21	28.12	58481.17	29.42	61193.35	30.75	63959.28
R16	23.48	48830.74	24.52	51006.14	25.67	53389.81	26.87	55889.21	28.12	58481.17	29.42	61188.85	30.78	64021.89	32.18	66915.68
R17	24.52	51006.14	25.67	53389.81	26.87	55889.21	28.12	58481.17	29.42	61188.85	30.82	64081.66	32.27	67111.24	33.72	70144.67
R18	25.67	53389.81	26.87	55889.21	28.12	58481.17	29.42	61188.85	30.82	64081.66	32.28	67136.47	33.81	70336.91	35.34	73516.15
R19	26.87	55889.21	28.12	58481.17	29.42	61188.85	30.82	64081.66	32.28	67136.47	33.78	70260.72	35.34	73530.36	36.96	76853.92
R20	28.12	58481.17	29.42	61188.85	30.82	64081.66	32.28	67136.47	33.78	70260.72	35.42	73662.67	37.13	77229.34	38.81	80720.11
R21	29.42	61188.85	30.82	64081.66	32.28	67136.47	33.78	70260.72	35.42	73662.67	37.02	76995.19	38.69	80478.49	40.44	84116.11
R22	30.82	64081.66	32.28	67136.47	33.78	70260.72	35.42	73662.67	37.02	76995.19	38.66	80420.29	40.39	83997.75	42.2	87794.44
R23	32.28	67136.47	33.78	70260.72	35.42	73662.67	37.02	76995.19	38.66	80420.29	40.46	84146.23	42.34	88044.81	44.24	92024.44

Effective: 07/01/19
Board Approved: 06/05/19

Longevity Pay:

- Add 2.50% After 5 Years of Service
- Add 5.00% After 7 Years of Service
- Add 7.50% After 10 Years of Service
- Add 10.00% After 14 Years of Service
- Add \$6,000 Beginning of 25th Year of Service

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONFIDENTIAL ONE-TIME PAYMENT

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

The confidential, management, CSEA and Faculty groups will receive their proportionate share of budget savings. Each share is equal to 1.5% of the value of the group’s compensation bucket. Monies will be distributed as a one-time only payment in the December 2019 pay warrants.

STUDENT SUCCESS IMPACT:

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

Ed. Code: 87801, 87802, 88162, 88163 Board Policy: 4150 Estimated Fiscal Impact: \$457,401.62 One-time only

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

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

December 4, 2019
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: JUNE 30, 2019 RETIREE MEDICAL ACTUARIAL REPORT

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The District offers a retiree medical benefit to most employees. Accounting Standards require the District to conduct an independent actuarial study of retiree medical benefits to determine the liability for accrued benefits. A full actuarial study is done every two years, with updated reviews in the alternate years.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy: 3020</i>	<i>Estimated Fiscal Impact:</i>
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SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Robert V. Diamond
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

November 22, 2019

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

November 25, 2019

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board
SUBJECT: JUNE 30, 2019 RETIREE MEDICAL ACTUARIAL REPORT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The full actuarial study as of June 30, 2019 has been completed and is being submitted for Board information. Important highlights include:

	June 30, 2019	June 30, 2017	Change
Total Liability	\$12,739,722	\$14,629,817	\$1,890,095 improvement
Balance of Irrevocable Trust	\$ 4,154,020	\$ 3,056,263	\$1,097,757 improvement
Unfunded Liability	\$ 8,585,702	\$11,573,554	\$2,987,852 improvement
Funding Ratio	32.6%	20.9%	11.7% improvement

Copies of the report can be found at https://solano.edu/finance_admin/actuarial.php

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

TO: Members of the Governing Board

SUBJECT: CCFS-311Q FINANCIAL REPORT, 1st QUARTER, FY 2019-2020

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. The CCFS-311Q quarterly financial report for the first quarter of FY 2019-2020 is attached 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: Information Reporting and Administrative Functions

<i>Ed. Code:</i>	<i>Board Policy: 3020</i>	<i>Estimated Fiscal Impact:</i>
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SUPERINTENDENT’S RECOMMENDATION:

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

Robert V. Diamond
Vice President, Finance and Administration

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Robert V. Diamond
Finance & Administration

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

December 4, 2019
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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

CHANGE THE PERIOD ▼

Fiscal Year: 2018-2019

District: (280) SOLANO

Quarter Ended: (Q1) Sep 30, 2018

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2015-16	Actual 2016-17	Actual 2017-18	Projected 2018-2019
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	56,343,972	52,754,590	43,050,997	55,993,660
A.2	Other Financing Sources (Object 8900)	0	0	418	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	56,343,972	52,754,590	43,051,415	55,993,660
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	48,727,219	50,352,832	51,824,322	55,766,401
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	24,972	89,454	0	33,000
B.3	Total Unrestricted Expenditures (B.1 + B.2)	48,752,191	50,442,286	51,824,322	55,799,401
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	7,591,781	2,312,304	-8,772,907	194,259
D.	Fund Balance, Beginning	3,178,227	10,769,973	13,082,280	14,048,899
D.1	Prior Year Adjustments + (-)	-35	3	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	3,178,192	10,769,976	13,082,280	14,048,899
E.	Fund Balance, Ending (C. + D.2)	10,769,973	13,082,280	4,309,373	14,243,158
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	22.1%	25.9%	8.3%	25.5%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	8,576	7,232	7,985	8,078
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2015-16	2016-17	2017-18	2018-2019
H.1	Cash, excluding borrowed funds		11,436,349	15,561,844	9,211,094
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	4,234,510	11,436,349	15,561,844	9,211,094

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	56,535,233	56,535,233	7,222,158	12.8%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	56,535,233	56,535,233	7,222,158	12.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	55,669,571	55,669,571	12,209,252	21.9%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	239,830	239,830	13,899	5.8%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	55,909,401	55,909,401	12,223,151	21.9%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	625,832	625,832	-5,000,993	
L.	Adjusted Fund Balance, Beginning	14,048,899	14,048,899	14,048,899	
L.1	Fund Balance, Ending (C. + L.2)	14,674,731	14,674,731	9,047,906	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	26.2%	26.2%		

V. Has the district settled any employee contracts during this quarter?

NO

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

Contract Period Settled (Specify)	Management	Academic		Classified
		Permanent	Temporary	

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

* As specified in Collective Bargaining Agreement or other Employment Contract

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

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

NO

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

VII. Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

NO
NO

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

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

TO: **Members of the Governing Board**

SUBJECT: **CONTRACT AMENDMENT #2 TO HMR ARCHITECTS
FOR ADDITIONAL PROFESSIONAL SERVICES FOR THE
B300 MODIFICATIONS: MAILROOM AND GRAPHICS
PROJECT**

REQUESTED ACTION:

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

SUMMARY:

On June 05, 2019 the Board approved a professional services contract to HMR Architects for architectural services for the B300 Modifications: Mailroom and Graphics Project. On September 18, 2019 the Board approved Amendment #1 to increase the original professional services agreement with HMR Architects for services related to the additional scope of removing all the existing fume hoods in the future mailroom/ graphics spaces.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$3,250 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

December 4, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #2 TO HMR ARCHITECTS
FOR ADDITIONAL PROFESSIONAL SERVICES FOR THE
B300 MODIFICATIONS: MAILROOM AND GRAPHICS
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Board Approval is now requested to award Amendment #2 to HMR Architects for engineering and design of a new variable refrigerant flow split system to serve the Graphic Services Area. This is needed due to the added heat load from the printing equipment.

\$ 26,800.00 Original Contract Amount
\$ 13,700.00 Approved Amendment #1
\$ 3,250.00 Proposed Amendment #2
\$ 43,750.00 New Contract Amount

The Board is asked to approve this contract Amendment #2 to HMR Architects in an amount not to exceed \$3,250.00.

The contract amendment is available online at
<http://www.solano.edu/measureq/2019/191204%20Amend%20%20HMR%20Arch%20Scvs%20BOT%20Item.pdf>

AMENDMENT #2 TO AGREEMENT

PARTIES

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

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated June 5, 2019, for architectural services related to the District's **B300 Modifications: Mailroom and Graphics Project** ("Project"); and

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

AGREEMENT

1. Section 3. Compensation of the Agreement is amended to read:
District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not-to-exceed **Forty-Three Thousand Seven Hundred Fifty Dollars (\$43,750)**. This fee is a total of the June 5, 2019 Agreement in the amount of \$26,800, Amendment #1 in the amount of \$13,700, and Amendment #2 in the amount of \$3,250. District shall pay Consultant according to the following terms and conditions:
 - 3.1. Payment for the Work shall be made for all undisputed amounts based upon the delivery of the work product as determined by the District. Payment shall be made within thirty (30) days after the Consultant submits an invoice to the District for Work actually completed and after the District's written approval of the Work, or the portion of the Work for which payment is to be made.
2. Exhibit A description of the scope of work shall be amended to include the following:

Scope of work includes additional engineering/ design work to add auxiliary cooling to the Graphic Services Area using a variable refrigerant flow split system with one condensing unit and two fan coil units. The size of the unit will be confirmed with load calculations.
3. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
4. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

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

Dated: _____, 2019

Dated: _____, 2019

**SOLANO COMMUNITY COLLEGE
DISTRICT**

HMR Architects

By: _____

By: _____

Print Name: Lucky Lofton
Print Title: Executive Bonds Manager

Print Name: _____
Print Title: _____

**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 THE FAIRFIELD CAMPUS SITE SIGNAGE MASTER PLAN AND WAYFINDING SIGNAGE 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 includes the development of an exterior wayfinding master plan for the Fairfield Campus, the development of simplified pedestrian/ vehicular signage, and the development of prominent entry monument signs with digital displays.

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: \$36,350 Measure Q Funds

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

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

December 4, 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 FOR THE
FAIRFIELD CAMPUS SITE SIGNAGE MASTER PLAN
AND WAYFINDING SIGNAGE 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 \$36,350.00 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 \$36,350.00 for the Fairfield Campus Signage Map and Wayfinding Project.

The contract is available online at

<http://www.solano.edu/measureq/2019/191204%20Contract%20Kate%20Keating%20FF%20Campus%20Signage%20BOT%20Item.pdf>

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO RUDOLPH AND SLETTEN FOR
 CONSTRUCTION SERVICES FOR THE
 BIOTECHNOLOGY CASEWORK IMPROVEMENT
 PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for award of a contract to Rudolph and Sletten for the Biotechnology Casework Improvement Project. The scope of work includes relocation and improvement of countertop casework and wall cabinets in the Biotechnology and Science Building located at the Vacaville Center. This need for improvement was identified by the staff for the science and biotechnology building.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$30,500 Measure Q Funds</i>
SUPERINTENDENT'S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Lucky Lofton Executive Bonds Manager		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		Celia Esposito-Noy, Ed.D. Superintendent-President
(707) 863-7855		
TELEPHONE NUMBER		
Robert V. Diamond VP, Finance & Administration		
VICE PRESIDENT APPROVAL		December 4, 2019
November 22, 2019		DATE APPROVED BY SUPERINTENDENT-PRESIDENT
DATE SUBMITTED TO		
SUPERINTENDENT-PRESIDENT		

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO RUDOLPH AND SLETTEN FOR
CONSTRUCTION SERVICES FOR THE BIOTECH
CASEWORK IMPROVEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A proposal was requested from Rudolph and Sletten, a contractor on the District's Pre-Approved Contractor list for the District's Board approved CUPCCAA (California Uniform Public Construction Cost Accounting Act) program. The proposal was reviewed, and the proposed pricing was determined to be fair and appropriate to the scope of work requested.

The Board is asked to approve a contract to Rudolph and Sletten in the amount of \$30,500.00

The contract is available online at

<http://www.solano.edu/measureq/2019/191204%20Contract%20RS%20VV%20Biotech%20BOT.pdf>

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: EQUIPMENT ORDER TO ONE DIVERSIFIED FOR THE CLASSROOM TECHNOLOGY UPGRADE PHASES 3 & 4 (IT INFRASTRUCTURE IMPROVEMENTS) PROJECT

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested for an equipment order to One Diversified for technology equipment for the Classroom Technology Upgrade Phases 3 and 4 (IT Infrastructure Improvements) Project. One Diversified’s pricing is based on the CMAS Contract #4-18-58-0078A.

The Board is asked to approve an equipment order to One Diversified in the amount of \$116,647.82.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Provide new equipment that supports classrooms and related College facilities

Ed. Code: Board Policy: Estimated Fiscal Impact: \$116,647.82 Measure Q Funds

SUPERINTENDENT’S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager
PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534
ADDRESS

(707) 863-7855
TELEPHONE NUMBER

Robert V. Diamond
Vice President, Finance & Administration
VICE PRESIDENT APPROVAL

November 22, 2019
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

December 04, 2019
DATE APPROVED BY SUPERINTENDENT-PRESIDENT

One Diversified Order

IT Infrastructure Improvements Project

Classroom Technology Upgrade (Phases 3 and 4)

Board Agenda: December 4, 2019

Item Number	Quantity	Description
PTRK-14MDK	18	RTRK-14 w/Plexi & Top
SSDR-8	21	Split Security Door 8SP(1
UD2	2	2SP Util. Drawer, BLK
UD3	19	3SP Util. Drawer, BLK
U2	16	2SP Rackshelf 14.75DP
U3	1	3SP Rackshelf 14.75DP
BL3	27	3SP Flanged Alum Anod BLA
VTP-2	20	2SP Anod Slotted Vent Pan
HW100	4	100PC 10-32 Screw w/Capt.
AP9562	21	Rack PDU, Basic, 1U, 15A, 120V, (10)5-15
V11H901020	21	EPSON PowerLite L610U Standard Laser Projector, WUXGA, 6000 3 year warranty/replacement
V12H808001	11	EPSON Universal Projector Mount Kit ELPMBPJG
V12H758020	21	EPSON DC-21 Document Camera
70296	21	Model C W/CSR 137D 72.5x116 MW
SPA2-60	21	1/2 RU 2Ch Amp
AC-C6T	22	6.5" 2-way Ceiling Speaker, 70/100V Transformer w/ 8 Ohm, WH

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: SABBATICAL LEAVE ACADEMIC YEAR 2020-2021

REQUESTED ACTION:

- Information OR Approval
 Consent OR Non-Consent

SUMMARY:

The Sabbatical Leave Committee recommends that the following instructors be granted a Sabbatical Leave for the 2020-2021 academic year:

- Professor Michelle Arce (Fall 2020)
- Professor Carlos Esteve (Spring 2021)
- Professor Erin Farmer (Spring 2021)
- John Nagle (Spring 2021)

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: 87767</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$130,000</i>
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SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7102

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

November 22, 2019

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

December 4, 2019

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

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

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 July 1, 2019 – September 30, 2019.

Measure Q expenditures during this reporting period were \$1,484,518. Total expended to September 30, 2019 was \$175,024,563.

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>
SUPERINTENDENT'S RECOMMENDATION:		<input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input checked="" type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Lucky Lofton Executive Bonds Manager <hr/> PRESENTER'S NAME		<hr/> Celia Esposito-Noy, Ed.D. Superintendent-President <hr/> December 4, 2019 <hr/> DATE APPROVED BY SUPERINTENDENT-PRESIDENT
4000 Suisun Valley Road Fairfield, CA 94534 <hr/> ADDRESS		
(707) 863-7855 <hr/> TELEPHONE NUMBER		
Robert V. Diamond Vice President, Finance and Administration <hr/> VICE PRESIDENT APPROVAL		
November 22, 2019 <hr/> DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		

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

TO: Members of the Governing Board

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

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Status of primary projects:

Program:

- District Design Standards – Vacaville Campus directory map was completed. Fairfield Campus map is still in progress.
- Facilities Master Plan – The District has begun an update to the currently adopted Facilities Master Plan.

Fairfield Campus:

- Library/Learning Resource Center: Bidding is underway, with eight (8) companies pre-qualified. Furniture and equipment selection has resumed. Consultants have been selected and placed under contract. Groundbreaking Ceremony being planned for November 6, 2019.
- Science Building Phase 1: Close-out process continues. Impacts to the local economy - Approximately 120,000 hours were spent on the planning, design, and construction. This is equivalent to 60 full-time jobs created over the course of one year. Over 70 individual Solano County residents were directly employed in the construction. Over 40 separate specialty trades were subcontracted in the construction.
- Horticulture Phase 2: DSA close-out is in process.

Vacaville Center:

- Vacaville Classroom (Annex) Building Renovation: Corbels design completed and put out for bidding. Bids were under review at the end of this reporting period.
- Vacaville Intersection Improvements Project: Final paperwork and confirmation of completion sent to the City.

Vallejo Center:

- No project activity this reporting period.

District-wide Projects:

- IT Infrastructure Project – Phase 2: Equipment purchases continue.
- Small Capital Projects - Portables Low Voltage Revisions: All work completed except for re-asphalting of patch by PG&E.
- Small Capital Projects – B300 Modifications (Mailroom and Graphics): Design continues.
- Small Capital Projects – Bleacher Replacement (Baseball and Soccer): Architect has been selected and design work has begun.