

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, August 23, 2010**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Vision Statement (Board of Trustees)**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

**Americans with Disabilities Acts (ADA)**

It is the intention of the Rancho Santiago Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

**A G E N D A**

**1.0 PROCEDURAL MATTERS**

**5:00 p.m.**

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the board's discretion, be referred to staff or placed on the next agenda for board consideration.

1.4 Approval of Minutes – Regular meeting of July 26, 2010

**Action**

1.5 Approval of Consent Calendar

**Action**

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (\*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.

- 1.6 Public Hearing – Continuing Education Faculty Association (CEFA)  
Initial Bargaining Proposal to the Rancho Santiago Community College  
District.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
  - Student recognition
  - Enrollment
  - Facilities
  - College activities
  - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
  - Student activities
- 2.5 Reports from Academic Senate Presidents
  - Senate meetings
- 2.6 Facilities Master Plan Update

## **RECESS TO CLOSED SESSION**

*Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public. (RSCCD)*

*Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)*

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957.b.1)
  - a. Part-time Faculty
  - b. Classified Staff
  - c. Student Workers
  - d. Professional Experts
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government code Section 54956.9[b]-[c])) – 3 cases
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Mr. John Didion, Exec Vice Chancellor, Human Resources and Educational Services  
Employee Organizations: Continuing Education Faculty Association
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

## **RECONVENE**

### **Issues discussed in Closed Session (Board Clerk)**

#### **Public Comment**

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

Please note the board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for board consideration.

### **3.0 HUMAN RESOURCES**

#### **3.1 Management/Academic Personnel**

Action

- Approval of Extensions of Interim Assignments
- Approval of Adjusted Effective Date for Appointment
- Approval of 2010-2011 Coordinator Assignments/Stipends for 175 Faculty
- Approval of 2010-2011 Coordinator Assignments/Stipends for 192 Day Faculty
- Approval of Appointments
- Approval of Hiring of Long-term Substitute Temporary Employee per Ed. Code 87482
- Approval of Interim Assignments
- Approval of Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Service

#### **3.2 Classified Personnel**

Action

- Approval of 2010-2011 CSEA Salary Schedule
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Positions
- Approval of Change in Salary Placement
- Ratification of Resignations/Retirements
- Approval of New Assignments
- Approval of Changes in Locations
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments

- 3.2 Classified Personnel – (cont.)
- Approval of Miscellaneous Positions
  - Approval of Instructional Associates/Associate Assistants
  - Approval of Community Service Presenters
  - Approval of Volunteers
  - Approval of Student Assistants
- 3.3 Rejection of Claim #10-0706DC  
The administration recommends the board authorize the chancellor or his designee to reject claim #10-0706DC. Action
- 3.4 Rejection of Claim #10-0712RH  
The administration recommends the board authorize the chancellor or his designee to reject claim #10-0712RH. Action
- 3.5 Authorization for Board Travel/Conferences Action  
The administration recommends approval of travel by board members as presented.

#### **4.0 INSTRUCTION**

- \*4.1 Approval of Adoption of Cooperative Work Experience Education Plan Action  
The administration recommends approval of the Cooperative Work Experience Education Plan and its submission to the state chancellor's office.
- \*4.2 Approval of Apprenticeship-Barbering Lease Agreement Action  
The administration recommends approval of the contract with Creation Salon for 2010-2011 as presented.
- \*4.3 Approval of Santiago Canyon College Community Services Program for Fall 2010 Action  
The administration recommends approval of the proposed Fall 2010 Community Services Program for Santiago Canyon College.
- \*4.4 Approval of Santa Ana College Community Services Program for Fall 2010 Action  
The administration recommends approval of the proposed Fall 2010 Community Services Program for Santa Ana College.

\* Item is included on the Consent Calendar, Item 1.5.

- \*4.5 Approval of New OTA Agreement – InJOY Life Resources, Inc. Action  
The administration recommends approval of this contract with InJOY Life Resources, Inc. in Bellflower, California.
- \*4.6 Approval of Renewal of Emergency Medical Technician Agreement with Schaefer Ambulance Action  
The administration recommends approval of this clinical affiliation agreement with Schaefer Ambulance in Santa Ana, California.
- \*4.7 Approval of Renewal of Emergency Medical Technician Agreement with Emergency Ambulance Action  
The administration recommends approval of this clinical affiliation agreement with Emergency Ambulance in Brea, California.
- \*4.8 Approval of Renewal of Emergency Medical Technician Agreement with Medix Ambulance Action  
The administration recommends approval of this clinical affiliation agreement with Medix Ambulance in Mission Viejo, California.
- \*4.9 Approval of Renewal of Emergency Medical Technician Agreement with Care Ambulance Action  
The administration recommends approval of this clinical affiliation agreement with Care Ambulance in Orange, California.
- \*4.10 Approval of Collaboration Agreement Between Rancho Santiago Community College District and Regents of University of California at Irvine-Graduate Student/Faculty Internship Program Action  
The administration recommends approval of the collaboration agreement with the Regents of the University of California of Irvine for the graduate student/faculty internship program.

## **5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

- \*5.1 Approval of Payment of Bills Action  
The administration recommends approval of the payment of bills for the period July 17, 2010, through August 13, 2010.
- \*5.2 Quarterly Investment Report as of June 30, 2010 Information  
The quarterly investment report as of March 31, 2009, is presented as Information.

- \*5.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for period Ended June 30, 2010 Action  
The administration recommends approval of CCFS-311Q for the period ending June 20, 2010, as presented.
- \*5.4 Approval of Agreement to Provide Civil Engineering Services at Santa Ana College Action  
The administration recommends approval of the proposal from Luzuriaga-Taylor, Inc. for civil engineering services at Santa Ana College as presented.
- \*5.5 Approval of Change Order #5 – Bid #1097 – General Construction for the Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #5, ISEC, Inc. for Bid #1097 for general construction for the Child Development Center at Santa Ana College as presented.
- \*5.6 Approval of Change Order #2 – Bid #1098 – Landscaping for Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #2, Nature Tech Landscaping, Inc. for Bid #1098 for landscaping for the Child Development Center at Santa Ana College as presented.
- \*5.7 Approval of Change Order #5 – Bid #1102 – Drywall and Plastering at Child Development Center at Santa Ana College Action  
The administration recommends approval of Change Order #5, Insul Drywall and Plastering, Inc. for Bid #1102 for drywall and plastering at the Child Development Center at Santa Ana College as presented.
- \*5.8 Approval of Change Order #2 – Bid #1108 – Painting of Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #2, Kronos Painting, Inc. for Bid #1108 for painting of the Child Development Center at Santa Ana College as presented.
- \*5.9 Approval of Change Order #3 - Bid #1122 – Glass and Glazing at Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #3, E & R Glass Contractors for Bid #1122 for glass and glazing at the Child Development Center at Santa Ana College as presented.

\* Item is included on the Consent Calendar, Item 1.5.

- \*5.10 Approval of Change Order #2 - Bid #1124 - HVAC at Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #2, APEX Construction, Inc. for Bid #1124 for HVAC at the Child Development Center at Santa Ana College as presented.
- \*5.11 Approval of Change Order #5 - Bid #1129 – Electrical at the Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #5, EMAE International, Inc. for Bid #1129 for electrical at the Child Development Center at Santa Ana College as presented.
- \*5.12 Approval of Change Order #2 for Bid #1156 – Renovation of Child Development Center at Centennial Education Center Action  
The administration recommends approval of change order #2, MDE Group, Inc. for Bid #1156 for renovation of the Child Development Center at Centennial Education Center as presented.
- \*5.13 Approval of Notice of Completion – Bid #1055 – Repair and Resurface of Parking Lot #7 at Santa Ana College Action  
The administration recommends approval of the notice of completion for the repair and resurfacing of parking lot #7 at Santa Ana College as presented.
- \*5.14 Approval of Architect Change Order – SCC Humanities Building Action  
The administration recommends approval of the request for additional services in the amount of \$17,000 to LPA Architects to cover the district's request to add solar panels to the Santiago Canyon College Humanities Building as presented.
- \*5.15 Approval of Architect Change Order – SCC Maintenance & Operations Building Action  
The administration recommends approval of the request for additional services in the amount of \$97,250 plus added reimbursables of \$9,725 to LPA Architects to cover schedule delays in the construction of the maintenance & operations building at Santiago Canyon College as presented.
- \*5.16 Approval of Award of Bid #1149 – Equipment and Furnishings for Athletic and Aquatics Center at Santiago Canyon College Action  
The administration recommends the board award Bid #1149 for the equipment and furnishings for the athletic and aquatic center at Santiago Canyon College to Herk Edwards as presented.

- \*5.17 Approval of Change Order #4 – Bid #1058 – Concrete for Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #4, Angeles Contractor, Inc., for Bid #1058 for concrete for the science building at Santiago Canyon College as presented.
- \*5.18 Approval of Change Order #3 – Bid #1060 – Casework and Fixtures for Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #3, Dow Diversified, Inc. for Bid #1060 for casework and fixtures in the Santiago Canyon College science building as presented.
- \*5.19 Approval of Change Order #5 – Bid #1064 – Electrical for Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #5, Baker Electric for Bid #1064 for electrical in the science building at Santiago Canyon College as presented.
- \*5.20 Approval of Change Order #2 - Bid #1065 – HVAC for Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #2, Athena Engineering, Inc. for Bid #1065 for HVAC for the Santiago Canyon College science building as presented.
- \*5.21 Approval of Amended Change Order #5 - Bid #1076 – Glass/Glazing for Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #5, Best Contracting Services, for Bid #1076 for glass and glazing for the Santiago Canyon College science building as presented.
- \*5.22 Approval of Change Order #5 - Bid #1076 – Glass/Glazing for the Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #5 for Best Contracting Services for Bid #1076 for glass and glazing for the science building at Santiago Canyon College as presented.
- \*5.23 Approval of Extension and Name Change to Capistrano Unified School District's Bid #0708-05 Action  
The administration recommends approval of the continuation of the district's participation in the Capistrano Unified School District Bid #0708-05, including extension through June 30, 2011, and name change from Collins & Aikman Flooring, Inc. to Tandus Flooring, Inc. and future extension as presented.

- \*5.24 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period July 10, 2010 through August 6, 2010.
- 5.25 Acceptance of Resignation/Appointment for Measure E Citizens' Bond Oversight Committee Action  
The administration recommends approval of the resignation of Mr. Darin Woinarowicz and the appointment of Ms. Shelly Berryman to Citizens' Bond Oversight Committee as the business representative for a two-year term as presented.
- 5.26 Approval of Five Year Construction Plan (2012-2016) Action  
The administration recommends approval of the Five Year Construction Plan (2012-16) as presented.

## **6.0 GENERAL**

- \*6.1 Approval of Resource Development Items Action  
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- |   |           |
|---|-----------|
| - Job Tech Center – Green Economy Training (DO)                 | \$201,648 |
| - SBDC – Latino Training Assistance Program (TAP) (DO)          | \$ 50,000 |
| - Saint Joseph Hospital – Clinical Training (SAC)               | \$117,464 |
| - USDA – Partnerships for Transfer Success Program (PTSP) (SAC) | \$290,000 |
- \*6.2 Approval of Subcontract Agreement (DO-10-013) Between RSCCD and Central County Regional Occupational Program (CCROP) for 2009-2012 Workforce Innovation Partnership Grant Action  
The administration recommends approval of the subcontract agreement between the district and CCROP for the 2009-2012 Workforce Innovation Partnership Grant and the Vice Chancellor, Business/Fiscal Services or his designee be authorized to sign the subcontract agreement.
- \*6.3 Approval of 3<sup>rd</sup> Amendment to Subcontract Agreement (DO-09-006) between RSCCD and Central County ROP Action  
The administration recommends approval of the 3<sup>rd</sup> amendment to the subcontract agreement and the Vice Chancellor, Business/Fiscal Service be authorized to sign the subcontract agreement.

\* Item is included on the Consent Calendar, Item 1.5.

6.4 Approval of Appointment to Community College League of California (CCLC) Advisory Committee on Legislation (ACL) Action

It is requested that the board approve Trustee Hanna's appointment to the CCLC Advisory Committee on Legislation during the 2010-2011 calendar year.

6.5 Appointment of a RSCCD Community Representative (2010-2011) to The Orange County Community Colleges Legislative Task Force (OCLTF) Action

It is recommended that the board select a community representative to serve on the 2010-2011 task force.

6.6 Board Member Comments

**7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on September 13, 2010.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees (Regular meeting)**

**Monday, July 26, 2010**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. John Hanna, Mr. Nathan Selvidge, Ms. Lisa Woolery, and Mr. Phillip Yarbrough. Mr. Brian Conley was not in attendance due to illness. Mr. Mark McLoughlin arrived at the time noted.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Nadia Lopez, Student President at Santa Ana College.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Hanna, and carried unanimously to approve the minutes of the regular meeting held June 21, 2010, and the special meeting held June 29, 2010.

1.5 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Hanna, and carried unanimously to approve the recommended action on the following items on the Consent Calendar (as indicated by an asterisk on the agenda) with the exception of Item 4.1 (Renewal of Nursing Agreement – Children’s Hospital of Orange County – With Instructor), Item 6.2 (Resolution No. 10-18 – California Department of Education [CCTR-0192]), and Item 6.3 (Resolution No. 10-19 – California Department of Education [CCAP-9050]) removed from the Consent Calendar by Mr. McLoughlin, and Item 5.35 (Bid #1157 – Purchase of Olympus Microscopes and Components), Item 5.36 (Bid #1160-Purchase of Miscellaneous Science Equipment and Supplies), and Item 5.38 (Purchase Orders) removed by Mr. Hanna.

Mr. Didion informed the board of the following correction to Item 5.19 (Award of Bid #1150 for Swimming Pool for Athletic/Aquatic Center at Santiago Canyon College): The administration recommends approval of awarding Bid #1150 for the swimming pool for the Athletic/Aquatic Center at SCC to Nadar, Inc., as presented.

It was moved by Mr. Yarbrough, seconded by Mr. Hanna, and carried unanimously to accept the abovementioned correction to Item 5.19.

The following items are approved as part of the Consent Calendar:

4.2 Approval of Renewal of Nursing, Pharmacy Technician, Occupational Therapy Assistant, and Speech Agreement – Children’s Hospital of Orange County – Without Instructor

The board approved this clinical affiliation agreement renewal with Children’s Hospital of Orange County.

4.3 Approval of Renewal of Nursing Agreement – Children’s Hospital at Mission  
The board approved this clinical affiliation agreement renewal with Children’s Hospital at Mission.

4.4 Approval of Speech-Language Pathology Assistant Program Agreement with Spectrum Speech and Feeding, LLC

The board approved the Speech-Language Pathology Assistant Program agreement with Spectrum Speech and Feeding, LLC in Newport Beach, California.

4.5 Approval of Speech-Language Pathology Assistant Program Agreement with Language and Speech Therapy

The board approved the Speech-Language Pathology Assistant Program agreement with Language and Speech Therapy in Garden Grove, California.

4.6 Approval of New Pharmacy Technology Agreement – Newport Bay Hospital

The board approved this contract with Newport Bay Hospital in Newport Beach, California.

4.7 Approval of New Pharmacy Technology Agreement – Procure Pharmacy

The board approved this contract with Procure Pharmacy in Garden Grove, California.

4.8 Approval of Clinical Affiliation Agreement for Athletic Training: California State University Long Beach

The board approved this affiliation agreement with California State University Long Beach in California.

1.5 Approval of Consent Calendar – (cont.)

4.9 Approval of New Pharmacy Technology Agreement – Veterans Affairs Greater Los Angeles Healthcare System

The board approved this contract with Veterans Affairs Greater Los Angeles Healthcare System in Los Angeles, California.

\*\*4.10 Approval of RSCCD Agreement with Credentials, Inc. – Automation of Online Transcript Process and Software License

The board approved the service agreement with Credentials, Inc., on behalf of Santa Ana College and Santiago Canyon College.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Contract Renewal – Chancellor’s Office Tax Offset Program

The board authorized renewal of the COTOP contract with the State Chancellor’s Office as presented.

5.3 Approval of HMC Architectural Services for IPP/FPP Updates and Preparation of Five Year Construction Plan for Submittal to State Chancellor’s Office

The board approved three proposals from HMC Architects as submitted for a total fee of \$27,000 as presented.

5.4 Approval of Architectural Services with R2A Architecture for Building Analysis Services at Orange Education Center

The board approved the proposal for phase one architectural services with R2A Architecture for \$54,113 plus reimbursable expenses not to exceed \$7,600 as presented.

5.5 Approval of Engineering Services with P2S Engineering, Inc. for Energy Conservation Study for Santa Ana College

The board approved the proposal for engineering services with P2S Engineering for \$72,500 as presented.

5.6 Approval of Additional Architectural Services for Child Development Center at Santa Ana College

The board approved additional services provided by Harley Ellis Devereaux for \$14,000 as presented.

\*\*This item was reconsidered under 4.0 INSTRUCTION

1.5 Approval of Consent Calendar – (cont.)

5.7 Approval of Awarding Bid #1163 for ADA Upgrades at Baseball Complex at Santa Ana College

The board approved awarding Bid #1163 for ADA upgrades to the baseball complex at SAC to B-One Construction Company as presented.

5.8 Approval of Proposal for Pre-Construction Services for Santa Ana College Infrastructure Repair and Site Improvements

The board approved the additional pre-construction management services for Bernards Management Services as presented.

5.9 Approval of Reimbursable Costs for Bernards Management Services for Child Development Center at Santa Ana College

The board approved additional operating costs for Bernards Management Services as presented.

5.10 Approval of Final Parcel Map for Santa Ana College

The board approved the agreement with Stantec Engineers to provide a final parcel map for SAC as provided.

5.11 Approval of Change Order #4 for Bid #1097 for General Construction for Child Development Center at Santa Ana College

The board approved change order #4 for ISEC, Inc. for Bid #1097 for general construction for the Child Development Center at SAC as presented.

5.12 Approval of Change Order #1 for Bid #1098 for Landscaping for Child Development Center at Santa Ana College

The board approved change order #1 for Nature Tech Landscaping, Inc., for Bid #1098 for landscaping of the Child Development Center at SAC as presented.

5.13 Approval of Change Order #4 for Bid #1102 for Drywall and Plastering at Child Development Center at Santa Ana College.

The board approved change order #4 for Insul Drywall and Plastering, Inc., for Bid #1102 for drywall and plastering at the Child Development Center at SAC as presented.

5.14 Approval of Change Order #1 for Bid #1108 for Painting of the Child Development Center at Santa Ana College

The board approved change order #1 for Kronos Painting, Inc., for Bid #1108 for painting of the Child Development Center at SAC as presented.

5.15 Approval of Change Order #2 for Bid #1109 for Plumbing for Child Development Center at Santa Ana College

The board approved change order #2 for J.M. Farnan Company, Inc., for Bid #1109 for plumbing for the SAC Child Development Center as presented.

1.5 Approval of Consent Calendar – (cont.)

5.16 Approval of Change Order #3 for Bid #1121 for Structural Steel at Child Development Center at Santa Ana College

The board approved change order #3 for Columbia Steel, Inc., for Bid #1121 for structural steel for the Child Development Center at SAC as presented.

5.17 Approval of Change Order #2 for Bid #1122 for Glass and Glazing at Child Development Center at Santa Ana College

The board approved change order #2 for E & R Glass Contractors for Bid #1122 for glass and glazing at the Child Development Center at SAC as presented.

5.18 Approval of Change Order #1 for Bid #1123 for Flooring for Child Development Center at Santa Ana College

The board approved change order #1 for Precision Floor Covering for Bid #1123 for flooring for the Child Development Center at SAC.

5.19 Approval of Award of Bid #1150 for Swimming Pool for Athletic/Aquatic Center at Santiago Canyon College

The board approved awarding Bid #1150 for the swimming pool for the Athletic/Aquatic Center at SCC to Nadal, Inc., as presented.

5.20 Approval of Additional Emergency Repairs to the Main Electrical Duct Bank at Science Building at Santiago Canyon College

The board approved additional emergency repairs as presented in Exhibit A (attached to the agenda) in the amount of \$99,965.58.

5.21 Approval of Amended Change Order #2 for Bid #1055 for Concrete for Science Building (Bond Portion) at Santiago Canyon College (Item 5.7 on May 10, 2010, agenda)

The board approved amended change order #2 for Angeles Contractor, Inc., for Bid #1055 for concrete for the science building at SCC as presented.

5.22 Approval of Change Order #3 for Bid #1055 for Concrete for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #3 for Angeles Contractor, Inc., for Bid #1055 for concrete for the science building at SCC as presented.

5.23 Approval of Amended Change Order #3 for Bid #1055 for Concrete for Science Building (State Portion) at Santiago Canyon College (Item 5.8 on May 10, 2010, agenda)

The board approved amended change order #3 for Angeles Contractor, Inc., for Bid #1055 for concrete for the science building at SCC as presented.

1.5 Approval of Consent Calendar – (cont.)

5.24 Approval of Change Order #4 for Bid #1055 for Concrete for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #4 for Angeles Contractor, Inc., for Bid #1055 for concrete for the science building at SCC as presented.

5.25 Approval of Change Order #4 for Bid #1055 for Concrete for Science Building (State Portion) at Santiago Canyon College

The board approved change order #4 for Angeles Contractor, Inc., for Bid #1055 for concrete for the science building at SCC as presented.

5.26 Approval of Change Order #3 for Bid #1058 for Concrete for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #3 for Angeles Contractor, Inc., for Bid #1058 for concrete for the science building at SCC as presented.

5.27 Approval of Change Order #4 for Bid #1058 for Concrete for Science Building (State Portion) at Santiago Canyon College

The board approved change order #4 for Angeles Contractor, Inc., for Bid #1058 for concrete for the science building at SCC as presented.

5.28 Approval of Change Order #5 for Bid #1058 for Concrete for Science Building (State Portion) at Santiago Canyon College

The board approved change order #5 for Angeles Contractor, Inc., for Bid #1058 for concrete for the science building at SCC as presented.

5.29 Approval of Change Order #2 for Bid #1065 for HVAC for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #2 for Athena Engineering, Inc., for Bid #1065 for HVAC for the science building at SCC as presented.

5.30 Approval of Change Order #4 for Bid #1076 for Glass and Glazing for Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #4 for Best Contracting Services for Bid #1076 for glass and glazing for the science building at SCC as presented.

5.31 Approval of Change Order #4 for Bid #1076 for Glass and Glazing for Science Building (State Portion) at Santiago Canyon College

The board approved change order #4 for Best Contracting Services for Bid #1076 for glass and glazing for the science building at SCC as presented.

5.32 Approval of Change Order #5 for Bid #1078 for Maintenance & Operations (M & O) Building and Parking Lot at Santiago Canyon College

The board approved change order #5 for MEPCO Services, Inc., for Bid #1078 for construction of M & O building and parking lot at SCC as presented.

1.5 Approval of Consent Calendar – (cont.)

5.33 Approval of Change Order #6 for Bid #1078 for Maintenance & Operations Building and Parking Lot at Santiago Canyon College

The board approved change order #6 for MEPCO Services, Inc., for Bid #1078 for construction of M & O building and parking lot at SCC as presented.

5.34 Approval of Change Order #1 for Bid #1151 for SCC Santiago Canyon Road Entry and Parking Lot (DSA #04-110566)

The board approved change order #1 for Southern California Grading for Bid #1151 for earthwork for the Humanities Building, Athletic/Aquatic Center, Santiago Canyon Road Entry and Parking Lot, Chapman Avenue Entry and Learning Resource Center (LRC) Parking and Loop Road Extension projects at Santiago Canyon College.

5.37 Approval of Bid #1162 – Elevator Repair and Maintenance Service

The board accepted the bid and approved awarding the contract including renewals to Omega Elevator Corporation to provide repair and maintenance service to district-owned elevators as presented.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- Matriculation Non-Credit – <i>Reduction</i> (SAC/SCC)	-\$ 38,871
- Career and Technical Education Act (CTEA) Title I-C (District Operations/SAC/SCC)	\$1,776,360
- Career and Technical Education (CTE) – Tech Prep Consortium (SAC/SCC)	\$ 139,416
- Community College Open Learning Initiative (SAC)	\$ 4,932
- Family-Owned Business Forum (DO)	\$ 6,000
- Math, Science, and Engineering Achievement (MESA) Program (SAC)	\$ 50,568
- Santa Ana Middle College High School (SAC)	\$ 84,604
- VATAP (Vietnamese American Technical Assistance Program) (District) – Year 1 of 2	\$ 50,000

6.4 Second Amendment to Subcontract Agreement (DO-09-006) between RSCCD and Central County Regional Occupational Program (CCROP) for the Career Technical Education (CTE) Community Collaborative – Workforce Innovation Partnership Grant

The board approved the amendment to the subcontract agreement and authorized the Vice Chancellor, Business Operations & Fiscal Services or his designee to sign the amendment.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

### **2.1 Report from Chancellor**

Mr. John Didion, Interim Chancellor, provided a report to the board.

### **2.2 Reports from College Presidents**

Dr. Erlinda Martinez, President, Santa Ana College (SAC), was not in attendance; therefore, Mr. Juan Vázquez, President, Santiago Canyon College (SCC), provided a report to the board on behalf of both colleges.

### **2.3 Report from Student Trustee**

Mr. Nathan Selvidge provided a report to the board.

### **2.4 Reports from Student Presidents**

The following student presidents provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Mr. Kevin Dilger, Student President, Santiago Canyon College  
Ms. Nadia Lopez, Student President, Santa Ana College

### **2.5 Reports from Academic Senate Presidents**

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

### **2.6 Informational Presentation on the Budget**

No presentation on the budget was provided since a new budget for California has not been approved.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 5:22 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Part-time Faculty
  - b. Classified Staff
  - c. Student Workers
  - d. Professional Experts
  - e. Other Educational and Classified Administrators

2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services  
Employee Organizations: Faculty Association of Rancho Santiago Community College District  
California School Employees Association, Chapter 579  
Continuing Education Faculty Association  
Child Development Centers Teachers Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

### **RECONVENE**

The board reconvened at 5:44 p.m.

#### **Closed Session Report**

Mr. Yarbrough reported the board discussed the abovementioned items, and took action to remove Ms. Sallie Salinas from the 39-month re-employment list.

#### **Public Comment**

There were no public comments.

### **3.0 HUMAN RESOURCES**

#### **3.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve Interim to Permanent Assignments
- Approve Interim Assignments
- Ratify Resignations/Retirements
- Approve 2010-2011 Athletic Coaching Assignments/Stipends
- Approve 2010-2011 Contract Extension Days
- Approve 2010-2011 Coordinator Assignments/Stipends for 192/225 Day Faculty
- Approve Permission to Accept Outside Assignments
- Approve Extension of Interim Assignments

3.1 Management/Academic Personnel - (cont.)

- Approve Changes of Locations
- Approve Leaves of Absence
- Approve Adjusted Dates for Leaves of Absence
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

3.2 Classified Personnel

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the following action on the classified personnel docket:

- Approve Miscellaneous Pay Schedule 2010-2011
- Approve Voluntary Furloughs
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve Changes in Locations
- Ratify Resignations/Retirements
- Approve New Assignments
- Approve Changes of Assignments
- Approve Temporary to Hourly On Going Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters/Stipends
- Approve Volunteers
- Approve Student Assistant Lists

3.3 Adoption of Resolution No. 10-16 regarding Reduction in Force of Classified Staff

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to adopt Resolution No. 10-16 as revised.

3.4 Approval of Agreement with Liebert Cassidy Whitmore for Management Training and Legal Services

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to authorize the chancellor to renew the agreement with Liebert Cassidy Whitmore for the 2010-2011 fiscal year.

3.5 Presentation of Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to receive this bargaining proposal and schedule a public hearing for August 23, 2010.

3.6 Approval of Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and California School Employees Association, Chapter 579

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the successor three-year agreement with the California School Employees Association, Chapter 579, for the period of July 1, 2010, through June 30, 2013.

3.7 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the submitted conference and travel by a board member.

**4.0 INSTRUCTION**

Item 4.2 through 4.9 were approved as part of Item 1.5 (Consent Calendar).

4.1 Approval of Renewal of Nursing Agreement – Children’s Hospital of Orange County – With Instructor

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve this clinical affiliation agreement renewal with Children’s Hospital of Orange County.

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to reconsider Item 4.10 at this time.

4.10 Approval of RSCCD Agreement with Credentials, Inc. – Automation of Online Transcript Process and Software License

It was moved by Mr. Yarbrough and seconded by Mr. McLoughlin to approve the service agreement with Credentials, Inc., on behalf of Santa Ana College and Santiago Canyon College. Discussion ensued. The motion carried unanimously.

**5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 5.1 through 5.34, and 5.37 were approved as part of Item 1.5 (Consent Calendar).

5.35 Approval of Bid #1157 – Purchase of Olympus (or equal) Microscopes and Components

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to accept the bids and approve Bid #1157 for the purchase of Olympus microscopes and components to Olympus America as presented. Discussion ensued. The motion carried unanimously.

5.36 Approval of Bid #1160 – Purchase of Miscellaneous Science Equipment and Supplies

It was moved by Mr. Yarbrough and seconded by Mr. Hanna to accept the bids and approve awarding the bids to Fisher Scientific, Pasco Scientific, Sargent Welch, Wards Natural Science, Carolina Biological, Science Kit, Frey Scientific, and Parco Scientific for Bid #1160 – Purchase of Miscellaneous science equipment and supplies as presented. Discussion ensued. The motion carried unanimously.

5.38 Approval of Purchase Orders

It was moved by Mr. Yarbrough and seconded by Ms. Woolery to approve the purchase order listing for the period June 6, 2010, through July 9, 2010. Discussion ensued. The motion carried unanimously.

**6.0 GENERAL**

Items 6.1 and 6.4 were approved as part of Item 1.5 (Consent Calendar).

6.2 Adoption of Resolution No. 10-18 – California Department of Education (CCTR-0192)

It was moved by Mr. Yarbrough and seconded by Ms. Woolery to approve the resolution agreement with the California Department of Education which authorizes the chancellor or his designee to sign the contract documents for the 2010-2011 fiscal year. Discussion ensued. The motion carried unanimously.

6.3 Adoption of Resolution No. 10-19 – California Department of Education (CCAP-9050)

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve the resolution agreement with the California Department of Education which authorizes the chancellor or his designee to sign the contract documents for the 2009-2010 and 2010-2011 fiscal years.

6.5 Adoption of Revisions to Board Policies 9007 – Officers of the Board and 9013 – Annual Organizational Meeting

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to adopt revisions to Board Policies 9007 – Officers of the Board and 9013 – Annual Organization Meeting.

6.6 Adoption of Resolution No. 10-17 in Support of College Foundations

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to adopt Resolution No. 10-17 in support of college foundations.

6.7 Adoption of Board of Trustees Annual Self-Evaluation Timeline for 2010

It was moved by Mr. Yarbrough and seconded by Ms. Woolery to adopt the 2010 self-evaluation timeline (attached to agenda).

Mr. Didion offered the following as an alternative timeline:

October 25, 2010	Board approves recommendations from the Board Policy Committee regarding the self-evaluation instrument and list of designated individuals who will receive a copy of the instrument.
October 26, 2010 – November 3, 2010	Designated individuals provide input to the board using the self-evaluation instrument.
November 8, 2010	Board conducts annual self-evaluation meeting (Special Board Meeting)
November 9, 2010 - November 12, 2010	Board members complete self-evaluation instrument.
November 15, 2010	Board reviews and discusses tabulated self-evaluation results.

It was moved by Mr. Yarbrough and seconded by Ms. Woolery to substitute the original motion to adopt the 2010 alternative self-evaluation timeline proposed by Mr. Didion. Discussion ensued. The motion carried unanimously.

6.8 Reports from Board Committees

Mr. Hanna provided a report on the July 26, 2010, Board Facilities Committee meeting.

6.9 Board Member Comments

On behalf of students, Mr. Selvidge thanked the board for adopting Resolution No. 10-17 in support of college foundations.

Dr. Chapel and Mr. Yarbrough expressed get well wishes to Mr. Conley who has knee surgery scheduled for July 27.

Mr. Yarbrough reported he recently attended the Science Center dedication at SCC.

Mr. McLoughlin gave a brief report on the recent RSCCD Foundation Board meeting.

Mr. McLoughlin asked Mr. Labrado to close today's meeting in memory of Pamela Vázquez.

Mr. Hanna reported on a recent meeting with Assemblyman Curt Hagman. He thanked Ms. Weidner and Mr. Sean Fitzgerald for their participation at the meeting.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on August 23, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:06 p.m. in memory of Mrs. Pamela Vázquez, Mr. Juan Vázquez' beloved wife.

Respectfully submitted,

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John Didion  
Interim Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: August 23, 2010

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET  
MANAGEMENT/ACADEMIC  
August 23, 2010

MANAGEMENT

Extension of Interim Assignment

Tran, Sheena  
Interim Project Manager  
Fiscal Services  
District

Effective: July 1, 2010 – June 30, 2011  
Salary Placement: E-3 \$8,436/Month  
(No Change)

Adjusted Effective Date for Appointment

Roessler, Michael  
Director, Statewide Business/  
Entrepreneurship Initiative  
Educational Services  
District

Effective: November 8, 2010

FACULTY

2010/2011 Coordinator Assignments/Stipends for 175 Day Faculty/Attachment #1

2010/2011 Coordinator Assignment/Stipend for 192 Day Faculty

Mugica, Yolanda  
Coordinator, MESA Program  
Counseling Division  
Santa Ana College

Effective: July 26, 2010 – June 5, 2011  
Stipend Amount: \$1,000.00/Year

Appointments

Cruz, Ana  
Associate Teacher  
SAC East Child Development Center  
Child Development Services  
District

Effective: August 25, 2010  
Salary Placement: T/AT-1 \$22,257/Year

Guerra, Maria  
Teacher  
SAC East Child Development Center  
Child Development Services  
District

Effective: August 25, 2010  
Salary Placement: T/BA-1 \$32,089/Year

FACULTY (CONT'D)

Hiring of Long-term Substitute Temporary Employee per E.C. 87482

Bowden, Katherine  
Health Services Nurse  
Health and Wellness Center  
Special Services Division  
Santa Ana College

Effective: August 16, 2010  
Placement: I-4 \$46.17/Hour

Interim Assignment

Jorquera, Paz  
Acting Master Teacher/50%  
CEC Child Development Center  
Child Development Services  
District

Effective: August 25, 2010  
Salary Placement: MT/AA-1 \$35,364/Year  
(Prorate at 50% Concurrent with Regular  
Teacher Assignment at 50%)

Stipends

Martino, Danielle  
Assistant Professor, Astronomy  
Math and Science Division  
Santiago Canyon College

Effective: May 28, 2010  
Amount: \$150.00  
Reason: Assessment Workshop  
(SLO Grant)

Quimzon, Eden  
Associate Professor, ESL  
Continuing Education Division/OEC  
Santiago Canyon College

Effective: August 23, 2010  
Amount: \$1,000.00  
Reason: Program Facilitation  
(BSI Grant)

Roe, Maureen  
Professor, English  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: August 16, 2010  
Amount: \$1,000.00  
Reason: Program Facilitation  
(BSI Grant)

Williams, Alison  
Associate Professor, Math  
Math and Science Division  
Santiago Canyon College

Effective: August 23, 2010  
Amount: \$1,000.00  
Reason: Program Facilitation  
(BSI Grant)

**FACULTY (CONT'D)**

*Part-time/Hourly Hires/Rehires*

Arambula, Alicia  
Instructor, Human Development (equivalency)  
Human Services and Technology Division  
Santa Ana College

Effective: August 23, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32

Beach, Alyssa  
Instructor, Earth Science/Geology (equivalency)  
Science and Math Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.72

Bradley, Kyle  
Instructor, Math  
Science and Math Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Chao, Iris  
Instructor, English  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: August 16, 2010  
Hourly Lecture Rate: III-3 \$57.03

Courtney, Kristin  
Psychology Intern  
DSPS/Psychological Services  
Special Services  
Santa Ana College

Effective: August 16, 2010 – June 30, 2011  
Stipend Amount: \$20,000.00

Galima, Lenie  
Instructor, Mathematics  
Science and Math Division  
Santa Ana College

Effective: August 26, 2010  
Hourly Lecture/Lab Rate: III-3 \$57.03/\$48.48

Hoang, Khanh-Ngan  
Counselor, DSPS/Work Ability III  
Special Services  
Santa Ana College

Effective: August 16, 2010  
Hourly Lab Rate: II-3 \$46.17

**FACULTY (CONT'D)**

*Part-time/Hourly Hires/Rehires (cont'd)*

Howell, Sean  
Instructor, Criminal Justice (equivalency)  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.73/\$43.97

Hubbard, Catherine  
Psychology Intern  
DSPS/Psychological Services  
Special Services  
Santa Ana College

Effective: August 16, 2010 – June 30, 2011  
Stipend Amount: \$20,000.00

Jones, Louise  
Instructor, Nursing  
Science and Math Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lab Rate: I-3 \$43.97

Jones, Vanessa  
Instructor, Mathematics  
Science and Math Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Keyser, Victoria  
Psychology Intern  
DSPS/Psychological Services  
Special Services  
Santa Ana College

Effective: August 16, 2010 - June 30, 2011  
Stipend Amount: \$20,000.00

Kuang, Jessica  
Instructor, Math  
Science and Math Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture Rate: III-3 \$57.03

Ledbetter, Christopher  
Instructor, Criminal Justice Academies  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010  
Hourly Lecture/Lab Rate: I-3 \$ 51.73/\$43.97

**FACULTY (CONT'D)**

*Part-time/Hourly Hires/Rehires (cont'd)*

Lewis, Lindsay  
Instructor, Mathematics  
Science, Math and Health Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Lindenstein, Nicole  
Instructor, Modern Languages  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: August 16, 2010  
Hourly Lecture Rate: III-3 \$57.03

Luke, Becki  
Instructor, Vocational/Business Skills  
CEC Continuing Education  
Santa Ana College

Effective: August 23, 2010  
Hourly Lecture Rate: I-2 \$40.97

Mendizza, Sue  
Site Direct II  
Continuing Education Division/CEC  
Santa Ana College

Effective: September 1, 2010  
Hourly Rate: \$47.65

Nason, Jesse  
Instructor, Mathematics  
Science, Math & Health Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Nguyen, Orchid  
Instructor, Mathematics  
Science, Math & Health Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/46.17

Ninh, Joseph  
Instructor, Math  
Math and Sciences Division  
Santiago Canyon College

Effective: August 16, 2010  
Hourly Lecture Rate: II-3 \$54.32

Parke II, Robert  
Instructor, Computer Science  
Business, and Career Technical Education Division  
Santiago Canyon College

Effective: August 23, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

**FACULTY (CONT'D)**

*Part-time/Hourly Hires/Rehires (cont'd)*

Perez, Michael  
Instructor, Criminal Justice (equivalency)  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.73/\$43.97

Pierce, Cathryn  
Instructor, Speech  
Fine and Performing Arts Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture Rate: II-3 \$54.32

Reagan, Evette  
Instructor, Psychology  
Humanities and Social Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture Rate: III-3 \$57.03

Rincon, Jennifer  
Instructor, High School Subjects/Reading  
Continuing Education Division/CEC  
Santa Ana College

Effective: August 23, 2010  
Hourly Lecture Rate: I-4 \$43.07

Roberts Jr., Paul  
Instructor, Exercise Science  
Mathematics and Sciences Division  
Santiago Canyon College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Root, Alexa  
Instructor, Mathematics  
Science, Math & Health Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: III-4 \$59.88/\$50.90

Russell, Christina  
Instructor, History  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: August 16, 2010  
Hourly Lecture Rate: II-3 \$54.32

Sadrarhami, Samira  
Instructor, Mathematics  
Science, Math & Health Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

**FACULTY (CONT'D)**

*Part-time/Hourly Hires/Rehires (cont'd)*

Solon, Deborah  
Instructor, Art  
Fine and Performing Arts Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture Rate: III-3 \$57.03

Staller, Jeffrey  
Instructor, Engineering  
Business Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.73/43.97

Teeple, James  
Instructor, Criminal Justice  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.73/\$43.97

Velarde-Laurie, Michelle  
Instructor, Nursing  
Science, Math & Health Sciences Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lab Rate: I-3 \$43.97

Vonheim, Eric  
Instructor, Entrepreneur Small Business Development  
Business Division  
Santa Ana College

Effective: August 16, 2010  
Hourly Lecture Rate: I-3 \$51.73

*Non-paid Instructors of Record*

Corbin, Ben  
Apprentice-Operating Engineers  
Business and Career Technical Education Division  
Santiago Canyon College

Effective: August 2, 2010  
(Changing from paid to non-paid)

Golden, John  
Fire Technology  
Montebello HDQT Station 55  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010

**FACULTY (CONT'D)**

*Non-paid Instructor of Record (cont'd)*

Watkins, James  
Fire Technology  
U.S. Ocean Safety Fire Station  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010

Whitaker, Kevinn  
Fire Technology  
San Bernardino County Fire Department  
Human Services and Technology Division  
Santa Ana College

Effective: August 24, 2010

Yellen, Kenneth  
Fire Technology  
San Bernardino County Fire Department  
Human Services and Technology Division  
Santa Ana College

Effective: August 25, 2010

*Non-paid Intern Service*

Loera, Lorna  
Social Work Intern  
Disabled Student Programs and Services  
Special Services Division  
Santa Ana College

Effective: September 7, 2010 – May 13, 2011  
College Affiliation: Long Beach State

Ork, Samol  
Counseling Intern  
Transfer Center  
Counseling Division  
Santa Ana College

Effective: August 23, 2010 – June 30, 2011  
College Affiliation: Redlands University

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**175 DAY FACULTY COORDINATOR ASSIGNMENTS/STIPENDS**  
**2010/2011**

NAME	ASSIGNMENT	DIVISION	COLLEGE	CONTRACT	
				DAYS	STIPEND
Aguilar, Maria	Disabled Students Programs & Services	Special Svcs	SAC	175	\$0.00
Carrera, Cheryl	Faculty Development	Science & Math	SAC	175	\$0.00
Collins, Monica	Deaf & Hard of Hearing Program (DSPS)	Special Svcs	SAC	175	\$1,000.00
Dennis, Karen	Basic Skills	Continuing Education/CEC	SAC	175	\$1,000.00
Garnett, Susan	ESL/Family Literature Program (Temporary Employee/Specially Funded)	Continuing Education/CEC	SAC	175	\$0.00
Janio, Jaroslaw	ESL/CASAS/EI Civics (Temporary Employee/Specially Funded)	Continuing Education/CEC	SAC	175	\$0.00
Jenkins, Robert	Staff Development (50%)	Continuing Education/CEC	SAC	175	\$500.00
Jordan, Ethel	ABE/GED/HSS/Disabled Adults/Health & Safety/Parenting	Continuing Education/OEC	SCC	175	\$1,000.00
Miller, Renee	Communication Disabilities/Acquired Brain Impairment	Special Svcs	SAC	175	\$1,000.00
Nguyen, Michael	Academic Computer Center	Business	SAC	175	\$0.00
Steckler, Mary	Nursing Skills Lab	Science & Math	SAC	175	\$0.00
Parolise, Michelle	Occupational Therapy Assistant	Human Svcs & Tech	SAC	175	\$1,000.00
Porter, Monica	Speech, Language Pathology Assistant Program	Special Svcs	SAC	175	\$1,000.00
Powell, Kay	Academic Success Center	Library, Arts, Humanities & Social Sci	SCC	175	\$1,000.00
Ramirez, Marco	Talent Search	Special Svcs	SAC	175	\$1,000.00
Sanchez, Gabriela	Tutoring/Learning Skills (EOPS)	Special Svcs	SAC	175	\$1,000.00
Scoggin, Sally	ESL	Continuing Education/CEC	SAC	175	\$0.00
Shahbazian, Roy	Math Study Center	Science & Math	SAC	175	\$1,000.00
Simbro, Teresa	Nursing/Nat'l Council Licensing Examination/Technology	Science & Math	SAC	175	\$1,000.00
Tivenan, Valinda	Theatre Arts/Phillips Hall	Fine & Performing Arts	SAC	175	\$1,000.00
Vu, John	GEAR UP	Student Svcs	SAC	175	\$1,000.00
Walker, Mary	ESL	Continuing Education/OEC	SCC	175	\$1,000.00
Wood, Sandra	Basic Skills	Humanities & Social Sci	SAC	175	\$0.00

Item 3.1

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**ADDENDUM TO HUMAN RESOURCES DOCKET**  
**MANAGEMENT/ACADEMIC**  
**August 23, 2010**

**FACULTY**

**Stipend**

Howell, Scott  
Associate Professor, History  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: October 15, 2009  
Amount: \$150.00  
Reason: Assessment Models Workshop  
(Grant)

**Non-paid Intern Service**

Tieu, Julie  
Transfer Center Intern  
Counseling Division  
Santa Ana College

Effective: August 9 – December 10, 2010  
College Affiliation: CS, Northridge

## RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET  
CLASSIFIED  
AUGUST 23, 2010**

**CLASSIFIED***2010-2011 CSEA Salary Schedule**Attachment #1**Professional Growth Increment*

Tran, Anh Phuong  
Intermediate Clerk/ EOPS/ SAC

Effective: August 1, 2010  
Grade 5, Step 5 + 5PG \$3518.33

*Out of Class Assignment*

Penning, Kerry  
Administrative Secretary/ Health Center/  
SAC

Effective: 07/01/10 – 12/30/10  
Grade 12, Step 1 + 5%L @ 75% FTE  
\$2877

Recinos, Jaime  
Bookstore Manager/ SAC

Effective: 07/01/10 – 06/30/11  
Grade J, Step 1 + 2.5%L + 1PG \$5841.67  
*Supervisory*

Wild, Christopher  
Bookstore Operations Specialist/ SAC

Effective: 07/01/10 – 06/30/11  
Grade 13, Step 1 \$3845

*Change in Position*

Davis, Stuart  
From: Administrative Secretary  
To: Admissions/Records Tech Specialist  
(CL10-0223)/ SCC

Effective: July 27, 2010  
Grade 15, Step 4 + 6PG \$5205

Gunderson, Linda  
From: Financial Aid Analyst  
To: Financial Aid Computer Analyst/ SCC  
(CL10-0222)

Effective: August 4, 2010  
Grade 13, Step 3 + 2PG \$4321.33

Nguyen, Tuyen  
From: Admissions/Records Spec II  
To: Admissions/Records Tech Specialist  
(CL10-0223 #01)/ SCC

Effective: July 27, 2010  
Grade 15, Step 1 + 6PG \$4530

Change in Salary Placement

Turrentine, Michael  
Tech Specialist II/ ITS

Effective: July 1, 2010  
Grade 15, Step 6 + 6PG + 2.5%L \$5850

Ratification of Resignation/Retirement

Fredman, Laura  
Financial Aid Tech./ SAC

Effective: August 13, 2010  
Reason: Resignation

Sterenberg, Carolyn  
Applications Specialist I/ Library/ SAC

Effective: August 12, 2010  
Reason: Resignation

Kersten, Gayle  
Buyer/ Purchasing/ District

Effective: September 16, 2010  
Reason: Retirement

**CLASSIFIED HOURLY**

New Assignment

Herrera, Melven  
Media Systems Electronic Tech (Reorg  
655) Rehire from 39 month list/ Admin.  
Services/ SCC

Effective: August 20, 2010  
19 Hours/Week 12 Month  
Grade 13, Step A + 2.5%L \$22.65/Hour

Change in Location

Harris, Courtney  
District Safety Officer  
From: SCC  
To: SAC

Effective: August 31, 2009  
Up to 19 Hours/Week School Session  
Grade 9, Step A \$18.27/Hour

Morphew, Linda  
Career Tech  
From: DSPS/ SAC  
To: Counseling/ SAC

Effective: July 1, 2010  
19 Hours/ Week 12 Month  
Grade 10, Step A + 7.5%L \$20.53/Hour

Ratification of Resignation/Retirement

King, Sky  
Instructional Assistant/ Math/ SCC

Effective: August 13, 2010  
Reason: Resignation

*Ratification of Resignation/Retirement cont'd*

Lance, Maria  
Instructional Assistant/ ESL/ Orange  
Education Center

Effective: August 2, 2010  
Reason: Resignation

**TEMPORARY ASSIGNMENT**

Biglay, David  
Learning Facilitator/ Health Science/ SAC

Effective: 08/02/10 – 12/10/10  
Not to exceed 39 weeks in the fiscal year.

Campos, David  
Instructional Assistant/ Career Ed./ SCC

Effective: 08/24/10 – 05/14/11  
Not to exceed 39 weeks in the fiscal year.

Campos, Rudy  
Instructional Assistant/ Science & Math/  
SAC

Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

Darby, Elizabeth  
Instructional Assistant/ Psychology/ SCC

Effective: 09/07/10 – 12/12/10  
Not to exceed 39 weeks in the fiscal year.

Dickinson, Le Ronica  
Learning Facilitator/ Health Science/ SAC

Effective: 08/02/10 – 12/10/10  
Not to exceed 39 weeks in the fiscal year.

Espino, Frederick  
Learning Facilitator/ Health Science/ SAC

Effective: 08/02/10 – 12/10/10  
Not to exceed 39 weeks in the fiscal year.

Fu, Albert  
Learning Facilitator/ Health Science/ SAC

Effective: 08/02/10 – 12/10/10  
Not to exceed 39 weeks in the fiscal year.

Gonzalez, David  
Instructional Assistant/ EOPS/ SAC

Effective: 08/24/10 – 05/20/11  
Not to exceed 39 weeks in the fiscal year.

Hernandez, Carina  
Cashier/ Bookstore/ SAC

Effective: 08/24/10 – 06/30/10  
Not to exceed 39 weeks in the fiscal year.

Herrera, Nancy  
Instructional Assistant/ Science & Math/  
SAC

Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

Kuzucan, Aida  
Instructional Assistant/ Science & Math/  
SAC

Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

**TEMPORARY ASSIGNMENT cont'd**

Le, Ngoc Instructional Assistant/ Science & Math/ SAC	Effective: 08/24/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Lopez, Henderson Instructional Assistant/ Science & Math/ SAC	Effective: 08/24/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Mauro, Angela Instructional Assistant/ Science & Math/ SAC	Effective: 08/24/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Newkirk, Gary Instructional Assistant/ Career Ed./ SCC	Effective: 08/24/10 – 05/14/11 Not to exceed 39 weeks in the fiscal year.
Pacheco Nieto, Fatima Intermediate Clerk/ Talent Search/ SAC	Effective: 09/13/10 – 6/30/11 Not to exceed 39 weeks in the fiscal year.
Pastrana, Leo Student Services Specialist/ Talent Search/ SAC	Effective: 09/13/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Pov, Tina Data Entry Clerk/ Academic Affairs/ SAC	Effective: 09/20/10 – 10/29/10 Not to exceed 39 weeks in the fiscal year.
Sanchez, Blanca Student Services Specialist/ Talent Search/ SAC	Effective: 08/24/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Sanchez, Wendy Instructional Assistant/ Science & Math/ SAC	Effective: 08/24/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Tatmin, Joshua Instructional Assistant/ Career Ed./ SCC	Effective: 08/24/10 – 05/14/11 Not to exceed 39 weeks in the fiscal year.
Tran, Ana Mai Instructional Assistant/ Science & Math/ SAC	Effective: 08/24/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.

**TEMPORARY ASSIGNMENT cont'd**

Trinh, Hang  
Instructional Assistant/ Science & Math/  
SAC

Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

Vargas, Jorge  
Instructional Assistant/ School of  
Continuing Educ./ SAC

Effective: 08/30/10 – 05/28/11  
Not to exceed 39 weeks in the fiscal year.

Vaverka, Sharolyn  
Cashier/ Bookstore/ SAC

Effective: 08/24/10 – 06/30/11  
Not to exceed 39 weeks in the fiscal year.

*Change in Temporary Assignment*

Campos, Griselda  
Data Entry Clerk/ Child Dev. Services

Effective: 08/01/10 – 09/30/10  
Not to exceed 39 weeks in the fiscal year.

Krzeminski, Ian  
Instructional Assistant/ DSPS/ SAC

Effective: 07/01/10 – 06/30/11  
Not to exceed 39 weeks in the fiscal year.

Metoyer, Lesley  
Learning Facilitator/ Health Science/ SAC

Effective: 08/02/10 – 12/10/10  
Not to exceed 39 weeks in the fiscal year.

*Additional Hours for On Going Assignment*

Maclean, Amanda  
General Office Clerk/ Nursing/ SAC

Effective: 08/24/10 – 12/17/10  
Not to exceed 19 consecutive working days  
in any given period.

*Substitute Assignments*

Canaday, Tawny  
Cashier/ Auxiliary Services/ SAC

Effective: 07/01/10 – 06/30/11

Cruz, Julia  
Cashier/ Auxiliary Services/ SAC

Effective: 07/01/10 – 06/30/11

Nalepa, Annie  
Athletic Trainer Therapist/ SCC

Effective: 08/23/10 – 12/20/10

*Substitute Assignments cont'd*

Nguyen, Jimmy  
Support Services Assistant/ Academic  
Affairs/ SAC

Effective: 09/13/10 – 10/29/10

Romero, Jennifer  
Cashier/ Auxiliary Services/ SAC

Effective: 07/01/10 – 06/30/11

Tatro, Tiffany  
Support Services Assistant/ Academic  
Affairs/ SCC

Effective: 07/26/10 – 06/30/11

Zamudio, Marielena  
Learning Ctr Specialist/ School of  
Continuing Educ./ SAC

Effective: 07/01/10 – 06/30/11  
Not to exceed 19 consecutive working days  
in any given period.

**MISCELLANEOUS POSITIONS**

Blackwell, Janna  
Model/ Fine & Performing Arts/ SAC

Effective: 08/23/10 – 05/21/11  
Not to exceed 39 weeks in the fiscal year.

Blackwell, Janna  
Model/ Fine & Performing Arts/ SCC

Effective: 08/23/10 – 05/21/11  
Not to exceed 39 weeks in the fiscal year.

Brown, Richard  
Business Expert Professional II/ SBDC

Effective: 07/01/10 – 12/31/10

Cole, John  
Model/ Fine & Performing Arts/ SAC

Effective: 08/23/10 – 05/21/11  
Not to exceed 39 weeks in the fiscal year.

Cole, John  
Model/ Fine & Performing Arts/ SCC

Effective: 08/23/10 – 05/21/11  
Not to exceed 39 weeks in the fiscal year.

Gil, Dolores  
Clerical Assistant I/ Bookstore/ SAC

Effective: 08/24/10 – 06/30/11

Harasin, Linda  
Business Expert Professional II/ SBDC

Effective: 07/01/10 – 12/31/10

Hoitt, Linda  
Business Expert Professional II/ SBDC

Effective: 07/01/10 – 12/31/10

**MISCELLANEOUS POSITIONS cont'd**

Libal, Angela Model/ Fine & Performing Arts/ SAC	Effective: 08/23/10 – 05/21/11 Not to exceed 39 weeks in the fiscal year.
Libal, Angela Model/ Fine & Performing Arts/ SCC	Effective: 08/23/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
McCallick, Mark Business Expert Professional II/ SBDC	Effective: 07/01/10 – 12/31/10
Nguyen, Katie Business Expert Professional II/ SBDC	Effective: 07/01/10 – 12/31/10
Pechs, Elisabeth Business Expert Professional II/ SBDC	Effective: 07/01/10 – 12/31/10
Phelan, Linda Model/ Fine & Performing Arts/ SAC	Effective: 08/23/10 – 05/21/11 Not to exceed 39 weeks in the fiscal year.
Phelan, Linda Model/ Fine & Performing Arts/ SCC	Effective: 08/23/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Richa, Manal Business Expert Professional II/ SBDC	Effective: 07/12/10 – 12/31/10
Sabellico, Michael Business Expert Professional II/ SBDC	Effective: 07/27/10 – 12/31/10
Stump, Eydie Business Expert Professional I/ Women's Busieness Center/ District	Effective: 08/02/10 – 09/30/10
Van Aken, Erl Model/ Fine & Performing Arts/ SCC	Effective: 08/23/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Van Aken, Erl Model/ Fine & Performing Arts/ SAC	Effective: 08/23/10 – 05/21/11 Not to exceed 39 weeks in the fiscal year.
Woodward, Wenying Model/ Fine & Performing Arts/ SCC	Effective: 08/23/10 – 05/22/11 Not to exceed 39 weeks in the fiscal year.
Woodward, Wenying Model/ Fine & Performing Arts/ SAC	Effective: 08/23/10 – 05/21/11 Not to exceed 39 weeks in the fiscal year.



**COMMUNITY SERVICE PRESENTERS cont'd**  
**Stipends Effective July 1 – July 10, 2010**

Ratanjee, Sumati	Amount: \$ 439.87
Zimmerman, Kathleen	Amount: \$ 102.27

**VOLUNTEERS**

Austin, Cameran Student Driver/ Fine & Performing Arts/ SAC	Effective: 07/13/10 – 06/30/10
Cortes, Andrew Student Driver/ Fine & Performing Arts/ SAC	Effective: 07/22/10 – 06/30/10
Okaturoh, Joe Non Student/ Exercise Science/ SAC	Effective: 08/23/10 – 06/30/10

**SANTA ANA COLLEGE**  
**STUDENT ASSISTANT LIST**

Garcia, Luis E	Effective: 07/12/10-06/30/11
Garcia, Paola D	Effective: 07/20/10-06/30/11
Garcia, Senia Marlene	Effective: 07/29/10-06/30/11
Lopez, Velma	Effective: 07/08/10-06/30/11
Majano, Gabriela M	Effective: 07/12/10-06/30/11
Meas, Sokennrey	Effective: 08/23/10-06/30/11
Rodriguez, Angelica	Effective: 07/12/10-06/30/11
Ruiz Bardales, Oscar Ulises	Effective: 08/23/10-06/30/11
Salinas, Jose A	Effective: 07/13/10-06/30/11
Serna Laris, Nancy	Effective: 07/12/10-06/30/11
Tran, Trinh Khiet	Effective: 08/23/10-06/30/11
Trinh, Lien Thi Ngoc	Effective: 08/23/10-06/30/11

**Santiago Canyon College**  
**STUDENT ASSISTANT NEW HIRE LIST**

Donze, Hayden	Effective: 08/23/10-06/30/11
Fast, Sarah	Effective: 08/16/10-06/30/11
Krueger, Grant	Effective: 08/16/10-06/30/11
Soto Banda, Antonio	Effective: 08/16/10-06/30/11

*Attachment#1*

**Rancho Santiago Community College District  
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION  
CONTRACT SALARY SCHEDULE  
Effective: July 1, 2010**

<b>GRADE</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
1	2,413	2,536	2,663	2,797	2,937	3,085
2	2,482	2,605	2,736	2,874	3,019	3,172
3	2,552	2,676	2,813	2,956	3,105	3,261
4	2,636	2,766	2,904	3,051	3,205	3,365
5	2,722	2,859	3,002	3,152	3,310	3,476
6	2,818	2,961	3,111	3,267	3,432	3,603
7	2,932	3,080	3,234	3,398	3,570	3,747
8	3,051	3,205	3,365	3,537	3,714	3,900
9	3,179	3,340	3,509	3,686	3,870	4,064
10	3,323	3,491	3,666	3,849	4,040	4,242
11	3,471	3,644	3,826	4,020	4,222	4,433
12	3,653	3,839	4,031	4,232	4,447	4,667
13	3,845	4,036	4,238	4,453	4,675	4,911
14	4,052	4,255	4,469	4,692	4,930	5,177
15	4,280	4,493	4,719	4,953	5,204	5,463
16	4,541	4,769	5,005	5,257	5,521	5,796
17	4,810	5,051	5,304	5,570	5,850	6,145
18	5,106	5,363	5,633	5,915	6,212	6,522
19	5,442	5,714	6,002	6,304	6,618	6,951
20	5,813	6,104	6,409	6,728	7,069	7,421
21	6,215	6,526	6,854	7,199	7,556	7,935
22	6,744	7,080	7,435	7,809	8,198	8,609

**SERVICE RECOGNITION:**

10 Years	2.50%
15 Years	5.00%
18 Years	7.50%
30 Years	10.00%

**DIFFERENTIAL PAY:**

Bilingual Requirement:	2.50%
Swing Shift:	5%
Graveyard Shift:	7.50%

Board Approved: August 23, 2010

**Rancho Santiago Community College District**  
**CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION**  
**HOURLY SALARY SCHEDULE**

**Effective: July 1, 2010**

GRADE	STEP A	*10 Year Longevity 1.025	*15 Year Longevity 1.05	*18 Year Longevity 1.075	*30 Year Longevity 1.100
		Step A + 2.5%	Step A + 5%	Step A + 7.5%	Step A + 10.0%
C	8.77	\$8.99	\$9.21	\$9.43	\$9.65
B	11.71	\$12.00	\$12.30	\$12.59	\$12.88
A	13.44	\$13.78	\$14.11	\$14.45	\$14.78
1	\$13.87	\$14.22	\$14.56	\$14.91	\$15.26
2	\$14.26	\$14.62	\$14.97	\$15.33	\$15.69
3	\$14.67	\$15.04	\$15.40	\$15.77	\$16.14
4	\$15.15	\$15.53	\$15.91	\$16.29	\$16.67
5	\$15.64	\$16.03	\$16.42	\$16.81	\$17.20
6	\$16.20	\$16.61	\$17.01	\$17.42	\$17.82
7	\$16.85	\$17.27	\$17.69	\$18.11	\$18.54
8	\$17.53	\$17.97	\$18.41	\$18.85	\$19.28
9	\$18.27	\$18.73	\$19.18	\$19.64	\$20.10
10	\$19.10	\$19.58	\$20.06	\$20.53	\$21.01
11	\$19.95	\$20.45	\$20.95	\$21.45	\$21.95
12	\$20.99	\$21.52	\$22.04	\$22.56	\$23.09
13	\$22.10	\$22.65	\$23.21	\$23.76	\$24.31
14	\$23.29	\$23.87	\$24.46	\$25.04	\$25.62
15	\$24.60	\$25.22	\$25.83	\$26.45	\$27.06
16	\$26.10	\$26.75	\$27.41	\$28.06	\$28.71
17	\$27.64	\$28.33	\$29.02	\$29.71	\$30.40
18	\$29.34	\$30.07	\$30.81	\$31.54	\$32.27
19	\$31.28	\$32.06	\$32.84	\$33.63	\$34.41
20	\$33.41	\$34.25	\$35.08	\$35.92	\$36.75
21	\$35.72	\$36.61	\$37.51	\$38.40	\$39.29
22	\$38.76	\$39.73	\$40.70	\$41.67	\$42.64

**SERVICE RECOGNITION:**

- 10 Years
- 15 Years
- 18 Years
- 30 Years

**DIFFERENTIAL PAY:**

Bilingual Requirement 2.50%

\* Longevity granted to on-going employees only.

Board Approved: August 23, 2010

- 10 Accompanist
- 13 Accountant
- 4 Account Clerk
- 10 Administrative Clerk
- 12 Administrative Secretary
- 3 Admissions Assistant
- 6 Admissions/Records Specialist I
- 8 Admissions/Records Specialist II
- 10 Admissions/Records Specialist III
- 15 Admissions & Records Technology Specialist
- 13 Alternate Media Specialist
- 13 Applications Specialist I
- 15 Applications Specialist II
- 19 Applications Specialist III
- 22 Applications Specialist IV
- 11 Art Gallery Coordinator
- 5 Assessment Assistant
- 15 Assistant Athletic Trainer/Therapist
- 9 Athletic Field Grounds Worker
- 3 Athletic/PE Equipment Assistant
- 12 Athletic Equipment Coordinator
- 15 Athletic Trainer/Therapist
- 11 Automotive Mechanic
- 10 Auxiliary Services Specialist
- 10 Bookstore Buyer
- 13 Bookstore Operations Specialist
- 8 Bookstore Storekeeper
- 13 Business Services Coordinator
- 14 Buyer
- 11 CARE Program Coordinator
- 13 Career Guidance Coordinator
- 11 Career Guidance Specialist
- 10 Career Technician
- 3 Cashier/Bookstore
- C Child Development Aide
- 6 Child Development Center Cook/Nutrition Specialist
- 15 Communications Specialist
- 12 Community Services Coordinator I
- 15 Community Services Coordinator II
- 8 Community Services Field Coordinator
- 9 Community Services Program Developer
- 8 Community Services Technician
- 10 Computer Lab Technician
- 16 Computer Operations Coordinator
- 15 Computer Operations Specialist
- 13 Computer Programmer
- 13 Contract Education Coordinator
- 15 Contracts Specialist
- 14 Coordinator of Community Relations
- 4 Costume Technician
- 5 Counseling Assistant
- 4 Custodian
- 5 Data Entry Clerk
- 12 Desktop Publishing Technician
- 7 Disabled Student Center Specialist
- 15 Distance Education Services Specialist
- 9 District Safety Officer
- 10 District Scheduling Coordinator
- 11 DSPS Specialist
- 11 Electronic & Computer Technician I
- 13 Electronic & Computer Technician II
- 15 Electronic Media Specialist
- 8 Electronics Storekeeper/Repair Technician
- 11 Electronic Technician
- 6 EOPS Specialist
- 14 Executive Secretary
- 8 Expeditor
- 11 Facilities Coordinator
- 12 Facility Planning Specialist
- 17 Facility Systems Engineer
- 13 Financial Aid Computer Analyst
- 10 Financial Aid Computer Technician
- 15 Financial Aid Coordinator
- 11 Financial Aid Analyst
- 11 Financial Aid Senior Account Clerk
- 8 Financial Aid Technician
- A Fine & Performing Arts Technician
- C Food Service Aide
- 3 Food Service Worker
- 8 Gardener/Utility Worker
- 3 General Office Clerk
- 11 Graduation Specialist
- 9 Grants Assistant
- 14 Graphic Designer
- 13 Help Desk Analyst
- 13 High School & Community Outreach Specialist
- 11 Human Resources Technician
- 13 HVAC Mechanic
- 11 Information Systems Specialist
- 5 Instructional Assistant
- 6 Instructional Assistant/DSPS
- 12 Instructional Center Specialist
- 7 Instructional Center Technician
- 13 Instructional Coordinator/Analyst
- 9 Instructional Equipment Coordinator
- 15 Instructional Media Producer
- 6 Intermediate Account Clerk
- 5 Intermediate Clerk
- 10 Intermediate District Safety Officer
- 16 International Student Coordinator
- 11 International Student Program Specialist
- 14 Interpreter/Begun
- 16 Interpreter/Intermediate
- 20 Interpreter/Senior
- 12 Job Developer
- 13 Job Placement Coordinator
- 8 Lead Custodian
- 10 Lead Gardener
- 14 Lead Maintenance Worker
- 6 Lead Publications Assistant
- 10 Learning Assistant
- 8 Learning Center Specialist
- 8 Learning Facilitator
- 14 Learning Resources Specialist
- 7 Learning Specialist
- 6 Library Clerk
- 13 Library Systems Specialist
- 9 Library Technician
- 12 Library Technician II
- 5 Lifeguard
- 4 Mail & Delivery Clerk
- 8 Mail/Warehouse Assistant
- 5 Maintenance Assistant
- 8 Maintenance/Utility Worker
- 12 Marketing Specialist
- 8 Media Systems Assistant
- 13 Media Systems Electronic Technician
- 8 Media Systems Technical Assistant
- 15 Network Specialist I
- 17 Network Specialist II
- 19 Network Specialist III
- 20 Network Specialist IV
- 9 Offset Lithographer
- 4 Parking Attendant
- 11 Payroll Specialist
- 8 Phototypesetting Technician I
- 11 Phototypesetting Technician II
- 12 Placement Specialist
- 8 Printing/Reprographics/Bindery Technician
- 8 Program Specialist
- 10 Property Facilitator
- 13 Public Access Television Coordinator
- 5 Publications Assistant
- 14 Publications Specialist
- 11 Purchasing Assistant
- 5 Purchasing Clerk
- 5 Receptionist/President's Office
- 9 Reprographics Technician
- 16 Research Analyst
- 12 Research Assistant
- 17 Research Coordinator
- 13 Research Specialist
- 16 Resource Development Coordinator
- 14 Scholarship Coordinator
- 13 Science Laboratory Coordinator
- 7 Science Storekeeper/Lab Technician
- 10 Senior Account Clerk
- 15 Senior Accountant
- 11 Senior Admissions/Records Specialist
- 6 Senior Cashier
- 8 Senior Clerk
- 8 Senior Clerk/Communications Cr. Dispatcher
- 7 Senior Custodian/Utility Worker
- 11 Senior District Safety Officer
- 10 Senior EOPS Specialist
- 5 Senior Food Service Worker
- 9 Senior Mailroom Clerk
- 12 Senior Media Systems Electronic Technician
- 12 Senior Payroll Specialist
- 8 Senior Purchasing Clerk
- 18 Senior Resource Development Coord.
- 11 Skilled Maintenance Worker
- 19 Small Business Specialist
- 11 Special Projects Specialist
- 13 Sports Information Coordinator
- 13 Stage Manager/Master Carpenter
- 6 Student Activities Assistant
- 13 Student Activities Coordinator
- 8 Student Activities Specialist
- 10 Student Program Specialist
- 10 Student Services Specialist
- 15 Student Services Coordinator
- 13 Student Support Services Program Specialist
- 11 Support Services Assistant
- 10 Success Center Specialist
- 20 Technical Specialist IV
- 13 Technical Specialist I
- 15 Technical Specialist II
- 17 Technical Specialist III
- 7 Technology Storekeeper
- B Television Playout Operator
- 5 Telephone Operator/Receptionist
- 3 Test Proctor
- 7 Theatre Facilities Technician
- 11 Transfer Center Specialist
- 12 Veterans Affairs Coordinator
- 8 Video Technician
- 5 Warehouse Delivery Driver
- 8 Warehouse Storekeeper

Revised: 4/13/09

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
HUMAN RESOURCES DOCKET  
CLASSIFIED  
AUGUST 23, 2010  
ADDENDUM**

**TEMPORARY**

Bui, Annette  
Instructional Assistant/ EOPS/ SAC  
Effective: 08/24/10 – 05/27/11  
Not to exceed 39 weeks in the fiscal year.

Ford, Michelle  
Sr. Cashier/ Bookstore/ SCC  
Effective: 08/24/10 – 12/31/10  
Not to exceed 39 weeks in the fiscal year.

Ho, thanh  
Instructional Assistant/ Biology/ SAC  
Effective: 08/24/10 – 05/22/10  
Not to exceed 39 weeks in the fiscal year.

Jimenez, Ariadna  
Instructional Assistant/ EOPS/ SAC  
Effective: 08/24/10 – 05/20/11  
Not to exceed 39 weeks in the fiscal year.

Kramer, Jessica  
Instructional Assistant/ Math & Science/ SCC  
Effective: 08/24/10 – 09/30/10  
Not to exceed 39 weeks in the fiscal year.

Nguyen, Trang  
Admissions & Records Specialist I/ SAC  
Effective: 09/11/10 – 09/30/10

Nguyen, Trung  
Instructional Assistant/ Chemistry/ SCC  
Effective: 08/24/10 – 06/30/11  
Not to exceed 39 weeks in the fiscal year.

Placencia, Cynthia  
Cashier/ Bookstore/ SAC  
Effective: 08/24/10 – 06/30/11  
Not to exceed 39 weeks in the fiscal year.

Ryou, Joohee  
Instructional Assistant/ Science & Math/ SAC  
Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

Ton, Huynh  
Instructional Assistant/ Math & Science/ SCC  
Effective: 08/24/10 – 09/30/10  
Not to exceed 39 weeks in the fiscal year.

Tran, Van T  
Instructional Assistant/ Biology/ SAC  
Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

Uribe, Brandon  
Instructional Assistant/ Biology/ SAC  
Effective: 08/24/10 – 05/22/11  
Not to exceed 39 weeks in the fiscal year.

Change in Temporary Assignment

Perez, Laykishia  
Student Services Specialist/ Student Services/  
SAC  
Effective: 07/01/10 – 06/30/11  
Not to exceed 39 weeks in the fiscal year.

Additional Hours for On Going Assignment

Cabrera, Juan  
Instructional Assistant/ EOPS/ SAC

Effective: 08/24/10 – 05/20/11  
Not to exceed 19 consecutive working days in  
any given period.

Substitute Assignment

Ford, Michelle  
Sr. Cashier/ Bookstore/ SCC

Effective: 07/19/10 – 08/23/10

Penning, Kerry  
Administrative Secretary/ Health Center/ SAC

Effective: 07/01/10 – 12/31/10

Rice, Tera  
Bookstore Buyer/ SCC

Effective: 07/19/10 – 08/23/10

**MISCELLANEOUS POSITIONS**

Davalos de Flores, Yesenia  
Child Dev. Intern I/ CDC/ SAC

Effective: 08/18/10 – 06/30/11

Dunn, Paula  
Sign Language Interpreter VII/ SAC

Effective: 08/19/10 – 06/30/11

Reyes, Griselda  
Child Dev. Intern I/ CDC/ SCC

Effective: 08/23/10 – 06/30/11

Instructional Associates

Exercise Science  
Barosso, Marquez

Effective: 08/23/10

Griffin, Lorna

Effective: 08/24/10

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Human Resources and Educational Services**

To: Board of Trustees	Date: August 23, 2010
Ref: Rejection of Claim	File #: 10-0706DC
Action: Request for Authorization	

The district's legal counsel recommends that the Board of Trustees authorize the Chancellor, or designee, to reject claim #10-0706DC.

Fiscal Impact:	None	Board Date: August 23, 2010
Item Prepared by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services	
Item Submitted by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services	
Item Recommended by:	Dr. Raul Rodriguez, Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Human Resources and Educational Services**

To:	Board of Trustees	Date:	August 23, 2010
Ref:	Rejection of Claim	File #:	10-0712RH
Action:	Request for Authorization		

The district's legal counsel recommends that the Board of Trustees authorize the Chancellor, or designee, to reject claim #10-0712RH.

Fiscal Impact:	None	Board Date:	August 23, 2010
Item Prepared by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services		
Item Submitted by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services		
Item Recommended by:	Dr. Raul Rodriguez, Chancellor		

CONFERENCES (with actual and necessary expenses and cash advances as requested)

BOARD MEMBERS (to be approved)

ADVISORY COMMITTEE ON LEGISLATION  
Sacramento, CA – September 3, 2010

1 Board Member  
(John Hanna)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Educational Services**

To: Board of Trustees	Date: August 23, 2010
Re: Adoption of Cooperative Work Experience Education Plan	
Action: Request for Approval	

**BACKGROUND**

Due to recently implemented changes to Title 5 regulations, the District is required to submit a Cooperative Work Experience Education (CWEE) Plan to the State Chancellor's Office. Most CWEE instruction occurs at Santa Ana College, but the plan addresses both colleges.

**ANALYSIS**

The District is required to submit a single plan for both colleges. It is largely a compliance document which certifies that both colleges will comply with the requirements of Title 5. The Vice Presidents of Academic Affairs at both colleges were involved in the development of this plan.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the Cooperative Work Experience Education Plan and authorize its submission to the Chancellor's Office.

Fiscal Impact: None	Board Date: August 23, 2010
Prepared by: Norman Fujimoto, V.P., Academic Affairs, Santa Ana College Aracely Mora, Interim V.P., Academic Affairs, Santiago Canyon College	
Submitted by: John Didion, Executive Vice Chancellor, Human Resources and Educational Services	
Recommended by: Dr. Raul Rodriguez, Chancellor	

**California Community College District  
Cooperative Work Experience Education Plan**

**PART I  
CONTACT INFORMATION**

**DISTRICT/College(s)**

If you are a multiple college district, please indicate all colleges covered. Individual variations with plan details should be delineated in the appropriate sections of the plan.

Santa Ana College	Santiago Canyon College	

Contact information for clarification any questions, such as name/contact information for person who prepared the plan, the Chief Instructional Officer, or other individual(s) designated by District.

Please include Name, Title, District, Email, and Telephone

Name: John Didion

Title: Exec. Vice Chancellor, Human Res. & Ed. Svcs.

District: Rancho Santiago

Email: didion\_john@rscdd.edu

Phone: (714)480-7489

California Community College District  
Cooperative Work Experience Education Plan

**PART II**  
**RESPONSES TO PLAN REQUIREMENTS**

This and following sections set forth a Title 5-required element, background information as appropriate, and prompts the district's required and/or optional response.

- (1) **A statement that the district has officially adopted the plan, subject to approval by the State Chancellor**  
(§55251)

Date plan approved by local board: 8/23/2010 (Please also attach Board minutes or other documentation.)

Optional comments, if any, on process for Plan development (i.e., local Academic Senate review, curriculum committee deliberations, other deliberations).

The chief instructional officers at each college prepared input for their respective institutions in consultation with the appropriate academic departments and faculty leadership. That information was compiled at the District Office into a plan that reflects the Cooperative Work Experience activities throughout the District.

**California Community College District  
Cooperative Work Experience Education Plan**

**(2) Specific description of (§55251):**

**(a) District responsibilities (§55251):**

*Background: Title 5 criteria and requirements*

**District Services.** (§55255).

(a) The district shall provide sufficient services for initiating and maintaining on-the-job learning stations, coordinating the program, and supervising students. The supervision of students shall be outlined in a learning agreement coordinated by the college district under a state-approved plan. The employer and the qualified Community College Instructor/Coordinator shall share responsibility for on-the-job supervision, which shall include but not be limited to:

(1) Instructor/Coordinator consultation in person with employers or designated representatives to discuss students' educational growth on the job.

(2) Written evaluation of students' progress in meeting planned on-the-job learning objectives.

(3) Consultation with students in person to discuss students' educational growth on the job.

(b) The district shall provide the above services at least once each quarter or semester for each student enrolled in the Cooperative Work Experience Education. Qualified adjunct faculty may be hired from other institutions to develop the learning contracts and make the "in-person" consultation for a student that is out of a college's geographical region, state, or in another country. For legally indentured apprentices, the requirements of this section may be delegated to the Joint Apprenticeship Committee in order to avoid duplication of supervisory services. The responsibility for compliance with Education Code and title 5 Cooperative Work Experience Education requirements remains with the college.

(c) In certain limited situations that will be defined in guidelines issued by the Chancellor, the district may substitute approved alternatives to "in person" consultations. The guidelines will specify the types of alternatives which districts may approve and the circumstances under which they may be used. In establishing and maintaining guidelines on such alternatives, the Chancellor shall consult with, and rely primarily on the advice and judgment of, the statewide Academic Senate and shall provide a reasonable opportunity for comment by other statewide and regional representative groups.

District will comply with these requirements.

Optional: Additional comments or narrative on District Services, if any.

**California Community College District  
Cooperative Work Experience Education Plan**

**(a) District responsibilities**

**Background: Title 5 criteria and requirements**

**Records. (§55256).**

**(a) The district shall maintain records which shall include at least the following::**

- (1) The type and units of Cooperative Work Experience Education in which each student is enrolled, where the student is employed, the type of job held and a statement signed and dated by an academic employee which sets forth the basis determining whether the student is qualified for Occupational or General Work Experience.**
  - (2) A record of the work permit issued, if applicable, signed by the designated issuing agent.**
  - (3) The employer's or designated representative's statement of student hours worked and evaluation of performance on the agreed-upon learning objectives. Work hours may be verified either by weekly or monthly time sheets or by a summary statement at the end of the enrollment period.**
  - (4) New or expanded on-the-job measurable learning objectives which serve as part of the basis for determining the student's grade, signed by academic personnel, the employer or designated representative, and the student.**
- (1) Instructor/Coordinator consultation in person with employers or designated representatives to discuss students' educational growth on the job.**
  - (2) Written evaluation of students' progress in meeting planned on-the-job learning objectives.**
  - (3) Consultation with students in person to discuss students' educational growth on the job.**
- (b) Records must be maintained which are signed and dated by academic personnel documenting:**
- (1) Consultation(s) in person with the employer or designated representative.**
  - (2) Personal consultation(s) with the student.**
  - (3) Evaluation of the student's achievement of the on-the-job learning objectives.**
  - (4) The final grade.**

District will comply with these requirements.

**NOTE:** The Chancellor's Office interprets the lack of a plural option under "type ... of Cooperative Work Experience Education..." to prohibit a student from concurrently enrolling in multiple "types" of Cooperative Work Experience Education.

**Optional:** Additional comments or narrative on Record Keeping, if any.

**California Community College District  
Cooperative Work Experience Education Plan**

**(b) Student responsibilities (§55251):**

*Background: Title 5 criteria and requirements*

**Student Qualifications.** (§55254).

In order to participate in Cooperative Work Experience Education students shall meet the following criteria:

- (a) Pursue a planned program of Cooperative Work Experience Education which, in the opinion of the Instructor/Coordinator, includes new or expanded responsibilities or learning opportunities beyond those experienced during previous employment.
- (b) Have on-the-job learning experiences that contribute to their occupational or education goals.
- (c) Have the approval of the academic personnel.
- (d) Meet the following condition if self-employed: Identify a person who is approved by academic personnel to serve as the designated employer representative. This representative shall agree in writing to accept the following employer responsibilities:
  - (1) Assist the student in identifying new or expanded on-the-job learning objectives.
  - (2) Assist in the evaluation of the student's identified on-the-job learning objectives.
  - (3) Validate hours worked.

Optional: Additional comments or narrative on Student responsibilities, if any.

**California Community College District  
Cooperative Work Experience Education Plan**

**(c) Employer responsibilities (§55251):**

**Background: Title 5 criteria and requirements**

**Records. (§55256).**

(a) The district shall maintain records which shall include at least the following:

(1) The type and units of Cooperative Work Experience Education in which each student is enrolled, where the student is employed, the type of job held and a statement signed and dated by an academic employee which sets forth the basis for determining whether the student is qualified for Occupational or General Work Experience.

(2) A record of the work permit issued, if applicable, signed by the designated issuing agent.

(3) The employer's or designated representative's statement of student hours worked and evaluation of performance on the agreed-upon learning objectives. Work hours may be verified either by weekly or monthly time sheets or by a summary statement at the end of the enrollment period.

(4) New or expanded on-the-job measurable learning objectives which serve as part of the basis for determining the student's grade, signed by academic personnel, the employer or designated representative, and the student.

(b) Records must be maintained which are signed and dated by academic personnel documenting:

(1) Consultation(s) in person with the employer or designated representative.

(2) Personal consultation(s) with the student.

(3) Evaluation of the student's achievement of the on-the-job learning objectives.

(4) The final grade.

**Job Learning Stations. (§55257)**

Job learning stations shall meet the following criteria:

(a) Employers or designated representatives agree with the intent and purposes of Cooperative Work Experience Education for students and are given a copy of each student's approved on-the-job learning objectives.

(b) Job learning stations offer a reasonable probability of continuous work experience for students during the current work experience enrollment term.

(c) Employers or designated representatives agree to provide adequate supervision, facilities, equipment, and materials at the learning stations to achieve on-the-job learning objectives.

(d) Employers agree to comply with all appropriate federal and state employment regulations.

District will comply with these requirements.

Optional: Additional comments or narrative on Employer responsibilities, if any.

**California Community College District  
Cooperative Work Experience Education Plan**

**(c) Employer responsibilities (§55251):**

*Background: Title 5 criteria and requirements*

**Consultation(s) in person with the employer (§55255).**

(b) The district shall provide the above services at least once each quarter or semester for each student enrolled in the Cooperative Work Experience Education. Qualified adjunct faculty may be hired from other institutions to develop the learning contracts and make the "in-person" consultation for a student that is out of a college's geographical region, state, or in another country. For legally indentured apprentices, the requirements of this section may be delegated to the Joint Apprenticeship Committee in order to avoid duplication of supervisory services. The responsibility for compliance with Education Code and title 5 Cooperative Work Experience Education requirements remains with the college.

(c) In certain limited situations that will be defined in guidelines issued by the Chancellor, the district may substitute approved alternatives to "in person" consultations. The guidelines will specify the types of alternatives which districts may approve and the circumstances under which they may be used. In establishing and maintaining guidelines on such alternatives, the Chancellor shall consult with, and rely primarily on the advice and judgment of, the statewide Academic Senate and shall provide a reasonable opportunity for comment by other statewide and regional representative groups.

The approved guidelines issued by the Chancellor for Districts to substitute approved alternatives to "in person" consultations is attached.

- District will use alternatives to "Consultation(s) in person," as described in Title §55255(c).
- District will not use alternatives "Consultation(s) in person," as described in Title §55255(c).

Comments on "Consultation(s) in person," if any, including criteria and limits on alternatives to "Consultation(s) in person."

**California Community College District  
Cooperative Work Experience Education Plan**

**(d) Other cooperating agencies in the operation of the program, if any. (§55251)**

Comments on other cooperating agencies in the operation of the program, if any.

At Santa Ana College, the Board of Registered Nursing works with the Nursing Program. The American Bar Association Accreditation agency works with the Paralegal program.

At Santiago Canyon College internships/CWE are being explored with several local water districts for the Water Utility Science Program and with local surveying employers for the Survey-Mapping Sciences program. Possibilities with real estate/appraisal and public works are in discussion for when the local/national economy recovers and hiring is resumed.

**California Community College District  
Cooperative Work Experience Education Plan**

**(3) Specific description of each type of CWEE (§55251):**

**Types of Cooperative Work Experience Education (§55252)**

Cooperative Work Experience Education is a district-initiated and district-controlled program of education consisting of the following types:

**Check all that will be offered at the district:**

- (a) **General Work Experience Education** is supervised employment which is intended to assist students in acquiring desirable work habits, attitudes and career awareness. The work experience need not be related to the students' educational goals.
- (b) **Occupational Work Experience Education** is supervised employment extending classroom based occupational learning at an on-the-job learning station relating to the students' educational or occupational goal.
- Minor Students in Work Experience**  
All laws or rules applicable to minors in employment relationships are applicable to minor students enrolled in work-experience education courses. (§55250.2)
- Work Experience Programs for Students with Developmental Disabilities.** (§55250.4)  
The governing board of any community college district which establishes and supervises a work experience education program in which students with developmental disabilities are employed in part-time jobs may use funds derived from any source, to the extent permissible by appropriate law or regulation, to pay the wages of students so employed.  
The Board of Governors hereby finds and declares that the authority granted by the provisions of this section is necessary to ensure that the work experience education program will continue to provide a maximum educational benefit to students, particularly students with developmental disabilities, and that such program is deemed to serve a public purpose.
- Work Experience Education Involving Apprenticeable Occupations.** (§55250.5)  
Work-experience education involving apprenticeable occupations shall be consistent with the purposes of chapter 4 (commencing with section 3070) of division 3 of the Labor Code and with standards established by the California Apprenticeship Council.

**California Community College District  
Cooperative Work Experience Education Plan**

**(4) A description of HOW the district will (§55251)**

**(a) *Provide guidance services* (§55251):**

Describe the specifics on how district will achieve this requirement.

Academic counseling is available to via the counseling centers at both colleges. At the work site, the work experience coordinator/instructor, the employer or designated representative will provide job-related guidance.

**(b) *Assign a sufficient number of qualified certificated personnel to direct the program* (§55251):**

Describe the specifics on how district will achieve this requirement.

All assigned instructors will meet the appropriate minimum qualifications in the work experience field. Student/instructor ratios are established through the curriculum committee at each college and are monitored by the appropriate instructional administrator.

## California Community College District Cooperative Work Experience Education Plan

### (1) Initiate and maintain learning stations (§55251)

#### **Background: Title 5 criteria and requirements**

(§55250) Any program of Cooperative Work Experience Education conducted by the governing board of a community college district pursuant to this article and claimed for apportionment pursuant to sections 58051 and 58009.5 shall conform to a plan adopted by the district. The plan adopted by the district shall set forth a systematic design of Cooperative Work Experience Education whereby students, while enrolled in college, will gain realistic learning experiences through work. This plan shall be submitted to and approved by the Chancellor.

#### **Work Experience Outside of District. (§55250.6).**

The governing board of any community college district may provide for the establishment and supervision of work experience education programs providing part-time jobs for students in areas outside the district

#### **Wages and Workers' Compensation. (§55250.7).**

The governing board of any community college district providing work-experience and work-study education may provide for employment under such program of students in part-time jobs by any public or private employer. Such districts may pay wages to persons receiving such training, except that no payments may be to or for private employers. Districts may provide workers' compensation insurance for students in work experience as may be necessary.

#### **Job Learning Stations. (§55257)**

Job learning stations shall meet the following criteria:

- (a) Employers or designated representatives agree with the intent and purposes of Cooperative Work Experience Education for students and are given a copy of each student's approved on-the-job learning objectives.
- (b) Job learning stations offer a reasonable probability of continuous work experience for students during current work experience enrollment term.
- (c) Employers or designated representatives agree to provide adequate supervision, facilities, equipment, and materials at the learning stations to achieve on-the-job learning objectives.
- (d) Employers agree to comply with all appropriate federal and state employment regulations.

Describe the specifics on how district will achieve this requirement.

Work Experience Outside of District -- Work Experience Coordinator/Instructor will provide supervision outside the district and/or provide a designated representative.

Wages and Workers' Compensation -- Employers who have paid Work Experience students will provide workers' compensation coverage. The District will provide workers' compensation coverage in some disciplines (e.g. Nursing, Apprenticeship) pursuant to contracts with participating employers. Students in unpaid work experience programs will be covered by student accident insurance in lieu of workers' compensation coverage.

Job Learning Stations -- The colleges will comply with the criteria listed above.

**California Community College District  
Cooperative Work Experience Education Plan**

**(2) Coordinate the program and supervise students (§55251)**

Describe the specifics on how district will achieve this requirement.

The respective academic division at each college will schedule work experience courses each semester. The assigned instructor for each work experience course will be responsible for compliance with state guidelines.

**(3) Shared supervision with employer to include (at least once each term) (§55251)**

(c) Assure on-the-job experiences are documented with written/measurable (§55251)

Describe the specifics on how district will achieve this requirement.

- 1) Work Experience Coordinator/Instructor consults with the employer or designated representative.
- 2) Work Experience Coordinator/Instructor will meet in person at least once each semester to consult with the student and employer to assess written measurable objectives.
- 3) Work Experience Coordinator/Instructor will maintain and document all written and measurable objectives assessed with student and employer.

**California Community College District  
Cooperative Work Experience Education Plan**

- (d) Evaluate with employer, student's learning experiences (§55251):

Describe the specifics on how district will achieve this requirement.

Work Experience Coordinator/Instructor will assess student's learning experience at the site visit with the student and the employer. They will discuss what the student has learned at the worksite during the semester.

- (e) Describe basis for awarding grade and credit (§55251)

*Background: Title 5 criteria and requirements*

**Work Experience Credit.** (§55255.6).

(a) One student contact hour is counted for each unit of work experience credit in which a student is enrolled during any census period. In no case shall duplicate student contact hours be counted for any classroom instruction and Cooperative Work Experience Education. The maximum contact hours counted for a student shall not exceed the maximum number of Cooperative Work Experience Education units for which the student may be granted credit as described in section 55253.

(b) The learning experience and the identified on-the-job learning objectives shall be sufficient to support the units to be awarded.

(c) The following formula will be used to determine the number of units to be awarded:

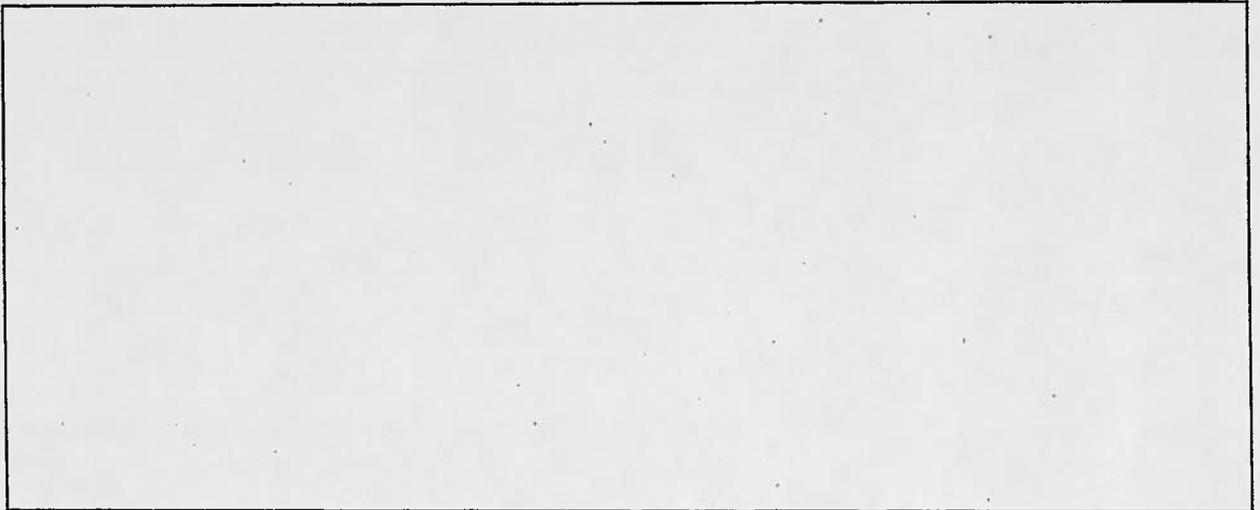
(1) Each 75 hours of paid work equals one semester credit or 50 hours equals one quarter credit.

(2) Each 60 hours of non-paid work equals one semester credit or 40 hours equals one quarter credit.

District will comply with these requirements.

Comments on basis for awarding grade and credit, if any.

**California Community College District  
Cooperative Work Experience Education Plan**



**(f) Provide adequate clerical & instructional services (§55251)**

Comments, if any.

Work Experience Coordinator/Instructor will have division clerical support assigned to assist with clerical responsibilities.

**(b) If district changes the plan, will submit changes for approval (§55251)**

Check to indicate compliance

Yes

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**SANTIAGO CANYON COLLEGE – CAREER EDUCATION**

To: Board Of Trustees	Date: August 23, 2010
Subject: Approval of Apprenticeship-Barbering Lease Agreement	
Action: Request For Approval	

**BACKGROUND**

Rancho Santiago Community College District has a long-standing, on-going relationship with organized labor and their respective apprenticeship training programs. The barbering program is one of the programs the college offers in this type of affiliation. Students are registered as college students, take college-approved courses and receive college credit for their matriculation. At the conclusion of this program each student receives a jointly authorized certificate validating journeyman status.

**ANALYSIS**

Rancho Santiago Community College District receives \$5.06 per student hour of positive attendance from the state. These student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached is to provide payment for the facilities used at Creation Salon.

**RECOMMENDATION**

It is recommended that the Board approve the contract with Creation Salon for 2010-2011 as presented.

Fiscal Impact: \$1,200 to Creation Salon	Board Date: August 23, 2010
Item Prepared by: Aracely Mora, Interim Vice President, Academic Affairs Tricia Evans, Dean, Business and Career Technical Education	
Item Submitted by: Juan A. Vázquez, President	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SCC-10-009

**LEASE AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
CREATION SALON**

This lease between Creation Salon ("CS") and Rancho Santiago Community College District ("RSCCD") is entered into this 1<sup>st</sup> day of September, 2010.

1. CS leases to RSCCD certain classrooms at CS's site located at 17779 Main St, Irvine, California, 92614.
2. CS agrees to make classrooms available to RSCCD as feasible, and as mutually determined according to need and availability.
3. RSCCD agrees that the leased classrooms will be used solely for educational purposes.
4. This lease is entered into pursuant to the Education Code of California.
5. Apprenticeship classes and instruction will be monitored by the Apprenticeship Office at Santiago Canyon College.
6. The term of this lease will be for one(1) year beginning on 1September 2010 and terminating on 30 June 2011, unless earlier terminated by either party in the manner set forth herein.
7. Either party may terminate the lease without penalty upon thirty (30) days prior written notice.
8. RSCCD agrees to pay CS the amount of one thousand two hundred dollars (\$1,200.00). Payment is to be made in one (1) payment upon receipt of an invoice from CS.
9. CS shall, at its cost and expense, provide access and keys for instructors, room space, lights, and heat as needed. CS shall also provide all janitorial supplies and services to the leased classrooms and facilities to which RSCCD is authorized to use as well as all common areas, which shall include but not limited to, the replacement of restroom supplies, light bulbs and fluorescent tubes.
10. RSCCD shall not make any alterations to the classrooms or any other facility which RSCCD is authorized to use without the written consent of CS.

11. RSCCD shall, during the term of this lease, keep in good order, condition, and repair all leased classroom space.
12. Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal delivery, or sent by U.S. certified mail, postage pre-paid with return receipt requested. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. All such notices personally delivered shall be effective when received. All notices sent by certified mail shall be effective forty-eight hours after deposited in the mail.

To the College:        Santiago Canyon College  
                                 Apprenticeship Office  
                                 8045 E. Chapman Avenue  
                                 Orange, CA 92869

With a Copy to:        Rancho Santiago Community College District  
                                 2323 North Broadway  
                                 Santa Ana, CA 92706  
                                 ATTN: Vice Chancellor  
                                 Business Operations/Fiscal Services  
                                 c/o Contracts Specialist

To CS:                    Creation Salon  
                                 17779 Main St.  
                                 Irvine, CA 92614  
                                 ATTN: James

13. Each party shall maintain and secure comprehensive general liability and property damage insurance of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.
14. Each party shall provide workers' compensation coverage for their respective employees and volunteers during the period of this Agreement.
15. RSCCD agrees to indemnify, defend, and hold harmless CS and its officers, employees, agents, and volunteers from any and all claims, actions, losses, damages and/or liability arising out of the performance of this Agreement or from any cause whatsoever which may arise because of the negligence, misconduct, or other fault of RSCCD, including any acts, errors, or omissions of any officers, employees, instructors, students,

or agents of RSCCD in the performance of its obligations under this Agreement.

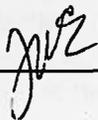
16. CS agrees to indemnify, defend, and hold harmless RSCCD and its respective trustees, officers, employees, instructors, agents, representatives and students free and harmless from and against all claims, actions, damages, liability, loss and expense, including reasonable attorney's fees and court costs, or from any cause whatsoever which may arise because of the negligence, misconduct or other fault of CS, including any acts, errors, or omissions of any trustees, officers, employees, instructors, students, or agents of CS in the performance of its obligations under this Agreement.
17. Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party, which can and may be withheld by either party in its sole and absolute discretion.
18. This Agreement constitutes the entire understanding of the parties with respect to the matters stated herein. Any Agreements or promises, oral or written, which are not reflected in the written terms of this Agreements are and shall be superseded by the terms of this Agreement. No waiver or modification of the terms hereof shall be valid unless in writing and signed by both parties.

APPROVED AND AGREED:

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

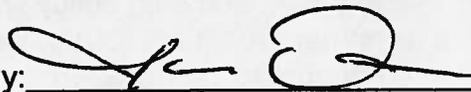
CREATION SALON

By: \_\_\_\_\_



Peter J. Hardash  
Vice-Chancellor,  
Business/Fiscal Services

By: \_\_\_\_\_



James Davis  
Owner

Date: \_\_\_\_\_

Date: \_\_\_\_\_

07/29/2010

**Santiago Canyon College  
Community Services Program**

To: Board of Trustees	Date: August 23, 2010
Re: Approval of Santiago Canyon College Community Services Program, Fall 2010	
Action: Request For Approval	

**BACKGROUND**

The Fall 2010 Community Services Program reflects a comprehensive effort to meet the needs of the community by maintaining quality in programming through the development of new courses and promoting on-going revenue generating courses.

**ANALYSIS**

Santiago Canyon College (SCC) maintains a comprehensive educational and recreational Community Services Program that supports RSCCD's vision of "providing comprehensive educational opportunities" and responds to the diverse needs of the community. Community Services continues to expand its educational and recreational program by offering more than 135 cost effective classes in the SCC service area.

**RECOMMENDATION**

It is recommended that the Board of Trustees review and approve the proposed Community Services Program for Fall 2010.

Fiscal Impact:	\$25,000 revenue	Board Date: August 23, 2010
Prepared by:	Jose Vargas, Vice President of Continuing Education	
Submitted by:	Juan Vázquez, President	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**SANTIAGO CANYON COLLEGE**  
**Community Services Program - Fall 2010**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
<b><i>Animal Care</i></b>			
Basic Dog Manners "Crash Course"	Dog Services Unlimited	\$72	60/40
How to Help Your Dog Help Others	Kim Pagones	\$69	60/40
<b><i>Around the Home &amp; Garden</i></b>			
Basic Home/ Plumbing Repairs	Rick Longobart	\$69	50/50
Interior Design for the Homeowner	Cynthia Albert	\$69	60/40
<b><i>Arts &amp; Crafts</i></b>			
Harvest Design Spectacular	Jen K Floral	\$28	70/30
Intermediate Harvest Design Spectacular	Jen K Floral	\$28	70/30
Fresh Fall Centerpiece	Jen K Floral	\$12	70/30
Floral Holiday Designs	Jen K Floral	\$21	70/30
Beginning Watercolor	Wendy Wu	\$69	60/40
Quick & Easy Sketching	Wendy Wu	\$69	60/40
Jewelry Design/Stringing Techniques	Phuong Nguyen	\$39	50/50
Jewelry Design/Wire Techniques	Phuong Nguyen	\$39	50/50
Jewelry Design/Silk Knotting	Phuong Nguyen	\$39	50/50
Printmaking for Fun	Deborah Goldman	\$99	60/40
Pastel Drawings	Onlena Onstot	\$79	60/40
<b><i>Business &amp; Careers</i></b>			
Become a Notary Public	Notary Public Seminars	\$85	60/40
Renewing Notaries	Notary Public Seminars	\$50	60/40
Start a Loan Signing Business	Notary Public Seminars	\$89	60/40
How to Be a Special Event Planner	Faria Binder	\$44	60/40
How to Be Your Own Private Investigator	Jim Harriger	\$39	60/40
How to Become a Mystery Shopper	Elaine Moran	\$39	60/40
Writing for Kids	Garrett Hicks	\$59	50/50
Writing for Magazines	Jack Adams	\$39	60/40
Screenwriting	Jack Adams	\$39	60/40
Marketing on the Internet	Keith Mueller	\$89	50/50
Writing Your 1 <sup>st</sup> Book	Bobbie Christensen	\$39	60/40
Publishing Your 1 <sup>st</sup> Book	Bobbie Christensen	\$39	60/40
Human Resources Certification	Allison Pratt	\$149	50/50
• Employee Retention	Allison Pratt	\$59	50/50
• Conducting Effective Performance	Allison Pratt	\$59	50/50
• Effective/Legal Terminations	Allison Pratt	\$59	50/50
Accounting for the Non-Accountants	The DG Group	\$89	60/40
Introduction To QuickBooks	The DG Group	\$99	60/40
Supervisor Certificate Program	Irv Gamal	\$141	60/40
• Building Your Leadership Skills	Irv Gamal	\$49	60/40
• Assessing Your Strengths	Irv Gamal	\$49	60/40
• Communication Skills	Irv Gamal	\$49	60/40
• On the Job Training	Irv Gamal	\$49	60/40

**SANTIAGO CANYON COLLEGE**  
**Community Services Program - Fall 2010**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<b><i>Business &amp; Careers Continued</i></b>			
Backflow Prevention Devices	Martin Friebert	\$350/\$375	\$55/hour
Introduction to Voiceovers	Voices for All	\$29	60/40
Successful Home-Based Business	LeAnne Krusemark	\$39	60/40
Beginner's Guide to Getting Published	LeAnne Krusemark	\$39	60/40
Personal Fitness Trainer Certificate	W.I.T.S.	\$524	\$100/pp
Medical Transcription	Career Step	\$1,875	\$300/pp
Medical Transcription Editor	Career Step	\$2,375	\$300/pp
Operations Management Certificate Program	Searchtec	\$936	35/65
• Management 101	Searchtec	\$195	35/65
• Quality Management	Searchtec	\$195	35/65
• Project Management	Searchtec	\$195	35/65
• Work Measurements/Cost Analysis	Searchtec	\$195	35/65
• Production Planning & Controls	Searchtec	\$195	35/65
• Supply Chain Managements-Logistics	Searchtec	\$195	35/65
• Lean Enterprise	Searchtec	\$195	35/65
<b><i>College For Kids</i></b>			
How to Write a College Essay	Jayne Munoz	\$59	\$40/hour
Natural A's	Curtis Adney	\$49	60/40
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
O.C. Jr. Orchestra	Bob Freilly	\$45	\$35/Hour
<b><i>Computers</i></b>			
Computers for Beginners	Dori Dumon	\$89	\$40/hour
Managing Your Computer Files	Dori Dumon	\$44	\$40/hour
Become a Windows Wizard	Dori Dumon	\$44	\$40/hour
Introduction To Photoshop	Dori Dumon	\$89	\$40/hour
Intro to Internet & Email	Dori Dumon	\$89	\$40/hour
Design Your Own Website	Dori Dumon	\$89	\$40/hour
Microsoft Word - Part I	Karen Harris	\$89	\$40/hour
Microsoft Word - Part II	Karen Harris	\$89	\$40/hour
Introduction to MS Excel	Karen Harris	\$89	\$40/hour
Improving PC Performance	Robert Cohen	\$29	60/40
Macintosh Basics	Keith Mueller	\$89	50/50
Intermediate Macintosh	Keith Mueller	\$89	50/50
On-Line Courses	Education To Go	\$85	\$30/\$55
<b><i>Dance</i></b>			
Salsa	Salomon Rivera	\$59	60/40
Cardio Dance Class	Salomon Rivera	\$59	60/40
Belly Dance	JoEllen Larsen	\$59	60/40
Strictly Ballroom	John Potter	\$59	\$40/hour
East Coast Swing	John Potter	\$59	\$40/hour

**SANTIAGO CANYON COLLEGE**  
**Community Services Program - Fall 2010**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<b>Dance Continued</b>			
West Coast Swing	John Potter	\$59	\$40/hour
Going Country	John Potter	\$59	\$40/hour
<b>Gemology</b>			
The Jewelry Bench Explained	Lothar Vallot	\$33	60/40
Everything You Wanted to Know About Gems	Lothar Vallot	\$33	60/40
Gemstone Buyers Beware	John Eyre	\$33	60/40
Color Me Purple	John Eyre	\$33	60/40
What's New With Old Jewelry	Diana Sanders Cinnamon	\$33	60/40
<b>Health, Beauty &amp; Fitness</b>			
Tai Chi Chuan	Karen Mack	\$59	60/40
Yoga	Pamela Buonanotte	\$79	60/40
Evening of Massage	Barbara Sobel	\$39/\$69	60/40
Head & Foot Massage	Barbara Sobel	\$39/\$69	60/40
Head, Neck & Shoulder Massage	Barbara Sobel	\$39/\$69	60/40
Raindrop Technique/ Aromatherapy	Barbara Sobel	\$39/\$69	60/40
The Brain Class- Blueprint for Brain Fitness	Debbi Harper	\$29	60/40
<b>Language</b>			
Spanish at Work	CALINK Institute	\$79	\$40/hour
Spanish for Traveling & Tourism	CALINK Institute	\$79	\$40/hour
Fast Fun French	Katherine Watson	\$59	60/40
Introduction to Italian	Alpine Tutoring	\$59	\$40/hour
<b>Medical Billing</b>			
Introduction to Medical Billing-Part I	Kris Patterson	\$99	60/40
Advanced Medical Billing-Part II	Kris Patterson	\$69	60/40
<b>Money Matters</b>			
Master Your Money	Jalon O'Connell	\$39	No Charge
Complete Financial Workshop	Jim Dumbeck	\$59/\$89	60/40
Build Your Financial Portfolio	Bobbie Christensen	\$39/\$59	60/40
Retirement Planning Today	Charles Munoz	\$49/\$69	60/40
Living Trust & Estate Planning	Neal Rogers	\$29/\$44	60/40
<b>Music</b>			
Chord Style Piano	Patrick Hardman	\$35	60/40
Beginning Guitar	Ron Gorman	\$89	50/50
Intermediate Guitar	Ron Gorman	\$89	50/50

**SANTIAGO CANYON COLLEGE**  
**Community Services Program - Fall 2010**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
<b>Older Adult Classes</b>			
Quilting	Judy Schindlebeck	\$48	\$40/hour
Life Story Writing	Dawn Thurston	\$36	\$40/hour
Total Fitness	Jeff Nolasco	\$48	\$40/hour
Yoga for Everybody	Bobby Glicksir	\$64	\$40/hour
Basic Drawing	Eileen Clary	\$64	\$40/hour
Watercolor Painting	Eileen Clary	\$64	\$40/hour
<b>Personal Enrichment</b>			
What Were You Born To Do	Curtis Adney	\$49	60/40
Overcome Anxiety & Panic Forever	Nick Lazaris	\$29	60/40
Overcome Your Fear of Public Speaking	Nick Lazaris	\$29	60/40
Assertive Skills for Success	Nick Lazaris	\$29	60/40
Put Sizzle & Sophistication in your Social Life	Vandye Forrester	\$29	No Fee
Communicating With Difficult People	Roger Burgraff	\$44	60/40
How to Deal With Disagreements	Roger Burgraff	\$44	60/40
<b>Real Estate</b>			
How to Pay off Your Mortgage Quickly	Marshall Reddick Reality	\$49/\$79	60/40
Take the Mystery Out of Buying First Property	Marshall Reddick Reality	\$49/\$79	60/40
How to Sell Residential Real Estate	Robert Lindquist	\$19	50/50
<b>Special Interest</b>			
Digital Photography- Point & Shoot	Julie Diebolt Price	\$49	60/40
Digital Photography- SLR	Julie Diebolt Price	\$49	60/40
Get More WOW! With Your Pictures	Julie Diebolt Price	\$49	60/40
Interactive Photography Workshop	Julie Diebolt Price	\$79	60/40
Beyond Basic Digital Photography	Julie Diebolt Price	\$49	60/40
Basic Lighting Techniques for Photography	Julie Diebolt Price	\$49	60/40
Wow! My Pictures are Organized	Julie Diebolt Price	\$49	60/40
Photographer's Assistant	Julie Diebolt Price	\$49	60/40
Beyond Basic Digital Photography	Julie Diebolt Price	\$49	60/40
Documentary/Street Photography	Julie Diebolt Price	\$49	60/40
Fly Fishing for Fun	Eric Christensen	\$39	60/40
Tasty Sushi	Sharla Oyenoki	\$29	50/50
EBay For Fun & Profit	Keith Mueller	\$49	50/50
CPR	Sabrina Bradley	\$29	60/40
Basic First Aid	Sabrina Bradley	\$29	60/40
Intro to Creative Writing	Kathleen Gunton	\$69	60/40
Professional Magic for Adults	John Fedko	\$39	50/50
<b>Test Preparation</b>			
SAT Preparation	Jayne Munoz/Randy Scott	\$94	\$40/Hour
Online Driver's Education	Safety Drivers Ed	\$55	50/50

**SANTIAGO CANYON COLLEGE**  
**Community Services Program - Fall 2010**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<i>Travel</i>			
Safari Day @ Tippl Hendren's Shambala Preserve	Brigitte Burns	\$89-\$99	\$150
Palm Spring Follies	Brigitte Burns	\$89-\$99	\$150
Riverside Mission Inn Festival Lights	Brigitte Burns	\$69	\$150

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College – Community Services Program**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Santa Ana College Community Services Program for Fall 2010	
Action:	Request For Approval	

**BACKGROUND**

The Santa Ana College Community Services Program offers classes that are of special interest or those designed for a specific audience or need. They are noncredit, usually shorter in duration than credit classes, and do not require lengthy preparation or rigorous testing. From the creative arts and financial management to computer software and special tours, these programs are offered to the general public for educational, cultural, social and recreational purposes for a fee. Its inherent flexibility allows the addition or replacement of classes that have the most cost-effective impact on our program and the community.

**ANALYSIS**

The Fall 2010 course offering aims to provide 140 inclusive education and recreation course for adults and children in the Santa Ana College service area. This comprehensive menu of courses seeks to meet the demographic and diverse needs of the community while generating revenue to ensure the continued expansion of the Community Services Program

**RECOMMENDATION**

It is recommended that the Board of Trustees review and approve the attached proposed Santa Ana College Community Services Program for Fall 2010.

Fiscal Impact:	\$5,000 (estimated net income after expenses)	Board Date: August 23, 2010
Prepared by:	Sara Lundquist, Ph.D., Vice President of Student Services Lilia Tanakeyowma, Dean of Student Affairs	
Submitted by:	Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

## COMMUNITY SERVICES – FALL 2010 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>Animal Care</b>			
Puppy Kindergarten	Dog Services Unlimited	\$69	60/40
Dog Obedience	Dog Services Unlimited	\$82	60/40
<b>Around The Home</b>			
Interior Design	Tahani Omari	\$59	60/40
Decorating with Feng Shui	Kathy Zimmerman	\$39	60/40
<b>Arts &amp; Crafts</b>			
Harvest Floral Design	Jen K Floral	\$28	70/30
Floral Holiday Design	Jen K Floral	\$21	70/30
Beads, Crystals & Semi-Precious	Brigitte Burns	\$29	60/40
Basic Wire-Wrapping	Brigitte Burns	\$29	60/40
Creative Jewelry Design	Brigitte Burns	\$29	60/40
Chandelier Earrings	Brigitte Burns	\$29	60/40
Holiday Greeting Cards	Brigitte Burns	\$29	60/40
Soap Making	Quayum Abdul	\$29	60/40
Candle Making	Quayum Abdul	\$29	60/40
Restorative Painting	Colleen Blackford	\$69	60/40
Pottery	Andres Duque	\$69	60/40
<b>Automotive</b>			
BAR Update 2009/2011	Douglas Wilkes	\$295	60/40
CDET Smoke Inspection Program	Tom Hogue	\$175	60/40
EPA Certification	Tom Hogue	\$215	60/40
Auto Wholesale Business	Ronald Williams	\$85	60/40
ASE Prep	Jim Manning	\$85	60/40
<b>Business &amp; Careers</b>			
Small Business Bookkeeping & Taxes	Phil Famolaro	\$89	60/40
How Start An In Home Family Care	Elisha Valentine	\$99	60/40
How to Become A Mystery Shopper	Elaine Moran	\$39	60/40
How To Sell on eBay	Francis Greenspan	\$79	60/40
Beginner's Guide To Getting Published	LeeAnne Krusemark	\$39	60/40
Meet The Publisher	LeeAnne Krusemark	\$39	60/40
Cash In With A Successful Home-based Business	LeeAnne Krusemark	\$39	60/40
Make Money With A Typing/Word Processing	LeeAnne Krusemark	\$39	60/40
How To Become An Event Planner	Elisha Valentine	\$99	60/40
NASBITE/CGBP Prep	Madeline Grant	\$89	60/40
Moneymaking Using Your Computer	Nancy Miller	\$39	60/40
Build Your Own Website	Michael Rounds	\$39	60/40
OSHA Training	Michael Rounds	\$250	60/40
Next American Inventor	Nancy Miller	\$39	60/40
Become A Child Visitation Monitor	Carrie Christensen	\$199	60/40
Photovoltaic Design & Installation	Quayum Abdul	\$299	60/40
Grant Writing Fundamentals	John Drew	\$39	60/40
Become A Notary Public	Carrie Christensen	\$85	60/40
Become A Certified Loan Signing Agent	Carrie Christensen	\$89	60/40
How To Be Your Own Private Investigator	Jim Harriger	\$49	60/40
Effective Supervision Series	Greg Ledbetter	\$189	60/40
How to Manage Rental Properties	Pat Larkin	\$39	60/40
How To Become A Substitute Teacher	Charles Prosper	\$44	60/40
Human Resource Series I & II	Allison Pratt	\$189	60/40
Sexual Harassment Avoidance Training	Allison Pratt	\$89	60/40

**COMMUNITY SERVICES – FALL 2010 PROGRAM**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>College For Kids</b>			
Reading Development	Readwrite Education	\$89	\$35/hour
Math Development	Readwrite Education	\$89	\$35/hour
Speed Reading & Vocabulary Building	Readwrite Education	\$69	\$35/hour
Study Skills & Test Taking .	Readwrite Education	\$59	\$35/hour
Talk Your Way to Straight A's	Vandye Forrester	\$29	60/40
English Composition	Phyllis Neal	\$59	60/40
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
Mini Chefs	Sumati Ratanjee	\$79	60/40
Basketball Camp	Jeff Postlmayr	\$79	60/40
Horse Camp	Cheryl Skidmore	\$44	60/40
SAT Prep	Sheldon/Holly	\$115	\$35/hour
Tennis Camp	Robert Manuel	\$89	60/40
Teen Make-Up & Skin Care	Michelle Jackson	\$39	60/40
Navigating Scholarships	Stephanie Adams	\$39	60/40
Guitar For Kids	Robert Andrews	\$79	60/40
Online Driver's Education	Erika Vieyra	\$55	60/40
<b>Computers</b>			
PC Troubleshooting	Dave Westerfield	\$49	60/40
MS Applications	Debra Crowley	\$69	\$35/hour
Digital Photography	Debra Crowley	\$69	\$35/hour
Photoshop	Alisa Morrow	\$69	\$35/hour
MAC Applications	Debra Crowley	\$69	\$35/hour
Web Design Fundamentals	Nancy Haugen	\$69	\$35/hour
<b>Culinary Arts</b>			
Indian Cuisine	Sumati Ratanjee	\$59	60/40
Sushi Made Easy	Dave Sobel	\$29	60/40
99¢ Gourmet	Mike Rounds	\$29	60/40
Cooking With Tarla	Tarla Fallgatter	\$29	60/40
A Taste of Thai	Jaturapatporn Sunee	\$29	60/40
Fruit Creations	Omellina Garcia	\$29	60/40
Gluten Free Holiday	Stephanie Georgieff	\$29	60/40
<b>Dance</b>			
Salsa	Salomon Rivera	\$59	60/40
Belly Dance	JoEllen Maddox	\$79	60/40
Ballroom Dancing	Phil Famolaro	\$59	60/40
Night Club Dancing	Amber Stapleton	\$59	60/40
<b>Health, Fitness &amp; Beauty</b>			
Yoga	Pamela Buonanotte	\$69	60/40
Body By Bootcamp	Kaja Donikowski	\$79	60/40
Qi-Kong	Lan Pao Phong	\$69	60/40
Stress & Money	Lisa Giusiana	\$39	60/40
Reinvent Yourself/Skincare	Betty Nethery	\$25	60/40
Basic First Aid & CPR	Sabrina Bradley	\$25	60/40
Chi Gung	James Rose	\$69	60/40
Kung Fu	James Rose	\$69	60/40
Tai Chi	James Rose	\$69	60/40
Massage Therapy Certification Program	Jeanette Cunniff	\$500	60/40
Couples Massage	Barb Sobel	\$\$39/59	60/40
Head, Neck, Shoulder Massage	Barb Sobel	\$39/\$59	60/40
5 Dangerous Threats to Your Brain	Debbi Harper	\$29	60/40
Holiday Makeover	Michele Jackson	\$35	60/40
Fitness Conditioning	Staff	\$15	50/50 4.4 (3)

## COMMUNITY SERVICES – FALL 2010 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>Language</b>			
Spanish At Work	Alicia Migliarini	\$69	60/40
Spanish For Travelers	Alicia Migliarini	\$69	60/40
<b>Money Matters</b>			
Savvy Social Security	Michele Young	\$10	60/40
Master Your Money	Jalon O'Connell	\$44/\$66	60/40
Investment Bootcamp	Jalon O'Connell	\$44/\$66	60/40
Tax Free Investment Strategies	Seewing Yee	\$39/\$59	60/40
Financial Management Workshop	Jim Dumbeck	\$49/\$69	60/40
Retirement Planning	John Robbins	\$39/\$59	60/40
Mutual Fund Investing	John Robbins	\$39/59	60/40
Annuities	John Robbins	\$39/59	60/40
<b>Music</b>			
Guitar For Adults	Robert Andrews	\$79	60/40
<b>Online Class Categories</b>			
Internet & Basic Computer Literacy	Education To Go	\$89	60/40
Web Page Design, Graphics & Multimedia	Education To Go	\$89	60/40
Computer Troubleshooting & Networking	Education To Go	\$89	60/40
Computer Programming	Education To Go	\$89	60/40
Digital Photography & Digital Video	Education To Go	\$89	60/40
Languages	Education To Go	\$89	60/40
Writing Courses	Education To Go	\$89	60/40
Entertainment Industry	Education To Go	\$89	60/40
Business Planning & Sales	Education To Go	\$89	60/40
Business Marketing & Accounting	Education To Go	\$89	60/40
Finance, Wealth & Career Building	Education To Go	\$89	60/40
Family, Parenting & Child Care	Education To Go	\$89	60/40
Personal Enrichment	Education To Go	\$89	60/40
Medical Billing & Coding	Gatlin Education Services	\$1600	60/40
Personal Fitness Trainer	Gatlin Education Services	\$2100	60/40
Quickbooks Bookkeeping	Gatlin Education Services	\$299	60/40
Video Game Design & Development	Gatlin Education Services	\$2100	60/40
<b>Personal Enrichment</b>			
Identify Your Perfect Career	Sue Montelone	\$39	60/40
Be Your Passion	Sue Montelone	\$39	60/40
Put Sizzle Into Your Social Life	Vandy Forrester	\$39	60/40
You're On The Air	Sheryl Powers	\$29	60/40
Writing Your Memoir	Allene Symons	\$65	60/40
Basic Creative Editing	Allene Symons	\$65	60/40
<b>Real Estate</b>			
Flipping Foreclosures	Marshall Reddick	\$54/\$79	60/40
Programas De Modificacion	Sandy Flores	\$10	60/40
Buying A Home in Today's Market	Alana Gates	\$25	60/40
<b>Recreation</b>			
Adult Tennis League	Robert Manual	\$69	60/40
Open Court Badminton	Phuc Le	\$29/\$44	60/40
<b>Special Interest</b>			
Alcohol & Drug Awareness	Pat Verwiel	\$40	50/50
14601 Suspended License Program	Barry Reid	\$150	50/50

# COMMUNITY SERVICES - FALL 2010 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Travel			
Shambala Preserve	Brigitte Burns	\$89	\$150
Palm Spring Follies	Brigitte Burns	\$69	\$150
Magic Castle	Jack Sword	\$99	\$150
Riverside Mission Inn	Brigitte Burns	\$89	\$150
J. Paul Getty Museum	Brigitte Burns	\$49	\$150
Los Angeles Arboretum	Brigitte Burns	\$59	\$150

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College – Human Services and Technology Division**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of New OTA Agreement – InJOY Life Resources, Inc.	
Action:	Request for Approval	

**BACKGROUND**

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a new agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site until after Board approval.

**ANALYSIS**

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for five (5) years or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this contract with InJOY Life Resources, Inc., in Bellflower, California.

Fiscal Impact:	None	Board Date: August 23, 2010
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

# AGREEMENT

## Occupational Therapy Assistant Program

**THIS AGREEMENT** is made and entered into the August 24, 2010, by and between **InJOY Life Resources, Inc. (InJOY)**, hereinafter called the Agency, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the District.

### **PART I. BASIS AND PURPOSE OF AGREEMENT**

#### **WITNESSETH:**

**WHEREAS**, the District and Agency acknowledge a public obligation to contribute to Occupational Therapy Assistant Program education for the benefit for students and to meet community needs.

**WHEREAS**, the District provides programs in Occupational Therapy Assistant Program education, which require clinical experience for students, enrolled in these programs.

**WHEREAS**, the Agency has facilities suitable for the clinical needs of the District programs in the Occupational Therapy Assistant Program.

**WHEREAS**, it is to the benefit of both District and Agency that Occupational Therapy Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

**NOW, THEREFORE**, the District and Agency do covenant and agree as follows:

### **PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE**

#### **A. For the Program in General**

1. The District will assume full responsibility for offering Occupational Therapy Assistant Program education programs eligible for accreditation by the appropriate State Board.
2. District faculty members may be invited to serve as voluntary resource persons to the Agency staff by serving on Occupational Therapy Assistant Program care committees, by sharing knowledge as clinical experts, and by participation in other matters dealing with the quality of patient care.
3. For Background clearance  
The District shall inform The Occupational Therapy Assistant Program students of the Background Check requirement and their responsibility of payment.

4. For Student Workmen's Compensation  
The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.

B. For Program Planning

1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.

C. For Occupational Therapy Assistant Program Students

1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

**PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.

4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

**B. For Services and Facilities**

1. The Agency will permit the educational use of such supplies and equipment as are commonly available for patient care.
2. The Agency will permit use of the following facilities and services by District Occupational Therapy Assistant Program students and faculty at such times and to the degrees considered feasible by the agency.
  - a. Parking areas.
  - b. Locker, storage and dressing facilities.
  - c. Same food services as are available for Agency staff.
  - d. First aid treatment with written consent required for minors.
  - e. Access to sources of information for education purposes such as:
    1. Patient's chart.
    2. Procedure guides policy manuals.
    3. Medical dictionaries, pharmacology references, and other references suitable to the clinical area.
    4. Books and periodicals in the Medical library.

**C. For the Control of District Personnel**

1. The Agency may refuse access to its clinical areas to Occupational Therapy Assistant Program students or district faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the Agency and the District.

**PART IV.**

**JOINT RESPONSIBILITIES AND PRIVILEGES**

**A. For publications**

1. Publication by District faculty, or Agency staff members of any material relative to their clinical experience, that has not been approved for release by the District and Agency signers of this agreement, is prohibited.

**B. Insurance:**

Without limiting the indemnification obligations stated below, each party to the Agreement shall maintain and secure at its own expense comprehensive general liability, property damage insurance, and professional liability of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.

**C. Indemnification**

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

**PART V.**

**STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS**

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.

- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

**PART VI. PERIOD OF AGREEMENT, TERMINATION**

- A. This agreement shall be effective as of the date signed, and shall continue in effect for five years, unless terminated earlier by written notice of either party. Either party to this Agreement may, in its sole discretion, terminate this Agreement with or without cause by giving the other party at least 30 days' prior written notice. In the event the Agreement is terminated for cause, all of the obligations of the terminating party shall be waived immediately upon written notice of termination. In the event of termination without cause, the parties agree to fulfill their respective obligations associated with the current term or semester, prior to such termination becoming effective.

**IN WITNESS WHEREOF**, the said parties have hereunto set their hands:

**~~65X~~ District: Rancho Santiago Community College District**  
 \_\_\_\_\_  
**Rancho Santiago Community College District**  
 2323 N. Broadway  
 Santa Ana, CA 92706

**Agency: InJOY Life Resources, Inc.**  
 \_\_\_\_\_  
**InJOY Life Resources, Inc.**  
 10329 Artesia Boulevard  
 Bellflower, CA 90706

\_\_\_\_\_  
 Peter J. Hardash  
 Vice Chancellor  
 Business Operations & Fiscal Services

\_\_\_\_\_  
 Mary Grace Cachuela  
 Program Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Science, Math, and Health Sciences Division**

To: Board of Trustees	Date: August 23, 2010
Re: Approval of Renewal of Emergency Medical Technician Agreement – Schaefer Ambulance	
Action: Request for Approval	

**BACKGROUND**

Students in the Emergency Medical Technician program are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed affiliation agreement renewal with Schaefer Ambulance, located in Santa Ana, will yield appropriate clinical rotation activities for the programs.

**ANALYSIS**

The clinical affiliation agreement covers the scope of programs' operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for two years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement renewal with Schaefer Ambulance.

Fiscal Impact:	None	Board Date: August 23, 2010
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

## STANDARD CLINICAL AFFILIATION AGREEMENT

This standard Clinical Affiliation Agreement (the "Agreement") is made and entered into between the **Rancho Santiago Community College District**, a public educational agency ("District") located in Santa Ana, California, and **Schaefer Ambulance** ("Clinical Facility") located in Santa Ana, California.

WHEREAS, District and Clinical Facility desire to contribute to community health education;

WHEREAS, District operates Santa Ana College ("College") and College is a duly accredited educational institution that conducts the program(s) described and identified herein this Agreement (the "Program");

WHEREAS, District has obtained all necessary licenses, consents and/or approvals to conduct the Program from the State of California and any other applicable government agency;

WHEREAS, Clinical Facility operates a duly licensed health care agency and has obtained all necessary licenses, consents, and approvals;

WHEREAS, as part of the Program, students are required to participate in a clinical experience rotation;

WHEREAS, District desires to affiliate with the Clinical Facility in order that students may participate in a clinical experience rotation at the Clinical Facility; and

WHEREAS, District and Clinical Facility desire to enter into this Agreement to memorialize their respective rights, duties, and obligations with respect to the clinical experience rotation of students of the College's Program.

**For purposes of this Agreement, the following definitions shall apply:**

"District" shall refer to the Rancho Santiago Community College District, its member Colleges, the District's Governing Board, and each of their trustees, employees, agents, representatives, successors and assigns;

"College" shall refer to Santa Ana College, and each of its employees, agents, representatives and assigns;

"Clinical Facility" shall refer to Schaefer Ambulance, its parents, subsidiaries, related companies, and each of their officers, directors, employees, agents, representatives, successors, and assigns;

The "Program" shall refer to the Clinical training in health science programs; and

NOW, THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

#### TERMS

1. Clinical Experience Rotation. Clinical Facility agrees to provide students of the Program who are specified by College with a clinical experience rotation ("Rotation"), in accordance with standards established by governmental agencies and recognized professional accrediting agencies, and subject to the terms and conditions of this Agreement.
2. Development of Curriculum. College shall be fully responsible for the development, planning, and administration of the program, including, without limitation, programming, administration, matriculation, promotion and graduation. College acknowledges and agrees that the Rotation is intended to meet certain educational performance objectives, and College shall provide a copy of such performance objectives to Clinical Facility on or before student placement. Clinical Facility shall be fully responsible for the availability and appropriateness of the learning environment in relation to the program's written objectives.
3. Exposure to Bloodborne Pathogens. Program students and college faculty will comply with the final regulations issued by the Occupational Safety and Health Administration governing employee exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, which regulations became effective March 6, 1992 (the "Regulations"), including but not limited to responsibility as the employer to provide all program students with (a) information and training about the hazards associated with blood and other potentially infectious materials, (b) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (c) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (d) information as to the reasons the program student should participate in hepatitis B vaccination and post-exposure evaluation and follow-up. District's responsibility with respect to the Regulations also shall include the provision of the hepatitis B vaccination or documentation of declination in accordance with the Regulations.
4. Applicable Procedure: Acceptance. College agrees to provide Clinical Facility with a list of the name(s) of students who will be participating in a rotation.
5. Nondiscrimination. The parties agree not to discriminate in the selection, placement or evaluation of any student or faculty member because of race, creed, national origin, religion, sex, marital status, age, handicap, and/or medical condition. The Rancho Santiago Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is

strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

6. Academic Year. The academic year consists of Fall, and Spring semesters, Summer session and Winter break intersession.
7. Rotation Schedule. The rotation schedule shall be determined by College and Clinical Facility and may be amended from time to time by agreement of the parties. The number of students in each rotation shall be limited to a number mutually agreed upon by both parties, not to exceed the number specified by the accrediting agency(s).
8. Orientation. Clinical Facility and College shall provide an orientation for assigned students participating in each rotation.
9. Compliance with Clinical Facility Rules. Clinical Facility shall make available all applicable governing instruments, policies and procedures, rules and regulations of Clinical Facility to each student participating in a rotation, and student shall comply with these rules.

In providing the students with the clinical rotation that is the subject of this Agreement, Clinical Facility shall comply with all applicable laws, rules, regulations, statutes, policies, procedures, and ordinances and shall be consistent with the professional standards of a health care agency.

10. Confidentiality of Patient Records. Students and faculty understand and agree that Clinical Facility's patient files are confidential.
11. Clinical Coordinator (College). College agrees to designate a coordinator for each program. The coordinator, who may be an academic instructor, shall be responsible for all teaching activities.
12. Clinical Advisor (Clinical Facility). Clinical Facility agrees to designate a clinical advisor or coordinator who shall provide input to the clinical performance and evaluation of student(s), be a resource person for College's faculty and students, and shall communicate with the clinical coordinator designated by College regarding the proposed curriculum and the performance of individual students and shall arrange formal orientation to the facility for the faculty and students.
13. Supervision of Students. The supervision and direction of students while on site at Clinical Facility shall be the responsibility of the Clinical Coordinator (College) or designee as guided by the instructional objectives. No direct, hands-on patient care shall be provided by participating students at Clinical Facility, except in accordance with all applicable laws, Clinical Facility and Medical Staff rules, regulations, policies and procedures. District recognizes the patients' rights to refuse care provided by a student at Clinical Facility.
14. Removal of Students. Clinical Facility retains the right to exclude any student at any time from any clinical area. Any student who is asked to leave by Clinical Facility shall do so promptly and without protest. Clinical Facility shall also have the right, at any time, to

request College to remove a student permanently from the rotation. Except as otherwise proved under any approachable policies, procedures, rules, regulations, and/or under any law, any such removal shall not require compliance with any notice, hearing or other procedural requirements.

15. Patient Care. Nothing in this Agreement shall be construed as conferring any right or duty upon College, its students or faculty members, to control or direct patient care or operations at Clinical Facility. Clinical Facility shall maintain sole responsibility and accountability for patient care and shall provide adequate staffing in number and competency to ensure safe and continuous health care during the term of this Agreement.
16. Student Evaluation. In the case of direct supervision of the students by the Clinical Instructor (College), he/she shall be responsible for student(s) evaluation. Unless otherwise mutually agreed between the Clinical Coordinator (College) and the Clinical Advisor (Clinical Facility), Clinical Facility may be responsible for submitting input to the Clinical Coordinator evaluating and appropriately documenting the performance of each student in the clinical rotation. The appropriate forms shall be provided by the Clinical Coordinator. Nothing herein shall be construed as a guarantee by or obligation of Clinical Facility regarding the performance of any student during the rotation. College shall keep records on the progress and evaluation of each student's clinical experience during a rotation for a period of three (3) years following the end of the specific rotation in which the student is involved.
17. Ongoing Communication. College has the privilege of regularly scheduled meetings with Clinical Facility staff, including both selected unit personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating College's health care programs at a mutually agreed upon time.
18. Materials. College agrees to provide students with all educational material required during the clinical program.
19. Medical Library. Clinical Facility agrees to provide students with access to the Medical Library, if applicable, during its normal business hours.
20. No Payments or Other Remuneration. College agrees that no fees or monetary payments of any kind shall be exchanged between Clinical Facility, its agents and employees, and College, its agents, employees and students under the terms of this Agreement. Further, neither College, its staff members, nor other representatives, shall attempt to bill or collect from any patient or from any other source fees for services provided to patients by said student.

The only exception shall be when Clinical Facility and College mutually agree to pay a Clinical Advisor a stipend for duties directly related to College's program.

21. No Right to Employment. The parties agree that the students of College shall not be considered employees, agents or volunteers of Clinical Facility, nor shall any student be entitled to any right, compensation, or other benefits normally afforded to employees of Clinical Facility, including but not limited to, Social Security, unemployment and workers' compensation insurance.

22. Insurance Carried by the District. District shall assure coverage of professional liability insurance for each student participating in the Rotation of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for students participating in the rotation. These coverage's are in effect while the student is on-site at Clinical Facility.

23. Insurance Carried by Clinical Facility. Clinical Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty (30) days notice of cancellation, modification, or reduction in said insurance. Clinical Facility shall deliver certificate(s) of insurance under Clinical Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request, District shall be provided a copy of said policy. Clinical Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Clinical Facility, except for District's students and College faculty, in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. Clinical Facility shall provide District with thirty (30) days written notice prior to cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall provide workers' compensation coverage for each of its employees.

24. Student Health Records. Any student participating in a rotation shall, at the request of Clinical Facility, provide a current statement from his or her physician that the student is in good health and capable of participating in the rotation. Clinical Facility, upon request, may require that any student returning from an extended absence caused by illness or injury submit to a physical examination or present a statement from a physician indicating that the student is capable of resuming clinical activities. Any such physical examination shall be the financial responsibility of the student.

Any student participating in a rotation shall provide verification of annual T.B. screening, immune status for mumps, rubeola, rubella, and chicken pox, hepatitis B (or signed waiver for hepatitis B).

25. Student Medical Care. To the extent that any first aid or emergency care is required in connection with an injury or illness incurred by a student during performance of his/her clinical training during a rotation, the student shall be treated by Clinical Facility as appropriate.

26. Confidentiality of Student Record. Clinical Facility shall keep confidential and shall not disclose to any person or entity (i) student application; (ii) student health records or reports; and/or (iii) any student records as defined in California Education Code Section 76210 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. paragraph 1232(g), concerning any student participating in the rotation, unless disclosure is

authorized by (i) the student in writing, or (ii) disclosure is ordered by a court of competent jurisdiction.

Clinical Facility shall adopt and enforce whatever policies and procedures are necessary to protect the confidentiality of student records as defined herein.

27. **Verification.** College warrants and represents that it has obtained all necessary approvals and consents from any and all agencies to enable Clinical Facility to offer the rotation to College's students participating in the Program. If requested by Clinical Facility, College will provide Clinical Facility with verification that the Program is duly licensed, duly accredited and/or certified, as applicable, by appropriate agencies. District covenants and agrees that at all times during the term hereof it shall retain such licensure, accreditation and/or certification, and its Program and faculty members shall continue to meet any and all federal, state and local requirements.
28. **Indemnification.** All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
29. **Governing Law.** This Agreement shall be governed by and constructed in accordance with the laws of the State of California.
30. **Assignment.** Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party which can and may be withheld by either party in its sole and absolute discretion.
31. **Effective Date Termination.** This Agreement shall become effective on September 16, 2010 and shall remain in effect until September 15, 2015, unless sooner terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. In the event a rotation is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the rotation. Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.
32. **Notices.** Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal deliver, or by U. S. mail. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of ten (10) days after mailing.

Mail to:

To Clinical Facility:  
Schaefer Ambulance  
2215 S. Bristol St.  
Santa Ana, CA 92704

To College:  
Director of Nursing  
Santa Ana College  
1530 West 17<sup>th</sup> Street  
Santa Ana, CA 92706

With a copy to:  
Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706  
ATTN: Vice Chancellor  
Business Operations/Fiscal Services

33. Entire Agreement. This Agreement and all attachments hereto, constitute the entire agreement of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waivers or modification of any of the terms hereof shall be valid unless in writing and signed by both parties.

Clinical Facility

Rancho Santiago Community College  
District

By: \_\_\_\_\_

By: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Typed Name: Peter J. Hardash *PJH*

Title: \_\_\_\_\_

Title: Vice Chancellor, Business  
Operations/Fiscal Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Science, Math, and Health Sciences Division**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Renewal of Emergency Medical Technician Agreement – Emergency Ambulance	
Action:	Request for Approval	

**BACKGROUND**

Students in the Emergency Medical Technician program are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed affiliation agreement renewal with Emergency Ambulance, located in Brea, will yield appropriate clinical rotation activities for the programs.

**ANALYSIS**

The clinical affiliation agreement covers the scope of programs' operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for two years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement renewal with Emergency Ambulance.

Fiscal Impact:	None	Board Date: August 23, 2010
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

## STANDARD CLINICAL AFFILIATION AGREEMENT

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WHEREAS, District and Clinical Facility desire to contribute to community health education;

WHEREAS, District operates Santa Ana College ("College") and College is a duly accredited educational institution that conducts the program(s) described and identified herein this Agreement (the "Program");

WHEREAS, District has obtained all necessary licenses, consents and/or approvals to conduct the Program from the State of California and any other applicable government agency;

WHEREAS, Clinical Facility operates a duly licensed health care agency and has obtained all necessary licenses, consents, and approvals;

WHEREAS, as part of the Program, students are required to participate in a clinical experience rotation;

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"College" shall refer to Santa Ana College, and each of its employees, agents, representatives and assigns;

"Clinical Facility" shall refer to Emergency Ambulance, its parents, subsidiaries, related companies, and each of their officers, directors, employees, agents, representatives, successors, and assigns;

The "Program" shall refer to the Clinical training in health science programs; and

NOW, THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

#### TERMS

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strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

6. Academic Year. The academic year consists of Fall, and Spring semesters, Summer session and Winter break intersession.
7. Rotation Schedule. The rotation schedule shall be determined by College and Clinical Facility and may be amended from time to time by agreement of the parties. The number of students in each rotation shall be limited to a number mutually agreed upon by both parties, not to exceed the number specified by the accrediting agency(s).
8. Orientation. Clinical Facility and College shall provide an orientation for assigned students participating in each rotation.
9. Compliance with Clinical Facility Rules. Clinical Facility shall make available all applicable governing instruments, policies and procedures, rules and regulations of Clinical Facility to each student participating in a rotation, and student shall comply with these rules.  
  
In providing the students with the clinical rotation that is the subject of this Agreement, Clinical Facility shall comply with all applicable laws, rules, regulations, statutes, policies, procedures, and ordinances and shall be consistent with the professional standards of a health care agency.
10. Confidentiality of Patient Records. Students and faculty understand and agree that Clinical Facility's patient files are confidential.
11. Clinical Coordinator (College). College agrees to designate a coordinator for each program. The coordinator, who may be an academic instructor, shall be responsible for all teaching activities.
12. Clinical Advisor (Clinical Facility). Clinical Facility agrees to designate a clinical advisor or coordinator who shall provide input to the clinical performance and evaluation of student(s), be a resource person for College's faculty and students, and shall communicate with the clinical coordinator designated by College regarding the proposed curriculum and the performance of individual students and shall arrange formal orientation to the facility for the faculty and students.
13. Supervision of Students. The supervision and direction of students while on site at Clinical Facility shall be the responsibility of the Clinical Coordinator (College) or designee as guided by the instructional objectives. No direct, hands-on patient care shall be provided by participating students at Clinical Facility, except in accordance with all applicable laws, Clinical Facility and Medical Staff rules, regulations, policies and procedures. District recognizes the patients' rights to refuse care provided by a student at Clinical Facility.
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request College to remove a student permanently from the rotation. Except as otherwise proved under any approachable policies, procedures, rules, regulations, and/or under any law, any such removal shall not require compliance with any notice, hearing or other procedural requirements.

15. Patient Care. Nothing in this Agreement shall be construed as conferring any right or duty upon College, its students or faculty members, to control or direct patient care or operations at Clinical Facility. Clinical Facility shall maintain sole responsibility and accountability for patient care and shall provide adequate staffing in number and competency to ensure safe and continuous health care during the term of this Agreement.
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17. Ongoing Communication. College has the privilege of regularly scheduled meetings with Clinical Facility staff, including both selected unit personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating College's health care programs at a mutually agreed upon time.
18. Materials. College agrees to provide students with all educational material required during the clinical program.
19. Medical Library. Clinical Facility agrees to provide students with access to the Medical Library, if applicable, during its normal business hours.
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The only exception shall be when Clinical Facility and College mutually agree to pay a Clinical Advisor a stipend for duties directly related to College's program.
21. No Right to Employment. The parties agree that the students of College shall not be considered employees, agents or volunteers of Clinical Facility, nor shall any student be entitled to any right, compensation, or other benefits normally afforded to employees of Clinical Facility, including but not limited to, Social Security, unemployment and workers' compensation insurance.

22. Insurance Carried by the District. District shall assure coverage of professional liability insurance for each student participating in the Rotation of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for students participating in the rotation. These coverage's are in effect while the student is on-site at Clinical Facility.

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Clinical Facility shall provide workers' compensation coverage for each of its employees.

24. Student Health Records. Any student participating in a rotation shall, at the request of Clinical Facility, provide a current statement from his or her physician that the student is in good health and capable of participating in the rotation. Clinical Facility, upon request, may require that any student returning from an extended absence caused by illness or injury submit to a physical examination or present a statement from a physician indicating that the student is capable of resuming clinical activities. Any such physical examination shall be the financial responsibility of the student.

Any student participating in a rotation shall provide verification of annual T.B. screening, immune status for mumps, rubeola, rubella, and chicken pox, hepatitis B (or signed waiver for hepatitis B).

25. Student Medical Care. To the extent that any first aid or emergency care is required in connection with an injury or illness incurred by a student during performance of his/her clinical training during a rotation, the student shall be treated by Clinical Facility as appropriate.

26. Confidentiality of Student Record. Clinical Facility shall keep confidential and shall not disclose to any person or entity (i) student application; (ii) student health records or reports; and/or (iii) any student records as defined in California Education Code Section 76210 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. paragraph 1232(g), concerning any student participating in the rotation, unless disclosure is

authorized by (i) the student in writing, or (ii) disclosure is ordered by a court of competent jurisdiction.

Clinical Facility shall adopt and enforce whatever policies and procedures are necessary to protect the confidentiality of student records as defined herein.

27. **Verification.** College warrants and represents that it has obtained all necessary approvals and consents from any and all agencies to enable Clinical Facility to offer the rotation to College's students participating in the Program. If requested by Clinical Facility, College will provide Clinical Facility with verification that the Program is duly licensed, duly accredited and/or certified, as applicable, by appropriate agencies. District covenants and agrees that at all times during the term hereof it shall retain such licensure, accreditation and/or certification, and its Program and faculty members shall continue to meet any and all federal, state and local requirements.
28. **Indemnification.** All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
29. **Governing Law.** This Agreement shall be governed by and constructed in accordance with the laws of the State of California.
30. **Assignment.** Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party which can and may be withheld by either party in its sole and absolute discretion.
31. **Effective Date Termination.** This Agreement shall become effective on September 16, 2010 and shall remain in effect until September 15, 2015, unless sooner terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. In the event a rotation is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the rotation. Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.
32. **Notices.** Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal deliver, or by U. S. mail. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of ten (10) days after mailing.

Mail to:

To Clinical Facility:  
Emergency Ambulance  
3200 E. Birch St., Suite A  
Brea, CA 92821-6258

To College:  
Director of Nursing  
Santa Ana College  
1530 West 17<sup>th</sup> Street  
Santa Ana, CA 92706

With a copy to:  
Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706  
ATTN: Vice Chancellor  
Business Operations/Fiscal Services

33. Entire Agreement. This Agreement and all attachments hereto, constitute the entire agreement of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waivers or modification of any of the terms hereof shall be valid unless in writing and signed by both parties.

Clinical Facility

Rancho Santiago Community College  
District

By: \_\_\_\_\_

By: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Typed Name: Peter J. Hardash *[Signature]*

Title: \_\_\_\_\_

Title: Vice Chancellor, Business  
Operations/Fiscal Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Science, Math, and Health Sciences Division**

To: Board of Trustees	Date: August 23, 2010
Re: Approval of Renewal of Emergency Medical Technician Agreement – Medix Ambulance	
Action: Request for Approval	

**BACKGROUND**

Students in the Emergency Medical Technician program are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed affiliation agreement renewal with Medix Ambulance, located in Mission Viejo, will yield appropriate clinical rotation activities for the programs.

**ANALYSIS**

The clinical affiliation agreement covers the scope of programs' operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for two years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement renewal with Medix Ambulance.

Fiscal Impact: None	Board Date: August 23, 2010
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Raul Rodriguez, Ph.D., Chancellor, RSCCD	

## STANDARD CLINICAL AFFILIATION AGREEMENT

This standard Clinical Affiliation Agreement (the "Agreement") is made and entered into between the Rancho Santiago Community College District, a public educational agency ("District") located in Santa Ana, California, and Medix Ambulance ("Clinical Facility") located in Mission Viejo, California.

WHEREAS, District and Clinical Facility desire to contribute to community health education;

WHEREAS, District operates Santa Ana College ("College") and College is a duly accredited educational institution that conducts the program(s) described and identified herein this Agreement (the "Program");

WHEREAS, District has obtained all necessary licenses, consents and/or approvals to conduct the Program from the State of California and any other applicable government agency;

WHEREAS, Clinical Facility operates a duly licensed health care agency and has obtained all necessary licenses, consents, and approvals;

WHEREAS, as part of the Program, students are required to participate in a clinical experience rotation;

WHEREAS, District desires to affiliate with the Clinical Facility in order that students may participate in a clinical experience rotation at the Clinical Facility; and

WHEREAS, District and Clinical Facility desire to enter into this Agreement to memorialize their respective rights, duties, and obligations with respect to the clinical experience rotation of students of the College's Program.

For purposes of this Agreement, the following definitions shall apply:

"District" shall refer to the Rancho Santiago Community College District, its member Colleges, the District's Governing Board, and each of their trustees, employees, agents, representatives, successors and assigns;

"College" shall refer to Santa Ana College, and each of its employees, agents, representatives and assigns;

"Clinical Facility" shall refer to Medix Ambulance, its parents, subsidiaries, related companies, and each of their officers, directors, employees, agents, representatives, successors, and assigns;

The "Program" shall refer to the Clinical training in health science programs; and

NOW, THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

#### TERMS

1. Clinical Experience Rotation. Clinical Facility agrees to provide students of the Program who are specified by College with a clinical experience rotation ("Rotation"), in accordance with standards established by governmental agencies and recognized professional accrediting agencies, and subject to the terms and conditions of this Agreement.
2. Development of Curriculum. College shall be fully responsible for the development, planning, and administration of the program, including, without limitation, programming, administration, matriculation, promotion and graduation. College acknowledges and agrees that the Rotation is intended to meet certain educational performance objectives, and College shall provide a copy of such performance objectives to Clinical Facility on or before student placement. Clinical Facility shall be fully responsible for the availability and appropriateness of the learning environment in relation to the program's written objectives.
3. Exposure to Bloodborne Pathogens. Program students and college faculty will comply with the final regulations issued by the Occupational Safety and Health Administration governing employee exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, which regulations became effective March 6, 1992 (the "Regulations"), including but not limited to responsibility as the employer to provide all program students with (a) information and training about the hazards associated with blood and other potentially infectious materials, (b) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (c) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (d) information as to the reasons the program student should participate in hepatitis B vaccination and post-exposure evaluation and follow-up. District's responsibility with respect to the Regulations also shall include the provision of the hepatitis B vaccination or documentation of declination in accordance with the Regulations.
4. Applicable Procedure: Acceptance. College agrees to provide Clinical Facility with a list of the name(s) of students who will be participating in a rotation.
5. Nondiscrimination. The parties agree not to discriminate in the selection, placement or evaluation of any student or faculty member because of race, creed, national origin, religion, sex, marital status, age, handicap; and/or medical condition. The Rancho Santiago Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is

strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

6. Academic Year. The academic year consists of Fall, and Spring semesters, Summer session and Winter break intersession.
7. Rotation Schedule. The rotation schedule shall be determined by College and Clinical Facility and may be amended from time to time by agreement of the parties. The number of students in each rotation shall be limited to a number mutually agreed upon by both parties, not to exceed the number specified by the accrediting agency(s).
8. Orientation. Clinical Facility and College shall provide an orientation for assigned students participating in each rotation.
9. Compliance with Clinical Facility Rules. Clinical Facility shall make available all applicable governing instruments, policies and procedures, rules and regulations of Clinical Facility to each student participating in a rotation, and student shall comply with these rules.

In providing the students with the clinical rotation that is the subject of this Agreement, Clinical Facility shall comply with all applicable laws, rules, regulations, statutes, policies, procedures, and ordinances and shall be consistent with the professional standards of a health care agency.

10. Confidentiality of Patient Records. Students and faculty understand and agree that Clinical Facility's patient files are confidential.
11. Clinical Coordinator (College). College agrees to designate a coordinator for each program. The coordinator, who may be an academic instructor, shall be responsible for all teaching activities.
12. Clinical Advisor (Clinical Facility). Clinical Facility agrees to designate a clinical advisor or coordinator who shall provide input to the clinical performance and evaluation of student(s), be a resource person for College's faculty and students, and shall communicate with the clinical coordinator designated by College regarding the proposed curriculum and the performance of individual students and shall arrange formal orientation to the facility for the faculty and students.
13. Supervision of Students. The supervision and direction of students while on site at Clinical Facility shall be the responsibility of the Clinical Coordinator (College) or designee as guided by the instructional objectives. No direct, hands-on patient care shall be provided by participating students at Clinical Facility, except in accordance with all applicable laws, Clinical Facility and Medical Staff rules, regulations, policies and procedures. District recognizes the patients' rights to refuse care provided by a student at Clinical Facility.
14. Removal of Students. Clinical Facility retains the right to exclude any student at any time from any clinical area. Any student who is asked to leave by Clinical Facility shall do so promptly and without protest. Clinical Facility shall also have the right, at any time, to

request College to remove a student permanently from the rotation. Except as otherwise proved under any approachable policies, procedures, rules, regulations, and/or under any law, any such removal shall not require compliance with any notice, hearing or other procedural requirements.

15. Patient Care. Nothing in this Agreement shall be construed as conferring any right or duty upon College, its students or faculty members, to control or direct patient care or operations at Clinical Facility. Clinical Facility shall maintain sole responsibility and accountability for patient care and shall provide adequate staffing in number and competency to ensure safe and continuous health care during the term of this Agreement.
16. Student Evaluation. In the case of direct supervision of the students by the Clinical Instructor (College), he/she shall be responsible for student(s) evaluation. Unless otherwise mutually agreed between the Clinical Coordinator (College) and the Clinical Advisor (Clinical Facility), Clinical Facility may be responsible for submitting input to the Clinical Coordinator evaluating and appropriately documenting the performance of each student in the clinical rotation. The appropriate forms shall be provided by the Clinical Coordinator. Nothing herein shall be construed as a guarantee by or obligation of Clinical Facility regarding the performance of any student during the rotation. College shall keep records on the progress and evaluation of each student's clinical experience during a rotation for a period of three (3) years following the end of the specific rotation in which the student is involved.
17. Ongoing Communication. College has the privilege of regularly scheduled meetings with Clinical Facility staff, including both selected unit personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating College's health care programs at a mutually agreed upon time.
18. Materials. College agrees to provide students with all educational material required during the clinical program.
19. Medical Library. Clinical Facility agrees to provide students with access to the Medical Library, if applicable, during its normal business hours.
20. No Payments or Other Remuneration. College agrees that no fees or monetary payments of any kind shall be exchanged between Clinical Facility, its agents and employees, and College, its agents, employees and students under the terms of this Agreement. Further, neither College, its staff members, nor other representatives, shall attempt to bill or collect from any patient or from any other source fees for services provided to patients by said student.

The only exception shall be when Clinical Facility and College mutually agree to pay a Clinical Advisor a stipend for duties directly related to College's program.

21. No Right to Employment. The parties agree that the students of College shall not be considered employees, agents or volunteers of Clinical Facility, nor shall any student be entitled to any right, compensation, or other benefits normally afforded to employees of Clinical Facility, including but not limited to, Social Security, unemployment and workers' compensation insurance.

22. Insurance Carried by the District. District shall assure coverage of professional liability insurance for each student participating in the Rotation of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for students participating in the rotation. These coverage's are in effect while the student is on-site at Clinical Facility.

23. Insurance Carried by Clinical Facility. Clinical Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty (30) days notice of cancellation, modification, or reduction in said insurance. Clinical Facility shall deliver certificate(s) of insurance under Clinical Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request, District shall be provided a copy of said policy. Clinical Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Clinical Facility, except for District's students and College faculty, in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. Clinical Facility shall provide District with thirty (30) days written notice prior to cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall provide workers' compensation coverage for each of its employees.

24. Student Health Records. Any student participating in a rotation shall, at the request of Clinical Facility, provide a current statement from his or her physician that the student is in good health and capable of participating in the rotation. Clinical Facility, upon request, may require that any student returning from an extended absence caused by illness or injury submit to a physical examination or present a statement from a physician indicating that the student is capable of resuming clinical activities. Any such physical examination shall be the financial responsibility of the student.

Any student participating in a rotation shall provide verification of annual T.B. screening, immune status for mumps, rubeola, rubella, and chicken pox, hepatitis B (or signed waiver for hepatitis B).

25. Student Medical Care. To the extent that any first aid or emergency care is required in connection with an injury or illness incurred by a student during performance of his/her clinical training during a rotation, the student shall be treated by Clinical Facility as appropriate.

26. Confidentiality of Student Record. Clinical Facility shall keep confidential and shall not disclose to any person or entity (i) student application; (ii) student health records or reports; and/or (iii) any student records as defined in California Education Code Section 76210 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. paragraph 1232(g), concerning any student participating in the rotation, unless disclosure is

authorized by (i) the student in writing, or (ii) disclosure is ordered by a court of competent jurisdiction.

Clinical Facility shall adopt and enforce whatever policies and procedures are necessary to protect the confidentiality of student records as defined herein.

27. Verification. College warrants and represents that it has obtained all necessary approvals and consents from any and all agencies to enable Clinical Facility to offer the rotation to College's students participating in the Program. If requested by Clinical Facility, College will provide Clinical Facility with verification that the Program is duly licensed, duly accredited and/or certified, as applicable, by appropriate agencies. District covenants and agrees that at all times during the term hereof it shall retain such licensure, accreditation and/or certification, and its Program and faculty members shall continue to meet any and all federal, state and local requirements.
28. Indemnification. All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
29. Governing Law. This Agreement shall be governed by and constructed in accordance with the laws of the State of California.
30. Assignment. Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party which can and may be withheld by either party in its sole and absolute discretion.
31. Effective Date Termination. This Agreement shall become effective on September 16, 2010 and shall remain in effect until September 15, 2015, unless sooner terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. In the event a rotation is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the rotation. Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.
32. Notices. Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal deliver, or by U. S. mail. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of ten (10) days after mailing.

Mail to:

To Clinical Facility:  
Medix Ambulance  
26021 Pala  
Mission Viejo, CA 92691

To College:  
Director of Nursing  
Santa Ana College  
1530 West 17<sup>th</sup> Street  
Santa Ana, CA 92706

With a copy to:  
Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706  
ATTN: Vice Chancellor  
Business Operations/Fiscal Services

33. Entire Agreement. This Agreement and all attachments hereto, constitute the entire agreement of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waivers or modification of any of the terms hereof shall be valid unless in writing and signed by both parties.

Clinical Facility

Rancho Santiago Community College  
District

By: \_\_\_\_\_

By: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Typed Name: Peter J. Hardash *PJM*

Title: \_\_\_\_\_

Title: Vice Chancellor, Business  
Operations/Fiscal Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Science, Math, and Health Sciences Division**

<b>To:</b> Board of Trustees	<b>Date:</b> August 23, 2010
<b>Re:</b> Approval of Renewal of Emergency Medical Technician Agreement – Care Ambulance	
<b>Action:</b> Request for Approval	

**BACKGROUND**

Students in the Emergency Medical Technician program are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed affiliation agreement renewal with Care Ambulance, located in Orange, will yield appropriate clinical rotation activities for the programs.

**ANALYSIS**

The clinical affiliation agreement covers the scope of programs' operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for two years.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this clinical affiliation agreement renewal with Care Ambulance.

<b>Fiscal Impact:</b> None	<b>Board Date:</b> August 23, 2010
<b>Prepared by:</b> Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
<b>Submitted by:</b> Erlinda J. Martinez, Ed.D., President, Santa Ana College	
<b>Recommended by:</b> Raul Rodriguez, Ph.D., Chancellor, RSCCD	

## STANDARD CLINICAL AFFILIATION AGREEMENT

This standard Clinical Affiliation Agreement (the "Agreement") is made and entered into between the Rancho Santiago Community College District, a public educational agency ("District") located in Santa Ana, California, and Care Ambulance ("Clinical Facility") located in Orange, California.

WHEREAS, District and Clinical Facility desire to contribute to community health education;

WHEREAS, District operates Santa Ana College ("College") and College is a duly accredited educational institution that conducts the program(s) described and identified herein this Agreement (the "Program");

WHEREAS, District has obtained all necessary licenses, consents and/or approvals to conduct the Program from the State of California and any other applicable government agency;

WHEREAS, Clinical Facility operates a duly licensed health care agency and has obtained all necessary licenses, consents, and approvals;

WHEREAS, as part of the Program, students are required to participate in a clinical experience rotation;

WHEREAS, District desires to affiliate with the Clinical Facility in order that students may participate in a clinical experience rotation at the Clinical Facility; and

WHEREAS, District and Clinical Facility desire to enter into this Agreement to memorialize their respective rights, duties, and obligations with respect to the clinical experience rotation of students of the College's Program.

For purposes of this Agreement, the following definitions shall apply:

"District" shall refer to the Rancho Santiago Community College District, its member Colleges, the District's Governing Board, and each of their trustees, employees, agents, representatives, successors and assigns;

"College" shall refer to Santa Ana College, and each of its employees, agents, representatives and assigns;

"Clinical Facility" shall refer to Care Ambulance, its parents, subsidiaries, related companies, and each of their officers, directors, employees, agents, representatives, successors, and assigns;

The "Program" shall refer to the Clinical training in health science programs; and

NOW, THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

#### TERMS

1. Clinical Experience Rotation. Clinical Facility agrees to provide students of the Program who are specified by College with a clinical experience rotation ("Rotation"), in accordance with standards established by governmental agencies and recognized professional accrediting agencies, and subject to the terms and conditions of this Agreement.
2. Development of Curriculum. College shall be fully responsible for the development, planning, and administration of the program, including, without limitation, programming, administration, matriculation, promotion and graduation. College acknowledges and agrees that the Rotation is intended to meet certain educational performance objectives, and College shall provide a copy of such performance objectives to Clinical Facility on or before student placement. Clinical Facility shall be fully responsible for the availability and appropriateness of the learning environment in relation to the program's written objectives.
3. Exposure to Bloodborne Pathogens. Program students and college faculty will comply with the final regulations issued by the Occupational Safety and Health Administration governing employee exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, which regulations became effective March 6, 1992 (the "Regulations"), including but not limited to responsibility as the employer to provide all program students with (a) information and training about the hazards associated with blood and other potentially infectious materials, (b) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (c) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (d) information as to the reasons the program student should participate in hepatitis B vaccination and post-exposure evaluation and follow-up. District's responsibility with respect to the Regulations also shall include the provision of the hepatitis B vaccination or documentation of declination in accordance with the Regulations.
4. Applicable Procedure: Acceptance. College agrees to provide Clinical Facility with a list of the name(s) of students who will be participating in a rotation.
5. Nondiscrimination. The parties agree not to discriminate in the selection, placement or evaluation of any student or faculty member because of race, creed, national origin, religion, sex, marital status, age, handicap, and/or medical condition. The Rancho Santiago Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is

strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

6. Academic Year. The academic year consists of Fall, and Spring semesters, Summer session and Winter break intersession.
7. Rotation Schedule. The rotation schedule shall be determined by College and Clinical Facility and may be amended from time to time by agreement of the parties. The number of students in each rotation shall be limited to a number mutually agreed upon by both parties, not to exceed the number specified by the accrediting agency(s).
8. Orientation. Clinical Facility and College shall provide an orientation for assigned students participating in each rotation.
9. Compliance with Clinical Facility Rules. Clinical Facility shall make available all applicable governing instruments, policies and procedures, rules and regulations of Clinical Facility to each student participating in a rotation, and student shall comply with these rules.

In providing the students with the clinical rotation that is the subject of this Agreement, Clinical Facility shall comply with all applicable laws, rules, regulations, statutes, policies, procedures, and ordinances and shall be consistent with the professional standards of a health care agency.

10. Confidentiality of Patient Records. Students and faculty understand and agree that Clinical Facility's patient files are confidential.
11. Clinical Coordinator (College). College agrees to designate a coordinator for each program. The coordinator, who may be an academic instructor, shall be responsible for all teaching activities.
12. Clinical Advisor (Clinical Facility). Clinical Facility agrees to designate a clinical advisor or coordinator who shall provide input to the clinical performance and evaluation of student(s), be a resource person for College's faculty and students, and shall communicate with the clinical coordinator designated by College regarding the proposed curriculum and the performance of individual students and shall arrange formal orientation to the facility for the faculty and students.
13. Supervision of Students. The supervision and direction of students while on site at Clinical Facility shall be the responsibility of the Clinical Coordinator (College) or designee as guided by the instructional objectives. No direct, hands-on patient care shall be provided by participating students at Clinical Facility, except in accordance with all applicable laws, Clinical Facility and Medical Staff rules, regulations, policies and procedures. District recognizes the patients' rights to refuse care provided by a student at Clinical Facility.
14. Removal of Students. Clinical Facility retains the right to exclude any student at any time from any clinical area. Any student who is asked to leave by Clinical Facility shall do so promptly and without protest. Clinical Facility shall also have the right, at any time, to

request College to remove a student permanently from the rotation. Except as otherwise proved under any approachable policies, procedures, rules, regulations, and/or under any law, any such removal shall not require compliance with any notice, hearing or other procedural requirements.

15. Patient Care. Nothing in this Agreement shall be construed as conferring any right or duty upon College, its students or faculty members, to control or direct patient care or operations at Clinical Facility. Clinical Facility shall maintain sole responsibility and accountability for patient care and shall provide adequate staffing in number and competency to ensure safe and continuous health care during the term of this Agreement.
16. Student Evaluation. In the case of direct supervision of the students by the Clinical Instructor (College), he/she shall be responsible for student(s) evaluation. Unless otherwise mutually agreed between the Clinical Coordinator (College) and the Clinical Advisor (Clinical Facility), Clinical Facility may be responsible for submitting input to the Clinical Coordinator evaluating and appropriately documenting the performance of each student in the clinical rotation. The appropriate forms shall be provided by the Clinical Coordinator. Nothing herein shall be construed as a guarantee by or obligation of Clinical Facility regarding the performance of any student during the rotation. College shall keep records on the progress and evaluation of each student's clinical experience during a rotation for a period of three (3) years following the end of the specific rotation in which the student is involved.
17. Ongoing Communication. College has the privilege of regularly scheduled meetings with Clinical Facility staff, including both selected unit personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating College's health care programs at a mutually agreed upon time.
18. Materials. College agrees to provide students with all educational material required during the clinical program.
19. Medical Library. Clinical Facility agrees to provide students with access to the Medical Library, if applicable, during its normal business hours.
20. No Payments or Other Remuneration. College agrees that no fees or monetary payments of any kind shall be exchanged between Clinical Facility, its agents and employees, and College, its agents, employees and students under the terms of this Agreement. Further, neither College, its staff members, nor other representatives, shall attempt to bill or collect from any patient or from any other source fees for services provided to patients by said student.

The only exception shall be when Clinical Facility and College mutually agree to pay a Clinical Advisor a stipend for duties directly related to College's program.

21. No Right to Employment. The parties agree that the students of College shall not be considered employees, agents or volunteers of Clinical Facility, nor shall any student be entitled to any right, compensation, or other benefits normally afforded to employees of Clinical Facility, including but not limited to, Social Security, unemployment and workers' compensation insurance.

22. Insurance Carried by the District. District shall assure coverage of professional liability insurance for each student participating in the Rotation of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for students participating in the rotation. These coverage's are in effect while the student is on-site at Clinical Facility.

23. Insurance Carried by Clinical Facility. Clinical Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty (30) days notice of cancellation, modification, or reduction in said insurance. Clinical Facility shall deliver certificate(s) of insurance under Clinical Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request, District shall be provided a copy of said policy. Clinical Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Clinical Facility, except for District's students and College faculty, in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. Clinical Facility shall provide District with thirty (30) days written notice prior to cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall provide workers' compensation coverage for each of its employees.

24. Student Health Records. Any student participating in a rotation shall, at the request of Clinical Facility, provide a current statement from his or her physician that the student is in good health and capable of participating in the rotation. Clinical Facility, upon request, may require that any student returning from an extended absence caused by illness or injury submit to a physical examination or present a statement from a physician indicating that the student is capable of resuming clinical activities. Any such physical examination shall be the financial responsibility of the student.

Any student participating in a rotation shall provide verification of annual T.B. screening, immune status for mumps, rubeola, rubella, and chicken pox, hepatitis B (or signed waiver for hepatitis B).

25. Student Medical Care. To the extent that any first aid or emergency care is required in connection with an injury or illness incurred by a student during performance of his/her clinical training during a rotation, the student shall be treated by Clinical Facility as appropriate.

26. Confidentiality of Student Record. Clinical Facility shall keep confidential and shall not disclose to any person or entity (i) student application; (ii) student health records or reports; and/or (iii) any student records as defined in California Education Code Section 76210 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. paragraph 1232(g), concerning any student participating in the rotation, unless disclosure is

authorized by (i) the student in writing, or (ii) disclosure is ordered by a court of competent jurisdiction.

Clinical Facility shall adopt and enforce whatever policies and procedures are necessary to protect the confidentiality of student records as defined herein.

27. Verification. College warrants and represents that it has obtained all necessary approvals and consents from any and all agencies to enable Clinical Facility to offer the rotation to College's students participating in the Program. If requested by Clinical Facility, College will provide Clinical Facility with verification that the Program is duly licensed, duly accredited and/or certified, as applicable, by appropriate agencies. District covenants and agrees that at all times during the term hereof it shall retain such licensure, accreditation and/or certification, and its Program and faculty members shall continue to meet any and all federal, state and local requirements.
28. Indemnification. All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or non-performance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
29. Governing Law. This Agreement shall be governed by and constructed in accordance with the laws of the State of California.
30. Assignment. Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party which can and may be withheld by either party in its sole and absolute discretion.
31. Effective Date Termination. This Agreement shall become effective on September 16, 2010 and shall remain in effect until September 15, 2015, unless sooner terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. In the event a rotation is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the rotation. Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.
32. Notices. Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal deliver, or by U. S. mail. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of ten (10) days after mailing.

Mail to:

**To Clinical Facility:**  
Care Ambulance  
1517 W. Braden Ct.  
Orange, CA 92868

**To College:**  
Director of Nursing  
Santa Ana College  
1530 West 17<sup>th</sup> Street  
Santa Ana, CA 92706

**With a copy to:**  
Rancho Santiago Community College District  
2323 North Broadway  
Santa Ana, CA 92706  
ATTN: Vice Chancellor  
Business Operations/Fiscal Services

33. Entire Agreement. This Agreement and all attachments hereto, constitute the entire agreement of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waivers or modification of any of the terms hereof shall be valid unless in writing and signed by both parties.

**Clinical Facility**

**Rancho Santiago Community College  
District**

By: \_\_\_\_\_

By: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Typed Name: Peter J. Hardash *[Signature]*

Title: \_\_\_\_\_

Title: Vice Chancellor, Business  
Operations/Fiscal Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College - Academic Affairs**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Collaboration Agreement Between RSCCD and the Regents of the University of California at Irvine-Graduate Student/Faculty Internship Program	
Action:	Request for Approval of Agreement	

**BACKGROUND**

In past years SAC and SCC have had collaborative programs with local universities that offered qualified graduate students an opportunity to learn about careers as community college faculty through a supervised internship program, originally funded through a state grant. That grant has expired, but the value and success of the program has led the colleges to seek new means of partnering and funding the graduate student internship program. UC Irvine is funding efforts to continue the program, of the last two years, and the university has selected our district as the partner. This year we anticipate 6-8 graduate student interns to participate, matched with our faculty, who serve as mentors.

**ANALYSIS**

The graduate student internship program has been very successful, and RSCCD faculty who have served as mentors, advocate for the program's continuance. UCI will pay all costs through this agreement. This agreement has been reviewed and approved by college staff.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the collaboration agreement with the Regents of the University of California of Irvine for the Graduate Student /Faculty Internship Program.

Fiscal Impact:	None	Board Date: August 23, 2010
Prepared by:	Norm Fujimoto, Vice President of Academic Affairs Sharon Whelan, Dean, Humanities and Social Sciences	
Submitted by:	Erlinda J. Martinez, Ed.D., President, SAC	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor, RSCCD	

**COLLABORATION AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
THE REGENTS OF THE UNIVERSITY OF CALIFORNIA**

This agreement ("Agreement") is entered into this 1st day of July, 2010 by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, on behalf of its Irvine campus ("University") and Rancho Santiago Community College District ("Collaborator"), "University and "Collaborator" will collectively be referred to as the Parties and agree as follows:

1. **SCOPE OF PROGRAM**

The scope of program that is subject to this agreement is attached hereto as **Exhibit A**, and entitled "UCI/Santa Ana & Santiago Canyon College Joint Graduate Student/Faculty Internship Program" ("Program"). The Dean of UCI's Graduate Division will be the University's Program Director and shall be responsible for the direction of all efforts hereunder in accordance with applicable *University* policies. Sharon Whelan, Dean of Humanities and Social Sciences at Santa Ana College shall be responsible for the direction of all effort at Collaborator's institution.

2. **PERIOD OF PERFORMANCE**

The period of performance of this Agreement will be three years from July 22, 2010 through June 30, 2013 unless extended by mutual written agreement.

3. **TOTAL ESTIMATED COST**

The total cost to the *University* for Performance of this Agreement will not exceed \$37,500, based on an annual budget of \$12,500 per year, and shall be determined in accordance with the budget, attached hereto as **Exhibit B**. If at any time *Collaborator* has reason to believe that the cost of the program will be greater than estimated, *Collaborator* shall notify *University* in writing to that effect, giving a revised budget of the cost to complete the Program. *University* will not be obligated to reimburse *Collaborator* for the costs incurred in excess of the amount referenced above unless and until *University* has notified *Collaborator* in writing that additional funds will be provided.

4. **PAYMENT AND BILLING**

The *University* shall make payment to the *Collaborator* upon receipt of the *Collaborator's* properly completed invoice. The *University* will not be obligated to pay any invoice where total payments would result in a cumulative payment in excess of the limitations imposed by Article 3. *Collaborator* shall submit an invoice as follows:

1. In triplicate (an original and two copies);
2. Referencing the agreement number; and,
3. Providing detail of expenditure in accordance with the budget categories listed,

4. Addressed to: University of California, Irvine  
c/o Andrea Anderson  
120 Aldrich Hall  
Irvine, CA 92697-3180

5. Send Payment to: Sharon Whelan  
Santa Ana College  
1530 West 17<sup>th</sup> Street  
Dunlap Hall, Room 435  
Santa Ana, CA 92706-3398

4.10 (2)

6. Checks Payable to: RSCCD

Prior to May 31 of each year this agreement is in force, *Collaborator* shall submit to *University* a report of all expenditures incurred under this agreement. Report shall include funds received to date, expenditures to date, anticipated expenditures for the remaining months of the agreement, and remaining balance, if any. *University* will consider expenditures during budget negotiations for subsequent support under this agreement.

*Collaborator* shall also submit to *University* a comprehensive final financial report within ninety (90) days of termination of the program. Report shall include funds received to date, expenditures to date, and remaining balance, if any.

5. **ADVERTISING AND PUBLICITY**

Neither the *University* nor the *Collaborator* shall use the name of the other, either expressly or by implication, in any advertisement, press release or publicity without the expressed written approval of the other party to this agreement.

6. **INDEMNIFICATION**

*Collaborator* agrees to defend, indemnify and hold *University*, its officers, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of *Collaborator*, its officers, agents, or employees.

*University* agrees to defend, indemnify and hold *Collaborator*, its officers, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of *University*, its officers, agents, or employees.

*University* understands and agrees that *University* and all *University's* employees, interns, agents, representatives, and assignees are not employees of the *Collaborator* and are not entitled to benefits of any kind or nature normally provided to employees of the *Collaborator* or to which *Collaborator's* employees are usually entitled including, but not limited to, state employment compensation or workmen's compensation.

7. **NOTICE**

Whenever any notice is to be given hereunder, it will be in writing and will be deemed received, if delivered by courier on a business day, on the day delivered, or on the second business day following mailing, if sent by first-class or registered mail, postage prepaid, to the following address:

University: University of California, Irvine  
Sponsored Project Administration  
300 University Towers  
4199 Campus Drive - Ste. 300  
Irvine, CA 92697-7600

Collaborator: Rancho Santiago Community College District  
Vice-Chancellor, Business Operations and Fiscal Services  
2323 North Broadway  
Santa Ana, CA 92706

8. **TERMINATION**

*University or Collaborator* may terminate this Agreement upon giving thirty (30) days prior written notice to the other party. Upon receipt of such notice of termination, *Collaborator* shall exert its reasonable efforts to limit or terminate any outstanding financial commitments for which *University* is to be liable. *University* shall reimburse *Collaborator* for all costs incurred by it for the Program through the date of termination. However, *University* will not be liable for any costs that cumulatively exceed the amount referenced in Article 3.

9. **APPLICABLE LAW**

The laws of the State of California will govern this Agreement.

10. **ENTIRE AGREEMENT**

This Agreement represents the entire understanding of the Parties with respect to the subject matter. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the Parties hereto.

THE REGENTS OF THE UNIVERSITY  
OF CALIFORNIA

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

By: \_\_\_\_\_  
Frances Leslie

By: SW \_\_\_\_\_  
Peter J. Hardash

Title: Dean of the UCI Graduate Division

Title: Vice-Chancellor, Business/Fiscal Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Exhibit A

# UCI/SANTA ANA & SANTIAGO CANYON COLLEGE JOINT GRADUATE STUDENT/FACULTY INTERNSHIP PROGRAM

2010-2013  
(July 22, 2010-June 30, 2013)

## 2010-2013 GOALS AND CONTRACT

The purpose of this internship to provide interns with the opportunity to learn about faculty life, governance, and teaching at a community college by partnering with a California Community College faculty member. The partner's role is to provide guidance, support, and information that will help the intern to better assess her or his interest in and suitability for a position at a community college. Together, the faculty partner and student intern have the opportunity to exchange information and expertise from their respective experiences that will hopefully enhance the professional lives of both parties.

### **Specific Outcomes:**

As demonstrated through practice teaching, mock interviews, and presentations in US 390C, interns will...

- demonstrate their knowledge and understanding of the host institution's student demographics, admissions guidelines, and faculty demographics.
- demonstrate an understanding of the specific needs of the host institution's students.
- demonstrate an understanding of the history and political make-up of the California Community Colleges as well as the host institution.
- demonstrate an understanding of the host institution's organizational structure.
- be able to successfully register with the California Community College Registry
- practice effective interviewing, observation, and facilitative feedback skills.
- successfully negotiate time commitments, responsibilities, and duties with the partner.
- successfully communicate with and resolve conflicts with the program facilitators as needed.
- demonstrate an understanding of successful job search, interview, and negotiation skills for employment at a community college,
- demonstrate an understanding of the time commitments and responsibilities of a community college faculty member.
- effectively teach a lesson or lessons in a community college classroom.
- successfully integrate her or his experiences at the community college into a coherent Statement of Teaching Philosophy, if applicable.

During the internship period, the intern will have the opportunity to participate in a variety of opportunities to learn faculty life, governance, and teaching at a community college:

### **Types of Experiences/Activities:**

Faculty Interview: The intern will meet with the faculty partner(s) so they can get to know one another. The intern may interview the faculty member about his or her educational and professional background, as well as the faculty member's history at the host institution. The internship will also canvas the member to learn about his or her assessment of being a faculty 4.10 (5)

member at a community college, and get an overview of the types of responsibilities the faculty member has (i.e., teaching, advising, committee work, service, grants, research, etc.).

Divisional Dean Interview: Ideally, the intern should meet with a Division dean to learn about hiring practices and faculty life at the community colleges.

Department and/or Divisional Curriculum Meeting: Ideally, the intern should have the opportunity to sit in on a department faculty meeting, preferably one dealing with curriculum, assessment, &/ or hiring.

Senate Meeting: Ideally, to gain a better understanding of the service role faculty play and community college governance, the intern should have the opportunity to sit in with the mentor on at least one Senate committee meeting.

Classroom Observation: In preparation for teaching, the intern should have the opportunity to observe multiple classes (number to be determined between the mentor and intern), preferably ones on a topic the intern might teach in the future. The intern should meet with the faculty member before the observations to determine the learning goals and to determine whether the faculty member would like any feedback based on the intern's observations. After the observations, the intern and mentor should meet to discuss how the class went and how the intern might teach the classes in the future.

Teaching: The intern should have the opportunity to teach at least two class sessions. The intern should meet ahead of time with the mentor to discuss the learning goals and teaching methods, The mentor should observe the class and give the intern feedback.

Feedback: In addition to informal feedback, at the end of fall and winter/spring internships, the faculty partner will provide written feedback to program and intern. (It is assumed that if there are any problems with the internship these will be brought to the program facilitators' attention, as well as the intern's, long before it is time to complete the end-of-internship feedback.) The intern will also complete an end-of-internship written evaluation at the end of fall and spring.

Exhibit B

**UCI/ SANTA ANA & SANTIAGO CANYON COLLEGE JOINT  
GRADUATE STUDENT/FACULTY INTERNSHIP PROGRAM**

2010-2013

(July 22, 2010-June 30, 2013)

**TENTATIVE ANNUAL BUDGET**

College Coordinator	\$1500.00
College Business Expenses	1000.00
College Mentors (\$1000.00 per student intern x 10)	\$ 10,000.00
<b>ANNUAL MAXIMUM TOTAL</b>	<b><u>\$12,500.00</u></b>

Rancho Santiago Comm Coll District

**Board Meeting of 08/23/10**  
**Check Registers Submitted for Approval**  
**Checks Written for Period 07/17/10 thru 08/13/10**

AP0020

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Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47845	General Fund Unrestricted	6,964.96	0.00	6,964.96	92*0253144	92*0253144
47846	General Fund Unrestricted	29,710.87	0.00	29,710.87	92*0253145	92*0253150
47847	General Fund Unrestricted	818.79	0.00	818.79	92*0253151	92*0253155
47849	General Fund Unrestricted	817.30	0.00	817.30	92*0253165	92*0253166
47850	General Fund Unrestricted	1,183.00	0.00	1,183.00	92*0253167	92*0253171
47852	General Fund Unrestricted	2,230.99	0.00	2,230.99	92*0253174	92*0253176
47853	General Fund Unrestricted	14,120.90	0.00	14,120.90	92*0253177	92*0253178
47854	General Fund Unrestricted	553.20	0.00	553.20	92*0253180	92*0253182
47855	General Fund Unrestricted	2,100.00	0.00	2,100.00	92*0253186	92*0253189
47858	General Fund Unrestricted	1,745.80	0.00	1,745.80	92*0253195	92*0253203
47859	General Fund Unrestricted	434.26	0.00	434.26	92*0253205	92*0253205
47860	General Fund Unrestricted	5,875.00	0.00	5,875.00	92*0253207	92*0253209
47862	General Fund Unrestricted	850.45	0.00	850.45	92*0253212	92*0253213
47863	General Fund Unrestricted	6,367.27	0.00	6,367.27	92*0253214	92*0253216
47872	General Fund Unrestricted	10,236.50	0.00	10,236.50	92*0253235	92*0253237
47875	General Fund Unrestricted	1,068.70	0.00	1,068.70	92*0253244	92*0253249
47876	General Fund Unrestricted	26.65	0.00	26.65	92*0253251	92*0253251
47879	General Fund Unrestricted	7,440.00	0.00	7,440.00	92*0253256	92*0253256
47887	General Fund Unrestricted	34,460.82	0.00	34,460.82	92*0253271	92*0253275
47888	General Fund Unrestricted	1,735.78	0.00	1,735.78	92*0253277	92*0253278
47889	General Fund Unrestricted	12,243.08	0.00	12,243.08	92*0253279	92*0253279
47890	General Fund Unrestricted	2,753.45	0.00	2,753.45	92*0253281	92*0253283
47891	General Fund Unrestricted	524.00	0.00	524.00	92*0253284	92*0253286
47895	General Fund Unrestricted	539.00	0.00	539.00	92*0253291	92*0253291
47897	General Fund Unrestricted	2,193.95	0.00	2,193.95	92*0253294	92*0253294
47898	General Fund Unrestricted	5,293.47	0.00	5,293.47	92*0253295	92*0253296
47899	General Fund Unrestricted	1,284.00	0.00	1,284.00	92*0253298	92*0253302
47900	General Fund Unrestricted	3,543.24	0.00	3,543.24	92*0253303	92*0253305
47901	General Fund Unrestricted	13,291.60	0.00	13,291.60	92*0253306	92*0253306
47902	General Fund Unrestricted	28,682.64	0.00	28,682.64	92*0253307	92*0253307
47903	General Fund Unrestricted	2,827.55	0.00	2,827.55	92*0253308	92*0253314
47904	General Fund Unrestricted	859.70	0.00	859.70	92*0253317	92*0253322
47908	General Fund Unrestricted	21,220.71	0.00	21,220.71	92*0253329	92*0253329
47909	General Fund Unrestricted	2,448.50	0.00	2,448.50	92*0253330	92*0253344
47910	General Fund Unrestricted	21,106.83	0.00	21,106.83	92*0253345	92*0253345
47911	General Fund Unrestricted	13,805.28	0.00	13,805.28	92*0253346	92*0253347
47912	General Fund Unrestricted	539.00	0.00	539.00	92*0253348	92*0253348
47913	General Fund Unrestricted	32,739.19	0.00	32,739.19	92*0253352	92*0253353
47914	General Fund Unrestricted	124,797.41	0.00	124,797.41	92*0253354	92*0253355
47915	General Fund Unrestricted	1,608.73	0.00	1,608.73	92*0253356	92*0253361
47916	General Fund Unrestricted	69,862.82	0.00	69,862.82	92*0253362	92*0253364

5.1 (1)

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47918	General Fund Unrestricted	85,713.00	0.00	85,713.00	92*0253374	92*0253374
47923	General Fund Unrestricted	1,533.00	0.00	1,533.00	92*0253383	92*0253391
47926	General Fund Unrestricted	3,312.28	0.00	3,312.28	92*0253398	92*0253401
47927	General Fund Unrestricted	929.76	0.00	929.76	92*0253402	92*0253404
47928	General Fund Unrestricted	25,475.86	0.00	25,475.86	92*0253405	92*0253405
47929	General Fund Unrestricted	2,830.00	0.00	2,830.00	92*0253407	92*0253407
47930	General Fund Unrestricted	14,366.62	0.00	14,366.62	92*0253411	92*0253413
47931	General Fund Unrestricted	1,448,603.35	0.00	1,448,603.35	92*0253414	92*0253415
47932	General Fund Unrestricted	7,448.11	0.00	7,448.11	92*0253417	92*0253418
47933	General Fund Unrestricted	988.84	0.00	988.84	92*0253419	92*0253422
47936	General Fund Unrestricted	509.00	0.00	509.00	92*0253429	92*0253433
47937	General Fund Unrestricted	480.00	0.00	480.00	92*0253434	92*0253434
47938	General Fund Unrestricted	1,573.31	0.00	1,573.31	92*0253440	92*0253440
47939	General Fund Unrestricted	5,271.00	0.00	5,271.00	92*0253441	92*0253442
47943	General Fund Unrestricted	1,064.00	0.00	1,064.00	92*0253447	92*0253453
47944	General Fund Unrestricted	132.09	0.00	132.09	92*0253454	92*0253454
47945	General Fund Unrestricted	138.50	0.00	138.50	92*0253455	92*0253455
47946	General Fund Unrestricted	27,361.00	0.00	27,361.00	92*0253456	92*0253477
47947	General Fund Unrestricted	32,998.36	0.00	32,998.36	92*0253478	92*0253505
47948	General Fund Unrestricted	23,612.60	0.00	23,612.60	92*0253506	92*0253533
47949	General Fund Unrestricted	27,294.00	0.00	27,294.00	92*0253534	92*0253561
47950	General Fund Unrestricted	25,222.00	0.00	25,222.00	92*0253562	92*0253589
47951	General Fund Unrestricted	25,792.00	0.00	25,792.00	92*0253590	92*0253617
47952	General Fund Unrestricted	23,556.00	0.00	23,556.00	92*0253618	92*0253645
47953	General Fund Unrestricted	21,371.00	0.00	21,371.00	92*0253646	92*0253673
47954	General Fund Unrestricted	25,827.80	0.00	25,827.80	92*0253674	92*0253701
47955	General Fund Unrestricted	21,250.00	0.00	21,250.00	92*0253702	92*0253729
47956	General Fund Unrestricted	6,347.00	0.00	6,347.00	92*0253730	92*0253740
47958	General Fund Unrestricted	17,050.89	0.00	17,050.89	92*0253743	92*0253743
47959	General Fund Unrestricted	492.10	0.00	492.10	92*0253744	92*0253745
47960	General Fund Unrestricted	484.84	0.00	484.84	92*0253747	92*0253750
47961	General Fund Unrestricted	28,402.78	0.00	28,402.78	92*0253751	92*0253751
47962	General Fund Unrestricted	863.40	0.00	863.40	92*0253752	92*0253758
47963	General Fund Unrestricted	11,891.67	0.00	11,891.67	92*0253759	92*0253762
47968	General Fund Unrestricted	1,428.00	0.00	1,428.00	92*0253778	92*0253785
47969	General Fund Unrestricted	9,864.34	0.00	9,864.34	92*0253786	92*0253788
47970	General Fund Unrestricted	1,491.20	0.00	1,491.20	92*0253789	92*0253794
47971	General Fund Unrestricted	1,217.44	0.00	1,217.44	92*0253797	92*0253799
47972	General Fund Unrestricted	19,820.86	0.00	19,820.86	92*0253800	92*0253802
47973	General Fund Unrestricted	15,315.03	0.00	15,315.03	92*0253803	92*0253803
47974	General Fund Unrestricted	35.00	0.00	35.00	92*0253805	92*0253805

Check Registers Submitted for Approval  
 Checks Written for Period 07/17/10 thru 08/13/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47975	General Fund Unrestricted	15,600.00	0.00	15,600.00	92*0253810	92*0253810
47976	General Fund Unrestricted	7,450.00	0.00	7,450.00	92*0253811	92*0253812
47977	General Fund Unrestricted	1,201.53	0.00	1,201.53	92*0253813	92*0253816
47981	General Fund Unrestricted	1,328.10	0.00	1,328.10	92*0253824	92*0253828
47984	General Fund Unrestricted	1,296.20	0.00	1,296.20	92*0253833	92*0253835
47986	General Fund Unrestricted	2,937.65	0.00	2,937.65	92*0253846	92*0253849
47987	General Fund Unrestricted	8,640.13	0.00	8,640.13	92*0253850	92*0253851
47988	General Fund Unrestricted	2,458.71	0.00	2,458.71	92*0253852	92*0253858
47989	General Fund Unrestricted	12,819.20	0.00	12,819.20	92*0253859	92*0253862
47992	General Fund Unrestricted	6,210.80	0.00	6,210.80	92*0253867	92*0253874
47993	General Fund Unrestricted	8,324.03	0.00	8,324.03	92*0253876	92*0253879
47994	General Fund Unrestricted	909.00	0.00	909.00	92*0253881	92*0253881
47995	General Fund Unrestricted	3,881.44	0.00	3,881.44	92*0253883	92*0253889
47996	General Fund Unrestricted	2,669.26	0.00	2,669.26	92*0253890	92*0253896
48000	General Fund Unrestricted	677.00	0.00	677.00	92*0253903	92*0253905
48001	General Fund Unrestricted	910.66	0.00	910.66	92*0253906	92*0253911
48002	General Fund Unrestricted	3,434.40	0.00	3,434.40	92*0253913	92*0253914
48003	General Fund Unrestricted	4,998.11	0.00	4,998.11	92*0253915	92*0253918
48004	General Fund Unrestricted	56,670.55	0.00	56,670.55	92*0253919	92*0253922
48009	General Fund Unrestricted	13,752.16	0.00	13,752.16	92*0253931	92*0253931
48010	General Fund Unrestricted	1,234.00	0.00	1,234.00	92*0253932	92*0253937
48011	General Fund Unrestricted	6,715.31	0.00	6,715.31	92*0253939	92*0253939
48012	General Fund Unrestricted	30,329.32	0.00	30,329.32	92*0253944	92*0253950
48013	General Fund Unrestricted	7,147.61	0.00	7,147.61	92*0253951	92*0253954
48014	General Fund Unrestricted	495.12	0.00	495.12	92*0253955	92*0253957
48015	General Fund Unrestricted	1,613.71	0.00	1,613.71	92*0253960	92*0253965
48016	General Fund Unrestricted	2,063.91	0.00	2,063.91	92*0253966	92*0253972
48017	General Fund Unrestricted	4,428.00	0.00	4,428.00	92*0253973	92*0253974
48018	General Fund Unrestricted	988.39	0.00	988.39	92*0253977	92*0253983
48019	General Fund Unrestricted	1,613.64	0.00	1,613.64	92*0253984	92*0253984
48027	General Fund Unrestricted	1,574.50	0.00	1,574.50	92*0254003	92*0254012
48028	General Fund Unrestricted	50.00	0.00	50.00	92*0254016	92*0254016
48029	General Fund Unrestricted	2,503.56	0.00	2,503.56	92*0254018	92*0254018
48030	General Fund Unrestricted	42,932.06	0.00	42,932.06	92*0254019	92*0254019
48031	General Fund Unrestricted	476.65	0.00	476.65	92*0254020	92*0254021
48032	General Fund Unrestricted	6,425.26	0.00	6,425.26	92*0254022	92*0254024
48033	General Fund Unrestricted	3,457.84	0.00	3,457.84	92*0254025	92*0254030
48044	General Fund Unrestricted	2,726.30	0.00	2,726.30	92*0254059	92*0254066
48045	General Fund Unrestricted	435.55	0.00	435.55	92*0254067	92*0254069
48046	General Fund Unrestricted	15,448.12	0.00	15,448.12	92*0254073	92*0254077
48048	General Fund Unrestricted	842.89	0.00	842.89	92*0254082	92*0254083

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
48050	General Fund Unrestricted	375.00	0.00	375.00	92*0254090	92*0254090
<b>Total Fund 11 General Fund Unrestricted</b>		<b><u>2,750,309.09</u></b>	<b><u>0.00</u></b>	<b><u>2,750,309.09</u></b>		

**Check Registers Submitted for Approval**  
**Checks Written for Period 07/17/10 thru 08/13/10**

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47848	General Fund Restricted	885.65	0.00	885.65	92*0253156	92*0253161
47849	General Fund Restricted	214.68	0.00	214.68	92*0253162	92*0253164
47851	General Fund Restricted	4,725.00	0.00	4,725.00	92*0253172	92*0253172
47852	General Fund Restricted	1,733.25	0.00	1,733.25	92*0253173	92*0253175
47854	General Fund Restricted	661.86	0.00	661.86	92*0253179	92*0253185
47859	General Fund Restricted	423.70	0.00	423.70	92*0253204	92*0253206
47861	General Fund Restricted	64,757.13	0.00	64,757.13	92*0253210	92*0253211
47870	General Fund Restricted	1,500.00	0.00	1,500.00	92*0253233	92*0253233
47871	General Fund Restricted	17,000.00	0.00	17,000.00	92*0253234	92*0253234
47876	General Fund Restricted	1,496.67	0.00	1,496.67	92*0253250	92*0253253
47877	General Fund Restricted	52,984.61	0.00	52,984.61	92*0253254	92*0253254
47878	General Fund Restricted	66,966.07	0.00	66,966.07	92*0253255	92*0253255
47888	General Fund Restricted	1,350.00	0.00	1,350.00	92*0253276	92*0253276
47889	General Fund Restricted	7,032.76	0.00	7,032.76	92*0253280	92*0253280
47892	General Fund Restricted	181,457.20	0.00	181,457.20	92*0253287	92*0253287
47895	General Fund Restricted	377.50	0.00	377.50	92*0253290	92*0253292
47898	General Fund Restricted	3,175.00	0.00	3,175.00	92*0253297	92*0253297
47904	General Fund Restricted	4,584.75	0.00	4,584.75	92*0253315	92*0253323
47905	General Fund Restricted	2,244.17	0.00	2,244.17	92*0253324	92*0253324
47912	General Fund Restricted	591.73	0.00	591.73	92*0253349	92*0253351
47917	General Fund Restricted	2,664.77	0.00	2,664.77	92*0253365	92*0253373
47924	General Fund Restricted	1,350.00	0.00	1,350.00	92*0253392	92*0253392
47925	General Fund Restricted	9,442.64	0.00	9,442.64	92*0253393	92*0253397
47927	General Fund Restricted	84.83	0.00	84.83	92*0253403	92*0253403
47928	General Fund Restricted	16,080.86	0.00	16,080.86	92*0253406	92*0253406
47929	General Fund Restricted	4,221.90	0.00	4,221.90	92*0253408	92*0253410
47932	General Fund Restricted	2,700.00	0.00	2,700.00	92*0253416	92*0253416
47933	General Fund Restricted	800.00	0.00	800.00	92*0253423	92*0253423
47938	General Fund Restricted	3,403.53	0.00	3,403.53	92*0253435	92*0253439
47958	General Fund Restricted	13,684.00	0.00	13,684.00	92*0253742	92*0253742
47960	General Fund Restricted	3.42	0.00	3.42	92*0253746	92*0253746
47962	General Fund Restricted	1,053.39	0.00	1,053.39	92*0253754	92*0253757
47963	General Fund Restricted	3,823.00	0.00	3,823.00	92*0253760	92*0253760
47964	General Fund Restricted	693.00	0.00	693.00	92*0253763	92*0253769
47971	General Fund Restricted	363.46	0.00	363.46	92*0253795	92*0253796
47974	General Fund Restricted	554.99	0.00	554.99	92*0253804	92*0253808
47975	General Fund Restricted	3,181.36	0.00	3,181.36	92*0253809	92*0253809
47984	General Fund Restricted	102.50	0.00	102.50	92*0253831	92*0253832
47985	General Fund Restricted	1,631.24	0.00	1,631.24	92*0253836	92*0253842
47986	General Fund Restricted	4,094.56	0.00	4,094.56	92*0253843	92*0253845
47993	General Fund Restricted	3,665.00	0.00	3,665.00	92*0253875	92*0253877

5.1 (5)

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47994	General Fund Restricted	2,051.40	0.00	2,051.40	92*0253880	92*0253882
48001	General Fund Restricted	556.93	0.00	556.93	92*0253907	92*0253912
48011	General Fund Restricted	10,062.14	0.00	10,062.14	92*0253938	92*0253943
48015	General Fund Restricted	500.97	0.00	500.97	92*0253958	92*0253963
48017	General Fund Restricted	3,985.00	0.00	3,985.00	92*0253975	92*0253976
48028	General Fund Restricted	1,154.05	0.00	1,154.05	92*0254013	92*0254015
48029	General Fund Restricted	9,750.00	0.00	9,750.00	92*0254017	92*0254017
48045	General Fund Restricted	1,145.07	0.00	1,145.07	92*0254070	92*0254072
48047	General Fund Restricted	3,050.67	0.00	3,050.67	92*0254078	92*0254081
48049	General Fund Restricted	1,037.53	0.00	1,037.53	92*0254084	92*0254089
<b>Total Fund 12 General Fund Restricted</b>		<b>521,053.94</b>	<b>0.00</b>	<b>521,053.94</b>		

**Check Registers Submitted for Approval**  
**Checks Written for Period 07/17/10 thru 08/13/10**

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
47856	Child Development Fund	1,102.68	0.00	1,102.68	92*0253190	92*0253193
47857	Child Development Fund	433.71	0.00	433.71	92*0253194	92*0253194
47864	Child Development Fund	5,601.11	0.00	5,601.11	92*0253217	92*0253219
47873	Child Development Fund	1,142.23	0.00	1,142.23	92*0253238	92*0253238
47874	Child Development Fund	2,510.90	0.00	2,510.90	92*0253239	92*0253243
47880	Child Development Fund	20,695.06	0.00	20,695.06	92*0253257	92*0253258
47896	Child Development Fund	4,095.00	0.00	4,095.00	92*0253293	92*0253293
47906	Child Development Fund	311.25	0.00	311.25	92*0253325	92*0253327
47919	Child Development Fund	710.63	0.00	710.63	92*0253375	92*0253377
47920	Child Development Fund	1,082.56	0.00	1,082.56	92*0253378	92*0253378
47934	Child Development Fund	799.01	0.00	799.01	92*0253424	92*0253426
47940	Child Development Fund	39.32	0.00	39.32	92*0253443	92*0253443
47941	Child Development Fund	9,297.82	0.00	9,297.82	92*0253444	92*0253445
47965	Child Development Fund	1,903.50	0.00	1,903.50	92*0253770	92*0253774
47978	Child Development Fund	2,544.61	0.00	2,544.61	92*0253817	92*0253821
47990	Child Development Fund	1,223.60	0.00	1,223.60	92*0253863	92*0253865
47997	Child Development Fund	912.49	0.00	912.49	92*0253897	92*0253900
48005	Child Development Fund	1,866.40	0.00	1,866.40	92*0253923	92*0253924
48006	Child Development Fund	5,054.38	0.00	5,054.38	92*0253925	92*0253926
48020	Child Development Fund	376.93	0.00	376.93	92*0253985	92*0253988
48021	Child Development Fund	3,829.35	0.00	3,829.35	92*0253989	92*0253992
48034	Child Development Fund	1,490.80	0.00	1,490.80	92*0254031	92*0254034
48051	Child Development Fund	941.34	0.00	941.34	92*0254091	92*0254093
<b>Total Fund 33 Child Development Fund</b>		<b>67,964.68</b>	<b>0.00</b>	<b>67,964.68</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47980	Capital Outlay Projects Fund	165,878.00	0.00	165,878.00	92*0253823	92*0253823
47983	Capital Outlay Projects Fund	43,013.59	0.00	43,013.59	92*0253830	92*0253830
47991	Capital Outlay Projects Fund	22,575.00	0.00	22,575.00	92*0253866	92*0253866
48024	Capital Outlay Projects Fund	500.00	0.00	500.00	92*0253997	92*0253997
48025	Capital Outlay Projects Fund	64,800.00	0.00	64,800.00	92*0253998	92*0254001
48043	Capital Outlay Projects Fund	32,944.83	0.00	32,944.83	92*0254058	92*0254058
<b>Total Fund 41 Capital Outlay Projects Fu</b>		<b>329,711.42</b>	<b>0.00</b>	<b>329,711.42</b>		

**Check Registers Submitted for Approval**  
**Checks Written for Period 07/17/10 thru 08/13/10**

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47865	Bond Fund, Measure E	21,227.25	0.00	21,227.25	92*0253220	92*0253223
47866	Bond Fund, Measure E	44,248.41	0.00	44,248.41	92*0253224	92*0253226
47867	Bond Fund, Measure E	59,385.30	0.00	59,385.30	92*0253227	92*0253228
47868	Bond Fund, Measure E	148,436.00	0.00	148,436.00	92*0253229	92*0253230
47869	Bond Fund, Measure E	116,247.85	0.00	116,247.85	92*0253231	92*0253232
47881	Bond Fund, Measure E	160,332.00	0.00	160,332.00	92*0253259	92*0253260
47882	Bond Fund, Measure E	38,049.24	0.00	38,049.24	92*0253261	92*0253263
47883	Bond Fund, Measure E	52,507.62	0.00	52,507.62	92*0253264	92*0253265
47884	Bond Fund, Measure E	63,734.40	0.00	63,734.40	92*0253266	92*0253266
47885	Bond Fund, Measure E	37,031.30	0.00	37,031.30	92*0253267	92*0253268
47886	Bond Fund, Measure E	8,720.10	0.00	8,720.10	92*0253269	92*0253270
47893	Bond Fund, Measure E	10,080.08	0.00	10,080.08	92*0253288	92*0253288
47894	Bond Fund, Measure E	1,701.00	0.00	1,701.00	92*0253289	92*0253289
47921	Bond Fund, Measure E	33,107.11	0.00	33,107.11	92*0253379	92*0253381
47935	Bond Fund, Measure E	4,582.49	0.00	4,582.49	92*0253427	92*0253428
47942	Bond Fund, Measure E	3,636.00	0.00	3,636.00	92*0253446	92*0253446
47957	Bond Fund, Measure E	135,519.37	0.00	135,519.37	92*0253741	92*0253741
47966	Bond Fund, Measure E	13,564.88	0.00	13,564.88	92*0253775	92*0253776
47979	Bond Fund, Measure E	36,370.00	0.00	36,370.00	92*0253822	92*0253822
47982	Bond Fund, Measure E	8,826.20	0.00	8,826.20	92*0253829	92*0253829
47998	Bond Fund, Measure E	1,803.05	0.00	1,803.05	92*0253901	92*0253901
47999	Bond Fund, Measure E	23,523.70	0.00	23,523.70	92*0253902	92*0253902
48007	Bond Fund, Measure E	5,008.75	0.00	5,008.75	92*0253927	92*0253927
48008	Bond Fund, Measure E	43,000.00	0.00	43,000.00	92*0253928	92*0253930
48022	Bond Fund, Measure E	5,880.26	0.00	5,880.26	92*0253993	92*0253995
48023	Bond Fund, Measure E	4,347.00	0.00	4,347.00	92*0253996	92*0253996
48035	Bond Fund, Measure E	21,605.00	0.00	21,605.00	92*0254035	92*0254040
48036	Bond Fund, Measure E	63,722.95	0.00	63,722.95	92*0254041	92*0254042
48037	Bond Fund, Measure E	50,949.00	0.00	50,949.00	92*0254043	92*0254044
48038	Bond Fund, Measure E	45,436.28	0.00	45,436.28	92*0254045	92*0254046
48039	Bond Fund, Measure E	131,670.00	0.00	131,670.00	92*0254047	92*0254048
48040	Bond Fund, Measure E	59,027.00	0.00	59,027.00	92*0254049	92*0254052
48041	Bond Fund, Measure E	3,093.70	0.00	3,093.70	92*0254053	92*0254055
48042	Bond Fund, Measure E	107,730.00	0.00	107,730.00	92*0254056	92*0254057
48052	Bond Fund, Measure E	12,354.48	0.00	12,354.48	92*0254094	92*0254095

**Total Fund 42 Bond Fund, Measure E****1,576,457.77****0.00****1,576,457.77**

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
48026	Property and Liability Fund	175.00	0.00	175.00	92*0254002	92*0254002
<b>Total Fund 61 Property and Liability Fund</b>		<b>175.00</b>	<b>0.00</b>	<b>175.00</b>		

Check Registers Submitted for Approval  
 Checks Written for Period 07/17/10 thru 08/13/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47922	Workers' Compensation Fund	10,298.33	0.00	10,298.33	92*0253382	92*0253382
47967	Workers' Compensation Fund	3,518.68	0.00	3,518.68	92*0253777	92*0253777
<b>Total Fund 62 Workers' Compensation Fu</b>		<b>13,817.01</b>	<b>0.00</b>	<b>13,817.01</b>		

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
47907	Student Financial Aid Fund	262.83	0.00	262.83	92*0253328	92*0253328
48053	Student Financial Aid Fund	1,600.00	0.00	1,600.00	92*0254096	92*0254096
<b>Total Fund 74 Student Financial Aid Fund</b>		<b>1,862.83</b>	<b>0.00</b>	<b>1,862.83</b>		

**SUMMARY**

<b>Total Fund 11 General Fund Unrestricted</b>	2,750,309.09
<b>Total Fund 12 General Fund Restricted</b>	521,053.94
<b>Total Fund 33 Child Development Fund</b>	67,964.68
<b>Total Fund 41 Capital Outlay Projects Fund</b>	329,711.42
<b>Total Fund 42 Bond Fund, Measure E</b>	1,576,457.77
<b>Total Fund 61 Property and Liability Fund</b>	175.00
<b>Total Fund 62 Workers' Compensation Fund</b>	13,817.01
<b>Total Fund 74 Student Financial Aid Fund</b>	1,862.83
<b>Grand Total:</b>	<u><u>5,261,351.74</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Quarterly Investment Report as of June 30, 2010	
Action:	For Information	

**BACKGROUND**

Pursuant to Section 53646(b) of the Government Code the Chief Fiscal Officer may render a quarterly report on investments to the Board of Trustees within 30 days following the end of the quarter covered by the report. The district's funds are held and invested with the Orange County Treasurer and the State of California Local Agency Investment Fund (LAIF).

Accordingly, attached is the District's investment report for the quarter ended June 30, 2010.

**ANALYSIS**

The District's investments and any areas of noncompliance are shown on the following included documents: (1) the Statement of Cash as of June 30, 2010 for all District funds; (2) excerpts from the Orange County Treasurer's "Management Report" for the period ended June 30, 2010, and (3) a copy of the State of California Local Agency Investment Fund (LAIF) "Remittance Advice" for the period ending June 30, 2010.

All investments for the quarter ended June 30, 2010 are in accordance with Board Policy 3211, and there has been no change in the policy during this quarter.

**RECOMMENDATION**

The quarterly investment report as of June 30, 2010 is presented as information.

Fiscal Impact:	None	Board Date: August 23, 2010
Prepared by:	Noemi M. Kanouse, Assistant Vice Chancellor Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

**Rancho Santiago Community College district**  
**Statement of Cash**  
**June 30, 2010**

Description	Amount	Interest Rate	QTR	% of Investment
Orange County Treasurer				
General Obligation Bonds	120,802,625	1.16%	Apr-June	59.33%
Bond Sinking Funds	8,975,540	1.16%	Apr-June	4.41%
All Other Funds	72,719,735	1.16%	Apr-June	35.71%
Local Agency Investment Fund (LAIF)	148,326	0.56%	Apr-June	0.07%
Revolving Fund, Refundable Deposits and Cash in Banks	982,017	0.00%	Apr-June	0.48%
	<u>203,628,243</u>			<u>100.00%</u>

## Rancho Santiago Community College District

### Cash Position

June 30, 2010

	County Fund	RSCCD Fund	Cash in County 9110	Cash In County- Perkins 9111	Cash in County - Cal Grants 9112	Restricted Cash for GO Bonds 9119	Cash Clearing 9121/9125	Revolving Cash 9130	Cash with Fiscal Agent 9135	LAIF 9150	Fund Total
General Fund (11 & 12)	1	11/12	25,340,998				509,027	100,000			25,950,025
Child Development Fund	12	33	228,189				133,517				361,706
Bond Fund Measure E	22	42	120,802,625								120,802,625
Bond Int & Red Fund	31	21				3,506,723					3,506,723
Bond Int & Red Fund	32	22				3,580,110					3,580,110
Bond Int & Red Fund	33	23				1,888,707					1,888,707
Capital Outlay Projects Fund	40	41	17,257,143								17,257,143
Workers' Compensation Fund	68	62	2,478,957				23,051		50,000		2,552,008
Property and Liability Fund	70	61	1,419,263						25,000		1,444,263
Retiree Benefits Fund	71	63	25,217,519				48,014			148,326	25,413,859
Student Financial Aid	74	74	420,075	60,565	297,026		93,408				871,074
<b>Totals</b>			<b>193,164,769</b>	<b>60,565</b>	<b>297,026</b>	<b>8,975,540</b>	<b>807,017</b>	<b>100,000</b>	<b>75,000</b>	<b>148,326</b>	<b>203,628,243</b>

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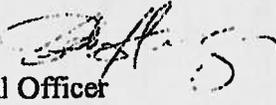


County of Orange  
California

Robert J. Franz  
Chief Financial Officer

July 15, 2010

TO: Board of Supervisors  
Thomas G. Mauk, County Executive Officer  
Treasury Oversight Committee  
Treasurer's Advisory Committee  
Participants

FROM: Robert Franz   
Chief Financial Officer

SUBJECT: Treasurer's Management Report for Month ended June 30, 2010

Attached please find the Treasurer's Management Report for the County of Orange for the month ended June 30, 2010. The information provided herein, including all charts, tables, graphs and numerical representations, is provided to readers solely as a general overview of the economic and market conditions which the Treasurer utilizes in making investment decisions. In addition, a complete version of this report is also available for download at our website [www.ttc.ocgov.com](http://www.ttc.ocgov.com).

#### CHIEF FINANCIAL OFFICER'S REPORT

In order to assist you in reading this report, please note that the current balances reflect the investments recorded in the portfolios for each particular fund for the period ending June 30, 2010. Each money market fund has an average maturity of less than sixty days, with a net asset value (NAV) falling within the range of \$0.9950 and \$1.0050. The Extended Fund shall have a duration not to exceed a leading 1-3 Year index +25%. All investments are marked to the market at the end of the reporting period due to the narrow valuation range prescribed by the Pools' Investment Policy Statement.

The reports reflect the par value (face value), the cost and market value (the price of each security at the close of the market on the last trading day of the month). Market values are derived from the Bloomberg Professional Service, a premier provider of instant access to real-time and historical financial data. The difference between the market value and book value is the unrealized gain or (loss). The Detail Transaction Report Section is provided in compliance with California Government Code Section 53607, which requires that the Treasurer file such a report with the Board of Supervisors, from whom his investment authority has been delegated.

#### APPORTIONMENT OF COMMINGLED POOL INTEREST EARNINGS

We have prepared a forecast for the timing of the County Investment Pool's May 2010 and June 2010 interest apportionments. We anticipate posting the May 2010 and June 2010 interest apportionments to participants' cash accounts in the County general ledger by approximately August 11 and August 23, 2010 respectively.

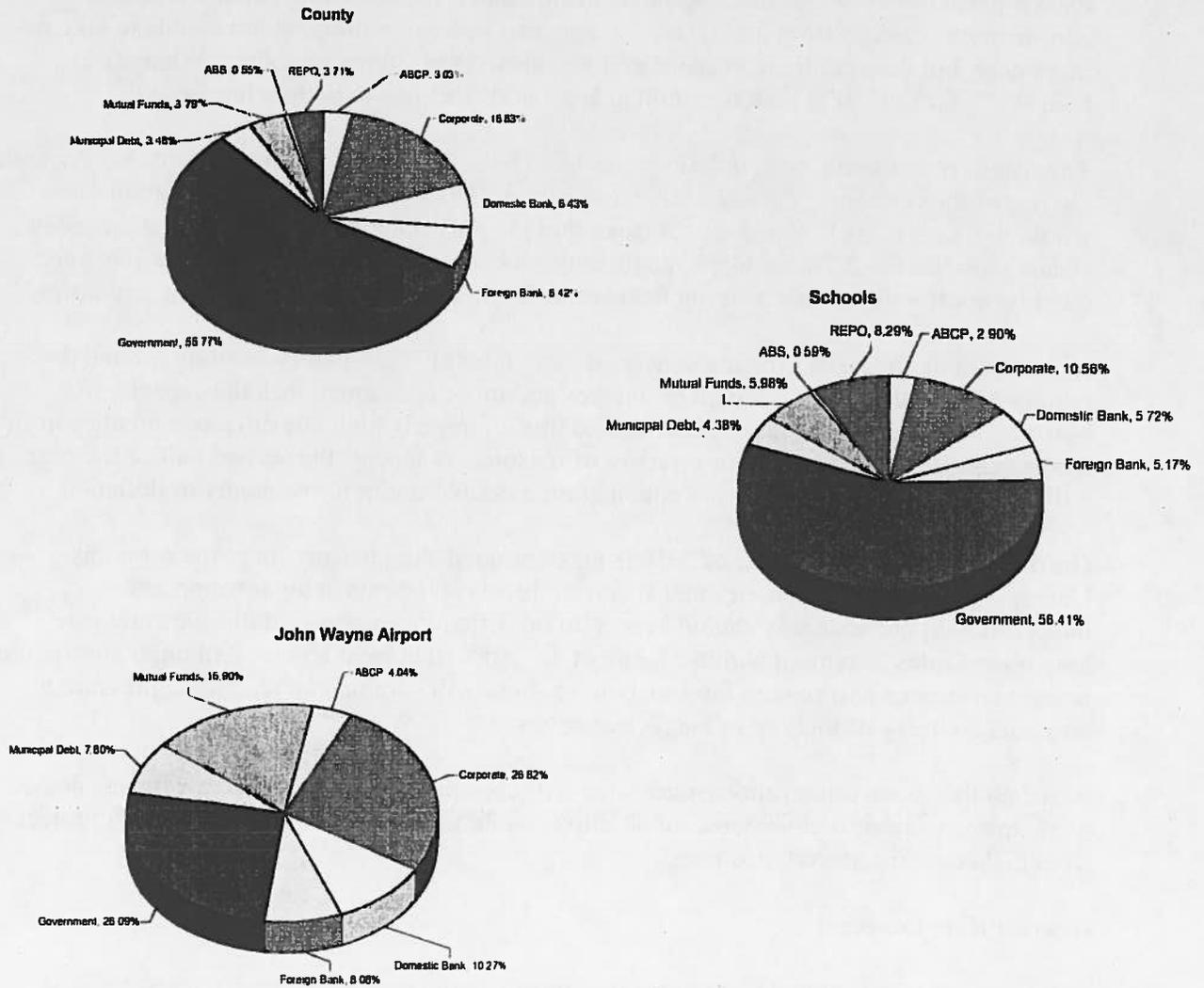
County Executive Office  
333 W. Santa Ana Blvd  
Third Floor  
Santa Ana, California  
92701-4062

Tel: (714) 834-4304  
Fax: (714) 834-3555  
Web: [www.ocgov.com](http://www.ocgov.com)

**PORTFOLIO COMPOSITION:**

The following graphs represent the County, School and John Wayne Airport investment pools' composition by issuer type. The County and School pools include their portion of the Extended Funds (Exhibit 1)

**EXHIBIT 1: Investment Pool Composition**



## **MARKET OBSERVATIONS**

The bond market continues to focus on Europe as well as the oil spill in the Gulf of Mexico. As if this is not enough to worry about, fresh concerns have been raised about deflation and a possible double dip recession in the United States. Our take on this is that the probability of either is remote.

In direct contrast to news articles in the popular press, there are very few elements of the economy that are actually contracting. The majority are expanding, however not as quickly as market participants would like! Manufacturing employment is rising and the consumer is continuing to emerge from hibernation. Consumers are not willing, or are unable to take on more debt, but they continue to spend and pay down debt simultaneously. "What about housing," you say? It is no longer falling apart and is adding to bottom line growth.

The month over month, core inflation rates have been picking up for several months. As with the rest of the economy, the rate of increase is considerably below what the inflation crowd would like to see. Still, this does not mean that the only other alternative is deflation. Slow, steady growth of 2-2.5% for a few quarters won't bring down the unemployment rate very quickly, but it will provide a strong foundation for continuation of the economic expansion.

In our opinion, the most pressing concern is how does all the liquidity sloshing around the system get into the hands of small businesses and those consumers with the capacity to borrow? There are two main impediments to this, extremely high due diligence on the part of lenders and stagnant demand for a variety of reasons. It appears the second half of the year will be a tough slog but we are not anticipating a double-dip in the economy or deflation.

Our forecast for the remainder of 2010 is for continued sluggish growth in the economy. Unemployment will remain elevated at current levels and diminishing government intervention in the economy should keep a lid on inflation. Because of this we anticipate longer term rates to remain within a range of +/- .50% of current levels. Although our opinion is short term rates will remain low, we believe there will continue to be upward pressure on rates and are leery of locking in longer maturities.

Based on the above observations, our office will continue to take advantage of moves in the marketplace to selectively extend our duration, while investing in securities that will protect us from higher short-term interest rates.

### **Interest Rate Forecast**

The Treasurer's Investment Committee is currently estimating an average interest yield of 1.35% for 2009-2010. For the fiscal year 2010-2011, we are estimating an average interest yield of 1.20%.

The Treasurer's Office appreciates your continued confidence as well as the opportunity to provide you exemplary portfolio and cash management services in the future.

**ORANGE COUNTY TREASURER-TAX COLLECTOR**

**EXECUTIVE SUMMARY**

July 1, 2009 - June 30, 2010

PERIOD ENDING - MONTH / YEAR	MARKET VALUE	EARNINGS FOR MONTH	YIELD FOR MONTH	MONTH END WAM
<b>Current Month - June 2010</b>				
County Pool - Money Market Fund	\$ 1,706,187,007	\$ 497,327	0.34%	58
Educational Pool - Money Market Fund	\$ 1,349,698,395	\$ 450,241	0.39%	55
Extended Fund	\$ 2,799,555,894	\$ 3,590,484	1.55%	557
OC Extended Fund B	\$ 33,560,112	\$ -	N/A	340
<b>May 2010</b>				
County Pool - Money Market Fund	\$ 2,041,335,609	\$ 593,058	0.32%	55
Educational Pool - Money Market Fund	\$ 1,593,064,172	\$ 511,916	0.35%	57
Extended Fund	\$ 2,759,762,530	\$ 6,645,732	2.85%	584
OC Extended Fund B	\$ 34,559,137	\$ -	N/A	5
<b>April 2010</b>				
County Pool - Money Market Fund	\$ 2,259,602,732	\$ 592,006	0.24%	57
Educational Pool - Money Market Fund	\$ 1,835,314,711	\$ 348,913	0.31%	57
Extended Fund	\$ 2,734,552,743	\$ 4,265,867	1.88%	622
OC Extended Fund B	\$ 35,324,110	\$ -	N/A	36
<b>March 2010</b>				
County Pool - Money Market Fund	\$ 2,181,831,316	\$ 541,843	0.31%	53
Educational Pool - Money Market Fund	\$ 1,378,158,717	\$ 401,715	0.33%	58
Extended Fund	\$ 2,728,999,199	\$ 3,579,192	1.55%	631
OC Extended Fund B	\$ 36,096,323	\$ -	N/A	66
<b>February 2010</b>				
County Pool - Money Market Fund	\$ 2,091,943,820	\$ 421,985	0.26%	57
Educational Pool - Money Market Fund	\$ 1,443,531,370	\$ 365,865	0.31%	51
Extended Fund	\$ 2,618,244,956	\$ 3,680,403	1.82%	511
OC Extended Fund B	\$ 36,578,163	\$ -	N/A	97
<b>January 2010</b>				
County Pool - Money Market Fund	\$ 2,108,614,594	\$ 508,703	0.27%	55
Educational Pool - Money Market Fund	\$ 1,759,715,627	\$ 369,528	0.26%	57
Extended Fund	\$ 2,599,819,873	\$ 3,353,439	1.49%	489
OC Extended Fund B	\$ 37,098,503	\$ -	N/A	125
<b>December 2009</b>				
County Pool - Money Market Fund	\$ 2,463,159,678	\$ 615,490	0.24%	57
Educational Pool - Money Market Fund	\$ 2,071,614,454	\$ 380,114	0.37%	43
Extended Fund	\$ 2,592,000,368	\$ 3,029,087	1.35%	408
OC Extended Fund B	\$ 37,405,659	\$ -	N/A	156
<b>November 2009</b>				
County Pool - Money Market Fund	\$ 2,213,498,431	\$ 507,764	0.29%	52
Educational Pool - Money Market Fund	\$ 1,157,124,969	\$ 375,995	0.41%	60
Extended Fund	\$ 2,595,489,296	\$ 6,021,428	2.78%	340
OC Extended Fund B	\$ 37,545,360	\$ -	N/A	187
<b>October 2009</b>				
County Pool - Money Market Fund	\$ 2,129,243,138	\$ 560,511	0.33%	53
Educational Pool - Money Market Fund	\$ 1,322,589,455	\$ 407,887	0.44%	59
Extended Fund	\$ 2,566,724,258	\$ 3,600,287	1.62%	498
OC Extended Fund B	\$ 38,277,435	\$ -	N/A	217
<b>September 2009</b>				
County Pool - Money Market Fund	\$ 1,970,027,204	\$ 583,000	0.35%	54
Educational Pool - Money Market Fund	\$ 1,368,057,984	\$ 517,448	0.56%	57
Extended Fund	\$ 2,531,354,790	\$ 3,569,904	1.71%	486
OC Extended Fund B	\$ 38,725,414	\$ -	N/A	248
<b>August 2009</b>				
County Pool - Money Market Fund	\$ 2,106,086,758	\$ 915,879	0.50%	57
Educational Pool - Money Market Fund	\$ 1,419,464,342	\$ 769,121	0.58%	60
Extended Fund	\$ 2,443,068,280	\$ 8,317,118	4.02%	476
OC Extended Fund B	\$ 38,891,543	\$ -	N/A	278
<b>July 2009</b>				
County Pool - Money Market Fund	\$ 2,426,411,208	\$ 951,216	0.51%	53
Educational Pool - Money Market Fund	\$ 1,664,060,971	\$ 763,406	0.62%	59
Extended Fund	\$ 2,202,254,242	\$ 8,680,964	3.98%	578
OC Extended Fund B	\$ 39,228,860	\$ -	N/A	309
<b>July 1, 2009 - June 30, 2010</b>				
	<b>Annual Average</b>	<b>Total for Year</b>	<b>Annual Average</b>	<b>Annual Average</b>
County Pool - Money Market Fund	\$ 2,141,495,125	\$ 7,288,781	0.33%	55
Educational Pool - Money Market Fund	\$ 1,530,199,597	\$ 5,662,249	0.41%	56
Extended Fund	\$ 2,634,593,087	\$ 58,333,905	2.22%	515

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POOL STATISTICS  
FOR THE MONTH, QUARTER AND FISCAL YEAR ENDED: JUNE 30, 2010**

**INVESTMENT STATISTICS - By Investment Fund\***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Current Yield	MONTH Average Yield	QUARTER Average Yield	ANNUAL Average Yield	Current NAV
<b>O.C. Money Market Fund</b>	MARKET Value \$ 1,706,187,007 COST (Capital) \$ 1,708,419,223 MONTHLY AVG Balance \$ 1,782,812,516 QUARTERLY AVG Balance \$ 2,329,603,243 ANNUAL AVG Balance \$ 2,240,243,037 BOOK Value \$ 1,706,166,717	58	0.46%	0.34%	0.30%	0.33%	1.00
<b>O.C. Educational Money Market Fund</b>	MARKET Value \$ 1,349,698,395 COST (Capital) \$ 1,350,175,417 MONTHLY AVG Balance \$ 1,404,750,904 QUARTERLY AVG Balance \$ 1,492,781,151 ANNUAL AVG Balance \$ 1,386,458,184 BOOK Value \$ 1,349,322,706	55	0.37%	0.39%	0.35%	0.41%	1.00
<b>Extended Fund</b>	MARKET Value \$ 2,799,555,894 COST (Capital) \$ 2,791,589,379 MONTHLY AVG Balance \$ 2,812,762,011 QUARTERLY AVG Balance \$ 2,773,922,911 ANNUAL AVG Balance \$ 2,644,145,143 BOOK Value \$ 2,786,352,424	557	1.44%	1.55%	2.09%	2.22%	1.00
<b>OC Extended Fund B</b>	MARKET Value \$ 33,560,112 COST (Capital) \$ 44,491,022	340	NA	NA	NA	NA	0.75
<b>Allocation of Extended Funds</b>							
<b>Extended Fund (X Fund) County's Share of X Fund</b>	MARKET Value \$ 1,466,085,557 COST (Capital) \$ 1,461,913,812 MONTHLY AVG Balance \$ 1,462,762,011 QUARTERLY AVG Balance \$ 1,423,922,911 ANNUAL AVG Balance \$ 1,294,145,143 BOOK Value \$ 1,459,171,097	557	1.44%	1.55%	2.11%	2.22%	1.00
<b>Educational Share of X Fund</b>	MARKET Value \$ 1,333,470,337 COST (Capital) \$ 1,329,675,767 MONTHLY AVG Balance \$ 1,350,000,000 QUARTERLY AVG Balance \$ 1,350,000,000 ANNUAL AVG Balance \$ 1,350,000,000 BOOK Value \$ 1,327,181,327	557	1.44%	1.56%	2.08%	2.21%	1.00
<b>OC Extended Fund B County's Share</b>	MARKET Value \$ 18,229,299 COST (Capital) \$ 24,166,789	340	NA	NA	NA	NA	0.75
<b>Educational Share</b>	MARKET Value \$ 15,330,813 COST (Capital) \$ 20,324,233	340	NA	NA	NA	NA	0.75

**ORANGE COUNTY TREASURER-TAX COLLECTOR**  
**INVESTMENT POOL STATISTICS**  
**FOR THE MONTH, QUARTER AND FISCAL YEAR ENDED: JUNE 30, 2010**

**INVESTMENT STATISTICS - By Investment Pool\*\*\***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Current Yield	MONTH Average Yield	QUARTER Average Yield	ANNUAL Average Yield	Current NAV
<b>COMBINED POOL BALANCES</b>							
<i>County Pool</i>	MARKET Value \$ 3,190,501,863 COST (Capital) \$ 3,194,499,624 MONTHLY AVG Balance \$ 3,245,574,527 QUARTERLY AVG Balance \$ 3,753,526,154 ANNUAL AVG Balance \$ 3,534,388,180 BOOK Value \$ 3,189,504,603	288	0.90%	0.89%	0.99%	1.02%	1.00
<i>Educational Pool</i>	MARKET Value \$ 2,698,499,545 COST (Capital) \$ 2,700,175,417 MONTHLY AVG Balance \$ 2,754,750,904 QUARTERLY AVG Balance \$ 2,842,781,151 ANNUAL AVG Balance \$ 2,736,458,184 BOOK Value \$ 2,696,828,266	304	0.89%	0.96%	1.16%	1.30%	1.00

**INVESTMENT STATISTICS - Non Pooled Investments \*\***

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE
<b>Specific Investment Funds:</b> 100, 112, 161, 283, 480, 482 483, 494, 497, 505, 510, 514, 546 15B	MARKET Value \$ 67,148,986 COST (Capital) \$ 67,254,347 MONTHLY AVG Balance \$ 67,262,006 QUARTERLY AVG Balance \$ 67,264,908 ANNUAL AVG Balance \$ 90,492,294	Money Market Funds \$ 16,458,257 Repurchase Agreements 1,081,500 John Wayne Airport Investment Pool 49,586,226 GNMA Mortgage-Backed Security 128,364 \$ 67,254,347

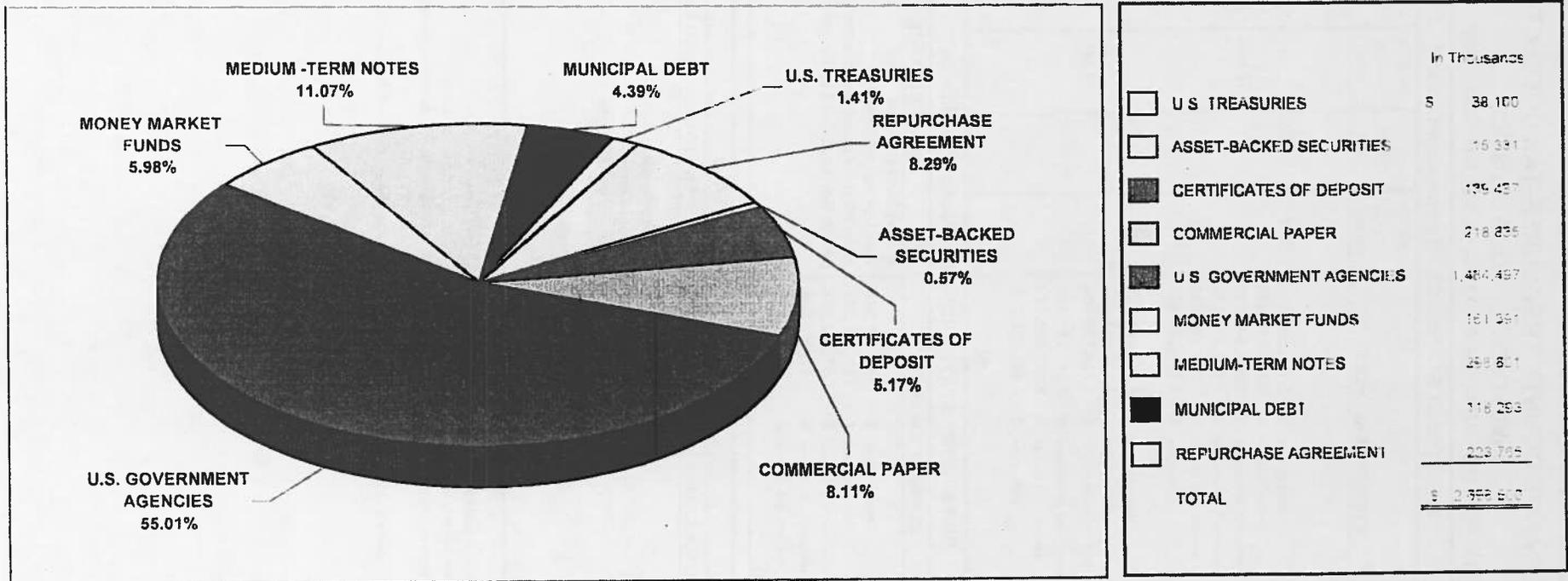
**FISCAL YEAR END TOTALS**

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
County Money Market Fund \$ 1,708,419,223	County Funds \$ 3,199,097,220
County Cash 4,597,596	School Funds 2,709,040,192
Educational Money Market Fund 1,350,175,417	Specific Investments 67,254,347
Extended Fund 2,791,589,379	
OC Extended Fund B 44,491,022	
School Cash 8,864,775	
Non Pooled Investments @ Cost 67,254,347	
<b>\$ 5,975,391,759</b>	<b>\$ 5,975,391,759</b>

\* Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value.  
 \*\* Specific non pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII.  
 \*\*\*The Combined Pool Balances include the County and Educational Money Market Fund, and portions of the Extended Fund and Extended Fund B

**ORANGE COUNTY TREASURER - TAX COLLECTOR  
ORANGE COUNTY EDUCATIONAL INVESTMENT POOL  
PORTFOLIO COMPOSITION - COMBINED \*\***

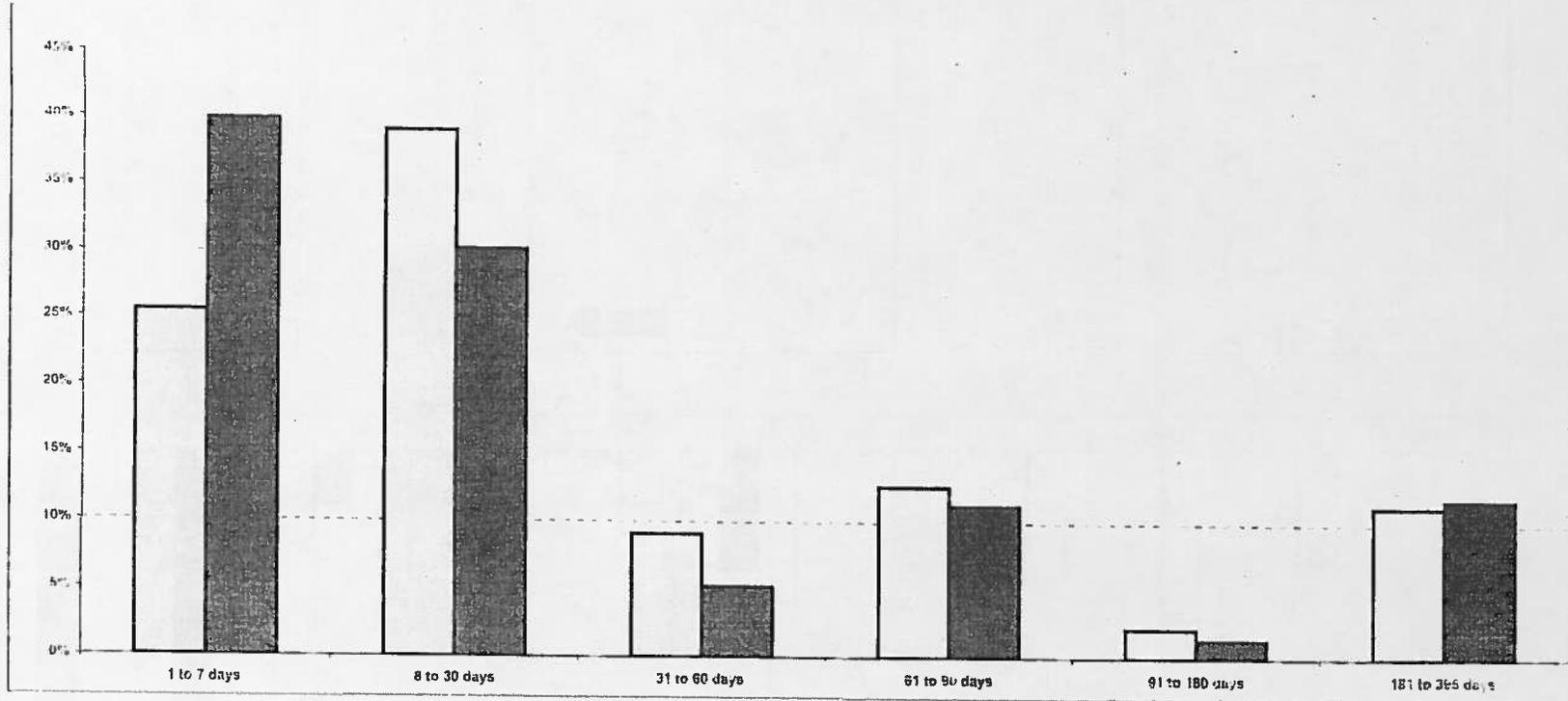
June 30, 2010



*Investment Composition is in Compliance With The Orange County Treasurer's Investment Policy Statement.  
Educational Investment Pool includes Money Market Fund, Extended Fund, & Extended Fund D  
\*\* Calculated Using Market Value at 06/30/2010*

**ORANGE COUNTY TREASURER - TAX COLLECTOR**  
**ORANGE COUNTY MONEY MARKET FUND AND EDUCATIONAL MONEY MARKET FUND**  
**MATURITIES DISTRIBUTION**

June 30, 2010



O.C. INVESTMENT POOL MONEY MARKET FUND		
	In Thousands	
1 TO 7 DAYS	495,465	29.59%
8 TO 30 DAYS	660,269	39.08%
31 TO 60 DAYS	155,877	9.18%
61 TO 90 DAYS	216,850	12.72%
91 TO 180 DAYS	37,184	2.16%
181 TO 365 DAYS	192,765	11.41%
<b>TOTAL</b>	<b>\$ 1,704,350</b>	<b>100.00%</b>

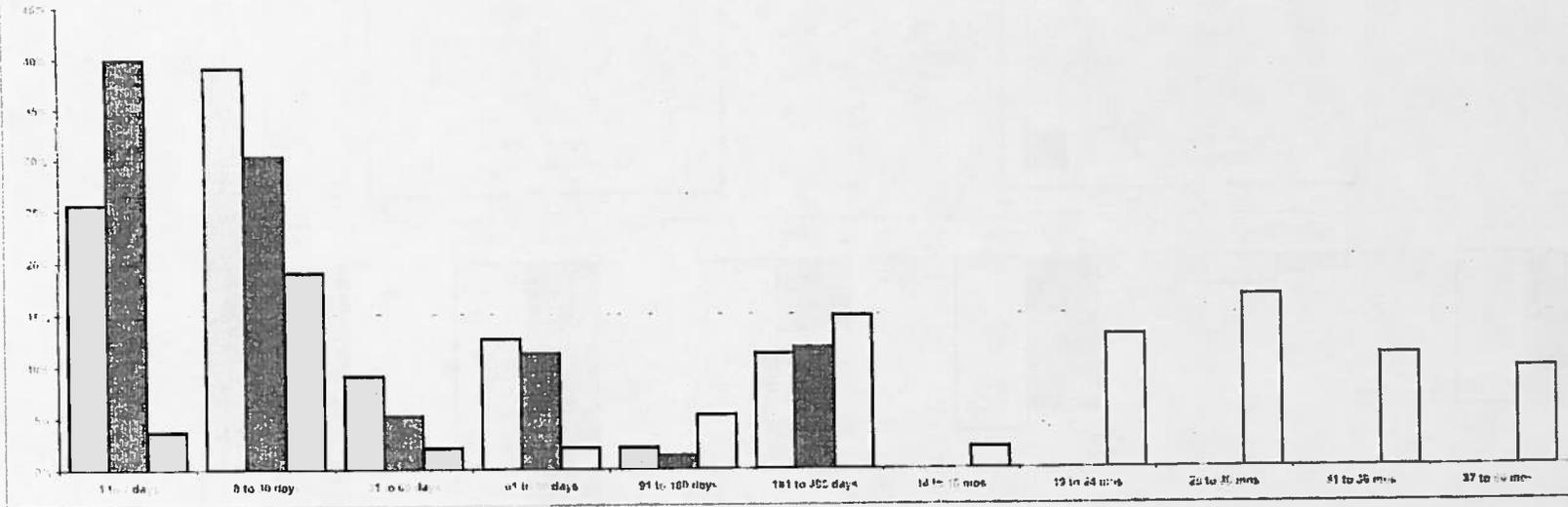
O.C. EDUCATIONAL MONEY MARKET FUND		
	In Thousands	
1 TO 7 DAYS	657,485	39.1%
8 TO 30 DAYS	455,715	26.8%
31 TO 60 DAYS	79,475	4.6%
61 TO 90 DAYS	152,700	8.9%
91 TO 180 DAYS	18,455	1.1%
181 TO 365 DAYS	260,462	15.5%
<b>TOTAL</b>	<b>\$ 1,648,213</b>	<b>100.00%</b>

*Maturity Limits Are in Compliance With The Orange County Treasurer's Investment Policy Guidelines*

Floating Rate Notes are deemed to have a maturity date equal to their next interest reset date.  
 As of 06/30/2010 Floating Rate Notes comprise 44.63% and 45.65% of the O.C. Money Market Fund and Educational Money Market Fund respectively.

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**ORANGE COUNTY TREASURER - TAX COLLECTOR  
ORANGE COUNTY AND EDUCATIONAL INVESTMENT POOLS  
MATURITIES DISTRIBUTION  
June 30, 2010**

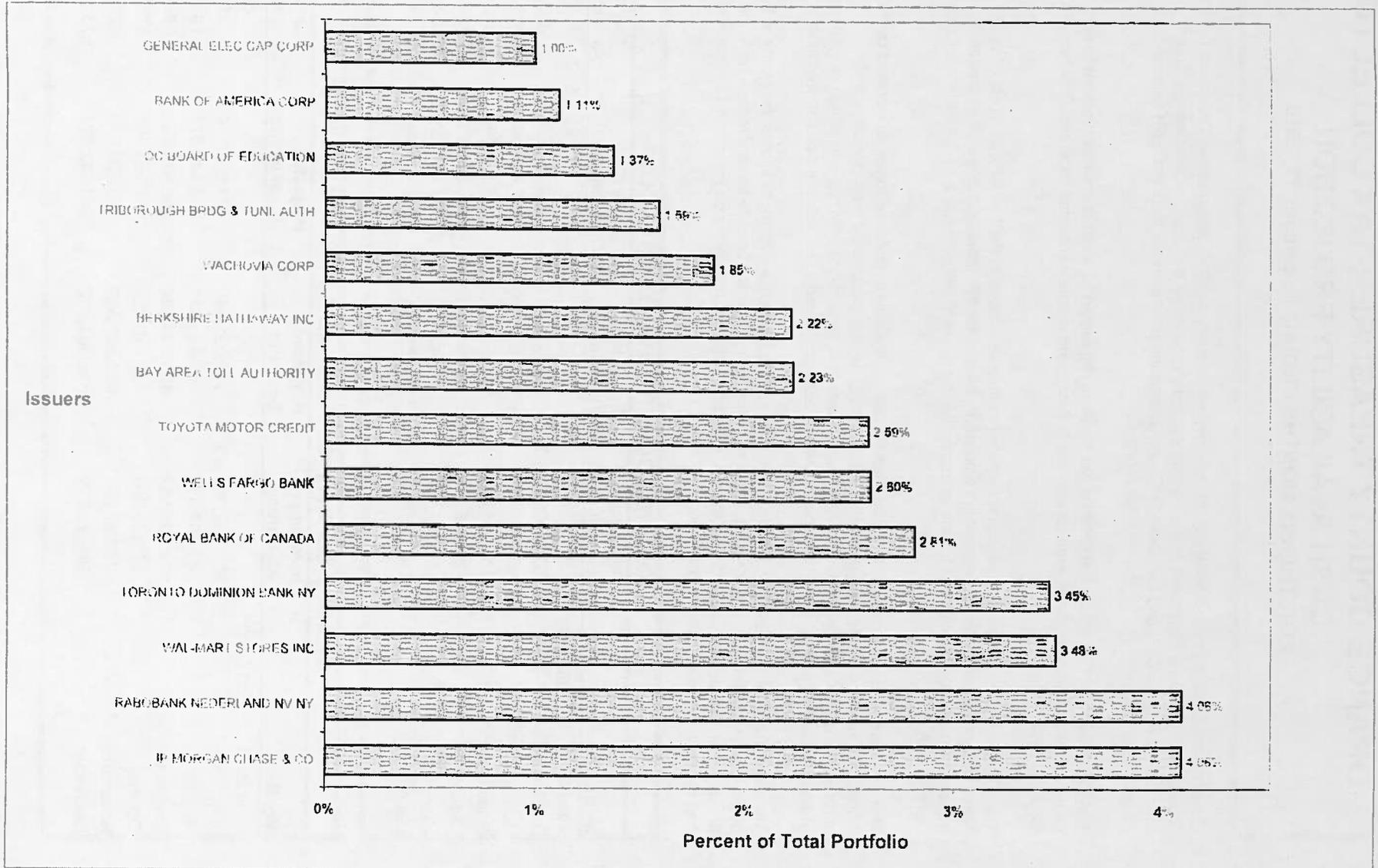


**O.C. INVESTMENT POOLS  
MONEY MARKET FUNDS**

	2010	2009
2010	\$ 124,573	124,573
2009	124,573	124,573
2008	124,573	124,573
2007	124,573	124,573
2006	124,573	124,573
2005	124,573	124,573
2004	124,573	124,573
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**ORANGE COUNTY TREASURER - TAX COLLECTOR**  
**EDUCATIONAL MONEY MARKET FUND - ISSUER CONCENTRATION**

June 30, 2010



5.2 (13)

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
CASH AVAILABILITY PROJECTION  
FOR THE SIX MONTHS ENDING December 31, 2010**

Government Code Section 53646 (b) (3), effective on January 1, 1996, requires the Treasurer-Tax Collector to include a statement in the investment report, denoting the ability of the Orange County Investment Pool (OCIP) and the Orange County Educational Investment Pool (OCEIP) to meet their expenditure requirements for the next six months.

The OCIP and OCEIP consist of funds in the treasury deposited by various entities required to do so by statute, as well as those entities voluntarily depositing monies in accordance with Government Code Section 53684.

The Treasurer-Tax Collector is required to disburse monies placed in the treasury as directed by the Auditor-Controller and the Department of Education, except for the making of legal investments, to the extent funds are transferred to one or more clearing funds in accordance with Government Code Section 29808.

The Treasurer-Tax Collector, in his projection of cash availability to disburse funds as directed by the Auditor-Controller and the Department of Education, is relying exclusively on historical activity involving deposits and disbursements and future cash flow projections. No representation is made as to an individual depositor's ability to meet their anticipated expenditures with anticipated revenues.

The Cash Availability Projection for the six months ending December, 2010, indicates the ability of the pools to meet projected cash flow requirements. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

<b>ORANGE COUNTY INVESTMENT POOL</b>				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
June 2010 - Ending Cash				\$ 4,597,596
July	\$ 1,284,770,567	\$ 595,335,251	\$ 663,762,993	1,220,940,422
August	156,758,469	363,674,660	437,471,091	1,303,902,460
September	309,051,069	321,508,168	408,760,987	1,525,700,710
October	50,805,612	516,901,700	366,328,855	1,727,079,168
November	179,562,286	844,476,407	586,640,622	2,164,477,238
December	215,014,786	1,963,504,317	1,808,410,795	2,534,585,547

<b>ORANGE COUNTY EDUCATIONAL INVESTMENT POOL</b>				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
June 2010 - Ending Cash				\$ 8,864,775
July	\$ 594,732,364	\$ 543,631,440	\$ 421,837,134	725,391,445
August	41,493,415	397,845,870	370,441,574	794,289,156
September	173,199,557	426,536,634	456,545,721	937,479,626
October	27,529,380	420,449,426	558,353,461	827,104,970
November	125,287,904	421,327,307	546,285,896	827,434,285
December	38,679,299	1,206,001,312	340,612,673	1,731,502,224

**ORANGE COUNTY TREASURER-TAX COLLECTOR**  
**STATEMENT OF ACCOUNTABILITY**  
**FOR THE MONTH, QUARTER AND FISCAL YEAR ENDED: JUNE 30, 2010**

	<u>Month</u>	<u>Quarter</u>	<u>Year</u>
<b>Accountability at the Beginning of the Period:</b>	<u>\$ 6,511,413,900.68</u>	<u>\$ 6,362,639,263.09</u>	<u>\$ 5,963,577,928.07</u>
<b>Cash Receipts:</b>			
County	337,077,768.70	2,516,984,472.44	9,040,498,101.27
Schools	<u>510,245,238.82</u>	<u>1,785,386,426.23</u>	<u>6,441,707,970.36</u>
<b>Total Cash Receipts</b>	<u>847,323,007.52</u>	<u>4,302,370,898.67</u>	<u>15,482,206,071.63</u>
<b>Cash Disbursements:</b>			
County	634,398,133.98	2,876,630,824.62	8,952,108,864.66
Schools	748,765,804.39	1,808,714,357.61	6,474,920,744.87
Checks returned-non sufficient funds	<u>170,176.58</u>	<u>4,272,379.98</u>	<u>13,792,584.29</u>
<b>Total Cash Disbursements</b>	<u>1,383,334,114.95</u>	<u>4,689,617,562.21</u>	<u>15,440,822,193.82</u>
<b>Net Change in Book Value of Pooled Assets</b>	<u>(536,011,107.43)</u>	<u>(387,246,663.54)</u>	<u>41,383,877.81</u>
<b>Net Increase (Decrease) in Specific Investments</b>	<u>(11,034.04)</u>	<u>(840.34)</u>	<u>(29,570,046.67)</u>
<b>Accountability at the End of the Period:</b>	<u>\$ 5,975,391,759.21</u>	<u>\$ 5,975,391,759.21</u>	<u>\$ 5,975,391,759.21</u>

**Assets in the Treasury at June 30, 2010**

O.C. Investment Pool	\$ 3,194,499,623.95
Specific investments	67,254,346.70
Cash in banks (including Schools)	13,453,541.97
Cash in vault	8,829.48
O.C. Educational Investment Pool	<u>2,700,175,417.11</u>
	<u>\$ 5,975,391,759.21</u>



**JOHN CHIANG**

**California State Controller**

**LOCAL AGENCY INVESTMENT FUND  
REMITTANCE ADVICE**

<b>Agency Name</b>	<b>RANCHO SANTIAGO COMM COLL DST</b>
<b>Account Number</b>	<b>75-30-010</b>

As of 07/15/2010, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2010.

<b>Earnings Ratio</b>		<b>.00001523807623153</b>
<b>Interest Rate</b>		<b>0.56%</b>
<b>Dollar Day Total</b>	<b>\$</b>	<b>13,494,794.39</b>
<b>Quarter End Principal Balance</b>	<b>\$</b>	<b>148,325.75</b>
<b>Quarterly Interest Earned</b>	<b>\$</b>	<b>205.63</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS AND FISCAL SERVICES**

To: Board of Trustees	Date: August 23, 2010
Re: Approval of Quarterly Financial Status Report (CCFS-311Q) for period ended June 30, 2010	
Action: Request for Approval	

**BACKGROUND**

Pursuant to Section 58310 of Title 5 of the California Code of Regulations, each California community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis. The CCFS-311Q is the prescribed, routine report submitted to the System Office satisfying this requirement.

Attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the fourth quarter in fiscal year 2009-10 ended June 30, 2010.

**ANALYSIS**

The quarterly report shows the projected unrestricted General Fund revenues and expenditures for this year as well as the actual amounts from the previous three fiscal years. For the twelve months covered in this report, the District has recognized 102.7% of budgeted revenues and other financing sources and 92.5% of budgeted expenditures and other outgo in the unrestricted General Fund.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the CCFS-311Q for the period ending June 30, 2010 as presented.

Fiscal Impact:	Not applicable	Board Date:	August 23, 2010
Prepared by:	Noemi M. Kanouse, Assistant Vice Chancellor, Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raul Rodriguez, Ph.D., Chancellor		

California Community Colleges  
**QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q**  
 Fiscal Year 2009-2010

District: (870) RANCHO SANTIAGO CCD

Quarter Ended: June 30, 2010

**I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

As of June 30 for fiscal year specified.

	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Projected
<b>Revenues:</b>				
Unrestricted General Fund Revenues (Objects 8100, 8600, and 8800)	148,494,345	148,396,127	147,790,705	147,239,045
Other Financing Sources (Objects 8900)	6,506	24,803	16,237	18,428
<b>Total Unrestricted Revenues</b>	<b>148,500,851</b>	<b>148,420,930</b>	<b>147,806,942</b>	<b>147,257,473</b>
<b>Expenditures:</b>				
Unrestricted General Fund Expenditures (Objects 1000-6000)	139,776,049	154,228,868	146,044,061	130,775,432
Other Outgo (Objects 7100, 7300, 7400, 7500, & 7600)	1,506,664	2,756,793	832,530	1,662,613
<b>Total Unrestricted Expenditures</b>	<b>141,282,713</b>	<b>156,985,661</b>	<b>146,876,591</b>	<b>132,438,045</b>
Revenues Over(Under)Expenditures	7,218,138	(8,564,731)	930,351	14,819,428
Fund Balance, Beginning	16,815,848	24,041,478	15,476,747	16,566,608
Prior Year Adjustments + (-)	7,492	0	159,510	0
<b>Adjusted Fund Balance, Beginning</b>	<b>16,823,340</b>	<b>24,041,478</b>	<b>15,636,257</b>	<b>16,566,608</b>
<b>Fund Balance, Ending</b>	<b>24,041,478</b>	<b>15,476,747</b>	<b>16,566,608</b>	<b>31,386,036</b>
% of GF Balance to GF Expenditures	17.0%	9.9%	11.3%	23.7%

**II. Annualized Attendance FTES:**

Annualized FTES	2006-07	2007-08	2008-09	2009-10
(Excluding apprentices and non-residents)	31,471	32,840	34,310	30,564

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

	As of the specified quarter ended for each fiscal year presented			
	2006-07	2007-08	2008-09	2009-10
General Fund Cash Balance (Excluding Investments)	30,868,766	22,816,976	17,839,459	25,950,025

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

Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col.2)
<b>Revenues:</b>				
Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	134,666,766	143,389,135	147,239,045	102.7%
Other Financing Sources (Objects 8900)	6,000	17,642	18,428	104.5%
<b>Total Unrestricted Revenues</b>	<b>134,672,766</b>	<b>143,406,777</b>	<b>147,257,473</b>	<b>102.7%</b>
<b>Expenditures:</b>				
Unrestricted General Fund Expenditures (Objects 1000-6000)	140,529,648	141,655,953	130,775,432	92.3%
Other Outgo (Objects 7100, 7300, 7500, & 7600)	1,260,513	1,524,918	1,662,613	109.0%
<b>Total Unrestricted Expenditures</b>	<b>141,790,161</b>	<b>143,180,871</b>	<b>132,438,045</b>	<b>92.5%</b>
Revenues Over(Under) Expenditures	(7,117,395)	225,906	14,819,428	
Adjusted Fund Balance, Beginning	16,566,608	16,566,608	16,566,608	
<b>Fund Balance, Ending</b>	<b>9,449,213</b>	<b>16,792,514</b>	<b>31,386,036</b>	
% of UGF Fund Balance to UGF Expenditures	6.7%	11.7%		

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

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

**SALARIES**

Contract Period Settled (Specify)	Management		Academic**		Classified/Confidential	
	*Total Salary /Cost Increase %		*Total Salary /Cost Increase %		*Total Salary /Cost Increase %	
Year 1						
Year 2						
Year 3						

\*As specified in Collective Bargaining Agreement.

**BENEFITS**

Contract Period Settled (Specify)	Management		Academic		Classified/Confidential	
	Total Salary Cost Increase		Total Salary Cost Increase		Total Salary Cost Increase	
Year 1						
Year 2						
Year 3						

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves from cost-of-living, etc.:

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

YES  NO

If yes, list events and their financial ramifications. (Include additional pages of explanation if needed.)

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

YES  NO

Next Year? YES  NO

**CERTIFICATION**

**Rancho Santiago Community College District**

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of that meeting.

\_\_\_\_\_  
District Chief Business Officer Date

\_\_\_\_\_  
District Chancellor Date

Quarter Ended: June 30, 2010

Governing Board Meeting Date: August 23, 2010

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Agreement to Provide Civil Engineering Services at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

During the past several years, Luzuriaga-Taylor, Inc (LTI) has been the Civil Engineering firm for the majority of the building construction and site development projects at Santa Ana College. The District Construction and Support Services Department would like to retain their service for additional site gutter/driveway re-design and sewer repair.

**ANALYSIS:**

Luzuriaga-Taylor, Inc. (LTI) as our primary Civil Engineering service for the newly constructed Classroom Building, Maintenance and Operations Building, Fire Water Line, Soccer Field Project, and upcoming Baseball Field Project. Extensive site information exists within the firm's data base as a result, creating significant advantages to the District for plan and design development.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the proposal from Luzuriaga-Taylor, Inc. for civil engineering services at the Santa Ana College Campus as presented.

Fiscal Impact:	\$15,750.00	Board Date: August 23, 2010
Prepared by:	Alex Oviedo, District Construction Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	



**LUZURIAGA TAYLOR, INC.**  
Civil Engineers • Land Surveyors

Northern California  
100 Airport Blvd., Suite 210  
Burlingame, California 94010  
Tel 650 652 9590  
Fax 650 652 9596

Southern California  
26440 La Alameda, Suite 310  
Mission Viejo, CA 92691  
Tel 949 348 2882  
Fax 949 348 2772

July 20, 2010  
LTI No. P10-7701

Darryl Odum  
Rancho Santiago Community College District  
District Operations Center  
2323 North Broadway, Suite 112  
Santa Ana, CA 92706

Subject: Santa Ana College – Consulting Services  
1530 W.17th Street, Santa Ana, CA

Dear Darryl:

As requested, we are pleased to present this proposal to provide consulting services for the Santa Ana College campus. We thank you for the opportunity to provide this proposal, and we look forward to our continued working relationship. We have formatted our proposal to follow the scope of services that we discussed at our last meeting.

Scope of Services:

**Engineering Services**

**1. CDC Valley Gutter and Driveway re-design**

- a) LTI will assemble the base file from the original Child Development Center design team, and meet with the current project surveyor to establish the limits of the as-built topographic information to be obtained.
- b) Meet with Bernards staff and walk through solutions that would meet the current project objectives.
- c) Prepare valley gutter design and AC overlay of driveway for the East side of the CDC project site.
- d) Attend meetings and present design alternatives.
- e) Provide construction support to answer field questions and RFIs.

**2. Utility Repair Study/ Design Alternatives**

- a) Meet with campus staff to understand the wet utility lines issues that need to be addressed.
- b) Meet with City of Santa Ana staff to evaluate potential off-site utility line routing.
- c) Assemble base files from prior projects into one master base file.
- d) Prepare design alternatives for the Sewer Line repair/ re-route on the back of Bldg G and E, along with alternatives for the re-route along the back of Bldg. B.

- e) Provide input on location of desired grease interceptor in the driveway of the university union building. Object is to re-route the building kitchen waste lines to run through a grease interceptor to avoid the existing sewer line.
- f) Provide details and construction plans for the sewer line repair work.
- g) Attend meetings and present design alternatives.
- h) Provide construction support to answer field questions and RFIs.

**Services excluded from this Proposal:**

- 1. Field potholing or field surveying verification of utility information.
- 2. Utility location and/ or video inspection of utility lines.

**Professional Fee Summary:**

Our fees for the above scope of work are as follows and exclude expenses defined as reimbursables. Please see the attached Rate Schedule for clarification. All reproduction and delivery costs will be charged *in addition* to our fee estimate. Client is to pay for all city submittal fees (if any). If additional meetings or site visits are required, it will be billed on a time and expense basis.

1. CDC Driveway re-design	Hourly Not to Exceed	\$	5,000
2. Utility Repair Design Alternatives	Hourly Not to Exceed	\$	10,000

**Civil Engineering Fee:** **Total** \$ **15,000**

**Reimbursable Expenses Estimate:** \$ **750**

*[Handwritten signature]*  
7-27-10

Thank you for the opportunity to provide this proposal and we look forward to a continued working relationship. In order to proceed we will need your written authorization in a formalized RSCCD purchase order contract. Attached and incorporated is our current Rate Schedule that is subject to change annually. Feel free to call me at (949) 348-2882 with any questions. This proposal shall become void if not accepted within 30 days by contract.

Very Truly Yours,

*[Handwritten signature]*

David Luzuriaga, P.E., LEED AP  
Principal  
CE 56734

Encl.: Rate Schedule

## LTI RATE SCHEDULE

### Engineering

Expert Witness	\$300/hr
Principal Engineer	\$180/hr
Associate	\$155/hr
Project Manager	\$140/hr
Associate Project Manager	\$125/hr
Senior Project Engineer	\$110/hr
Project Engineer	\$95/hr
AutoCAD Drafting	\$75/hr
Administrative Assistant	\$75/hr

### Materials & Equipment

Vehicles (mileage)	\$0.59/mile
Engineering prints (in-house)	\$1.10/sf
Outside charges	Cost plus 15%
In-House courier service (per delivery)	\$35

Rate schedule is effective August 1, 2008

The rates shown on this schedule are subject to review bi-annually. Charges to all projects, including those continuing from previous rate schedules, will be based on the most current rate schedule.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #5 - Bid #1097 - General Construction for the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the Board of Trustees awarded a contract to ISEC, Inc. for Bid #1097 general construction for the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the course of normal construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 decreases the contract by \$19,032. The revised contract amount is \$1,954,623. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 6.7% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, ISEC, Inc. for Bid #1097, General Construction for the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	-\$19,032.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center/SAC

Bid No. 1097 P.O. #P000216

D.S.A. No. 04-108649

Contractor: ISEC

Change Order No. 5

Architect: Harley Ellis Devereaux

Date: 8/23/10

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$1,831,427.00
Previous Change Orders	\$142,228.00	
This Change Order	-\$19,032.00	
Total Change Orders		\$123,196.00
Revised Contract Amount		\$1,954,623.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

District Inspector

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

5.5 (2)

Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>		Bid No. <i>1097</i>	PO # <i>09-P000216</i>
Contractor: <i>ISEC</i>		D.S.A. No. <i>04-108649</i>	
Architect: <i>Harley Ellis Devereaux</i>		Change Order No. <i>5</i>	
		Date: <i>8/23/10</i>	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Backcharge for not having to install aluminum door frame for center hung wood door on 2nd floor between classrooms 201A &amp; 202A.</p> <p><b>REASON:</b> Field Condition</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$1,036.00	
	<p><b>DESCRIPTION:</b> Deletion of signage</p> <p><b>REASON:</b> District Requested</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$9,600.00	
3.0	<p><b>DESCRIPTION:</b> Deletion of window shades</p> <p><b>REASON:</b> District Requested</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$8,396.00	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>	Bid No. 1097	P O # 09-P000216
	D.S.A. No. 04-108649	
Contractor: ISEC	Change Order No. 5	
Architect: Harley Ellis Devereaux	Date: 8/23/10	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
4.0	<p><u>DESCRIPTION:</u> Back charge for correction to door frame done by Bid package 7</p> <p><u>REASON:</u> District Requested</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$400.00	
Sub-Total		\$19,032.00	\$0.00
Total			-\$19,032.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	August 23, 2010
Re:	Approval of Change Order #2 - Bid #1098 – Landscaping for the Child Development Center at Santa Ana College		
Action:	Request for Approval		

**BACKGROUND:**

On May 11, 2009, the Board of Trustees awarded a contract to Nature Tech Landscaping, Inc. for Bid #1098, landscaping for the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction, certain changes to the scope of work for this project were required. The specific changes, reasons for the changes, and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$3,570. The total revised contract amount is \$155,191. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 5.6% of construction cost. Pursuant to administrative regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #2, Nature Tech Landscaping, Inc. for Bid #1098, landscaping for the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$3,570.00	Board Date:	August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center

Bid No. 1098 P.O. #10-BP000217

D.S.A. No. 04-108649

Contractor: Nature Tech

Change Order No. 2

Architect: Harley Ellis Devereaux

Date: 8/23/10

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$146,900.00
Previous Change Orders	\$4,721.00	
This Change Order	\$3,570.00	
Total Change Orders		\$8,291.00
Revised Contract Amount		\$155,191.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

District Inspector

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: *Child Development Center*

Bid No. 1098

P.O. #10-BP000217

D.S.A. No. 04-108649

Contractor: *Nature Tech*

Change Order No.

2

Architect: *Harley Ellis Devereaux*

Date:

8/23/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> The planter area has been extended per RFI 246r</p> <p><u>REASON:</u> Unforeseen condition</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,842.00
2.0	<p><u>DESCRIPTION:</u> Additional sprinkler heads per RFI #255</p> <p><u>REASON:</u> Consultant Directed</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$578.00
3.0	<p><u>DESCRIPTION:</u> Deletion of plant material per FD #20</p> <p><u>REASON:</u> District Requested</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$2,561.00	
4.0	<p><u>DESCRIPTION:</u> Change in sod from Fescue to Marathon sod per RFI #258</p> <p><u>REASON:</u> Landscape Architect</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,423.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Child Development Center*

Bid No. 1098

P.O. #10-BP000217

D.S.A. No. 04-108649

Contractor: *Nature Tech*

Change Order No.

2

Architect: *Harley Ellis Devereaux*

Date:

8/23/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
5.0	<p><b>DESCRIPTION:</b> Change in tree well detail for tree moisture monitoring well per sketch #1</p> <p><b>REASON:</b> Landscape Architect</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$2,288.00
Sub-Total		\$2,561.00	\$6,131.00
Total			\$3,570.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #5 – Bid #1102 - Drywall and Plastering at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the Board of Trustees awarded a contract to Insul Drywall and Plastering, Inc. for Bid #1102 for Drywall and Plastering at the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$1,183. The revised contract amount is \$418,996. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 5.6% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, Insul Drywall and Plastering, Inc. for Bid #1102, Drywall and Plastering at the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$1,183.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center

Bid No. 1102 P.O. # P0010964

D.S.A. No. 04-108649

Contractor: *Insul Drywall & Plastering, Inc*

Change Order No. 5

Architect: *Harley Ellis Devereaux*

Date: 8/23/10

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$397,800.00
Previous Change Orders	\$21,196.00	
This Change Order	\$1,183.00	
Total Change Orders		\$22,379.00
Revised Contract Amount		\$420,179.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
Darryl A. Odum _____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
Peter J Hardash _____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>	Bid No. <i>1104</i>	P.O # <i>P0010964</i>
	D.S.A. No. <i>04-108649</i>	
Contractor: <i>Insul Drywall &amp; Plastering, Inc</i>	Change Order No. <b>5</b>	
Architect: <i>Harley Ellis Devereaux</i>	Date: <i>8/23/10</i>	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Install drywall patches at fire extinguisher cabinets. Cabinets would not fit in walls due to excessive framing</p> <p><u>REASON:</u> Field Condition</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,183.00
	Sub-Total	\$0.00	\$1,183.00
	Total		\$1,183.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #2 - Bid #1108 – Painting of the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the Board of Trustees awarded a contract to Kronos Painting, Inc. for Bid #1108/SAC Child Development Center to perform the painting portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$2,000. The revised contract amount is \$66,750. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 5.8% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #2, Kronos Painting, Inc. for Bid #1108, for painting of the Child Development center at SAC as presented.

Fiscal Impact:	\$2,000.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center	Bid No. 1108	P.O. #09-P0010966
	D.S.A. No. 04-108649	
Contractor: <i>Kranas</i>	Change Order No. <b>2</b>	
Architect: <i>Harley Ellis Devereaux</i>	Date: 8/23/10	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$65,000.00
Previous Change Orders	\$1,750.00	
This Change Order	\$2,000.00	
Total Change Orders		\$3,750.00
Revised Contract Amount		\$68,750.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services		_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ <i>Peter J. Hardash</i> Vice Chancellor, Business Operations/Fiscal Services 5.8 (2)		_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>		Bid No. 1108	P.O. #09-P0010966
		D.S.A. No. 04-108649	
Contractor: <i>Kronos</i>		Change Order No. 2	
Architect: <i>Harley Ellis Devereaux</i>		Date: 8/23/10	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Anti-graffiti coating on the building masonry veneer for Bldg A</p> <p><u>REASON:</u> District Requested</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$2,000.00
Sub-Total		\$0.00	\$2,000.00
Total			\$2,000.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #3 - Bid #1122 – Glass and Glazing at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the Board of Trustees awarded a contract to E & R Glass Contractors for Bid #1122 for the glass and glazing at the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #3.

Change Order #3 increases the contract by \$1,036. The revised contract amount is \$416,264. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 1.4% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #3, E & R Glass Contractors for Bid #1122, Glass and Glazing at the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$1,036.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center

Bid No. 1122 P.O. # BP00220

D.S.A. No. 04-108649

Contractor: E&R Glass Contractors

Change Order No. 3

Architect: Harley Ellis Devereaux

Date: 8/23/10

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$410,585.00
Previous Change Orders	\$4,643.00	
This Change Order	\$1,036.00	
Total Change Orders		\$5,679.00
Revised Contract Amount		\$416,264.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

District Inspector

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

5.9 (2)

Date

# CHANGE ORDER

Rancho Santiago Community College District  
 2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Child Development Center*

Bid No. 1122

P.O. # BP00220

D.S.A. No. 04-108649

Contractor: *E&R Glass Contractors*

Change Order No. 3

Architect: *Harley Ellis Devereaux*

Date: 8/23/10

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Furnish &amp; Install door &amp; frame at door 201A &amp; 202A</p> <p><u>REASON:</u> Unforeseen Condition</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,036.00
Sub-Total		\$0.00	\$1,036.00
Total			\$1,036.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	August 23, 2010
Re:	Approval of Change Order #2, Bid #1124 - HVAC at the Child Development Center at Santa Ana College		
Action:	Request for Approval		

**BACKGROUND:**

On July 27, 2009, the Board awarded a contract to APEX Construction, Inc. for Bid #1124/ HVAC at the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$7,688. The revised contract amount is \$572,845. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 1.7% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #2, APEX Construction, Inc. for Bid #1124, HVAC at the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$7,688.00	Board Date:	August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raul Rodriguez, Ph.D., Chancellor		

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>	BP13 P.O. # 10-BP00221
	D S.A. No. 04-108649
Contractor: <i>Apex Construction</i>	Change Order No. <b>2</b>
Architect: <i>Harley Ellis Devereaux</i>	8/23/10

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$563,000.00
Previous Change Orders	\$2,157.00	
This Change Order	\$7,688.00	
Total Change Orders		\$9,845.00
Revised Contract Amount		\$572,845.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services		_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services 5.10 (2)		_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1840

Project: *Child Development Center*

Bid No. *BP13*

P.O. # *10-BP00221*

D.S.A. No. *04-108649*

Contractor: *Apex Construction*

Change Order No. *2*

Architect: *Harley Ellis Devereaux*

*8/23/10*

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Change duct support detail on the roof from angled supports to angles welded on pipes at buildings B, C, D, E.</p> <p><u>REASON:</u> Per direction of roofing consultant.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>		\$1,087.00
2.0	<p><u>DESCRIPTION:</u> Additional supports and flashing required at bypass damper to support weather proof enclosure added per RFI 97.</p> <p><u>REASON:</u> Damper would not fit below roof</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>		\$2,198.00
3.0	<p><u>DESCRIPTION:</u> Installation of a (1) hour envelope @ floor joist &amp; (1) hour damper at vertical shafts per RFI #182 &amp; FD#10</p> <p><u>REASON:</u> Field Conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>		\$931.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>		Bid No. <i>BP13</i>	P O. # <i>10-BP00221</i>
Contractor: <i>Apex Construction</i>		D.S.A. No. <i>04-108649</i>	
Architect: <i>Harley Ellis Devereaux</i>		Change Order No. <i>2</i>	
		8/23/10	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
4.0	<p><u>DESCRIPTION:</u> Change in the Kitchen registers drywall ceiling to T-bar</p> <p><u>REASON:</u></p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>		\$3,472.00
Sub-Total		\$0.00	\$7,688.00
Total			\$7,688.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #5 - Bid #1129 - Electrical at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On July 27, 2009, the Board of Trustees awarded a contract to EMAE International, Inc. for Bid #1129 for electrical at the Child Development Center at Santa Ana College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$4,258. The revised contract amount is \$1,073,007. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 7.9% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, EMAE International, Inc. for Bid #1129, Electrical at the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$4,258.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center at Santa Ana College

Bid No. 1129 P.O. # BP000219

D.S.A. No. 04-108649

Contractor: EMAE International

Change Order No. 5

Architect: Harley Ellis Devereaux

Date: 08/23/10

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$994,444.00
Previous Change Orders	\$74,305.00	
This Change Order	\$4,258.00	
Total Change Orders		\$78,563.00
Revised Contract Amount		\$1,073,007.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

District Inspector

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Child Development Center at Santa Ana College*

Bid No. 1129

P O # BP000219

D.S.A. No. 04-108649

Contractor: *EMAE International*

Change Order No.

5

Architect: *Harley Ellis Devereaux*

Date:

08/23/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Deletion of cameras per FD #13</p> <p><u>REASON:</u> District to procure and install digital camera system.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$1,385.00	
2.0	<p><u>DESCRIPTION:</u> Additional electrical outlets in Bldg C</p> <p><u>REASON:</u> To accommodate future needs requirements.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$4,353.00
3.0	<p><u>DESCRIPTION:</u> Additional shunt trip circuit breakers</p> <p><u>REASON:</u> To accommodate future needs requirements.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,290.00
Sub-Total		\$1,385.00	\$5,643.00
Total			\$4,258.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	August 23, 2010
Re:	Approval of Change Order #2 - Bid #1156 – Renovation of the Child Development Center at Centennial Education Center		
Action:	Request for Approval		

**BACKGROUND:**

On June 21, 2010, the Board of Trustees awarded a contract to MDE Group, Inc. for Bid #1156 renovation of the Child Development Center at Centennial Education Center.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$8,975. The revised contract amount is \$522,932. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 1.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #2, MDE Group, Inc. for Bid #1156, renovation of the Child Development Center at Centennial Education Center as presented.

Fiscal Impact:	\$8,975.00	Board Date:	August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Centennial Education Center Childcare Renovation

Bid No. 1156 P.O. # 10-P0013931

D.S.A. No. 04-109835

Contractor: MDE Group, Inc.

Change Order No. 2

Architect: LPA, Inc.

Date: August 5, 2010

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$516,300.00
Previous Change Orders	-\$2,343.00	
This Change Order	\$8,975.00	
Total Change Orders		\$6,632.00
Revised Contract Amount		\$522,932.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 15, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		August 23, 2010

Architect - LPA, Inc.

Authorized Signature

Date

Contractor Name - MDE Group, Inc.

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

District Inspector - Johnston Inspections

Authorized Signature

Date

Darryl A. Odum

Director - District Construction and Support Services

Date

Assistant Vice Chancellor - Facility Planning

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

5.12 (2)

Date

# CHANGE ORDER

Rancho Sanlago Community College District  
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: Centennial Education Center Childcare Renovation

Bid No. 1156

PO # 10-P0013931

D.S.A. No. 04-109835

Contractor: MDE Group, Inc.

Change Order No. 2

Architect: LPA, Inc.

Date: August 5, 2010

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Addition of a dedicated roof outlet for maintenance of mechanical systems, per RFI 28.</p> <p><b>REASON:</b> Maintenance</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>		\$707.00
2.0	<p><b>DESCRIPTION:</b> Additional concrete sidewalk along West side of building per FCD #007.</p> <p><b>REASON:</b> Child safety, licensing</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>		\$6,026.00
3.0	<p><b>DESCRIPTION:</b> Addition of heavy duty piston closers to two accessible gates.</p> <p><b>REASON:</b> Security</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>		\$879.00
4.0	<p><b>DESCRIPTION:</b> Deletion of new IDF cabinet from scope, per RFI 46.</p> <p><b>REASON:</b> Cabinet recently upgraded.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>	\$419.00	
5.0	<p><b>DESCRIPTION:</b> Change in two kitchen fixture callouts per MDE substitution request.</p> <p><b>REASON:</b> Specified fixture unavailable.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>	\$625.00	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <b>Centennial Education Center Childcare Renovation</b>	Bid No. <b>1156</b>	PO # <b>10-P0013931</b>
	D.S.A. No. <b>04-109835</b>	
Contractor: <b>MDE Group, Inc.</b>	Change Order No. <b>2</b>	
Architect: <b>LPA, Inc.</b>	Date: <b>August 5, 2010</b>	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
6.0	<p><b>DESCRIPTION:</b> Temporary parking lot striping prior to sealing of new asphalt.</p> <p><b>REASON:</b> To allow use of parking lot while new surface cured.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>		\$823.00
7.0	<p><b>DESCRIPTION:</b> Replace seals, sweeps and closers at the existing two (2) remaining doors.</p> <p><b>REASON:</b> Improve weatherproofing and operation of doors.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>		\$1,140.00
8.0	<p><b>DESCRIPTION:</b> Pour new footing for existing gate fence post at NW exterior of building.</p> <p><b>REASON:</b> To support weight of new gate and hardware.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS: 0 calendar days</p>		\$444.00
<b>Sub-Total</b>		<b>\$1,044.00</b>	<b>\$10,019.00</b>
<b>Total</b>			<b>\$8,975.00</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Notice of Completion - Bid #1055 – Repair and Resurface of Parking Lot #7 at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 24, 2010, the District approved a contract with Ben's Asphalt, Inc. to repair and resurface Parking Lot #7 at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

**ANALYSIS:**

The project was substantially complete on July 26, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$224,720.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the Notice of Completion for the repair and resurfacing of Parking Lot #7 at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

RECORDING REQUESTED BY:  
Rancho Santiago Comm. Coll. District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

Mr. Darryl A. Odum  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, CA 92706-1640

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
2323 N. Broadway  
Santa Ana, CA 92706-1640

## NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17<sup>th</sup> Street, Santa Ana, California, caused improvements to be made to the property to wit: Bid No. 1055/Repair and Resurfacing of Parking Lot #7 at Santa Ana College, the contract for the doing of which was heretofore entered into on the 24<sup>th</sup> day of May, 2010, which contract was made with Ben's Asphalt, Inc. PO #10-P0014924, as contractor; that said improvements were completed on the 26<sup>th</sup> day of July, 2010, and accepted by formal action of the governing Board of said District on the 23<sup>rd</sup> day of August, 2010; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Fidelity and Deposit Company of Maryland.

Rancho Santiago Community College District of  
Orange County, California

by \_\_\_\_\_

State of California )  
                                  §  
County of Orange )

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

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

Executed at \_\_\_\_\_ California, on

\_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_  
(include name of corporation, partnership, etc., if any)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Architect Change Order - SCC Humanities Building	
Action:	Request for Approval	

**BACKGROUND:**

On March 12, 2007, the Board of Trustees awarded a contract to LPA, Inc. to provide architectural design, engineering and bid documents for the Humanities Building at Santiago Canyon College.

**ANALYSIS:**

Due to the District's request to add solar panels, roofing details had to be revised and updated to accommodate the panels along with the addition of structural anchors for the added panels, additional Construction Administration Services have been required of LPA in order to complete the construction of the Humanities Building at SCC.

The cost for these administrative services is estimated at \$17,000 with no additional reimbursable expenses.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services in the amount of \$17,000 as presented.

Fiscal Impact:	\$17,000.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

## PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
 2323 North Broadway, Suite 112  
 Santa Ana, CA 92706

Project No.: **27034.10** Date: **March 24, 2010**  
 Project: **Santiago Canyon College - Humanities Building**  
 Location: **Orange** LPA No.: **2**  
 Office: **Irvine** Issued By: **Contract**  
 Client Contract: **LPA PIC: Chris Torrey**  
 Client Job No.: **License #: C17881**  
**LPA I/M: Young Min**

Attn: **Darryl Odum, Director**  
**Construction and District Support Services**  
 Phone: **(714) 480-7516** Fax: **(714) 796-3910**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

**Santiago Canyon College - Humanities Building located within the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services  
 Services shall include:

1. Additional of PV panels at the request of the District as an additive alternate for LEED certification enhancement.
2. Revised and update roofing details to accommodate the PV panels
3. Add structural anchors for the added PV panels.

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms and Conditions' are a part of this Agreement.

Fee:	<b>Fixed Fee</b>	<b>\$17,000.00</b>
Reimbursable Expenses:	<b>None</b>	<b>\$0.00</b>

The following consultants shall provide services for this scope of services:

<b>Konsortium 1 (K-1) - Electrical</b>	<b>\$12,000</b> (no mark-up)
<b>LPA Coordination, structural, architectural &amp; roof detail</b>	<b>\$5,000</b>
<b>Total Fee</b>	<b>\$17,000</b>

Special Conditions:

None

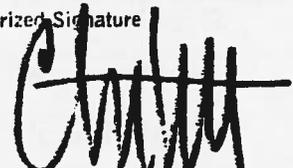
Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$2,112,000.00	\$211,200.00	\$2,323,200.00
Total of Previous Addenda:	<del>\$6,230.00</del>	<del>\$0.00</del>	<del>\$6,230.00</del>
Previous Totals:	\$2,148,230.00	\$0.00	\$2,409,430.00
This PSA Amount:	<b>\$17,000.00</b>	<b>\$0.00</b>	<b>\$17,000.00</b>
New Fee Totals:	\$2,215,230.00	\$211,200.00	\$2,426,430.00

Client Authorized Signature

Date

LPA Authorized Signature

Date

  
**Christopher D. Torrey, AIA, Principal, LEED@ AP**

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Architect Change Order - SCC Maintenance & Operations Building	
Action:	Request for Approval	

**BACKGROUND:**

On September 8, 2003, the Board of Trustees awarded a contract to LPA, Inc. to provide architectural design, engineering and bid documents for the Maintenance & Operations Facility at Santiago Canyon College funded by Measure "E".

**ANALYSIS:**

Due to schedule delays, additional construction administration services have been required of LPA in order to complete the construction of the M & O Building at SCC.

The cost for these administrative services is estimated at \$97,250 with additional reimbursable expenses of \$9,725.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services in the amount of \$97,250 plus added reimbursables of \$9,725 as presented.

Fiscal Impact:	\$97,250.00 plus reimbursables estimated at \$9,725.00	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	



LPA Copy

PROFESSIONAL SERVICES ALLOCATION

Client: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
 2323 North Broadway  
 Santa Ana, CA 92706-1640  
 Attn: Mr. Robert C. Partridge  
 Assistant Vice Chancellor  
 Phone: 714-480-7510 Fax: 714-796-3910

Project No.: 23116.20 Date: 5/13/2009  
 Project: Santiago Canyon College - Infrastructure - Planetarium  
 Location: Orange P.A. No.: 12  
 Office: Irvine Prepared By: Young Min  
 Client Contract: PO # 0500291 LPA PIC: Chris Torrey  
 Client Job No.: License #: 17881  
 LPA I.M.: Young Min

Execution of this document will confirm your request for professional services. The Terms and Conditions of the Architectural Services Agreement dated November 16th, 2004 are a part of this Agreement. The Project is generally described as:

Santiago Canyon College Infrastructure Contract - Maintenance and Operations Building (Phase 5)

LPA will provide:  New Services  Additional Services  Revised Scope of Services

Services shall include:

Additional services for the RFI, and time extension based on the progress of the construction field.  
 The time extension will be from June to the end of the project.  
 Additional support will be switched over to a hourly rate after three months.

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

Pursuant to project schedule.

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions of Agreement' shown on the Architectural Services Agreement dated November 16, 2004. The 'Terms and Conditions' are a part of this Agreement.

Fixed Fee: \$61,250.00  Hourly Rates in accordance with the LPA Rate Schedule\*  
 Reimbursables: \$6,125.00

The following consultants shall provide services for this project:

*(Handwritten signature/initials in a circle)*

Special Conditions:

Original Fee	\$1,295,000.00
Less PSA #1 (Marquee)	-\$8,000.00
Less PSA #2 (Phasing)	-\$10,000.00
Less PSA #3 (Marquee Sign)	-\$26,240.00
Less PSA #4 (Grading/Portables)	-\$471,000.00
Less PSA #5 (M&O Building)	-\$480,240.00
Less PSA #6 (Slopes)	-\$75,000.00
Less PSA #7 (Mass Grading)	-\$32,500.00
Less PSA #8 (Conc Stand/Soccer Field)	-\$135,000.00
Less PSA #9 (Construction Survey)	-\$44,832.50
Less PSA #10 (Demo Garden)	-\$7,935.00
Less PSA #11 (Planetarium)	-\$4,000.00
Plus PSA #12 (M&O) Building	\$61,250.00
Total for SCC-Infrastructure	-\$1,233,497.50
Total Remaining	\$61,502.50

Contract Status:	Services:	Expenses:	Contract Total:
Total of PSA #1:	\$1,295,000.00	\$0.00	\$1,295,000.00
Total of Previous PSA's:	\$0.00	\$0.00	\$0.00
Previous Totals:	\$1,295,000.00	\$0.00	\$1,295,000.00
Less LPA Amount:	\$61,250.00	\$0.00	\$61,250.00
New Fee Totals:	\$1,233,750.00	\$0.00	\$1,233,750.00

Client Authorized Signature

*(Handwritten signature: David Allen)*

LPA A

*(Handwritten signature: Christopher D. Torrey)*

Christopher D. Torrey, AIA, Principal, LEED® AP

Date

5/19/09

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617

Tel: 949.261.1001 Fax: 949.260.1190

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Award of Bid #1149 – Equipment and Furnishings for the Athletic and Aquatics Center at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

In compliance with Public Contract Code, Bid #1149 for the Equipment and Furnishings for the Athletic and Aquatic Center at Santiago Canyon College was appropriately advertised and plans/specifications made available to prospective bidders.

**ANALYSIS:**

Bids were opened on Tuesday, July 13, 2010 for the equipment and furnishings for the Athletic and Aquatic Center at Santiago Canyon College as noted on the attached Bid Results Form. The lowest cost responsible bidder was Herk Edwards with a bid of \$1,147,520 and \$135,420 as an add alternate number one. The total bid amount is \$1,282,940. The contract fixes costs for equipment and furniture as well as installation for 408 calendar days after the Notice to Proceed is issued.

The scope of the bid includes supply and installation of metal lockers, scoreboards for the gymnasium and swimming pool as well as a timing system for the swimming pool. Also included are telescoping bleachers, and gymnasium dividers, as well as basketball backboards and volleyball nets and standards.

District staff and Seville Construction Management has provided a “due diligence” review of the lowest responsible bidder, Herk Edwards and a check has been made for the appropriate license, complied with necessary bid bond requirements, and has no record of labor complaints.

**RECOMMENDATION:**

It is recommended that the Board of Trustees award Bid #1149 for the equipment and furnishings for the Athletic and Aquatic Center at Santiago Canyon College to Herk Edwards as presented.

Fiscal Impact:	\$1,147,520.00 plus \$135,420.00 add alternate number one	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #4 - Bid #1058 - Concrete for the Science Building (Bond Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract with Angeles Contractor, Inc. for Bid #1058, to provide the concrete for the Science Building at Santiago Canyon College.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes, and cost impacts are noted in the attached Change Order #4.

Change Order #4 increases the contract by \$68,624.44. The total revised contract amount is \$1,991,898.52. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 9.3% of construction cost. Pursuant to administrative regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #4, Angeles Contractor, Inc. for Bid #1058, concrete for the Science Building at Santiago Canyon College as presented.

Fiscal Impact:	\$68,624.44	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No.	1058	P O #	08-P0003755
		D.S.A. No.	04-107803		
Contractor:	Angeles Contractor, Inc	Change Order No.	4		
Architect:	LPA, Inc.	Date:	8/4/10		

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,822,000.00
Previous Change Orders	\$101,274.08	
This Change Order	\$68,624.44	
Total Change Orders		\$169,898.52
Revised Contract Amount		\$1,991,898.52
Previous Time Extensions	20 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		20 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		August 9, 2009
RSCCD Board Approval Date		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
Darryl A. Odum _____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
Peter J. Hardash _____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College

Bid No. 1058

P.O. # 08-P0003755

D.S.A. No.

04-107803

Contractor: Angeles Contractor, Inc

Change Order No.

4

Architect: LPA, Inc.

Date: 8/4/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Remove Dens Board at 2nd floor Catwalk</p> <p><b>REASON:</b> To install Structural Steel Clips for Balcony Handrails</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$526.76
2.0	<p><b>DESCRIPTION:</b> Remove Framing &amp; Drywall at room 205 per CCD#21</p> <p><b>REASON:</b> Accomadte Additional Marker Board Requested by End User</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$1,987.00
3.0	<p><b>DESCRIPTION:</b> Update Room Numbers for all Classrooms and Labs per CCD#18</p> <p><b>REASON:</b> Per College Request</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$1,317.46
4.0	<p><b>DESCRIPTION:</b> Remove Lath and Densboard at Stair #1</p> <p><b>REASON:</b> Additional Fire Sprinkler Installed</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$1,010.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1058	P O # 08-P0003755
	D.S.A. No. 04-107803	
Contractor: Angeles Contractor, Inc	Change Order No. 4	
Architect: LPA, Inc.	Date: 8/4/10	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
5.0	<p><u>DESCRIPTION:</u> Additional Cleaning Required at Exterior Windows</p> <p><u>REASON:</u> Directed by Construction Manager</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$790.15
6.0	<p><u>DESCRIPTION:</u> Provide 8 Power Supplies for Hollow Metal Doors</p> <p><u>REASON:</u> Power Needed to Activate Doors to Open and Close</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,594.37
7.0	<p><u>DESCRIPTION:</u> Provide Caulking Around Hollow Metal Doors at Retrooms</p> <p><u>REASON:</u> Conceal the Gap Between the Hollow Metal Doors and CMU wall</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$554.58
8.0	<p><u>DESCRIPTION:</u> In rooms 107 &amp; 109 the metal stud framing will need to increase from 4" to 6"</p> <p><u>REASON:</u> Increased framing size to fit plumbing into walls</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,827.59

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1058	P O # 08-P0003755
	D.S.A. No. 04-107803	
Contractor: Angeles Contractor, Inc	Change Order No. 4	
Architect: LPA, Inc.	Date: 8/4/10	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
9.0	<p><u>DESCRIPTION:</u> Additional Framing Was Required at the High Roof</p> <p><u>REASON:</u> To Accomodate the Field Conditions at the High Roof</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$19,513.03
10.0	<p><u>DESCRIPTION:</u> Clean Site from Debris around Building</p> <p><u>REASON:</u> Directed by Construction Manager</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,580.30
11.0	<p><u>DESCRIPTION:</u> Provide Dens-Sheathing over Restrooms and Elevator Shaft to Minimize Noise Reduction</p> <p><u>REASON:</u> Not Shown on Contract Drawings</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$2,884.00
12.0	<p><u>DESCRIPTION:</u> Patch and Paint Holes on the Exterior of Structural Beams located at the 2nd floor</p> <p><u>REASON:</u> To Accomodate Field Conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,178.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

**Project:** New Science Building (Bond Funded Portion) at Santiago Canyon College

**Bid No.** 1058      **P O #** 08-P0003755

**D.S.A. No.** 04-107803

**Contractor:** Angeles Contractor, Inc

**Change Order No.** 4

**Architect:** LPA, Inc.

**Date:** 8/4/10

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
13.0	<p><b>DESCRIPTION:</b> Signage Change in classrooms and labs Per CCD#24</p> <p><b>REASON:</b> Requested by the College end Users</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$1,317.46
14.0	<p><b>DESCRIPTION:</b> Remove &amp; Replace Backing at Rooms 208 and 210 per CCD#7</p> <p><b>REASON:</b> Modify Millwork and Infrastructure Utilities</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$572.74
15.0	<p><b>DESCRIPTION:</b> Install 6" Metal Joist at 1st Floor Offices</p> <p><b>REASON:</b> Eliminate the gap between the Metal Stud Framing and Shade Pockets</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$3,238.00
16.0	<p><b>DESCRIPTION:</b> Touch Up Paint at Bond Bldg</p> <p><b>REASON:</b> Damaged by Other Trades</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$3,177.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1058	P O # 08-P0003755
	D.S.A. No. 04-107803	
Contractor: Angeles Contractor, Inc	Change Order No. 4	
Architect: LPA, Inc.	Date: 8/4/10	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
17.0	<p><u>DESCRIPTION:</u> Replace Acoustic Ceiling Tile and Grid</p> <p><u>REASON:</u> Damaged by Other Trades</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$10,369.00
18.0	<p><u>DESCRIPTION:</u> Replace Lonseal at Bond Bldg</p> <p><u>REASON:</u> Damaged by Other Trades</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$3,187.00
Sub-Total		\$0.00	\$68,624.44
Total			\$68,624.44

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	August 23, 2010
Re:	Approval of Change Order #3 - Bid #1060 – Casework and Fixtures for the Science Building (State Portion) at Santiago Canyon College		
Action:	Request for Approval		

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to Dow Diversified, Inc. for Bid #1060/SCC Science Building to perform the casework and fixtures portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #3.

Change Order #3 increases the contract by \$2,252 and adds an additional 235 days to the length of the project. The revised contract amount is \$1,211,592. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 3.8% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #3, Dow Diversified, Inc. for Bid #1060, casework and fixtures in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$2,252.00	Board Date:	August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1060	P O. # 08-P0004289
		D.S.A. No. 04-107804	
Contractor:	Dow Diversified Inc	Change Order No. 3	
Architect:	LPA, Inc.	Date: 8/6/10	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,166,718.00
Previous Change Orders	\$42,622.00	
This Change Order	\$2,252.00	
Total Change Orders		\$44,874.00
Revised Contract Amount		\$1,211,592.00
Previous Time Extensions	30 calendar days	
Time Extension - This Change Order	235 calendar days	
Total Time Extensions		265 calendar days
Original Completion Date		August 20, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		August 23, 2010

\_\_\_\_\_  
Architect Authorized Signature Date

\_\_\_\_\_  
Contractor Name Authorized Signature Date

\_\_\_\_\_  
Construction Manager - Seville Construction Services Authorized Signature Date

\_\_\_\_\_  
District Inspector Authorized Signature Date

Darryl A. Odum  
\_\_\_\_\_  
Director - District Construction and Support Services Authorized Signature Date

\_\_\_\_\_  
Assistant Vice Chancellor - Facility Planning Authorized Signature Date

Peter J. Hardash  
\_\_\_\_\_  
Vice Chancellor, Business Operations/Fiscal Services Authorized Signature Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1060

P.O. # 08-P0004289

D.S.A. No.

04-107804

Contractor: Dow Diversified Inc

Change Order No.

3

Architect: LPA, Inc.

Date:

8/26/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Additional Testing of Fume Hoods In Rooms 221, 222, &amp; 225</p> <p><u>REASON:</u> Provide Certification to Fume Hoods</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 235 calendar days</p>		\$2,252.00
	Sub-Total	\$0.00	\$2,252.00
	Total		\$2,252.00

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #5, Bid #1064 – Electrical for the Science Building (Bond Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract to Baker Electric for Bid #1064/SCC Science Building to perform the electrical work on the project.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$22,547.86 and adds an additional 30 days to the length of the project. The revised contract amount is \$1,541,587.35. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 9.6% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, Baker Electric for Bid #1064, electrical in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$22,547.86	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No.	1064	P.O. #	08-BP000205
		D.S.A. No.	04-107803		
Contractor:	Baker Electric Inc.	Change Order No.	5		
Architect:	LPA, Inc.	Date:	8/6/10		

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,406,000.00
Previous Change Orders	\$113,041.49	
This Change Order	\$22,547.86	
Total Change Orders		\$135,589.35
Revised Contract Amount		\$1,541,589.35
Previous Time Extensions	60 calendar days	
Time Extension - This Change Order	30 calendar days	
Total Time Extensions		90 calendar days
Original Completion Date		July 14, 2009
Revised Contract Completion Date		October 12, 2009
RSCCD Board Approval Date		August 23, 2010

\_\_\_\_\_  
Architect Authorized Signature Date

\_\_\_\_\_  
Contractor Name Authorized Signature Date

\_\_\_\_\_  
Construction Manager - Seville Construction Services Authorized Signature Date

\_\_\_\_\_  
District Inspector Authorized Signature Date

Darryl A. Odum  
\_\_\_\_\_  
Director - District Construction and Support Services Authorized Signature Date

\_\_\_\_\_  
Assistant Vice Chancellor - Facility Planning Authorized Signature Date

Peter J. Hardash  
\_\_\_\_\_  
Vice Chancellor, Business Operations/Fiscal Services Authorized Signature Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92708-1840

**Project:** New Science Building (Bond Funded Portion) at Santiago Canyon College

**Bid No.** 1064

**P O. #** 08-BP000205

**D.S.A. No.**

04-107803

**Contractor:** Baker Electric Inc.

**Change Order No.**

5

**Architect:** LPA, Inc.

**Date:** 8/6/10

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><b>DESCRIPTION:</b> Install new (4) #900 KCMIL Aluminum Conductors from SCE Transformer to Bond Building per CCD#12</p> <p><b>REASON:</b> Power supply to the Building</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>		\$22,547.86
	<b>Sub-Total</b>	\$0.00	\$22,547.86
	<b>Total</b>		\$22,547.86

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	August 23, 2010
Re:	Approval of Change Order #2 – Bid #1065 – HVAC for the Science Building (State Portion) at Santiago Canyon College		
Action:	Request for Approval		

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to Athena Engineering, Inc. for Bid #1065/SCC Science Building to perform the HVAC portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$10,229.14. The revised contract amount is \$2,721,619.26. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 9% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #2, Athena Engineering, Inc. for Bid #1065, HVAC for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$10,229.14	Board Date:	August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1065	P.O. # 08-P0003745
		D.S.A. No. 04-107804	
Contractor:	Athena Engineering, Inc	Change Order No. 2	State
Architect:	LPA, Inc.	Date: August 4, 2010	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$2,493,334.00
Previous Change Orders	\$218,056.12	
This Change Order	\$10,229.14	
Total Change Orders		\$228,285.26
Revised Contract Amount		\$2,721,619.26
Previous Time Extensions	132 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		November 30, 2009
Board Approval Date:		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
Darryl A. Odum _____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
Peter J. Hardash _____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

<b>Project:</b>	New Science Building (State Funded Portion) at Santiago Canyon College	<b>Bid No.</b>	1065	<b>P.O. #</b>	08-P0003745
<b>Contractor:</b>	Athena Engineering, Inc	<b>D.S.A. No.</b>	04-107804		
<b>Architect:</b>	LPA, Inc.	<b>Change Order No.</b>	2		
		<b>Date:</b>	8/4/10		
<b>ITEM NO.</b>	<b>EXPLANATION:</b>	<b>CREDIT</b>	<b>EXTRA</b>		
1.0	<b>DESCRIPTION:</b> Adjustments & Modifications of Ductwork at Rooms 221, 222, & 223				
	<b>REASON:</b> Provide Certification to Fume Hoods				
	<b>REQUESTOR:</b> District				
	<b>TIME EXTENSION:</b> ADDS 0 calendar days	\$0.00	\$10,229.14		
	<b>Sub-Total</b>	\$0.00	\$10,229.14		
	<b>Total</b>		\$10,229.14		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #5-- Bid #1076 – Glass/Glazing for the Science Building (Bond Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract to Best Contracting Services for Bid #1076/SCC Science Building to perform the glass and glazing portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$3,005.22 and adds an additional 30 days to the length of the project. The revised contract amount is \$1,129,354.34. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 8.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, Best Contracting Services for Bid #1076, glass and glazing for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$3,005.22	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No.	1076	P.O. #	08-P0004493
		D.S.A. No.	04-107803		
Contractor:	Best Contracting Services	Change Order No.	5		
Architect:	LPA, Inc.	Date:	8/23/10		

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,042,990.00
Previous Change Orders	\$83,359.12	
This Change Order	\$3,005.22	
Total Change Orders		\$86,364.34
Revised Contract Amount		\$1,129,354.34
Previous Time Extensions	70 calendar days	
Time Extension - This Change Order	30 calendar days	
Total Time Extensions		100 calendar days
Original Completion Date		August 25, 2009
Revised Contract Completion Date		November 23, 2009
RSCCD Board Approval Date		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College

Bid No. 1076 P O # 08-P0004493

D.S.A. No. 04-107803

Contractor: Best Contracting Services

Change Order No. 5

Architect: LPA, Inc.

Date: 8/23/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide Waterproofing around (4) Electrical Conduits at the Retaining Wall</p> <p><u>REASON:</u> Provide Waterproofing Protection</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$391.04
2.0	<p><u>DESCRIPTION:</u> Provide Additional Caulking around Skylights</p> <p><u>REASON:</u> Provide Better Weather Protection</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$2,614.18
Sub-Total		\$0.00	\$3,005.22
Total			\$3,005.22

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Change Order #5 - Bid #1076 – Glass/Glazing for the Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board of Trustees awarded a contract to Best Contracting Services for Bid #1076/SCC Science Building to perform the glass and glazing portion of the project.

**ANALYSIS:**

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #5.

Change Order #5 increases the contract by \$17,604.68. and adds an additional 90 days to the length of the project. The revised contract amount is \$1,775,761.86. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 8.25% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #5, Best Contracting Services for Bid #1076, glass and glazing for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$17,604.68	Board Date: August 23, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <b>New Science Building (State Funded Portion) at Santiago Canyon College</b>	Bid No. <b>1076</b>	P.O. # <b>08-P0004494</b>
	D.S.A. No. <b>04-107804</b>	
Contractor: <b>Best Contracting Services</b>	Change Order No. <b>5</b>	
Architect: <b>LPA, Inc.</b>	Date: <b>8/6/10</b>	

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,640,410.00
Previous Change Orders	\$117,747.18	
This Change Order	\$17,604.68	
Total Change Orders		\$135,351.86
Revised Contract Amount		\$1,775,761.86
Previous Time Extensions	70 calendar days	
Time Extension - This Change Order	90 calendar days	
Total Time Extensions		160 calendar days
Original Completion Date		August 25, 2009
Revised Contract Completion Date		February 1, 2010
RSCCD Board Approval Date		August 23, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville Construction Services	_____ Authorized Signature	_____ Date
_____ District Inspector	_____ Authorized Signature	_____ Date
_____ Darryl A. Odum Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1076	P.O # 08-P0004494
	D.S.A. No. 04-107804	
Contractor: Best Contracting Services	Change Order No. 5	
Architect: LPA, Inc.	Date: 8/6/10	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide and Install 24 Gage Mechanical Screen Panel at the Roof</p> <p><u>REASON:</u> Provide Protection to the Mechanical Units</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$5,136.33
2.0	<p><u>DESCRIPTION:</u> Additional Cost for Shop Drawings per RFI #227</p> <p><u>REASON:</u> Due to Stairwell Changes in the Design</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$4,187.50
3.0	<p><u>DESCRIPTION:</u> Provide 3" Face Cap Mockup at Mullion</p> <p><u>REASON:</u> Accomadate Filed Conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$4,832.11
4.0	<p><u>DESCRIPTION:</u> Provide Glass for Door #104A</p> <p><u>REASON:</u> Door Installed did not have the Required Openings for the Glass</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$897.08

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1076	P.O. # 08-P0004494
	D.S.A. No. 04-107804	
Contractor: Best Contracting Services	Change Order No. 5	
Architect: LPA, Inc.	Date: 8/6/10	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
5.0	<p><u>DESCRIPTION:</u> Provide Caulking at Exterior Sunshades</p> <p><u>REASON:</u> Minimize the Gap at the Exterior Sunshades</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$1,016.67
6.0	<p><u>DESCRIPTION:</u> Relocate Mullion layout</p> <p><u>REASON:</u> Keep Mullion consistent through out Bldg</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$1,534.99
Sub-Total		\$0.00	\$17,604.68
Total			\$17,604.68

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Extension and Name Change to Capistrano Unified School District's Bid #0708-05	
Action:	Request for Approval	

**BACKGROUND**

On July 21, 2008, the Board of Trustees approved the use of the Capistrano Unified School District (CUSD) Bid #0708-05 for the purchase of floor covering products through June 30, 2010. On May 11, 2010, the CUSD Board of Education approved the contract extension for one year beginning July 1, 2010 through June 30, 2011 and name change on June 29, 2010 from Collins & Aikman Flooring, Inc. to Tandus Flooring, Inc. In order to continue utilizing this contract, Board approval on the extension and name change is required.

**ANALYSIS**

This is a cooperative contract that allows school districts in California to purchase floor covering products under the same terms and conditions excluding the installation portion. Since the high quality floor covering products are consistent with the District's standards, the terms and conditions remain the same as the original agreement, and there are no price increases for the 2010/2011 time period, it is in the best interest of the District to continue using this contract. The term of the contract was for one year beginning July 1, 2007 through June 30, 2008 with an option to extend in four 12-month increments ending June 30, 2012.

Attached is the Capistrano Unified School District's Extension of Agreement. The complete contract is available for review in the Purchasing Department.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the continuation of the District's participation in the Capistrano Unified School District Bid #0708-05, including extension and name change to Tandus Flooring, Inc. and future extension as presented.

Fiscal Impact:	To Be Determined	Board Date: August 23, 2010
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

**EXTENSION OF AGREEMENT**  
**BETWEEN**  
**CAPISTRANO UNIFIED SCHOOL DISTRICT**  
**AND**  
**TANDUS FLOORING, INC.**

Bid No. 0708-05 - Flooring Materials and Installation called for an original contract with Collins & Aikman., for the period of July 1, 2007 through June 30, 2008, with an option to extend the contract in four 12-month increments for an option period not to exceed 48 consecutive months as allowed by California Education Code 17596.

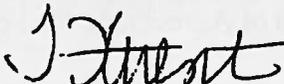
The contract with Collins & Aikman Floorcoverings, Inc., pursuant to Bid No. 0708-05, shall be amended to reflect the new company name of Tandus Flooring, Inc. and Board approved June 29, 2010.

The contract with Tandus Flooring, Inc., shall be extended an additional 12 months, for the period July 1, 2010 through June 30, 2011, at the prices shown in Exhibit A to this Extension Agreement, and Board approved on May 11, 2010.

Except as set forth in this Extension Agreement, and Board approved on June 25, 2007, all other terms of the contract remain in full force and effect.

**DISTRICT**

**Capistrano Unified School District**

By:   
Signature

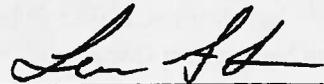
Terry Fluent

Director, Purchasing

Date: 7/30/2010

**CONTRACTOR**

**Tandus Flooring, Inc.**

By:   
Signature

Print Name

**Leonard F. Ferro**  
**Sr. Vice President & Chief Financial Officer**

Title

Date: 07-22-10



March 18, 2010

**CAPISTRANO USD BID No. 0708-05 Flooring Materials & Installation.**

<b>Pricing submitted for approval for the 2010/ 2011 time period:</b>			<b>July 1, 2010 to June 30, 2011</b>
Geo Tile Mats Sytem (Material Only)	s/y	@ \$	39.10
Geo Tile Mats Material & Installation	s/y	@ \$	47.70
LA Warehouse Fee	s/y	@ \$	0.75
Furnish Armst. Imp. Text. VCT- Furnish (45 sq ft. min.)	s/ft	@ \$	0.90
Furnish Armst. Imp. Text. VCT- Furnish (450 sq. ft. min.)	s/ft	@ \$	0.90
Furnish Armst. Imp., Text. VCT- Furnish (1000 sq. ft. min.)	s/ft	@ \$	0.90
Furnish Armst. Imp. Text. VCT- Furnish (Truckload- 318 ctns)	s/ft	@ \$	0.83
Furnish Armst. Connection Corlon (min. 65 s/y)	s/y	@ \$	16.89
Furnish Armst. Connection Corlon (under 65 s/y)	s/y	@ \$	18.98
Furnish Armst. Medintech Lino (min. 65 s/y)	s/y	@ \$	37.59
Furnish Armst. Medintech Lino (under 65 s/y)	s/y	@ \$	39.68
Furnish Armst. Med. Tandem Lino (min. 65 s/y)	s/y	@ \$	29.30
Furnish Armst. Med. Tandem Lino (under 65 s/y)	s/y	@ \$	31.39
Furnish Armst. Marmorette Lino (min. 65 s/y)	s/y	@ \$	27.50
Furnish Armst. Marmorette Lino (under 65 s/y)	s/y	@ \$	29.81
Armst. Marmorette Lino "If available Modular Tile"	ctn.	@	Not Available
Furnish Armst. Colorette Lino (min. 65 s/y)	s/y	@ \$	30.79
Furnish Armst. Colorette Lino (under 65 s/y)	s/y	@ \$	32.37
Armst. Colorette If avail. Mod. Tile	ctn.	@	Not Available
Furnish Armst. Linorette Lino.(min. 65 s/y)	s/y	@ \$	30.79
Furnish Armst. Linorette Lino. (under 65 s/y)	s/y	@ \$	32.37
Armst. Linorette Lino If available Mod. Tile	ctn.	@	Not Available
Furnish Armst. Uni Walton Lino. (min. 65 s/y)	s/y	@ \$	36.52
Furnish Armst. Uni Walton Lino. (under 65 s/y)	s/y	@ \$	38.86
Armst. Uni Walton Lino. (If avail. Mod. Tile)	ctn.	@	Not Available
Furnish Medintech 6' Roll Goods (65 s/y min.)	s/y	@ \$	37.59
Furnish Medintech 6' Roll Goods (under 65 s/y)	s/y	@ \$	39.68
Furnish Medintech Tandem 6' Roll Goods (65 s/y min.)	s/y	@ \$	29.30
Furnish Medintech Tandem 6' Roll Goods (under 65 s/y)	s/y	@ \$	31.39
F&I 4" Rubber Base Comm. Colors (under 100 lft.)	lft	@ \$	1.54
F&I 4" Rubber Base Comm. Colors (over 100 lft.)	lft	@ \$	1.54

C&A FLOORCOVERINGS  
 1735 CLEVELAND HWY.  
 DALTON, GA 30721  
 (P) 800.241.4902  
 (F) 706.259.2838

F&I 4" Rubber Base Comm. Colors Outside Corners (20 or more)	ea.	@	\$	2.42
F&I 6" Rubber Base Comm. Colors (under 100 lf.)	lf	@	\$	1.93
F&I 6" Rubber Base Comm. Colors (over 100 lf.)	lf	@	\$	1.93
F&I 6" Rubber Base Comm. Colors Outside Corners (20 or more)	ea.	@	\$	2.70
F&I 4" Rubber Base Décor. Colors (under 100 lf.)	lf	@	\$	1.93
F&I 4" Rubber Base Décor. Colors (over 100 lf.)	lf	@	\$	1.93
F&I 4" Rubber Base Décor. Colors Outside Corners (20 or more)	ea.	@	\$	2.18
F&I 6" Rubber Base Décor. Colors (under 100 lf.)	lf	@	\$	2.26
F&I 6" Rubber Base Décor. Colors (over 100 lf.)	lf	@	\$	2.26
F&I 6" Rubber Base Décor. Colors Outside Corners (20 or more)	ea.	@	\$	2.92
Transition F&I Snap Down Reducer	lf	@	\$	2.20
Geo Tile Installation	s/y	@	\$	3.60
F&I Endura Round Pattern Stair Treads 4' Increments (4 step min.)	ea.	@	\$	143.00
F&I Endura Round Pattern Stair Treads 6' Increments (4 step min.)	ea.	@	\$	176.00
F&I Endura Square Pattern Stair Treads 4' Increments (4 step min.)	ea.	@	\$	143.00
F&I Endura Square Pattern Stair Treads 6' Increments (4 step min.)	ea.	@	\$	176.00
F&I Endura Diamond Pattern Stair Treads 4' Increments MFG. 2500 s/ft mi	ea.	@	\$	166.10
F&I Endura Diamond Pattern Stair Treads 6' Increments MFG. 2500 s/ft mi	ea.	@	\$	198.00
Cpt. Installation 6' Goods	s/y	@	\$	5.42
VCT Installation (4 ctn. Min.)	s/ft	@	\$	0.99
VCT Installation (10 ctn. Min.)	s/ft	@	\$	0.99
VCT Installation (100 ctn. Min.)	s/ft	@	\$	0.99
VCT Installation (300 ctn. Min.)	s/ft	@	\$	0.99
SV Installation Comm. Corlon 6' Rolls Goods (min. 65 s/y)	s/y	@	\$	9.90
SV Installation Comm. Corlon 6' Rolls Goods (under 65 s/y)	s/y	@	\$	9.90
SV Installation Class. Medintech 6' Rolls Goods (min. 65 s/y)	s/y	@	\$	9.90
SV Installation Class. Medintech 6' Rolls Goods (under 65 s/y)	s/y	@	\$	9.90
SV Installation Class. Tandem 6' Rolls Goods (min. 65 s/y)	s/y	@	\$	9.90
SV Installation Class. Tandem 6' Rolls Goods (under 65 s/y)	s/y	@	\$	9.90
SV Installation Linoleum 6' Rolls Goods (min. 65 s/y)	s/y	@	\$	9.90
SV Installation Linoleum 6' Rolls Goods (under 65 s/y)	s/y	@	\$	9.90
Resilient Tile Goods Installation (1 ctn. Min.)	s/ft	@		Not Available
Resilient Tile Goods Installation (over 1 ctn.)	s/ft	@		Not Available
Demo Standard Existing Glue Down Cpt.	s/y	@	\$	2.20
Demo Structured Back Glue Down Cpt. (vinyl/ rubber/ urathane)	s/y	@	\$	4.10
Demo standard Sheet Vinyl/ Linoleum	s/y	@	\$	9.90
Demo Rubber Floor Tiles	s/y	@	\$	9.90
Demo Standard VCT	s/y	@	\$	14.85
Carpet Floor Prep	hr.	@	\$	60.50
Resilient Floor Prep	hr.	@	\$	60.50
Furn. Moving	hr.	@	\$	60.50
F&I Subfloor Placement (overlayment) 1/4 Panel material	s/y	@	\$	19.80
Modular Furn. Lift System (incl. Lift, demo, prep, install)	s/y	@	\$	13.86
Mod. Furn. Lift, Office- Light Congestion, (4 mods. Per 1000 s/ft)	s/y	@	\$	13.86

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Mod. Furn. Lift, Office- Medium Congest., (6 mods per 1000 s/ft)	s/y	@	\$	14.30
Mod. Furn. Lift, Office- Heavy Congest., (8 mods per 1000 s/ft)	s/y	@	\$	14.85
Toilets Remove & Replace	ea	@	\$	82.50
Door Trim (std. Single wood door)	ea	@	\$	38.50
Off Hours Labor Cost Increase %	%	@	\$	0.39
Sheet Vinyl "self cove" labor, incl. Cap & Stick	lft	@	\$	8.25
Heat Weld Sheet Vinyl or Lino): route, rod, & application	lft	@	\$	3.30
Truck/ Trailer Mounted Steam Extraction Cpt Cleaner 63 hp Hyundai	ea.	@	\$	26,059.00
Truck/ Trailer Mounted Steam Extraction Cpt Clnr. 31 hp Kubota	ea.	@	\$	23,987.70
Truck/ Trailer Mounted Steam Extraction Cpt Clnr. AGIS 25 HP Khoeler	ea.	@	\$	19,922.10
Rotary Carpet Extraction Tool	ea.	@	\$	3,315.40
Enclosed Tandem Axle Trailer with Fuel Tank	ea.	@	\$	4,368.10
Chemical Shelf	ea.	#	\$	259.60
High Profile Dual Hose Reel Pkg.	ea.	@	\$	638.00
Motorized Hose Reel and Fresh Water Tank	ea.	@	\$	3,230.70
Upholstery Tool	ea.	@	\$	315.70
Injection Sprayer for Pre Spray Application	ea.	@	\$	234.30
Injection Sprayer Holder	ea.	@	\$	47.30
3 Speed Air Mover	ea.	@	\$	231.00
Air Mover- Operates in Six Positions	ea.	@	\$	424.60
Pre-Spray Cleaning Solution	ea.	@	\$	102.30
Pre-Spray Green Cleaning Solution	ea.	@	\$	102.30
High Tech Rinse Cleaner Solution	ea.	@	\$	59.40
High Tech Rinse Green Cleaning Solution	ea.	@	\$	59.40
Green Cleaning Deodorizer	ea.	@	\$	95.70
Gum Removal Gel	ea.	@	\$	126.50
Portable Spot Removal Tool	ea.	@	\$	809.60
13 Gallon Heated Portable Carpet Extraction Unit	ea.	@	\$	3,174.60
16 Gallon Heated Portable Carpet Extraction Unit	ea.	@	\$	4,603.50
Carpet/ Upholstery Hot Water Extr. Or Hard Surf. Cleaning for Tile & Grot	ea.	@	\$	6,378.90
Self Contained Extractor- Tank-Less Design	ea.	@	\$	3,153.70
8 Gallon Self Contained Extractor	ea.	@	\$	2,960.10
20 Gallon Self Contained Extractor	ea.	@	\$	6,919.00
Encapsulation Machine- Interim Carpet Cleaning	ea.	@	\$	1,261.70
Encapsulation Cleaning Chemical	ea.	@	\$	85.80
Commercial Soft Surface Floor Covering Cleaning System	ea.	@	\$	133.10
Backpack Vacuum 10 qt.	ea.	@	\$	360.80
Backpack Vacuum 6 qt.	ea.	@	\$	360.80
Hip Style Vacuum- 6 qt.	ea.	@	\$	360.80
Backpack Vacuum That Converts to a Blower 10 qt.	ea.	@	\$	382.80
Dry Only Canister Vacuum	ea.	@	\$	394.90
Upright Vacuum 1320 Watts	ea.	@	\$	298.10
Upright Vacuum with Tools on Board	ea.	@	\$	394.90
Dehumidifier- Water Removal, up to 15 gallons a day	ea.	@	\$	1,259.50
Dehumidifier- Water Removal, up to 30 gallons a day	ea.	@	\$	2,503.60
20" 175 RPM Buffer	ea.	@	\$	635.80
20" 1500 RPM Burnisher	ea.	@	\$	961.40
18" Cord- Electric Automatic Scrubber	ea.	@	\$	1,914.00

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20 Inch Automatic Scrubber	ca.	@	\$	4,719.00
24" and 28" Width Auto Scrubbers	ca.	@	\$	6,506.50
30" Compact Ride on Scrubber	ca.	@	\$	13,560.80
18 Gallon Wet & Dry Vacuum	ca.	@	\$	654.50
Multi Functional Cleaning Maching with Pressure Washer/ Wet Dry Vac	ca.	@	\$	3,256.00
Ozone Generator	ca.	@	\$	838.20
Slip on Floor Savers, 1 1/4 Inch Grey, 100 pieces per pkg.	ca.	@	\$	77.00
Slip on Floor Savers, 1 1/4 Inch Grey, 1000 pieces per pkg.	ca.	@	\$	676.50
Slip on Floor Saver, 1 1/2 Inch Grey, 100 pieces per pkg.	ca.	@	\$	92.40
Slip on Floor Savers, 1 1/2 Inch Grey, 1000 pieces per pkg.	ca.	@	\$	792.00
Slip on Floor Savers, 1 1/4 Inch Grey, 100 pieces per pkg.	ca.	@	\$	93.50
Slip on Floor Savers, 1 1/4 Inch Grey, 1000 pieces per pkg.	ca.	@	\$	819.50
Slip on Floor Saver, 1 1/2 Inch Grey, 100 pieces per pkg.	ca.	@	\$	104.50
Slip on Floor Savers, 1 1/2 Inch Grey, 1000 pieces per pkg.	ca.	@	\$	825.00
Cpt Extraction: Basement, 1st, or 2nd Floor	s/ft	@	\$	0.18
Extraction Furniture Moving	hr.	@	\$	50.70
Cpt Extraction: 3rd Floor and Up	s/ft	@	\$	0.20
Extraction Furniture Moving	hr.	@	\$	50.70
Hard Surface VCT Strip/ Refinish Moderate Traffic Area	s/ft	@	\$	0.85
Hard Surface Furniture Moving	hr.	@	\$	50.70
Hard Surface VCT Strip/ Refinish Heavy Traffic Area	s/ft	@	\$	1.35
Hard Surface Furniture Moving	hr.	@	\$	50.70
SV Strip & Refinish- Moderate Traffic Area	0	@	\$	0.85
SV Furniture Moving, Moderate Traffic Area	0	@	\$	50.70
SV Strip & Refinish- Heavy Traffic Area	0	@	\$	1.35
SV Furniture Moving, Heavy Traffic Area	0	@	\$	50.70
NO BID Extensive Restroom Maintenance Assistance per fixture & per foot	Fixture	@		NO BID
Post Modernization Custodial Services	s/ft	@	\$	0.39
Custodial Audit Specification	hr.	@	\$	127.50
<b>POWERBOND VCTT CARPET STYLES:</b>				
Aragon MK1RS	s/y	@	\$	17.32
Asaba MK1RS	s/y	@		Dropped
Amaranth Strata MK1RS	s/y	@		Dropped
Applause MK1RS	s/y	@	\$	17.36
Bauhaus MK1RS	s/y	@		Dropped
Caledonia MK1RS	s/y	@		Dropped
Calypso MK1RS	s/y	@		Dropped
Colored Pencil MK1RS	s/y	@	\$	18.76
Corinth MK1RS	s/y	@		Dropped
Crayon MK1RS	s/y	@	\$	17.61
Datum Strata MK1RS	s/y	@		Dropped
Dimensions MK1RS	s/y	@		Dropped
Epos MK1RS	s/y	@		Dropped
Expedition MK1RS	s/y	@	\$	18.90
Explorer MK1RS	s/y	@	\$	14.54
Fossil Strata MK1RS	s/y	@		Dropped
Fraction MK1RS	s/y	#	\$	19.48
Guardian A+ MK1RS	s/y	@	\$	17.18
Infinity MK1RS	s/y	@	\$	16.61

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In Stitches MK1RS	s/y	@	\$	18.80
Intersection MK1RS	s/y	@	\$	23.54
Kasuri MK1RS	s/y	@	\$	22.53
Kiva MK1RS	s/y	@		Dropped
Lee MK1RS	s/y	@		Dropped
Lenox MK1RS	s/y	@		Dropped
Linu Strata MK1RS	s/y	@	\$	23.61
Luminaire II MK1RS	s/y	@		Dropped
Martinique MK1RS	s/y	@		Dropped
Median MK1RS	s/y	@	\$	16.30
Metropolis MK1RS	s/y	@		Dropped
Moxie MK1RS	s/y	@		Dropped
Needle & Thread MK1RS	s/y	@		Dropped
Odyssey MK1RS	s/y	@	\$	15.23
Ogee Strata MK1RS	s/y	@		Dropped
Paradox MK1RS	s/y	@	\$	19.94
Pastel MK1RS	s/y	@		Dropped
Plexus Accents II MK1RS	s/y	@		Dropped
Quantum MK1RS	s/y	@		Dropped
Quest MK1RS	s/y	@		Dropped
Rio MK1RS	s/y	@		Dropped
Saga MK1RS	s/y	@		Dropped
Sail Away MK1RS	s/y	@	\$	17.69
Sasa MK1RS	s/y	@		Dropped
Sentinel MK1RS	s/y	@		Dropped
Sentinel 2 MK1RS	s/y	@	\$	18.45
Sentinel 18 MK1RS	s/y	@		Dropped
Sentinel 24 MK1RS	s/y	@		Dropped
Sento MK1RS	s/y	@		Dropped
Sheffield MK1RS	s/y	@	\$	27.09
Sira MK1RS	s/y	@	\$	24.04
Sonar MK1RS	s/y	@	\$	21.25
Steadfast MK1RS	s/y	@		Dropped
Stockbridge MK1RS	s/y	@	\$	26.42
Synapse MK1RS	s/y	@	\$	18.24
Tazo MK1RS	s/y	@		Dropped
Timeless MK1RS	s/y	@		Dropped
Verzamo MK1RS	s/y	@		Dropped
Voyager MK1RS	s/y	@	\$	16.21
Waterstone MK1RS	s/y	@		Dropped
Wayfarer MK1RS	s/y	@		Dropped
Williamstown MK1RS	s/y	@	\$	25.70
Sustainable Gold Standards Type 1	s/y	@	\$	19.05
Sustainable Gold Standards Type 2	s/y	@	\$	20.61
Sustainable Gold Standards Type 3	s/y	@	\$	17.71
Sustainable Gold Standards Type 4	s/y	@	\$	18.35

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015116	8,000.00	POWERTRON	Repair & Replacement Parts			7/12/2010
* 11-P0015121	54,537.67	COMMUNITY PLAYTHINGS	Equip/Software - >\$200 <\$1,000	SP	BOND	7/13/2010
11-P0015123	3,636.00	JM FARNAN CO INC	Buildings - Contracted Svcs	SP	BOND	7/14/2010
11-P0015124	8,856.00	EXTRA SPACE STORAGE	Rental - Facility (Short-term)			7/14/2010
11-P0015125	200.00	CALIF DHS/LABORATORY FIELD SERVICES	Other Licenses & Fees	SP		7/14/2010
11-P0015126	1,720.16	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		7/14/2010
11-P0015127	1,751.36	DELL COMPUTER	Equipment - All Other > \$1,000			7/14/2010
11-P0015128	2,150.86	DELL COMPUTER	Equipment - All Other > \$1,000			7/14/2010
11-P0015129	1,000.00	A & W ELECTRIC MOTORS INC	Repair & Replacement Parts			7/15/2010
11-P0015130	8,000.00	DUNN EDWARDS CORP	Non-Instructional Supplies			7/15/2010
11-P0015131	2,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/15/2010
11-P0015134	4,725.00	ROMELIA MADRIGAL	Food and Food Service Supplies	SP		7/15/2010
11-P0015137	1,275.79	SOUTHERN AUTO BODY	Contracted Repair Services			7/15/2010
11-P0015138	14,900.00	SC FUELS	Gasoline			7/15/2010
* 11-P0015139	5,068.52	COMMUNITY PLAYTHINGS	Non-Instructional Supplies	SP		7/13/2010
11-P0015140	12,000.00	SLUSSER TOBY	Repair & Replacement Parts			7/15/2010
11-P0015141	1,000.00	UNITED RENTALS	Gasoline			7/15/2010
11-P0015142	16,226.41	DEFOE FURNITURE 4 KIDS	Equip/Software - >\$200 <\$1,000	SP	BOND	7/13/2010
11-P0015146	780.00	DEPT OF TOXIC SUBSTANCES &	Other Licenses & Fees			7/19/2010
11-P0015147	5,000.00	SANOFI PASTEUR	Non-Instructional Supplies	SP		7/19/2010
11-P0015148	45.00	COUNTY OF ORANGE	Other Licenses & Fees			7/19/2010
11-P0015149	213.90	GMS ELEVATOR	Contracted Services			7/19/2010
11-P0015150	244.69	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			7/19/2010
11-P0015151	4,500.00	BURKE ENGINEERING	Repair & Replacement Parts			7/19/2010
11-P0015152	2,500.00	SO COUNTIES LUBRICANTS	Gasoline			7/19/2010
11-P0015153	5,000.00	CHEVRON	Gasoline			7/19/2010
11-P0015154	2,000.00	PETE'S ROAD SVC	Contracted Repair Services			7/19/2010
11-P0015155	1,000.00	CARQUEST AUTO PARTS	Repair & Replacement Parts			7/19/2010
11-P0015156	5,000.00	GLAXO SMITHKLINE	Non-Instructional Supplies	SP		7/19/2010
11-P0015157	3,500.00	KNORR SYSTEMS INC	Non-Instructional Supplies			7/19/2010
11-P0015158	500.00	ORANGE COUNTY AUTO PARTS	Repair & Replacement Parts			7/19/2010
11-P0015159	2,500.00	EL MAISTRO TRANSMISSION SVC INC	Contracted Repair Services			7/19/2010
11-P0015160	400.00	PRAXAIR DIST INC	Repair & Replacement Parts			7/19/2010
11-P0015161	500.00	COUNTY AUTO & BOAT UPHOLSTERY	Contracted Repair Services			7/19/2010
11-P0015162	2,000.00	MATERIAL HANDLING SUPPLY INC	Contracted Repair Services			7/19/2010

Legend: \* = Multiple Accounts for this P O      SP = Special Project

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015163	2,000.00	TURF STAR INC	Contracted Repair Services			7/19/2010
11-P0015164	2,000.00	R & B PRODUCTS USA LLC	Contracted Repair Services			7/19/2010
11-P0015165	1,132.42	DEFOE FURNITURE 4 KIDS	Instructional Supplies	SP		7/13/2010
11-P0015166	800 00	SANTA ANA TOWING	Contracted Repair Services			7/19/2010
11-P0015167	800 00	REPUBLIC ENGINES	Repair & Replacement Parts			7/19/2010
11-P0015168	5,000.00	SOUTHERN AUTO BODY	Contracted Repair Services			7/19/2010
11-P0015169	8,000 00	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			7/19/2010
11-P0015170	1,000 00	BEARCOM	Repair & Replacement Parts			7/19/2010
11-P0015171	1,500 00	STATE OF CALIFORNIA	Other Licenses & Fees			7/19/2010
11-P0015172	4,000 00	FRANK'S LOCKS & DOOR CLOSERS INC	Repair & Replacement Parts			7/19/2010
11-P0015173	6,000 00	IMPERIAL PRODUCTS INC	Repair & Replacement Parts			7/19/2010
11-P0015174	2,000 00	HD SUPPLY PLUMBING/HVAC LTD	Repair & Replacement Parts			7/19/2010
11-P0015175	2,000.00	JOHNSTONE SUPPLY	Repair & Replacement Parts			7/19/2010
11-P0015176	1,000.00	JM MCKINNEY CO INC	Repair & Replacement Parts			7/19/2010
11-P0015177	1,000 00	MICRO CONTROL SYSTEMS	Repair & Replacement Parts			7/19/2010
11-P0015178	2,000.00	PLUMBING & INDUSTRIAL SUPPLY	Non-Instructional Supplies			7/19/2010
11-P0015179	750.00	SCHORR METALS INC	Non-Instructional Supplies			7/19/2010
11-P0015180	14,500 00	WATERLINE TECHNOLOGIES	Non-Instructional Supplies			7/19/2010
11-P0015181	8,000.00	GANAHL LUMBER CO	Non-Instructional Supplies			7/19/2010
11-P0015182	3,000 00	IRVINE PIPE SUPPLY	Non-Instructional Supplies			7/19/2010
11-P0015183	1,000 00	STATE CHEMICAL MFG CO	Non-Instructional Supplies			7/19/2010
11-P0015184	1,500 00	REXEL ESD	Non-Instructional Supplies			7/19/2010
11-P0015185	1,800 00	WESCO DIST INC	Non-Instructional Supplies			7/19/2010
11-P0015186	4,000.00	REGENCY LIGHTING	Non-Instructional Supplies			7/19/2010
11-P0015187	1,500 00	THOMPSON DOOR & FRAME INC	Non-Instructional Supplies			7/19/2010
11-P0015188	500.00	FITNESS STANDARD INC, THE	Rental-Equipment (Short-term)			7/19/2010
11-P0015189	1,000.00	AHERN RENTALS	Rental-Equipment (Short-term)			7/19/2010
11-P0015190	696 00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			7/19/2010
11-P0015191	2,700 00	TEAM ONE MANAGEMENT	Non-Instructional Supplies	SP		7/19/2010
11-P0015192	308 15	CDW GOVERNMENT INC.	Equip/Software - >\$200 <\$1,000			7/19/2010
11-P0015193	4,489 20	DELL COMPUTER	Maint Contract-Data Processing			7/19/2010
11-P0015194	4,500 00	QUARTERMASTER	Non-Instructional Supplies			7/19/2010
11-P0015195	2,700.00	SARS SOFTWARE PRODUCTS INC	Software License and Fees	SP		7/19/2010
11-P0015196	14,500 00	GOLD COAST TOURS	Transportation - Student			7/19/2010
11-P0015197	40 00	EDUCAUSE	Software License and Fees			7/19/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015198	3,750.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			7/19/2010
11-P0015199	2,066.25	PERCEPTIVE SOFTWARE INC	Equipment - All Other > \$1,000			7/19/2010
11-P0015200	1,000.00	HERTZ CORP	Transportation - Student			7/19/2010
11-P0015201	5,000.00	AMERICAN CHEMICAL & SANITARY	Non-Instructional Supplies			7/19/2010
11-P0015202	5,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			7/19/2010
11-P0015203	400.00	WOODWARD'S ACE HARDWARE	Non-Instructional Supplies			7/19/2010
11-P0015204	1,000.00	UNITED AUTOMOTIVE SVC INC	Contracted Repair Services			7/19/2010
11-P0015205	2,000.00	CANDELA CORP	Non-Instructional Supplies			7/19/2010
11-P0015206	2,500.00	BURKE ENGINEERING	Repair & Replacement Parts			7/19/2010
11-P0015207	1,000.00	IRVINE PIPE SUPPLY	Repair & Replacement Parts			7/19/2010
11-P0015208	2,000.00	GRAINGER	Non-Instructional Supplies			7/19/2010
11-P0015209	1,039.13	APCO GRAPHICS INC	Non-Instructional Supplies			7/19/2010
11-P0015211	1,000.00	WALTERS WHOLESALE ELECTRIC CO	Non-Instructional Supplies			7/19/2010
11-P0015213	500.00	AAA ELECTRIC MOTOR SALES	Repair & Replacement Parts			7/19/2010
11-P0015214	500.00	DAPPER TIRE	Non-Instructional Supplies			7/19/2010
11-P0015215	2,000.00	HOME DEPOT	Non-Instructional Supplies			7/19/2010
11-P0015216	4,000.00	CHEVRON	Gasoline			7/19/2010
11-P0015217	5,000.00	UNISAN PRODUCTS	Non-Instructional Supplies			7/19/2010
11-P0015218	10,000.00	LUX BUS AMERICA	Transportation - Student			7/19/2010
11-P0015219	2,000.00	DUNN EDWARDS CORP	Non-Instructional Supplies			7/19/2010
11-P0015220	500.00	SUNBELT RENTALS	Rental-Equipment (Short-term)			7/19/2010
11-P0015221	1,000.00	PARADISE BAKERY & CAFE	Food and Food Service Supplies			7/20/2010
11-P0015222	208.00	LOS ANGELES TIMES	Books, Mags & Ref Mat, Non-Lib			7/20/2010
11-P0015224	82,500.00	FACILITIES PLANNING AND PROGRAM SVCS INC	Contracted Services			7/20/2010
11-P0015225	525.00	LIBRARY OF CONGRESS	Internet Services	SP		7/20/2010
11-P0015226	5,733.84	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			7/20/2010
11-P0015227	1,461.60	SPSS INC	Software License and Fees			7/20/2010
11-P0015228	3,508.29	CDW GOVERNMENT INC.	Non-Instructional Supplies			7/20/2010
11-P0015229	2,875.25	SEHI COMPUTER PRODUCTS	Equipment - All Other > \$1,000			7/20/2010
11-P0015230	1,553.71	CDW GOVERNMENT INC.	Non-Instructional Supplies			7/20/2010
11-P0015231	1,000.00	BISHOP CO	Non-Instructional Supplies			7/20/2010
11-P0015232	1,500.00	UNITED RENTALS	Rental-Equipment (Short-term)			7/20/2010
* 11-P0015233	12,338.91	MCAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP	BOND	7/20/2010
11-P0015234	320.00	CCLC COMMUNITY COLLEGE LEAGUE	Internet Services	SP		7/20/2010
11-P0015235	300.00	APPLIED INDUSTRIAL TECH	Repair & Replacement Parts			7/20/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015236	1,500.00	EBERHARD EQUIPMENT	Rental-Equipment (Short-term)			7/20/2010
11-P0015237	300.00	BARRETT ENGINEERED PUMPS	Repair & Replacement Parts			7/20/2010
11-P0015238	5,000.00	HYDRO SCAPE PRODUCTS INC	Non-Instructional Supplies			7/20/2010
11-P0015239	1,000.00	NITAO NURSERY	Non-Instructional Supplies			7/20/2010
11-P0015240	2,000.00	VILLAGE NURSERIES	Non-Instructional Supplies			7/20/2010
11-P0015241	1,000.00	ZUMAR INDUSTRIES INC	Non-Instructional Supplies			7/20/2010
11-P0015242	2,500.00	ALAN'S LAWNMOWER & GARDEN CTR	Non-Instructional Supplies			7/20/2010
11-P0015243	1,500.00	ANGELUS QUARRIES BLDG	Non-Instructional Supplies			7/20/2010
11-P0015244	2,000.00	HOME DEPOT	Non-Instructional Supplies			7/20/2010
11-P0015245	2,000.00	ORANGE COUNTY FARM SUPPLY	Non-Instructional Supplies			7/20/2010
11-P0015246	2,000.00	EBERHARD EQUIPMENT	Non-Instructional Supplies			7/20/2010
11-P0015247	500.00	LIGHT BULBS ETC	Non-Instructional Supplies			7/20/2010
11-P0015248	1,500.00	HILTON ANAHEIM	Rental - Facility (Short-term)	SP		7/20/2010
11-P0015249	1,621.42	THIRD DEGREE SPORTSWEAR INC	Instructional Supplies			7/20/2010
11-P0015250	1,114.68	QQN INC	Reproduction/Printing Expenses	SP		7/20/2010
11-P0015251	12,000.00	SCHICK RECORDS MGMT	Lease Agreement - Facility			7/20/2010
11-P0015252	13,684.00	CPP CONSULTING PSYCHOLOGISTS PRESS	Instructional Supplies	SP		7/20/2010
11-P0015253	155.00	CEPA	Other Licenses & Fees			7/20/2010
11-P0015254	495.00	COUNT NUMBERING MACHINE INC	Maint Contract - Other Equip	SP		7/20/2010
11-P0015255	823.45	EX LIBRIS USA INC	Software Support Service			7/20/2010
11-P0015256	3,650.00	MCBAIN INSTRUMENTS	Contracted Repair Services			7/20/2010
11-P0015257	500.00	SMART & FINAL	Non-Instructional Supplies	SP		7/20/2010
11-P0015258	600.00	DIRECTV	Contracted Services			7/20/2010
11-P0015259	500.00	STATER BROS	Non-Instructional Supplies	SP		7/20/2010
11-P0015260	312.94	HOUGHTON MIFFLIN HARCOURT PUBL	Instructional Supplies	SP		7/20/2010
11-P0015261	1,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		7/20/2010
11-P0015262	1,000.00	HOME DEPOT	Non-Instructional Supplies			7/20/2010
11-P0015263	2,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/20/2010
11-P0015264	2,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/21/2010
11-P0015265	570.94	GUNTHER'S ATHLETIC SVC	Instructional Supplies			7/21/2010
11-P0015266	600.17	GUNTHER'S ATHLETIC SVC	Instructional Supplies			7/21/2010
11-P0015267	436.63	GUNTHER'S ATHLETIC SVC	Instructional Supplies			7/21/2010
11-P0015268	235.72	GUNTHER'S ATHLETIC SVC	Instructional Supplies			7/21/2010
11-P0015269	918.94	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies			7/21/2010
11-P0015270	4,557.22	BUDDY'S ALL STARS	Instructional Supplies			7/21/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015271	264.55	CALLAWAY GOLF INTERACTIVE	Instructional Supplies			7/21/2010
11-P0015272	1,103.92	DELL COMPUTER	Equipment - Federal Progs >200	SP		7/21/2010
11-P0015273	1,305.00	PACIFIC COLLEGE TESTING	Software License and Fees	SP		7/21/2010
11-P0015274	1,198.00	DELL COMPUTER	Equipment - All Other > \$1,000	SP	BOND	7/21/2010
11-P0015275	5,870.50	HENRY SCHEIN INC	Instructional Supplies	SP		7/21/2010
11-P0015276	2,447.30	WRESTLING CAMPS OF AMERICA	Instructional Supplies			7/21/2010
11-P0015277	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		7/21/2010
11-P0015278	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/21/2010
11-P0015279	5,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		7/21/2010
11-P0015280	750.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/21/2010
11-P0015281	1,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			7/21/2010
* 11-P0015282	2,968.90	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP	BOND	7/21/2010
11-P0015283	4,000.00	WARE DISPOSAL CO INC	Rental-Equipment (Short-term)			7/21/2010
11-P0015285	1,000.00	MONOPRICE INC	Non-Instructional Supplies			7/21/2010
11-P0015286	200.00	HOME DEPOT	Instructional Supplies	SP		7/21/2010
11-P0015287	2,500.00	HERTZ CORP	Transportation - Athletics			7/21/2010
11-P0015289	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/21/2010
11-P0015290	373,331.63	OLYMPUS AMERICA INC	Equipment - All Other > \$1,000	SP	BOND	7/27/2010
11-P0015291	6,468.00	BROADWAY PARTNERS	Landscaping	SP		7/21/2010
11-P0015292	706.88	CARLSON SOFTWARE	Software License and Fees	SP		7/21/2010
11-P0015293	250.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		7/21/2010
11-P0015294	4,993.00	REVO ROOFING INC	Contracted Repair Services			7/21/2010
11-P0015295	150.00	BUSINESS MACHINES SECURITY	Instructional Supplies	SP		7/21/2010
11-P0015296	400.00	SEALS COMPRESSED GASES	Instructional Supplies	SP		7/21/2010
11-P0015297	135.00	AMTECH ELEVATOR SERVICES	Maint/Oper Service Agreements			7/21/2010
11-P0015298	300.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		7/21/2010
11-P0015299	10,000.00	GOLD COAST TOURS	Transportation - Athletics			7/21/2010
11-P0015300	2,500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		7/21/2010
11-P0015301	2,500.00	LUX BUS AMERICA	Transportation - Athletics			7/21/2010
11-P0015302	788.09	ENVIRONMENTS INC	Instructional Supplies	SP		7/21/2010
* 11-P0015303	40,418.82	FISHER SCIENTIFIC	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
* 11-P0015304	29,049.14	PASCO SCIENTIFIC	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
11-P0015305	10,680.00	TEAM ONE MANAGEMENT	Contracted Custodial Services	SP		7/21/2010
11-P0015306	55.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			7/21/2010
11-P0015307	995.75	ENVIRONMENTS INC	Instructional Supplies	SP		7/21/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015308	3,000.00	LA HABRA FENCE CO INC	Repair & Replacement Parts			7/21/2010
11-P0015309	1,427.53	ENVIRONMENTS INC	Instructional Supplies	SP		7/21/2010
11-P0015310	213.80	ENVIRONMENTS INC	Instructional Supplies	SP		7/22/2010
11-P0015311	1,160.50	DE LA TORRE COMMERCIAL	Contracted Services	SP		7/22/2010
11-P0015312	31,291.08	SARGENT WELCH	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
* 11-P0015313	21,236.71	WARD'S NATURAL SCIENCE	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
11-P0015314	978.75	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/22/2010
11-P0015315	1,823.37	D4 SOLUTIONS INC.	Contracted Services			7/22/2010
11-P0015316	2,700.00	SARS SOFTWARE PRODUCTS INC	Software License and Fees	SP		7/22/2010
11-P0015317	2,303.18	CAROLINA BIOLOGICAL SUPPLY CO	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
11-P0015318	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/22/2010
11-P0015319	6,520.00	FREY SCIENTIFIC/EDUC PUBL SERVICE	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
11-P0015320	200.00	UNITED RENTALS	Repair & Replacement Parts			7/22/2010
* 11-P0015321	1,945.49	HANSEN KIM K	Equip/Software - >\$200 <\$1,000	SP	BOND	7/22/2010
11-P0015322	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		7/22/2010
11-P0015323	2,000.00	YALE CHASE	Repair & Replacement Parts			7/22/2010
11-P0015324	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		7/22/2010
11-P0015325	45.68	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		7/22/2010
11-P0015326	2,974.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	7/22/2010
11-P0015327	1,706.08	ALERT SERVICES INC	Instructional Supplies	SP		7/22/2010
11-P0015328	599.22	GOLF TEAM PRODUCTS INC	Instructional Supplies			7/22/2010
11-P0015329	929.81	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/22/2010
11-P0015330	3,062.72	D4 SOLUTIONS INC.	Buildings - Contracted Svcs	SP	BOND	7/22/2010
11-P0015331	435.14	COR O VAN MOVING	Buildings - Contracted Svcs	SP	BOND	7/22/2010
11-P0015332	4,949.89	DISCOUNT SCHOOL SUPPLY	Equip/Software - >\$200 <\$1,000	SP	BOND	7/22/2010
11-P0015333	1,599.22	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/22/2010
* 11-P0015334	13,407.71	PARCO SCIENTIFIC CO	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
11-P0015335	11,437.31	EDMUND SCIENTIFICS	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
* 11-P0015336	6,715.31	EUREKA	Software License and Fees	SP		7/22/2010
11-P0015337	1,320.00	CYBERGROUP INC	Software License and Fees			7/26/2010
11-P0015338	155.30	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			7/26/2010
11-P0015339	4,121.63	NTH GENERATION COMPUTING INC	Equipment - All Other > \$1,000			7/26/2010
11-P0015340	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/26/2010
11-P0015341	869.89	MICROSOFT CORP	Software License and Fees	SP		7/26/2010
11-P0015342	7,998.56	CUSTOMIZED SUPPORT SVCS INC	Non-Instructional Supplies			7/26/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015343	54.36	OFFICE DEPQT BUSINESS SVCS	Non-Instructional Supplies	SP		7/26/2010
11-P0015344	268.00	AMERICAN CITY PEST CONTROL INC	Contracted Repair Services			7/26/2010
11-P0015346	1,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/26/2010
11-P0015347	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/26/2010
11-P0015348	7,558.13	CUSTOMIZED SUPPORT SVCS INC	Non-Instructional Supplies			7/26/2010
11-P0015349	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			7/26/2010
* 11-P0015350	10,935.26	TREND OFFSET PRINTING	Class Schedules/Printing	SP		7/26/2010
11-P0015351	6,000.00	DON BOOKSTORE	Supplies Paid for Students	SP		7/26/2010
11-P0015352	400.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			7/26/2010
11-P0015353	700.00	COR O VAN MOVING	Non-Instructional Supplies			7/26/2010
11-P0015354	300.00	SMART AND FINAL	Food and Food Service Supplies	SP		7/26/2010
11-P0015355	2,100.00	MEDIWARE INFORMATION SYSTEM INC	Software Support Service			7/26/2010
11-P0015356	34.92	LOS ANGELES TIMES	Library Books - Periodicals			7/26/2010
11-P0015357	3,823.00	COLLEGESOURCE INC	Internet Services	SP		7/26/2010
11-P0015358	135.96	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		7/26/2010
11-P0015359	169.74	GALE GROUP	Library Books			7/27/2010
11-P0015361	125.01	MIDWEST LIBRARY SVC	Library Books			7/27/2010
11-P0015362	732.32	4 IMPRINT	Non-Instructional Supplies	SP		7/27/2010
11-P0015363	1,350.00	EL POLLO NORTENO	Food and Food Service Supplies	SP		7/27/2010
11-P0015364	6,440.25	TRI BEST VISUAL DISPLAY	Equip/Software - >\$200 <\$1,000	SP	BOND	7/27/2010
11-P0015365	708.84	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/27/2010
11-P0015366	852.34	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/27/2010
11-P0015367	400.00	DON BOOKSTORE	Instructional Supplies	SP		7/27/2010
11-P0015368	4,880.57	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/27/2010
11-P0015369	7,027.00	ACCT ASSOC OF COMMUNITY	Inst Dues & Memberships			7/27/2010
11-P0015370	2,602.82	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/27/2010
11-P0015371	10,298.75	CCLC COMMUNITY COLLEGE LEAGUE	Inst Dues & Memberships			7/27/2010
11-P0015372	5,000.00	OCBC ORANGE CTY BUS COUNCIL	Inst Dues & Memberships			7/27/2010
11-P0015373	125.00	OCSBA ORANGE CO SCHOOL BOARD ASSOC	Inst Dues & Memberships			7/27/2010
11-P0015374	2,000.00	FOOD 4 LESS	Food and Food Service Supplies	SP		7/27/2010
11-P0015375	600.00	CA HEAD START ASSOC	Inst Dues & Memberships	SP		7/27/2010
11-P0015376	45.00	CHRONICLE OF HIGHER ED	Books, Mags & Ref Mat, Non-Lib	SP		7/27/2010
11-P0015377	1,182.49	AMERICAN MAILING PRINTING &	Packaging/Mail Prep/Processing	SP		7/27/2010
11-P0015378	200.90	4 IMPRINT	Non-Instructional Supplies	SP		7/27/2010
11-P0015379	870.00	UCSD	Software License and Fees	SP		7/28/2010

Legend: \* = Multiple Accounts for this P O      SP = Special Project

5.24 (8)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015380	250.00	STATE OF CALIFORNIA	Other Licenses & Fees			7/28/2010
11-P0015381	520.00	CA HEAD START ASSOC.	Conference Expenses	SP		7/28/2010
11-P0015382	395.00	CA HEAD START ASSOC.	Conference Expenses	SP		7/28/2010
11-P0015383	3,000.00	PHARMEDIX	Non-Instructional Supplies	SP		7/28/2010
11-P0015384	100.00	GREEN'S SECURITY CTR INC	Non-Instructional Supplies			7/28/2010
11-P0015385	9,000.00	SALLINGER'S SPECIALTY	Non-Instructional Supplies			7/28/2010
11-P0015386	213.00	SMART & FINAL	Food and Food Service Supplies			7/28/2010
11-P0015387	750.00	AMICO SCIENTIFIC CORP	Instructional Supplies	SP		7/28/2010
11-P0015388	675.00	AMICO SCIENTIFIC CORP	Instructional Supplies	SP		7/28/2010
11-P0015389	34.26	DON BOOKSTORE	Instructional Supplies	SP		7/28/2010
11-P0015390	1,200.00	DON BOOKSTORE	Other Exp Paid for Students	SP		7/28/2010
11-P0015391	1,000.00	AMERICAN CITY PEST CONTROL INC	Contracted Repair Services			7/28/2010
11-P0015392	2,000.00	SLUSSER TOBY	Contracted Repair Services			7/28/2010
11-P0015393	4,190.40	RELIABLE ICE EQUIPMENT INC	Equipment - All Other > \$1,000	SP	BOND	7/28/2010
11-P0015394	500.00	HOME DEPOT	Non-Instructional Supplies			7/28/2010
11-P0015395	250.00	ORANGE COUNTY FIRE PROTECTION	Non-Instructional Supplies			7/28/2010
11-P0015396	4,400.00	GSP CHILD AND FAMILY CONSULTING INC	Contracted Services	SP		7/26/2010
11-P0015397	73.95	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			7/28/2010
11-P0015398	538.25	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/28/2010
11-P0015399	1,103.92	DELL COMPUTER	Equipment - All Other > \$1,000	SP		7/28/2010
11-P0015400	2,868.50	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		7/28/2010
* 11-P0015401	28,009.73	TROXELL COMM INC	Equipment - All Other > \$1,000	SP	BOND	7/28/2010
* 11-P0015402	8,750.45	MCMAHAN BUSINESS INTERIORS	Building Improvements	SP		7/28/2010
11-P0015403	412.55	APPERSON PRINT MGMT SVCS	Non-Instructional Supplies	SP		7/29/2010
11-P0015404	300.00	CCCCSSAA CALIF COMMUNITY COLL	Inst Dues & Memberships	SP		7/29/2010
11-P0015405	250.00	CSCCU	Inst Dues & Memberships	SP		7/29/2010
11-P0015406	203.92	CALIF DEPT OF ED	Instructional Supplies	SP		7/29/2010
11-P0015407	439.56	XEROX CORP	Non-Instructional Supplies			7/29/2010
11-P0015408	877.50	DEMCO INC	Instructional Supplies	SP		7/29/2010
11-P0015409	1,500.00	EBERHARD EQUIPMENT	Repair & Replacement Parts			7/29/2010
11-P0015410	2,100.00	FISHER SCIENTIFIC	Instructional Supplies	SP		7/29/2010
11-P0015411	106.52	GAYLORD BROS	Instructional Supplies	SP		7/29/2010
11-P0015412	1,500.00	SHIFFLER EQUIPMENT SALES INC	Non-Instructional Supplies			7/29/2010
11-P0015413	200.00	HARDY DIAGNOSTICS	Instructional Supplies	SP		7/29/2010
11-P0015414	900.00	MICROTECH SCIENTIFIC	Instructional Supplies	SP		7/29/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015415	700 00	OXYGEN SVC CO	Instructional Supplies	SP		7/29/2010
11-P0015416	200.00	PRAXAIR DIST INC	Instructional Supplies	SP		7/29/2010
11-P0015417	750.00	VWR INTL	Instructional Supplies	SP		7/29/2010
11-P0015418	1,700.00	SIGMA ALDRICH INC	Instructional Supplies	SP		7/29/2010
11-P0015419	500 00	SMART & FINAL	Instructional Supplies	SP		7/29/2010
11-P0015420	500.00	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		7/29/2010
11-P0015421	19.03	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		7/29/2010
11-P0015422	493.79	BALDWIN COOKE CO	Non-Instructional Supplies	SP		7/29/2010
11-P0015423	767 95	JOB ELEPHANT COM INC	Advertising			7/29/2010
11-P0015424	300 00	SMART & FINAL	Food and Food Service Supplies	SP		7/29/2010
11-P0015425	200 52	MIDWEST LIBRARY SVC	Library Books	SP		7/29/2010
11-P0015426	1,615.49	FISHER SCIENTIFIC	Instructional Supplies			8/2/2010
11-P0015427	1,343.57	FISHER SCIENTIFIC	Instructional Supplies			8/2/2010
11-P0015428	1,000.00	GUNTHER'S ATHLETIC SVC	Repair & Replacement Parts			8/2/2010
11-P0015429	200 00	LYTTON PERRY	Instructional Supplies			8/2/2010
11-P0015430	250.00	LYTTON PERRY	Repair & Replacement Parts			8/2/2010
11-P0015431	300.00	LYTTON PERRY	Instructional Supplies	SP		8/2/2010
11-P0015432	500 00	SMART & FINAL	Food and Food Service Supplies	SP		8/2/2010
11-P0015433	2,036 29	UNITED FABRICARE SUPPLY, INC	Instructional Supplies	SP		8/2/2010
11-P0015434	304.39	KAPLAN	Non-Instructional Supplies	SP		8/3/2010
11-P0015435	2,403 38	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		8/3/2010
11-P0015436	800 00	ADVANTAGE FITNESS PRODUCTS	Contracted Repair Services			8/3/2010
11-P0015437	73 08	TOMARK SPORTS INC	Instructional Supplies	SP		8/3/2010
11-P0015438	10,756 88	FITNESS STANDARD INC, THE	Contracted Services			8/3/2010
11-P0015439	3,297.00	CARPET TIME INC	Contracted Repair Services			8/3/2010
11-P0015440	2,718 75	HOME DEPOT	Non-Instructional Supplies			8/3/2010
11-P0015441	1,350.00	CARQUEST AUTO PARTS	Instructional Supplies	SP		8/3/2010
11-P0015442	2,500 00	WALLY MACHINERY & TOOL SUPPLY	Instructional Supplies	SP		8/3/2010
11-P0015443	669.00	CARQUEST AUTO PARTS	Instructional Supplies			8/3/2010
11-P0015444	1,700 00	DELHI CENTER	District In-Service Activities	SP		8/3/2010
11-P0015445	2,000 00	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		8/3/2010
11-P0015446	18,367 00	REGENTS OF THE UNIV OF CALIF	Contracted Services	SP		8/3/2010
11-P0015447	3,700 00	ORANGE COUNTY DEPT OF ED	Courier/Delivery Services			8/3/2010
11-P0015449	1,000.00	HOME DEPOT	Repair & Replacement Parts			8/3/2010
11-P0015450	909 00	COLLEGESOURCE INC	Software Support Service			8/3/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015451	500.00	HOME DEPOT	Instructional Supplies	SP		8/3/2010
11-P0015452	2,550.00	WONDERLIC, INC.	Software License and Fees	SP		8/3/2010
11-P0015453	1,094.31	FISHER SCIENTIFIC	Instructional Supplies	SP		8/3/2010
11-P0015454	3,000 00	LOMA LINDA UNIV	Instructional Supplies	SP		8/3/2010
11-P0015455	450 00	TRISTATE ACCOMODATIONS	Instructional Supplies	SP		8/3/2010
11-P0015456	5,328 75	GUNTHER'S ATHLETIC SVC	Instructional Supplies	SP		8/3/2010
11-P0015457	4,886.42	POWER PLUS	Contracted Repair Services	SP		8/3/2010
11-P0015458	8,000 00	NAT'L SIGN & MARKETING CORP	Contracted Repair Services	SP		8/3/2010
11-P0015459	1,900.33	DELL COMPUTER	Equipment - Federal Progs >200	SP		8/3/2010
11-P0015460	11,034.32	MCPAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000	SP		8/3/2010
11-P0015461	50 00	SOUTH COAST HIGHER EDUCATION COUNCIL	Inst Dues & Memberships			8/3/2010
11-P0015462	1,103.92	DELL COMPUTER	Equipment - Federal Progs >200	SP		8/3/2010
11-P0015463	357.00	TAB ANSWER NETWORK	Contracted Services			8/3/2010
11-P0015464	1,115 78	GUNTHER'S ATHLETIC SVC	Instructional Supplies			8/3/2010
11-P0015465	356 72	CENGAGE LEARNING/ EDUC. TO GO	Library Books - Comp Software			8/3/2010
11-P0015466	360.00	NOODLE TOOLS INC.	Internet Services	SP		8/3/2010
11-P0015467	525 00	NBIA NAT'L BUSINESS INCUBATION	Inst Dues & Memberships			8/3/2010
11-P0015468	5,000.00	KLM AIR INC	Repair & Replacement Parts			8/3/2010
11-P0015469	58.00	ORANGE COUNTY BUSINESS JOURNAL	Books, Mags & Ref Mat, Non-Lib	SP		8/3/2010
11-P0015470	400.00	AMERICAN OIL CO	Hazardous Materials Removal	SP		8/3/2010
11-P0015471	3,250.00	STERICYCLE INC	Hazardous Materials Removal	SP		8/3/2010
11-P0015472	3,750.00	FRS ENVIRONMENTAL	Maint Contract - Other Equip			8/3/2010
11-P0015473	2,343 60	ORANGE COUNTY TRANSPORTATION	Communications Maintenance	SP		8/3/2010
11-P0015474	2,500.00	AA EQUIPMENT	Contracted Repair Services			8/3/2010
11-P0015475	22,368 30	ELECTRO INDUSTRY INC	Contracted Repair Services	SP		8/4/2010
11-P0015476	409.00	PALMINTERI LEONARD J	Contracted Repair Services			8/4/2010
11-P0015477	7,068.75	STUDICA INC	Software License and Fees	SP		8/4/2010
11-P0015478	1,068.72	CURRENT ELECTRIC	Contracted Repair Services			8/4/2010
11-P0015479	3,995 00	OWENS STEVE	Contracted Services	SP		8/4/2010
11-P0015480	288.00	WESTERN POWER SYSTEMS	Contracted Repair Services			8/4/2010
11-P0015481	783.52	PYRO-COMM SYSTEMS INC	Contracted Repair Services			8/4/2010
11-P0015482	9,730.00	REVO ROOFING INC	Contracted Repair Services	SP		8/4/2010
11-P0015483	346 00	STATE WATER RESOURCES	Buildings - Licenses, Taxes	SP	BOND	8/4/2010
11-P0015484	2,000 00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/4/2010
11-P0015486	1,000 00	FRANK'S LOCKS & DOOR CLOSERS INC	Non-Instructional Supplies			8/4/2010

Legend

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SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015487	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/4/2010
11-P0015488	124.41	US SHOP TOOLS	Instructional Supplies			8/4/2010
11-P0015489	121.57	DELL COMPUTER	Non-Instructional Supplies			8/4/2010
11-P0015490	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/4/2010
* 11-P0015491	2,968.90	DELL COMPUTER	Equipment - Federal Progs >200	SP		8/4/2010
11-P0015492	79.39	BUSINESS MACHINES SECURITY	Non-Instructional Supplies	SP		8/4/2010
11-P0015493	2,841.73	BOATHOUSE ROW SPORTS LTD	Instructional Supplies			8/4/2010
11-P0015494	2,140.73	CANDELA CORP	Non-Instructional Supplies	SP		8/4/2010
11-P0015495	195.00	CPP CONSULTING PSYCHOLOGISTS PRESS	Software License and Fees	SP		8/4/2010
11-P0015496	5,000.00	COMPUCOM SYSTEMS INC	Contracted Repair Services			8/4/2010
11-P0015497	7,000.00	COMPUCOM SYSTEMS INC	Contracted Repair Services			8/4/2010
11-P0015498	3,000.00	COMPUCOM SYSTEMS INC	Contracted Repair Services			8/4/2010
11-P0015499	5,546.26	UNISOURCE PAPER CO	Non-Instructional Supplies			8/4/2010
11-P0015500	2,000.00	DATATEL INC	Contracted Services			8/4/2010
11-P0015501	200.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/4/2010
11-P0015502	10,000.00	HEWLETT PACKARD CO	Contracted Services			8/4/2010
11-P0015503	350.00	DON BOOKSTORE	Non-Instructional Supplies	SP		8/4/2010
11-P0015504	14,800.00	RESILIENT COMMUNICATIONS INC	Contracted Services			8/4/2010
11-P0015505	300.00	SHADOWHAWK INC	Contracted Services			8/4/2010
11-P0015506	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			8/4/2010
11-P0015507	192.89	GRAINGER	Non-Instructional Supplies			8/4/2010
11-P0015508	4,000.00	TENNANT SALES & SVC CO	Contracted Repair Services			8/4/2010
11-P0015509	500.00	PESTAL PETER A.	Contracted Repair Services			8/4/2010
11-P0015510	1,500.00	ALAN'S LAWNMOWER & GARDEN CTR	Contracted Repair Services			8/4/2010
11-P0015511	3,000.00	PROGRESSIVE FLOOR COVERING INC	Buildings - Contracted Svcs			8/4/2010
11-P0015512	2,000.00	CONTROL AIR CONDITIONING CORP	Contracted Repair Services			8/4/2010
11-P0015513	1,500.00	GENERAL AIR COMPRESSORS	Maint/Oper Service Agreements			8/4/2010
11-P0015514	5,000.00	WATERLINE TECHNOLOGIES	Contracted Repair Services			8/4/2010
11-P0015515	4,000.00	RF MACDONALD CO	Contracted Repair Services			8/4/2010
11-P0015516	1,000.00	RAMCO REFRIGERATION & AIR	Contracted Repair Services			8/4/2010
11-P0015517	5,000.00	CONTROL MAINTENANCE & REPAIR INC	Contracted Repair Services			8/4/2010
11-P0015518	10,000.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			8/4/2010
11-P0015519	3,500.00	PACIFIC SYSTEMS ELECTRIC INC	Contracted Repair Services			8/4/2010
11-P0015520	1,000.00	ATLANTIC ELECTRIC CO	Contracted Repair Services			8/4/2010
11-P0015521	4,000.00	AIRCO ENERGY SYSTEMS	Contracted Repair Services			8/4/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0015522	2,500.00	ACTION DOOR CONTROLS INC	Contracted Repair Services			8/4/2010
11-P0015523	10,000.00	WEST COAST ENVIRONMENTAL	Maint/Oper Service Agreements			8/4/2010
11-P0015524	1,000.00	PARACLETE FIRE AND SAFETY	Maint/Oper Service Agreements			8/4/2010
11-P0015525	2,000.00	TOMARK SPORTS INC	Contracted Repair Services			8/4/2010
11-P0015526	3,000.00	COSCO FIRE PROTECTION INC	Maint/Oper Service Agreements			8/4/2010
11-P0015527	3,000.00	VORTEX INDUSTRIES	Contracted Repair Services			8/4/2010
11-P0015528	8,000.00	HARDY & HARPER INC	Contracted Repair Services			8/4/2010
11-P0015529	12,000.00	ELECTRO INDUSTRY INC	Contracted Repair Services			8/4/2010
11-P0015530	2,000.00	CONTROL MAINTENANCE & REPAIR INC	Repair & Replacement Parts			8/4/2010
11-P0015531	10,000.00	ORANGE COAST PLUMBING INC	Contracted Repair Services			8/4/2010
11-P0015532	10,000.00	EXECUTIVE LIGHTING SVCS	Contracted Repair Services			8/4/2010
11-P0015533	10,000.00	WESTERN POWER SYSTEMS	Contracted Repair Services			8/4/2010
11-P0015534	2,000.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			8/4/2010
11-P0015535	5,000.00	COAST ROOF CO INC	Contracted Repair Services			8/4/2010
11-P0015536	2,104.76	FRANKLIN AIR CONDITIONING	Contracted Repair Services			8/4/2010
11-P0015537	1,281.50	HAULAWAY STORAGE	Rental - Other (Short-term)			8/5/2010
11-P0015538	284.40	XEROX CORP	Contracted Services			8/5/2010
11-P0015539	288.00	WESTERN POWER SYSTEMS	Contracted Repair Services			8/5/2010
11-P0015540	750.00	SY NIELSON SVC	Contracted Repair Services			8/5/2010
11-P0015541	1,132.86	MEDCO SPORTS MEDICINE AND	Instructional Supplies	SP		8/5/2010
11-P0015542	225.00	ALBERTSON'S	Food and Food Service Supplies	SP		8/5/2010
11-P0015543	75.00	ALBERTSON'S	Food and Food Service Supplies	SP		8/5/2010
11-P0015544	500.00	TOM BLACK SVC CTR	Contracted Repair Services			8/5/2010
11-P0015545	500.00	ROTO ROOTER SVC	Contracted Services			8/5/2010
11-P0015546	1,500.00	WESTERN POWER SYSTEMS	Contracted Repair Services			8/5/2010
11-P0015547	3,000.00	CURRENT ELECTRIC	Contracted Repair Services			8/5/2010
11-P0015548	1,530.00	WILLIAMS ROBERT	Contracted Repair Services			8/5/2010
11-P0015549	800.00	FREY SCIENTIFIC/EDUC PUBL SERVICE	Instructional Supplies	SP		8/5/2010
11-P0016385	2,500.00	DAPPER TIRE	Repair & Replacement Parts			7/19/2010
11-P0016878	500.00	JOHNSTONE SUPPLY	Repair & Replacement Parts			7/19/2010
11-P0119041	5,511.71	ARROWHEAD MOUNTAIN SPRINGWATER	Drinking Water Service			7/20/2010
11-P0119043	28,896.00	SANTORA PARTNERS LLC	Lease Agreement - Facility			7/12/2010
11-P0119044	2,830.00	CI SOLUTION	Maint Contract - Other Equip	SP		7/13/2010
11-P0119045	64,155.00	ST PETER EVANGELICAL	Lease Agreement - Facility	SP		7/14/2010
* 11-P0119046	311,080.00	SER JOBS FOR PROGRESS	Instructional Agreements			7/14/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 11-P0119047	82,820.00	SER JOBS FOR PROGRESS	Instructional Agreements			7/14/2010
* 11-P0119048	34,838.80	XEROX CORP	Excess/Copies Usage	SP		7/19/2010
* 11-P0119049	352.20	XEROX CORP	Excess/Copies Usage			8/3/2010
* 11-P0119050	289.56	XEROX CORP	Excess/Copies Usage			8/5/2010
* 11-P0119051	3,525.08	XEROX CORP	Excess/Copies Usage			7/19/2010
* 11-P0119052	3,452.17	XEROX CORP	Excess/Copies Usage	SP		7/19/2010
* 11-P0119053	382.26	XEROX CORP	Excess/Copies Usage	SP		7/19/2010
* 11-P0119054	456.00	XEROX CORP	Excess/Copies Usage	SP		7/19/2010
* 11-P0119055	633.06	XEROX CORP	Excess/Copies Usage	SP		7/19/2010
* 11-P0119056	30,877.21	XEROX CORP	Excess/Copies Usage			7/19/2010
* 11-P0119057	5,172.16	XEROX CORP	Excess/Copies Usage	SP		7/19/2010
11-P0119058	4,674.00	FRANKLIN AIR CONDITIONING	Contracted Services			7/19/2010
11-P0119059	3,078.00	FRANKLIN AIR CONDITIONING	Contracted Services			7/19/2010
11-P0119060	64,271.64	TEAM ONE MANAGEMENT	Contracted Custodial Services	SP		7/19/2010
11-P0119061	1,977.84	WARE DISPOSAL CO INC	Trash Disposal	SP		8/4/2010
11-P0119062	533.75	TAB ANSWER NETWORK	Contracted Services			7/19/2010
11-P0119063	1,670.40	PITNEY BOWES	Lease Agreement - Equipment			7/19/2010
11-P0119064	3,110.64	PITNEY BOWES	Maint Contract - Office Equip			7/19/2010
11-P0119065	3,900.00	WEST COAST WATER SVC	Maint/Oper Service Agreements			7/19/2010
11-P0119066	4,295.00	RF MACDONALD CO	Maint/Oper Service Agreements			7/19/2010
11-P0119067	3,375.00	JOHNSON CONTROLS	Maint/Oper Service Agreements			7/19/2010
11-P0119068	5,135.00	CONTROL MAINTENANCE & REPAIR INC	Maint/Oper Service Agreements	SP		7/19/2010
11-P0119069	5,250.00	ACTION DOOR CONTROLS INC	Maint/Oper Service Agreements			7/19/2010
11-P0119070	540.00	CHEM PRO LABORATORY INC	Maint/Oper Service Agreements			7/19/2010
11-P0119071	3,144.00	CHEM PRO LABORATORY INC	Contracted Services			7/19/2010
11-P0119072	3,605.00	ATLANTIC ELECTRIC CO	Maint/Oper Service Agreements			7/19/2010
11-P0119073	6,980.00	AIRCO ENERGY SYSTEMS	Maint/Oper Service Agreements			7/19/2010
11-P0119074	4,000.00	BLANKENSHIP, SHARLENE	Maint/Oper Service Agreements			7/19/2010
11-P0119075	623.76	ORKIN PEST CONTROL	Contracted Services			7/19/2010
* 11-P0119077	5,608.89	XEROX CORP	Excess/Copies Usage			7/19/2010
* 11-P0119078	2,669.89	XEROX CORP	Excess/Copies Usage			7/19/2010
11-P0119079	791.09	XEROX CORP	Excess/Copies Usage			7/19/2010
* 11-P0119080	5,100.59	XEROX CORP	Excess/Copies Usage			7/20/2010
11-P0119081	957.00	XEROX CORP	Excess/Copies Usage			7/20/2010
* 11-P0119082	383.52	XEROX CORP	Excess/Copies Usage	SP		7/20/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0119083	1,027,414.00	SOUTHWEST CARPENTERS	Instructional Agrmt - Salary	SP		7/20/2010
11-P0119084	489.84	XEROX CORP	Maint Contract - Office Equip	SP		7/20/2010
* 11-P0119085	886.59	XEROX CORP	Excess/Copies Usage			7/20/2010
* 11-P0119086	886.59	XEROX CORP	Excess/Copies Usage			7/20/2010
* 11-P0119087	3,159.76	XEROX CORP	Excess/Copies Usage			7/20/2010
* 11-P0119088	342.20	XEROX CORP	Excess/Copies Usage			7/20/2010
* 11-P0119089	4,952.48	XEROX CORP	Excess/Copies Usage			7/20/2010
11-P0119090	1,221.72	XEROX CORP	Maint Contract - Office Equip			7/20/2010
* 11-P0119091	311.82	XEROX CORP	Excess/Copies Usage	SP		7/20/2010
11-P0119092	12,876.00	METROPOLITAN WATER DISTRICT	Instructional Agrmt - Salary	SP		7/20/2010
* 11-P0119093	4,812.84	XEROX CORP	Excess/Copies Usage			7/20/2010
11-P0119094	49,230.00	SO CALIF SURVEYORS	Instructional Agrmt - Salary	SP		7/20/2010
11-P0119095	92,000.00	OPERATING ENGINEERS TRAINING	Instructional Agrmt - Salary	SP		7/20/2010
11-P0119096	2,200.00	JTS SERVICES	Lease Agreement - Facility	SP		7/20/2010
11-P0119097	139,276.00	ORANGE COUNTY ELECTRICAL JOINT	Instructional Agrmt - Salary	SP		7/20/2010
11-P0119098	84,757.00	CALIF NEVADA TRAINING TRUST	Instructional Agrmt - Salary	SP		7/20/2010
11-P0119099	420.00	WESTERN POWER SYSTEMS	Contracted Services			7/20/2010
11-P0119100	7,080.00	TROPICAL PLAZA NURSERY	Landscaping	SP		7/21/2010
11-P0119101	690.00	BAY SECURITY COMM	Security Systems & Services	SP		7/21/2010
11-P0119102	2,150.00	ORANGE COUNTY FIRE PROTECTION	Contracted Services			7/21/2010
11-P0119103	1,024.14	ELESCO	Contracted Services			7/21/2010
11-P0119105	160.00	ORANGE COUNTY FIRE PROTECTION	Contracted Services			7/21/2010
11-P0119106	2,824.00	EATON ELECTRICAL INC	Maint Contract - Other Equip			7/21/2010
11-P0119107	6,612.00	FRANKLIN AIR CONDITIONING	Maint/Oper Service Agreements			7/21/2010
11-P0119108	3,820.00	DATA CLEAN CORP	Contracted Services			7/21/2010
* 11-P0119109	2,456.40	SIEMENS WATER TECH CORP	Rental-Equipment (Short-term)			7/21/2010
11-P0119110	3,420.00	KLM AIR INC	Maint Contract - Other Equip			7/21/2010
11-P0119111	29,941.35	TEAM ONE MANAGEMENT	Contracted Custodial Services	SP		7/21/2010
* 11-P0119112	969.00	XEROX CORP	Excess/Copies Usage	SP		7/22/2010
* 11-P0119113	579.49	XEROX CORP	Excess/Copies Usage	SP		7/22/2010
* 11-P0119114	634.81	XEROX CORP	Excess/Copies Usage	SP		7/22/2010
11-P0119115	277.70	XEROX CORP	Excess/Copies Usage	SP		7/22/2010
11-P0119116	1,334.64	ORKIN PEST CONTROL	Contracted Services	SP		7/22/2010
11-P0119117	759.77	XEROX CORP	Excess/Copies Usage			7/22/2010
11-P0119118	2,244.60	SIEMENS WATER TECH CORP	Rental-Equipment (Short-term)			7/28/2010

Legend \* = Multiple Accounts for this P O      SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 11-P0119119	5,610.85	XEROX CORP	Excess/Copies Usage			7/28/2010
11-P0119120	10,842.38	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			7/28/2010
11-P0119121	17,997.19	EX LIBRIS USA INC	Software Support Service			8/3/2010
11-P0119122	2,020.00	3M LIBRARY SYSTEMS	Maint Contract - Office Equip			8/3/2010
* 11-P0119123	903.75	XEROX CORP	Excess/Copies Usage			7/28/2010
11-P0119124	2,450.00	CI SOLUTION	Software Support Service			7/28/2010
11-P0119125	30,000.00	COUNTY OF ORANGE	Instructional Agreements			7/28/2010
11-P0119126	110,000.00	COUNTY OF ORANGE	Instructional Agreements			7/28/2010
11-P0119127	2,000.00	OC HUMAN RELATIONS	Instructional Agreements			7/28/2010
11-P0119128	20,000.00	CITY OF TUSTIN	Instructional Agreements			7/28/2010
11-P0119129	250,000.00	CALIF NARCOTIC OFFICERS ASSOC	Instructional Agreements			7/28/2010
11-P0119130	38,000.00	NEWPORT BEACH FIRE AND MARINE DEPT	Instructional Agreements			7/28/2010
* 11-P0119131	190,795.56	XEROX CORP	Lease Agreement - Equipment	SP		8/3/2010
* 11-P0119132	811.20	XEROX CORP	Excess/Copies Usage			8/3/2010
* 11-P0119133	394.90	XEROX CORP	Excess/Copies Usage	SP		8/3/2010
11-P0119134	1,762.56	ORKIN PEST CONTROL	Contracted Services			8/4/2010
11-P0119135	6,314.16	STERIS CORP	Maint Contract - Other Equip			8/3/2010
11-P0119136	753.00	HARLAND TECHNOLOGY SVCS	Maint Contract - Office Equip	SP		8/3/2010
11-P0119137	583.75	TAB ANSWER NETWORK	Maint/Oper Service Agreements			8/3/2010
11-P0119138	388.80	RAYNE WATER SVCS	Maint Contract - Other Equip			8/3/2010
11-P0119139	14,950.00	CASE SYSTEMS INC	Communications Maintenance	SP		8/3/2010
11-P0119140	25,000.00	ROSEMET ENVIRONMENTAL SVCS	Hazardous Materials Removal	SP		8/3/2010
11-P0119142	445.00	COAST TO COAST BUSINESS	Maint Contract - Office Equip			8/4/2010
11-P0119143	3,708.00	PERKIN ELMER	Maint Contract - Other Equip			8/4/2010
11-P0119144	4,590.00	BAY SECURITY COMM	Security Systems & Services	SP		8/4/2010
11-P0119145	1,695.95	VORTEX INDUSTRIES	Maint/Oper Service Agreements			8/4/2010
11-P0119146	2,424.00	WESTERN PACIFIC SVCS	Maint/Oper Service Agreements			8/4/2010
11-P0119147	16,275.00	RF MACDONALD CO	Maint/Oper Service Agreements			8/4/2010
11-P0119148	29,460.00	SO CAL SWEEPING	Maint/Oper Service Agreements	SP		8/4/2010
11-P0119149	415.00	SYSTEM ONE BUSINESS PRODUCTS	Maint Contract - Office Equip	SP		8/4/2010
* 11-P0119150	18,360.00	SO CAL SWEEPING	Maint/Oper Service Agreements	SP		8/4/2010
11-P0119151	4,400.00	OMEGA ELEVATOR CORP	Maint/Oper Service Agreements			8/4/2010
* 11-P0119152	3,075.62	XEROX CORP	Excess/Copies Usage			8/4/2010
* 11-P0119153	4,555.49	XEROX CORP	Excess/Copies Usage			8/4/2010
* 11-P0119154	4,424.99	XEROX CORP	Excess/Copies Usage			8/4/2010

Legend: \* = Multiple Accounts for this P O. SP = Special Project

5.24 (15)

5.24 (16)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0119155	4,555.49	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119156	4,555.49	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119157	4,555.49	XEROX CORP	Excess/Copies Useage			8/4/2010
11-P0119158	491.90	PITNEY BOWES	Lease Agreement - Equipment			8/4/2010
* 11-P0119159	8,061.03	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119160	3,460.69	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119161	10,934.33	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119162	5,338.49	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119163	369.32	XEROX CORP	Excess/Copies Useage			8/4/2010
* 11-P0119164	4,029.45	XEROX CORP	Excess/Copies Useage			8/4/2010
11-P0119166	1,650.00	OMEGA ELEVATOR CORP	Maint/Oper Service Agreements			8/4/2010
11-P0119169	5,975.00	ASH ENTERPRISES INT'L INC	Maint Contract - Other Equip			8/5/2010
11-P0119170	3,502.00	BOWEN TECHNOVATION	Maint Contract - Other Equip			8/5/2010
11-P0119171	632.50	COAST TO COAST BUSINESS	Maint Contract - Office Equip			8/5/2010
11-P0119172	41,212.80	WARE DISPOSAL CO INC	Trash Disposal	SP		8/5/2010
11-P0119173	493.00	PARACLETE FIRE AND SAFETY	Maint/Oper Service Agreements			8/5/2010

Grand Total: \$ 4,851,707.80

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM JULY 10, 2010 THROUGH AUGUST 6, 2010  
BOARD MEETING OF AUGUST 23, 2010**

P.O. #	Amount	Description	Department	Comment
11-P0015121	\$54,537.67	Miscellaneous children's furniture for Child Development Center at Santa Ana College	DO-Child Development Services	Received Quotations: 1) *Community Playthings 2) Kaplan 3) Defoe Furniture 4 Kids 4) Lakeshore Learning Materials *Successful Bidder
11-P0015142	\$16,226.41	Miscellaneous children's furniture for Child Development Center at Santa Ana College	DO-Child Development Services	Received Quotations: 1) *Defoe Furniture 4 Kids 2) Community Playthings 3) Kaplan 4) Lakeshore Learning Materials *Successful Bidder
11-P0015224	\$82,500.00	Blanket PO for investigative and research services including reimbursables to ensure appropriate close-out of projects through Division of State Architect (DSA)	DO-Business Operations/Fiscal Services	Board approved: June 21, 2010
11-P0015290	\$373,331.63	Olympus microscopes and components for the new Science Center at Santiago Canyon College	SCC-Biology	Bid #1157 Board approved: July 26, 2010
11-P0015303	\$40,418.82	Miscellaneous science equipment and supplies for the new Science Center at Santiago Canyon College	SCC-Science	Bid #1160 Board approved: July 26, 2010
11-P0015304	\$29,049.14	Miscellaneous science equipment and supplies for the new Science Center at Santiago Canyon College	SCC-Science	Bid #1160 Board approved: July 26, 2010
11-P0015312	\$31,291.08	Miscellaneous science equipment and supplies for the new Science Center at Santiago Canyon College	SCC-Science	Bid #1160 Board approved: July 26, 2010

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM JULY 10, 2010 THROUGH AUGUST 6, 2010  
BOARD MEETING OF AUGUST 23, 2010**

5.24 (18)

P.O. #	Amount	Description	Department	Comment
11-P0015313	\$21,236.71	Miscellaneous science equipment and supplies for the new Science Center at Santiago Canyon College	SCC-Science	Bid #1160 Board approved: July 26, 2010
11-P0015401	\$28,009.73	Audio Visual equipment for the Child Development Center at Santa Ana College	DO-Child Development Services	Received Quotations: 1) *Troxell Communications Inc 2) CCS Presentations 3) Global Presenter 4) Intelli-Tech 5) Comp-View 6) Western Audio Visual *Successful Bidder
11-P0015446	\$18,367.00	Subcontract agreement regarding Early Head Start partnership grant #09SA9091/01 (Year 1)	DO-Child Development Services	Board approved: February 22, 2010
11-P0015475	\$22,368.30	Replacement of 5KV main breaker at Santa Ana College	SAC- Maintenance & Operations	Received Quotations: 1) *Electro Industry 2) Academy Electric *Successful Bidder
11-P0119043	\$28,896.00	Continuation of existing lease of facilities for Santora building space at 207 N. Broadway, Ste. Q, Santa Ana, CA for 2010-2011 fiscal year	SAC-Human Services & Technology	Board approved: June 30, 2008
11-P0119045	\$64,155.00	Continuation of existing lease of facilities at 1510 N. Parton St, Santa Ana, CA for 2010-2011 fiscal year	DO-Child Development Services	Board approved: January 12, 2009
11-P0119046	\$311,080.00	Instructional agreement for basic skills training	CEC	Board approved: June 21, 2010
11-P0119047	\$82,820.00	Instructional agreement for vocational skills training	CEC	Board approved: June 21, 2010

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM JULY 10, 2010 THROUGH AUGUST 6, 2010  
BOARD MEETING OF AUGUST 23, 2010**

P.O. #	Amount	Description	Department	Comment
11-P0119048	\$34,838.80	Continuation of an existing 5-year lease of Xerox copier model D260XC	OEC-Publications	Leased from California Multiple Award Schedule (CMAS) Contract #3-01-36-0030A Board approved: July 31, 2006
11-P0119056	\$30,877.21	Continuation of an existing 5-year lease of Xerox copier model 4110CP	CEC-Duplication Center	Leased from California Multiple Award Schedule (CMAS) Contract #3-01-36-0030A Board approved: July 31, 2006
11-P0119060	\$64,271.64	Continuation of custodial services at the District office for 2010/11 fiscal year	DO-Construction and Support Services	Bid #1079 Board approved: May 27, 2008
11-P0119083	\$1,027,414.00	Vocational education and supplemental instruction for carpenter apprentices	SCC-Career Education	Board approved: May 24, 2010
11-P0119094	\$49,230.00	Vocational education and supplemental instruction for survey apprentices	SCC-Career Education	Board approved: May 24, 2010
11-P0119095	\$92,000.00	Vocational education and supplemental instruction for operating engineer apprentices	SCC-Career Education	Board approved: May 24, 2010
11-P0119097	\$139,276.00	Vocational education and supplemental instruction for electrical apprentices	SCC-Career Education	Board approved: May 24, 2010
11-P0119098	\$84,757.00	Vocational education and supplemental instruction for power lineman apprentices	SCC-Career Education	Board approved: May 24, 2010
11-P0119111	\$29,941.35	Continuation of custodial services at Digital Media Center for 2010/11 fiscal year	DMC	Bid #1079 Board approved: May 27, 2008
11-P0119121	\$17,997.19	Software support renewal for Voyager loyalty online library system	SAC-Library	Board approved: June 21, 2010

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM JULY 10, 2010 THROUGH AUGUST 6, 2010  
BOARD MEETING OF AUGUST 23, 2010**

5.24 (20)

P.O. #	Amount	Description	Department	Comment
11-P0119125	\$30,000.00	Instructional agreement for law enforcement training	OC-Sheriff's Regional Training Academy	Board approved: March 23, 2009
11-P0119126	\$110,000.00	Instructional agreement for information processing technician training and Sheriff's facility maintenance	OC-Sheriff's Regional Training Academy	Board approved: June 25, 2007
11-P0119128	\$20,000.00	Instructional agreement for advanced peace officer training	OC-Sheriff's Regional Training Academy	Board approved: June 30, 2008
11-P0119129	\$250,000.00	Instructional agreement for law enforcement training with the California Narcotic Officer Association	OC-Sheriff's Regional Training Academy	Board approved: October 26, 2009
11-P0119130	\$38,000.00	Instructional agreement for law enforcement explorer advisors association training	OC-Sheriff's Regional Training Academy	Board approved: December 11, 2006
11-P0119131	\$190,795.56	Continuation of an existing 5-year lease of Xerox copier model 6155PMC	OEC-Publications	Leased from California Multiple Award Schedule (CMAS) Contract #3-01-36-0030A Board approved: July 31, 2006
11-P0119140	\$25,000.00	Consulting services for recycling and disposal of hazardous materials for Santa Ana College	DO-Environmental Safety & Emergency Services	Board approved: June 21, 2010
11-P0119147	\$16,275.00	Annual inspection and tune-up services for Raypak, Teledyne Laars and Lochinvar boilers at Santa Ana College	SAC-Maintenance & Operations	Board approved: June 21, 2010
11-P0119148	\$29,460.00	Continuation of parking lot sweeping services at Santa Ana College, Digital Media Center and OC-Sheriff's Regional Training Academy	SAC-Maintenance & Operations	Bid #1082 Board approved: May 27, 2008

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM JULY 10, 2010 THROUGH AUGUST 6, 2010  
BOARD MEETING OF AUGUST 23, 2010**

P.O. #	Amount	Description	Department	Comment
11-P0119150	\$18,360.00	Continuation of parking lot sweeping services at Santiago Canyon College and SCC-Orange Education Center	SCC-Administrative Services	Bid #1082 Board approved: May 27, 2008
11-P0119172	\$41,212.80	Continuation of trash pick-up and disposal services at Santa Ana College, Santa Ana College-Child Development Center, Digital Media Center, OC-Sheriff's Regional Training Academy, Regional Fire Technology Center and Centennial Education Center	SAC-Maintenance & Operations	Bid #1013 Board approved: May 24, 2006

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

<b>To:</b> Board of Trustees	<b>Date:</b> August 23, 2010
<b>Re:</b> Accept Resignation/Appointment for the Measure E Citizens' Bond Oversight Committee	
<b>Action:</b> Request for Approval	

**BACKGROUND**

One of the requirements for bonds that are approved under the authority of Proposition 39 is the provision of a citizens' bond oversight committee, comprised of residents of the district who satisfy various categories of membership. The board approved the membership of the original committee in December of 2002 and acts upon the appointment, reappointment and reaffirmation of the committee each year.

**ANALYSIS**

In May 2010 Mr. Darin Woinarowicz submitted his letter of resignation from the Bond Oversight Committee as a new job opportunity has relocated him outside of the district. The Schools First Federal Credit Union has recommended Ms. Shelly Berryman, Director of Member Advocacy to replace Mr. Woinarowicz on the Bond Oversight Committee as the business representative. The term of the appointment is September 2010 through August 2012.

<b>Name</b>	<b>Membership Category</b>	<b>Recommended Action</b>
Darin Woinarowicz	Community at Large – SCC	Accept Resignation
Shelly Berryman	Business Representative	Appoint

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the resignation of Mr. Darin Woinarowicz and approve the appointment of Ms. Shelly Berryman to Citizens' Bond Oversight Committee as the business representative for a two year term as presented.

<b>Fiscal Impact:</b> None	<b>Board Date:</b> August 23, 2010
<b>Prepared by:</b> Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
<b>Submitted by:</b> Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
<b>Recommended by:</b> Raul Rodriguez, Ph.D., Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Five Year Construction Plan (2012-2016)	
Action:	Request for Approval	

**BACKGROUND**

In compliance with the California Community College Chancellor's Office Facilities Planning Manual, community college districts are required to submit on July 1<sup>st</sup> of each year all major capital projects (in excess of \$400,000) that they intend to construct over the next five (5) year period. All potential projects are to be included, regardless of funding source (i.e. state funding, special grants, district resources, local bonds, etc.). The Chancellor's Office has granted the District an extension to submit the Five Year Plan and IPP's/FPP's by September 1, 2010.

Each year the District has an opportunity to update its Five Year Construction Plan.

**ANALYSIS**

The District is resubmitting projects for State funding in its Five Year Construction Plan. A detailed list is attached showing the project location, estimated date of completion (occupancy) and potential source of funding.

In addition, the District is resubmitting a Final Project Proposal (FPP) for the state funding consideration of Russell Hall (Priority #10 at Santa Ana College. The District is also resubmitting a Final Project Proposal for state funding of the Student Services Center (Priority #11 at Santiago Canyon College.

For state funding consideration in 2013-14, the District is submitting Initial Project Proposals (IPP's) for the Fine and Performing Arts Complex Replacement at Santa Ana College and the Renovation of Building D at Santiago Canyon College.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the Five Year Construction Plan (2012-16) as presented.

Fiscal Impact:	Varies with each project	Board Date: August 23, 2010
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raul Rodriguez, Ph.D., Chancellor	

5.26 (2) Rancho Santiago Community College District  
2010 Five Year Construction Plan

Priority	Project	Site	Occupy	Status	Budget	Schedule for Completion
1	MAINTENANCE & OPERATIONS BUILDING	Santa Ana College	2009/2010	Locally Funded/Future Project	\$5,625,000	June 2010
2	MAINTENANCE & OPERATIONS BUILDING	Santiago Canyon College	2010/2011	Locally Funded/Future Project	\$6,000,000	November 2010
3	CHILD DEVELOPMENT CENTER	Santa Ana College	2010/2011	Locally Funded/Future Project	\$8,000,000	October 2010
4	CENTENNIAL EDUC. CTR. RENOVATION	Santa Ana College	2010/2011	Locally Funded/Future Project	\$2,500,000	September 2010
5	RENOVATION OF ATHLETIC FIELDS	Santa Ana College	2010/2011	Locally Funded/Future Project	\$3,554,000	December 2010
6	HUMANITIES BUILDING	Santiago Canyon College	2012/2013	Locally Funded/Future Project	\$39,128,950	February 2012
7	GYMNASIUM & PHYSICAL EDUCATION FACILITY	Santiago Canyon College	2012/2013	Locally Funded/Future Project	\$21,000,000	October 2010
8	SCIENCE BUILDING	Santa Ana College	2014/2015	FPP-Approved	\$47,038,000	2011/2012
9	FINE AND PERFORMING ARTS CENTER	Santiago Canyon College	2014/2015	FPP-Approved	\$41,347,000	2014/2015
10	RUSSELL HALL REPLACEMENT	Santa Ana College	2016/2017	FPP-Submitted	\$33,666,000	2016/2017
11	STUDENT SERVICES BUILDING	Santiago Canyon College	2016/2017	FPP-Submitted	\$21,780,000	2016/2017
12	FINE AND PERFORMING ARTS COMPLEX REPLACEMENT	Santa Ana College	2017/2018	IPP-Preparing	tbd	2017/2018
13	BUILDING D RENOVATION	Santiago Canyon College	2017/2018	IPP-Preparing	tbd	2017/2018
14	PARKING STRUCTURE	Santa Ana College	2017/2018	Locally Funded/Future Project	\$20,841,975	2017/2018

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Educational Services

To:	Board of Trustees	Date: August 23, 2010
Re:	Resource Development Items for 2010/11 Categorical Programs	
Action:	Approval of Resource Development Items	

**ANALYSIS**

Items for the following categorical programs for FY 2010/2011 have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
<p>1. Job Tech Center – Green Economy Training (DO) Sub-award from the Santa Ana Workforce Investment Board of a Department of Labor grant to provide “green” job training. RSCCD’s Corporate Training Institute (formerly, the Workplace Learning Resource Center) will provide skill assessment, basic skills development, and training in computer literacy, solar panel installation, and water treatment/water distribution. (10/11)</p>	7/1/10	\$201,648
<p>2. SBDC - Latino Training Assistance Program (TAP) - (DO) Grant award from Wells Fargo Bank for the SBDC to provide assistance to Orange County Latino business owners and entrepreneurs, targeting the low-to-moderate income brackets. (10/11)</p>	6/22/10	\$50,000
<p>3. Saint Joseph Hospital – Clinical Training (SAC) Funds from St. Joseph Hospital to establish an educational and clinical training site at the hospital and to increase the number of students in SAC’s nursing program. (10/11)</p>	7/1/10	\$117,464
<p>4. USDA – Partnerships for Transfer Success Program (PTSP) (SAC). Grant award from the U.S. Department of Agriculture to provide services (counseling, internships, field trips, scholarships) for USDA-related majors to increase the number of students who graduate and transfer to four-year programs in USDA-related fields of study. (10/11)</p>	8/1/10	\$290,000

**RECOMMENDATION**

It is recommended that these items be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$659,112	Board Date: August 23, 2010
Item Prepared by: Sarah Santoyo, Director of Grants/Resource Development	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Dr. Raúl Rodriguez, Chancellor	

**SPECIAL PROJECT DETAILED BUDGET #1XXX**  
**NAME: Job Tech Center - Green Economy Training**  
**FISCAL YEAR: 2010/2011**

CONTRACT TERM: 8/1/10 - 6/30/10  
 CONTRACT AMOUNT: \$201,648  
 Subaward: Santa Ana WIB DOL Grant

PROJ ADM: Enrique Perez  
 PROJ DIR: Ruth Cossio-Muniz  
 DATE: 8/12/10

Account String	Description	Debit	Credit
12-1xxx-000000-50000-8199	Other Federal Revenues		201,648
<b>TOP CODE 689000 - Other Com Svcs</b>			
12-1xxx-689000-53360-2130	Classified - Contract: <i>lab tech, admin clerk</i>	28,117	
12-1xxx-689000-53360-2310	Classified - Ongoing	0	
12-1xxx-689000-53360-2320	Classified - ST: <i>inter clerk &amp; proctor</i>	21,267	
12-1xxx-689000-53360-3215	PERS - Non-Instructional	3,010	
12-1xxx-689000-53360-3315	OASDHI - Non-Instructional	1,743	
12-1xxx-689000-53360-3325	Medicare - Non-Instructional	716	
12-1xxx-689000-53360-3335	PARS - Non-Instructional	276	
12-1xxx-689000-53360-3415	Health & Welfare - Non-Instructional	4,118	
12-1xxx-689000-53360-3435	H & W Ret Fnd - Non-Instructional	494	
12-1xxx-689000-53360-3515	SUI - Non-Instructional	3,457	
12-1xxx-689000-53360-3615	WCI - Non-Instructional	1,086	
12-1xxx-689000-53360-3915	Other Benefits - Non-Instructional	125	
<b>TOP CODE 701000 - Contract Education</b>			
12-1xxx-701000-53360-1310	Instructor PT: <i>water, solar, computer lit</i>	41,977	
12-1xxx-701000-53360-1313	Instructor Beyond Contract	0	
12-1xxx-701000-53360-1480	Instructor PT - Other Reassigned: <i>water</i>	4,401	
12-1xxx-701000-53360-1483	Instructor Beyond Contract - Other Reassig	0	
12-1xxx-701000-53360-3111	STRS - Instructional	3,463	
12-1xxx-701000-53360-3115	STRS - Non-Instructional	363	
12-1xxx-701000-53360-3321	Medicare - Instructional	609	
12-1xxx-701000-53360-3325	Medicare - Non-Instructional	64	
12-1xxx-701000-53360-3431	H & W Ret Fnd - Instructional	420	
12-1xxx-701000-53360-3435	H & W Ret Fnd - Non-Instructional	44	
12-1xxx-701000-53360-3511	SUI - Instructional	294	
12-1xxx-701000-53360-3515	SUI - Non-Instructional	31	
12-1xxx-701000-53360-3611	WCI - Instructional	923	
12-1xxx-701000-53360-3615	WCI - Non-Instructional	97	
12-1xxx-701000-53360-4210	Textbooks: <i>water and solar classes</i>	11,000	
12-1xxx-701000-53360-4310	Supplies - Instructional	26,000	
12-1xxx-701000-53360-4610	Supplies - Non-Instructional	3,500	
12-1xxx-701000-53360-5100	Contracted Services: <i>assessment/KeyTrain</i>	26,214	
12-1xxx-701000-53360-5940	Printing/Reproduction	8,236	
<b>TOP CODE 672000 - Fiscal Operations</b>			
12-1xxx-672000-50000-5865	Indirect (5%)	9,602	
		201,648	201,648

**SPECIAL PROJECT DETAILED BUDGET # 3750**  
**NAME: SBDC - LATINO TECHNICAL ASSISTANCE PROGRAM (LTAP)**  
**FISCAL YEAR: 2010/2011**

CONTRACT PERIOD:  
 CONTRACT INCOME: \$50,000  
 CFDA #: N/A

PROJ. ADM. E. PEREZ  
 PROJ. DIR. L. MOZAFFARI

DATE: 08/16/10

<b>Date/ String</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
12-3665-000000-50000-8831	Contract Instructional Services - District Operations		50,000
12-3665-672000-50000-5865	Indirect Costs : District O	1,923	
12-3665-684000-53410-2320	Classified Employees - Hour	34,830	
12-3665-684000-53410-3215	PERS - Non-Instructional :	3,725	
12-3665-684000-53410-3315	OASDHI - Non-Instructional	2,159	
12-3665-684000-53410-3325	Medicare - Non-Instructiona	505	
12-3665-684000-53410-3435	H & W - Retiree Fund Non-In	348	
12-3665-684000-53410-3515	SUI - Non-Instructional : S	244	
12-3665-684000-53410-3615	WCI - Non-Instructional : S	766	
12-3665-684000-53410-5100	Contracted Services : Small	2,500	
12-3665-684000-53410-5800	Advertising : Small Busines	3,000	
	<b>Total</b>	<b>50,000</b>	<b>50,000</b>

President's Approval:  
 Prepared by: Maria Gil

Board Approved: 8/23/10  
 Accountant: Melissa Tran

**SPECIAL PROJECT DETAILED BUDGET #3710**  
**NAME: Saint Joseph Hospital Clinical Training Grant**  
**FISCAL YEAR: 2010/2011**

Contract Term: 7/1/10 - 6/30/12  
 Contract Amount: \$117,464

PROJ ADMIN: Carol Comeau  
 PROJ DIR: Becky Miller  
 DATE: 8/10/10

Account String	Description	Amount	Code
12-3710-000000-10000-8891	Other Local Rev Spec Project		117,464
12-3710-123010-16640-1110	Contract Instructors : Nur	60,602	
12-3710-123010-16640-1310	Part-Time Instructors : Nur	10,493	
12-3710-123010-16640-3111	STRS - Instructional : Nurs	5,866	
12-3710-123010-16640-3321	Medicare - Instructional :	1,049	
12-3710-123010-16640-3411	H & W - Instructional : Nur	7,932	
12-3710-123010-16640-3431	H & W - Retiree Fund Inst :	724	
12-3710-123010-16640-3511	SUI - Instructional : Nursi	506	
12-3710-123010-16640-3611	WCI - Instructional : Nursi	1,592	
12-3710-123010-16640-3911	Other Benefits - Instructio	1,250	
12-3710-649000-16640-2310	Classified Employees - Ongo	22,452	
12-3710-649000-16640-3215	PERS - Non-Instructional :	2,404	
12-3710-649000-16640-3315	OASDHI - Non-Instructional	1,392	
12-3710-649000-16640-3325	Medicare - Non-Instructiona	326	
12-3710-649000-16640-3435	H & W - Retiree Fund Non-In	225	
12-3710-649000-16640-3515	SUI - Non-Instructional : N	157	
12-3710-649000-16640-3615	WCI - Non-instructional : N	494	
Totals for PROJECT: 3710		117,464	117,464

President's Approval:  
 Prepared by: Sarah Santoyo  
 6.1 (4)

Board Approved: 8/23/10  
 Accountant: Jojo Penning

**SPECIAL PROJECT DETAILED BUDGET #17XX**

**NAME: USDA Partnership for Transfer Success Program (PTSP) II**

**FISCAL YEAR: 2010/2011**

**CONTRACT TERM: 8/1/10 - 7/31/13**  
**CONTRACT AWARD: \$290,000**  
**CFDA Number: 10.223**

**PROJ ADM: Micki Bryant**  
**PROJ DIR: Martha Vargas**  
**Date: 8/10/10**

Account Number	Description	Amount	Grade
12-1720-000000-10000-8190	Other Federal Revenues-Capi		234,445
12-1720-000000-50000-8190	Other Federal Revenues-Capi		15,555
<b>GRANT FUNDS</b>			
12-1720-493010-15320-1310	Part-Time Instructor	0	
12-1720-493010-15320-1313	Beyond Contract Instructor	6,467	
12-1720-493010-15320-3111	STRS - Instructional	534	
12-1720-493010-15320-3321	Medicare - Instructional	94	
12-1720-493010-15320-3411	H & W Ret Fnd - Instructional	65	
12-1720-493010-15320-3511	SUI - Instructional	45	
12-1720-493010-15320-3611	WCI - Instructional	142	
<b>TOP CATEGORY TOTALS</b>			
12-1720-633000-15350-1433	Beyond Contract - Counselor	5,760	
12-1720-633000-15350-1434	Int/Sum Beyond Contr-Course	0	
12-1720-633000-15350-1435	Int/Sum - Counselors,Part-T	0	
12-1720-633000-15350-2310	Classified Employees - Ongo	108,816	
12-1720-633000-15350-2320	Classified Employees - Hour	19,553	
12-1720-633000-15350-2340	Student Assistants - Hourly		
12-1720-633000-15350-3115	STRS - Non-Instructional :	475	
12-1720-633000-15350-3215	PERS - Non-Instructional :	10,817	
12-1720-633000-15350-3315	OASDHI - Non-Instructional	5,913	
12-1720-633000-15350-3325	Medicare - Non-Instructiona	1,945	
12-1720-633000-15350-3335	PARS - Non-Instructional :	254	
12-1720-633000-15350-3435	H & W - Retiree Fund Non-In	1,341	
12-1720-633000-15350-3515	SUI - Non-Instructional : T	939	
12-1720-633000-15350-3615	WCI - Non-Instructional : T	2,951	
12-1720-633000-15350-4610	Non-Instructional Supplies	636	
12-1720-633000-15350-5100	Contracted Services : Trans	6,000	
12-1720-633000-15350-5905	Other Participant Travel Ex	1,800	
12-1720-633000-15350-5940	Reproduction/Printing Expen	0	
12-1720-633000-15350-5966	Transportation - Student :	3,000	
<b>TOP CATEGORY TOTALS - Student Development</b>			
12-1720-602000-15350-1480	Part-Time Reassigned Time :	4,311	
12-1720-602000-15350-3115	STRS - Non-Instructional :	356	
12-1720-602000-15350-3325	Medicare - Non-Instructiona	63	
12-1720-602000-15350-3435	H & W - Retiree Fund Non-In	43	
12-1720-602000-15350-3515	SUI - Non-Instructional : T	30	
12-1720-602000-15350-3615	WCI - Non-Instructional : T	95	
<b>TOP CATEGORY TOTALS - Student</b>			
12-1720-675000-15350-5210	Conference Expenses : Trans	12,000	
<b>TOP CATEGORY TOTALS - All</b>			
12-1720-732000-15350-7610	Books Paid for Students : T	0	
12-1720-732000-15350-7620	Fees Paid for Students : Tr	0	
12-1720-732000-15350-7650	Stipends Paid to Students :	40,000	

President Approval:  
 Prepared by: Sarah Santoyo

Board Approved: 8/23/10  
 Accountant: Dolores (Dolly) Paguirigan

**SPECIAL PROJECT DETAILED BUDGET #17XX**  
**NAME: USDA Parntership for Transfer Success Program (PTSP) II**  
**FISCAL YEAR: 2010/2011**

**CONTRACT TERM: 8/1/10 - 7/31/13**  
**CONTRACT AWARD: \$290,000**  
**CFDA Number: 10.223**

**PROJ ADM: Micki Bryant**  
**PROJ DIR: Martha Vargas**  
**Date: 8/10/10**

TOTAL BUDGET		234,445	
12-1720-672000-50000-5865	Indirect Costs : District O	15,555	
TOTAL INDIRECT COSTS		15,555	
TOTAL BUDGET		234,445	234,445
<b>SCHOLARSHIPS</b>			
74-1720-000000-10000-8190	Other Federal Revenues-Capi		40,000
74-1720-732000-19405-7590	Student Scholarships : Fina	40,000	
TOTAL SCHOLARSHIPS		40,000	40,000

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Educational Services**

<b>To:</b> Board of Trustees	<b>Date:</b> August 23, 2010
<b>Re:</b> Subcontract Agreement (DO-10-013) between RSCCD and Central County Regional Occupational Program (CCROP) for the 2009/2012 Workforce Innovation Partnership Grant	
<b>Action:</b> Approval of Subcontract Agreement	

**BACKGROUND**

In May 2010, RSCCD was awarded a second *Career Technical Education (CTE) Community Collaborative- Workforce Innovation Partnership Grant*, from the California Community Colleges Chancellor's Office. RSCCD will serve as the fiscal agent and Central County Regional Occupational Program (CCROP) will implement the DREAM (Design, Rapid Technologies, Engineering, Art and Manufacturing) Project to introduce students to STEM careers in the Manufacturing and Product Development Sector, and to develop a sequenced pathway leading to GIS Certification for 7<sup>th</sup>-12<sup>th</sup> graders.

**ANALYSIS**

A subagreement outlining the terms of the project has been created.

Amount of grant funds: \$144,231

Term of the grant: 5/1/10 – 1/31/12

Matching: CCROP will provide the 10% match required for the project, \$15,000

**RECOMMENDATION**

It is recommended that the subcontract agreement be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to sign the subcontract agreement.

<b>Fiscal Impact:</b> \$144,231	<b>Board Date:</b> August 23, 2010
<b>Prepared by:</b> Sarah Santoyo, Director of Grants	
<b>Submitted by:</b> Enrique Perez, Assistant Vice Chancellor of Educational Services	
<b>Recommended by:</b> Dr. Raúl Rodriguez, Chancellor	

**GRANT SUB-AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
CENTRAL COUNTY REGIONAL OCCUPATIONAL PROGRAM**

This Agreement (hereinafter "Agreement") is entered into between Rancho Santiago Community College District (hereinafter "RSCCD") and the Central County Regional Occupational Program (hereinafter "CCROP").

WHEREAS, RSCCD was awarded a "Career Technical Education Pathways Initiative – Workforce Innovation Partnership" grant, (hereinafter "Grant"), Grant #09-142-870, from the California Community Colleges Chancellor's Office, Economic and Workforce Development Career Technical Education Division, to implement the "DREAM (Design, Rapid Technologies, Engineering, Art and Manufacturing) Project" (hereinafter "Project") to introduce students to STEM careers in the Manufacturing and Product Development Sector, and to develop a sequenced pathway leading to GIS Certification for 7<sup>th</sup>-12<sup>th</sup> graders.

WHEREAS, CCROP has agreed to participate in the purpose of this Grant, and

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees,

NOW, THEREFORE the RSCCD and CCROP do covenant and agree as follows:

**ARTICLE I**

1. **Statement of Work**  
CCROP will implement the Project as described in the Grant proposal (*Exhibit A*).
2. **Period of Performance**  
The period of performance for this Agreement shall be from May 1, 2010 through January 31, 2012.
3. **Total Cost**  
The total cost to RSCCD for the performance of this Agreement shall not exceed \$144,231, of which \$138,684 consists of direct costs and \$5,547 consists of indirect costs of 4%, to be paid in accordance with the terms set forth in Article I.5. CCROP agrees to provide matching funds in the amount of \$15,000 and to submit documentation of that match to RSCCD.
4. **Reporting**  
CCROP is responsible for completion and submission of the Quarterly Year-To-Date Expenditure Reports, Quarterly Progress Reports, according to the following schedule: October 31, January 31, April 30, and July 31<sup>st</sup>. The Final Expenditure and Narrative Summary Reports are due February 29, 2012.

5. Payment

For payment, submit a complete and detailed invoice form that references the contract number, purchase order number, and grant number and title to the following address:

Rancho Santiago Community College District

ATTN: Accounting

2323 N. Broadway

Santa Ana, CA 92706

6. Amendments to Project Activities or the Budget

An amendment of this Agreement is required when CCROP wants to make changes that would affect the outcomes of the Project, the total dollar amount of the Grant, and/or that would add or delete budget categories. The request must be submitted to RSCCD prior to making the desired alteration in the performance or expenditures of the Project. Requests for amendments should be received no later than 75 days before the end of the performance period.

7. Record Keeping

CCROP agrees to maintain such records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

8. Audit

CCROP agrees that RSCCD, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. CCROP agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, CCROP agrees to include a similar right of RSCCD, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

9. Mutual Indemnification

Both parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence of the non-indemnifying party or any of its agents or employees.

10. Subcontracts

Based on the California Community Colleges Chancellor's Office Legal Terms and Conditions, Article II.11, CCROP is prohibited from creating any third or subsequent tier subcontracts without written approval by RSCCD. The approval process is as follows:

submit a copy of the subcontract to RSCCD for review and RSCCD will contact the Project Monitor for approval. CCROP will be notified in writing regarding approval, and after notice is received shall act accordingly.

**11. Notices**

All notices, reports and correspondence between the parties hereto respecting this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

Rancho Santiago Community College District  
Gustavo Chamorro  
2323 N. Broadway, Ste. 350  
Santa Ana, CA 92706-1640  
(714) 241-5810  
chamorro\_gustavo@rsccd.edu

Central County Regional Occupational Program  
Diana Schneider  
2323 N. Broadway, Ste. 301  
Santa Ana, CA 92706  
(714) 966-35321

**12. Product Dissemination**

Any products developed as a result of the Grant must be made available to the project monitor upon request and posted to a website location to be determined by the Chancellor's Office. All products of and references to the project shall include the phrase, "funded in part by Rancho Santiago Community College District through a CTE Pathways Initiative grant from the California Community Colleges Chancellor's Office."

**13. Surveys**

If this Grant involves a survey of community college faculty, staff, students, or administrators, CCROP shall ensure that the survey is developed, administered, tabulated, and summarized by a survey evaluator/specialist. Surveys shall conform to project goals, shall minimize the burden on the group being surveyed, and shall not collect data already available to the CCROP from the Chancellor's Office or another source.

**ARTICLE II**

**1. Legal Terms and Conditions**

Both parties, RSCCD and CCROP, will implement the project according to the Legal Terms and Conditions of the Grant, which consist of the completed online application (Exhibit A), the RFA Specification (Exhibit C), the Grant Agreement face sheet (Exhibit A), and the Grant Agreement Legal Terms and Conditions (Exhibit D).

This Agreement represents the entire understanding of RSCCD and CCROP with respect to the subject matter. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the Parties hereto.

**RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT**

**CENTRAL COUNTY REGIONAL  
OCCUPATIONAL PROGRAM**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Peter J. Hardash

Name: \_\_\_\_\_

Vice Chancellor

Title: Business Operations/Fiscal Services

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

## Educational Services

To: Board of Trustees	Date: August 23, 2010
Re: Approval of 3 <sup>rd</sup> Amendment to Subcontract Agreement (DO-09-006) between RSCCD and Central County ROP	
Action: Request for Approval	

**BACKGROUND**

In February 2009, RSCCD was awarded the *Career Technical Education (CTE) Community Collaborative- Workforce Innovation Partnership Grant*, from the California Community Colleges Chancellor's Office. RSCCD serves as the fiscal agent and Central County Regional Occupational Program (CCROP) implements Project GreenSTEM, which introduces students to GIS and STEM (science, technology, engineering, and math) careers in the Energy and Utilities Sector, and develops a sequenced pathway leading to GIS Certification for 7<sup>th</sup>-12<sup>th</sup> graders.

**ANALYSIS**

As the entire grant amount of \$250,000 was listed in the initial subagreement, the 1<sup>st</sup> amendment to the subcontract agreement was created to reduce the amount of the subagreement to reflect the funds that RSCCD retains as the fiscal agent: \$8,000. However, the amount was incorrect, and needs to be amended to \$9,615, which is equivalent to the grant's 4% indirect cost limit. The 3<sup>rd</sup> amendment has been created to correct the amount of the subagreement to \$240,385 (i.e., \$250,000 - \$9,615).

**RECOMMENDATION**

It is recommended that the amendment to the subcontract agreement be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to sign the subcontract agreement.

Fiscal Impact: Reduce amount of subaward to CCROP	Board Date: August 23, 2010
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Dr. Raúl Rodriguez, Chancellor	

**THIRD AMENDMENT TO AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT AND  
CENTRAL COUNTY REGIONAL OCCUPATIONAL PROGRAM**

THIS THIRD AMENDMENT is entered into this 23rd day of August 2010 by and between Rancho Santiago Community College District, hereinafter referred to as "RSCCD", and Central County Regional Occupational Program, hereinafter referred to as "CCROP", to amend that certain Agreement between the parties which commenced on February 1, 2009 and pertains to the grant the RSCCD received entitled Career Technical Education Pathways Initiative – Workforce Innovation Partnership Grant (Grant No. 08-142-870) from the California Community Colleges Chancellor's Office, Economic and Workforce Development Career Technical Education Division, to implement "Project Green STEM" (hereinafter "Project") to introduce students to GIS and STEM careers in the Energy and Utilities Sector, and to develop a sequenced pathway leading to GIS Certification for 7<sup>th</sup> – 12<sup>th</sup> graders.

WHEREAS, the parties desire to amend the Total Cost of the Agreement.

NOW THEREFORE, it is mutually agreed as follows:

1. Paragraph 3, under "Total Cost", page 1, of the Agreement is amended to read as follows: The total cost to CCROP for the performance of this Agreement shall not exceed \$240,385, of which \$231,139 consists of direct costs and \$9,246 consists of indirect costs at 4%, to be paid in accordance with the terms set forth in Article I.5. CCROP agrees to provide matching funds in the amount of \$25,000 and to submit documentation of that match to RSCCD.

Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this Third Amendment, remain unchanged.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this THIRD Amendment to Agreement to be executed as of this 23rd day of August, 2010.

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

CENTRAL COUNTY REGIONAL  
OCCUPATIONAL PROGRAM

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Peter J. Hardash

Name: \_\_\_\_\_

Vice Chancellor

Title: Business Operational/Fiscal Services

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

(Board of Trustees)

To:	Board of Trustees	Date: August 23, 2010
Re:	Approval of Appointment to Community College League of California (CCLC) Advisory Committee on Legislation (ACL)	
Action:	Request for Action	

**BACKGROUND**

The Community College League of California Legislative Office is requesting John Hanna to serve as a member of the Advisory Committee on Legislation for the 2010-2011 calendar year. Trustee Hanna has served as a member of this committee since the 2005-2006 calendar year.

**ANALYSIS**

Trustee Hanna is interested in continuing his membership on the Advisory Committee on Legislation.

**RECOMMENDATION**

It is requested that the board approve Trustee Hanna's appointment to the Community College League of California (CCLC) Advisory Committee on Legislation during the 2010-2011 calendar year.

Fiscal Impact: None	Board Date: August 23, 2010
Prepared by: Anita Lucarelli, Executive Assistant to the Board	
Submitted by: Anita Lucarelli, Executive Assistant to the Board	
Recommended by: John Hanna, Member, Board of Trustees	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Public Affairs & Governmental Relations**

To: Board of Trustees	Date: August 23, 2010
Re: Appointment of a RSCCD Community Representative (2010-11) to the Orange County Community Colleges Legislative Task Force (OCLTF)	
Action: Request for Action	

**BACKGROUND**

The Orange County Community Colleges Legislative Task Force consists of representatives from the four Orange County community college districts.

**ANALYSIS**

The Legislative Task Force will convene its 201-11 year with a September meeting at Coast Community College District.

**RECOMMENDATION**

It is recommended that the Board select a community representative to serve on the 2010-11 task force.

Fiscal Impact: None	Board Date: August 23, 2010
Prepared by: Laurie Weidner, Executive Director, Public Affairs & Governmental Relations	
Submitted by: Raúl Rodriguez, Ph.D., Chancellor	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	