

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NOTICE OF COMPLETION FOR CONSTRUCTION  
SERVICES FOR THE BUILDING 600 ACOUSTICAL  
INSULATION PROJECT

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for the Fairfield Campus Building 600 Acoustical Insulation Project Notice of Completion. On April 15, 2026, a contract in the amount of \$35,527.79 was awarded to Construction West Services, Inc. for the Building 600 Acoustical Insulation Project. The scope of work included removal of select portions of existing drywall and insulation, installation of new rigid foam board insulation, new drywall finish and finish paint.

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

- The project is inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contractor 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

Ed. Code: N/A Board Policy: N/A Estimated Fiscal Impact: None

**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) 863-7209

**TELEPHONE NUMBER**

Susan Wheet  
Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

July 1, 2026

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.  
Superintendent-President

July 15, 2026

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

RECORDING REQUESTED BY:

When recorded mail to:

Susan Wheet

Vice President, Finance & Administration

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: 7/15/2026
7. The Project Name & Number are Building 600 Acoustical Insulation Project
8. DSA Number (if applicable) N/A
9. The contractor for such work of modernization is Construction Services West, Inc.
10. The name of the contractor's Surety Co. is The Ohio Casualty Insurance Company
11. The date of contract between the contractor and the above owner is 4/15/2026
12. The street address of said property is 4000 Suisun Valley Road, Fairfield, California 94534
13. APN # 0027-242-110
14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Demolition of select walls for installation of acoustical insulation, including wall repair, patch and paint.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner – Dr. Kellie Sims Butler  
Solano Community College District

## Verification

I, undersigned, say:

I am Jason Yi, Project Manager

("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)