

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 2019-2020**

**Leave of Absence**

<b><u>Name</u></b>	<b><u>Leave Status</u></b>	<b><u>Duration</u></b>
Susanna Gunther	Leave of Absence – Unpaid	05/13/2020 – 05/21/2020
Sandra Hernandez	Leave of Absence – Unpaid	04/16/2020 – 12/31/2020

**Short-term/Temporary/Substitute**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Fund/Grant</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Sandra Calderon Alonso	Technology Specialist	General Fund	02/24/20 – 06/30/20	\$21.54/hr.
Liesl M. Seitz Buchbinder	Theatre Event Technician	General Fund	03/05/20 – 05/21/20	\$15.50/hr.
Megan Borgesani	ASL Tutor/Lab Assistant	Perkins	02/20/20 – 05/21/20	\$13.50/hr. (Revised)
Jan Tracy Camacho	ASTC Instructional Lab Assistant II	Basic Skills	03/05/20 – 06/30/20	\$16.56/hr.
Kasey Willes	ASL Tutor/Lab Assistant	Perkins	02/20/20 – 05/21/20	\$13.50/hr. (Revised)

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**Mary Jones**  
Human Resources

February 21, 2020

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**Date Submitted**

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

March 4, 2020

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**Date Approved**

**EMPLOYMENT 2020-2021**

**Part-Time Adjunct Assignment**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Monika Sloan	Adjunct Instructor - Nursing (not to exceed 67%)	08/13/20 – 12/18/20
Hla Moe Thaya	Adjunct Instructor - Biology (not to exceed 67%)	08/13/20 – 12/18/20

**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**

**Student Services**  
**Robert Diamond, Vice President, Finance & Administration**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Richard Delaney Ph.D.	Presenter at the Foster Kinship Care Education (FKCE) annual conference March 4-7, 2020. Luncheon panel presenter. Will provide all class materials for up to 50 participants.	March 5, 2020 – March 6, 2020	Not to exceed \$3,000.00
Lesia Knudsen Live-Life Coaching	Present for Foster Kinship Care Education annual conference March 4-7, 2020. Present “How to Listen So Your Teen Will Talk”. Provide all class materials for up to 50 participants.	March 6, 2020 – March 6, 2020	Not to exceed \$500.00
SDR Consultants, LLC	Student Services Consultant Amendment to July 17, 2019 Board Item.	February 1, 2020 – June 30, 2020	Not to exceed \$54,560.00

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**Robert V. Diamond**

Vice President, Finance & Administration

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February 21, 2020

**Date Submitted**

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

Superintendent-President

---

March 4, 2020

**Date Approved**

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

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Shannon A. Cooper	Six-hour in-service training for SCC faculty and staff. Training will provide instructional/non-instructional faculty and staff an overview of the impact of trauma on students and will explore how adverse life experiences can impact their behavior in the classroom. In support of the District’s EED program.	March 10, 2020 – March 10, 2020	Not to exceed \$1,800.00

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<b>Robert V. Diamond</b> Vice President, Finance & Administration	<b>Celia Esposito-Noy, Ed.D.</b> Superintendent-President
<b>February 21, 2020</b> <b>Date Submitted</b>	<b>March 4, 2020</b> <b>Date Approved</b>

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SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: ATHLETIC AGREEMENT BETWEEN NAPA VALLEY COLLEGE AND SOLANO COMMUNITY COLLEGE

REQUESTED ACTION:

Information OR  Approval  
 Consent OR  Non-Consent

SUMMARY:

In 1983, Solano Community College and Napa Valley College entered into an athletic agreement to establish a regional partnership that would allow each college to host viable programs individually and identified those that both colleges would offer.

This agreement will be in effect from July 1, 2020 through June 30, 2021. This agreement is subject to annual review.

STUDENT SUCCESS IMPACT:

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

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

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

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7299

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

February 24, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



February 7, 2020

Dear Newton:

We are respectfully requesting the BVC and CCCAA's annual approval of the Napa-Solano Athletic Agreement, effective July 1, 2020 to June 30, 2021.

Napa Valley College and Solano Community College entered into the athletic agreement in 1983. This partnership was based on the inability of the two colleges to fully fund comprehensive athletic programs. A regional approach was developed with each college hosting viable programs. The updated listing is as follows:

- A. Solano Community College only:
  - Football (not currently offered)
  - Water Polo (not currently offered)
  - Men's and Women's Swimming and Diving
  - Men's and Women's Tennis
  
- B. Napa Valley College only:
  - Men's Soccer
  - Men's and Women's Golf
  
- C. Both:
  - Volleyball
  - Baseball
  - Men's and Women's Basketball
  - Softball
  - Women's Soccer

Both college Governing Boards support and endorse this athletic agreement. It is the intention of the Boards to continue the agreement with yearly review.

Please contact us if we can provide further clarification.

Sincerely,

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Celia Esposito-Noy, Ed. D  
Superintendent-President  
Solano Community College

A handwritten signature in blue ink that reads "Ronald D. Kraft Ph.D." with a stylized flourish at the end.

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Ronald D. Kraft, Ph. D.  
President  
Napa Valley College

Cc: R. Harris, Dean, Health Occupations, Napa Valley College  
J. Dunlap, Athletic Director, Napa Valley College  
E. Visser, Athletic Director, Solano Community College

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: NEW SUPERVISORS SALARY SCHEDULE

**REQUESTED ACTION:**

- Information OR  Approval
- Consent OR  Non-Consent

**SUMMARY:**

The attached new Supervisors Salary Schedule is being presented to the Governing Board for review and approval. The positions represented in this salary schedule are non-management classified supervisors.

**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: 87482</i>	<i>Board Policy: 4005</i>	<i>Estimated Fiscal Impact: Unknown</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**

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

# SOLANO COMMUNITY COLLEGE DISTRICT

## 2019-2020

### Supervisors Salary Schedule - (0719A)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
<b>39</b>	69,861.88	72,655.74	75,561.13	78,582.68	81,728.30	84,995.75	88,396.40	91,933.12	95,611.34
<b>38</b>	67,173.94	69,861.88	72,655.74	75,561.13	78,582.68	81,728.30	84,995.75	88,393.83	91,927.77
<b>37</b>	64,607.80	67,173.94	69,861.88	72,655.74	75,561.13	78,582.68	81,728.30	84,999.83	88,402.33
<b>36</b>	62,147.52	64,607.80	67,173.94	69,861.88	72,655.74	75,561.13	78,582.68	81,725.04	84,993.07
<b>35</b>	59,781.76	62,147.52	64,607.80	67,173.94	69,861.88	72,655.74	75,561.13	78,582.71	81,725.12
<b>34</b>	57,509.35	59,781.76	62,147.52	64,607.80	67,173.94	69,861.88	72,655.74	75,561.32	78,583.11
<b>33</b>	55,322.31	57,509.35	59,781.76	62,147.52	64,607.80	67,173.94	69,861.88	72,657.38	75,564.74
<b>32</b>	53,220.68	55,322.31	57,509.35	59,781.76	62,147.52	64,607.80	67,173.94	69,842.00	72,616.04
<b>31</b>	51,197.60	53,220.68	55,322.31	57,509.35	59,781.76	62,147.52	64,607.80	67,165.47	69,824.40
<b>30</b>	49,253.07	51,197.60	53,220.68	55,322.31	57,509.35	59,781.76	62,147.52	64,606.90	67,163.61
<b>29</b>	47,385.96	49,253.07	51,197.60	53,220.68	55,322.31	57,509.35	59,781.76	62,143.96	64,599.49
<b>28</b>	45,589.43	47,385.96	49,253.07	51,197.60	53,220.68	55,322.31	57,509.26	59,782.67	62,145.94

Career increments after:

6 years	2.50%
8 years	5.00%
11 years	7.50%
15 years	10.00%

Effective: 4/1/2020

Board Approved: 3/4/2020



2019 - 2020

Solano Community College District

Salary Ranges for Supervisor Positions

<b>Title</b>	<b>Range</b>	<b>Annual Salary</b>	
Assistant Controller	38	\$ 67,173.94	\$ 91,927.77
Payroll Supervisor	38	\$ 67,173.94	\$ 91,927.77
Supervisor, Academic Success & Tutoring Center (ASTC)	34	\$ 57,509.35	\$ 78,583.11
Supervisor, Custodial	33	\$ 55,322.31	\$ 75,564.74

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NEW ALG POSITION DESCRIPTION: ASSISTANT  
ATHLETIC DIRECTOR

**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 Assistant Athletic Director position. The Assistant Athletic Director will assist the Athletics Director to develop, organize, coordinate, and monitor the activities and operations of the Athletic Department. This position will be placed at Range 40 of the ALG 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: \$70,897.88 and Health and Welfare Benefits

**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**

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

# **Assistant Athletic Director/Head Athletic Trainer**

## **BASIC FUNCTIONS & RESPONSIBILITIES**

Under the supervision of the Athletic Director, the Head Athletic Trainer/Assistant Athletic Director assists the Athletics Director to develop, organize, coordinate, and monitor the activities and operations of the Athletic Department. Collaborates with medical direction of the team physician, provides specialized health services, such as injury prevention, first aid, emergency care, and evaluation and rehabilitation of athletic injuries to all student athletes. Also assists the Athletic Director with budgets, game administration, student success efforts, eligibility and representation at regional and state conference meetings.

This is a 12-month assignment.

## **DUTIES & RESPONSIBILITIES**

- Coordinates, supervises, and promotes the activities and operations of the Athletic Program
- Assists in coordination of game coverage, and management
- Manages budget requests and purchasing of athletic team equipment.
- Assists in Gender Equity compliance according to Title IX
- Assures assessment and compliance with risk management issues.
- Assists in marketing and promoting athletic department activities and fund raising
- Works with administrative assistant of Athletics to coordinate eligibility meetings and submission of required forms
- Visits and observes team practices, supervises contests and resolves issues at competitions
- Assists in proper enrollment and eligibility of student athletes and the maintenance of applicable paperwork
- Represents the college at regional and state conference meetings
- Provides emergency care and first aid to student athletes during practice sessions, athletic contests and other sporting events
- Evaluates acute and chronic injuries to student athletes; obtains pertinent medical history; examines and palpates tissues to detect swelling, pain or deformity; tests for range of motion; muscle strength, ligament laxity and neurological damage.
- Designs, initiates and evaluates rehabilitation programs for acute, chronic and post-operative injuries for student athletes
- Conducts health screenings to detect potential problems with flexibility, posture, strength, and coordination
- Applies various types of manual therapeutic exercise; apply ultrasound, electrical muscle stimulation, whirlpools or other therapies as directed by the team physician.
- Prepares and maintain records and reports related to student injuries, treatments, supplies and materials, medical histories, rehabilitation programs and others.
- Directs the academic success program for student athletes.
- Performs emergency care, CPR and first aid techniques correctly.
- Operates specialized equipment and apparatus involved in physical conditioning and rehabilitation.
- Designs, prepares and implements training and conditioning programs.
- Trains and provides work direction to others as assigned.
- Establishes and maintains cooperative working relationships with others.

- Maintains records and prepare reports.
- Promotes cooperative relationships with community.
- Assists in maintaining a fair and open work environment in accordance with the College's commitment to teamwork, mutual trust and respect.

### **DEMONSTRATED KNOWLEDGE OF**

- State and local Athletic program requirements.
- Federal Title IX regulations.
- Basic management principles and practices.
- Injury pathology and evaluation skills.
- Methods, principles and equipment used in physical rehabilitation, training, conditioning and therapeutic exercise.
- Medical and professional ethics.
- Prevention and care of athletic injuries.
- Recordkeeping techniques.

**QUALIFICATIONS:** The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **EDUCATION/ EXPERIENCE**

- Any combination of education, experience and training that provides the required knowledge and abilities is qualifying. Typical ways to obtain the knowledge and abilities would be:
- Master's degree in physical education, kinesiology, athletic training or related field of study.
- Current NATA/BOC Certification in Athletic Training.
- Two years' experience in coaching, athletic training, leadership, teaching or other athletic related programs.
- Working knowledge of the California Community College Athletics Policy and Procedures and conference, state or national athletic organizations.
- Practical experience in athletic event coverage, as unique to each individual sport.
- Demonstrated sensitivity to diversity, including socio-economic, cultural, racial, ethnic, sexual orientation and physical disabilities.

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO LISTER CONSTRUCTION, INC.  
FOR CONSTRUCTION SERVICES FOR THE BUILDING  
800 PARKING LOT REHABILITATION PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for award of a contract to Lister Construction, Inc., for the Building 800 Parking Lot Rehabilitation Project. The scope of work includes demolition and replacement of the asphalt parking lot and select portions of concrete to address current non-compliant conditions located near Building 800 on the Fairfield campus.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Update infrastructure that supports classrooms or related college facilities

*Ed. Code:                      Board Policy:                      Estimated Fiscal Impact: \$59,980 Measure Q Funds*

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

Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
VP, Finance & Administration

**VICE PRESIDENT APPROVAL**

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**AGENDA ITEM** 12.(d)  
**MEETING DATE** March 4, 2020

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO LISTER CONSTRUCTION, INC.  
FOR CONSTRUCTION SERVICES FOR THE BUILDING  
800 PARKING LOT REHABILITATION PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

A proposal was requested from Lister Construction, Inc., 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 Lister Construction, Inc. in the amount of \$59,980.

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

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CONTRACT AWARD TO LISTER CONSTRUCTION, INC.  
FOR CONSTRUCTION SERVICES FOR THE BUILDING  
1900 TRENCH DRAIN PROJECT

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

Board approval is requested for award of a contract to Lister Construction, Inc., for the Building 1900 Trench Drain Project. The scope of work includes select demolition of existing asphalt pavement, replacement with new concrete and extension of an existing trench drain to address hazardous material containment around equipment repair bays at Building 1900, Fairfield campus.

CONTINUED ON THE NEXT PAGE

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals  
 Basic skills education  
 Workforce development and training  
 Transfer-level education  
 Other: Update infrastructure that supports classrooms or related college facilities

Ed. Code: Board Policy: Estimated Fiscal Impact: \$29,145 Measure Q Funds

**SUPERINTENDENT'S RECOMMENDATION:**

- APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
VP, Finance & Administration

**VICE PRESIDENT APPROVAL**

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**AGENDA ITEM** 12.(e)  
**MEETING DATE** March 4, 2020

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO LISTER CONSTRUCTION, INC.  
FOR CONSTRUCTION SERVICES FOR THE BUILDING  
1900 TRENCH DRAIN PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

A proposal was requested from Lister Construction, Inc., 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 Lister Construction, Inc. in the amount of \$29,145.

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



SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CONTRACT AWARD TO SIERRA STRIPING INC. AND SEALCOATING FOR CONSTRUCTION SERVICES FOR THE FAIRFIELD CAMPUS PERIMETER ROAD STRIPING PROJECT

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

Board approval is requested for award of a contract to Sierra Striping Inc. and Sealcoating, for the Fairfield Campus Perimeter Road Striping Project. The scope of work includes reflective paint road striping and installation of two-way reflectors around the perimeter road of the Fairfield campus to improve visibility for vehicular traffic and improve overall safety.

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

Ed. Code: Board Policy: Estimated Fiscal Impact: \$55,060 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
VP, Finance & Administration

**VICE PRESIDENT APPROVAL**

February 21, 2020

**DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT**

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

March 4, 2020

**DATE APPROVED BY SUPERINTENDENT-PRESIDENT**

**AGENDA ITEM** 12.(f)  
**MEETING DATE** March 4, 2020

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO SIERRA STRIPING INC. AND  
SEALCOATING FOR CONSTRUCTION SERVICES FOR  
THE FAIRFIELD CAMPUS PERIMETER ROAD STRIPING  
PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

A proposal was requested from Sierra Striping Inc. and Sealcoating, 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 Sierra Striping Inc. and Sealcoating in the amount of \$55,060.

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

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

**TO: Members of the Governing Board**

**SUBJECT: EQUIPMENT ORDER TO ONE DIVERSIFIED FOR THE CLASSROOM TECHNOLOGY UPGRADE (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 (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 \$167,304.93.

**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: \$167,304.93 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**

February 21, 2020  
**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

March 4, 2020  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

## One Diversified Order

IT Infrastructure Improvements Project

### Classroom Technology Upgrade

Board Agenda: March 4, 2020

Item Number	Quantity	Description
PTRK-14MDK	23	PTRK-14 w/Plexi & Top
SSDR-8	25	Split Security Door 8SP
UD3	14	3SP Util. Drawer, BLK
U2	25	2SP Rackshelf 14.75DP
BL3	47	3SP Flanged Alum Anod BLA
VTP-2	25	2SP Anod Slotted Vent Pan
HW100	10	100PC 10-32 Screw w/Capt.
AP9562	25	Rack PDU, Basic, 1U, 15A, 120V
UHD-SW-510W	25	Five-Input Universal Switcher with Wireless Presentation Link
UHD-SW-510W-RM	25	Rack-mount Ears
VTP-800-WH	25	Velocity 8" Touch Panel - White
VTP-TMK	25	Velocity Touch Panel Table Mount Kit - Black
V11H901020	23	Epson Powerlite L610U (3 year warranty/replacement)
V12H758020	23	EPSON DC-21 Document Camera

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

**TO: Members of the Governing Board**

**SUBJECT: HEAVY CONSTRUCTION EQUIPMENT ORDER TO  
GARTON TRACTOR, INC. FOR THE FACILITIES  
DEPARTMENT**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Board approval is requested for a heavy construction equipment order to Garton Tractor, Inc. for a compact track loader for the Facilities department. Garton Tractor, Inc.'s pricing is based on the Sourcewell (Formerly NJPA) Contract #032119-CNH.

The Board is asked to approve a heavy construction equipment order to Garton Tractor, Inc. in the amount of \$153,598.80.

**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: \$153,598.80 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**

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 12.(h)  
MEETING DATE March 4, 2020

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

**TO: Members of the Governing Board**

**SUBJECT: HEAVY CONSTRUCTION EQUIPMENT ORDER TO  
GARTON TRACTOR, INC. FOR THE FACILITIES  
DEPARTMENT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

This equipment is an extremely versatile utility vehicle that will allow the District to replace multiple similar devices rented for projects each year. Examples of equipment uses are as a field forklift at graduation, tall weed and grass clearing, field work on athletic fields, trenching, parking lot sweeping, earth work and moving, utility line excavation, boring, etc. It will save the District a great deal of time having the right tool available at all times to deal with both planned and unplanned work. It is also easily transportable and will be used at the Centers for work there as well.

The Board is asked to approve a contract to Sierra Striping Inc. and Sealcoating in the amount of \$153,598.80.

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

## Garton Tractor, Inc. Order

Heavy Construction Equipment for Facilities

Board Agenda: March 4, 2020

Item Number	Quantity	Description
New Holland-C245	1	Compact Track Loader Tier 4 Final 90 HP with 84" low profile bucket w/cutting edge
Bradco – 511B	1	Skid Steer QA Backhoe Attachment & 12" Bucket
Sweepster – SB7	1	Skid Steer QA Sweeper w/Hopper Bucket 7' wide
Bradco – SG26	1	Skid Steer QA Stump Grinder w/26" wheel
FFC – 100935-E6	1	Skid Steer QA Tiller Attachment 66" wide
McMillen – X1475DH2	1	Skid Steer QA Auger drive w/hoses & couplers
Bradco – 108026	1	Skid Steer QA 84" wide 4x1 Construction Bucket w/hoses
Diamond –75 SSL	1	Skid Steer QA Flail Mower 75" wide cut w/hoses and couplers
Landpride – PFL6448	1	Skid Steer QA Pallet Forks 48" long tines, 6,400 lb capacity
Arrowhead – E680	1	Skid Steer QA Hydraulic Breaker w/hoses & couplers

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

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

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

An update will be presented by Tom Gachis, James Thomas Media.

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

**SUPERINTENDENT'S RECOMMENDATION:**

APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Tom Gachis  
James Thomas Media  
PRESENTER'S NAME

4000 Suisun Valley Road  
Fairfield, CA 94534  
ADDRESS

(707) 864-7299  
TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

February 25, 2020  
DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT

March 4, 2020  
DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT



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

**TO:** **Members of the Governing Board**  
**SUBJECT:** **FAIRFIELD CAMPUS TREE REPURPOSING REPORT  
AND APPROVAL**

**REQUESTED ACTION:**

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

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**SUMMARY:**

Solano students from the Associated Students of Solano Community College (ASSC) and Environmental Club began evaluating several alternatives for campus tree repurposing as a result of the Library / Learning Resource Center construction, which was to result in the removal of various trees from the construction site.

*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: Not Applicable

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$10,150 Measure Q Bond Funds</i>
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**SUPERINTENDENT'S RECOMMENDATION:**                       **APPROVAL**                       **DISAPPROVAL**  
    **NOT REQUIRED**                       **TABLE**

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Lucky Lofton  
Executive Bonds Manager

**PRESENTER'S NAME**

---

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

---

(707) 863-7855

**TELEPHONE NUMBER**

---

Robert V. Diamond  
Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**

---

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

---

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

---

March 4, 2020

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: FAIRFIELD CAMPUS TREE REPURPOSING REPORT  
AND APPROVAL**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

The research found Sacramento State had encountered a similar situation which they resolved by salvaging the trees. The Sacramento State trees were removed, milled and turned into wood for tables, benches and signs on the campus.

The Environmental Club and ASSC students contacted the SCC Sustainability Advisory Committee who became engaged with the process. Together, they worked collaboratively with Kitchell, the Bond Program Management team, to implement the vision of the students which included carefully harvesting the largest trees, which were then stored on campus.

The stored logs will be transported to the California Urban Lumber mill in Martinez to be milled into planks. The planks will be returned to the Fairfield Campus for additional drying prior to final milling into useable lumber. The redwood and sycamore planks have different drying times.

There will be approximately three thousand board feet of usable lumber stored on campus for approximately one year. After drying, final milling and fabrication will lead to the creation of table tops, bench components and signs for the campus. The smaller remaining pieces can be used as firewood for the Art Department's kiln or grounded up as mulch for the Horticulture Department.

The local milling service, which includes the transportation and milling, will be performed by California Urban Lumber of Martinez, California for the amount of \$10,150. The final milling and fabrication will be performed later in 2020 or 2021.

**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 October 1, 2019 – December 31, 2019.

Measure Q expenditures during this reporting period were \$2,514,635. Total expended to December 31, 2019 was \$177,539,199 (percentage spent is 50.1%).

*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>	<b>\$0</b>
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**SUPERINTENDENT’S RECOMMENDATION:**                       **APPROVAL**                       **DISAPPROVAL**  
 **NOT REQUIRED**                       **TABLE**

Lucky Lofton  
Executive Bonds Manager

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Robert V. Diamond  
Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**

February 21, 2020

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

March 4, 2020

**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**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Status of primary projects:

**Program:**

- District Design Standards – New revisions and possible future modifications are being tracked and recorded for the next update. Fairfield Campus directory map has been updated. Additional exterior pedestrian and vehicular signage options, as well as new Fairfield Campus entry monuments are being developed.
- Facilities Master Plan – The District continues its update to the currently adopted Facilities Master Plan.

**Fairfield Campus:**

- Library/Learning Resource Center: Four (4) bids were received from Pre-Qualified General Contractors and BHM Construction Inc. was awarded the contract following the October 16, 2019 Board meeting. Mobilization and demolition of existing portables is complete. Initial site work and tree removal was completed. Building pad area was graded and lay-out begun. Furniture and equipment selection is underway. Groundbreaking Ceremony was held on November 6, 2019.
- Science Building Phase 1: Coordination of warranty items continued as final close-out proceeded.
- Horticulture Phase 2: DSA close-out remains in process.

**Vacaville Center:**

- Vacaville Classroom (Annex) Building Renovation: Contract was awarded to TPA Construction at the October 16, 2019 Board meeting. All corbels were cut back and thirteen (13) were found to be beyond repair. Site weatherizing was completed as additional work is required. As additional work to complete this project exceeds 10% of the contract value, there will be another phase design and another bid will be let to finish.
- Vacaville Intersection Improvements Project: This project is now complete and closed.

**Vallejo Center:**

- No project activity this reporting period.

**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**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

**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 work is complete and submitted to DSA.
- Small Capital Projects – Bleacher Replacement (Baseball and Soccer): Design work continues and meetings with DSA are underway to confirm requirements for new project scope.
- Small Capital Projects – Parking Lot #1 Resurfacing: Engineering firm has been selected and design work has begun.
- Small Capital Projects – Building 1800B Print Shop: Engineering firm has been selected and design work has begun.
- Small Capital Projects – Childcare Building 200A Repair: Repairs were needed at Building 200A (Fairfield Campus) and were completed over Winter Break. During the work, more repairs were identified. Assessment of Building 200 and program needs will proceed under a new project during the next quarter.
- Small Capital Projects - BioTech Casework Improvement: Improvements to the Vacaville Center Biotechnology and Science Building (BioTech 2) were identified by staff. Work includes relocation and improvement of countertop casework and wall cabinets. Work will begin upon receipt of all contracts and required documentation.
- Planning, Assessment & Program Management: On-going activities of the District bond team, program management team, and consultants to support the Bond Program. Fairfield Campus Signage Master Plan development underway to complete an exterior signage master plan and develop concepts for some additional vehicular and pedestrian signs, as well as new digital monument signs. Design meetings have begun. Measure Q Bond Spending Plan Update #18 was completed, presented to the Board and approved on November 20, 2019.