SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2021-2022

Part-Time Adjunct Assignment

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estela Alvarez</td>
<td>Adjunct Chemistry Instructor (not to exceed 67%)</td>
<td>01/13/22 – 05/26/22</td>
</tr>
</tbody>
</table>

Reclassification

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zachary Hammond</td>
<td>From Student Services Assistant II-Financial Aid to Financial Aid Specialist</td>
<td>11/01/2021</td>
</tr>
<tr>
<td>Kate Larot</td>
<td>From Student Services Assistant II-Financial Aid to Financial Aid Specialist</td>
<td>11/01/2021</td>
</tr>
<tr>
<td>Zyra Larot</td>
<td>From Student Services Assistant II-Financial Aid to Financial Aid Specialist</td>
<td>11/01/2021</td>
</tr>
<tr>
<td>Antoinette Troupe-Gardner</td>
<td>From Student Services Assistant II-Financial Aid to Financial Aid Specialist</td>
<td>11/01/2021</td>
</tr>
</tbody>
</table>

Salvatore Abbate  
Human Resources  
November 5, 2021  
Date Submitted

Celia Esposito-Noy, Ed.D.  
Superintendent-President  
November 17, 2021  
Date Approved
## Short-Term/Temporary/Substitute

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Fund/Grant Name</th>
<th>Effective</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Lance Barnett</td>
<td>Aeronautics Lab Technician</td>
<td>General Fund</td>
<td>08/11/21 – 12/31/21 (Updated)</td>
<td>$17.33/hr.</td>
</tr>
<tr>
<td>Erica Beam</td>
<td>Vallejo Village Coordinator</td>
<td>SEA</td>
<td>11/18/21 – 12/31/21</td>
<td>$8,286 (lump sum)</td>
</tr>
<tr>
<td>Brian Bower</td>
<td>EMT Journey Level Assistant</td>
<td>General Fund</td>
<td>08/17/21 – 09/07/21 (Updated)</td>
<td>$25.00/hr.</td>
</tr>
<tr>
<td>Sandra Calderon-Alonso</td>
<td>Technology Specialist</td>
<td>General Fund</td>
<td>11/29/21 – 06/30/22</td>
<td>$21.54/hr.</td>
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<tr>
<td>Shaunice Cole</td>
<td>Cosmetology Program Coordination</td>
<td>Strong Workforce</td>
<td>09/01/21 – 06/30/22</td>
<td>$69.05/hr.</td>
</tr>
<tr>
<td>Jose Cortes</td>
<td>Teacher Apprentice Program Coordinator</td>
<td>SEA</td>
<td>08/05/21 – 06/30/22</td>
<td>$1,260/mo.</td>
</tr>
<tr>
<td>Jordan Hudson</td>
<td>EMT Journey Level Assistant</td>
<td>General Fund</td>
<td>09/27/21 – 06/30/22 (Updated)</td>
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</tr>
<tr>
<td>Jessica Le</td>
<td>Medical Assisting Curriculum Development</td>
<td>Perkins V</td>
<td>1001/21 – 04/30/22</td>
<td>$69.05/hr.</td>
</tr>
<tr>
<td>Jordan Sandefur</td>
<td>EMT Journey Level Assistant</td>
<td>General Fund</td>
<td>08/17/21 – 06/30/22 (Updated)</td>
<td>$25.00/hr.</td>
</tr>
<tr>
<td>Rebecca Tili</td>
<td>Instructional Lab Assistant-Tutor</td>
<td>Perkins V</td>
<td>08/16/21 – 12/30/21</td>
<td>$16.56/hr.</td>
</tr>
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</table>
TO: Members of the Governing Board

SUBJECT: WARRANTS

REQUESTED ACTION:

- Information OR Approval
- Consent OR Non-Consent

SUMMARY:

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<th>Date</th>
<th>Description</th>
<th>Number</th>
<th>Amount</th>
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<tbody>
<tr>
<td>10/05/2021</td>
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<td>11110964</td>
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<tr>
<td>10/05/2021</td>
<td>Vendor Payments</td>
<td>11110965-11110968</td>
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<tr>
<td>10/05/2021</td>
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<tr>
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<td>11111035-11111037</td>
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<td>10/12/2021</td>
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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: 70902 & 81656  Board Policy: 3240  Estimated Fiscal Impact: $1,513,357.57

SUPERINTENDENT’S RECOMMENDATION:

- APPROVAL
- NOT REQUIRED
- DISAPPROVAL
- TABLE

Susan Wheet
Vice President, Finance and Administration

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

November 17, 2021
TO:    Members of the Governing Board

SUBJECT:  Warrants

REQUESTED ACTION:

☐ Information  OR  ☒ Approval
☑ Consent  OR  ☐ Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

<table>
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<th>Date</th>
<th>Type of Payment</th>
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<tr>
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<td>10/27/2021</td>
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<td>11111165-11111275</td>
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TOTAL:  $1,513,357.57
TO: Members of the Governing Board  
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION  
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Finance and Administration  
Susan Wheet, Vice President

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Janessa Price dba/Interpreting and</td>
<td>The College requests a personal services agreement with Dr. Janessa Price</td>
<td>July 1, 2021-</td>
<td>Not to exceed $30,000.00</td>
</tr>
<tr>
<td>Consulting Services, Inc.</td>
<td>for Interpreting and Consulting Services.</td>
<td>June 30, 2022</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unlimited Security Specialists, Inc.</td>
<td>The College requests a personal services agreement with Unlimited Security</td>
<td>November 17, 2021-</td>
<td>Not to exceed $110,000.00</td>
</tr>
<tr>
<td></td>
<td>Specialists, Inc. for Unarmed Security Services for Vallejo site.</td>
<td>June 30, 2022</td>
<td></td>
</tr>
</tbody>
</table>

Susan Wheet  
Vice President, Finance & Administration  
November 5, 2021  
Date Submitted

Celia Esposito-Noy, Ed.D.  
Superintendent-President  
November 17, 2021  
Date Approved
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION

REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Superintendent-President
Celia Esposito-Noy Ed.D.

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Travis dba/Forward Solutions, Inc.</td>
<td>The College requests a personal services agreement with Forward Solutions, Inc. to develop departmental goals and visions by utilizing the pillars of the Final Report of the President’s Task Force on 21st Century Policing; Establish a vehicle contract with Solano County Fleet Mgmt. for two patrol vehicles; Establish vendor contacts for the following services: Uniforms &amp; safety equipment, Axon body cams &amp; tasers, Lexipol Services for policy &amp; procedures, logos &amp; patches, communications equipment, pre-employment background services for officers, range training facility rental agreement; Develop and identify patrol and investigative priorities; Create &amp; implement crime prevention, community policing, and campus community engagement initiatives; Generate MOUs or MOAs with local LE agencies.</td>
<td>November 18, 2021- March 31, 2022</td>
<td>Not to exceed $76,000.00</td>
</tr>
</tbody>
</table>
### PERSONAL SERVICES AGREEMENTS

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrzej Kobylanski</td>
<td>The College requests a personal services agreement with Andrzej Kobylanski for the “Think Like an Entrepreneur” course modules developed in conjunction with Nasdaq Entrepreneurial Center to a Fall cohort of students as part of an intro to Business or Entrepreneurship course at San Joaquin Delta College. Assist with making modifications to the “Think Like an Entrepreneur” course modules based on experience from Fall cohort and making the course modules available for colleges across the state through Canvas Commons. Act as a faculty mentor to students applying for and participating in the Nasdaq Entrepreneurial Center Internmatch program. Document any success stories from the Fall cohort for use in promoting the program to other colleges across the state.</td>
<td>October 21, 2021-December 31, 2021</td>
<td>Not to exceed $3,000.00</td>
</tr>
</tbody>
</table>
TO:  Members of the Governing Board

SUBJECT: DONATIONS

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

SUMMARY:

<table>
<thead>
<tr>
<th>NAME AND ADDRESS</th>
<th>ITEM AND ESTIMATED VALUE</th>
<th>RECEIVING DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Darryl K. Zadnik 340 Bishop Drive Vacaville, CA 95687</td>
<td>2001 Chevrolet Silverado 1500 Pickup Ext. Cab 4WD Truck. $4500.00</td>
<td>Automotive Technology</td>
</tr>
</tbody>
</table>

Acceptance of these donations is recommended at this time.

CONTINUED ON 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: ___________________________________________________________________


SUPERINTENDENT’S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL ☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

November 17, 2021
TO: Members of the Governing Board

SUBJECT: DONATIONS

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

<table>
<thead>
<tr>
<th>NAME AND ADDRESS</th>
<th>ITEM AND ESTIMATED VALUE</th>
<th>RECEIVING DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Margaret and Lee Vestal 556 Rose Drive Benicia, CA 94510</td>
<td>2003 Volvo 560 $3,432.00</td>
<td>Automotive Technology</td>
</tr>
<tr>
<td>Nancy L. Cutlip 450 Masonic Ct. Vallejo, CA 94591</td>
<td>1993 Ford Escort $400.00</td>
<td>Automotive Technology</td>
</tr>
</tbody>
</table>
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 21/22-12 FINDINGS OF THE BOARD OF TRUSTEES OF THE SOLANO COMMUNITY COLLEGE DISTRICT OF CONTINUED EMERGENCY

REQUESTED ACTION:

☐ Information OR ☒ Approval  
☐ Consent OR ☐ Non-Consent

SUMMARY: The state of emergency continues to directly impact the ability of the members to meet safely in person. Approval of Resolution No. 21/22-12 is requested.

STUDENT SUCCESS IMPACT:
☐ Help students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: ____________________________________________________________________

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact: N/A</th>
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<tr>
<td>☒ APPROVAL</td>
<td>☐ NOT REQUIRED</td>
<td>☐ DISAPPROVAL</td>
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<tr>
<td>☐ NOT REQUIRED</td>
<td>☐ DISAPPROVAL</td>
<td>☐ TABLE</td>
</tr>
</tbody>
</table>

SUPERINTENDENT’S RECOMMENDATION: Celia Esposito-Noy, Ed.D.  
Superintendent-President

PRESENTER’S NAME  
Celia Esposito-Noy, Ed.D.  
Superintendent-President

ADDRESS  
4000 Suisun Valley Road  
Fairfield, CA 94534

TELEPHONE NUMBER  
(707) 864-7299

VICE PRESIDENT APPROVAL  
November 5, 2021

DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT  
November 17, 2021

DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT
RESOLUTION NO. 21/22-12
FINDINGS OF THE BOARD OF TRUSTEES OF THE
SOLANO COMMUNITY COLLEGE DISTRICT
OF CONTINUED EMERGENCY

The Board of Trustees of Solano Community College District have reconsidered the circumstances of the state of emergency originally declared on March 18, 2020, and found that:

(1) The state of emergency continues to directly impact the ability of the members to meet safely in person.

APPROVED, PASSED AND ADOPTED by majority vote of the Board of Trustees of the Solano Community College District of Solano County, State of California, this 17th day of November by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

Denis Honeychurch, J.D., President of the Governing Board of the Solano Community College District
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:

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<tr>
<th>Name</th>
<th>Assignment &amp; Years of Service</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myron Hord</td>
<td>Assistant Director of Facilities 8 years of service with SCC</td>
<td>12/30/2021</td>
</tr>
<tr>
<td>Marcie McDaniels</td>
<td>Counselor 13 years, 4 months of service with SCC</td>
<td>12/17/2021</td>
</tr>
</tbody>
</table>

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: 24205  Board Policy: 4400  Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTERS 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 5, 2021

DATE APPROVED B/Y
November 17, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NEW EDUCATIONAL ADMINISTRATOR JOB
DESCRIPTION: DEAN OF EXTERNAL PROGRAMS

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:
The following job description is presented for Governing Board approval. It establishes a new educational administrator position. This administrator will oversee Corrections Education, Dual Enrollment (including CCAP agreements), Credit for Prior Learning, and Contract Education. Other programs may be developed or added at a later date. These programs will enhance student success, serve targeted populations, and/or provide outreach to community groups and educational institutions. This position will be placed at a 49 on the ALG Manager salary schedule and will be funded 50% from SEA funds and 50% from the general fund.

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


SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

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

November 17, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT
SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATION

CLASS TITLE: DEAN OF EXTERNAL PROGRAMS (Educational Administrator)

BASIC FUNCTION:

Under the direction of the Vice President Academic Affairs, the Dean of External Programs provides leadership and coordination for one or more special instructional programs. These programs are typically funded with grant funds or categorical apportionments. Programs will enhance student success, serve targeted populations, and/or provide outreach to community groups and educational institutions.

The administrative assignment may include day, evening, weekend, and/or off campus work and/or hours.

ESSENTIAL DUTIES:

The following duties are typical of those performed by employees in this job title, however, employees may perform other related duties, and not all duties listed are necessarily performed by each employee in this job title. Essential duties and responsibilities include the following:

Oversee Corrections Education, Dual Enrollment (including CCAP agreements), Credit for Prior Learning, and Contract Education. Other programs may be developed or added at a later date. Specific responsibilities include but are not limited to:

Corrections Education:

- Responsible for daily operations of the college’s Corrections Education program, including programs at California State Prison, Solano (CSPS); California Medical Facility (CMF); Rourke Detention Center (Jail); and the Juvenile Detention Center
- Assist the academic deans in creating a schedule of course offerings in correctional facilities
- Serve as a liaison between the college and the wardens and educational staff of correctional facilities, ensuring seamless communication and resolution of issues
- Collaborate with correctional staff to ensure timely enrollment of students into courses, including completion of applications
- Provide an accurate schedule of classes to correctional facilities each semester to meet their stated needs
- Provide for professional development activities for college faculty assigned to teach in correctional facilities
- Create and maintain a Corrections Education handbook for faculty with resources and guidance for teaching inside corrections facilities
- Responsible for the preparation and collection of correspondence packets, ensuring that educational materials are ready for delivery to correctional facilities at least three weeks prior to the start of a semester. Ensure a timely flow of course materials between faculty and students
- Conduct performance reviews of faculty teaching in correctional facilities, whether face-to-face or correspondence courses
- Coordinate with academic deans in identifying and hiring faculty for corrections education
Manage the Textbook Reimbursement program; submit reimbursement paperwork to the Chancellor’s Office; responsible for the ordering and delivery of textbooks to correctional facilities; coordinate duplication of course materials

- Ensure completion of Correspondence Addenda for courses taught in a correspondence modality
- Submit required paperwork and reports related to Corrections Education to the Chancellor’s Office
- Collect, analyze, and report on data related to corrections education, including: enrollment, course success rates, course retention rates, graduation numbers, student success data disaggregated by race, and course sequencing for completion
- Participate in statewide corrections education consortia
- May direct the work of a clerical assistant assigned to the position
- Perform other related duties as assigned.

**Dual Enrollment:**

- Responsible for daily operations of the college’s dual enrollment program
- Work with SCC Academic Affairs Office, SCC faculty association, and academic deans and local high school administrators and staff to establish College and Career Pathways (CCAP) agreements using an established template
- Work with local high schools to schedule classes and assign instructors
- Prepare and submit required CCAP paperwork and reports to the Chancellor’s Office
- Collaborate with instructional deans; hire faculty, when needed, for CCAP classes
- Evaluate faculty teaching CCAP classes
- Collect, analyze, and report on data related to CCAP offerings, including: enrollment, course success rates, course retention rates, and student success data disaggregated by race and socio-economic status
- Create and maintain a CCAP Education handbook for faculty with resources and guidance for teaching in high schools
- Responsible for arranging professional development activities for faculty teaching CCAP classes
- May direct the work of a clerical assistant assigned to the position
- Perform other related duties as assigned.

**Credit for Prior Learning and Contract Education:**

- Oversee the implementation of Credit for Prior Learning (CPL)
- Facilitate, with discipline faculty, the assessment processes necessary to apply prior learning to a student's college transcript
- Responsible for arranging professional development activities for faculty to learn about CPL
- Oversee Contract Education courses; liaise with contract education providers to establish the contract, including determining facility needs, expense/income projections, and other required paperwork
- Liaise with SCC Dean of CTE to market and secure workforce-related courses
REQUIRED EDUCATION AND EXPERIENCE:

- Master’s degree from a regionally accredited institution awarded no later than January 12, 2022
- One year of formal training, internship, or leadership experience reasonable related to administrative assignment.
- Must meet California Correctional Facilities entry requirements
- Demonstrated sensitivity to persons with diverse socio-economic, cultural, and ethnic backgrounds, including the disabled.
- Ability to communicate effectively both orally and in writing
- Ability to maintain a fair and open work environment in accordance with the College’s commitment to teamwork, mutual trust and respect

WORKING ENVIRONMENT:

Environment:
Office environment with daily, staff-faculty interactions, subject to frequent interruptions; travel to off-campus locations may be required. Remote work maybe allowed and/or required. Will be required to enter California Corrections facilities when state guidelines permit.

Physical Abilities:
Dexterity of hands and fingers to operate a computer terminal; seeing to read and analyze financial and statistical reports; utilize speech and hearing to communicate with others in ordinary or telephonic conversation; sitting and standing for extended periods of time.

Board approved:
TO: Members of the Governing Board

SUBJECT: FY 2021-2022 BUDGET UPDATE AND CCFS-311Q FINANCIAL REPORT, 1st QUARTER

REQUESTED ACTION:

[ ] Information OR [x] 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. VP Susan Wheet will present the budget report with anticipated changes, based on the end of the first quarter 2021-22 expenditures and needs. Additionally, the CCFS-311Q quarterly financial report for the first quarter of FY 2021-2022 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: ___________________________________________________________________

<table>
<thead>
<tr>
<th>Government Code:</th>
<th>Board Policy: 3020</th>
<th>Estimated Fiscal Impact:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPERINTENDENT'S RECOMMENDATION:</td>
<td>[x] APPROVAL</td>
<td>[ ] DISAPPROVAL</td>
</tr>
<tr>
<td>[ ] NOT REQUIRED</td>
<td>[ ] TABLE</td>
<td></td>
</tr>
</tbody>
</table>

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

November 17, 2021
Budget Update Summary
End of 1st Quarter 2021-22

General Fund Unrestricted Revenue:
• Remained Constant

General Fund Unrestricted Expenses:
• Decrease in Benefits due to overestimation
• Increase in Other Operating Expenses due to increase in contracted services
• Increase in Capital Outlay partially due to purchase of golf carts

General Fund Unrestricted Ending Fund Balance & Composition:
• Estimated Payout for 2020/21 – due to surplus in 2020-21 & is currently in negotiations with union groups on particulars
• STRS/PERS Reserve – moved from Fund 8901 due to audit team recommendation
• Stability Reserve – increased due to surplus from 2020-21

General Fund Restricted Funds:
• CARES Act/HEERF – actual carryover amounts from 2020-21
• Federal Awards slightly higher than anticipated
• State & Local Awards include carryover amounts from 2020-21

General Fund Restricted Ending Fund Balance:
• Ending fund balance based on actuals from 2020-21
### GENERAL FUND: UNRESTRICTED [11]

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2021-22 9/15/2021</td>
<td>2021-22 End of 1st Qtr</td>
</tr>
<tr>
<td><strong>REVENUES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enrollment Fees</td>
<td>$3,856,185</td>
<td>$3,856,185</td>
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<tr>
<td>Property Taxes</td>
<td>19,389,196</td>
<td>19,389,196</td>
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<tr>
<td>Education Protection Account</td>
<td>11,325,981</td>
<td>11,325,981</td>
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<tr>
<td>Ongoing State Apportionment</td>
<td>14,624,666</td>
<td>14,624,666</td>
</tr>
<tr>
<td>Temporary Hold Harmless</td>
<td>3,768,803</td>
<td>3,768,803</td>
</tr>
<tr>
<td>Lottery</td>
<td>1,390,327</td>
<td>1,390,327</td>
</tr>
<tr>
<td>Other State Revenues</td>
<td>787,426</td>
<td>787,426</td>
</tr>
<tr>
<td>Other Local Revenues</td>
<td>1,534,883</td>
<td>1,534,883</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>56,677,466</td>
<td>56,677,466</td>
</tr>
<tr>
<td><strong>EXPENDITURES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>22,272,601</td>
<td>22,611,295</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>10,520,559</td>
<td>10,130,729</td>
</tr>
<tr>
<td>Benefits</td>
<td>15,768,761</td>
<td>14,190,235</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>607,245</td>
<td>607,245</td>
</tr>
<tr>
<td>Other Operating Expenses</td>
<td>6,158,770</td>
<td>7,737,296</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>71,950</td>
<td>116,598</td>
</tr>
<tr>
<td>Other Outgo</td>
<td>50,794</td>
<td>57,282</td>
</tr>
<tr>
<td>Contingency appropriation</td>
<td>250,000</td>
<td>250,000</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>55,700,680</td>
<td>55,700,680</td>
</tr>
<tr>
<td><strong>REVENUES OVER (UNDER) EXPENDITURES</strong></td>
<td>976,787</td>
<td>976,787</td>
</tr>
<tr>
<td>Prior Year Adjustments to Fund Balance</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>BEGINNING FUND BALANCE</strong></td>
<td>10,244,795</td>
<td>18,001,390</td>
</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>11,221,582</td>
<td>18,978,176</td>
</tr>
<tr>
<td>Fund Balance / Reserve Ratio</td>
<td>20.1%</td>
<td>34.1%</td>
</tr>
</tbody>
</table>

**FUND BALANCE COMPOSITION**

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated amount paid out for 20/21 FY</td>
<td>n/a</td>
<td>2,640,216</td>
</tr>
<tr>
<td>STRS/PERS reserve</td>
<td>n/a</td>
<td>4,525,000</td>
</tr>
<tr>
<td>Board Required Minimum 5% Reserve</td>
<td>2,785,034</td>
<td>2,785,034</td>
</tr>
<tr>
<td>Designated Reserve: OPEB Liability</td>
<td>4,000,000</td>
<td>4,000,000</td>
</tr>
<tr>
<td>Stability Reserve</td>
<td>4,436,548</td>
<td>5,027,926</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$11,221,582</td>
<td>$18,978,176</td>
</tr>
</tbody>
</table>

**NOTE:** Fund Balances currently under review - 'subject to change'.
## GENERAL FUND: RESTRICTED [12]

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget 2021-22 9/15/2021</th>
<th>Proposed Budget 2021-22 Qtr 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Sources</td>
<td>$16,666,811</td>
<td>$15,841,701</td>
</tr>
<tr>
<td>State Sources</td>
<td>15,281,552</td>
<td>21,823,218</td>
</tr>
<tr>
<td>Local Sources</td>
<td>485,000</td>
<td>2,582,623</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>32,433,363</td>
<td>40,247,542</td>
</tr>
<tr>
<td><strong>EXPENDITURES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CARES/HEERF Student Support</td>
<td>7,780,823</td>
<td>6,073,835</td>
</tr>
<tr>
<td>CARES/HEERF Institutional Support</td>
<td>7,780,823</td>
<td>8,924,859</td>
</tr>
<tr>
<td>College Work Study</td>
<td>160,928</td>
<td>163,378</td>
</tr>
<tr>
<td>Perkins</td>
<td>430,933</td>
<td>437,946</td>
</tr>
<tr>
<td>TANF/Calworks</td>
<td>42,719</td>
<td>52,529</td>
</tr>
<tr>
<td>Other Federal:</td>
<td>470,585</td>
<td>189,154</td>
</tr>
<tr>
<td><strong>TOTAL Federal Programs</strong></td>
<td>16,666,811</td>
<td>15,841,701</td>
</tr>
<tr>
<td>State Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Equity &amp; Achievement (SEA)</td>
<td>2,963,494</td>
<td>5,630,701</td>
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<tr>
<td>Strong Workforce (Local and Regional)</td>
<td>2,100,000</td>
<td>3,102,589</td>
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<tr>
<td>Physical Plant &amp; Instructional Support</td>
<td>3,283,523</td>
<td>174,502</td>
</tr>
<tr>
<td>EOPS</td>
<td>414,317</td>
<td>540,499</td>
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<tr>
<td>DSPS</td>
<td>509,392</td>
<td>627,856</td>
</tr>
<tr>
<td>College Promise</td>
<td>702,752</td>
<td>1,306,467</td>
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<tr>
<td><strong>TOTAL State Programs</strong></td>
<td>15,281,552</td>
<td>21,823,218</td>
</tr>
<tr>
<td>Local Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Center</td>
<td>240,000</td>
<td>240,000</td>
</tr>
<tr>
<td>Parking</td>
<td>75,000</td>
<td>75,000</td>
</tr>
<tr>
<td>Other Local Programs</td>
<td>170,000</td>
<td>2,267,623</td>
</tr>
<tr>
<td><strong>TOTAL Local Programs</strong></td>
<td>485,000</td>
<td>2,582,623</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>32,433,363</td>
<td>40,247,542</td>
</tr>
<tr>
<td><strong>REVENUES OVER (UNDER) EXPENDITURES</strong></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### FUND BALANCE

<table>
<thead>
<tr>
<th></th>
<th>Adopted Budget 2021-22 9/15/2021</th>
<th>Proposed Budget 2021-22 Qtr 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior Year Adjustments to Fund Balance</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>BEGINNING FUND BALANCE</td>
<td>3,956,161</td>
<td>3,206,803</td>
</tr>
<tr>
<td>ENDING FUND BALANCE</td>
<td>$3,956,161</td>
<td>$3,206,803</td>
</tr>
</tbody>
</table>

**NOTE:** Fund Balances currently under review - ‘subject to change’.
Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

District: (280) SOLANO

Your Quarterly Data is Certified for this quarter.

Chief Business Officer
CBO Name: Susan Wheet
CBO Phone: 707-864-7209
CBO Signature:
Date Signed: 1/13/21

District Contact Person
Name: Shannon Beckham
Title: Director of Fiscal Services
Telephone: 707-863-7810
Fax: 707-863-7810
E-Mail: shannon.beckham@solano.edu

Chief Executive Officer Name: Carla Esposito-Noy
CEO Signature:
Date Signed: 1/3/21

Electronic Cert Date: 11/03/2021
## Quarterly Financial Status Report, CCFS-311Q

### District: (280) SOLANO

#### Fiscal Year: 2021-2022

#### Quarter Ended: (Q1) Sep 30, 2021

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>As of June 30 for the fiscal year specified</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2018-19</td>
</tr>
<tr>
<td>I.</td>
<td>Unrestricted General Fund Revenue, Expenditure and Fund Balance:</td>
<td></td>
</tr>
<tr>
<td>A.</td>
<td>Revenues:</td>
<td></td>
</tr>
<tr>
<td>A.1</td>
<td>Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>52,690,954</td>
</tr>
<tr>
<td>A.2</td>
<td>Other Financing Sources (Object 8900)</td>
<td>0</td>
</tr>
<tr>
<td>A.3</td>
<td>Total Unrestricted Revenue (A.1 + A.2)</td>
<td>52,690,954</td>
</tr>
<tr>
<td>B.</td>
<td>Expenditures:</td>
<td></td>
</tr>
<tr>
<td>B.1</td>
<td>Unrestricted General Fund Expenditures (Objects 1000-6000)</td>
<td>52,857,086</td>
</tr>
<tr>
<td>B.2</td>
<td>Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>37,661</td>
</tr>
<tr>
<td>B.3</td>
<td>Total Unrestricted Expenditures (B.1 + B.2)</td>
<td>52,894,747</td>
</tr>
<tr>
<td>C.</td>
<td>Revenues Over(Under) Expenditures (A.3 - B.3)</td>
<td>-203,793</td>
</tr>
<tr>
<td>D.</td>
<td>Fund Balance, Beginning</td>
<td>15,233,671</td>
</tr>
<tr>
<td>D.1</td>
<td>Prior Year Adjustments + (-)</td>
<td>981,480</td>
</tr>
<tr>
<td>D.2</td>
<td>Adjusted Fund Balance, Beginning (D + D.1)</td>
<td>16,215,151</td>
</tr>
<tr>
<td>E.</td>
<td>Fund Balance, Ending (C. + D.2)</td>
<td>16,011,358</td>
</tr>
<tr>
<td>F.</td>
<td>Percentage of GF Fund Balance to GF Expenditures (E. / B.3)</td>
<td>30.3%</td>
</tr>
</tbody>
</table>

#### II. Annualized Attendance FTES:

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Actual 2018-19</th>
<th>Actual 2019-20</th>
<th>Actual 2020-21</th>
<th>Projected 2021-22</th>
</tr>
</thead>
<tbody>
<tr>
<td>G.1</td>
<td>Annualized FTES (excluding apprentice and non-resident)</td>
<td>6,176</td>
<td>7,150</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

#### III. Total General Fund Cash Balance (Unrestricted and Restricted)

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>As of the specified quarter ended for each fiscal year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2018-19</td>
</tr>
<tr>
<td>H.1</td>
<td>Cash, excluding borrowed funds</td>
<td>10,754,683</td>
</tr>
<tr>
<td>H.2</td>
<td>Cash, borrowed funds only</td>
<td>0</td>
</tr>
<tr>
<td>H.3</td>
<td>Total Cash (H.1+ H.2)</td>
<td>9,211,094</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Adopted Budget (Col. 1)</th>
<th>Annual Current Budget (Col. 2)</th>
<th>Year-to-Date Actuals (Col. 3)</th>
<th>Percentage (Col. 3/Col. 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td>Revenues:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I.1</td>
<td>Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>56,677,466</td>
<td>56,677,466</td>
<td>4,151,840</td>
<td>7.3%</td>
</tr>
<tr>
<td>I.2</td>
<td>Other Financing Sources (Object 8900)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>I.3</td>
<td>Total Unrestricted Revenue (I.1 + I.2)</td>
<td>56,677,466</td>
<td>56,677,466</td>
<td>4,151,840</td>
<td>7.3%</td>
</tr>
<tr>
<td>J.</td>
<td>Expenditures:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J.1</td>
<td>Unrestricted General Fund Expenditures (Objects 1000-6000)</td>
<td>55,700,680</td>
<td>55,700,680</td>
<td>11,785,361</td>
<td>21.2%</td>
</tr>
<tr>
<td>J.2</td>
<td>Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>0</td>
<td>0</td>
<td>3,569</td>
<td></td>
</tr>
<tr>
<td>J.3</td>
<td>Total Unrestricted Expenditures (J.1 + J.2)</td>
<td>55,700,680</td>
<td>55,700,680</td>
<td>11,788,930</td>
<td>21.2%</td>
</tr>
<tr>
<td>K.</td>
<td>Revenues Over(Under) Expenditures (I.3 - J.3)</td>
<td>976,786</td>
<td>976,786</td>
<td>-7,637,090</td>
<td></td>
</tr>
<tr>
<td>L.</td>
<td>Adjusted Fund Balance, Beginning</td>
<td>10,244,796</td>
<td>10,244,796</td>
<td>18,001,390</td>
<td></td>
</tr>
<tr>
<td>L.1</td>
<td>Fund Balance, Ending (C. + L.2)</td>
<td>11,221,582</td>
<td>11,221,582</td>
<td>10,364,300</td>
<td></td>
</tr>
<tr>
<td>M.</td>
<td>Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)</td>
<td>20.1%</td>
<td>20.1%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

https://misweb.cccco.edu/cc311Q/view.aspx
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?  NO
                           Next year?  NO

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

SUBJECT:    CONTRACT WITH INSPIRE DIAGNOSTICS FOR ONSITE COVID 19 TESTING SERVICES

REQUESTED ACTION:

☐ Information    OR    ☑ Approval
☐ Consent        OR    ☑ Non-Consent

SUMMARY:

The Board is being asked to approve an agreement with Inspire Diagnostics, LLC for onsite COVID 19 testing services. The cost for these services is up to $1,200,000 based on the estimated number of tests to be completed between November 8, 2021 and June 30, 2022. Service to begin November 8, 2021 through June 30, 2022.

The Services will include:
- On-site specimen collection
- Supervised self-swab (Inspire administered)

CONTINUED ON 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: ___________________________________________________________________

Government Code:         N/A                     Board Policy:             Estimated Fiscal Impact: $1,200,000.00

SUPERINTENDENT’S RECOMMENDATION:

☐ APPROVAL
☐ NOT REQUIRED
☐ DISAPPROVAL
☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTEE'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

November 17, 2021
TO: Members of the Governing Board

SUBJECT: CONTRACT WITH INSPIRE DIAGNOSTICS FOR ONSITE COVID 19 TESTING SERVICES

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

The Services will include:
- PCR-24-48 hour turnaround time
- Price $75.00 per test

The Staff recommends approval of this proposal.

Attached is the Services Agreement.

This contract will be paid from Federal CARES Act funds.
Services Agreement

Prepared for

Solano Community College

COVID-19 Testing Program

November 2021
Understanding of the Issues

This letter of agreement ("Agreement") memorializes the services to be provided by Inspire Diagnostics, LLC ("Inspire Diagnostics" or the "Company") (the "Services"). Inspire Diagnostics understands that Solano Community College ("Client") desires to ensure the health and safety environment. An integral component of a healthy and safe experience is a comprehensive testing program to identify, assess and act upon potential risk or actual occurrence of COVID-19 infections. Inspire Diagnostics proposes the following Services to the Client to help meet the COVID-19 needs.

This agreement ("Agreement") dated November 5, 2021 describes the services ("Services") to be provided by Inspire Diagnostics, LLC ("Inspire Diagnostics" or the "Company") for Client. This proposal is only valid for thirty (30) days.

Scope of Program

The scope of the Program entails Inspire Diagnostics making available our COVID-19 testing services as described below (the "Scope"):  

**TESTING SERVICES**

<table>
<thead>
<tr>
<th>Service</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-Site Standard PCR Testing</td>
<td>$75 per Test</td>
</tr>
<tr>
<td>- On-site specimen collection</td>
<td></td>
</tr>
<tr>
<td>- Supervised self-swab (Inspire administered)</td>
<td></td>
</tr>
<tr>
<td>- PCR-24 hr. turnaround time¹</td>
<td></td>
</tr>
</tbody>
</table>

¹ Standard PCR turnaround time is measured from time that the specimen is received by the lab. Samples are typically delivered to lab by 10:30am the day after the specimen is collected. Turnaround time for PCR tests may be impacted by laboratory and shipping carrier availability. Samples collected on a Saturday, Sunday or holiday typically require an additional day for processing. Expected turnaround time will be communicated prior to specimen collection.

Inspire Diagnostics Resources and Responsibilities

Inspire Diagnostics will assign a team of experienced healthcare professionals to oversee and deliver the Services. Tests results will be provided to the individual within 24 hours of receipt at the Inspire Diagnostics lab on their person.

Client Responsibilities

Client will provide Inspire Diagnostics permission to use the Client locations and provide suitable space to enable Inspire Diagnostics to provide the Services. Client will be responsible for ensuring that Client’s personnel arrive at the times and dates contemplated in this Agreement. Additional expense may be incurred by Client if Inspire Health is required to extend its time to conduct the Services beyond the dates described in the Scope.
Agreement and Payment Terms

The payment for any additional testing or the purchase of rapid antigen tests will be due upon the acceptance of the order. Neither Client nor any individual will be charged for the PCR testing outlined in this agreement.

Payment may be made as follows:

By Wire Transfer:
Inspire Diagnostics, LLC
Account: #2758810515
Wells Fargo Bank
ABA: #121000248
SWIFT: WFBIS6

By ACH:
Inspire Diagnostics, LLC
Account: #2758810515
Wells Fargo Bank
ABA: #121042882

By Check:
Inspire Diagnostics, LLC
26497 Rancho Parkway South
Lake Forest, CA 92630

If by Credit Card, please request a Credit Card Authorization Form

Should the Scope extend beyond that which is outlined herein entailing additional Services or unanticipated expenses, Client agrees to amend this Agreement to take into account the additional Services or unanticipated expenses. This is subject to mutual consent of Inspire Diagnostics and Client.

Standard Terms and Conditions

Standard Terms and Conditions that apply to this Agreement and are an integral part of our Agreement are located on the Company’s website at Terms & Conditions – Inspire Diagnostics. Execution of this Agreement hereby indicates acceptance of such Standard Terms and Conditions.

Authorization and Acceptance

Please indicate acceptance of the above by signing in the space provided below. We look forward to working with you on this important initiative. Please return an executed copy via e-mail to devin.rexford@inspirediagnostics.com.

For Solano Community College

Name: Susan Wheet
Title: VP of Finance and Administration

11/5/2021
Date

For Inspire Diagnostics, LLC

Name: Ricardo A. Salas
Title: Managing Partner

11/5/2021
Date
TO: Members of the Governing Board

SUBJECT: CONTRACT CHANGE ORDER #17 TO BHM CONSTRUCTION, INC. FOR THE FAIRFIELD LIBRARY/LEARNING RESOURCE CENTER PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for Change Order #17 to the contract with BHM Construction, Inc. (BHM), the general contractor for the Fairfield Library/Learning Resource Center (LLRC) Project. On October 16, 2019 the Board approved a contract with BHM for the Fairfield LLRC Project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Provide complete functionality of new LLRC building

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$295,000.00 State/Measure Q/CARES Funds</td>
</tr>
</tbody>
</table>

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL ☐ TABLE

Lucky Lofton
Executive Bonds Manager

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT: November 17, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT: November 5, 2021
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT CHANGE ORDER #17 TO BHM CONSTRUCTION, INC. FOR THE FAIRFIELD LIBRARY/LEARNING RESOURCE CENTER PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

During the process of construction, RFI (Request for Information) / submittal review and project inspection, the following issues / changes were noted / required:

- Extension of time and general conditions required from incurring delays due to COVID-19

BHM Construction, Inc’s Change Order Request includes all costs of both time and materials of the aforementioned changes.

Following is a summary of the Contract:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$30,279,100.00</td>
</tr>
<tr>
<td>Previously Approved Change Orders (16)</td>
<td>$2,156,729.02</td>
</tr>
<tr>
<td>Proposed Change Order #17</td>
<td>$295,000.00</td>
</tr>
<tr>
<td>NEW Contract Amount, Including Change Order #17</td>
<td>$32,730,829.02</td>
</tr>
</tbody>
</table>

The Board is asked to approve this Change Order #17 to BHM Construction, Inc. in the amount of $295,000.00 and 130 additional calendar days resulting in a new contract amount of $32,730,829.02, new substantial completion date of January 18th, 2022, and contract completion date of July 11th, 2022.

The agreement is available online at: http://www.solano.edu/measureq/planning.php
# Change Order

**Solano Community College District**  
4000 Suisun Valley Road  
Fairfield, CA 94534  
Tel: 707-864-7189  Fax: 707-207-0423

<table>
<thead>
<tr>
<th>Change Order #</th>
<th>17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Number:</td>
<td>19-009</td>
</tr>
<tr>
<td>Date:</td>
<td>17-Nov-21</td>
</tr>
</tbody>
</table>

**Project:**  
Library Learning Resource Center (LLRC) Project  
Fairfield Campus

**To:**  
BHM Construction, Inc.  
221 Gateway Road W, Ste. 405  
Napa, CA 94558

**Construction Manager:**  
Swinerton Management and Consulting  
260 Townsend Street  
San Francisco, CA 94107

**The Contract is Changed as Follows:**

<table>
<thead>
<tr>
<th>PCO No.</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>175.3</td>
<td>COVID-19 Delay Schedule Extension/All COVID related BHM costs + 130 Calendar Days</td>
<td>$295,000.00</td>
</tr>
<tr>
<td>SCHED</td>
<td>Updated Baseline Schedule</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**TOTAL COST OF CHANGE ORDER**  
Add $295,000.00  
Deduct $0.00  
**FINAL CHANGE ORDER AMOUNT:**  
$295,000.00
Original Contract Sum: $ 30,279,100.00
Total Change By Previous Change Order: $ 2,156,729.02
Contract Sum Prior to This Change Order: $ 32,435,829.02
Original Contract Sum will be Increased by This Change Order: $295,000.00
The New Contract Sum Including This Change Order Will Be: $ 32,730,829.02
The New Contract Completion Date Will Be: 7/11/2022
Contract Time Will Be Unchanged by This Change Order:
The Date Of Substantial Completion As Of This Change Order Is: 1/18/2022

CM: __________________________ Date: ____________
Swinerton Management and Consulting
260 Townsend Stdreet
San Francisco, CA 94107

ARCHITECT: __________________________ Date: ____________
Noll & Tam Architects
729 Heinz Avenue #7
Berkeley, CA 94710

CONTRACTOR: __________________________ Date: ____________
BHM Construction, Inc.
221 Gateway Road W, Ste. 405
Napa, CA 94588

OWNER: __________________________ Date: ____________
Lucky Lofton
Executive Bonds Manager
Solano Community College District
TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #1 TO FIRST CARBON SOLUTIONS FOR PROFESSIONAL SERVICES FOR THE LIBRARY/LEARNING RESOURCE CENTER PROJECT (BUILDING 100 REPLACEMENT)

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

On June 19th, 2019 the Board approved a professional services contract to First Carbon Solutions for professional services for the Library / Learning Resource Center Project (Building 100 Replacement) on the Fairfield Campus.

Board approval is now requested for the attached Amendment #1 to increase the original professional services agreement with First Carbon Solutions for additional required surveys resulting from COVID-19 project delays.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact: $4,500.00</th>
<th>State, Cares Act, and Measure Q Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPERINTENDENT’S RECOMMENDATION:</td>
<td>☒ APPROVAL</td>
<td>☐ NOT REQUIRED</td>
<td>☐ DISAPPROVAL</td>
</tr>
<tr>
<td>☒ APPROVAL</td>
<td>☐ NOT REQUIRED</td>
<td>☐ DISAPPROVAL</td>
<td></td>
</tr>
</tbody>
</table>

Lucky Lofton
Executive Bonds Manager

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

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

November 17, 2021

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

November 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT
TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #1 TO FIRST CARBON SOLUTIONS FOR PROFESSIONAL SERVICES FOR THE LIBRARY/LEARNING RESOURCE CENTER PROJECT (BUILDING 100 REPLACEMENT)

**SUMMARY:**

CONTINUED FROM THE PREVIOUS PAGE

Delays to the project schedule as a result of COVID-19 have resulted in requiring a bird nesting survey prior to demolition of the old building 100 not originally required. The agreement with First Carbon Solutions to increase their fee is in consideration of the costs associated with that survey.

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>Proposed Amendment #1</th>
<th>New Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$89,400.00</td>
<td>$4,500.00</td>
<td>$93,900.00</td>
</tr>
</tbody>
</table>

The Board is asked to approve this contract Amendment #1 to First Carbon Solutions in an amount of $4,500.00.

The contract amendment is available online at: [http://www.solano.edu/measureq/planning.php](http://www.solano.edu/measureq/planning.php)
AMENDMENT NO. 1 TO
AGREEMENT FOR PROFESSIONAL SERVICES

This Amendment No. 1 to the Agreement for Professional Services ("Amendment") for the Library/Learning Resource Center Project (Building 100 Replacement) at Fairfield Campus, is made and entered into this 17th day of November, 2021, by and between the Solano Community College District ("District") and First Carbon Solutions ("Consultant") (each a "Party" and, together, "Parties") as follows:

RECITALS

WHEREAS, the Parties entered into the Agreement for Professional Services on November 1, 2017 ("Agreement"), relating to the Library/Learning Resource Center Project (Building 100 Replacement) at Fairfield Campus, located at 4000 Suisun Valley Road, Fairfield, CA 94534 ("Project"), as further described in the Agreement;

WHEREAS, pursuant to the Agreement, Consultant’s contract price for professional services ("Services") satisfactorily rendered is a not-to-exceed amount of Eighty Nine Thousand Four Hundred Dollars and 00/100 ($89,400.00) ("Fee");

WHEREAS, at this time, the Parties wish to amend the Agreement to increase the Fee amount by Four Thousand Five Hundred Dollars and 0/100 ($4,500.00) for costs incurred by additions to the project scope as a result of delays due to COVID-19 for the Project, as more particularly described in Exhibit “1” attached hereto and incorporated herein by this reference;

WHEREAS, the new Fee will be Ninety Three Thousand Nine Hundred Dollars and 00/100 ($93,900.00); and

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

1. Amendments to Agreement.

4. Compensation. District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed Ninety Three Thousand Nine Hundred Dollars and 00/100 ($93,900.00). District shall pay Consultant according to the following terms and conditions:

4.4. 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. The schedule of deliverable Services to be produced is as follows:

4.4.1. Pre-Construction Biological Survey $3,700
4.4.2. Archaeological Monitoring (720 hrs at $110/hr) $79,000
4.4.3. Archaeological Monitoring Report $3,000
4.4.4. Meeting Attendance and Project Coordination $3,500
4.4.5. Nesting Bird Survey and Reporting $4,500

2. Other Provisions Reaffirmed.
All other provisions of the Agreement shall remain in full force and effect and are reaffirmed. If there is any conflict between this Amendment and any provision of the Agreement, the provisions of this Amendment No. 1 shall control.

**IN WITNESS WHEREOF**, the Parties have executed and entered into this Amendment No. 1 as of the date set forth above.

Dated: _______________, 2021

**First Carbon Solutions**

By: ____________________________

Print Name: ______________________

Print Title: ______________________

Dated: _______________, 2021

**SOLANO COMMUNITY COLLEGE DISTRICT**

By: ____________________________

Lucky Lofton
Executive Bonds Manager
EXHIBIT “1”

Description of services added

**Task 1: Field Survey for Nesting Birds**
A qualified FCS Biologist will conduct a single field survey no more than 14 days prior to ground disturbance to assess whether birds are nesting on the project site. The Biologist will search all shrubs and trees within the project site and immediate vicinity for the presence of nesting birds, including nests with eggs or chicks and evidence of breeding activities by pairs (i.e. carrying nesting material, feeding). The survey will be conducted on foot with the use of binoculars to locate and assess any potential nests. The location of any active nests will be mapped (if applicable), and proximity to the project site and buffer will be assessed. Nests and rookeries will be photographed where possible.

**Task 2: Nesting Bird Letter Report**
Directly after the survey, FCS will communicate the survey results through email and/or phone call to you. Additionally, and no later than 10 working days after the survey, FCS will prepare a letter report that is adequate for formal documentation, summarizing relevant existing conditions, survey methods, and results of the survey with any needed or recommended mitigation measures.

**Task 3: Project Management**
The FCS Project Manager will ensure the proposed project is running on time and within budget. The purpose of this task is to manage the effort described above and to maintain close communication with the applicant team regarding the construction start date as it relates to nesting season. This task includes periodic phone calls and emails with the applicant team or other applicable regulatory agencies, as necessary, to review our findings.

**Fees**
The proposed fees are based upon the scope of work described above; they include all labor and direct costs.
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: FURNITURE ORDER AMENDMENT TO KRUEGER INTERNATIONAL, INC. FOR THE FAIRFIELD LIBRARY/LEARNING RESOURCE CENTER BUILDING PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:
On January 15, 2021 the Board approved the furniture order to Krueger International, Inc. (KI) in the amount of $162,365.19 for the Library Learning Resource Center (LLRC). Due to COVID-19 schedule delays, furniture purchased has been held in extended storage. The board is asked to approve a purchase order increase of $25,200.00 to cover storage fees from March 2020 to November 2021.

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 complete functionality of new LLRC building

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact: $25,200.00 Measure Q/CARES Funds</th>
</tr>
</thead>
</table>

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ NOT REQUIRED ☐ DISAPPROVAL

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheeet
Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

November 17, 2021

-38-
TO:    Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #22

REQUESTED ACTION:

☐ Information  OR  ☑ Approval
☐ Consent  OR  ☐ Non-Consent

SUMMARY:

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

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

<p>|</p>
<table>
<thead>
<tr>
<th>Ed. Code</th>
<th>Board Policy</th>
<th>Estimated Fiscal Impact</th>
<th>Projects are part of the total Measure Q expenditure of $348,000,000, plus net interest revenues</th>
</tr>
</thead>
</table>

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL
☐ NOT REQUIRED
☐ DISAPPROVAL
☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTERS NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY SUPERINTENDENT-PRESIDENT

November 17, 2021
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #22

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

<table>
<thead>
<tr>
<th>Update #</th>
<th>Date</th>
<th>Update #</th>
<th>Date</th>
<th>Update #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>March 4, 2015</td>
<td>#5</td>
<td>March 1, 2017</td>
<td>#9</td>
<td>January 17, 2018</td>
</tr>
<tr>
<td>#2</td>
<td>March 16, 2016</td>
<td>#6</td>
<td>April 19, 2017</td>
<td>#10</td>
<td>March 21, 2018</td>
</tr>
<tr>
<td>#3</td>
<td>October 19, 2016</td>
<td>#7</td>
<td>December 6, 2017</td>
<td>#11</td>
<td>June 6, 2018</td>
</tr>
<tr>
<td>#4</td>
<td>January 18, 2017</td>
<td>#8</td>
<td>December 20, 2017</td>
<td>#12</td>
<td>June 20, 2018</td>
</tr>
<tr>
<td>#13</td>
<td>July 18, 2018</td>
<td>#14</td>
<td>September 5, 2018</td>
<td>#15</td>
<td>December 5, 2018</td>
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<tr>
<td>#16</td>
<td>February 6, 2019</td>
<td>#17</td>
<td>May 1, 2019</td>
<td>#18</td>
<td>November 20, 2020</td>
</tr>
<tr>
<td>#19</td>
<td>March 18, 2020</td>
<td>#20</td>
<td>October 7, 2020</td>
<td>#21</td>
<td>February 17, 2021</td>
</tr>
</tbody>
</table>

On April 2, 2014 the Board approved a Facilities Master Plan (FMP) and as stated at that time, periodic updates would be required. The Board adopted the ten-year 2020-2030 updated FMP which represented 18 months of work by trustees, administrators, faculty, staff, students, and community members with assistance from the Gensler Group. This plan accounted for recent updates to the District Strategic Plans as well as State policy changes. The goal of this FMP was to provide focus for both Facilities and the Bond program over the next ten years. In response to the FMP Update, adopted by the Board on December 2, 2020, various changes to the Bond Spending Plan are recommended to implement the Facilities Master Plan Update 2020.

Additionally, in September 2021, the District issued Series E of the Measure Q Bond Funds, this issuance was for $50,000,000. Bond Spending Plan Update #22 includes the following:

- Re-alignment and/or confirmation of funds allocated for on-going and active projects.
- Confirmation and/or re-alignment of funds allocated for Infrastructure Improvements, ADA & Classroom Improvements, and Planning, Assessments & Program Management.
- Adjustment to the Reserve & Interest for the Measure Q Bond Program.
- Adjustment to the Measure Q Bond Program management budget.

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #22 attached.
<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>08/20/14 BOT APPROVED</th>
<th>2/17/2021 BOT APPROVED</th>
<th>11/17/2021 PROPOSED REVISION</th>
<th>11/17/2021 PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FF CAMPUS</strong></td>
<td>$484,200,000</td>
<td>$92,439,603</td>
<td>$82,117,070</td>
<td></td>
</tr>
<tr>
<td>Performing Arts Building (Phase 1 B1200 Renovation)</td>
<td>$6,200,000</td>
<td>$6,229,718</td>
<td>$ -</td>
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</tr>
<tr>
<td>Science Building (Phase I)</td>
<td>$33,100,000</td>
<td>$35,005,734</td>
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<tr>
<td>Agriculture (Horticulture)</td>
<td>$2,000,000</td>
<td>$1,371,000</td>
<td>(22,533)</td>
<td>$1,348,467</td>
</tr>
<tr>
<td>Library/Learning Resource Center</td>
<td>$21,800,000</td>
<td>$23,300,000</td>
<td>$ -</td>
<td>$23,300,000</td>
</tr>
<tr>
<td>Science &amp; Math Building (Phase 2) B300 Renovation</td>
<td>$8,000,000</td>
<td>$3,000,000</td>
<td>(1,000,000)</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Performing Arts Building (Phase 2) Costume Shops</td>
<td>$13,700,000</td>
<td>$12,033,151</td>
<td>(11,800,000)</td>
<td>$233,151</td>
</tr>
<tr>
<td>Career Technology Building (CTE)/B1600 &amp; B1800 Mod</td>
<td>$3,000,000</td>
<td>$4,500,000</td>
<td>$ -</td>
<td>$4,500,000</td>
</tr>
<tr>
<td>Modernization B1400 (includes kitchen mod)</td>
<td>$4,000,000</td>
<td>$4,000,000</td>
<td>$ -</td>
<td>$4,000,000</td>
</tr>
<tr>
<td>On-Campus Housing</td>
<td>$500,000</td>
<td>$500,000</td>
<td>$ -</td>
<td>$500,000</td>
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<tr>
<td>Early Learning Center Expansion</td>
<td>$2,500,000</td>
<td>$2,500,000</td>
<td>$ -</td>
<td>$2,500,000</td>
</tr>
<tr>
<td><strong>VV CAMPUS</strong></td>
<td>$80,200,000</td>
<td>$47,155,168</td>
<td>$46,155,168</td>
<td></td>
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<tr>
<td>VV Classroom Building Purchase &amp; Renovation</td>
<td>$8,200,000</td>
<td>$7,904,466</td>
<td>(500,000)</td>
<td>$7,404,466</td>
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<tr>
<td>VV Annex Cares Act Upgrade</td>
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<td>$1,000,000</td>
<td>$ -</td>
<td>$1,000,000</td>
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<tr>
<td>Biotechnology &amp; Science Building</td>
<td>$28,000,000</td>
<td>$33,315,666</td>
<td>$ -</td>
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</tr>
<tr>
<td>Aeronautics &amp; Workforce Development Building</td>
<td>$15,000,000</td>
<td>$2,084,730</td>
<td>(200,000)</td>
<td>$1,884,730</td>
</tr>
<tr>
<td>Student Success Center/LRC</td>
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<td>(1,000,000)</td>
<td>$200,000</td>
</tr>
<tr>
<td>Fire Training</td>
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<td>(300,000)</td>
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<tr>
<td>Vacaville Center HVAC Upgrade</td>
<td>$2,150,306</td>
<td>$2,150,306</td>
<td>$ -</td>
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</tr>
<tr>
<td><strong>VII CAMPUS</strong></td>
<td>$80,200,000</td>
<td>$56,936,954</td>
<td>$47,836,954</td>
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</tr>
<tr>
<td>Vallejo Prop Purchase Belvedere</td>
<td>$4,800,000</td>
<td>$4,794,343</td>
<td>$ -</td>
<td>$4,794,343</td>
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<tr>
<td>Autotechnology Building</td>
<td>$19,600,000</td>
<td>$23,735,961</td>
<td>$ -</td>
<td>$23,735,961</td>
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<tr>
<td>Site Improvements</td>
<td>$5,100,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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<tr>
<td>Vallejo Prop Purchase Northgate</td>
<td>$6,800,000</td>
<td>$6,871,471</td>
<td>$ -</td>
<td>$6,871,471</td>
</tr>
<tr>
<td>Student Success Center/LRC</td>
<td>$22,000,000</td>
<td>$1,200,000</td>
<td>(1,000,000)</td>
<td>$200,000</td>
</tr>
<tr>
<td>Career Technology Building/ECHS</td>
<td>$21,900,000</td>
<td>$18,200,000</td>
<td>(8,100,000)</td>
<td>$10,100,000</td>
</tr>
<tr>
<td>Vallejo Center HVAC Upgrade</td>
<td>$2,135,178</td>
<td>$2,135,178</td>
<td>$ -</td>
<td>$2,135,178</td>
</tr>
<tr>
<td><strong>INFRASTRUCTURE IMPROVEMENTS</strong></td>
<td>$37,800,000</td>
<td>$57,371,331</td>
<td>$88,642,331</td>
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<tr>
<td>IT Infrastructure Improvements</td>
<td>$14,000,000</td>
<td>$14,200,000</td>
<td>(729,000)</td>
<td>$13,471,000</td>
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<tr>
<td>Utility Infrastructure Upgrade (Energy)</td>
<td>$23,800,000</td>
<td>$24,671,331</td>
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<td>$24,671,331</td>
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<tr>
<td>5 Megawatt Solar Installation</td>
<td>$13,000,000</td>
<td>$2,500,000</td>
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<td>$2,500,000</td>
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<tr>
<td>Replacement Substations 3, 4 and 5</td>
<td>$3,000,000</td>
<td>$5,500,000</td>
<td>$ -</td>
<td>$5,500,000</td>
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<tr>
<td>Modernize Pool and Equipment</td>
<td>$2,500,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$2,500,000</td>
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<tr>
<td>Central Plant Replacement</td>
<td>$16,000,000</td>
<td>$16,000,000</td>
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<td>$16,000,000</td>
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<tr>
<td>Water Conservation/Environmental Impact Improvements</td>
<td>$3,000,000</td>
<td>$3,000,000</td>
<td>$ -</td>
<td>$3,000,000</td>
</tr>
<tr>
<td>Underground Hydraulic Chilled &amp; Hot Water Loops</td>
<td>$1,000,000</td>
<td>$1,000,000</td>
<td>$ -</td>
<td>$1,000,000</td>
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<tr>
<td>HVAC Environmental Safety Upgrades</td>
<td>$6,500,000</td>
<td>$6,500,000</td>
<td>$ -</td>
<td>$6,500,000</td>
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<tr>
<td>Underground 12,000 Volt Campus Loop</td>
<td>$2,500,000</td>
<td>$2,500,000</td>
<td>$ -</td>
<td>$2,500,000</td>
</tr>
<tr>
<td>ADA &amp; CLASSROOM IMPROVEMENTS</td>
<td>$19,200,000</td>
<td>$38,877,958</td>
<td>$32,833,959</td>
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<tr>
<td>Small Capital Projects</td>
<td>$8,300,000</td>
<td>$30,877,958</td>
<td>(6,043,999)</td>
<td>$24,833,959</td>
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<tr>
<td>ADA Improvements</td>
<td>$10,900,000</td>
<td>$8,000,000</td>
<td>$ -</td>
<td>$8,000,000</td>
</tr>
<tr>
<td><strong>PLANNING, ASSESSMENTS &amp; PROGRAM MGMT</strong></td>
<td>$25,400,000</td>
<td>$53,563,000</td>
<td>$48,736,000</td>
<td></td>
</tr>
<tr>
<td>Includes Program Management, Project PM/CM Services,</td>
<td>$25,400,000</td>
<td>$53,563,000</td>
<td>(4,827,000)</td>
<td>$48,736,000</td>
</tr>
<tr>
<td>District Staff, Professional Services, Assessments,</td>
<td>$6,837,831</td>
<td>$6,837,831</td>
<td>$7,675,859</td>
<td></td>
</tr>
<tr>
<td>Education Master Plan, Facilities</td>
<td>$279,280</td>
<td>$279,280</td>
<td>$7,117,111</td>
<td></td>
</tr>
<tr>
<td>Master Plan, District Standards &amp; Updates, Bond Issuance</td>
<td>$558,748</td>
<td>$558,748</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>RESERVE &amp; INTEREST</strong></td>
<td>$17,400,000</td>
<td>$6,837,831</td>
<td>$7,675,859</td>
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</tr>
<tr>
<td>Program Reserve (5%)</td>
<td>$17,400,000</td>
<td>$6,837,831</td>
<td>$7,117,111</td>
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<tr>
<td>Treasury Fees (6/30/21)</td>
<td>$ -</td>
<td>$558,748</td>
<td>$ -</td>
<td>$558,748</td>
</tr>
<tr>
<td><strong>TOTAL BOND SPENDING PLAN</strong></td>
<td>$348,000,000</td>
<td>$353,181,844</td>
<td>$353,997,340</td>
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<tr>
<td>Bond Interest Earned (6/30/21)</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
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</tbody>
</table>

**LEGEND:**
- No Color - Closed Projects
- Yellow Color - Projects in Progress
- Green Color - Future Projects
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO:       Members of the Governing Board

SUBJECT:  REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS
          SUBMITTED BY THE CURRICULUM COMMITTEE, A
          SUBCOMMITTEE OF THE ACADEMIC SENATE

REQUESTED ACTION:

☐ Information  OR  ☒ Approval
☐ Consent     OR  ☐ Non-Consent

SUMMARY:

During the Spring 2021 semester, the Solano Community College Curriculum Committee, a
subcommittee of the Academic Senate, approved the following curriculum-related items. The
approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2,
beginning with §55100.

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: Title 5, Chapter 6, subchapter 2, beginning with §55100
Board Policy: 6100
Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION:  ☒ APPROVAL  ☐ NOT REQUIRED  ☐ DISAPPROVAL  ☐ TABLE

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

PRESENTING 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 1, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

November 17, 2021
During the Fall, 2021 semester, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

**CONSENT ITEM**

None

**ACTION ITEM**

<table>
<thead>
<tr>
<th>Course修改</th>
<th>课程修改</th>
</tr>
</thead>
<tbody>
<tr>
<td>The following courses are modifying DE by removing Online lab: BIO: 002, 003, 004, 005, 012L, 014, 015, 016L, 019</td>
<td>会修改DE中的在线实验室课程，BIO: 002, 003, 004, 005, 012L, 014, 015, 016L, 019</td>
</tr>
<tr>
<td>The following courses are modifying instructional modality to include HY: MATH 002, 011, 012, 020, 021, 022, 023, 030, 031, 040, 051, 055, 103, 112, 311</td>
<td>会将以下课程的授课方式修改为包括HY：MATH 002, 011, 012, 020, 021, 022, 023, 030, 031, 040, 051, 055, 103, 112, 311</td>
</tr>
<tr>
<td>The following courses are changing numbers and entering DE, and instructional modality (DE previously approved)</td>
<td>会将以下课程的编号和进入DE，并修改授课方式（DE已批准）</td>
</tr>
<tr>
<td>The following programs were modified to include number changes: Dance (AA), Kinesiology AA-T, Interdisciplinary Studies-Wellness and Self Development (AA), Sports Medicine/Athletic Training (AS)</td>
<td>以下课程将包含数字更改：舞蹈(AA)、运动学AA-T、跨学科研究-健康与自我发展(AA)、体育医学/运动训练(AS)</td>
</tr>
<tr>
<td>Correspondence Addendum: MATH 112, GEOG 006, COUN 007, ART 001, PSYC 030, PSYC 001, SOC 040</td>
<td>通信增补：MATH 112, GEOG 006, COUN 007, ART 001, PSYC 030, PSYC 001, SOC 040</td>
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</tbody>
</table>

**NEW COURSE**

<table>
<thead>
<tr>
<th>Course</th>
<th>课程</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 070 Spanish for the Professions</td>
<td>SPAN 070 西班牙语专业课程</td>
</tr>
<tr>
<td>SPAN 071 Introduction to Spanish/English Community Interpreting</td>
<td>SPAN 071 西班牙语/英语社区口译简介</td>
</tr>
<tr>
<td>SPAN 175 Spanish/English Communication Experience Seminar</td>
<td>SPAN 175 西班牙语/英语沟通体验研讨会</td>
</tr>
<tr>
<td>SPAN 181 Fundamentals of Healthcare Interpreting</td>
<td>SPAN 181 医疗翻译基础知识</td>
</tr>
<tr>
<td>SPAN 182 Skill-Building Practices for Spanish/English Healthcare Interpreting</td>
<td>SPAN 182 西班牙语/英语医疗口译技能练习</td>
</tr>
<tr>
<td>SPAN 185 Spanish/English Healthcare Interpreting Experience Seminar</td>
<td>SPAN 185 西班牙语/英语医疗口译体验研讨会</td>
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</tbody>
</table>

**COURSE MODIFICATION**

- None

**COURSE INACTIVATION**

- None
### CURRICULUM REVIEW

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
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</table>

### NEW PROGRAM

<table>
<thead>
<tr>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spanish/English Communication Specialist (CA)</td>
</tr>
<tr>
<td>Spanish/English Healthcare Interpreter Training (CA)</td>
</tr>
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</table>

### PROGRAM MODIFICATION

<table>
<thead>
<tr>
<th>Program</th>
<th>Modification</th>
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<tr>
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</table>

### PROGRAM INACTIVATION

<table>
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<tr>
<th>Program</th>
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</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>
SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: ON-CAMPUS HOUSING PROJECT

REQUESTED ACTION:

☐ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

Scion Advisory Services, the consultants working with the District on the On-Campus Housing Project, will provide a presentation on the on-going On-Campus Housing Project. The update will include a review of housing at community colleges, an overview of the process we are undertaking, where the District and project team are in the feasibility study process at this time, an update on initial rental market data, and information related to recent California legislation AB 169 / SB 169.

STUDENT SUCCESS IMPACT:

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

<table>
<thead>
<tr>
<th>Ed. Code:</th>
<th>Board Policy:</th>
<th>Estimated Fiscal Impact:</th>
<th>$0</th>
</tr>
</thead>
</table>

SUPERINTENDENT’S RECOMMENDATION: ☒ NOT REQUIRED  ☐ APPROVAL  ☐ DISAPPROVAL  ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

November 17, 2021
Scion Advisory Services

- Campus housing – only focus since 1999
- Worked with 250+ campus markets throughout North America
- Interdisciplinary advisors with experience in on-campus housing, finance and economics, planning, research and owner’s representation
- Over $5 billion of new/renovated student housing facilities have resulted from our work
- Stand-alone advisory services practice, within the largest privately held portfolio in the country – 59,800 student housing beds
- Scion is an owner, operator, and manager of student housing; not a developer

Chicago | Irvine | Toronto | Washington, D.C.
Campus Housing Focused

California Community Colleges

27
Community Colleges

17
Community College Districts

Antelope Valley College
Lancaster, CA

Canada College*
Redwood City, CA

Cerro Coso Community College*
Ridgecrest, CA

Chabot College
Hayward, CA

College of the Canyons*
Santa Clarita, CA

College of the Redwoods
Eureka, CA

College of San Mateo*
San Mateo, CA

College of the Siskiyous
Weed, CA

Evergreen Valley College*
San Jose, CA

Irvine Valley College*
Irvine, CA

Las Positas College
Livermore, CA

Moreno Valley College*
Moreno Valley

Mission College*
Santa Clarita, CA

Napa Valley College*
Napa, CA

Norco College*
Norco, CA

Ohlone College*
Fremont, CA

Orange Coast College*
Costa Mesa, CA

Palomar College
San Marcos, CA

Porterville College*
Porterville, CA

Riverside City College
Riverside, CA

Saddleback College*
Mission Viejo, CA

San Jose City College*
San Jose, CA

Santa Rosa Junior College*
Santa Rosa, CA

Skyline College*
San Bruno, CA

Solano Community College*
Fairfield, CA

Ventura City College
Ventura, CA

West Valley College*
Saratoga, CA

*Current projects
Housing at Community Colleges

28% of community colleges in U.S. provide campus housing

10% of California community colleges currently provide campus housing

~30% of California community colleges are exploring campus housing

Source: American Association of Community Colleges, Data Points
CA Legislation: AB 169/SB 169

Legislation Purpose
One-time grants for the construction of student housing, or for the acquisition and renovation of commercial properties...to provide affordable, low-cost housing options for public post-secondary school students.


Fund Distribution: 50% to California community colleges; 30% to California State University and 20% to University of California.

Development: Only community colleges may use public-private partnerships for the construction, operation and maintenance of the facilities.


Application: SCCD has applied for all four phases of the planning process.
**Process**

**PHASE I ASSESSMENT**
- Academic Mission and Student Life Considerations
- Identify and Prioritize Goals
- Data Collection and Review
- Stakeholder Interviews
- Focus Groups
- Peer Analysis
- Off-Campus Market Analysis
- Web-Based Surveys
- Demand Analysis
- Presentation of Findings and Workshop
- Kick-Off Phase II: Feasibility Analysis

**PHASE II FEASIBILITY ANALYSIS**
- Final Program
- Financial Modeling
- Proprietary Tools to Test Performance
- Scenario Settings for Risk vs. Control
- Determine Financial Return
- Analyze Potential Delivery Methods
- Presentation and Discussion of Findings and Recommendations

**PHASE III PARTNERSHIP ENGAGEMENT**
- Roadmap for Next Steps
- Schedule
- Measurable Benchmarks
- Key Performance Indicators
- RFQ/P Drafting/Issuance
- Pre-Proposal Conference
- Evaluation of RFQs and Short List/Distribute RFP
- Suggested Interactive Working Session
- Interviews and Selection
- Contract Negotiation and/or a pre-development agreement and closing documents

**PHASE IV IMPLEMENTATION**
- Strategic Objective Implementation
- Process Management/Lead
- Staff Augmentation
- Project Facilitator
- Design Oversight
- Development Schedule and Budget Oversight
## Importance of Phase I and Phase II

Provides Solano the data and analysis to make a “Go – No Go” decision.

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Strategic Objectives Workshop</strong></td>
<td>Identifies vision and goals for campus housing</td>
</tr>
<tr>
<td>**Focus Groups</td>
<td>Stakeholder Interviews**</td>
</tr>
<tr>
<td><strong>Peer Institution Analysis</strong></td>
<td>Informs Solano of housing offerings and new initiatives at California community colleges</td>
</tr>
<tr>
<td><strong>Off-Campus Market Analysis</strong></td>
<td>Identifies where students are living, what they are paying, and rental market trends</td>
</tr>
<tr>
<td><strong>Survey</strong></td>
<td>Provides quantitative data of what was learned in early stages of the study</td>
</tr>
<tr>
<td><strong>Demand Analysis</strong></td>
<td>Confirms the number of units/beds needed to satisfy demand - presented by population, unit type, and price point</td>
</tr>
<tr>
<td><strong>Feasibility Analysis</strong></td>
<td>Combines input from Phase I with assumptions for delivery options to create a model where various implementation scenarios are tested</td>
</tr>
</tbody>
</table>