

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2022-2023

Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Chrissa Basbas	Counselor (not to exceed 67%)	05/18/23-12/15/23

District Resignation

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Luz Daniels	Non-Sworn Public Service Officer 9 months service at SCC	05/26/2023

Volunteer Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Samantha Disharoon	Biology Lab Technician Assistant	01/04/23-06/30/23 (extended)
Amanda Smith	Biology Lab Technician Assistant	05/04/23-06/30/23

Salvatore Abbate
Human Resources

April 21, 2023

Date Submitted

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

May 3, 2023

Date Approved

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Eileen Dehzad	ELC Programs Specialist	General Childcare Contract	05/04/23 - 06/30/23	\$19.75/hr.
Douglas Green	High School Tours Facilitator	Perkins	02/18/23 - 06/30/23	\$69.05/hr.
Isaiah Littlejohn	JLA - EMT	General Fund	05/04/23 - 06/30/23	\$26.00/hr.
Bryon Scott	Student Services Assistant II	SEA Fund	05/04/23 - 06/30/23	\$18.91/hr.
Sarah Seguin	Student Services Assistant II	SEA Fund	05/04/23 - 06/30/23	\$18.91/hr.
LaVonne Slaton	STEAM Festival Outreach	Perkins	04/10/23 - 04/22/23	\$71.72/hr.

REQUEST FOR REDUCED WORKLOAD

In accordance with section 10.2 of the CCA/CTA/NEA Collective bargaining agreement, the following instructors are requesting a reduced workload for the 2023-2024 academic year. The reduction is authorized under section 22713 of the California Education Code. The request for a reduced workload is recommended.

<u>Name</u>	<u>Position</u>	<u>Reduction</u>
Nicholas Cittadino	Counselor	20% (Revised)
Candace Roe	Counselor	5%
John Urrutia	Computer Information Systems Instructor	50%

EMPLOYMENT 2023-2024**Adjunct Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Thomas Barr	Biology Instructor (not to exceed 67%)	08/10/23 - 12/15/23
James Brown	Biology Instructor (not to exceed 67%)	08/10/23 - 12/15/23
Peter Roberts	Biology Instructor (not to exceed 67%)	08/10/23 - 12/15/23
Federico Tendini	Biology Instructor (not to exceed 67%)	08/10/23 - 12/15/23

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: FINANCE & ADMINISTRATION CONSENT AGENDA – PSA’S

REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

**Student Services
Lisa Neeley, Vice President**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
All Seasons Events & Photobooth Rental	Vendor will provide a full-service rental package for a photobooth for use at the Solano Community College Nursing Program Pinning Ceremony to be held on May 24, 2023.	05/24/23-05/24/23	Not to Exceed \$475.00
DJ Snick at Night Audio Visual Company LLC	Vendor will provide DJ and sound services at Solano Community College Commencement on May 25, 2023, to include 5 microphones.	05/25/23-05/25/23	Not to Exceed \$3,921.50
Frank Harris III	Consultant will conduct Black Student Success Week webinar “Racelighting in the Community College: Implications for All Educators” on April 26, 2023.	04/26/23-04/26/23	Not to Exceed \$4,000.00

Susan Wheet
Vice President, Finance & Administration

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

April 21, 2023
Date Submitted

May 3, 2023
Date Approved

Academic Affairs
David Williams, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Stellar Signing	Consultant to provide 2 full-day and 2 half-day ASL Educational Interpreter Performance Assessment (EIPA) workshops and will perform diagnostics for attendees interested in feedback prior to EIPA testing.	06/03/23-06/06/23	Not to Exceed \$3,000.00

Superintendent-President
Celia Esposito-Nov

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Curt Johnston	Consultant to provide fundraising, scholarships, outreach and administrative support for the SCC Educational Foundation and Alumni Association per attached Scope of Work. 960 total billable hours.	07/01/23-06/30/24	Not to Exceed \$81,600.00

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONTRACT RENEWALS UNDER \$50,000

REQUESTED ACTION: APPROVAL

CONTRACT SERVICES AGREEMENTS RENEWALS

**Finance and Administration
Susan Wheat, Vice President**

<u>Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
Sharps Solutions LLC	Vendor to provide on-demand service of the delivery and pick-up of approved Biohazard, Regulated Medical Waste Transport Containers and liners to all agreed collection locations for the containment and transport of biohazardous waste at the Solano Community College main campus.	04/01/23 – 03/31/24	Not to Exceed \$5,000.00
Sunrise Banquet Hall & Event Center	Venue and caterer for the Foster Kinship & Care Education Appreciation Banquet to be held on May 12, 2023 for approximately 75 attendees.	05/12/23 – 05/12/23	Not to Exceed \$4,000.00

Susan Wheat
Vice President,
Finance & Administration

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

April 21, 2023
Date Submitted

May 3, 2023
Date Approved

AGENDA ITEM	10.(e)
MEETING DATE	May 3, 2023

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

TO: MEMBERS OF THE GOVERNING BOARD

**SUBJECT: DISPOSITION, TRANSFER OR TRADE-IN OF CAMPUS
EQUIPMENT**

REQUESTED ACTION: APPROVAL

In compliance with the 81000 series of the California Education Code for appropriate disposition methods and/or restrictions, staff is requesting approval of authorizing the disposal the equipment identified below which are unsatisfactory for retention and no longer suitable for school use.

<u>Asset Number</u>	<u>Description</u>	<u>Location</u>	<u>Original Value</u>
N/A	Commercial General Electric Kitchen Griddle (Model CG41).	Room 1443	\$3,000.00

Susan Wheet
Vice President,
Finance & Administration

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

April 21, 2023
Date Submitted

May 3, 2023
Date Approved

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

TO: Members of the Governing Board

**SUBJECT: NOTICE OF COMPLETION FOR INFORMATION
TECHNOLOGY IMPLEMENTATION SERVICES FOR
THE LIBRARY/LEARNING RESOURCE CENTER
PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the Information Technology Implementation Services for the Library/Learning Resource Center Project Notice of Completion. On July 21, 2021, a Contract was awarded to Development Group, Inc. for IT implementation services on the Library/Learning Resource Center Project.

The work on this project is complete, and at this time the District gives notice and certifies that:

- The project has been inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contract for the project is accepted and complete; and
- Upon Board approval a Notice of Completion will be filed with Solano County for the project.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i> NA	<i>Board Policy:</i> NA	<i>Estimated Fiscal Impact:</i> \$0
---------------------	-------------------------	-------------------------------------

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

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

April 24, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

When recorded mail to:

Lucky Lofton, Vice President, Facilities & Executive Bonds Manager
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Notice of Completion

*State/local governmental entity recording fee when document is for the benefit of the government entity – GC6103 (no fee)
Must be recorded within 10 days after completion*

In execution of this Notice, notice is hereby given that:

1. The undersigned is an owner or agent of an owner of the estate or interest stated below.
2. The name of the owner is Solano Community College District.
3. The address of the owner is 4000 Suisun Valley Road, Fairfield, CA 94534.
4. The nature of the estate or interest is: Solano Community College District in fee.
5. The name and addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

-
6. Work of modernization on the property hereinafter described was completed on: 05/03/23
 7. The Project Name is: IT Implementation Services for LLRC Project
 8. DSA Number (if applicable): N/A
 9. The contractor for such work of modernization is: Development Group, Inc.
 10. The name of the contractor's Surety Co. is: Old Republic Surety Company
 11. The date of contract between the contractor and the above owner is: July 21, 2021
 12. The street address of said property is: 4000 Suisun Valley Road, Fairfield, CA 94534
 13. APN #: 0027-242-110
 14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Provide all necessary infrastructure required to upgrade and continue operation of the District's data center servers.

Date

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

Verification

I, undersigned, say:

I am _____

("President," "Owner," "Manager," etc.)

Of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is correct and true.

Executed on _____, at Fairfield, California.
(City or Town where signed)

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 22/23-34 COMMENDING OFFICER
LUZ DANIELS**

REQUESTED ACTION:

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

SUMMARY:

The Solano Community College District Governing Board commends Officer Luz Daniels on her life-saving actions on the evening of March 26, 2023. At this time, a resolution and commendation for Officer Daniels is being submitted to the Board.

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: 88270

Board Policy: N/A

Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Brian Travis
Chief, Department of Public Safety

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

April 21, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD
COMMENDING OFFICER LUZ DANIELS
Resolution No. 22/23-34**

WHEREAS, on the evening of March 26, 2023 Officer Luz Daniels was on duty during a recreational basketball league game when a player collapsed on the court at the Fairfield campus gymnasium; and

WHEREAS, Officer Daniels conducted an initial assessment and determined that the individual did not have a pulse and was not breathing, called dispatch for a CODE 3 fire and medical response, and began performing CPR; and

WHEREAS, Officer Daniels after administering CPR reassessed the individual to see if he was breathing and had a pulse and when neither was evident, deployed the Automated External Defibrillator (AED) until the individual's heart beat resumed and continued with CPR until the fire department arrived to transport the individual to the Emergency Department; and

WHEREAS, Officer Daniels heroic actions saved the individual's life and highlights the importance of CPR and AED training offered by the College.

THEREFORE, BE IT RESOLVED that the Solano Community College Governing Board commends, honors, and thanks Officer Luz Daniels who, by her quick thinking, compassion, and bravery, exemplifies the highest standards of the Solano Community College Department of Public Safety thereby saving someone's life.

PASSED AND ADOPTED, This 3th day of May 2023, by the Governing Board of Solano Community College District of Solano County, California.

DENIS HONEYCHURCH, J.D, BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D., SECRETARY

AGENDA ITEM 12.(a)
MEETING DATE May 3, 2023

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

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF BOARD POLICY 1018 NOTIFICATION OF
ABSENCE OR REQUEST TO PARTICIPATE IN BOARD
MEETINGS REMOTELY**

REQUESTED ACTION:

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

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time Board Policy 1018 is being presented for approval.

STUDENT SUCCESS IMPACT:

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

Ed. Code: *Board Policy: 1000* *Estimated Fiscal Impact: N/A*

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

Celia Esposito-Noy
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

April 24, 2022

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT NOTIFICATION OF ABSENCE **OR REQUEST TO PARTICIPATE IN BOARD MEETINGS REMOTELY** 1018 POLICY:

NOTIFICATION OF ABSENCE

Each Board member shall notify the President or Secretary of the Board when a member shall be absent from a Board meeting. Such notification shall be given as far in advance of the meeting as is possible.

The Board President shall determine if the absence complies with conditions stated in Board Policy 1014.

REQUEST TO PARTICIPATE REMOTELY

In accordance with AB 2449 (2022), a member of the legislative body may request to participate remotely if one of the following are met:

1. the member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for "just cause" (as defined by AB 2449), including a general description of the circumstances relating to their need to appear remotely at the given meeting; or
2. the member requests the legislative body to allow them to participate in the meeting remotely due to "emergency circumstances" and the legislative body takes action to approve the request.
3. The legislative body must request a general description (generally not exceeding 20 words) of the circumstances relating to their need to appear remotely at the given meeting.

The bill defines "just cause" and "emergency circumstances" for the purposes of teleconferencing. "Just cause" is limited to one or more of the following:

- (i) a childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely;
- (ii) a contagious illness that prevents a member from attending in person;
- (iii) a need related to a physical or mental disability as defined by statute; or
- (iv) travel while on official business of the legislative body or another state or local agency. "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

AB 2449's teleconference procedures may not be used by a member of the legislative body to teleconference for a period of more than three consecutive months or 20% of the regular meetings within a calendar year, or more than two meetings if the legislative body meets fewer than 10 times per calendar year.

Members participating remotely must do so through both audio and visual technology and must publicly disclose whether any individual over the age of 18 is present at the remote location with the member.

REFERENCES/ AUTHORITY: Solano Community College District Governing Board ADOPTED: March 18, 1987 REVISED: June 6, 2007; **April 19, 2023**; Reviewed June 2, 2010 REVIEWED: March 1, 2017; October 5, 2022

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 22/23-33 TO APPROVE
APPOINTMENT TO CITIZENS' BOND OVERSIGHT
COMMITTEE (CBOC) – STEPHEN NEFF

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Resolution No. 22/23-33, to appoint one citizen to fill the vacancy in the Citizens' Bond Oversight Committee (CBOC) representing the Senior Organization.

Proposition 39 mandates the existence, purpose, duties, membership, and meeting standards of the Oversight Committee, which are contained in its adopted Bylaws.

The Board CBOC Subcommittee comprised of Trustees Thurston and Cargo-Reed, reviewed an application submitted by an interested citizen. After consideration of the candidate's qualifications, the Board Subcommittee recommends the appointment of Stephen Neff, a Fairfield, California resident.

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

Ed. Code: 15278	Board Policy: 3390	Estimated Fiscal Impact: \$0
-----------------	--------------------	------------------------------

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

April 25, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO APPOINT MEMBER TO THE
CITIZENS' BOND OVERSIGHT COMMITTEE**

RESOLUTION NO. 22/23-33

WHEREAS, As mandated by Proposition 39 and pursuant to Education Code Section 15278, the Solano Community College District Governing Board approved Resolution No. 17/18-05 at its September 20, 2017 meeting establishing the Citizens' Bond Oversight Committee (CBOC) and approval of its Bylaws;

WHEREAS, The CBOC Bylaws contains the purpose, duties, meeting frequency and reporting requirements, membership, and term conditions of the committee;

WHEREAS, Individuals submitted an application and a Subcommittee of the Governing Board reviewed and considered their qualifications; now therefore be it

RESOLVED, In accordance with the Bylaws, the Governing Board will make the appointment based on the recommendations from the Board Subcommittee.

PASSED AND ADOPTED, This 3rd day of May 2023, by the Governing Board of the Solano Community College District.

DENIS HONEYCHURCH, J.D., PRESIDENT

CELIA ESPOSITO-NOY, ED.D., SECRETARY

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

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

SUMMARY:

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Carlos Esteve	Mathematics Instructor 31 years of service with SCC	05/25/2023

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 ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

April 21, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED B/Y
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 22/23-31 RECOGNIZING CLASSIFIED
SCHOOL EMPLOYEE WEEK AT SOLANO COMMUNITY
COLLEGE DISTRICT**

REQUESTED ACTION:

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

SUMMARY:

In recognition of the valuable contributions made by members of the Classified Staff to the educational achievements of Solano Community College District, the Governing Board hereby recognizes May 21-27, 2023, as Classified School Employee Week.

STUDENT SUCCESS IMPACT:

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

Ed. Code: 88270

Board Policy: N/A

Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ 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

VICE PRESIDENT APPROVAL

April 21, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION RECOGNIZING CLASSIFIED SCHOOL EMPLOYEE WEEK
May 21-27, 2023**

RESOLUTION NO. 22/23-31

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

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

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

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

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

THEREFORE, BE IT RESOLVED, That the Solano Community College District hereby recognizes and wishes to honor the contribution of the classified professionals to quality education in the state of California and in the Solano Community College District and declares the week of May 21-27, 2023, as Classified School Employee Week in the Solano Community College District.

PASSED AND ADOPTED, This 3th day of May 2023, by the Governing Board of Solano Community College District of Solano County, California.

DENIS HONEYCHURCH, J.D, BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D., SECRETARY

AGENDA ITEM 12.(e)
MEETING DATE May 3, 2023

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

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF REVISIONS TO BOARD POLICIES 3800,
3810, 3820, and 3830**

REQUESTED ACTION:

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

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time Board Policies 3800, 3810, 3820, and 3830 are being presented for approval.

STUDENT SUCCESS IMPACT:

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

Ed. Code: *Board Policy: 1000* *Estimated Fiscal Impact: N/A*

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

707-864-7000

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

April 24, 2022

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

COLLEGE POLICE DEPARTMENT

3800

POLICY:

The Governing Board establishes a College Police Department. This department shall be staffed with sworn police officers. The department shall be responsible for:

1. The enforcement of federal, state and county laws.
2. District regulations.
3. The security of students and staff.
4. The preparation of an annual crime statistics report as required by the Crime Awareness and Campus Security Act of 1990.

REFERENCES/
AUTHORITY:

California Education Code, Sections 72330, 72330.2,
72330.5, 72332

California Penal Code, Section 830.32

Section 201 Public Law 101-542 as amended by P.L. 102-
26 Crime Awareness

ADOPTED: January 21, 1987

REVISED: March 17, 1993; May 17, 2000; April 19, 2023

REVIEWED: 2008 No Updates

SOLANO COMMUNITY COLLEGE DISTRICT

COLLEGE ~~POLICE~~ DEPARTMENT OF PUBLIC SAFETY- FIREARMS

3810

POLICY: Persons employed by the District as ~~sworn police officers~~ employees of the Department of Public Safety and who have completed the required trainings and certifications shall be authorized to carry weapons.

Persons other than the above employees or members of an official public law enforcement agency who are required to carry weapons shall not bring weapons onto District property.

Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

**REFERENCES/
AUTHORITY:**

Education Code Sections 72330, 72330.2, 72330.5
California Penal Code Sections 626.9, 832(b)(c), 12002, 12403, 626.7

ADOPTED: January 21, 1987

REVISED: May 17, 2000; October 18, 2006; April 19, 2023

REVIEWED: 2008 – No Updates

SOLANO COMMUNITY COLLEGE DISTRICT

RESPONSE TO DISASTER

3820

POLICY: The District recognizes that a major disaster may strike at any time and could possibly result in injuries to students and staff and damage to District property. Recognizing that planning is the only way to effectively respond to a disaster, the District has established the Emergency Preparedness Plan which contains emergency procedures to be followed in case of disaster. The plan shall comply with relevant laws and regulations of the United States and the State of California. In the event of a declared disaster, the Superintendent/President or his/her ~~their~~ designee is responsible for activating and implementing the Emergency Preparedness Plan.

REFERENCES/

AUTHORITY: Solano Community College District Governing Board

ADOPTED: June 15, 2005

REVISED: April 19, 2023

REVIEWED: 2008 – No Updates

SOLANO COMMUNITY COLLEGE DISTRICT

CAMPUS SAFETY

3830

POLICY: The Governing Board is committed to a safe and secure District work and learning environment. To that end, the Superintendent/President or his/her their designee shall establish a campus safety plan and ensure that it is posted or otherwise made available to students. The campus safety plan shall include availability and location of security personnel, methods for summoning assistance of security personnel, any special safeguards that have been established, any actions taken in the preceding 18 months to increase safety, and any changes to safety precautions to be made during the next 24 months.

REFERENCES/

AUTHORITY: Education Code 67380(a)(4)

ADOPTED: October 18, 2006

REVISED: April 19, 2023

REVIEWED: 2008 – No Updates

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AGREEMENT WITH KONICA MINOLTA
FOR AN ACCURIOPRESS C4070**

REQUESTED ACTION:

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

SUMMARY: Board approval is requested for the Contract Agreement with Konica Minolta to purchase four (4) new KM Bizhub copiers to be placed in the Vacaville Center and Main Campus Library.

The benefits to upgrading to a newer model include:

- Optimal uptime & reliability
- Lower Service Costs

The copiers will be purchased using Student Equity (SEA) funding to provide equity to our students by no longer charging for photocopies.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$15,000.00</i>
-------------------------	------------	----------------------	---

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

April 21, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



Proposal For:

Solano Community College

Student Shared Printing Project



April 13, 2023



KONICA MINOLTA

Barry Hadsell

(925) 784-1993

bhadsell@kmbs.konicaminolta.us



KONICA MINOLTA

Konica Minolta Team

Barry Hadsell

Major Account Executive

925-784-1993

bhadsell@kmbs.konicaminolta.us

Chris Henderson

Director of Strategic Sales

415-310-7683

chenderson@kmbs.konicaminolta.us

Oliver Ferrasci

Services & Solutions Sales Executive

510-708-5148

oferrasci@kmbs.konicaminolta.us

Natalie Garcia

Sr. Branch Service Manager

925-262-2803

ngarcia@kmbs.konicaminolta.us



FOUNDATION *for* CALIFORNIA
COMMUNITY COLLEGES

FCCC Contract Advantages

No Need To:

- Develop RFQ/RFP/RFI (Legalities)
- Advertise, announce the solicitation, post it, pre-bid meetings...
- Deal with costly protests - *Contract was competitively Solicited by a public agency.*
- Negotiate or manage contract



KONICA MINOLTA

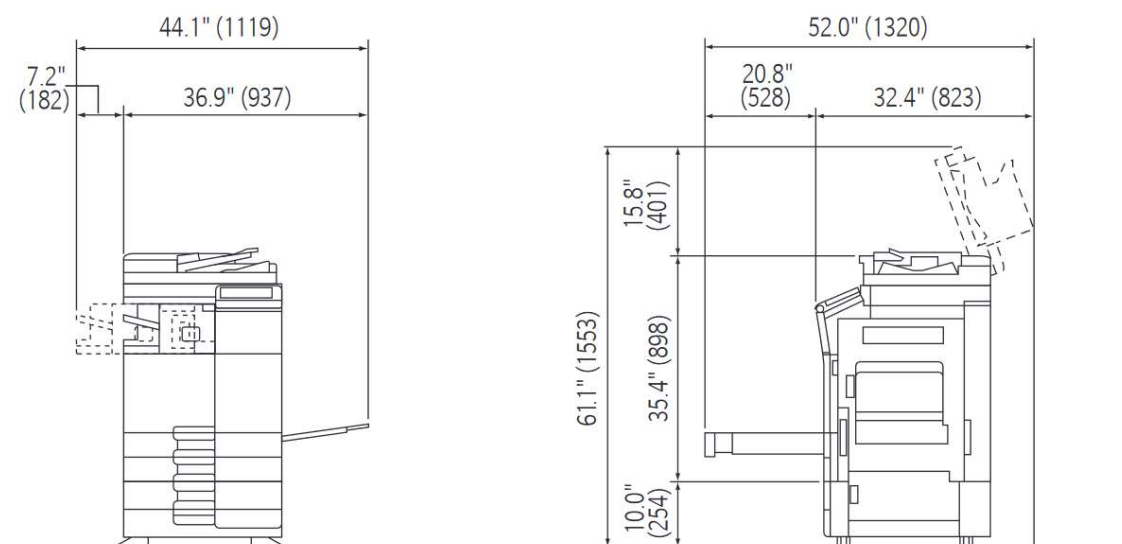
Proposed Equipment – Vacaville Center

Bizhub 300i



- 30 ppm Print/Copy
- 10.1" Touch Screen Control Panel
- Dual Scanning
 - Up to 200 ipm
 - 100 Sheet Capacity
- Standard Paper Drawers (2 x 500 sheets)
- Large Capacity Internal Paper Drawer (2,500 Sheets)
- Bizhub SECURE

***Image for illustrative purpose only**



bizhub 360i/300i + DF-714 + PC-216 + FS-533

Unit: inch (mm)

Proposed Solution – Vacaville Center 30ppm B/W

60 Mo. FMV Lease

bizhub 300i				
Qty	Item #	Model/Accessory	Contract Price	60 Month FMV Lease
1	AC78011	BIZHUB 300I 30PPM B/W COPIER	\$1,892.00	\$43.33
1	AAMNWWY1	DF-714 DUAL SCAN AUTO DOCUMENT FEEDER	\$396.00	\$9.07
1	7670525506	MFP DELIVERY CHARGE - LEVEL ONE	INC.	INC.
1	7640018094	BASIC NETWORK SERVICE - BNS04	INC.	INC.
1	AAV5019	PC-416 CABINET	\$412.30	\$9.44
1	P250015120	DIAGNOSTIC PWRFILTER BLUETOOTH 120V/15A	\$144.55	\$3.31
1	7640015657	BIZHUB SECURE	\$102.00	\$2.34
TOTALS			\$2,946.85	\$67.48

* Sales Tax not included

Maintenance - 300i	
Monthly Min	B/W Images
\$0.00	\$0.0045



KONICA MINOLTA

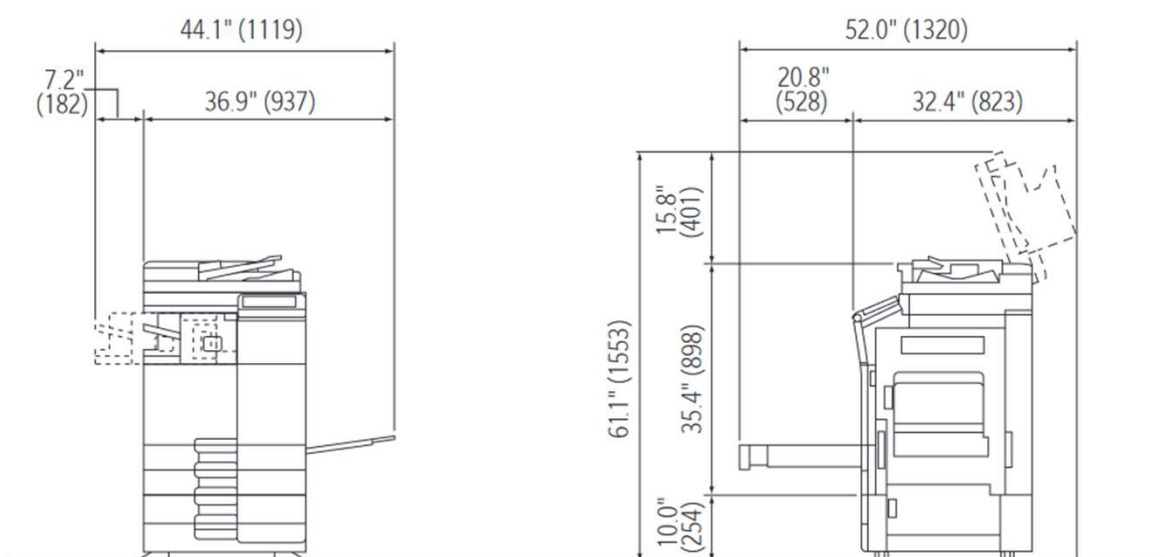
Proposed Equipment - Library

Bizhub 360i



- 36 ppm Print/Copy
- 10.1" Touch Screen Control Panel
- Dual Scanning
 - Up to 200 ipm
 - 100 Sheet Capacity
- Standard Paper Drawers (2 x 500 sheets)
- Large Capacity Internal Paper Drawer (2,500 Sheets)
- Bizhub SECURE

***Image for illustrative purpose only**



bizhub 360i/300i + DF-714 + PC-216 + FS-533

Unit: inch (mm)

Proposed Solution - Library

36ppm B/W

60 Mo. FMV Lease

bizhub 360i					
Qty	Item #	Model/Accessory	Contract Price	Extended	60 Month FMV Lease
3	AC77011	BIZHUB 360I 36PPM B/W COPIER	\$2,012.00	\$6,036.00	\$138.22
3	AAMNWX1	DF-714 DUAL SCAN AUTO DOCUMENT FEEDER	\$396.00	\$1,188.00	\$27.21
3	7670525506	MFP DELIVERY CHARGE - LEVEL ONE	INC.	INC.	INC.
3	7640018094	BASIC NETWORK SERVICE - BNS04	INC.	INC.	INC.
3	AAV5019	PC-416 CABINET	\$412.30	\$1,236.89	\$28.32
3	P250015120	DIAGNOSTIC PWRFILTER BLUETOOTH 120V/15A	\$144.55	\$433.65	\$9.93
3	7640015657	BIZHUB SECURE	\$102.00	\$306.00	\$7.01
TOTALS			\$3,066.85	\$9,200.54	\$210.69

* Sales Tax not included

Maintenance - 360i	
Monthly Min	B/W Images
\$0.00	\$0.0045



Summary Pricing

Equipment

Qty	Model/Accessory	Contract Price	Extension	60 Month FMV Lease
3	BIZHUB 360I 36PPM B/W COPIER	\$3,066.85	\$9,200.54	\$210.69
1	BIZHUB 300I 30PPM B/W COPIER	\$1,892.00	\$1,892.00	\$43.33
Totals			\$11,092.54	\$254.02

* sales tax not included

Maintenance

Maintenance - 300i	
Monthly Min	B/W Images
\$0.00	\$0.0045

Maintenance - 360i	
Monthly Min	B/W Images
\$0.00	\$0.0045



Equipment Pricing Includes...

- **Delivery**
- **Network Installation**
- **Training**
- **Pick up and disposal of existing Sharp copiers**

Maintenance Pricing Includes...

- **Parts**
- **On-Site Labor**
- **Toner**
- **Fixed Service Rates - Locked for up to 60 months**

PaperCut License Migration



KONICA MINOLTA

Konica Minolta Business Solutions
Solution Sales Support Team

Budgetary Estimate

Client: Solano Community College
Address: 4000 Suisun Valley Rd
City, St, Zip: Fairfield, CA 94534

Solution Consultant: Matthew Clookie

CRM Op ID: 11712421

Product: PaperCut

Overview:

PaperCut add-on (4) Embedded Device licenses to CRN # C-FN9Z48 with support prorated to align with the expiration date of 8/25/23. Professional services to install (4) PaperCut Embedded Device licenses and migrate data from the library pay for print PaperCut server (CRN # C-72VHM7).

Solutions Sales Executive	Estimate Number	Estimate Date	Valid Through
Oliver Ferrasci	469-11712421 - Solano Community College	4/12/2023	5/12/2023

This is a High Level Estimate and intended for budgetary purposes

Included in Estimate Total

Description
PC MFD EMB KM EDUGOV 25-49 PER DEV
ACDI ADVANCED M&S 5 MONTHS
REMOTE SERVER MIGRATION
KM PRO SERVICES PAPER CUT TIER 2

Estimate Total **\$3,772.68**



KONICA MINOLTA

CUSTOMER **ONE** GUARANTEE

We believe the best customer experience comes from not only how our products perform and how easy they are to use, but also from giving our customers the peace of mind to know that our MFP are backed by the best guarantee in the industry. So when your new MFP arrives, you'll know you are getting the latest technology, superior service and support and a lease-long guarantee, **direct from the manufacturer.**

“It Works or It Walks”

We are so confident in the quality of our products that we guarantee your Konica Minolta MFP will (1) meet factory specifications and (2) be compatible with your network, or we'll replace it with an equivalent model:

- First two years: replacement will be a **brand new MFP**
- After two years: replacement may be new or refurbished
- **Plus,** Konica Minolta will also provide a \$1,000 credit towards your next Konica Minolta MFP as a way to say “we're sorry for the inconvenience.”

We've Got You Covered

The best customer experience is one that avoids problems altogether which is why we've established remote monitoring and a rapid response process in conjunction with your local sales representative.

- Our Solutions & Support team will proactively monitor our installed MFP's performance, looking to identify potential issues before they become problems for our customers.
- Should a problem arise, our technical support, local service manager and advanced diagnostics team members are all empowered to authorize a replacement, allowing for a fast and easy resolution.

AGENDA ITEM 12.(g)
MEETING DATE May 3, 2023

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

TO: Members of the Governing Board

**SUBJECT: PROPOSED FACILITY RENTAL PROCEDURES AND
RATES EFFECTIVE FY 2023-24**

REQUESTED ACTION:

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

SUMMARY:

Governing Board approval is requested for the proposed facility rental procedures and rate schedule for the 2023-24 fiscal year, reviewed at the April 19, 2023 Governing Board Meeting. The current fee schedule has been in place since FY 2019-20. Due to the increase in maintenance and utility costs, the non-profit rates have been adjusted by 10%, with the commercial rates equalized across the board to 30% over the non-profit rates. Personnel rates have been adjusted to reflect current salaries plus burden for all clients.

The attached proposal includes current and proposed rates; the final version distributed to clients will contain the correct rate for the appropriate fiscal year only.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>Board Policy: 3020</i>	<i>Estimated Fiscal Impact:</i>
-------------------------	---------------------------	---------------------------------

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

April 21, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



Solano Community College Campus Reservations & Facility Request Procedures

You want your event to run smoothly; we do too. Here is how you can help us help you:

- ☑ Submit your application as early as possible, and at least three weeks prior to your event. Be sure to return your liability insurance for \$1,000,000 naming the college as “Additionally Insured” with the signed contract and the “Hold Harmless” form.
- ☑ Any changes to your contract must be in writing – this helps to reduce misunderstandings.
- ☑ Make sure we have a daytime contact number for you in case we have questions or need to clarify a request.
- ☑ We will automatically notify maintenance and the campus police of your activity – they will be responsible for opening and closing the facility. We are not able to give you keys.
- ☑ Send us any flyers or promotional materials so we will be able to answer simple questions about your activity (especially if you’re selling pre-event tickets).
- ☑ Please advise all participants about our parking regulations which are in effect Monday - Friday. There are no parking fees on weekends for designated student parking lots. Parking meters are at the entrance to each lot, and the Daily Parking Permit may be purchased for \$2/day per vehicle.
- ☑ If your event will draw more than 300 people you will need to contact the Cordelia Fire Department to file an emergency evacuation plan and to arrange for ALS ambulance service (707-864-0468).

And please remember, although we book hundreds of events and meetings each year, we are an educational institution, not a conference center. We will, however, do our best to see your event is a success.

Please note that the rates displayed in this document include the current and proposed rate for FY 23-24; the final document will include the correct rate for the fiscal year

Thank you for your cooperation!

Solano Community College

4000 Suisun Valley Road

Fairfield CA 94534-3197

Phone: (707) 864-7000 x 7259

Email: Campus.Reservations@solano.edu

Using Campus Facilities

General Policy: The use of District facilities by community groups and public agencies is granted under provisions of the Civic Center Act and the Community Recreation Act, and also may be granted under the provisions of the Education Code Sections 82537-82548, to private groups and religious organizations.

All use of college facilities for activities other than regularly scheduled classes and events requires approval of the VP of Finance or his/her authorized representative. This applies to any group of students or employees of the District. Community groups, governed by this policy, must have written approval before using the college facility.

Facility Use by Campus Affiliates: Organizations that are directly affiliated with Solano Community College District students or staff will be able to use campus facilities on a no-charge basis, if it is deemed that there are not substantial costs to the District.

The Director of Athletics will approve or deny use of any campus Athletic facilities (i.e. pool, gymnasium, baseball field, etc.) if available, and if the use will not detract from the educational use of the facilities.

Use by Non-Profit Groups: Non-profit groups may be granted a contract for use of campus facilities for meetings, programs and recreational or cultural activities that benefit the community and the use occurs during SCC normal hours of operation (Monday through Friday, 8 a.m. – 5 p.m., when classes are in session).

Non-profit groups must supply their **Non-profit tax ID number** when a contract is signed to get the non-profit rate for facility rentals.

In any use, if the event requires special equipment and/or services, such as supervision, set-up, clean-up, security, etc., the organization shall be charged equipment and labor charges in accordance with the appropriate Fee Schedule.

Commercial (For Profit) Users: Private organizations not qualifying as Not-Profit may apply for a permit to use college facilities (not to exceed five rentals each fiscal year) provided the User plans to present events of educational, cultural, or recreational nature which otherwise would not be available to the community. Applications for dances and/or concerts may not be considered.

Religious Organizations: The use of college facilities by a religious organization for religious purposes shall be based on fair rental value and shall not exceed five rentals in each fiscal year. The current Fee Schedule (Non-Profit rate) shall be deemed fair rental value. (See Education Code Section 82537-82548).

Priorities for Facility Use: To provide for maximum use of college facilities and to minimize potential conflict these priorities are followed:

- I. College educational programs/college events
- II. Non-profit groups such as youth groups, District schools and the Office of Education, civic and service groups, and other community groups organized for cultural, educational, or recreational activities.
- III. Public agencies when the purpose is educational.
- IV. Private organizations commercial interests, and religious organizations.

General Procedures:

1. Applications for use of college facilities are available on-line at www.solano.edu, under Campus & Community tab, select Facility Rental under Community Resources.
http://www.solano.edu/campus_info/facilityrentals.php
2. All requests for facility use must be submitted in writing to the Facilities Coordinator at least three weeks prior to the event. If approved, a contract will be issued stating all conditions. The signed copy of the contract, the certificate of liability insurance, the “hold harmless” and applicable deposit must be received by the Facilities Coordinator prior to use.
3. If your event draws more than 300 people, you will need to submit the facility application 6 weeks prior to the event.
4. If use is denied, the applicant may appeal the decision to the District Superintendent-President. All appeals must be in writing and sent to the Facilities Coordinator, who will forward it onto the District Superintendent-President.
5. The application must include all requested facilities, equipment, hours needed (including set-up and take-down) and personnel. Facilities and equipment not listed on the contract cannot be used. The Facilities Coordinator will make arrangements for all necessary District Personnel and equipment.
6. Contracts for facility use are for the dates and times specified. Users cannot arrive before the authorized time and must leave college premises by the time noted. Additional hours will be charged accordingly.
7. Final invoices (minus the 50% deposit) are mailed by the college business office within 30 days following the event; payment is expected within 60 days of use. Failure to remit on time will result in the organization being barred from future campus use and submission of the bill to a collections agency.
8. Student-sponsored events requiring extraordinary set-up/clean-up will be charged according to Fee Schedule I (Non-profit rate).
9. Organizations that are directly affiliated with Solano Community College District students or staff will be able to use campus facilities on a no-charge basis if it is deemed that there are not substantial costs to the District. College personnel must participate fully in and assume at least equal responsibility for the event, i.e., a member of the SCC group must be involved in planning, development, implementation and production, and must be present and responsible at the event.

Note: Use of the Theatre must be scheduled with and approved by the Managing Director of Theatre Operations.

Parking Permits: Parking permits can be purchased by organizations that will be using the facilities for a period longer than 20 days. For daily parking Monday through Friday, parking meters are at the entrance to each lot, and the Daily Parking Permit may be purchased for \$2/day per vehicle. There is no charge for parking on weekends and holidays.

All Facilities

- Applications under the Civic Center Act shall originate with established and responsible clubs, organizations, or associations.
- Applications from individuals are not accepted.
- Permits for use of campus facilities cannot be issued when the purpose of such use is for private or personal gain.
- In accordance with Education Code no permit will be issued to any individual, group or organization whose purpose is to accomplish the overthrow of the government of the United States by force or violence.
- The laws of the State specify that no entertainment shall be permitted which reflects negatively in any way upon persons because of ethnic group identification, religion, age, sex, physical or mental disability, race, national origin, marital status, pregnancy, political activities or affiliation, medical condition, veteran status, or sexual orientation.
- The pool, Student Center, gym and stadium can be rented while the campus is open (Monday through Friday 8AM-5PM) and there is a custodian assigned to cover the campus (additional personnel will be assigned based on the size and scope of the use at the User's expense). Use outside of these hours will include costs for appropriate personnel.
- The use or possession of narcotics, firearms, dangerous drugs, alcoholic beverages, (with the exception of the theatre use under Section 25608 of the Business and Professions Code) or gambling equipment on college property is expressly prohibited. Any person under the influence of intoxicating liquor, narcotics or drugs shall be denied opportunity to participate in any way.
- Groups using college facilities shall conform to all City and County ordinances and fire regulations.
- Approval must be obtained from the Facilities Coordinator for any decorations to be used. Decorations must be flame retardant and shall be erected and taken down in a manner not destructive to property. The use of any material or device which constitutes a hazard, as determined by the college, is expressly prohibited.
- Smoking is prohibited on all campuses.
- Overnight camping in or out of vehicles is strictly prohibited. No barbecue fires or cooking of any type is permitted on campus, unless prior approval is given to you from the Facilities Coordinator/ Director of Maintenance.
- Groups with minors in attendance shall provide their own chaperones. The number required shall be in accordance with the CA Health and Safety Code (30751).
- The college does require that the applicant cover the cost of public safety officers as deemed necessary by the Facilities Coordinator and/or the Campus Public Safety Office (PSO), as well as additional liability insurance, in a specific amount, naming the College District as an additional insured. All security requirements for any event will be covered by the PSO; outside security is not permitted.
- Any group using the outdoor facilities only (e.g., playing fields, tennis courts, parking lots) when the campus is closed, must arrange for their own portable sanitation units, or will pay for a minimum of four hours of custodial services to, clean-up and restock restrooms.
- The college does not allow golf, go carts, skateboarding, 2-wheel balance board/hover board, model airplane flying, drone, horseback riding or radio-controlled cars on campus at any time. All dogs shall be leashed and no animals shall be allowed on the inner campus during school hours with the exceptions of certified canine assistants.
- The college has an approved catering service for food and/or refreshments to participants. However, if an outside caterer/food vendor is providing food and/or refreshments, then a copy of a valid catering license will need to be provided prior to the event.

- The User is liable for the care and protection of college property and facilities and will be charged for any damages sustained to the premises, furniture or equipment because of the occupancy of the college premises.
- The User shall be held responsible for any and all loss, accident, negligence, injury or damage to person, life or property which may be the result of, or may be caused by, the User's occupancy of the facilities or premises, and for which the District might be held liable. The User shall protect and indemnify the District, the Board and /or any officer, agent or employee of the District and save them harmless in every way from all suits or actions at law for damage or injury to persons, life or property that may arise or be occasioned in any way because of the occupancy of the facilities or premises, regardless of responsibility or negligence.
- Cancellation of a contract must be made at least 48 hours prior to the scheduled use. Failure to provide this notice will result in a charge equal to half the estimated contract amount or deposit.
- No employee of the District may accept any gifts or gratuity of any kind from any group using college facilities under any circumstances.
- The Facilities Coordinator may cancel or revoke any permit or contract for any of the following:
 - a. If the group fails to comply with college rules and regulations.
 - b. If the conduct of the group is unsatisfactory.
 - c. If any youth group meets without appropriate adult supervision.
 - d. If there are any overdue charges for rental, labor costs, or damages.
 - e. Incorrect or misleading information has been given on the application.
 - f. The signed contract, required deposit or certificate of insurance is not received 1 week prior to the event date.
 - g. If the group has not supplied their non-profit tax identification number or commercial group does not supply their business tax identification number.

Parking

Solano Community College (SCC) parking regulations and California Vehicle Code (CVC) regulations are in effect 24 hours a day, 5 days a week, Monday through Friday.

There are no parking fees on weekends for designated student parking lots. Parking meters are at the entrance to each lot and the Daily Parking Permit may be purchased for \$2/day per vehicle. There can be no unauthorized parking in faculty/staff stalls. The PSO will enforce all parking and CVC regulations.

All vehicles parked on campus grounds (including the Vallejo Center and Vacaville Center) require a parking permit except in designated 30-minute visitor parking and 15-minute child care drop off / pick up. Parking is prohibited in unmarked areas. All other reserved spaces require a special parking permit.

Motorcycles do not require a parking permit if parked in designated motorcycle spaces. Otherwise, a parking permit is required.

Designated disabled parking spaces are available at all Solano Community College campuses. A disabled placard or plates AND a SCC parking permit are required.

Visitors to any Solano Community College campus may park in Visitor parking for a maximum of 30 minutes only. If the visit is longer than 30 minutes, visitors must purchase a Daily Parking Permit for \$2.00. Parking Permits are valid at any campus for use in Lots 1-6 (except in stalls labeled as reserved spaces).

Parking Permit Dispensers are located in the following areas:

Parking Permit Dispensers	
Fairfield Campus	Lots 1, 2, 3, 4, 5, and 6
Vacaville Center	At the parking lot entrance
Vallejo Center	In the middle of the main parking lot

- Student and general parking are allowed in numbered lots (1-6) except for designated reserved parking spaces.
- Faculty/Staff parking (Lots A-F and designated reserved spaces in Lots 1-6) require an employee permit.
- Public vehicle access to the inner campus is not allowed day or night without the prior approval of the SCC Sheriff Department or designee. Parking is not permitted on lawns and fields.

Athletic Facilities

Limitations on Use:

- Permission to use the Physical Education/Athletic facilities cannot be granted for a period of more than one semester, and events cannot be scheduled more than six months in advance.
- No food or drink concessions may be operated without the proper permits required by the Facilities Coordinator. If portable stands (trailers) are used for concessions, an inspection certificate must be obtained from the Solano County Health Department prior to use.
- Permission to use the Athletic facilities will be granted only when college personnel are available to open and close the facility; no keys will ever be given to outside users.
- No animals shall be allowed in any Athletic facility with the exception of certified canine assistants.
- Non-conformance with regulations governing the use of athletic facilities may result in the withdrawal of the use permit.

Gymnasium:

- The gymnasium is not available for such events as light shows, dances, concerts, circuses or similar activities.
- Only non-marking gym shoes (or dance shoes in the dance studio) are permitted on the hardwood floors and these must be cleaned before entering if they have been worn outside.
- Food and beverages are prohibited in the gymnasium, auxiliary facilities and locker rooms.
- Food and beverages are allowed only in the main lobby where the concessions are sold.
- Nothing shall be used on the floors which would mar the playing surface in any way.
- Materials specifically authorized by the Facilities Coordinator for decorations cannot be attached with nails or tacks. Decorating materials must be removed immediately after the event.
- A custodian may be required for events with the cost paid by the User according to the appropriate fee schedule.
- Saturday and Sunday Users must hire a campus custodian so facilities are clean for classes on Monday morning.
- Use of or moving the mats, stereos, piano or other supplies/equipment in these rooms is prohibited.

Pool:

- Time available for organized swim club activities shall be shared equally between clubs. Time schedules for club use will be subordinate to scheduled college programs. There shall be a half hour buffer between college use and use by outside groups, but is negotiable under the discretion of the athletic director or the head swim coach.
- Upon application from management, recognized swim clubs may use the pool for practice. Practices cannot be scheduled earlier than 6 a.m. A certified lifeguard must be present at all times. Lifeguard and CPR certificates must be on file with the Athletic Coordinators office before any use of facilities. If the User does not provide their own certified lifeguards personnel costs for the guards will be borne by the User.
- Groups using the pool first in the morning and last in the evening are responsible for removing the pool covers and replacing them properly. Under no conditions should there be more than one cover-per roller.
- Pool renters will provide officials for home SCC swim meets as part of their current contract.
- In order to prevent unnecessary damage to college adaptive and swim team equipment, use of this equipment is prohibited unless prior approval is granted by the Athletic Director.
- All pool rules must be obeyed including: No smoking or food on or around the pool decks.

- In order to prevent electrical overload, excessive usage of electrical outlets is not permitted.
- Decks and rest areas must be cleaned daily.
- Groups wishing to erect tents must receive prior permission to the event.
- Groups using the locker rooms must supervise/monitor them at all times to ensure the safety of the children using the locker rooms and for cleanliness.
- A custodian is required for events with over 50 in attendance during the day and when campus is closed. The PSO's are required for events with over 100 in attendance during the day and for all night events. All such costs will be paid by the User according to the current fee schedule.
- Users must follow the Pool User's Check-List to ensure all facilities and equipment is used properly.

Football Stadium:

- The Stadium football field is available for use by outside groups. Emergency requests made by local schools will be considered on a case-by-case basis.
- Only participants and officials are allowed on the football field.
- Any activity that could damage the football field is strictly prohibited.
- No vehicles, other than those of Solano College maintenance, are allowed on the football playing field and track.
- The football field shall be maintained by college employees. Users shall exercise care and good judgment in the use of college property and facilities.
- The cost to prepare the field prior to an event and the subsequent clean-up will be paid by the User according to the current fee schedule.
- If field conditions (such as heavy rains) so dictate any scheduled use of the stadium can be cancelled by the Athletic Director, and/or the Director of Maintenance.
- Locker rooms must be maintained in an orderly manner and all equipment left undisturbed.
- A grounds/custodial person and sufficient Sheriff Deputies/SSO's are required for all events, **at the User's expense**, according to the current fee schedule.

Tennis Courts:

- For tournaments, complete court use can be arranged through the Facilities Coordinator with one month's notice.
- Individuals must not interfere with the college's regularly scheduled tennis classes and intercollegiate tennis program from 12-6 p.m.
- The following regulations are to be observed:
 - a) The tennis courts shall be used for no activity other than playing tennis.
 - b) Tennis shoes must be worn on the courts.
 - c) No smoking, food, or beverages are allowed on the courts.
 - d) Players must refrain from hanging or sitting on the nets.
 - e) No vehicles of any kind including roller skates, skateboards, bicycles, wagons, etc. are allowed on the tennis courts.
 - f) Metal racquets must have head guards.
 - g) Players are limited to two (2) sets, or one (1) hour, if others are waiting.
 - h) No private tennis instruction is allowed.

Baseball & Softball Fields:

- Field Users are required to pay the labor cost for infield preparation, which includes pre and post event infield care.
- Only games using 90-foot base lines (baseball) or 60-foot base lines (softball) are permitted.
- The following regulations must be observed:

- a) No pitching allowed in front of pitcher's mound.
 - b) No hitting is allowed against the backstop or fences.
 - c) Players must stay off the mound and diamond area when it is being serviced for a game.
 - d) Garbage containers must be used for refuse.
 - e) No pets are allowed on the athletic playing fields.
- Electrical hook-ups are available for a fee. Contact the Facilities Coordinator for details.
 - No vehicles are allowed to park within the fenced area or the service roads.
 - Bases are not provided.

Soccer Fields:

- The Soccer fields are not available for use by outside groups August through March of each year. Emergency requests made by local schools will be considered on a case-by-case basis.
- Only participants and officials are allowed on the soccer field.
- Any activity that could damage the soccer field is strictly prohibited.
- No vehicles, other than those of the college maintenance, are allowed on the soccer playing field and track.
- The soccer field shall be maintained by college employees. Users shall exercise care and good judgment in the use of college property and facilities. The cost to prepare the field prior to an event and the subsequent clean-up will be paid by the User according to the current fee schedule.
- A grounds/custodial person and sufficient campus PSO are required for all events, the cost to be borne by the User according to the current fee schedule. A minimum of two campus PSO's are required pending crowd assessment.

Fee Schedule

Deposit: A fifty percent (50%) deposit in the form of a check made payable to Solano College or a credit draft is required with the signed contract, prior to the event. First time users must pay the full amount (100%) of the contract, prior to the event. Failure to submit the deposit, contract and liability insurance will result in cancellation of the reservation.

Non-Profit Groups and Public Agencies are allowed use of campus facilities free of charge when all the following conditions are met. (An example of this is a meeting of which Solano College participates):

- 1) No set-up, clean-up or supervision is required.
- 2) There are no direct or indirect costs to the District.
- 3) The use takes place during the college's normal hours of operation (8a.m. – 5 p.m.)
- 4) No equipment or personnel is required.
- 5) No admission fee or money is collected. Money collected includes the following: admission charge, solicitation of a donation, freewill offering, tuition payment, registration fee, entry fee, and charge for class supplies or payment of a speaker, or sale of literature or any other materials.

Please Note: If any of the conditions listed above—do not apply, the organization will be billed according to the fee schedule for Non-Profit Groups and Public Agencies.

Commercial Organizations: Those that do not meet the requirements of a non-profit organization under the Civic Center Act will be billed at the rate for Commercial Users.

Scheduled Campus Closures: During scheduled campus closures, special arrangements may be made to use facilities at the Users expense as long as all direct and indirect costs are covered by the use.

Fees are subject to yearly increase: July 1, of each year, prices are subject to ten-percent (10%) increase (rounded up to the nearest dollar) at the discretion of the Superintendent/President.

Additional labor: Costs apply for any special set up, equipment use, and custodial or grounds work.

Solano Campus Facility Fee Schedules

FAIRFIELD CAMPUS FACILITIES	Capacity	CURRENT		PROPOSED FOR 2023-24	
		Non-Profit Hrly Rate	Commercial Hrly Rate	Non-Profit Hrly Rate	Commercial Hrly Rate
Large Lecture Room (Room 308)	85	\$115	\$148	\$127	\$164
Regular Classroom	30-50	\$68	\$115	\$75	\$97
Conference Room	Variable	\$68	\$102	\$75	\$97
Full Cafeteria (avail on weekends & campus closures only)	302	\$161	\$189	\$177	\$230
Half Cafeteria	235	\$81	\$105	\$89	\$116
Bldg 1400 Lobby (avail on weekends & campus closures only)	134	\$73	\$95	\$80	\$104
Faculty/Staff Lounge	40-60	\$81	\$121	\$89	\$116
Computer Lab (additional fee for IT Technician)	30-42	\$182	\$243	\$200	\$260
Clock Tower - Quad - Outdoor Ampitheater		\$50	\$50	\$55	\$72

CURRENT				PROPOSED FOR 2023-24	
VACAVILLE & VALLEJO CENTER FACILITIES	Capacity	Non-Profit Hrly Rate	Commercial Hrly Rate	Non-Profit Hrly Rate	Commercial Hrly Rate
Multipurpose Room	VV 496 VJO 250	\$115	\$161	\$127	\$164
Large Lecture Room	75	\$115	\$148	\$127	\$164
Regular Classroom	30-50	\$68	\$102	\$75	\$97
Conference Room	16-25	\$68	\$102	\$75	\$97
Computer Lab (additional fee for IT Technician)	41-43	\$182	\$273	\$200	\$260
Lobby (avail on weekends & campus closures only)		\$81	\$102	\$89	\$116

Athletic Facilities

CURRENT				PROPOSED FOR 2023-24	
FAIRFIELD CAMPUS ATHLETIC FACILITIES	Capacity	Non-Profit Hrly Rate	Commercial Hrly Rate	Non-Profit Hrly Rate	Commercial Hrly Rate
Gymnasium with bleachers	1648	\$201	\$261	\$100	\$130
Gymnasium w/out beachers	1648	\$68	\$88	\$75	\$97
Snack Bar / Lobby		\$100	\$125	\$110	\$143
Locker Rooms - Men's & Women's (each)	50	\$53	\$75	\$58	\$76
Baseball Field		\$53	\$75	\$58	\$76
Baseball Field Prep (drag/line - flat fee)		\$100	\$161	\$110	\$143
Softball Field		\$53	\$61	\$58	\$76
Softball Field Prep (drag/line - flat fee)		\$100	\$134	\$110	\$143
Soccer Field Usage		\$53	\$75	\$58	\$76
Soccer field 1st prep		\$504	\$544	\$400	\$520
Soccer field Touch-up prep		\$126	\$136	\$100	\$130
Paint - 1st Prep		\$75	\$75	\$83	\$107
Paint - Touch Up		\$50	\$50	\$55	\$72
Old Football Practice Field		\$46	\$75	\$51	\$66
All other fields		\$25	\$25	\$28	\$36
Tennis Courts - Turnements (12 courts)		\$81	\$107	\$89	\$116
Football Stadium (no lights)	2400	\$132	\$368	\$145	\$189
Football Stadium (with lights)	2400	\$168	\$401	\$185	\$240
Football Stadium Lining (1st pre 2 emps @ 6 hrs each; touch up - 1 emp @ 3 hrs)		\$57	\$63	\$63	\$82
Ramada		\$28	\$47	\$31	\$40
Pool -up to 8 lanes with locker room		\$35	\$97	\$39	\$50
Pool -up to 12 lanes with locker room		\$37	\$127	\$41	\$53
Pool -all lanes (2 polo areas) with locker room		\$41	\$156	\$45	\$59
Track - only		\$92	\$121	\$101	\$132

Campus Parking Facility Rates

FAIRFIELD CAMPUS PARKING							
				CURRENT		PROPOSED FOR 2023-24	
Lot	Regular	Disabled	Motorcycle	Non-Profit Hrly Rate	Commercial Hrly Rate	Non-Profit Hrly Rate	Commercial Hrly Rate
1	399	2	4	\$33	\$46	\$36	\$47
2	390	6	13	\$33	\$46	\$36	\$47
3	858	15	7	\$68	\$81	\$75	\$97
4	411	0	4	\$39	\$52	\$43	\$56
5	1282	0	0	\$83	\$96	\$91	\$119
6	248	0	4	\$31	\$43	\$34	\$44

VACAVILLE & VALLEJO CENTER PARKING							
				CURRENT		PROPOSED FOR 2023-24	
Lot	Regular	Disabled	Motorcycle	Non-Profit Hrly Rate	Commercial Hrly Rate	Non-Profit Hrly Rate	Commercial Hrly Rate
VV	359	15	6	\$33	\$46	\$36	\$47
VJO	348	10	17	\$33	\$46	\$36	\$47

Personnel / Labor Rates

PERSONNEL FEES	CURRENT	PROPOSED FOR 2023-24
	HOURLY COST All Clients	HOURLY COST All Clients
Audio-Visual Technician	\$89	\$66
Custodian	\$57	\$47
Electrician or Engineer	\$72	\$71
Lead Carpenter	\$61	\$74
Carpenter	\$57	\$71
Grounds Maintenance	\$63	\$49
Phys Ed or Athletic Assistant	\$54	\$65
Pool Maintenance Technician	\$65	\$49
DPS Sergeant	\$93	\$129
DPS PSO	\$44	\$77
Support Staff (Emp hourly OT wage)	TBD	TBD
Scoreboard/Clock Operator <i>2 for football & basketball</i> <i>1 for all other sports</i>	\$60	\$65

When figuring costs for SCC facility use, campus personnel time is required. Campus personnel costs are not included in facility costs. Personnel must set-up prior to an event and clean-up after the event. Campus Hourly Rates apply to any additional Support Staff needed. The number of Police Officers/Aides assigned will be determined by the SCC PSO Department based on numbers in attendance. These additional personnel and support staff costs must be paid by the User. The Campus Reservations team can provide details on time estimates and total costs.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AGREEMENT WITH PIONEER
PREVENTATIVE CARE GROUP DBA QUANTGENE FOR
STUDENT ACCESS TO CLINICAL SERVICES

REQUESTED ACTION:

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

SUMMARY

A Request for Proposal (RFP) was advertised on January 18th and 25th In the Daily Republic, Vacaville Reporter and Vallejo Times Herald. Additionally, the request was sent to known local health care providers. Reviewal of the proposal was available to VP Wheat, Purchasing Team members (CSEA), Dean Hudson (Nursing Department) and a student representative.

After a thorough review, the Board is being asked to approve an agreement with Pioneer Preventative Care Group dba Quantgene for the delivery of non-emergency clinical services ("Services") to be provided at the mobile clinic for those students who are currently enrolled at Solano Community College. Support services to be provided will include:

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: Professional Development

Government Code: N/A Board Policy 4050: Estimated Fiscal Impact: \$175,000.00

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

Susan Wheat

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER
Susan Wheat

Vice-President, Finance & Administration

VICE PRESIDENT APPROVAL

April 21, 2023

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

May 3, 2023

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AGREEMENT WITH PIONEER
PREVENTATIVE CARE GROUP DBA QUANTGENE FOR
STUDENT ACCESS TO CLINICAL SERVICES**

REQUESTED ACTION:

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

SUMMARY:

CONTINUED FROM PREVIOUS PAGE

- Mobile Clinical Care Services to include: assessment, intervention, and referral for health services, first aid and basic emergency care, health appraisal, and communicable disease control.
- Support Services to include: maintenance of health records in a confidential and ethical manner, local referrals for laboratory, radiology, and/or pharmacy services.
- Special Services to include: health education and promotion, family planning, illness and injury prevention programs
- Mobile Clinic: Vendor will provide a customized vehicle trailer that will be fully transportable to all District campus locations at a cost of \$2550 per week.
 - The mobile clinic will be staffed by qualified practitioners to include a Registered Nurse and a Medical Assistant
 - All Clinic staff will be licensed and qualified under California law. Any ancillary staff provided by Vendor will be appropriately supervised by qualified clinical staff.
 - Vendor shall provide the District documentation of the Vendor employee assigned the responsibility for developing and directing the student health services, meets, and maintains the minimum qualifications described in California Code of Regulations, Title 5, Section 53411.

This proposed contract period is July 1, 2023 through June 30, 2024, with the Mobile Clinic operating effective the first day of school, August 14, 2023.

STUDENT HEALTH CLINIC SERVICES AGREEMENT

This Student Health Clinic Services Agreement ("Agreement") is entered by and between Pioneer Preventative Care Group, DBA Quantgene, ("Vendor") a California company, and Solano Community College District, ("District") a California community college district, (collectively, "the Parties").

RECITALS

A. The purpose of this Agreement is to provide an opportunity for access to clinical services for those persons enrolled as active students at Solano Community College.

B. Vendor agrees to arrange for a mobile clinic to be furnished one day a week (three days total) at each of the following locations: Fairfield Campus, Vacaville Center, Vallejo Center.

Now, therefore, in consideration of the promises, covenants and warranties stated herein, District and Vendor agree as follows:

ARTICLE 1 CLINICAL SERVICES

1.) Vendor Responsibilities.

1.1 Vendor will arrange for the delivery of non-emergency clinical services ("Services") to be provided at the mobile clinic for those students who are currently enrolled at Solano Community College. The Services to be provided at the mobile clinic are as follows and more specifically described in Attachment A.

- a. Mobile Clinical Care Services to include: assessment, intervention, and referral for health services, first aid and basic emergency care, health appraisal, and communicable disease control.
- b. Support Services to include: maintenance of health records in a confidential and ethical manner, local referrals for laboratory, radiology, and/or pharmacy services.
- c. Special Services to include: health education and promotion, family planning, including illness and injury prevention programs.

1.2 Student Eligibility Verification. Vendor shall verify the eligibility of Students seeking care, prior to rendering services.

1.3 Mobile Clinic: Vendor will provide a customized vehicle trailer that will be fully transportable to all District campus locations.

1.4 Mobile Clinic Staffing. The mobile clinic will be staffed by qualified practitioners to include a Registered Nurse and a Medical Assistants All Clinic staff will be licensed and qualified under California law. Any ancillary staff provided by Vendor will be appropriately supervised by qualified clinical staff. Vendor shall provide the District documentation of the Vendor employee assigned the responsibility for developing and directing the student health

services, meets, and maintains the minimum qualifications described in California Code of Regulations, Title 5, Section 53411.

1.5 Mobile Clinic Hours of Operation.

- a. The mobile clinic will be open for operation and providing services three (3) days a week as determined by mutual agreement between District and Vendor for the first year of the Agreement. Expansion of hours of operations is available with mutual agreement between District and Vendor for years two (2) of the Agreement and beyond.
- b. The mobile clinic will be available each week the District is open to students during the Fall and Spring semesters. Additional time may be determined by mutual agreement between District and Vendor. See Academic Calendar attached in Attachment C.

1.6 Recordkeeping

- a. Maintaining Student Medical Record. Vendor shall maintain a medical record for each Student to whom Vendor provided Services. Vendor shall open each Student's medical record upon the Student's first encounter at the mobile clinic. The Student's medical record shall contain all information required by state and federal law, generally accepted and prevailing professional practice, and applicable government sponsored health programs. Vendor shall retain all such records for as long as required under applicable law.
- b. Confidentiality of Student Health Information. Vendor shall comply with all applicable state and federal laws, District's policies and procedures, government sponsored program requirements regarding privacy and confidentiality of Students' health information and medical records, including mental health records. Vendor shall not disclose or use Student names, addresses, social security numbers, identities, other personal information, treatment modalities, or medical records without obtaining appropriate authorization to do so. This provision shall not affect or limit Vendor's obligation to make available medical records, encounter data and information concerning Student care to any authorized state or federal agency, or other providers of health care upon authorized referral.
- c. HIPAA. To the extent Vendor is considered a covered entity under the Health Insurance Portability and Accountability Act ("HIPAA"), Vendor shall comply with all provisions of HIPAA including, but not limited to, provisions addressing privacy, security, and confidentiality.

ARTICLE 2
DISTRICT'S OBLIGATIONS

2.1 Compensation. District shall pay Vendor in accordance with the terms and conditions of this Agreement and the compensation schedule set forth in Attachment B.

2.2 Student Eligibility Determination. District shall maintain data on Student

eligibility and enrollment and will distribute the most recent eligible student information to Vendor. On or before the tenth day of each month, District shall provide Vendor with Student membership information identifying all Students who are entitled to receive Services at Clinic for the applicable month. District shall promptly verify Member eligibility at the request of Vendor. In the event Vendor has not received such information, Vendor will obtain verification of Student's eligibility from District prior to providing Services. Such verification may be by telephone. District shall promptly provide eligibility information to Vendor during the hours of the mobile clinic operation.

2.3 Location and Utilities: District shall provide access to a dedicated space for a mobile clinic and continuous source of electricity (4 – 20 amp standard 110 volt outlets) at all three locations.

ARTICLE 3 TERM AND TERMINATION

3.1 Term. The term of this Agreement shall commence on July 1, 2023, and shall continue for a period of one (1) year from said date, with four (4) one-year terms, hereafter with the provision that either party upon not less than ninety (90) days written notice to the other may terminate this Agreement at any time. Immediately following the initial term, the Superintendent/President, with the Governing Board approval, may extend the term of the Agreement.

3.2 Termination with Cause. In the event of a breach of any material provision of this Agreement, the party claiming the breach shall give the other party written notice of termination setting forth the facts underlying its claim(s) that the other party has breached the Agreement. The party receiving the notice of termination shall have thirty (30) days from the date of receipt of such notice to remedy or cure the claimed breach to the satisfaction of the other party. During this thirty (30) day period, the parties agree to meet as reasonably necessary and to confer in good faith in an attempt to resolve the claimed breach. If the party receiving the notice of termination has not remedied or cured the breach within such thirty (30) day period, the party who provided the notice of termination shall have the right to immediately terminate this Agreement.

3.3 Termination Notification to Members. Upon receipt of termination by either District or Vendor, District will inform affected Students of such termination.

ARTICLE 4 GENERAL PROVISIONS

4.1 To the maximum extent permitted by law, Vendor shall indemnify, defend and hold harmless the District, the District's Board of Trustees, and all members thereof and the District's employees, officers, agents, volunteers, and representatives from all claims, demands, losses, damages, actions, causes of actions and/or liabilities, including without limitation, attorneys' fees, which arise out of or are related in any manner to: (i) medical and other services provided by or on behalf of Vendor under this Agreement; or (ii) Vendor's performance under this Agreement. Vendor's obligations hereunder shall survive termination of this Agreement until barred by the applicable statute of limitations.

To the maximum extent permitted by law, the District shall indemnify, defend, and hold harmless the Vendor and Vendor's employees, officers, agents, volunteers, and representatives from all claims, demands, losses, damages, actions, causes of actions and/or liabilities, including without limitation, attorneys' fees, which arise out of or are related in any manner to the District's performance under this Agreement. The District's obligations hereunder shall survive termination of this Agreement until barred by the applicable statute of limitations.

4.2 During the term of this Agreement, the District and Vendor shall either be self-insured or maintain a comprehensive general liability insurance policy providing coverage for general liability, automobile liability, bodily injury, and property damage.

1. Each Party shall procure and maintain, during the period of this Agreement, comprehensive general liability insurance coverage, for its acts or omissions described herein in a form satisfactory to the other Party in the following minimum amounts:
 - a. \$1,000,000 General Liability and Automobile Liability {Bodily Injury, Property Damage, Liability, Personal & Advertising Injury) per occurrence.
 - b. \$2,000,000 General Aggregate
2. Policies or certificates evidencing each Party's coverage shall be filed with the other Party, shall include the other Party and an Endorsement specifically naming the other party as an Additional Insured, and shall be primary. Said policies or certificates shall provide 30 days written notice to the other Party prior to any material change, termination, or cancellation.
3. The insurance limits referred to herein may be increased from time to time by mutual written consent in accord with the accepted practice for California community college districts.
4. The Parties recognize that insurance practices and requirements of a District may differ from that of private parties and may change from time to time. During any period of time in which the Parties, as regular practice, do not maintain insurance but rather self-insure or participate in a Joint Powers Authority with other public agencies, the Parties may meet their insurance requirements under this Section in the same manner.
5. Each Party shall procure and maintain, during the period of this Agreement, Workers' Compensation coverage including Employer's Liability as required by the State of California. Employer's Liability must reflect the following minimum limits:
 - a. Each Accident - \$1,000,000
 - b. Disease - Each Employee - \$1,000,000

c. Disease - Policy Limit - \$1,000,000

4.3 Relationship of the Parties. Nothing contained in this Agreement is intended to create, nor shall it be construed to create, any relationship between the parties other than that of independent parties contracting with each other solely for the purpose of effectuating the provisions of this Agreement. This Agreement is not intended to create a relationship of agency, representation, joint venture, or employment between the parties. Nothing herein contained shall prevent any of the parties from entering into similar arrangements with other parties. Each of the parties shall maintain separate and independent management and shall be responsible for its own operations employees. Nor shall any third party have any right to enforce the terms of this Agreement.

4.4 Entire Agreement. This Agreement, together with attachments and incorporated documents or materials, contains the entire agreement between the parties relating to the rights granted and obligations imposed by this Agreement. Any prior agreements, promises, negotiations, or representations, either oral or written, relating to the subject matter of this Agreement are of no force or effect.

4.5 Severability. If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated as a result of such decision.

4.6 Non-exclusivity. This Agreement shall not be construed to be an exclusive Agreement between District and Vendor. Nor shall it be deemed to be an Agreement requiring District to refer Students to Vendor for health care services.

4.7 Amendment. Vendor may, without District's consent, immediately amend this Agreement to maintain consistency and/or compliance with any state or federal law, policy, directive, or government sponsored program requirement. Vendor may otherwise amend this Agreement upon thirty (30) days prior written notice to District. If District does not deliver to Vendor a written notice of rejection of the amendment within that thirty (30) day period, the amendment shall be deemed accepted by and shall be binding upon District.

4.8 Assignment. District may not assign, transfer, subcontract, or delegate, in whole or in part, any rights, duties, or obligations under this Agreement without the prior written consent of Vendor. Subject to the foregoing, this Agreement is binding upon, and inures to the benefit of the Vendor and District and their respective successors in interest and assigns.

4.9 Arbitration. Any claim or controversy arising out of or in connection with this Agreement shall be resolved, to the extent possible, within forty-five (45) days through informal meetings and discussions between appropriate representatives of the parties. Any remaining claim or controversy shall be resolved through binding arbitration conducted by a single arbitrator in accordance with the American Arbitration Association (hereinafter "AAA") Commercial Arbitration Rules, then in effect, in San Diego County. If possible, the arbitrator shall be an attorney with at least fifteen (15) years' experience, including at least

five (5) year

4.10 experience in managed health care. The parties shall conduct a mandatory settlement conference at the initiation of arbitration, to be administered by AAA. The arbitrator shall have no authority to award damages or provide a remedy that would not be available to such prevailing party in a court of law or award punitive damages. Each party shall bear its own costs and expenses, including its own attorneys' fees, and shall bear an equal share of the arbitrator's and administrative fees. The parties agree to accept any decision by the arbitrator as a final determination of the matter in dispute, and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction. Arbitration must be initiated within one year of the earlier of the date the claim or controversy arose, was discovered, or should have been discovered with reasonable diligence; otherwise it shall be deemed waived. The use of binding arbitration shall not preclude a request for equitable and injunctive relief made to a court of appropriate jurisdiction.

4.11 Attachments. Each of the Attachments identified below is hereby made a part of this Agreement:

Attachment A - Clinical and Mental Health Services
Attachment B - Compensation Schedule
Attachment C – 2023-24 Academic Calendar

4.12 Notice. All notices required or permitted by this Agreement shall be in writing and may be delivered in person or may be sent by registered or certified mail or U.S. Postal Service Express Mail, with postage prepaid, or by Federal Express or other overnight courier that guarantees next day delivery, or by facsimile transmission, and shall be deemed sufficiently given if served in the manner specified in this Section. The addresses below shall be the particular party's address for delivery or mailing of notice purposes:

If to Vendor:

Quantgene
2940 Nebraska Ave
Santa Monica, CA 90404
Attention: CEO

If to District:

Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534
Attention: VP of Finance & Administration

The parties may change the names and addresses noted above through written notice in compliance with this Section. Any notice sent by registered or certified mail, return receipt requested, shall be deemed given on the date of delivery shown on the receipt card, or info delivery date is shown, the postmark date. Notices delivered by U.S. Postal Service Express

mail, Federal Express or overnight courier that guarantees next day delivery shall be deemed given twenty-four (24) hours after delivery of the notice to the United States Postal Service, Federal Express or overnight courier. If any notice is transmitted by facsimile transmission or similar means, the notice shall be deemed served or delivered on the date on the facsimile confirmation receipt of the transmission, provided a copy is also delivered via delivery or mail.

SIGNATURE AUTHORIZATION

The individual signing below on behalf of District acknowledges, warrants, and represents that said individual has the authority and proper authorization to execute this Agreement on behalf of District and does so freely with the intent to fully bind District to the provisions of this Agreement.

SIGNED:

District:

Pioneer Preventative Care Group
DBA as Quantgene:

By: 

By: 

Name: Susan Wheet

Name: Jonathan Richina, MD

Title: VP of Finance & Administration

Title: Medical Director

Date: 04/11/2023

Date: 4/11/2023

This agreement is not valid until approved by Solano Community College Governing Board
Date of Governing Board Meeting: 05/03/2023

ATTACHMENT A

Services

- Services Provided

- Giving health counseling and guidance services to students. Licensed health staff, e.g., registered nurse, will assess minor health problems and compliance with treatments of minor acute illnesses and assist in providing health services or obtaining health care as needed.
- Providing first aid to students who present to the mobile clinic during normal Student Health Center hours of operation, out of hours available on request.
- Providing over the counter medication (i.e., for colds, hay fever, flu, headaches, stomach aches, etc.)
- Providing pregnancy counseling and birth information, including pregnancy testing
- Providing and distributing health education materials supplied by many agencies through College Health Services.
- Providing health education and counseling on medical problems such as diabetes, heart condition, epilepsy, orthopedic, counseling concerning family planning, pregnancy, sexually transmitted diseases, and nutrition, etc., advising on resources available in the community.
- Performing common screening tests such as vision, hearing, blood pressure, and blood glucose.
- Providing information and referral regarding communicable disease control, adult immunizations (there may be times a limited supply of immunizations are available and given based on need).
- Administer TB skin and laboratory testing, results, and referrals for students and staff at all sites
- Administer flu vaccinations to students and staff at all sites
- Obtaining and maintaining confidential health records of patients.
- Providing virtual services to those students not on main campus
- Providing information and/or workshops on drug abuse prevention and communicable diseases.
- Setting up or operating special health screening clinics.
- Functioning as a liaison between College personnel and community health resources.
- Providing health education resources to counselors, instructors, and students.
- Providing communicable disease follow-up on tuberculosis, hepatitis, and other communicable disease reports in conjunction with the Solano County Department of Public Health.

ATTACHMENT B

Compensation

Mobile Clinic

- Mobile Clinic Unit
 - Fully equipped with all equipment, supplies and medicine \$2550 per week

Staffing

- Registered Nurse \$70 per hour
- Medical Assistant \$28 per hour

Additional Services as needed by Solano College

- MD Telehealth consultation \$97 per visit
- Tuberculosis (TB) Blood Test \$157 per test
- Rapid response COVID Testing
 - Rapid PCR (45 mins) \$47 per test
 - Antigen (20 mins) \$19 per test

Preventive Care - 20 Questions

Preventive care is the most proven way to protect your life, but 92% of Americans are missing the preventive care they need.

20 Questions is a tool designed for everyone that identifies preventive care needs.

- Gathers key health information utilizing a seamless clinical intake to produce personalized real-time results.
- Immediately outlines healthcare insights, preventive care needs, and correlating due dates for actionable steps
- Tracking functionalities allows patients to input appointment details for future reminders
- Designed for everyone with any medical background, regardless of where you are in your healthcare journey

In addition, educational institutions, employers, health plans, and government entities receive the **Apollo Dashboard** which provides the ability to track member's care gaps in real time, the cost for this is **\$0.50 per person per month** (negotiable).

- Gain key real-time insights into your members' care gaps on an aggregated level
- Customize dashboard views across preventive care screenings and demographics
- Understand pain points to identify strategic next steps

ATTACHMENT C

2023-24 Academic Calendar



Solano Community College District 2023-24 Academic Calendar

SUMMER 2023

JUNE 2023						
S	M	T	W	Th	F	S
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

FALL 2023

AUGUST 2023						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SPRING 2024

JANUARY 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JULY 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2024						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST 2023						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OCTOBER 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

MARCH 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Amended Calendar:
Added Juneteenth Holiday
6-19-2022

NOVEMBER 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

APRIL 2024						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER 2023						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MAY 2024						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

LEGEND

SUMMER 2023: June 12 – August 4	
Six-week Session: June 12 – July 21	
Eight-week Session: June 12 – August 4	
Juneteenth	June 19
Independence Day	July 4
FALL 2023: August 14 – December 15	
Eight-week Session I: August 14 – October 9	
Eight-week Session II: October 11 – December 8	
Professional Development Day	August 10
Professional Development Day (Required)	August 11
Labor Day	September 4
Professional Development Day	October 10
Veterans Day	November 10
Thanksgiving Day	November 23 – 26
Finals Week	December 9 – 15
Christmas	December 25
New Year's Day	January 1
No Classes	
SPRING 2024: January 16 – May 23	
Eight-week Session I: January 16 – March 12	
Eight-week Session II: March 15 – May 16	
Professional Development Day	January 11
Professional Development Day (Required)	January 12
Martin Luther King, Jr. Day	January 15
Lincoln Day	February 16
Washington Day	February 19
Professional Development Day	March 13-14
Spring Break	April 8-14
Finals Week (Starts Evening of May 16)	May 17-23
Memorial Day	May 27
Commencement	May 28
No Classes	
Holidays (campus closed)	

PROFESSIONAL DEVELOPMENT DAYS

Fall 2023	3
Spring 2024	4

WEEKEND CLASS DAYS INCLUDING FINALS

	Sat	Sun
Fall 2023	13	14
Spring 2024	15	15

NUMBER OF INSTRUCTIONAL DAYS (M-F)

	M	T	W	Th	F	Total
Fall 2023	16	16	16	16	15	79
Spring 2024	15	17	16	16	15	79

FINAL EXAMINATION DAYS (M-F)

	M	T	W	Th	F	Total
Fall 2023	1	1	1	1	1	5
Spring 2024	1	1	1	1	1	5

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

Approved by Governing Board 4/21/2021
Revised xxxxxxxx

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO MATRIX HG, INC., FOR
CONSTRUCTION SERVICES FOR THE CENTRAL PLANT
REPLACEMENT PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for a contract award to Matrix HG, Inc for the Central Plant Replacement Project on the Fairfield Campus. The scope of work includes labor, materials, equipment and supplies necessary for the removal and replacement of existing Central Plant Boilers, Chillers, and Cooling Tower. All associated plumbing, electrical, fire alarm, and low voltage scope is also included.

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: Remove and replace existing equipment

Government Code: NA Board Policy: NA Estimated Fiscal Impact: \$8,409,836.64 Measure Q Funds

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

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

April 24, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO MATRIX HG, INC., FOR
CONSTRUCTION SERVICES FOR THE CENTRAL PLANT
REPLACEMENT PROJECT**

CONTINUED FROM PREVIOUS PAGE

Sealed bids for this project were due on April 20, 2023. The District received a total of five (5) bids for the Central Plant Replacement Project.

Bids received were as follows:

<u>CONTRACTOR</u>	<u>BASE BID</u>	<u>TOTAL BID AMOUNT</u>
Matrix HG, Inc	\$ 7,861,788.00	\$ 8,409,836.64
Dowdle & Sons Mechanical	\$ 7,997,000.00	\$ 8,613,910.00
Mesa Energy Systems, Inc.	\$ 9,397,800.00	\$ 9,956,112.00
TNT Industrial Contractors Inc.	\$ 9,391,950.00	\$ 10,022,908.50
Frank M. Booth, Inc.	\$ 10,572,939.00	\$ 11,151,028.00

*Total Bid Amount includes Bid Alternate 001 – Pool Equipment Panelboards & Transformer

*Total Bid Amount includes Bid Alternate 002 – Temporary Boiler Rental

*Total Bid Amount includes a 3% Owners Allowance

It was determined that Matrix HG, Inc. submitted the lowest responsible and responsive Base Bid. It is recommended that the Board award a contract to Matrix HG, Inc. for the Total Bid Amount of \$8,409,836.64.

Note: The electric boilers of the “Dual Fuel” (Natural Gas & Electric) heating system was removed due to Manufacturer stoppage as the industry works to meet recent code upgrades. The electric boilers will be installed at a later date as a separate project once the Equipment is available and meets new code requirements. The natural gas boilers section will be installed under this project.

The contract and associated exhibits are 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 SALAS O'BRIEN FOR
COMMISSIONING SERVICES FOR THE CENTRAL
PLANT REPLACEMENT PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the award of a professional services contract to Salas O'Brien for Commissioning Services for the Central Plant Replacement Project on the Fairfield Campus. The scope of work includes providing professional services to act as the District's Commissioning Authority to verify building systems have been installed properly and perform as designed.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$58,200 Measure Q Bond Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheat
V.P., Finance & Administration

VICE PRESIDENT APPROVAL

April 24, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO SALAS O'BRIEN FOR
COMMISSIONING SERVICES FOR THE CENTRAL
PLANT REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The scope of the project is to modernize and partially electrify the heating system of the existing Central Plant on the Fairfield Campus. This includes the design and installation of new chillers, boilers, and cooling tower. This will be a hybrid system with greater efficiency and lower emissions.

A proposal was requested from Salas O'Brien based upon their successful completion of the project's Feasibility Study, and general understanding of the Fairfield Campus' Central Plant/ Infrastructure. Salas O'Brien is one of the firms in the District's approved MEP Consultant Pool, which was Board-approved at the May 1, 2019 Board Meeting.

Salas O'Brien is recommended for award of this contract for the Central Plant Replacement Project.

The Board is asked to approve a professional commissioning services contract to Salas O'Brien, in the amount not to exceed \$58,200.00.

The agreement 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 YOCHA DEHE WINTUN
NATION FOR TRIBAL MONITORING SERVICES FOR
VARIOUS PROJECTS

REQUESTED ACTION:

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

SUMMARY:

Board Approval is requested for contract award to Yocha Dehe Wintun Nation to provide cultural resources monitoring services to meet California Environmental Quality Act (CEQA) requirements for various Fairfield Campus projects including the Solar Energy Project, Central Plant Replacement Project, Substations #3 & #4 Replacement Project, and Early Learning Center Expansion Project.

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: Renovate and provide new instructional space and equipment.

Ed. Code:	Board Policy:	Estimated Fiscal Impact: \$111,000.00 Measure Q/State Funds
-----------	---------------	---

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

Lucky Lofton
VP, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7260

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

April 24, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO YOCHA DEHE WINTUN
NATION FOR TRIBAL MONITORING SERVICES FOR
VARIOUS PROJECTS**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Due to the potential for undiscovered cultural resources within the project area, the California Environmental Quality Act (CEQA) requires monitoring of ground disturbing construction activities by a Tribal Cultural Monitor.

Yocha Dehe Wintun Nation can trace its historical ties to land in the project area, and is considered the Most Likely Descendent tribe. The contract amount has been established to allow up to 1,325 hours of monitoring. However, consultant will bill only actual hours of monitoring required by construction ground disturbing activities.

The Projects included in this contract scope are:

- Central Plant Replacement
- Early Learning Center Expansion
- Solar Energy
- Substations #3 and #4 Replacement

The Board is asked to approve a contract to Yocha Dehe Wintun Nation in the amount of \$111,000.

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 JK ARCHITECTURE
ENGINEERING FOR THE AUTOTECH VEHICLE
DYNAMOMETER SYSTEMS EVALUATION AND
EXHAUST SYSTEM REPLACEMENT PROJECT

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the award of a professional services agreement to JK Architecture Engineering for Architectural Services on the Vallejo Campus Vehicle Dynamometer Systems Evaluation and Exhaust System Replacement Project. This project consists of an investigation of the current functional deficiencies within the Engine Dyno, and Chassis Dyno rooms. Consultant will provide preliminary design and engineering solutions.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$17,500 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

April 24, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO JK ARCHITECTURE
ENGINEERING FOR THE AUTOTECH VEHICLE
DYNAMOMETER SYSTEMS EVALUATION AND
EXHAUST SYSTEM REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This project consists of an investigation of the current functional deficiencies within the Engine Dyno, and Chassis Dyno rooms. JK Architecture Engineering will provide preliminary design and engineering services broken into Investigation and Project Design phases. Consultant will verify accuracy of record drawings, and conduct a visual field survey to produce a technical remedy. The equipment accessories in the Dyno rooms have previously caught fire, and are currently laid out in a way that does not support the academic needs of the curriculum.

An RFP (Request for Proposals) was issued to JK Architecture Engineering, a member of the District's Architectural Services Pool consultants, which was approved at the April 17, 2019 Board Meeting. The consultant was the Architect of Record for the original Autotech Design-Build Project. A committee reviewed the proposal and is recommending JK Architecture Engineering be awarded this contract. The proposal sufficiently addressed the requested outcomes of the RFP, and pricing is fair upon comparison of previous like projects.

The Board is asked to approve a professional services contract with JK Architecture Engineering in the amount not to exceed \$17,500.

The agreement 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 AMENDMENT #2 TO VLAMING AND ASSOCIATES, APC FOR PROJECT LABOR AGREEMENT COORDINATION SERVICES

REQUESTED ACTION:

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

SUMMARY:

On July 16, 2014 the Board approved a professional services contract to Vlaming and Associates to provide project labor management coordination services for administration of the College's Project Labor Agreement (PLA). On February 20, 2019 Amendment #1 was approved by the Board to extend the contract term.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: None

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

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

April 24, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #2 TO VLAMING AND ASSOCIATES, APC FOR PROJECT LABOR AGREEMENT COORDINATION SERVICES

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Since the approval of Amendment #1, additional projects subject to the Project Labor Agreement have been added to the Measure Q Bond Program Project List and the term of the contract needs to be extended.

Projects added to the Measure Q Bond Program Project List include:

- Substation #3 & #4 Replacement
- Fairfield Campus Solar PV System
- Central Plant Replacement

At this time, it is necessary to amend the contract to include the aforementioned projects and to extend the completion date to May 31, 2024.

The Board is asked to approve this no cost contract Amendment #2 to Vlaming and Associates, APC.

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

AMENDMENT #2 TO AGREEMENT

PARTIES

This SECOND Amendment to Agreement ("Amendment") is entered into between Solano Community College District ("District") and **Vlaming and Associates, APC** ("Consultant"), collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated July 16, 2014, for coordination services related to the District's Project Labor Agreement ("Project"); and

WHEREAS, District and Consultant amended the original Agreement on February 20, 2019; and

WHEREAS, District and Consultant desire to amend the Agreement to extend the completion date;

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

AGREEMENT

1. Section 2 of the Agreement is amended to read in its entirety:

Term. Consultant shall commence providing services under this Agreement on July 17, 2014 and will diligently perform as required and complete performance by May 31, 2024, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
2. Section 4.1 of the Agreement is amended to include the following Projects:
 - (a) Substation #3 & #4 Replacement
 - (b) Fairfield Campus Solar PV System
 - (c) Central Plant Replacement
3. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
4. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

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

Dated: _____, 2023

Dated: _____, 2023

**SOLANO COMMUNITY COLLEGE
DISTRICT**

Vlaming and Associates, APC

By: _____

By: _____

Print Name: Lucky Lofton
Print Title: V.P., Facilities and Executive
Bonds Manager

Print Name: _____
Print Title: _____

AGENDA ITEM 13
MEETING DATE May 3, 2023

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

TO: Members of the Governing Board

**SUBJECT: BOARD STUDY SESSION – DATA INFORMED DECISION
MAKING**

REQUESTED ACTION:

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

SUMMARY:

A presentation on Data Informed Decision Making will be provided at the May 3, 2023 Governing Board Meeting.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: None</i>
-------------------------	----------------------	--------------------------------------

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

David Williams
Vice President of Academic Affairs

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7000

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

April 25, 2023

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 14.(a)
MEETING DATE May 3, 2023

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

TO: Members of the Governing Board

**SUBJECT: FIRST READING OF REVISIONS TO BOARD POLICIES
3840, 3850, 3860, AND 3865**

REQUESTED ACTION:

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

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time Board Policies 3800, 3810, 3820, and 3830 are being presented for first reading. Board approval will be requested at the May 3, 2023 meeting.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy: 1000</i>	<i>Estimated Fiscal Impact: N/A</i>
------------------	---------------------------	-------------------------------------

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

707-864-7000

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

April 24, 2022

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

May 3, 2023

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

WORKPLACE VIOLENCE PLAN

3840

POLICY: The Governing Board is committed to providing a District work and learning environment that is free of violence and the threat of violence. The Governing Board's priority is the effective handling of critical workplace violence incidents, including those dealing with actual or potential violence.

The Superintendent/President or ~~his/her~~ **their** designee shall establish administrative procedures that assure that employees are informed regarding what actions will be considered violent acts, and requiring any employee who is the victim of any violent conduct in the workplace, or is a witness to violent conduct to report the incident, and that employees are informed that there will be no retaliation for such reporting.

**REFERENCES/
AUTHORITY:**

Cal-OSHA: Labor Code §§ 6300 et seq; 8 California Code of Regulations § 3203; "Workplace Violence Safety Act of 1994" (Code of Civil Procedures § 527.8 and Penal Code §§ 273.6 and 12021)

ADOPTED: October 18, 2006

REVISED: April 19, 2023

REVIEWED: 2008 – No Updates

SOLANO COMMUNITY COLLEGE DISTRICT

SAFETY

3850

POLICY:

The Superintendent/President or ~~his/her~~ **their** designee shall establish administrative procedures to ensure the safety of employees and students on District sites, including the following:

- Compliance with the United States Department of Transportation regulations implementing the Federal Omnibus Transportation Employee Testing Act of 1991. Specifically, the District shall comply with the regulations of the Federal Highway Administration (FHWA) and, if applicable, the Federal Transit Administration (FTA). Compliance with these policies and procedures may be a condition of employment.
- Establishment of an Injury and Illness Prevention Program in compliance with applicable OSHA regulations and State law. These procedures shall promote an active and aggressive program to reduce and/or control safety and health risks.
- Establishment of a Hazardous Material Communications Program, which shall include review of all chemicals or materials received by the District for hazardous properties, instruction for employees and students on the safe handling of such materials, and proper disposal methods for hazardous materials.
- Prohibition of the use of **all tobacco products district wide in all public buildings and not within 20 feet of the entrance to any building.**

REFERENCES/

AUTHORITY: (No Reference Cited)

ADOPTED: October 18, 2006

REVISED: April 19, 2023

REVIEWED: 2008 – No Updates

SOLANO COMMUNITY COLLEGE DISTRICT

REPORTING OF CRIMES

3860

POLICY: The Superintendent/President or ~~his/her~~ **their** designee shall assure that, as required by law, reports are prepared of all occurrences reported to the campus ~~police of~~ **Department of Public Safety** and arrests of crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Superintendent/President or ~~his/her~~ **their** designee shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

REFERENCES/

AUTHORITY: Education Code Section 67380

ADOPTED: October 18, 2006

REVISED: April 19, 2023

REVIEWED: 2008 – No Updates

SOLANO COMMUNITY COLLEGE DISTRICT

SEXUAL AND OTHER ASSAULTS ON CAMPUS

3865

POLICY: Any sexual assault or physical abuse, including, but not limited to, rape, as defined by California law, whether committed by an employee, student, or member of the public, that occurs on District property, is a violation of District policies and procedures, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. Students, faculty, and staff who may be victims of sexual and other assaults shall be treated with dignity and provided comprehensive assistance. The Superintendent/President or his/her ~~their~~ designee shall establish administrative procedures that ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment. The procedures for sexual assaults shall meet the criteria contained in EC 67385 and 34 C.F.R. § 668.46.

**REFERENCES/
AUTHORITY:**

Education Code Section 67385; the Jeanne Clery
Disclosure of Campus Security Policy and Campus
Criminal Statistics Act; 34 C.F.R. § 668.46.

ADOPTED: October 18, 2006

REVISED: April 19, 2023

REVIEWED: 2008 – no updates

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: ON-CAMPUS HOUSING PROJECT – BOARD
PRESENTATION

REQUESTED ACTION:

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

SUMMARY:

Scion Advisory Services and HPI Architecture, 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 work on the SB169 construction grant application and P3 (Public-Private Partnership) exploration. The SB 169 grant application will be brought to the Board for approval in June, and this presentation is to update the Board for their review and inquiry in advance.

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.

Ed. Code: NA	Board Policy: NA	Estimated Fiscal Impact: \$0
SUPERINTENDENT'S RECOMMENDATION:	<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
	<input checked="" type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE
Lucky Lofton V.P., Facilities and Executive Bonds Manager		
PRESENTER'S NAME		
4000 Suisun Valley Road Fairfield, CA 94534		
ADDRESS		
(707) 863-7855		
TELEPHONE NUMBER		
Lucky Lofton V.P., Facilities and Executive Bonds Manager		
VICE PRESIDENT APPROVAL		
April 24, 2023		
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		
Celia Esposito-Noy, Ed.D. Superintendent-President		
May 3, 2023		
DATE APPROVED BY SUPERINTENDENT-PRESIDENT		