

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, June 20, 2011
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

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Administration of Oath of Allegiance to Andrew Hanson, 2011-2012 Student Trustee

1.4 Approval of Additions or Corrections to Agenda

Action

1.5 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.

1.6 Informational Presentation by County of Orange Treasurer-Tax Collector Shari L. Freidenrich

1.7 Approval of Minutes – Regular meeting of May 23, 2011

Action

1.8 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.

1.9 Public Hearing – 2011-2012 Tentative Budget

1.10 Public Hearing – State Categorical Program Flexibility Transfer per AB1610

1.11 Public Hearing – Faculty Association of Rancho Santiago Community College District 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

- 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 Informational Presentation on the Budget

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. Full-time Faculty
- b. Part-time Faculty
- c. Classified Staff
- d. Student Workers
- e. Professional Experts
- f. Educational Administrator Appointments
 - (1) Vice President
 - (2) Dean

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. Liability Claim (pursuant to Government Code Section 54956.95)
a. #10-6202011DM
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
a. Chancellor

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 Interim 2011-2012 Cabinet Salary Schedule
- Approval of Interim 2011-2012 Management Salary Schedule
- Approval of Appointments
- Approval of Interim to Permanent Assignments
- Approval of Interim Assignments
- Approval of Emergency Employment of Retired STRS Members
- Approval of Revised Permanent 2010-2011 FARSCCD 175 Day Contract Salary Schedules
- Approval of Revised Permanent 2010-2011 FARSCCD 192 Day Contract Salary Schedules
- Approval of Revised Permanent 2010-2011 FARSCCD 225 Day Contract Salary Schedules
- Approval of Revised Permanent 2010-2011 FARSCCD Summer Credit Salary Schedule A
- Approval of Revised Permanent 2010-2011 FARSCCD Summer Non-credit Salary Schedule C
- Approval of Interim 2011-2012 FARSCCD 175 Day Contract Salary Schedules

3.1 Management/Academic Personnel – (cont.)

- Approval of Interim 2011-2012 FARSCCD 192 Day Contract Salary Schedules
- Approval of Interim 2011-2012 FARSCCD 225 Day Contract Salary Schedules
- Approval of Interim 2011-2012 FARSCCD Summer Credit Salary Schedule A
- Approval of Interim 2011-2012 FARSCCD Part-time/Beyond Contract Salary Schedule B
- Approval of Interim 2011-2012 FARSCCD Summer Non-credit Salary Schedule C
- Approval of Interim 2011-2012 CEFA Part-time Salary Schedules
- Approval of Interim 2011-2012 CDCTA Full-time Contract Salary Schedules
- Approval of Interim 2011-2012 CDCTA Hourly Salary Schedules
- Approval of Adjusted Effective Dates for Appointments
- Approval of Adjusted Effective Dates for Retreat to Faculty Assignments and Final Salary Placements
- Approval of Adjusted STRS Reduced Workload Agreements
- Approval of Leaves of Absence
- Approval of Adjusted Effective Dates for Leaves of Absence
- Approval of 2010-2011 Contract Extension Days
- Approval of 2010-2011 Additional Contract Extension Days
- Approval of Adjusted Beyond Contract/Overload Rates Due to Change of Classifications
- Approval of Stipends
- Approval of Adjusted Stipends
- Approval of Part-time/Hourly Hires/Rehires

3.2 Classified Personnel

Action

- Approval of 2011-2012 CSEA Interim Salary Schedules
- Approval of New Appointments
- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Changes in Positions
- Approval of Voluntary Furloughs
- Approval of Leaves of Absence
- Rescission of Ratification of Resignations/Retirements
- Approval of New Appointments
- Ratification of Resignations/Retirements
- Rescission of Notice of Layoffs
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters
- Approval of Volunteers
- Approval of Student Assistant Lists

- 3.3 Rejection of Claim Action
The district's legal counsel recommends the board authorize the chancellor or his designee to reject claim #10-6202011DM.
- 3.4 Approval of Fringe Benefit Providers for Fiscal year 2011-2012 Action
The administration recommends the approval of the renewal of these Insurance programs at the negotiated rates and authorization be given to the chancellor or his designee to enter into the appropriate agreements with the recommended insurance providers for 2011-2012 fiscal year.
- 3.5 Approval of Employee Calendar 2011-2012 Action
The administration recommends approval of the 2011-2012 employee calendar.

4.0 INSTRUCTION

- *4.1 Approval of SAC Associate in Arts in Communication Studies Degree for Transfer (AA-T), Associate in Arts in Psychology Degree for Transfer (AA-T), Associate in Arts in Sociology Degree for Transfer (AA-T) Action
The administration recommends approval of the proposed programs as required by the California Community Colleges Chancellor's Office.
- *4.2 Approval of New OTA Agreement – Temecula Valley Therapy Services Action
The administration recommends approval of this agreement with Temecula Valley Therapy Services in Temecula, California.
- *4.3 Approval of New OTA Agreement – Centre for Neuro Skills Action
The administration recommends approval of this agreement with Centre for Neuro Skills in Bakersfield, California.
- *4.4 Approval of New OTA Agreement – Rancho Physical Therapy Action
The administration recommends approval of this agreement with Rancho Physical Therapy in Murrieta, California.
- *4.5 Approval of New OTA Agreement – Advanced Therapy Center Action
The administration recommends approval of this agreement with Advanced Therapy Center in Torrance, California.
- *4.6 Approval of California/Nevada Training Trust Master Cost Agreement Action
The administration recommends approval of the contract with the California/Nevada Training Trust for 2011-2012 as presented.
- *4.7 Approval of Electrical Training Trust Master Cost Agreement Action
The administration recommends approval of the contract with the Electrical Training Trust for 2011-2012 as presented.

* Item is included on the Consent Calendar, Item 1.8.

- *4.8 Approval of Operating Engineers Training Trust Master Cost Agreement Action
The administration recommends approval of the contract with the Operating Engineers Training Trust for 2011-2012 as presented.
- *4.9 Approval of Southern California Surveyors Master Cost Agreement Action
The administration recommends approval of the contract with the Southern California Surveyors for 2011-2012 as presented.
- *4.10 Approval of Southwest Carpenters Training Fund and Southern California JATC Master Cost Agreement Action
The administration recommends approval of the contract with the Southwest Carpenters Training Fund/Southern California JATC for 2011-2012 as presented.
- *4.11 Approval of JTS Services Lease Agreement Action
The administration recommends approval of the contract with JTS Services for 2011-2012 as presented.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Approval of Budget Transfers and Budget Increases/Decreases Action
The administration recommends approval of budget transfers, increases, and decreases during the month of May 2011.
- *5.3 Approval of Agreement with HMC Architects to Provide Professional Planning Services Action
The administration recommends approval of the agreement with HMC Architects to provide professional planning services as presented.
- *5.4 Approval of Consulting Services Agreement – Facilities Planning & Program Services, Inc. Action
The administration recommends approval of the consulting services Agreement for Facilities Planning & Program Services, Inc., as presented through June 30, 2012.
- *5.5 Approval of State Categorical Program Flexibility Transfer per AB1610 Action
The administration recommends approval of the State Categorical Flexibility Transfer request per AB1610 as presented.
- *5.6 Approval of 2011-2012 Tentative Budget Action
The administration recommends approval of the 2011-2012 Tentative Budget as presented.

- *5.7 Approval Awarding Bid #1178 – Parking Lots #7, #9, and #11 and Street Improvements at Santa Ana College (SAC) Action
The administration recommends approval of awarding Bid #1178 for parking lots and street improvements at SAC to Ben’s Asphalt, Inc., as presented.
- *5.8 Approval of Environmental Consultant Services – Addendum to Environmental Impact Report (EIR) for Santa Ana College Action
The administration recommends approval of an agreement with LSA Associates, Inc., in the amount of \$34,660 to provide environmental consultant services for the preparation of an addendum to the Santa Ana College EIR as presented.
- *5.9 Approval of Change Order #1 for Bid #1172 for Demolition of Church/Child Development Center at Santa Ana College Action
The administration recommends approval of change order #1 for Bid #1172 for Miller Environmental, Inc., for demolition of the church/Child Development Center at SAC as presented.
- *5.10 Approval of Tender Agreement for Completion of Work Originally Contracted to Sierra Landscape Company, Inc., for Humanities Building, Athletic/Aquatic Complex, Santiago Canyon Entry and Parking Lot, Chapman Entry and Roadway, and Loop Road Extension Projects at Santiago Canyon College (SCC) to Great American Insurance Company Action
The administration recommends approval of the Tender Agreement for completion of work originally contracted to Tidwell Concrete Construction, Inc., for Bid #1134 awarded on March 22, 2010, to Great American Insurance Company as presented.
- *5.11 Adoption of Resolution No. 11-23 for Completion of Work Originally Contracted to Sierra Landscape Company, Inc., for Humanities Building, Athletic/Aquatic Complex, Santiago Canyon Entry and Parking Lot, Chapman Entry and Roadway, and Loop Road Extension Projects at Santiago Canyon College to Great American Insurance Company Action
The administration recommends adoption of Resolution No. 11-23 for the completion of work originally contracted to Sierra Landscape Co., Inc., for Bid #1134 awarded on March 22, 2010, as presented.
- *5.12 Adoption of Resolution No. 11-21 for Plumbing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration and District Construction’s legal counsel recommends adoption of Resolution No. 11-21 for Interpipe Contracting, Inc., for Bid #1140 for plumbing for the Athletic/Aquatic complex at SCC as presented.

- *5.13 Adoption of Resolution No. 11-22 for Interior Systems for Science Building at Santiago Canyon College Action
The administration and District Construction's legal counsel recommends adoption of Resolution No. 11-22 for Angeles Contractor, Inc., for Bid #1058 for interior systems for the science building at SCC as presented.
- *5.14 Approval of Consulting Services for Maintenance & Operations Building at Santiago Canyon College Action
The administration recommends approval of an agreement with D7 Consulting, Inc., to perform a forensic analysis of the Maintenance & Operations building at SCC as presented.
- *5.15 Approval of Architect Change Order for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of the architectural change order for The Austin Company in the amount of \$600 as presented.
- *5.16 Approval of Change Order #2 for Bid #1034 for Landscaping for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #2 for Sierra Landscape Company, Inc., for Bid #1034, for landscaping for the Athletic/Aquatic complex at SCC as presented.
- *5.17 Approval of Change Order #1 for Bid #1136 for Concrete for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approve change order #1 for Bid #1136 for Guy Yocom Construction, Inc., for concrete for the Athletic/Aquatic complex at SCC as presented.
- *5.18 Approval of Change Order #4 for Bid #1139 for Electric for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #4 for Bid #1139 for Dynalectric, Inc., for electric for the Athletic/Aquatic complex at SCC as presented.
- *5.19 Approval of Change Order #1 for Bid #1143 for Glass and Glazing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1143 for Glazcon Industries for the glass and glazing for the Athletic/Aquatic complex at SCC as presented.
- *5.20 Approval of Change Order #2 for Bid #1144 for Roofing for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #2 for Bid #1144 for Troyer Contracting Company, Inc., for roofing for the Athletic/Aquatic complex at SCC as presented.

- *5.21 Approval of Change Order #1 for Bid #1147 for Interiors for Athletic/Aquatic Complex at Santiago Canyon College Action
The administration recommends approval of change order #1 for Bid #1147 for Inland Empire Architectural Specialties, Inc., for interiors for the Athletic/Aquatic complex at SCC as presented.
- *5.22 Approval of Additional Surveying Services for Humanities Building, Athletics/Aquatic Complex, Santiago Canyon Entry and Parking Lot, Chapman Entry and Roadway, and Loop Road Extension Projects at Santiago Canyon College Action
The administration recommends approval of additional fees for Adkan Engineers for surveying services for the Humanities building, Athletic/Aquatic complex, Santiago Canyon entry and parking lot, Chapman entry and roadway, and Loop Road extension projects at SCC as presented.
- *5.23 Approval of Lease with St. Peter Evangelical Lutheran Church Action
The administration recommends approval of the revised lease with St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services.
- *5.24 Approval of Disposal of Surplus Vehicle Action
The administration recommends declaration of the 1976 Crown Fire Coach as surplus property and approval to utilize Ken Porter Auctions to conduct an auction as presented.
- *5.25 Approval of Donation of Vehicles Action
The administration recommends approval of the donation of three vehicles, A 1989 Chevrolet Cavalier, a 1987 Dodge Dakota, and a 1998 Dodge Ram to the Santa Ana Unified School District as presented.
- *5.26 Approval of 2011-2012 Contract Listing Action
The administration recommends approval of the 2011-2012 contract listing as presented.
- *5.27 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period May 8, 2011, through June 4, 2011.

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:
- Basic Skills Initiative (SAC & SCC) - *Augmentation* \$ 442
 - Disabled Students Programs & Services (DSPS) (SAC) - *Augmentation* \$ 3,717
 - Disabled Students Programs and Services (DSPS) (SCC) - *Augmentation* \$ 2,535
 - Youth Entrepreneurship Project – Faculty Mini Grants Program (DO) – *Augmentation* \$410,000
 - Community College Open Learning Initiative (SAC) \$ 6,332
- *6.2 Approval of Subcontract Agreement (DO-11-003) between RSCCD and Central County Regional Occupation Program (CCROP) for the 2010-2013 Workforce Innovation Partnerships Grant Action
The administration recommends approval of the subcontract agreement and authorization for the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the subcontract agreement.
- *6.3 Approval of Child Development Services Child Care Fees Action
The administration recommends approval of the Child Development Services fee structure effective August 22, 2011.
- *6.4 Resolution No. 11-20 in Honor of Santa Ana City Manager Dave Ream Action
The administration recommends approval of Resolution No. 11-20.
- *6.5 Approval of Appointment to California Student Aid Commission Action
It is recommended the board approve Trustee Conley's appointment to the California Student Aid Commission effective March 22, 2011.
- 6.6 Reports from Board Committees Information
 - Board Facilities Committee
- 6.7 Board Member Comments Information

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on July 25, 2011.

* Item is included on the Consent Calendar, Item 1.8

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

Board of Trustees (Regular meeting)

Tuesday, May 23, 2011

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Brian Conley. Other members present were Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, Mr. Nathan Selvidge, Ms. Lisa Woolery, and Mr. Phillip Yarbrough. Dr. David Chapel was not in attendance due to family business.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, 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 Mr. Selvidge, Student Trustee at Rancho Santiago Community College District (RSCCD).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado, seconded by Mr. McLoughlin, and carried unanimously to approve an addendum to the agenda (closed session), a revised page and addendum to Item 3.1 (Management/Academic Personnel), and an addendum to Item 3.2 (Classified Personnel).

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to approve the minutes of the regular meeting held May 10, 2011, with the following list of the board's positions on current legislative bills included in Item 6.6 (Board Legislative Committee Report):

Bill	Author	Title	Position
AB 160	Portantino	Concurrent enrollment in secondary school and community college	Watch
AB	Carter	Joint educational	Support

230		programs: middle college high school students: enrollment priority	
AB 285	Furutani	Community colleges: property tax revenues	Support
AB 288	Fong	Public postsecondary education: community colleges: expulsion hearing	Support
AB 319	Norby	Alcoholic beverage control: public schoolhouses	Support
AB 331	Brownley	Leroy F. Greene School Facilities Act of 1998	Support
AB 372	Hernández, Roger	CA community colleges: matriculation services	Support
AB 383	Portantino	Public postsecondary education: community colleges	Oppose
AB 405	Solorio	Public postsecondary education: joint-use facilities	Support
AB 515	Brownley	Public postsecondary education: community colleges: extension program	Support
AB 649	Harkey	Public postsecondary education: veteran's enrollment	Support
AB 743	Block	Community colleges: student assessments: CA community colleges: common assessment	Support
AB 822	Block	Public postsecondary education facilities: Kindergarten-University Public Education Facilities Bond Act of 2012	Support
AB 835	Mitchell	Community colleges: economic and workforce development program	Watch
AB 852	Fong	Public postsecondary education: community colleges: temporary faculty	Oppose
AB 1056	Fong	Public postsecondary education: community colleges	Support
AB	Furutani	Education: career	Watch

1310		technical education and workforce development	
AB 1315	Furutani	Education: Gateway Centers	Oppose
AB 1341	Furutani	Education: career technical education and workforce development	Oppose unless amended
SB 114	Yee	Community colleges: academic salary schedules	Oppose

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Mr. McLoughlin, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 5.3 (Approval of 2011-2012 Tentative Budget Assumptions) removed by Mr. Yarbrough and Item 5.4 (Approval of Scheduling Public Hearing – 2011-2012 Tentative Budget) removed by Mr. McLoughlin:

4.1 Approval of Instructional Agreement with SER, Jobs for Progress, Inc., for Vocational Training

The board approved the instructional agreement with SER, Jobs for Progress, Inc., for vocational training for program year 2011-2012.

4.2 Approval of Instructional Agreement with SER, Jobs for Progress, Inc., for Basic Skills Training

The board approved the instructional agreement with SER, Jobs for Progress, Inc., for basic skills training for program year 2011-2012.

4.3 Approval of New OTA Agreement – Long Beach Memorial Medical Center

The board approved the agreement with Long Beach Memorial Medical Center in Long Beach, California.

4.4 Approval of New OTA Agreement – Desert OT for Kids

The board approved the agreement with Desert OT for Kids in Palm Desert, California.

4.5 Approval of New OTA Agreement – Palmdale Regional Medical Center

The board approved the agreement with Palmdale Regional Medical Center in Palmdale, California.

4.6 Approval of New OTA Agreement – RehabCare Group, Inc.

The board approved the agreement with RehabCare Group, Inc., in St. Louis, Missouri.

1.6 Approval of Consent Calendar – (cont.)

4.7 Approval of New OTA Agreement – Brookside Healthcare Center

The board approved the agreement with Brookside Healthcare Center in Redlands, California.

4.8 Approval of New OTA Agreement – Upland Rehabilitation and Care Center

The board approved the agreement with Upland Rehabilitation and Care Center in Upland, California.

4.9 Approval of OTA Agreement Renewal – Coastal Communities Hospital

The board approved the agreement with Coastal Communities Hospital in Santa Ana, California.

4.10 Approval of OTA Agreement Renewal – Irvine Unified School District

The board approved the agreement with Irvine Unified School District in Irvine, California.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Budget Transfers and Budget Increases/Decreases

The board approved budget transfers, increases, and decreases during the month of April 2011.

5.5 Approval of Awarding Bid #1177 – Data Center Upgrades at Santa Ana College (SAC)

The board approved awarding Bid #1177 for Data Center Upgrades at SAC to Current Electric as presented.

5.6 Approval of Additional Construction Management Services for Documentation and Project Filing/Archiving

The board approved the extension of services for Bernards Management Services as presented.

5.7 Adoption of Resolution No. 11-15 – Electrical for Science Building (State Portion) at Santiago Canyon College (SCC)

The board adopted Resolution No. 11-15 for Baker Electric for Bid #1064 for electrical in the SCC science building as presented.

5.8 Adoption of Resolution No. 11-16 – Plumbing for Science Building (State Portion) at Santiago Canyon College

The board adopted Resolution No. 11-16 for J.M. Farnan Company, Inc., for Bid #1063 for plumbing in the SCC science building.

1.6 Approval of Consent Calendar – (cont.)

5.9 Approval of Change Order #1 for Bid #1137 – Masonry for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #1 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Athletic/Aquatic Complex at SCC as presented.

5.10 Approval of Amendment to Lease for SAC ARTS Gallery Space at Santora Building, Santa Ana

The board approved the amendment to the lease agreement for the SAC ARTS gallery space at the Santora Building in Santa Ana, California.

5.11 Approval of Purchase Orders

The board approved the purchase order listing for the period April 10, 2011, through May 7, 2011.

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:

- CalGRIP (SAC)	\$ 124,740
- CalGRIP (SCC)	\$ 139,212
- Career Technical Education (CTE) Community Collaborative IV (DO)	\$ 400,000
- Career Technical Education (CTE) Community Collaborative IV – Supplemental (DO)	\$ 130,000
- Disabled Students Programs & Services (DSPS) (SAC)	\$1,081,425
- Economic & Workforce Development-Workforce Innovation Partnerships (DO)	\$ 225,000
- Kaleidoscope Project (SAC & SCC)	\$ 70,000
- WIA Center for Nursing II – Year 2 (SAC)	\$ 367,000
- Youth Entrepreneurship Project – Faculty Mini Grants Program (DO)	\$ 90,000
- Enrollment Growth for Nursing ADN Programs, Year 1 (SAC)	\$ 101,087

6.2 Adoption of Resolution No. 11-17 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution No. 11-17 which authorized payment to Mr. Phillip Yarbrough for his absence from the May 10, 2011, board meeting due to a surgical procedure.

6.3 Adoption of Resolution No. 11-18 authorizing payment to Trustee Absent from Board Meetings

The board adopted Resolution No. 11-18 which authorized of payment to Dr. David Chapel for his absence from the May 10, 2011, board meeting due to family business.

1.7 Presentation to 2010-2011 Student Trustee

On behalf of the board, Mr. Conley presented outgoing student trustee Selvidge with a plaque and thanked him for his service to the students of the Rancho Santiago Community College District.

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to suspend the rules and recess to closed session at this time.

RECESS TO CLOSED SESSION

The board convened into closed session at 4:40 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. 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

RECONVENE

The board reconvened at 5:10 p.m.

Closed Session Report

Mr. McLoughlin reported during closed session the board discussed the abovementioned items, and it was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to suspend Jose Plaza, Student Program Specialist, for five days, and Carl Jaeger, Enrollment Reporting Manager for three days.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

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

- Approve Ratification of Resignations/Retirements
- Approve Adjusted Ratification of Resignations/Retirements
- Approve End of Long-term Substitute (Temporary Employee per E.D. 87482)
- Assignments
- Approve Additional Contract Extension Days for 2010-2011
- Approve Changes of Classifications
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Intern Services

3.2 Classified Personnel

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

- Approve New Appointments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Miscellaneous Positions
- Approve Volunteers
- Approve Student Assistant Lists

3.3 Presentation of Faculty Association of Rancho Santiago Community College District (FARSCCD) Initial Bargaining Proposal to Rancho Santiago Community College District

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to schedule a public hearing for June 20, 2011.

3.4 Adoption of Resolution No. 11-19 regarding Reduction in Force of Classified Staff

It was moved by Mr. Yarbrough, seconded by Mr. Labrado, and carried unanimously to adopt Resolution No. 11-19.

Item 3.5 (Authorization for Board Travel/Conferences) was considered after 2.6 (Informational Presentation on the Budget).

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College (SAC)
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

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

Mr. Hardash provided an informational presentation on the budget at this time.

3.5 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 board members.

4.0 INSTRUCTION

All items were approved as part of Item 1.6 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, and 5.5 through 5.11 were approved as part of Item 1.6 (Consent Calendar).

5.3 Approval of 2011-2012 Tentative Budget Assumptions

It was moved by Ms. Woolery and seconded by Mr. Labrado to approve the tentative budget assumptions for the 2011-2012 fiscal year as presented. Discussion ensued. The motion carried unanimously.

5.4 Approval of Scheduling Public Hearing – 2011-2012 Tentative Budget

It was moved by Ms. Yarbrough and seconded by Mr. Woolery to schedule a public hearing on the 2011-2012 tentative budget at the June 20, 2011, board meeting. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Items 6.1, 6.2, and 6.3 were approved as part of Item 1.6 (Consent Calendar).

6.4 Report from Board Committee

Mr. Hanna provided a report on the May 11, 2011, Board Policy Committee meeting. He indicated the Board Policy Committee has met three times to consider several policies, including BP 9003-Membership and BP9004-Trustee Areas. During this time, the district has commenced the process of reviewing its current election method and trustee areas to insure compliance with all applicable state and federal laws.

6.5 Board Member Comments

Board members commended college staff on the commencement ceremonies recently held, especially honoring Japanese Americans who received degrees and honorary degrees during SAC's commencement. Mr. Yarbrough expressed regret in not being able to attend commencement ceremonies this year.

Mr. Yarbrough thanked Mr. Selvidge for his service as student trustee, and welcomed 2011-2012 student trustee, Mr. Andrew Hanson.

Mr. Yarbrough reported he attended the Community College League of California's Annual Trustees Conference in Monterey, California. He gave a presentation on bipartisanship relations of board members at the conference. He and Mr. Hanna plan to make a similar presentation at the upcoming Association of Community College Trustees conference in October.

Mr. McLoughlin thanked the student presidents for the leadership provided this year and at the recent student leadership banquet. Mr. Labrado thanked Mr. Dilger for the student leadership banquet he recently attended for SCC.

6.5 Board Member Comments – (cont.)

Mr. Selvidge thanked board members for their commendations.

Mr. Hanna commended Orange Education Center's keynote speaker at commencement and asked that his speech be made available in written form.

Mr. Hanna commended Dr. Rodríguez on his keynote speech given during Orange Education Center's recent commencement.

Mr. Conley reported he attended a Student Financial Aid Commission meeting recently.

Mr. Conley indicated he will be traveling to Washington, D.C., for his daughter's upcoming wedding.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on June 20, 2011.

There being no further business, Mr. Conley declared this meeting adjourned at 6:12 p.m., in memory of Dr. David Chapel's mother.

Respectfully submitted,

Dr. Raúl Rodríguez
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: June 20, 2011

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

June 20, 2011

MANAGEMENT

Interim 2011/2012 Cabinet Salary Schedule/Attachment #1

Interim 2011/2012 Management Salary Schedule/Attachment #2

Appointment

Rose, Linda
Vice President
Academic Affairs
Santa Ana College

Effective: August 2, 2011
Salary Placement: A-2 \$10,941/Month

Interim to Permanent

Mora, Aracely
Vice President
Academic Affairs
Santiago Canyon College

Effective: June 21, 2011
Salary Placement: A-7 \$13,312/Month
(No change)

Interim Assignment

O'Connor, Adam
Interim Assistant Vice Chancellor
Fiscal Services
District Office

Effective: August 1, 2011
Salary Placement: B-6 \$11,981/Month

Halvorson, Mary
Interim Dean
Business and Career Technical Education
Santiago Canyon College

Effective: July 5, 2011
Salary Placement: B-1 \$9,849/Month

Emergency Employment of Retired STRS Member

Harris, James
Interim Dean
Humanities and Social Sciences Division
Santa Ana College

Effective: July 5, 2011
Salary Placement: B-1 \$9,849/Month

FACULTY

Revised Permanent 2010/2011 FARSCCD 175 Day Contract Salary Schedule/Attachment #3

Revised Permanent 2010/2011 FARSCCD 192 Day Contract Salary Schedule/Attachment #4

FACULTY (CONT'D)

Revised Permanent 2010/2011 FARSCCD 225 Day Contract Salary Schedule/Attachment #5

Revised Permanent 2010/2011 FARSCCD Summer Credit Salary Schedule A/Attachment #6

Revised Permanent 2010/2011 FARSCCD Summer Non-credit Salary Schedule C/Attachment #7

Interim 2011/2012 FARSCCD 175 Day Contract Salary Schedule/Attachment #8

Interim 2011/2012 FARSCCD 192 Day Contract Salary Schedule/Attachment #9

Interim 2011/2012 FARSCCD 225 Day Contract Salary Schedule/Attachment #10

Interim 2011/2012 FARSCCD Summer Credit Salary Schedule A/Attachment #11

Interim 2011/2012 FARSCCD Part-time/Beyond Contract Salary Schedule B/Attachment #12

Interim 2011/2012 FARSCCD Summer Non-credit Salary Schedule C/Attachment #13

Interim 2011/2012 CEFA Part-time Salary Schedule/Attachment #14

Interim 2011/2012 CDCTA Full-time Contract Salary Schedule/Attachment #15

Interim 2011/2012 CDCTA Hourly Salary Schedule/Attachment #16

Appointments

Bailey, Denise
Assistant Professor, Chemistry
Math and Sciences Division
Santiago Canyon College

Effective: August 15, 2011
Tentative Salary Placement: VI-3 \$69,061/Year

Blake, Sherri
Counselor
Counseling Division
Santa Ana College

Effective: July 29, 2011
Tentative Salary Placement: II-3 \$61,539/Year

Janus, Louise
Assistant Professor/Learning
Disabilities Specialist
Disabled Students Programs and Services
Special Services Division
Santa Ana College

Effective: August 15, 2011
Tentative Salary Placement: II-3 \$56,090/Year

FACULTY (CONT'D)

Appointments

Lockhart, Ann
Counselor/Coordinator, CARE/
CalWORKS Programs
Extended Opportunities Programs and Services
Santa Ana College
Effective: July 29, 2011
Tentative Salary Placement: II-3 \$61,539/Year

Lui, Anson
Assistant Professor, Biology
Math and Sciences Division
Santiago Canyon College
Effective: August 15, 2011
Tentative Salary Placement: II-3 \$56,090/Year

Sos, Brian
Assistant Professor, Adaptive Physical
Education
Disabled Students Programs and Services
Special Services Division
Santa Ana College
Effective: August 15, 2011
Tentative Salary Placement: VII-3 \$69,061/Year

Wada, Jeffrey
Assistant Professor, Chemistry
Math and Sciences Division
Santiago Canyon College
Effective: August 15, 2011
Tentative Salary Placement: V-11 \$83,046/Year

Adjusted Effective Date for Appointment

Campitelli-Smith, Melissa
Psychologist
Health and Wellness Center
Santiago Canyon College
From: August 15, 2011
To: July 29, 2011

Adjusted Effective Date for Retreat to Faculty Assignment and Final Salary Placement

Mathis, Jane
Counselor, EOPS
Student Services
Santa Ana College
Effective: July 29, 2011
Final Salary Placement: III-15 \$96,027/Year

Adjusted STRS Reduced Workload Agreement

Gates, James
Professor, Water Utility Science/
Environmental Studies/Public Works
Business and Career Technical Education
Santiago Canyon College
Effective: August 15, 2011
From: 62.7% (3 years)
To: 86.7% (3 years)

FACULTY (CONT'D)

Leave of Absence

Warco, Arlene
Coordinator, Health and Wellness Center
Student Services
Santa Ana College

Effective: January 4 – May 31, 2011
Reason: Banked Leave (16.5 LHE)

2010/2011 Contract Extension Days

Gallego, Robert
Counselor
Counseling Division
Santa Ana College

Effective: June 1, 2011
Contract Extension: 3 Days
Contract Extension Rate: IV-16 \$461.32/Day

Sadler, Dennis
Counselor
Counseling Division
Santa Ana College

Effective: May 26, 2011
Contract Extension: 2 Days
Contract Extension Rate: VI-C \$522.93/Day

2010/2011 Additional Contract Extension Days

Collins, Monica
Coordinator, Deaf and Hard of Hearing Program
Disabled Students Programs and Services
Special Services Division
Santa Ana College

Effective: June 21, 2011
Contract Extension: 8 Days
Contract Extension Rate: VI-12 \$440.10/Day

Adjusted Beyond Contract/Overload Rate Due to Change of Classification

Camarco, Lisa
Associate Professor/Head Coach, Exercise Science
Math and Science Division
Santiago Canyon College

Effective: August 16, 2010
Class: III-4 \$59.88/Hour

Stipends

Fraser, Wade
Head Coach Men's Soccer
Math and Sciences Division
Santiago Canyon College

Effective: August 15, 2011 – December 31, 2011
Amount: \$1,750.00

Hermen, Lisa
Chief Assistant Coach Women's Soccer
Math and Sciences Division
Santiago Canyon College

Effective: August 15, 2011 – December 31, 2011
Amount: \$3,750.00

FACULTY (CONT'D)

Stipends (cont'd)

Klabacha, Lindsay
Chief Assistant Coach Softball
Math and Sciences Division
Santiago Canyon College
Effective: August 15, 2011 – December 31, 2011
Amount: \$1,000.00

Pickett, Gary
Chief Assistant Coach Men's Cross Country
Math and Sciences Division
Santiago Canyon College
Effective: August 15, 2011 – December 31, 2011
Amount: \$2,250.00

Woolley, Christopher
Chief Assistant Coach Women's Soccer
Math and Sciences Division
Santiago Canyon College
Effective: August 15, 2011 – December 31, 2011
Amount: \$3,750.00

Adjusted Stipends

Evet, Corinna
Associate Professor, English
Library, Arts, Humanities and
Social Sciences Division
Santiago Canyon College
Effective: February 16 - May 18, 2011
From: \$225.00 To: \$400.00
Reason: Expand Writing Sample Project
(BSI Grant)

Isbell, James
Associate Professor, English
Library, Arts, Humanities and
Social Sciences Division
Santiago Canyon College
Effective: February 16 - May 18, 2011
From: \$450.00 To: \$400.00
Reason: Expand Writing Sample Project
(BSI Grant)

Lennertz, William
Professor, English
Library, Arts, Humanities and
Social Sciences Division
Santiago Canyon College
Effective: February 16 - May 18, 2011
From: \$450.00 To: \$0.00
Reason: Expand Writing Sample Project
(BSI Grant)

Roe, Maureen
Professor, English
Library, Arts, Humanities and
Social Sciences Division
Santiago Canyon College
Effective: February 16 - May 18, 2011
From: \$150.00 To: \$300.00
Reason: Expand Writing Sample Project
(BSI Grant)

FACULTY (CONT'D)

Adjusted Stipends (cont'd)

Tragarz, Roberta
Professor, English
Library, Arts, Humanities and
Social Sciences Division
Santiago Canyon College

Effective: February 16 - May 18, 2011
From: \$450.00 To: \$400.00
Reason: Expand Writing Sample Project
(BSI Grant)

Part-time/Hourly Hires/Rehires

Cota, Richard
Instructor, Criminal Justice
Human Services and Technology Division
Santa Ana College

Effective: August 15, 2011
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Dobos, David
Instructor, Sociology
Humanities and Social Sciences Division
Santa Ana College

Effective: June 13, 2011
Hourly Lecture Rate: II-5 \$84.59

Frye-Reed, Caroline
Counselor
Counseling Division
Santa Ana College

Effective: June 6, 2011
Hourly Lab Rate: III-4 \$50.90

Garcia, Armando
Counselor
Counseling and Student Support Services Division
Santiago Canyon College

Effective: June 13, 2011
Hourly Lab Rate: II-3 \$46.17

Hunt, Emmet
Instructor, Fire Technology (equivalency)
Human Services and Technology Division
Santa Ana College

Effective: August 15, 2011
Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97

Meyers Giddings, Jennifer
Instructor, High School Subjects/Bridge/Math
Continuing Education Division (CEC)
Santa Ana College

Effective: June 27, 2011
Hourly Lecture Rate: I-2 \$40.97

Norwood, Joyce
Counselor
Counseling Division
Santa Ana College

Effective: June 13, 2011
Hourly Lecture/Lab Rates: III-4 \$59.88/\$50.90

FACULTY (CONT'D)

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

Salcedo, Margie
Instructor, High School Subjects/Bridge/Biology
Continuing Education Division (CEC)
Santa Ana College

Effective: June 27, 2011
Hourly Lecture Rate: II-2 \$41.97

Tieu, Ngoc
Instructor, High School Subjects/Bridge/Math
Continuing Education Division (CEC)
Santa Ana College

Effective: June 27, 2011
Hourly Lecture Rate: II-2 \$41.97

Vu, Lan
Instructor, High School Subjects/Bridge/Chemistry
Continuing Education Division (CEC)
Santa Ana College

Effective: June 27, 2011
Hourly Lecture Rate: I-2 \$40.97

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2011/2012 Interim Cabinet Salary Schedule

TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Executive Vice Chancellor, Human Resources and Educational Services	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
Vice Chancellor, Business Operations and Fiscal Services	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
President, Santa Ana College	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
President, Santiago Canyon College	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943

ADDITIONAL COMPENSATION**All Cabinet Members**

Professional Expense Allowance: \$ 325 per month

Vice Chancellors & College Presidents

Tax Sheltered Annuity: \$ 525 per month

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
MANAGEMENT SALARY SCHEDULE
Interim Effective July 1, 2011**

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
A	10521	10941	11380	11835	12307	12800	13312
B	9849	10242	10652	11077	11520	11981	12461
C	9175	9541	9922	10319	10732	11161	11608
D	8497	8837	9191	9558	9941	10338	10752
E	7651	8034	8436	8858	9300	9766	10254
F	7109	7466	7839	8231	8643	9075	9528
G	6694	7029	7380	7749	8136	8544	8971
H	6313	6629	6961	7309	7674	8058	8461
I	5966	6264	6578	6906	7251	7615	7995
J	5659	5941	6239	6550	6878	7222	7583
K	5371	5640	5920	6216	6527	6855	7198
L	5112	5367	5636	5917	6212	6523	6850
M	4874	5119	5374	5643	5925	6221	6532
N	4668	4902	5146	5404	5674	5958	6256
O	4470	4693	4928	5173	5432	5705	5990
P	4297	4512	4738	4974	5223	5485	5760
Q	4141	4347	4564	4794	5034	5285	5550
R	3992	4192	4401	4621	4850	5094	5348

Board Approved: June 20, 2011

Title	Grade	Position	Designation	Title	Grade	Position	Designation
Accounting Manager - Accounts Payable	G	Classified	Supervisory	Director of Accounting	E	Classified	Supervisory
Accounting Manager - Payroll	G	Classified	Supervisory	Director of Grants	F	Classified	Supervisory
Assistant Director, OC Small Business Development Center	L	Classified	Supervisory	Director, ACT/Corporate Training	F	Classified	Supervisory
Assistant Dean, Fire Technology	F	Academic	Administrative	Director, Academic Support	D	Classified	Supervisory
Assistant Dean, Institutional Effectiveness & Assessment	F	Academic	Administrative	Director, Administrative Services	C	Classified	Administrative
Assistant Dean, Student Services	E	Academic	Administrative	Director, Apprenticeship Program	H	Classified	Supervisory
Assistant to the Executive Vice Chancellor	M	Classified	Confidential	Director, Auxiliary Services	F	Classified	Supervisory
Assistant to the President	M	Classified	Confidential	Director, Center of Excellence	F	Classified	Supervisory
Assistant to the Vice Chancellor	M	Classified	Confidential	Director, Center for International Trade Development	F	Classified	Supervisory
Assistant Vice Chancellor, Educational Services	B	Classified	Administrative	Director, Child Development Center I	L	Academic	Supervisory
Assistant Vice Chancellor, Facility Planning & District Support Services	B	Classified	Administrative	Director, Child Development Center II	J	Academic	Supervisory
Assistant Vice Chancellor, Fiscal Services	B	Classified	Administrative	Director, College Advancement	G	Classified	Supervisory
Assistant Vice Chancellor, Human Resources	B	Academic	Administrative	Director, Communications & Internal Affairs	F	Classified	Supervisory
Assistant Vice Chancellor, Information Technologies Services	B	Classified	Administrative	Director, Community Relations & External Affairs	F	Classified	Supervisory
Associate Dean, Admissions & Records	D	Academic	Administrative	Director, Data Center Operations	D	Classified	Supervisory
Associate Dean, Disabled Student Programs & Services	E	Academic	Administrative	Director, Digital Media Center	E	Classified	Supervisory
Associate Dean, EOPS	E	Academic	Administrative	Director, District Construction & Support Services	C	Classified	Administrative
Associate Dean, Exercise Science	D	Academic	Administrative	Director, District Relations	G	Classified	Supervisory
Associate Dean, Financial Aid	E	Academic	Administrative	Director, District Safety/Security	G	Classified	Supervisory
Associate Dean, Fine & Performing Arts	D	Academic	Administrative	Director, Information Systems	D	Classified	Supervisory
Associate Dean, Fire Technology	D	Academic	Administrative	Director, Institutional Services	E	Classified	Administrative
Associate Dean, Health Science & Nursing	D	Academic	Administrative	Director, National Hispanic Business Womens Assoc	L	Classified	Supervisory
Associate Dean, Information & Learning Resources	E	Academic	Administrative	Director, Orange County Women's Business Center	F	Classified	Supervisory
Associate Dean, Instructional & Student Services	D	Academic	Administrative	Director, Programming & Operations	D	Classified	Supervisory
Associate Dean, Student Development	D	Academic	Administrative	Director, Purchasing Services	F	Classified	Supervisory
Associate Dean, Student Services	D	Academic	Administrative	Director, Research	F	Classified	Supervisory
Associate Director, Child Development Center	O	Academic	Supervisory	Director, Small Business Development Center	E	Classified	Supervisory
Associate Registrar	K	Classified	Supervisory	Director, Special Programs	H	Classified	Supervisory
Benefits Analyst	L	Classified	Confidential	Director, Statewide Business/Entrepreneurship Initiative	E	Classified	Supervisory
Bookstore Coordinator	L	Classified	Supervisory	Director, Workforce Education	C	Academic	Administrative
Bookstore Manager	J	Classified	Supervisory	Director Safety & Security Supervisor	M	Classified	Supervisory
Budget Analyst	K	Classified	Confidential	Director, Workforce Education	H	Classified	Supervisory
Chief Engineer/Broadcast Operations Manager	H	Classified	Supervisory	Employment Services Manager	G	Classified	Supervisory
Construction Supervisor	I	Classified	Supervisory	Environment Reporting Manager	L	Classified	Supervisory
Contracts Manager	I	Classified	Supervisory	Environmental Safety & Emergency Services Manager	L	Classified	Supervisory
Custodial Supervisor	O	Classified	Supervisory	Executive Assistant to the Board of Trustees	K	Classified	Confidential
Dean, Business	B	Academic	Administrative	Executive Assistant to the Chancellor	J	Classified	Confidential
Dean, Career Education & Workforce Development	B	Academic	Administrative	Executive Director, Child Development Services	E	Academic	Administrative
Dean, Counseling	B	Academic	Administrative	Executive Director, Business Development	D	Classified	Supervisory
Dean, Counseling & Student Support Services	B	Academic	Administrative	Executive Director, Public Affairs/Governmental Relations	C	Classified	Administrative
Dean, Exercise Science, Health & Athletics	B	Academic	Administrative	Family Services Manager	M	Academic	Supervisory
Dean, Fine & Performing Arts	B	Academic	Administrative	Human Resources Analyst	L	Classified	Confidential
Dean, Human Services & Technology	B	Academic	Administrative	Graphic Communications Manager	H	Classified	Supervisory
Dean, Humanities & Social Sciences	B	Academic	Administrative	Internal Auditor	H	Classified	Supervisory
Dean, Instruction & Student Services	B	Academic	Administrative	Inventory, Delivery & Storage Supervisor	L	Classified	Supervisory
Dean, Instructional Services	B	Academic	Administrative	Media Systems Manager	H	Classified	Supervisory
Dean, Instructional Services & Career Education	B	Academic	Administrative	Plant Manager	J	Classified	Supervisory
Dean, Science & Mathematics	B	Academic	Administrative	Project Manager	E	Classified	Supervisory
Dean, Special Services	B	Academic	Administrative	Public Information Officer	I	Classified	Supervisory
Dean, Student Affairs	B	Academic	Administrative	Publications Manager	H	Classified	Supervisory
				Registrar	G	Classified	Supervisory
				Risk Manager	H	Classified	Supervisory
				Vice President, Academic Affairs	A	Academic	Administrative
				Vice President, Administrative Services	A	Classified	Administrative
				Vice President, Continuing Education	A	Academic	Administrative
				Vice President, Student Services	A	Academic	Administrative

Revised June 20, 2011

Approved June 20, 2011

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
175 Day Contract Faculty
 EFFECTIVE JULY 1, 2010

ATTACHMENT #3

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$52,205	\$56,090	\$58,663	\$61,235	\$63,807	\$66,379	\$69,061
4	\$54,613	\$58,498	\$61,073	\$63,641	\$66,215	\$68,776	\$71,461
5	\$57,012	\$60,904	\$63,474	\$66,049	\$68,608	\$71,184	\$73,868
6	\$59,417	\$63,308	\$65,879	\$68,447	\$71,018	\$73,591	\$76,272
7	\$61,819	\$65,713	\$68,288	\$70,865	\$73,427	\$76,001	\$78,676
8	\$64,227	\$68,114	\$70,689	\$73,256	\$75,830	\$78,404	\$81,080
9	\$66,633	\$70,523	\$73,101	\$75,662	\$78,238	\$80,804	\$83,483
10	\$69,038	\$72,931	\$75,502	\$78,066	\$80,639	\$83,209	\$85,889
11	\$71,443	\$75,335	\$77,900	\$80,476	\$83,046	\$85,615	\$88,296
12	\$73,849	\$77,741	\$80,309	\$82,878	\$85,445	\$88,019	\$90,699
13		\$80,144	\$82,712	\$85,286	\$87,856	\$90,426	\$93,104
14		\$82,549	\$85,118	\$87,691	\$90,262	\$92,834	\$95,510
15		\$84,954	\$87,524	\$90,098	\$92,665	\$95,237	\$97,914
16				\$92,504	\$95,067	\$97,641	\$100,319
A						\$100,043	\$102,723
B						\$102,451	\$105,127
C						\$104,857	\$107,532

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 - 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree plus 30 approved semester units or 95 approved semester units plus nine years approved work experience credit
 - 2. Bachelor's degree plus six years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
175 Day Contract Faculty
EFFECTIVE JULY 1, 2010

ATTACHMENT #3

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 64 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus nine years approved work experience credit
 - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 79 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
 - 2. Master's degree plus nine years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 94 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Master's degree plus 15 approved semester units plus nine years
 - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII** a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
192 Day Contract Faculty
 EFFECTIVE JULY 1, 2010

ATTACHMENT #4

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$57,277	\$61,539	\$64,362	\$67,184	\$70,006	\$72,828	\$75,770
4	\$59,919	\$64,181	\$67,006	\$69,824	\$72,648	\$75,458	\$78,403
5	\$62,551	\$66,821	\$69,641	\$72,466	\$75,273	\$78,100	\$81,044
6	\$65,189	\$69,458	\$72,279	\$75,097	\$77,917	\$80,740	\$83,682
7	\$67,825	\$72,097	\$74,922	\$77,750	\$80,560	\$83,384	\$86,319
8	\$70,467	\$74,731	\$77,556	\$80,373	\$83,197	\$86,021	\$88,957
9	\$73,106	\$77,374	\$80,203	\$83,013	\$85,839	\$88,654	\$91,593
10	\$75,745	\$80,016	\$82,837	\$85,650	\$88,473	\$91,293	\$94,233
11	\$78,384	\$82,654	\$85,468	\$88,294	\$91,114	\$93,932	\$96,874
12	\$81,023	\$85,293	\$88,111	\$90,930	\$93,746	\$96,570	\$99,510
13		\$87,930	\$90,747	\$93,571	\$96,391	\$99,211	\$102,149
14		\$90,569	\$93,387	\$96,210	\$99,031	\$101,853	\$104,789
15		\$93,207	\$96,027	\$98,851	\$101,667	\$104,489	\$107,426
16				\$101,491	\$104,303	\$107,127	\$110,065
A						\$109,762	\$112,702
B						\$112,404	\$115,340
C						\$115,044	\$117,978

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
 2. Bachelor's degree plus six years approved work experience credit
 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
192 Day Contract Faculty
EFFECTIVE JULY 1, 2010

ATTACHMENT #4

CLASS IV a) Master's degree plus 30 approved semester units earned after award of the degree
b) Bachelor's degree plus 64 approved semester units including a master's degree
c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Bachelor's degree plus nine years approved work experience credit
 2. Completion of 15 approved semester units after initial placement on Class III

CLASS V a) Master's degree plus 45 approved semester units earned after award of the degree
b) Bachelor's degree plus 79 approved semester units including a master's degree
c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
 2. Master's degree plus nine years approved work experience credit
 3. Completion of 15 approved semester units after initial placement on Class IV

CLASS VI a) Master's degree plus 60 approved semester units earned after award of the degree
b) Bachelor's degree plus 94 approved semester units including a master's degree
c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Master's degree plus 15 approved semester units plus nine years
 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

CLASS VII a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
225 Day Contract Faculty
 EFFECTIVE JULY 1, 2010

ATTACHMENT #5

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$67,121	\$72,116	\$75,424	\$78,731	\$82,038	\$85,345	\$88,793
4	\$70,217	\$75,212	\$78,523	\$81,825	\$85,134	\$88,427	\$91,879
5	\$73,302	\$78,306	\$81,610	\$84,921	\$88,211	\$91,523	\$94,974
6	\$76,394	\$81,396	\$84,702	\$88,004	\$91,309	\$94,617	\$98,064
7	\$79,482	\$84,489	\$87,799	\$91,113	\$94,407	\$97,716	\$101,155
8	\$82,578	\$87,576	\$90,886	\$94,187	\$97,496	\$100,806	\$104,246
9	\$85,671	\$90,673	\$93,987	\$97,280	\$100,592	\$103,891	\$107,336
10	\$88,764	\$93,769	\$97,074	\$100,371	\$103,679	\$106,983	\$110,429
11	\$91,856	\$96,860	\$100,158	\$103,470	\$106,774	\$110,077	\$113,524
12	\$94,949	\$99,953	\$103,255	\$106,558	\$109,858	\$113,168	\$116,613
13		\$103,043	\$106,344	\$109,654	\$112,958	\$116,262	\$119,706
14		\$106,135	\$109,438	\$112,746	\$116,052	\$119,358	\$122,799
15		\$109,227	\$112,531	\$115,841	\$119,141	\$122,448	\$125,890
16				\$118,934	\$122,229	\$125,539	\$128,982
A						\$128,627	\$132,073
B						\$131,723	\$135,164
C						\$134,817	\$138,256

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 - 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
 - 2. Bachelor's degree plus six years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
225 Day Contract Faculty
EFFECTIVE JULY 1 , 2010

ATTACHMENT #5

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 64 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus nine years approved work experience credit
 - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 79 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
 - 2. Master's degree plus nine years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 94 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Master's degree plus 15 approved semester units plus nine years
 - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII**
- a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 FARSCCD SUMMER SALARY SCHEDULE "A"
 EFFECTIVE JUNE 6, 2011

ATTACHMENT #6

TEACHING

(Multiply by 18 for LHE rate.)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$72.51	\$77.90	\$81.48	\$85.05	\$88.62	\$92.19	\$95.92
4	\$75.85	\$81.25	\$84.82	\$88.39	\$91.97	\$95.52	\$99.25
5	\$79.18	\$84.59	\$88.16	\$91.73	\$95.29	\$98.87	\$102.59

**LAB/COUNSELOR/LIBRARIAN/
NURSING**

(equivalent to 0.85 of a lecture hour)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$61.63	\$66.22	\$69.26	\$72.29	\$75.33	\$78.36	\$81.53
4	\$64.47	\$69.06	\$72.10	\$75.13	\$78.17	\$81.19	\$84.36
5	\$67.30	\$71.90	\$74.94	\$77.97	\$81.00	\$84.04	\$87.20

NON-TEACHING

(equivalent to 0.5 of a lecture hour)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$36.26	\$38.95	\$40.74	\$42.53	\$44.31	\$46.10	\$47.96
4	\$37.93	\$40.63	\$42.41	\$44.20	\$45.99	\$47.76	\$49.63
5	\$39.59	\$42.30	\$44.08	\$45.87	\$47.65	\$49.44	\$51.30

Schedule A applies to all academic college credit employees who were employed on contract during the preceding academic year. Compensation for health services faculty, counselors, librarians, and laboratory assignments will be computed at .085 of a lecture hour.

Placement on Schedule A is according to class and step placement as of the spring semester immediately preceding summer school.

A maximum assignment of 1.5 LHE per week will be allowed for all instructors, up to a maximum of 12 LHE for the summer program. This is a weekly assigned maximum, not an average or aggregate of total weeks taught during a summer session.

A maximum of twenty seven (27) hours per week will be allowed for all counselors. Combined counseling and instructional assignments shall be subject to the 27 hour limit. Assignments during the summer session shall be 100% student contact unless modified by mutual agreement with the appropriate administrator.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 FARSCCD SUMMER SALARY SCHEDULE "C"
NON-CREDIT CONTINUING EDUCATION PROGRAM FACULTY
EFFECTIVE JUNE 6, 2011

ATTACHMENT #7

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$81.57	\$87.64	\$91.66	\$95.68	\$99.70	\$103.72	\$107.91
4	\$85.33	\$91.40	\$95.43	\$99.44	\$103.46	\$107.46	\$111.66
5	\$89.08	\$95.16	\$99.18	\$103.20	\$107.20	\$111.23	\$115.42

Schedule C applies to all college non-credit full-time employees who were employed on contract during the preceding academic year and are continuing on contract for the ensuing academic year.

Placement on Schedule C is according to class and step placement as of the spring semester immediately preceding summer school.

Full-time instructors assigned to teach the course, Learning Disabilities Laboratory, shall be paid at 0.85 of the appropriate rate on this schedule.

A summer session assignment shall not exceed a total of 170 hours.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE
175 Day Contract Faculty
 EFFECTIVE JULY 1, 2011

ATTACHMENT #8

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$52,205	\$56,090	\$58,663	\$61,235	\$63,807	\$66,379	\$69,061
4	\$54,613	\$58,498	\$61,073	\$63,641	\$66,215	\$68,776	\$71,461
5	\$57,012	\$60,904	\$63,474	\$66,049	\$68,608	\$71,184	\$73,868
6	\$59,417	\$63,308	\$65,879	\$68,447	\$71,018	\$73,591	\$76,272
7	\$61,819	\$65,713	\$68,288	\$70,865	\$73,427	\$76,001	\$78,676
8	\$64,227	\$68,114	\$70,689	\$73,256	\$75,830	\$78,404	\$81,080
9	\$66,633	\$70,523	\$73,101	\$75,662	\$78,238	\$80,804	\$83,483
10	\$69,038	\$72,931	\$75,502	\$78,066	\$80,639	\$83,209	\$85,889
11	\$71,443	\$75,335	\$77,900	\$80,476	\$83,046	\$85,615	\$88,296
12	\$73,849	\$77,741	\$80,309	\$82,878	\$85,445	\$88,019	\$90,699
13		\$80,144	\$82,712	\$85,286	\$87,856	\$90,426	\$93,104
14		\$82,549	\$85,118	\$87,691	\$90,262	\$92,834	\$95,510
15		\$84,954	\$87,524	\$90,098	\$92,665	\$95,237	\$97,914
16				\$92,504	\$95,067	\$97,641	\$100,319
A						\$100,043	\$102,723
B						\$102,451	\$105,127
C						\$104,857	\$107,532

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 - 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree plus 30 approved semester units or 95 approved semester units plus nine years approved work experience credit
 - 2. Bachelor's degree plus six years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE
175 Day Contract Faculty
EFFECTIVE JULY 1, 2011

ATTACHMENT #8

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 64 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus nine years approved work experience credit
 - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 79 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
 - 2. Master's degree plus nine years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 94 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Master's degree plus 15 approved semester units plus nine years
 - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII** a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE
192 Day Contract Faculty
 EFFECTIVE JULY 1, 2011

ATTACHMENT #9

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$57,277	\$61,539	\$64,362	\$67,184	\$70,006	\$72,828	\$75,770
4	\$59,919	\$64,181	\$67,006	\$69,824	\$72,648	\$75,458	\$78,403
5	\$62,551	\$66,821	\$69,641	\$72,466	\$75,273	\$78,100	\$81,044
6	\$65,189	\$69,458	\$72,279	\$75,097	\$77,917	\$80,740	\$83,682
7	\$67,825	\$72,097	\$74,922	\$77,750	\$80,560	\$83,384	\$86,319
8	\$70,467	\$74,731	\$77,556	\$80,373	\$83,197	\$86,021	\$88,957
9	\$73,106	\$77,374	\$80,203	\$83,013	\$85,839	\$88,654	\$91,593
10	\$75,745	\$80,016	\$82,837	\$85,650	\$88,473	\$91,293	\$94,233
11	\$78,384	\$82,654	\$85,468	\$88,294	\$91,114	\$93,932	\$96,874
12	\$81,023	\$85,293	\$88,111	\$90,930	\$93,746	\$96,570	\$99,510
13		\$87,930	\$90,747	\$93,571	\$96,391	\$99,211	\$102,149
14		\$90,569	\$93,387	\$96,210	\$99,031	\$101,853	\$104,789
15		\$93,207	\$96,027	\$98,851	\$101,667	\$104,489	\$107,426
16				\$101,491	\$104,303	\$107,127	\$110,065
A						\$109,762	\$112,702
B						\$112,404	\$115,340
C						\$115,044	\$117,978

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
 2. Bachelor's degree plus six years approved work experience credit
 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE
192 Day Contract Faculty
EFFECTIVE JULY 1, 2011

ATTACHMENT #9

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 64 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus nine years approved work experience credit
 - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 79 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
 - 2. Master's degree plus nine years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 94 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Master's degree plus 15 approved semester units plus nine years
 - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII** a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE
225 Day Contract Faculty
 EFFECTIVE JULY 1 , 2011

ATTACHMENT #10

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$67,121	\$72,116	\$75,424	\$78,731	\$82,038	\$85,345	\$88,793
4	\$70,217	\$75,212	\$78,523	\$81,825	\$85,134	\$88,427	\$91,879
5	\$73,302	\$78,306	\$81,610	\$84,921	\$88,211	\$91,523	\$94,974
6	\$76,394	\$81,396	\$84,702	\$88,004	\$91,309	\$94,617	\$98,064
7	\$79,482	\$84,489	\$87,799	\$91,113	\$94,407	\$97,716	\$101,155
8	\$82,578	\$87,576	\$90,886	\$94,187	\$97,496	\$100,806	\$104,246
9	\$85,671	\$90,673	\$93,987	\$97,280	\$100,592	\$103,891	\$107,336
10	\$88,764	\$93,769	\$97,074	\$100,371	\$103,679	\$106,983	\$110,429
11	\$91,856	\$96,860	\$100,158	\$103,470	\$106,774	\$110,077	\$113,524
12	\$94,949	\$99,953	\$103,255	\$106,558	\$109,858	\$113,168	\$116,613
13		\$103,043	\$106,344	\$109,654	\$112,958	\$116,262	\$119,706
14		\$106,135	\$109,438	\$112,746	\$116,052	\$119,358	\$122,799
15		\$109,227	\$112,531	\$115,841	\$119,141	\$122,448	\$125,890
16				\$118,934	\$122,229	\$125,539	\$128,982
A						\$128,627	\$132,073
B						\$131,723	\$135,164
C						\$134,817	\$138,256

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 - 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
 - 2. Bachelor's degree plus six years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE
225 Day Contract Faculty
EFFECTIVE JULY 1 , 2011

ATTACHMENT #10

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 64 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus nine years approved work experience credit
 - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 79 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
 - 2. Master's degree plus nine years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 94 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Master's degree plus 15 approved semester units plus nine years
 - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII**
- a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT ATTACHMENT #11
2011/2012 INTERIM FARSCCD SUMMER SALARY SCHEDULE "A"
 EFFECTIVE JUNE 4, 2012

TEACHING

(Multiply by 18 for LHE rate.)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$72.51	\$77.90	\$81.48	\$85.05	\$88.62	\$92.19	\$95.92
4	\$75.85	\$81.25	\$84.82	\$88.39	\$91.97	\$95.52	\$99.25
5	\$79.18	\$84.59	\$88.16	\$91.73	\$95.29	\$98.87	\$102.59

**LAB/COUNSELOR/LIBRARIAN/
NURSING**

(equivalent to 0.85 of a lecture hour)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$61.63	\$66.22	\$69.26	\$72.29	\$75.33	\$78.36	\$81.53
4	\$64.47	\$69.06	\$72.10	\$75.13	\$78.17	\$81.19	\$84.36
5	\$67.30	\$71.90	\$74.94	\$77.97	\$81.00	\$84.04	\$87.20

NON-TEACHING

(equivalent to 0.5 of a lecture hour)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$36.26	\$38.95	\$40.74	\$42.53	\$44.31	\$46.10	\$47.96
4	\$37.93	\$40.63	\$42.41	\$44.20	\$45.99	\$47.76	\$49.63
5	\$39.59	\$42.30	\$44.08	\$45.87	\$47.65	\$49.44	\$51.30

Schedule A applies to all academic college credit employees who were employed on contract during the preceding academic year. Compensation for health services faculty, counselors, librarians, and laboratory assignments will be computed at .085 of a lecture hour.

Placement on Schedule A is according to class and step placement as of the spring semester immediately preceding summer school.

A maximum assignment of 1.5 LHE per week will be allowed for all instructors, up to a maximum of 12 LHE for the summer program. This is a weekly assigned maximum, not an average or aggregate of total weeks taught during a summer session.

A maximum of twenty seven (27) hours per week will be allowed for all counselors. Combined counseling and instructional assignments shall be subject to the 27 hour limit. Assignments during the summer session shall be 100% student contact unless modified by mutual agreement with the appropriate administrator.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM FARSCCD SALARY SCHEDULE "B"
PART-TIME/BEYOND CONTRACT
 EFFECTIVE JULY 1, 2011

ATTACHMENT #12

	Column I	Column II	Column III
TEACHING	(Lecture Hour Equivalent [LHE] = 18 times the hourly rate)		
STEP	LESS THAN MASTER'S	MASTER'S	MASTER'S + 15
1			
2			
3	\$51.73	\$54.32	\$57.03
4	\$54.32	\$57.03	\$59.88
LAB/COUNSELING/LIBRARIAN/ NURSING	(equivalent to 0.85 of a lecture hour)		
STEP	LESS THAN MASTER'S	MASTER'S	MASTER'S + 15
1			
2			
3	\$43.97	\$46.17	48.48
4	\$46.17	\$48.48	50.90
NON-TEACHING	(equivalent to 0.5 of a lecture hour)		
STEP	LESS THAN MASTER'S	MASTER'S	MASTER'S + 15
1			
2			
3	\$25.87	\$27.16	\$28.52
4	\$27.16	\$28.52	\$29.94

Schedule B applies to all non-contract college credit academic employees. Extra pay assignments beyond the regular contract load during the fall and spring semesters shall be paid at the established lecture hour equivalent (LHE) or fraction thereof. Part-time assignments in library, health services, and counseling shall be paid at 0.85 of the LHE rate shown.

The hourly pay rate for part-time psychologists who are college counselors assigned specifically to provide psychological services through the Health Centers will be \$70.00.

Initial placement for faculty is at step 3, with advancement occurring every two (2) semesters of part-time/beyond contract contract work.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT **ATTACHMENT #13**
2011/2012 INTERIM FARSccd SUMMER SALARY SCHEDULE "C"
NON-CREDIT CONTINUING EDUCATION PROGRAM FACULTY
EFFECTIVE JUNE 18, 2012

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$81.57	\$87.64	\$91.66	\$95.68	\$99.70	\$103.72	\$107.91
4	\$85.33	\$91.40	\$95.43	\$99.44	\$103.46	\$107.46	\$111.66
5	\$89.08	\$95.16	\$99.18	\$103.20	\$107.20	\$111.23	\$115.42

Schedule C applies to all college non-credit full-time employees who were employed on contract during the preceding academic year and are continuing on contract for the ensuing academic year.

Placement on Schedule C is according to class and step placement as of the spring semester immediately preceding summer school.

Full-time instructors assigned to teach the course, Learning Disabilities Laboratory, shall be paid at 0.85 of the appropriate rate on this schedule.

A summer session assignment shall not exceed a total of 170 hours.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2011/2012 INTERIM CEFA
PART-TIME, TEMPORARY, HOURLY SALARY SCHEDULE
EFFECTIVE JULY 1, 2011

INSTRUCTION

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1		
2	\$40.97	\$41.97
3	\$41.97	\$43.07
4	\$43.07	\$44.14

COUNSELING

Non-credit counselors salary paid by the district during 2008-2009 shall continue at the same rate until the schedule below increases to the 2008-2009 rate of pay. If any of the non-credit counselors leave the unit and return at a later date, their rate of pay will continue at what it was as of 2008-2009, or the schedule below, whichever is greater.

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1		
2	\$34.82	\$35.67
3	\$35.67	\$36.61
4	\$36.61	\$37.52

NON-INSTRUCTION

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1		
2	\$20.49	\$20.99
3	\$20.99	\$21.54
4	\$21.54	\$22.07

COORDINATION

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1	\$34.15	\$35.02

New employees shall be placed on Step 1 or 2 of the appropriate class. Advancement to the next step shall occur upon completion of three (3) semesters of service. A semester of service means that an instructor teaches at least 75% of the semester length. Continuing employees shall receive a step advancement upon completion of three (3) semesters of service subsequent to their last step advancement.

Time worked as a substitute, summer school employee, site administrator or in the credit program shall not count toward step placement.

Rancho Santiago Community College District
2011/2012 INTERIM CHILD DEVELOPMENT CENTER
TEACHER'S ASSOCIATION SALARY SCHEDULE
 Effective July 1, 2011

TEACHER

STEP	ASSOCIATE			
	TEACHER	PERMIT	AA	BA
1	\$22,257	\$29,104	\$30,561	\$32,089
2	\$22,955	\$29,861	\$31,316	\$32,844
3	\$23,653	\$30,618	\$32,074	\$33,602
4	\$24,349	\$31,376	\$32,830	\$34,358
5	\$25,048	\$32,131	\$33,586	\$35,115
6	\$25,746	\$32,889	\$34,344	\$35,872
7	\$26,442	\$33,646	\$35,100	\$36,629
8	\$27,141	\$34,402	\$35,858	\$37,386
9	\$27,837	\$35,159	\$36,613	\$38,142
10	\$28,535	\$35,915	\$37,370	\$38,899
11	\$29,231	\$36,673	\$38,129	\$39,656
12	\$29,930	\$37,429	\$38,885	\$40,411

MASTER TEACHER

STEP	MASTER TEACHER		
	AA	BA	MA
1	\$35,364	\$37,132	\$38,990
2	\$36,154	\$37,922	\$39,777
3	\$36,943	\$38,712	\$40,567
4	\$37,732	\$39,501	\$41,357
5	\$38,523	\$40,291	\$42,148
6	\$39,313	\$41,081	\$42,937
7	\$40,102	\$41,870	\$43,727
8	\$40,891	\$42,658	\$44,517
9	\$41,681	\$43,450	\$45,306
10	\$42,470	\$44,240	\$46,096
11	\$43,262	\$45,029	\$46,886
12	\$44,053	\$45,819	\$47,674

The annual rate will be paid in 12 equal monthly payments. A \$200/month stipend will be paid to the employee who serves in the capacity of Assistant Director. A \$500/month stipend will be paid to the employee who serves in the capacity of Site Supervisor.

Rancho Santiago Community College District
2011/2012 INTERIM CHILD DEVELOPMENT CENTER
TEACHER'S ASSOCIATION HOURLY SALARY SCHEDULE
 Effective July 1, 2011

TEACHER

STEP	ASSOCIATE TEACHER	PERMIT	AA	BA
1	\$13.44	\$17.58	\$18.46	\$19.38
2	\$13.86	\$18.03	\$18.91	\$19.83
3	\$14.28	\$18.49	\$19.37	\$20.29
4	\$14.70	\$18.95	\$19.83	\$20.75
5	\$15.13	\$19.40	\$20.28	\$21.21
6	\$15.55	\$19.86	\$20.74	\$21.66
7	\$15.97	\$20.32	\$21.20	\$22.12
8	\$16.39	\$20.77	\$21.65	\$22.58
9	\$16.81	\$21.23	\$22.11	\$23.03
10	\$17.23	\$21.69	\$22.57	\$23.49
11	\$17.65	\$22.15	\$23.03	\$23.95
12	\$18.07	\$22.60	\$23.48	\$24.40

MASTER TEACHER

STEP	AA	BA	MA
1	\$21.36	\$22.42	\$23.55
2	\$21.83	\$22.90	\$24.02
3	\$22.31	\$23.38	\$24.50
4	\$22.79	\$23.85	\$24.97
5	\$23.26	\$24.33	\$25.45
6	\$23.74	\$24.81	\$25.93
7	\$24.22	\$25.28	\$26.41
8	\$24.69	\$25.76	\$26.88
9	\$25.17	\$26.24	\$27.36
10	\$25.65	\$26.72	\$27.84
11	\$26.12	\$27.19	\$28.31
12	\$26.60	\$27.67	\$28.79

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
CLASSIFIED
JUNE 20, 2011

CLASSIFIED

2011-2012 CSEA Interim Salary Schedule

Attachment #1

New Appointment

Bennett, Laura
Buyer (CL10-0247)
Purchasing Services/ District

Effective: June 1, 2011
Grade 14, Step 1 \$4052

Pham, Chinh
Financial Aid Coord. (CL11-0274)
SAC

Effective: June 20, 2011
Grade 15, Step 6 \$5463

Out of Class Assignment

Cossio, Gilbert
Information Systems Specialist/ Auxiliary
Services/ SAC

Effective: 07/01/11 – 06/30/12
Grade 11, Step 3 \$3826

Quinonez, Raul
Bookstore Buyer/ Bookstore/ SAC

Effective: 07/01/11 – 12/31/11
Grade 10, Step 3 \$3666

White, Kathleen
Sr. Accountant/ Auxiliary Services/ SAC

Effective: 07/01/11 – 06/30/12
Grade 15, Step 4 + 5PG \$5161.33

Wild, Christopher
Bookstore Operations Specialist/
Bookstore/ SAC

Effective: 07/01/11 – 12/31/12
Grade 13, Step1 \$3845

Return to Regular Assignment

Lopez, Felipe
Custodian/ SAC

Effective: 5/17/11
Grade 4, Step 6 + 2.5%L + 7.5%GY \$3701

Change in Position

Arvizu Alvarez, Gloria
From: General Office Clerk
To: Learning Center Specialist
(CL11-0272) School of Continuing
Education/SAC

Effective: June 6, 2011
Grade 8, Step 1 \$3051

Nacita, Dorothy
From: Financial Aid Analyst
To: Financial Aid Coord. (CL11-0274 #01)
Financial Aid/ SAC

Effective: June 1, 2011
Grade 15, Step 3 \$4719

Voluntary Furlough

Restivo, Julie
Executive Secretary/ Student Services/
SCC

Effective: 07/01/11 – 06/30/12
Grade 14, Step 6 + 7.5%L @ 90% VF
\$5008.75

Leave of Absence

Bailey, Debra
Intermediate Clerk/ Health Science/SAC

Effective: 03/21/11 – 3/25/11
05/23/11 – 06/10/11
Non Paid Period 10 Month Contract

Janus, Louise
DSPS Specialist/ SAC

Effective: 06/03/11 – 06/30/11
Non Paid Period 11 Month Contract

Pinon, Elizabeth
Administrative Secretary/ Special Services/
SAC

Effective: 06/06/11 – 06/17/11
Non Paid Period 11.5 Month Contract

Valencia, Jennifer
Administrative Secretary/ Foundation/
SAC

Effective: 06/13/11 – 08/08/11
Revised Maternity Leave Date

Rescind - Ratification of Resignation/Retirement

Perkins, Penny
Graphic Designer/ Public Affairs-Gov't
Relations

Effective: July 4, 2011
Grade 14, Step 6 + 10% L \$5695

CLASSIFIED HOURLY

New Appointments

Escobar, David
District Safety Officer (CL10-0233)
District Safety

Effective: June 11, 2011
Up to 19 Hours/Week School Session
Grade 9, Step A \$18.27/Hour

Ryou, Joohee
Learning Facilitator (CL11-0280)
Student Services/ SAC

Effective: August 22, 2011
Up to 19 Hours/Week School Session
Grade 8, Step A \$17.53/Hour

Leave of Absence

Cuellar, Elizabeth
Library Clerk/ SAC

Effective: 06/27/11 – 06/30/11
07/01/11 – 08/20/11
Non Paid Period 10 Month Contract

Duong, Linda
Library Clerk/ SAC

Effective: 08/08/11 – 08/18/11
01/02/12 – 01/19/12
03/19/12 – 03/29/12
05/28/12 – 05/31/12
Non Paid Period 10 Month Contract

Duong, Tommy
Skilled Maintenance Worker/
Admin.Services/ SAC

Effective: 07/11/11 – 07/29/11
08/01/11 – 08/19/11
01/02/12 – 01/13/12
Non Paid Period 10 Month Contract

Vargas, Jorge
Intermediate Clerk/ Health Center/ SAC

Effective: 06/01/11 – 06/30/11
Non Paid Period 11 Month Contract

Ratification of Resignation/Retirement

Cuellar, Elizabeth
Library Clerk/ SAC

Effective: August 23, 2011
Reason: Retirement

Haffner, Susan
Instructional Assistant/ SCC

Effective: April 10, 2011
Reason: Resignation

Ramirez, Cristina
Instructional Assistant/ School of
Continuing Education/SAC

Effective: June 10, 2011
Reason: Resignation

Rescind Notice of Layoff

Chaidez, Maria
Career Guidance Specialist
Counseling/ SCC
Effective: June 10, 2011

TEMPORARY ASSIGNMENT

Ahmed, Nickhat
Learning Facilitator/Nursing/SAC
Effective: 08/22/11 – 12/16/11

Breault, Kenneth
Instructional Assistant/ Biology/ SAC
Effective: 08/22/11 – 12/12/11

Bui, Annette
Instructional Assistant/EOPS/SAC
Effective: 08/15/11 – 05/25/12

Campus, Rudy
Instructional Assistant/ Biology/ SAC
Effective: 08/22/11 – 12/12/11

Canaday, Tawny
Cashier/ Auxiliary Services/ SAC
Effective: 07/0/11 – 06/30/12

Castellanos, Margie
Counseling Assistant/School of Continuing
Education/CEC
Effective: 07/05/11 – 04/21/12

Chung, Annie
Instructional Assistant/ Biology/ SAC
Effective: 08/22/11 – 12/12/11

Clarke, Kevin
Cashier/ Bookstore/ SAC
Effective: 07/01/11 – 06/30/12

Dang, Anh
Transfer Center Specialist/ Counseling/
SCC
Effective: 08/01/11 – 11/18/11
11/28/11 – 12/09/11
01/09/12 – 03/16/12
03/26/12 – 06/08/12

Daniels, Lani
Library Technician/Library/SCC
Effective: 07/05/11 – 06/28/12

Darby, Elizabeth
Instructional Assistant/AHSS/SCC
Effective: 08/22/211 – 12/11/1

TEMPORARY ASSIGNMENT cont'd

Garcia, Patricia Instructional Assistant/ Humanities/ SCC	Effective: 08/15/11 – 12/10/11
Gonzalez, David Instructional Assistant/EOPS/SAC	Effective: 08/15/11 – 05/25/12
Goodman, Irene Instructional Assistant/Math & Science/SCC	Effective: 07/01/11 – 06/30/12
Hess, Jodi Cashier/ Auxiliary Services/ SCC	Effective: 07/01/11 – 12/16/11
Jensen, Ashley Instructional Assistant/Math & Science/SCC	Effective: 07/01/11 – 06/30/12
Larnerd, Alyssa Cashier/ Auxiliary Services/ SAC	Effective: 07/01/11 – 12/16/11
Le, Kim Accompanist/ Fine & Performing Arts / SAC	Effective: 06/21/11 – 06/30/11 07/05/11 – 08/03/11 08/22/11 – 12/10/11 01/23/12 – 05/19/12
Lopez, Paul Instructional Assistant/Math & Science/SCC	Effective: 07/01/11 – 06/30/12
Lucio, Gloria Cashier/ Bookstore/ SAC	Effective: 07/01/11 – 06/30/12
Magaña Sandoval, Fabian Instructional Assistant/MESA/SAC	Effective: 07/05/11 – 06/30/12
Mann, Elise Cashier/ Auxiliary Services/ SAC	Effective: 07/01/11 – 12/16/11
Miller, Jeremy Instructional Assistant/Science & Math/SAC	Effective: 07/01/11 – 07/21/11

TEMPORARY ASSIGNMENT cont'd

Romero, Jennifer Effective: 07/01/11 – 12/16/11
Cashier/ Auxiliary Services/ SAC

Truong, Tifanie Effective: 07/01/11 – 06/30/12
Instructional Assistant/ Chemistry/ SCC

Valeriotte, Robert Effective: 07/01/11 – 06/30/12
Bookstore Cashier/ Bookstore/ SCC

Vasquez, Maria Effective: 07/04/11 – 07/29/11
Administrative Clerk/ Orange Education 08/15/11 – 12/17/11
Center 01/09/12 – 06/02/12

Vela Saavedra, Mario Effective: 07/01 11 – 06/30/12
Custodian/ Orange Education Center

Wiebe, Pamela Effective: 07/01/11 – 12/16/11
Cashier/ Auxiliary Services/ SCC

Additional Hours for On Going Assignment

Aguilar, Wendy Effective: 07/01/11 – 06/30/12
Counseling Assistant/School of Continuing Not to exceed 19 consecutive days in any
Education/CEC given period.

Amaton, Jose Effective: 07/01/11 – 06/30/12
Custodian/School of Continuing Not to exceed 19 consecutive days in any
Education/CEC given period.

Barbery, Monika Effective: 07/01/11 – 06/30/12
Counseling Assistant/School of Continuing Not to exceed 19 consecutive days in any
Education/CEC given period.

Bizon, Veronica Effective: 07/01/11 – 06/30/12
Intermediate Account Clerk/School of Not to exceed 19 consecutive days in any
Continuing Education/CEC given period.

Cabrera, Juan Effective: 08/15/11 – 05/25/12
Instructional Assistant/EOPS/SAC Not to exceed 19 consecutive days in any
given period.

Additional Hours for On Going Assignment cont'd

Cabrera, Juan Instructional Assistant/ Student Affairs/ SCC	Effective: 07/11/11 – 08/05/11 Not to exceed 19 consecutive days in any given period.
Flores, Juan Instructional Assistant/School of Continuing Education/CEC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Garcia, Jose Custodian/ Child Dev. Services/ SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Hammond, Diana Publications Assistant /School of Continuing Education/SAC	Effective: 05/26/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Hernandez, Eric Custodian/School of Continuing Education/CEC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Hernandez, Louis Cashier/ Bookstore/ SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Kusenda, Paula Student Program Specialist/School of Continuing Education/CEC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
Lopez Ediss, Christine Counseling Assistant/School of Continuing Education/CEC	Effective: 03/11/11 – 06/30/11 Not to exceed 19 consecutive days in any given period.
Luarte, Joseph Fine & Performing Arts Technician/ Fine & Performing Arts / SAC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.
McMinimy, Zach Bookstore Storekeeper/ SCC	Effective: 07/01/11 – 06/30/12 Not to exceed 19 consecutive days in any given period.

Additional Hours for On Going Assignment cont'd

Packard, Roxanne
Auxiliary Services Specialist/ Auxiliary
Services/ SAC
Effective: 07/01/11 – 12/16/11
01/1/12 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Ponce Pliego, Fausta
CDC Cook/Nutrition Specialist/Child
Development Services/SAC
Effective: 07/01/11 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Rice, Tera
Sr. Cashier/ Bookstore/ SCC
Effective: 07/01/11 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Rodriguez , Hector
Auxiliary Services Specialist/ Bookstore/
SAC
Effective: 07/01/11 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Ruiz, Ann
Cashier/ Bookstore/ SAC
Effective: 07/01/11 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Saunders, Maureen
Intermediate Clerk/School of Continuing
Education/CEC
Effective: 07/01/11 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Siegel, Sue
Cashier/ Bookstore/ SAC
Effective: 07/01/11 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Substitute Assignments

Arriaga, Sergio
Student Services Specialist/ Student
Services/ SCC
Effective: 06/13/11 – 06/30/11

Huyen, Thu Ton Nu A.
Instructional Assistant/School of
Continuing Education/CEC
Effective: 05/07/11 – 06/30/11
Not to exceed 19 consecutive days in any
given period.

La Buda, Ashley
Lifeguard/Exercise Science/SAC
Effective: 06/21/11 – 06/30/11
07/01/11 – 08/14/11

MISCELLANEOUS POSITIONS cont'd

Covarrubias, Deisy Director, Special Programs/Student Development/ SCC	Effective: 05/23/11 – 08/31/11
Davalos Flores, Maria Child Development Intern I/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Dunn, Nicole Sign Language Interpreter VII/ DSPTS/ SAC	Effective: 07/01/11 – 06/30/12
Dunn, Paula Sign Language Interpreter VII/ DSPTS/ SAC	Effective: 07/01/11 – 06/30/12
Farris, Karlene Sign Language Interpreter II/ DSPTS/ SAC	Effective: 07/01/11 – 06/30/12
Foroughi, Francine Community Services Presenter/ SCC	Effective: 06/03/11
Frank, Daniel Sign Language Interpreter II/ DSPTS/ SAC	Effective: 07/01/11 – 06/30/12
Gipple, Bonnie Sign Language Interpreter II/ DSPTS/ SAC	Effective: 07/01/11 – 06/30/12
Gomez, Maria Child Development Intern I/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Gonzalez, Maria Child Development Intern II/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Jeffers, Sarah Sign Language Interpreter IV/ DSPTS/ SAC	Effective: 06/06/11 – 06/30/12
LeClercq, Diana Child Development Intern III/Child Development Services/SCC	Effective: 07/01/11 – 06/30/12
Libal, Angela Model/Art/SCC	Effective: 08/22/11 – 05/19/12

MISCELLANEOUS POSITIONS cont'd

Libal, Angela Model/Art/SAC	Effective: 08/22/11 – 05/19/12
Marron, Adriana Child Development Intern I/Child Development Services/SCC	Effective: 07/01/11 – 06/30/12
Martinez, Ricardo Clerical Assistant I/ Auxiliary Services/ SCC	Effective: 07/01/11 – 12/16/11
Matten, Claudia Food Service Aide/Child Development Services/CEC	Effective: 07/01/11 – 06/28/12
Moreno, Alejandra Clerical Assistant I/ Auxiliary Services/ SAC	Effective: 07/01/11 – 12/16/11
Mullen, James Model/Art/SCC	Effective: 08/22/11 – 05/19/12
Oklander, Sergio Project Manager/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12
Ortiz, Consuelo Presenter III/ Special Services/ SAC	Effective: 07/05/11 – 07/15/11
Pardo Ramirez, Ericka Child Development Intern II/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Pastrana, Leo Presenter III/ Special Services/ SAC	Effective: 07/05/11 – 07/15/11
Phelan, Linda Model/Art/SCC	Effective: 08/22/11 – 05/19/12
Phelan, Linda Model/Art/SAC	Effective: 08/22/11 – 05/19/12

MISCELLANEOUS POSITIONS cont'd

Ramos, Dori Child Development Intern II/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Reyes, Griselda Child Development Intern I/Child Development Services/SCC	Effective: 07/01/11 – 06/30/12
Rubalcava, Gloria Child Development Intern III/Child Development Services/OEC	Effective: 07/01/11 – 06/30/12
Serrano Rivas, Etelfina Child Development Intern II/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Silva, Carmen Child Development Intern II/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Shoro, Natasha Community Services Presenter/ SCC	Effective: 06/07/11
Van Aken, Erl Model/Art/SCC	Effective: 08/22/11 – 05/19/12
Van Aken, Erl Model/Art/SAC	Effective: 08/22/11 – 05/19/12
Vazquez, Maria de Lourdes Child Development Intern II/Child Development Services/CEC	Effective: 07/01/11 – 06/30/12
Viera Espinal, Sandra Child Development Intern II/Child Development Services/SAC	Effective: 07/01/11 – 06/30/12
Viera, Claudia Child Development Intern II/ Child Development Services/ SAC	Effective: 07/01/11 – 06/30/12
Woodward, Wenying Model/Art/SCC	Effective: 08/22/11 – 05/19/12

Stipends Effective May 11 – June 20, 2011 cont'd

Munoz, Jayne	Amount: \$	292.50
Nguyen, Phuong	Amount: \$	274.05
Nolasco, Jeffrey	Amount: \$	750.00
Nolasco, Jeffrey	Amount: \$	255.00
Rivera, Rodrigo	Amount: \$	219.94
Schindelbeck, Judy	Amount: \$	530.00
Vallot, Lothar	Amount: \$	109.62
Watson, Katherine	Amount: \$	143.72
Wu, Wendy	Amount: \$	264.13

VOLUNTEERS

Gardner, Bonnie Non Student/ School of Continuing Education/SAC	Effective: 07/01/11 – 06/30/12
McCartney, Ronald Non Student/ Orange Education Center	Effective: 07/01/11 – 06/30/12
Rojas, Jacqueline Non Student/ Biology/ SAC	Effective: 07/01/11 – 06/30/12

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Flores, Hansel Flores	Effective: 06/07/11-6/30/11
Gomez, David	Effective: 06/06/11-6/30/11
Ochoa, Lizeth P	Effective: 06/06/11-6/30/11
Zamarripa, Diana	Effective: 06/06/11-6/30/11

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

Chiang, Kami L.	Effective: 07/01/11-06/30/12
Flores, Terese	Effective: 07/01/11-06/30/12
Hardin, Eboni	Effective: 07/01/11-06/30/12
Resendiz, Briahna	Effective: 07/01/11-06/30/12
Santos, Donna	Effective: 07/01/11-06/30/12

Attachment #1

Rancho Santiago Community College District						
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION						
Interim CONTRACT SALARY SCHEDULE						
Effective: July 1, 2011						
GRADE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
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:			DIFFERENTIAL PAY:			
10 Years	2.50%			Bilingual Requirement:		2.50%
15 Years	5.00%			Swing Shift:		5%
18 Years	7.50%			Graveyard Shift:		7.50%
30 Years	10.00%					
Board Approved: June 20, 2011						

Rancho Santiago Community College District					
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION					
Interim HOURLY SALARY SCHEDULE					
Effective: July 1, 2011					
		*10 Year Longevity 1.025	*15 Year Longevity 1.05	*18 Year Longevity 1.075	*30 Year Longevity 1.100
GRADE	STEP A	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:		DIFFERENTIAL PAY:			
10 Years		Bilingual Requirement			2.50%
15 Years					
18 Years					
30 Years					
* Longevity granted to on-going employees only.					
Board Approved: June 20, 2011					

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources and Educational Services

To:	Board of Trustees	Date: June 20, 2011
Ref:	Rejection of Claim	File #10-6202011DM
Action:	Request for Authorization	

The district's legal counsel recommends that the Board of Trustees authorize the Chancellor, or designee, to reject claim #10-6202011DM.

Fiscal Impact: None	Board Date: June 20, 2011
Item Prepared by:	Don Maus, Risk Manager
Item Submitted by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services
Item Recommended by:	Dr. Raúl Rodríguez, Chancellor

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources and Educational Services

To:	Board of Trustees	Date: June 20, 2011
Ref:	Approval of Fringe Benefit Providers for Fiscal Year 2011/2012	
Action:	Request for Approval	

BACKGROUND

The Joint Benefits Committee annually reviews fringe benefit coverage and renewal proposals for District employees and retirees. The committee recommends that the District maintain its current fringe benefit providers for the 2011-12 fiscal year.

ANALYSIS

The recommended insurance providers are:

<u>Company</u>	<u>Coverage</u>
Anthem BlueCross (PPO/HMO/Blue Card)	Medical & Dental Care
MetLife Basic Life Insurance	District Paid Life Insurance
MetLife Voluntary Life Insurance	Voluntary Life Insurance
Anthem Blue Cross Voluntary Vision	Voluntary Vision Plan
AFLAC	Voluntary Cancer; Personal Short-Term Accident Indemnity; Personal Recovery
MetLife	Auto/Home/Pet Insurance
	Hyatt Legal Plans
Horizon Health	Employee Assistance Program

RECOMMENDATION

It is recommended that the Board of Trustees approve the renewal of these insurance programs at the negotiated rates and authorize the Chancellor, or his designee, to enter into the appropriate agreements with the above companies for 2011/2012 fiscal year.

Fiscal Impact:	\$20,150,342	Board Date: June 20, 2011
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. Raúl Rodríguez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources and Educational Services

To: Board of Trustees	Date: June 20, 2011
Re: Approval of Employee Calendar 2011-2012	
Action: Request for Approval	

BACKGROUND

In conjunction with the California School Employees Association (CSEA) Chapter 579, the 2011-2012 Employee Calendar has been developed.

ANALYSIS

The calendar reflects the holidays designated in the Education Code, plus all additional holidays listed in the CSEA bargaining agreement.

RECOMMENDATION

The administration recommends approval of the 2011-2012 Employee Calendar.

Fiscal Impact: None	Board Date: June 20, 2011
Item Prepared by: John Didion, Exec.Vice Chancellor, Human Res. and Educational Services	
Item Submitted by: John Didion, Exec.Vice Chancellor, Human Res. and Educational Services	
Item Recommended by: Dr. Raúl Rodriguez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT EMPLOYEE CALENDAR 2011 - 2012

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1	2
JULY	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31	1	2	3	4	5	6
AUGUST	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31	1	2	3
SEPTEMBER	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	1
OCTOBER	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31	1	2	3	4	5
NOVEMBER	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	1	2	3
DECEMBER	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
JANUARY	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
FEBRUARY	29	30	31	1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	1	2	3
MARCH	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
APRIL	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	1	2	3	4	5
MAY	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31	1	2
JUNE	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30

Independence Day: July 4

Labor Day: September 5

Veterans Day: November 11

Thanksgiving: November 24-25

Christmas Day (Observed): December 26

New Years Day (Observed): January 2

Martin Luther King Holiday: January 16

Lincoln's Birthday: February 17

President's Day: February 20

Spring Break: March 22 - 23

Cesar Chavez Day: March 30

Memorial Day: May 28

Shading separates the months

Holidays & Breaks in bold type and outlined in boxes

Board Approved:

3.5 (2)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College -- Academic Affairs

To:	Board of Trustees	Date:	June 20, 2011
Re:	Approval of SAC Associate in Arts in Communication Studies Degree for Transfer (AA-T), Associate in Arts in Psychology Degree for Transfer (AA-T), Associate in Arts in Sociology Degree for Transfer(AA-T)		
Action:	Request for approval		

BACKGROUND

The implementation of Senate Bill 1440 (Padilla, 2010) that is now California Education Code §§66745-66749 sets forth that California community colleges beginning with the 2011-12 academic year must offer degrees as defined by California Education Code §§66746-66748. The Santa Ana College Curriculum and Instruction Council has approved the above referenced degrees for transfer.

ANALYSIS

The attached programs represent the summary of requirements as outlined by the Transfer Model Curriculum. The departments, Curriculum and Instruction Council and Articulation Officer have collaborated, reviewed and approved the programs as presented. The programs of study have been submitted to the State Chancellor's Office.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed programs as required by the California Community Colleges Chancellor's Office.

Fiscal Impact:	None	Board Date:	June 20, 2011
Prepared by:	Norman Fujimoto, Vice President, Academic Affairs		
Submitted by:	Erlinda J. Martinez, Ed. D, President, Santa Ana College		
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD		



SANTA ANA COLLEGE

PROGRAM OF STUDY

Communication Studies A.A. Degree for Transfer

The purpose of the existing Associate of Arts Degree in Speech Communication is to prepare students for transfer to a baccalaureate degree in Speech Communication, as well as to prepare them to work in various helping professions. The proposed change is to add to our existing program the Associate in Arts in Communication Studies for Transfer (AA-T). This second option will offer students a more specific route to transfer that guarantees their admission to a CSU campus. Completion of this degree option will also grant students priority admission as a Speech Communication major to our local CSU campus, Fullerton. All major course requirements are aligned with the Communication Studies Transfer Model Curriculum. They are also all transferable to the California State University as well as to most other universities. Courses are designed to prepare students for transfer into bachelor's degree programs in Communication Studies at universities outside the CSU as well, giving students additional options as needed.

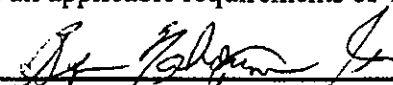
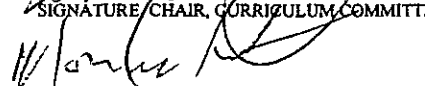
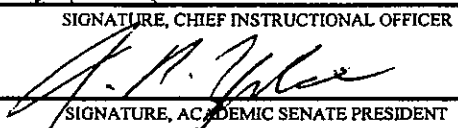
Major requirements for the associate in arts degree for transfer in Communication Studies

COURSE	UNITS
<u>Required Course Total of 3 Units</u>	
Speech Communication 102, Public Speaking	3
<u>List A Electives – Any two courses (6 units)</u>	
Speech Communication 140, Argumentation and Debate	3
Speech Communication 101, Introduction to Interpersonal Communication OR	3
Speech Communication 101H, Honors Introduction to Interpersonal Communication	
Speech Communication 145, Group Dynamics	3
<u>List B Electives– Any two courses (6 units)</u>	
Any List A course not used above	
Speech Communication 103, Introduction to Intercultural Communication OR	3
Speech Communication 103H, Honors Introduction to Intercultural Communication	
Speech Communication 151, Voice and Diction for Effective Communication	3
Speech Communication 152, Oral Interpretation	3
Television/Video Communications 105, Mass Media and Society	3
Television/Video Communications 105H, Honors Mass Media and Society	
<u>List C Electives; Select one course (3 units)</u>	
Any course not selected above	
Speech Communication 158, 170, 206, 206H; Communications and Media Studies 111; Anthropology 100, 100H; English 102, 102H; Psychology 100, 100H; Sociology 100, 100H	3
Total Units for the Major	18

REQUIRED SIGNATURES

Title of Proposed Program: Associate In Arts in Communication Studies for Transfer College: Santa Ana

LOCAL CURRICULUM APPROVAL:
 Changes proposed in this application have been approved by the curriculum committee and instructional administration, and all applicable requirements of Title 5 regulations have been satisfied.

<u>4/20/11</u> DATE	 SIGNATURE, CHAIR, CURRICULUM COMMITTEE	<u>Bonita Nahoum Jaros, Ph.D.</u> TYPED OR PRINTED NAME
<u>4/25/11</u> DATE	 SIGNATURE, CHIEF INSTRUCTIONAL OFFICER	<u>NORMAN FURJAN ET AL</u> TYPED OR PRINTED NAME
<u>4/25/11</u> DATE	 SIGNATURE, ACADEMIC SENATE PRESIDENT	<u>John Zerkow</u> TYPED OR PRINTED NAME


CAREER TECHNICAL EDUCATION ONLY:
 Program fulfills the requirements of employers in the occupation, provides students with appropriate occupational competencies, and meets any relevant professional or licensing standards.

_____	_____	_____
DATE	SIGNATURE, ADMINISTRATOR OF CTE	TYPED OR PRINTED NAME

Changes proposed in this application been reviewed by the Career Technical Education Regional Consortium, and approval was recommended on _____ (date).

_____	_____	_____
DATE	SIGNATURE, CHAIR, REGIONAL CONSORTIUM	TYPED OR PRINTED NAME

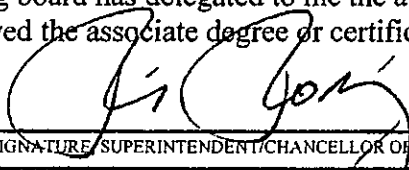
COLLEGE PRESIDENT:
 All provisions of Title 5, Section 55130 have been considered. All factors, taken as a whole, support establishment and maintenance of the proposed changes to an existing, approved program.

<u>4-27-11</u> DATE	 SIGNATURE, PRESIDENT OF THE COLLEGE	<u>Erlinda J. Martinez, Ed.D.</u> TYPED OR PRINTED NAME
------------------------	--	--

DISTRICT APPROVAL (check one):

On _____ (date), the governing board of the _____ District approved the proposed changes to this existing program attached to this request.

The governing board has delegated to me the authority to approve substantial changes to existing programs, and I have approved the associate degree or certificate attached to this request.

<u>5/3/11</u> DATE	 SIGNATURE, SUPERINTENDENT/CHANCELLOR OF DISTRICT	<u>Raúl Rodríguez</u> TYPED OR PRINTED NAME
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SANTA ANA COLLEGE

PROGRAM OF STUDY

Psychology A.A. Degree for Transfer

The purpose of the existing Associate of Arts Degree in Psychology is to prepare students for transfer to a baccalaureate degree in Psychology, as well as to prepare them to work in various helping professions. The proposed change is to add to our existing program the Associate in Arts in Psychology for Transfer (AA-T). This second option will offer students a more specific route to transfer that guarantees their admission to a CSU campus. Completion of this degree option will also grant students priority admission as a Psychology major to our local CSU campus, Fullerton. All major course requirements are aligned with the Psychology Transfer Model Curriculum. They are also all transferable to the California State University as well as to most other universities. Courses are designed to prepare students for transfer into bachelor's degree programs in Psychology at universities outside the CSU as well, giving students additional options as needed.

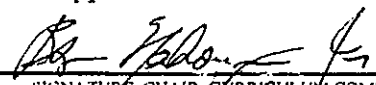


Major requirements for the associate in arts degree for transfer in Psychology:

Course	Units
<u>Required Core (10 units)</u>	
1. Math 219, Statistics and Probability OR Math 219H, Honors Statistics and Probability OR Social Science 219, Statistics and Probability OR Social Science 219H, Honors Statistics and Probability	4
2. Psychology 100, Introduction to Psychology OR Psychology 100H, Honors Introduction to Psychology	3
3. Psychology 219, Introduction to Research Methods in Psychology	3
<u>List A – select one course (3 units)</u>	
Biology 109, Fundamentals of Biology OR Biology 109H, Honors Fundamentals of Biology	3
Psychology 200, Introduction to Biological Psychology	3
<u>List B – select one course (3-4 units)</u>	
Any list A course not used above English 101, Freshman Composition OR English 101H, Honors Freshman Composition	4
<u>List C – select one course (3-5 units)</u>	
Any course not selected above Anthropology 100, 100H, 101, 104, 104H; Biology 177, 211, 239; Chemistry 119, 209, 219, 219H; English 102, 103, 103H, 104, 104H; Human Development 107; Math 105, 140, 145, 150, 160, 170, 180, 180H; Physical Science 115; Physics 109, 210, 217, 279; Psychology 140, 157, 170, 230, 240, 250; Sociology 100, 100H, 140, 140H, 240	
Total Units for the Major	19-22

REQUIRED SIGNATURES

Title of Proposed Program: Associate In Arts in Psychology for Transfer College: Santa Ana

LOCAL CURRICULUM APPROVAL:
 Changes proposed in this application have been approved by the curriculum committee and instructional administration, and all applicable requirements of Title 5 regulations have been satisfied.

<u>4/20/11</u> DATE	 SIGNATURE, CHAIR, CURRICULUM COMMITTEE	<u>Bonita Nahoun Jaros, Ph.D</u> TYPED OR PRINTED NAME
<u>4/25/11</u> DATE	 SIGNATURE, CHIEF INSTRUCTIONAL OFFICER	<u>NORMAN FURMAN</u> TYPED OR PRINTED NAME
<u>4/25/11</u> DATE	 SIGNATURE, ACADEMIC SENATE PRESIDENT	<u>John Zanghe</u> TYPED OR PRINTED NAME


CAREER TECHNICAL EDUCATION ONLY:
 Program fulfills the requirements of employers in the occupation, provides students with appropriate occupational competencies, and meets any relevant professional or licensing standards.

_____	_____	_____
DATE	SIGNATURE, ADMINISTRATOR OF CTE	TYPED OR PRINTED NAME

Changes proposed in this application been reviewed by the Career Technical Education Regional Consortium, and approval was recommended on _____ (date).

_____	_____	_____
DATE	SIGNATURE, CHAIR, REGIONAL CONSORTIUM	TYPED OR PRINTED NAME

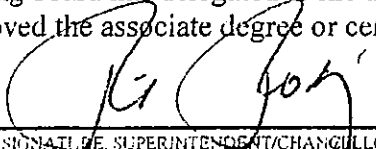
COLLEGE PRESIDENT:
 All provisions of Title 5, Section 55130 have been considered. All factors, taken as a whole, support establishment and maintenance of the proposed changes to an existing, approved program.

<u>4-27-11</u> DATE	 SIGNATURE, PRESIDENT OF THE COLLEGE	<u>Erlinda I. Martinez, Ed.D.</u> TYPED OR PRINTED NAME
------------------------	--	--

DISTRICT APPROVAL (check one):

On _____ (date), the governing board of the _____ District approved the proposed changes to this existing program attached to this request.

The governing board has delegated to me the authority to approve substantial changes to existing programs, and I have approved the associate degree or certificate attached to this request.

<u>5/3/11</u> DATE	 SIGNATURE, SUPERINTENDENT/CHANCELLOR OF DISTRICT	<u>Raul Rodriguez</u> TYPED OR PRINTED NAME
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Please retain the original signature page for your records and upload a scan of the signature page as an attachment.



SANTA ANA COLLEGE

PROGRAM OF STUDY

Sociology A.A. Degree for Transfer

The purpose of the existing Associate of Arts Degree in Sociology is to prepare students for transfer to a baccalaureate degree in Sociology, as well as to prepare them to work in various helping professions. In submitting this proposal we would like to add to our existing program the Associate in Arts in Sociology for Transfer (AA-T). With this change students will have a clearer route to CSU transfer that will guarantee their admission to a CSU campus and also grant priority admission to our local CSU campus, Fullerton, to one of seven different paths in the Sociology major. All major course requirements are aligned with the Sociology Transfer Model Curriculum. They are also all transferable to the California State University as well as to most other universities. Courses are designed to prepare students for transfer into bachelor's degree programs in Sociology at universities outside the CSU as well, giving students additional options as needed.

Major requirements for the associate in arts degree for transfer in Sociology:

Course	Units
<u>Required Core (10 units)</u>	
1. Sociology 100, Introduction to Sociology OR Sociology 100H, Honors Introduction to Sociology	3
List A – two courses	
2. Sociology 140, Analysis of Social Trends and Problems OR Sociology 140H, Honors Analysis of Social Trends and Problems	3
3. Math 219, Statistics and Probability OR Math 219H, Honors Statistics and Probability OR Social Science 219, Statistics and Probability OR Social Science 219H, Honors Statistics and Probability	4
<u>List B – two courses (6 units)</u>	
Sociology 112, Relationships, Marriages, and Family Dynamics	3
Sociology 240, Introduction to Social Psychology OR Psychology 240H, Honors Introduction to Social Psychology	3
<u>List C – select one course (3-4 units)</u>	
Anthropology 100, Introduction to Cultural Anthropology OR Anthropology 100H, Honors Introduction to Cultural Anthropology	3
English 101H, Honors Freshman Composition	4
English 102, Literature and Composition OR	4
English 103, Critical Thinking and Writing OR	4
English 103H, Honors Critical Thinking and Writing	4
Geography 102, Cultural Geography	3
Philosophy 110, Critical Thinking OR	4
Philosophy 110H, Honors Critical Thinking	4
Psychology 100, Introduction to Psychology OR	3
Psychology 100H, Honors Introduction to Psychology	3
OR another introductory course in the social sciences chosen from: Asian American Studies 101; Biology 200; Black Studies 101; Chicano Studies 101; Counseling 150; Criminal Justice 101; Economics 120, 121; Environmental Studies 200; Ethnic Studies 101, 101H; Geography 100, 100H; History 118, 120, 120H, 121, 121H, 122, 123, 124, 124H, 127, 146; Human Development 107; Political Science 101, 101H; Psychology 157; Science 200; Television/Video Communications 105, 105H; Women's Studies 101	

Total Units for the Major


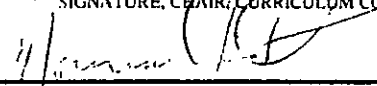

19-20

4.1 (6)

REQUIRED SIGNATURES

Title of Proposed Program Associate in Arts in Sociology for Transfer College Santa Ana

LOCAL CURRICULUM APPROVAL:
 Changes proposed in this application have been approved by the curriculum committee and instructional administration, and all applicable requirements of Title 5 regulations have been satisfied.

<u>1/20/11</u> DATE	 SIGNATURE, CHAIR, CURRICULUM COMMITTEE	<u>Bonita Nahoun James, Ph.D.</u> TYPED OR PRINTED NAME
<u>4/12/11</u> DATE	 SIGNATURE, CHIEF INSTRUCTIONAL OFFICER	<u>William</u> TYPED OR PRINTED NAME
<u>4/25/11</u> DATE	 SIGNATURE, ACADEMIC SENATE PRESIDENT	<u>John Zarste</u> TYPED OR PRINTED NAME


CAREER TECHNICAL EDUCATION ONLY:
 Program fulfills the requirements of employers in the occupation, provides students with appropriate occupational competencies, and meets any relevant professional or licensing standards.

_____ DATE	_____ SIGNATURE, ADMINISTRATOR OF CTE	_____ TYPED OR PRINTED NAME
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Changes proposed in this application been reviewed by the Career Technical Education Regional Consortium, and approval was recommended on _____ (date).

_____ DATE	_____ SIGNATURE, CHAIR, REGIONAL CONSORTIUM	_____ TYPED OR PRINTED NAME
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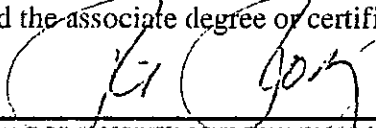
COLLEGE PRESIDENT:
 All provisions of Title 5, Section 55130 have been considered. All factors, taken as a whole, support establishment and maintenance of the proposed changes to an existing, approved program.

<u>4-27-11</u> DATE	 SIGNATURE, PRESIDENT OF THE COLLEGE	<u>Erlinda J. Martinez, Ed.D.</u> TYPED OR PRINTED NAME
------------------------	--	--

DISTRICT APPROVAL (check one):

On _____ (date), the governing board of the _____ District approved the proposed changes to this existing program attached to this request.

The governing board has delegated to me the authority to approve substantial changes to existing programs, and I have approved the associate degree or certificate attached to this request.

<u>5/3/11</u> DATE	 SIGNATURE, SUPERINTENDENT/CHANCELLOR OF DISTRICT	<u>Raul Rodriguez</u> TYPED OR PRINTED NAME
-----------------------	---	--

Please retain the original signature page for your records and upload a scan of the signature page as an attachment.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: June 20, 2011
Re: Approval of New OTA Agreement – Temecula Valley Therapy Services	
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 agreement with Temecula Valley Therapy Services in Temecula, California.

Fiscal Impact: None	Board Date: June 20, 2011
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 21st day of June, 2011 by and between **Temecula Valley Therapy Services**, 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 with advance request.
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.

D. Mutual Confidentiality

Agency and District acknowledge that students will have access to confidential information belonging to Temecula Valley Therapy Services of special and unique value. This includes such matters as Company's personnel information, suppliers, procedures, cost of merchandise, sales data, price lists, financial information, records, business plans, prospect names, business opportunities, confidential reports, customer lists and contracts, as well as any other information specific to Company.

As a condition of this agreement, District must and hereby do agree that all such information is the exclusive property of the Agency, and student will not at any time disclose to anyone, except in the responsible exercise of his/her job, or to a government or law enforcement agency when you reasonably believe the information discloses a violation of a state or federal law or regulation, any such information whether or not it has been designated specifically as "confidential".

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:

8/15

**District: Rancho Santiago Community
College District**

**Rancho Santiago Community College
District**
2323 N. Broadway
Santa Ana, CA 92706

Agency: Temecula Valley Therapy Services

Temecula Valley Therapy Services
32140 Temecula Parkway Suite J-205
Temecula, CA 92592

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Lynne Hardy Lukes, M.S.,C.C.C./SLP
Clinical Director/Owner

Date: _____

Date: _____

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

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of New OTA Agreement – Centre for Neuro Skills	
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 agreement with Centre for Neuro Skills in Bakersfield, California.

Fiscal Impact:	None	Board Date: June 20, 2011
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 21st day of June, 2011 by and between **Centre for Neuro Skills**, 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:

**District: Rancho Santiago Community
College District**

**Rancho Santiago Community College
District**
2323 N. Broadway
Santa Ana, CA 92706

Agency: Centre for Neuro Skills

Centre for Neuro Skills
2658 Mt. Vernon Avenue
Bakersfield, CA 93306

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Susan Trihey
Director of Human Resources

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: June 20, 2011
Re: Approval of New OTA Agreement – Rancho Physical Therapy	
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 agreement with Rancho Physical Therapy in Murrieta, California.

Fiscal Impact:	None	Board Date: June 20, 2011
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 21st day of June, 2011 by and between **Rancho Physical Therapy**, 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

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:

PHH

**District: Rancho Santiago Community
College District**

**Rancho Santiago Community College
District**
2323 N. Broadway
Santa Ana, CA 92706

Agency: Rancho Physical Therapy

Rancho Physical Therapy
24630 Washington Ave #200
Murrieta CA 92562

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Person Responsible: _____
Chief Financial Officer

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: June 20, 2011
Re: Approval of New OTA Agreement – Advanced Therapy Center	
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 agreement with Advanced Therapy Center in Torrance, California.

Fiscal Impact: None	Board Date: June 20, 2011
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 21st day of June, 2011 by and between **Advanced Therapy Center**, 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:

PH
**District: Rancho Santiago Community
College District**

**Rancho Santiago Community College
District**
2323 N. Broadway
Santa Ana, CA 92706

Agency: Advanced Therapy Center

Advanced Therapy Center
3475 Torrance Blvd. Suite B2
Torrance, CA 90503

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Mojca Herman, MA, OTR/L, CHT
Owner/Therapist

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College – Career Education

To: Board of Trustees	Date: June 20, 2011
Re: Approval of California/Nevada Training Trust Master Cost 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 power linemen 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 outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and the California/Nevada Training Trust's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with the California/Nevada Training Trust for 2011/2012 as presented.

Fiscal Impact: approximately \$11,000 to RSCCD; approximately \$60,000 to California/Nevada Training Trust	Board Date: 6/20/11
Prepared by: Aracely Mora, Interim, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA/NEVADA TRAINING TRUST**

This Agreement, made and entered into this 1st day of July, 2011, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD, and the CALIFORNIA/NEVADA TRAINING TRUST, hereinafter referred to as CAL/NEVA:

WITNESSETH:

It is the intent of RSCCD and CAL/NEVA to enter into an agreement whereby RSCCD will reimburse CAL/NEVA for all instructional materials and curriculum development used by and for RSCCD indentured power linemen apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice power lineman in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, CAL/NEVA is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and CAL/NEVA desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice power linemen duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and CAL/NEVA's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the CAL/NEVA under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by CAL/NEVA.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF CAL/NEVA

A. Instruction and Curriculum

1. CAL/NEVA shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. CAL/NEVA shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
3. CAL/NEVA shall provide clerical support to maintain training records.
4. CAL/NEVA instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.

5. CAL/NEVA shall provide funds for and administer one (1) instructor workshop annually.
6. CAL/NEVA shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. CAL/NEVA shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, CAL/NEVA will be responsible for the maintenance of these facilities.
2. CAL/NEVA shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. CAL/NEVA shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2011) and will continue until the end of the fiscal year (June 30, 2012), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by CAL/NEVA and performing services for their training committee shall be solely employees of CAL/NEVA. CAL/NEVA will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay CAL/NEVA an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the California/Nevada Training Trust, 9846 Limonite Ave., Riverside, CA 92509, within sixty (60) days of receipt of positive attendance hours.
4. 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
ATTN: Director

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 CAL/NEVA: California/Nevada Training Trust
9846 Limonite Ave.
Riverside, CA 92509
ATTN: Director


5. 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 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 or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.

- b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide CAL/NEVA with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

CALIFORNIA/NEVADA TRAINING TRUST



Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services



Bob Bass
Director

Date: 3-30-11

Approved by Governing Board:

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Career Education

To: Board of Trustees	Date: June 20, 2011
Re: Approval of Electrical Training Trust Master Cost 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 electrician 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 outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and the Electrical Training Trust's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with the Electrical Training Trust for 2011-2012 as presented.

Fiscal Impact: approximately \$21,000 to RSCCD; approximately \$115,000 to Electrical Training Trust	Board Date: 6/20/11
Prepared by: Aracely Mora, Interim, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
ORANGE COUNTY ELECTRICAL TRAINING TRUST**

This Agreement, made and entered into this 1st day of July, 2011, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD, and the ORANGE COUNTY ELECTRICAL TRAINING TRUST, hereinafter referred to as OCETT:

WITNESSETH:

It is the intent of RSCCD and OCETT to enter into an agreement whereby RSCCD will reimburse OCETT for instructional materials and curriculum development used by and for RSCCD indentured electrical apprentices and electrical trainees.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplement instruction for the apprentice electrician and electrical trainee in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, OCETT is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and OCETT desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice electricians and electrical trainees duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and OCETT's Training Standards.
2. RSCCD shall arrange for utilizing the instructional staff employed by OCETT under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by OCETT.
3. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF OCETT

A. Instruction and Curriculum

1. OCETT shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. OCETT shall monitor the students, maintain records of work experience and be responsible for student evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
3. OCETT shall provide clerical support to maintain training records.
4. OCETT instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses or college credit electrical trainee courses.

5. OCETT shall provide funds for and administer one (1) instructor workshop annually.
6. OCETT shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. OCETT shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, OCETT will be responsible for the maintenance of these facilities.
2. OCETT shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. OCETT shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2011) and will continue until the end of the fiscal year (June 30, 2012), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by OCETT and performing services for their training committee shall be solely employees of OCETT. OCETT will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay OCETT an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Orange County Electrical Training Trust, 717 S. Lyon St., Santa Ana, CA 92705, within sixty (60) days of receipt of positive attendance hours.
4. 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
ATTN: Director

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 OCETT: Orange County Electrical Training Trust
717 S. Lyon St.
Santa Ana, CA 92705
ATTN: Coordinator

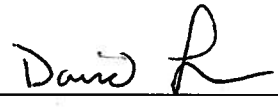
5. All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or 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 or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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 two million dollars (\$2,000,000) 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.
 - b. Non-performance of the terms of this Agreement.

9. RSCCD agrees to provide OCETT with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

ORANGE COUNTY ELECTRICAL
TRAINING TRUST



Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services

David Lawhorn
Coordinator

Approved by Governing Board:

Date: _____ Date: 4/5/11

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Career Education

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Operating Engineers Training Trust Master Cost 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 operating engineers 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 outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and the Operating Engineers Training Trust's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with the Operating Engineers Training Trust for 2011-2012 as presented.

Fiscal Impact: approximately \$16,000 to RSCCD; approximately \$85,000 to Operating Engineers Training Trust	Board Date: 6/20/11
Prepared by: Aracely Mora, Interim, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
OPERATING ENGINEERS TRAINING TRUST JATC**

This Agreement, made and entered into this 1st day of July, 2011, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD, and the OPERATING ENGINEERS TRAINING TRUST JATC, hereinafter referred to as OETTJATC:

WITNESSETH:

It is the intent of RSCCD and OETTJATC to enter into an agreement whereby RSCCD will reimburse OETTJATC for all instructional materials and curriculum development used by and for RSCCD indentured operating engineer apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice operating engineers in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, OETTJATC is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and OETTJATC desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD provide courses in related instruction for apprentice and journeymen operating engineers duly registered with RSCCD.
2. RSCCD shall arrange for utilizing the instructional staff employed by the OETTJATC under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by OETTJATC.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF OETTJATC

A. Instruction and Curriculum

1. OETTJATC will conduct classes and related instruction for apprentice and journeymen operating engineers duly registered with RSCCD.
2. OETTJATC will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD curriculum and the OETTJATC training committee standards.
3. OETTJATC shall provide manuals, instructional supplies, and other teaching aids necessary to instruct classes.
4. OETTJATC shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
5. OETTJATC shall provide clerical support to maintain training records.
6. OETTJATC instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any

training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.

7. OETTJATC shall provide funds for and administer one (1) instructor workshop annually.
8. OETTJATC shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. OETTJATC shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, OETTJATC will be responsible for the maintenance of these facilities.
2. OETTJATC shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. OETTJATC shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2011) and will continue until the end of the fiscal year (June 30, 2012), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by OETTJATC and performing services for their training committee shall be solely employees of OETTJATC. OETTJATC will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay OETTJATC an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Operating Engineers JATC, 2190 S. Pellissier Pl., Whittier, CA, 90601, within sixty (60) days of receipt of positive attendance hours.
4. 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
 ATTN: Director

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 OETTJATC: Operating Engineers JATC
 2190 S. Pellissier Pl.
 Whittier, CA 90601
 ATTN: Administrator

5. 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 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 or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.

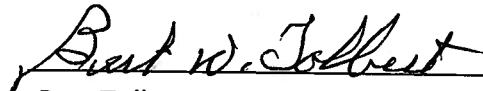
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.
 - b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide OETTJATC with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

OPERATING ENGINEERS JATC

Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services
Approved by Governing Board:



Bert Tolbert

Date: 4-4-11

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Career Education

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Southern California Surveyors Master Cost 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 surveying 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 outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and the Southern California Surveyor's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with the Southern California Surveyors for 2011-12 as presented.

Fiscal Impact: approximately \$5000 to RSCCD; approximately \$30,000 to Southern California Surveyors	Board Date: 6/20/11
Prepared by: Aracely Mora, Interim, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
SOUTHERN CALIFORNIA SURVEYORS**

This Agreement, made and entered into this 1st day of July, 2011, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD, and the SOUTHERN CALIFORNIA SURVEYORS, hereinafter referred to as SCS:

WITNESSETH:

It is the intent of RSCCD and SCS to enter into an agreement whereby RSCCD will reimburse the SCS for instructional materials and curriculum development used by and for RSCCD indentured surveyor apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice surveyors in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, SCS is a "joint apprenticeship training committee" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and SCS desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The

sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice surveyors duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and SCS's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the SCS under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by SCS.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF SCS

A. Instruction and Curriculum

1. SCS shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. SCS shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and the State of California.
3. SCS shall provide clerical support to maintain training records.
4. SCS instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be instructors of record for RSCCD and will be certified as adjunct instructors for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of

California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.

5. SCS shall provide funds for and administer one (1) instructor workshop annually.
6. SCS shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. SCS shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, SCS will be responsible for the maintenance of these facilities.
2. SCS shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. SCS shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2011) and will continue until the end of the fiscal year (June 30, 2012), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by SCS and performing services for their training committee shall be solely employees of SCS. SCS will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay SCS an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Southern California Surveyors Joint Apprenticeship Committee, within sixty (60) days of receipt of positive attendance hours.
4. 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
 ATTN: Director

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 SCS: Southern California Surveyors Joint Apprenticeship Committee
 9480 Utica Ave., #604
 Rancho Cucamonga, CA 91730
 ATTN: Administrator

5. 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 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 or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.

- b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide SCS with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT



Peter J. Hardash
Vice Chancellor,
Business Operations/Fiscal Affairs

Date: _____

SOUTHERN CALIFORNIA
SURVEYORS



Charles Forbes
Administrator

Date: 5/9/2011

Approved by Governing Board:

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Career Education

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Southwest Carpenters Training Fund and Southern California JATC Master Cost 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 carpentry 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 outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and the Southwest Carpenters Training Fund/Southern California JATC's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with the Southwest Carpenters Training Fund/Southern California JATC for 2011/2012 as presented.

Fiscal Impact: approximately \$120,000 to RSCCD; approximately \$673,204 to Southwest Carpenters Training Fund/So California JATC	Board Date: 6/20/11
Prepared by: Aracely Mora, Interim, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

MASTER COST AGREEMENT

BETWEEN

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

AND

SOUTHWEST CARPENTERS TRAINING FUND

AND

**SOUTHERN CALIFORNIA CARPENTRY JOINT
APPRENTICESHIP AND TRAINING COMMITTEE**

This Agreement, made and entered into this 1st day of July, 2011, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD and SOUTHWEST CARPENTERS TRAINING FUND hereinafter referred to as FUND and SOUTHERN CALIFORNIA CARPENTRY JOINT APPRENTICESHIP AND TRAINING COMMITTEE hereinafter referred to as SCCJATC:

WITNESSETH:

It is the intent of RSCCD and FUND/SCCJATC to enter into an agreement whereby RSCCD will reimburse the FUND/SCCJATC for instructional materials and curriculum development used by and for RSCCD indentured carpenter apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice carpenter in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, FUND/SCCJATC is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code Section 3074, and

Whereas, RSCCD and FUND/SCCJATC desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color,

religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice and journeyman carpenters duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and SCCJATC'S Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the FUND/SCCJATC under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by FUND/SCCJATC.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF FUND/SCCJATC

A. Instruction and Curriculum

1. FUND/SCCJATC shall provide instructor manuals and other teaching aids necessary to instruct the classes.
2. FUND/SCCJATC shall monitor the students, maintain records of work experience education and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.

3. FUND/SCCJATC shall provide clerical support to maintain training records.
4. FUND/SCCJATC instructors will meet the minimum qualifications for instruction as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct instructors for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college-credit apprenticeship courses.
5. FUND/SCCJATC shall provide funds for and administer one (1) instructor workshop annually.

B. Facilities, Equipment and Supplies

1. FUND/SCCJATC shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, SCCJATC will be responsible for the maintenance of these facilities.
2. FUND/SCCJATC shall provide, install, and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. FUND/SCCJATC shall provide instructional supplies and materials.
4. RSCCD utilizes the following real property, 2831 W. First Street, Santa Ana, CA 92703, costs of which are included in this Master Cost Agreement.

ARTICLE IV - GENERAL PROVISIONS

- A. This Agreement shall commence with the beginning of the fiscal year (July 1, 2011) and will continue until the end of the fiscal year (June 30, 2012), unless earlier terminated by either party in the manner set forth herein.
- B. All persons employed by FUND/SCCJATC and performing services for FUND/SCCJATC shall be solely employees of FUND/SCCJATC and not employees of RSCCD. FUND/SCCJATC shall be solely responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
- C. RSCCD shall pay FUND/SCCJATC an amount equal to eighty-five percent (85%) of the amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Carpenters Joint Apprenticeship and Training Committee Fund for Southern California, 533 S. Fremont Ave., Suite 401, Los Angeles, California 90071-1706, within sixty

(60) days of the receipt of positive attendance hours. RSCCD assumes all responsibility for the submission and accuracy of positive hours of attendance to the State of California.

- D. 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
 ATTN: Director

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 FUND: Southwest Carpenters Training Fund
 533 S. Fremont Ave., Suite 401
 Los Angeles, CA 90071-1706

To SCCJATC: Southern California Carpentry Joint Apprenticeship and
 Training Committee
 533 S. Fremont Ave., Suite 401
 Los Angeles, CA 90071-1706

- E. 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 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 or intentional acts of the non-indemnifying party or any of its agents or employees.

- F. 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.
- G. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
- H. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - 1. Emergency conditions resulting from acts of God.
 - 2. Non-performance of the terms of this Agreement.
- I. RSCCD agrees to provide SCCJATC with records indicating attendance, income and expenditure data.
- J. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

Peter J. Hardash, Vice Chancellor
Business Operations/Fiscal Affairs

Approved by Governing Board:

Date: _____

SOUTHERN CALIFORNIA CARPENTRY JOINT
APPRENTICESHIP AND TRAINING COMMITTEE

jur

Daniel R. Layford

Date: 5-3-11

SOUTHWEST CARPENTERS TRAINING FUND

Ted Ripley

Date: 5-3-11

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College – Career Education

To: Board of Trustees	Date: June 20, 2011
Re: Approval of JTS Services 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 cosmetology 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 outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and JTS Service's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with JTS Services for 2011-2012 as presented.

Fiscal Impact: approximately \$3,000 to RSCCD; approximately \$9,000 to JTS Services.	Board Date: 6/20/11
Prepared by: Aracely Mora, Interim, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

MASTER COST AGREEMENT

BETWEEN

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

AND

JTS SERVICES TRAINING TRUST

This Agreement, made and entered into this 1st day of July, 2011, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD, and the JTS SERVICES, hereinafter referred to as JTS:

WITNESSETH:

It is the intent of RSCCD and JTS to enter into an agreement whereby RSCCD will reimburse JTS for all instructional materials and curriculum development used by and for RSCCD indentured cosmetology apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the cosmetology apprentice in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, JTS has established a "unilateral apprenticeship training committee" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and JTS desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for cosmetology apprentices duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and JTS's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the JTS under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished JTS
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF JTS

A. Instruction and Curriculum

1. JTS shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. JTS shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
3. JTS shall provide clerical support to maintain training records.
4. JTS instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.
5. JTS shall provide funds for and administer one (1) instructor workshop annually.

6. JTS shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. JTS shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, JTS will be responsible for the maintenance of these facilities.
2. JTS shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. JTS shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2011) and will continue until the end of the fiscal year (June 30, 2012), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by JTS and performing services for their training committee shall be solely employees of JTS. JTS will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay JTS an amount equal to seventy-five percent (75%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the JTS Services, 1905 E. 17th St., #316, Santa Ana, CA, 92705, within sixty (60) days of receipt of final positive attendance hours and grades each semester.
4. 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
 ATTN: Director

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 JTS: JTS Services
 1905 E. 17th St., #316
 Santa Ana, CA 92705
 ATTN: Committee Chair

5. 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 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 or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.

- b. Non-performance of the terms of this Agreement.
- 9. RSCCD agrees to provide JTS with records indicating attendance, income and expenditure data.
- 10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

JTS SERVICES

sur

Peter J. Hardash
Vice Chancellor
Committee
Business Operations/Fiscal Services

John Sanders

John Sanders
Chair, Cosmetology Apprenticeship

Date: 5-5-11

Approved by Governing Board:

Date: _____

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50985	General Fund Unrestricted	966.40	0.00	966.40	92*0283683	92*0283688
50988	General Fund Unrestricted	415.00	0.00	415.00	92*0283692	92*0283693
50989	General Fund Unrestricted	7,224.94	0.00	7,224.94	92*0283694	92*0283694
50990	General Fund Unrestricted	62,684.25	0.00	62,684.25	92*0283695	92*0283695
50992	General Fund Unrestricted	18,252.20	0.00	18,252.20	92*0283701	92*0283704
50993	General Fund Unrestricted	1,049.13	0.00	1,049.13	92*0283708	92*0283712
50994	General Fund Unrestricted	6,281.93	0.00	6,281.93	92*0283717	92*0283719
50995	General Fund Unrestricted	49,289.89	0.00	49,289.89	92*0283722	92*0283725
50996	General Fund Unrestricted	926.40	0.00	926.40	92*0283731	92*0283731
51003	General Fund Unrestricted	849.00	0.00	849.00	92*0283756	92*0283759
51004	General Fund Unrestricted	89,185.47	0.00	89,185.47	92*0283760	92*0283844
51005	General Fund Unrestricted	66,529.00	0.00	66,529.00	92*0283845	92*0283928
51006	General Fund Unrestricted	42,942.00	0.00	42,942.00	92*0283929	92*0284012
51007	General Fund Unrestricted	53,143.60	0.00	53,143.60	92*0284013	92*0284096
51008	General Fund Unrestricted	36,243.00	0.00	36,243.00	92*0284097	92*0284180
51009	General Fund Unrestricted	74,933.00	0.00	74,933.00	92*0284181	92*0284264
51010	General Fund Unrestricted	48,635.00	0.00	48,635.00	92*0284265	92*0284348
51011	General Fund Unrestricted	42,778.00	0.00	42,778.00	92*0284349	92*0284410
51012	General Fund Unrestricted	7,807.71	0.00	7,807.71	92*0284411	92*0284417
51013	General Fund Unrestricted	18,641.38	0.00	18,641.38	92*0284419	92*0284422
51014	General Fund Unrestricted	710.88	0.00	710.88	92*0284425	92*0284427
51016	General Fund Unrestricted	1,156.14	0.00	1,156.14	92*0284438	92*0284438
51017	General Fund Unrestricted	2,632.54	0.00	2,632.54	92*0284445	92*0284452
51018	General Fund Unrestricted	683.59	0.00	683.59	92*0284453	92*0284459
51019	General Fund Unrestricted	649.88	0.00	649.88	92*0284460	92*0284463
51020	General Fund Unrestricted	29,737.03	0.00	29,737.03	92*0284465	92*0284466
51021	General Fund Unrestricted	1,759.34	0.00	1,759.34	92*0284467	92*0284472
51022	General Fund Unrestricted	3,550.82	0.00	3,550.82	92*0284473	92*0284478
51029	General Fund Unrestricted	888.00	0.00	888.00	92*0284493	92*0284497
51030	General Fund Unrestricted	18,616.00	0.00	18,616.00	92*0284498	92*0284526
51031	General Fund Unrestricted	19,657.00	0.00	19,657.00	92*0284527	92*0284554
51032	General Fund Unrestricted	26,942.26	0.00	26,942.26	92*0284555	92*0284591
51033	General Fund Unrestricted	9,188.00	0.00	9,188.00	92*0284592	92*0284620
51034	General Fund Unrestricted	15,093.00	0.00	15,093.00	92*0284621	92*0284663
51036	General Fund Unrestricted	20,468.01	0.00	20,468.01	92*0284670	92*0284674
51037	General Fund Unrestricted	51,507.00	0.00	51,507.00	92*0284675	92*0284675
51038	General Fund Unrestricted	6,099.17	0.00	6,099.17	92*0284676	92*0284681
51039	General Fund Unrestricted	13,851.08	0.00	13,851.08	92*0284682	92*0284684
51041	General Fund Unrestricted	2,912.76	0.00	2,912.76	92*0284693	92*0284699
51042	General Fund Unrestricted	1,736.18	0.00	1,736.18	92*0284700	92*0284706
51043	General Fund Unrestricted	24,851.25	0.00	24,851.25	92*0284707	92*0284708

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51044	General Fund Unrestricted	534.58	0.00	534.58	92*0284711	92*0284711
51045	General Fund Unrestricted	3,332.08	0.00	3,332.08	92*0284715	92*0284738
51053	General Fund Unrestricted	1,318.00	0.00	1,318.00	92*0284762	92*0284764
51055	General Fund Unrestricted	872.25	0.00	872.25	92*0284771	92*0284777
51056	General Fund Unrestricted	7,854.52	0.00	7,854.52	92*0284779	92*0284786
51057	General Fund Unrestricted	10,577.02	0.00	10,577.02	92*0284788	92*0284788
51058	General Fund Unrestricted	1,707.99	0.00	1,707.99	92*0284790	92*0284796
51059	General Fund Unrestricted	1,917.62	0.00	1,917.62	92*0284798	92*0284802
51060	General Fund Unrestricted	7,822.67	0.00	7,822.67	92*0284804	92*0284809
51061	General Fund Unrestricted	170.85	0.00	170.85	92*0284811	92*0284814
51066	General Fund Unrestricted	18,153.74	0.00	18,153.74	92*0284828	92*0284828
51071	General Fund Unrestricted	1,444.00	0.00	1,444.00	92*0284840	92*0284841
51072	General Fund Unrestricted	10,035.00	0.00	10,035.00	92*0284842	92*0284855
51073	General Fund Unrestricted	1,354.57	0.00	1,354.57	92*0284858	92*0284863
51075	General Fund Unrestricted	1,818.36	0.00	1,818.36	92*0284872	92*0284873
51076	General Fund Unrestricted	405.79	0.00	405.79	92*0284876	92*0284883
51077	General Fund Unrestricted	25,187.26	0.00	25,187.26	92*0284884	92*0284890
51079	General Fund Unrestricted	4,910.00	0.00	4,910.00	92*0284901	92*0284901
51082	General Fund Unrestricted	1,960.50	0.00	1,960.50	92*0284909	92*0284919
51083	General Fund Unrestricted	1,918.00	0.00	1,918.00	92*0284920	92*0284921
51084	General Fund Unrestricted	1,712.31	0.00	1,712.31	92*0284923	92*0284926
51085	General Fund Unrestricted	1,465,186.97	0.00	1,465,186.97	92*0284927	92*0284928
51087	General Fund Unrestricted	3,072.14	0.00	3,072.14	92*0284933	92*0284936
51088	General Fund Unrestricted	1,101.42	0.00	1,101.42	92*0284938	92*0284942
51090	General Fund Unrestricted	83,157.56	0.00	83,157.56	92*0284951	92*0284953
51092	General Fund Unrestricted	90,644.85	0.00	90,644.85	92*0284958	92*0284959
51093	General Fund Unrestricted	4,488.75	0.00	4,488.75	92*0284964	92*0284964
51095	General Fund Unrestricted	1,085.94	0.00	1,085.94	92*0284970	92*0284971
51098	General Fund Unrestricted	2,506.00	0.00	2,506.00	92*0284978	92*0284983
51100	General Fund Unrestricted	1,393.00	0.00	1,393.00	92*0284990	92*0284994
51101	General Fund Unrestricted	18,235.48	0.00	18,235.48	92*0284995	92*0284999
51102	General Fund Unrestricted	1,451.81	0.00	1,451.81	92*0285002	92*0285005
51103	General Fund Unrestricted	524.95	0.00	524.95	92*0285008	92*0285008
51105	General Fund Unrestricted	42,815.38	0.00	42,815.38	92*0285019	92*0285020
51109	General Fund Unrestricted	15,143.31	0.00	15,143.31	92*0285029	92*0285030
51110	General Fund Unrestricted	3,101.00	0.00	3,101.00	92*0285031	92*0285037
51111	General Fund Unrestricted	2,848.83	0.00	2,848.83	92*0285038	92*0285039
51112	General Fund Unrestricted	10,922.44	0.00	10,922.44	92*0285041	92*0285045
51113	General Fund Unrestricted	2,473.14	0.00	2,473.14	92*0285046	92*0285052
51115	General Fund Unrestricted	1,712.64	0.00	1,712.64	92*0285060	92*0285065
51116	General Fund Unrestricted	7,366.31	0.00	7,366.31	92*0285066	92*0285069

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51118	General Fund Unrestricted	497.03	0.00	497.03	92*0285074	92*0285074
51119	General Fund Unrestricted	5,787.00	0.00	5,787.00	92*0285076	92*0285077
51120	General Fund Unrestricted	349.52	0.00	349.52	92*0285078	92*0285080
51121	General Fund Unrestricted	15,315.03	0.00	15,315.03	92*0285081	92*0285081
51123	General Fund Unrestricted	722.09	0.00	722.09	92*0285083	92*0285087
51124	General Fund Unrestricted	7,399.22	0.00	7,399.22	92*0285088	92*0285090
51125	General Fund Unrestricted	854.19	0.00	854.19	92*0285091	92*0285093
51126	General Fund Unrestricted	5,305.00	0.00	5,305.00	92*0285098	92*0285101
51127	General Fund Unrestricted	1,613.35	0.00	1,613.35	92*0285103	92*0285107
51128	General Fund Unrestricted	2,233.57	0.00	2,233.57	92*0285108	92*0285114
51129	General Fund Unrestricted	14,069.62	0.00	14,069.62	92*0285115	92*0285117
51130	General Fund Unrestricted	74,526.14	0.00	74,526.14	92*0285119	92*0285122
51131	General Fund Unrestricted	30,292.92	0.00	30,292.92	92*0285123	92*0285126
51132	General Fund Unrestricted	1,712.63	0.00	1,712.63	92*0285128	92*0285131
51137	General Fund Unrestricted	1,604.00	0.00	1,604.00	92*0285141	92*0285147
51138	General Fund Unrestricted	24,914.00	0.00	24,914.00	92*0285148	92*0285167
51139	General Fund Unrestricted	36,869.50	0.00	36,869.50	92*0285168	92*0285251
51140	General Fund Unrestricted	33,057.00	0.00	33,057.00	92*0285252	92*0285335
51141	General Fund Unrestricted	65,565.20	0.00	65,565.20	92*0285336	92*0285419
51142	General Fund Unrestricted	66,470.00	0.00	66,470.00	92*0285420	92*0285503
51143	General Fund Unrestricted	56,350.00	0.00	56,350.00	92*0285504	92*0285566
51144	General Fund Unrestricted	3,309.55	0.00	3,309.55	92*0285567	92*0285572
51145	General Fund Unrestricted	542.54	0.00	542.54	92*0285573	92*0285577
51146	General Fund Unrestricted	891.75	0.00	891.75	92*0285583	92*0285583
51147	General Fund Unrestricted	4,555.16	0.00	4,555.16	92*0285590	92*0285593
51148	General Fund Unrestricted	147.70	0.00	147.70	92*0285594	92*0285594
51149	General Fund Unrestricted	2,618.00	0.00	2,618.00	92*0285600	92*0285601
51150	General Fund Unrestricted	10,007.16	0.00	10,007.16	92*0285604	92*0285607
51151	General Fund Unrestricted	914.14	0.00	914.14	92*0285610	92*0285614
51152	General Fund Unrestricted	1,067.18	0.00	1,067.18	92*0285616	92*0285616
51154	General Fund Unrestricted	1,502.20	0.00	1,502.20	92*0285622	92*0285627
51155	General Fund Unrestricted	1,709.20	0.00	1,709.20	92*0285628	92*0285638
51156	General Fund Unrestricted	26,740.00	0.00	26,740.00	92*0285639	92*0285640
51157	General Fund Unrestricted	505.05	0.00	505.05	92*0285641	92*0285644
51159	General Fund Unrestricted	2,304.38	0.00	2,304.38	92*0285656	92*0285662
51160	General Fund Unrestricted	2,771.74	0.00	2,771.74	92*0285663	92*0285670
51161	General Fund Unrestricted	2,407.75	0.00	2,407.75	92*0285671	92*0285679
51162	General Fund Unrestricted	5,078.91	0.00	5,078.91	92*0285680	92*0285689
51163	General Fund Unrestricted	5,679.57	0.00	5,679.57	92*0285690	92*0285693
51164	General Fund Unrestricted	23,014.14	0.00	23,014.14	92*0285694	92*0285695
51165	General Fund Unrestricted	269.82	0.00	269.82	92*0285698	92*0285701

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51166	General Fund Unrestricted	6,974.34	0.00	6,974.34	92*0285703	92*0285705
51169	General Fund Unrestricted	2,215.00	0.00	2,215.00	92*0285713	92*0285716
51170	General Fund Unrestricted	987.00	0.00	987.00	92*0285717	92*0285718
51171	General Fund Unrestricted	11,268.26	0.00	11,268.26	92*0285719	92*0285721
51172	General Fund Unrestricted	15,683.28	0.00	15,683.28	92*0285722	92*0285722
51174	General Fund Unrestricted	2,436.75	0.00	2,436.75	92*0285727	92*0285728
51175	General Fund Unrestricted	1,059.50	0.00	1,059.50	92*0285729	92*0285731
51176	General Fund Unrestricted	5,928.00	0.00	5,928.00	92*0285732	92*0285733
51177	General Fund Unrestricted	15,326.63	0.00	15,326.63	92*0285734	92*0285736
51178	General Fund Unrestricted	1,016.19	0.00	1,016.19	92*0285738	92*0285741
51179	General Fund Unrestricted	5,250.15	0.00	5,250.15	92*0285745	92*0285746
51180	General Fund Unrestricted	238.21	0.00	238.21	92*0285748	92*0285753
51181	General Fund Unrestricted	3,216.11	0.00	3,216.11	92*0285754	92*0285762
51182	General Fund Unrestricted	23,197.19	0.00	23,197.19	92*0285764	92*0285765
51183	General Fund Unrestricted	14,013.82	0.00	14,013.82	92*0285766	92*0285769
51184	General Fund Unrestricted	112.43	0.00	112.43	92*0285772	92*0285772
51187	General Fund Unrestricted	390.00	0.00	390.00	92*0285778	92*0285778
51188	General Fund Unrestricted	1,044.01	0.00	1,044.01	92*0285782	92*0285783
51190	General Fund Unrestricted	1,583.39	0.00	1,583.39	92*0285789	92*0285792
51191	General Fund Unrestricted	11,315.99	0.00	11,315.99	92*0285795	92*0285801
51192	General Fund Unrestricted	930.00	0.00	930.00	92*0285803	92*0285807
51193	General Fund Unrestricted	10,660.75	0.00	10,660.75	92*0285808	92*0285815
51194	General Fund Unrestricted	910.28	0.00	910.28	92*0285818	92*0285824
51195	General Fund Unrestricted	14,367.55	0.00	14,367.55	92*0285825	92*0285827
51196	General Fund Unrestricted	8,028.03	0.00	8,028.03	92*0285828	92*0285831
51197	General Fund Unrestricted	42,415.00	0.00	42,415.00	92*0285834	92*0285837
51198	General Fund Unrestricted	11,389.38	0.00	11,389.38	92*0285838	92*0285842
51209	General Fund Unrestricted	13,243.44	0.00	13,243.44	92*0285877	92*0285878
51210	General Fund Unrestricted	2,381.63	0.00	2,381.63	92*0285879	92*0285885
51211	General Fund Unrestricted	3,119.65	0.00	3,119.65	92*0285886	92*0285893
51212	General Fund Unrestricted	1,095.40	0.00	1,095.40	92*0285894	92*0285900
51213	General Fund Unrestricted	4,270.00	0.00	4,270.00	92*0285901	92*0285902
51214	General Fund Unrestricted	14,479.00	0.00	14,479.00	92*0285907	92*0285908
51215	General Fund Unrestricted	1,240.54	0.00	1,240.54	92*0285911	92*0285916
51218	General Fund Unrestricted	23,138.25	0.00	23,138.25	92*0285930	92*0285931
51219	General Fund Unrestricted	27,320.26	0.00	27,320.26	92*0285932	92*0285932
51225	General Fund Unrestricted	610.00	0.00	610.00	92*0285948	92*0285949
51226	General Fund Unrestricted	282.75	0.00	282.75	92*0285950	92*0285950
51227	General Fund Unrestricted	5,145.51	0.00	5,145.51	92*0285952	92*0285959
51228	General Fund Unrestricted	73,012.15	0.00	73,012.15	92*0285960	92*0285964
51229	General Fund Unrestricted	26,427.98	0.00	26,427.98	92*0285965	92*0285969

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51231	General Fund Unrestricted	12,155.19	0.00	12,155.19	92*0285971	92*0285973
51238	General Fund Unrestricted	1,301.40	0.00	1,301.40	92*0286025	92*0286033
51239	General Fund Unrestricted	7,904.29	0.00	7,904.29	92*0286035	92*0286036
51240	General Fund Unrestricted	1,514.00	0.00	1,514.00	92*0286037	92*0286047
51245	General Fund Unrestricted	356.94	0.00	356.94	92*0286078	92*0286078
51247	General Fund Unrestricted	103,558.65	0.00	103,558.65	92*0286094	92*0286095
Total Fund 11 General Fund Unrestricted		<u>3,821,763.48</u>	<u>0.00</u>	<u>3,821,763.48</u>		

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50986	General Fund Restricted	1,459.50	0.00	1,459.50	92*0283689	92*0283690
50987	General Fund Restricted	131.95	0.00	131.95	92*0283691	92*0283691
50991	General Fund Restricted	2,783.50	0.00	2,783.50	92*0283696	92*0283700
50992	General Fund Restricted	5,772.04	0.00	5,772.04	92*0283705	92*0283707
50993	General Fund Restricted	2,038.56	0.00	2,038.56	92*0283710	92*0283716
50994	General Fund Restricted	4,543.59	0.00	4,543.59	92*0283718	92*0283721
50996	General Fund Restricted	2,868.33	0.00	2,868.33	92*0283726	92*0283732
50997	General Fund Restricted	49,235.37	0.00	49,235.37	92*0283733	92*0283738
50998	General Fund Restricted	990.98	0.00	990.98	92*0283739	92*0283748
51013	General Fund Restricted	7,466.21	0.00	7,466.21	92*0284418	92*0284418
51014	General Fund Restricted	899.16	0.00	899.16	92*0284423	92*0284428
51015	General Fund Restricted	3,181.94	0.00	3,181.94	92*0284429	92*0284436
51016	General Fund Restricted	21,468.53	0.00	21,468.53	92*0284437	92*0284444
51018	General Fund Restricted	276.79	0.00	276.79	92*0284454	92*0284457
51019	General Fund Restricted	1,328.32	0.00	1,328.32	92*0284461	92*0284464
51023	General Fund Restricted	2,896.55	0.00	2,896.55	92*0284479	92*0284481
51035	General Fund Restricted	1,177.76	0.00	1,177.76	92*0284664	92*0284669
51038	General Fund Restricted	3,809.34	0.00	3,809.34	92*0284678	92*0284679
51039	General Fund Restricted	6,049.86	0.00	6,049.86	92*0284683	92*0284685
51040	General Fund Restricted	2,692.04	0.00	2,692.04	92*0284686	92*0284692
51041	General Fund Restricted	525.44	0.00	525.44	92*0284695	92*0284695
51042	General Fund Restricted	75.79	0.00	75.79	92*0284705	92*0284705
51044	General Fund Restricted	5,078.53	0.00	5,078.53	92*0284709	92*0284714
51054	General Fund Restricted	3,265.90	0.00	3,265.90	92*0284765	92*0284770
51055	General Fund Restricted	126.53	0.00	126.53	92*0284773	92*0284775
51056	General Fund Restricted	3,040.15	0.00	3,040.15	92*0284778	92*0284785
51057	General Fund Restricted	6,832.92	0.00	6,832.92	92*0284787	92*0284787
51058	General Fund Restricted	758.53	0.00	758.53	92*0284789	92*0284797
51059	General Fund Restricted	695.86	0.00	695.86	92*0284803	92*0284803
51061	General Fund Restricted	2,060.96	0.00	2,060.96	92*0284810	92*0284817
51065	General Fund Restricted	1,390.27	0.00	1,390.27	92*0284824	92*0284827
51073	General Fund Restricted	894.25	0.00	894.25	92*0284856	92*0284860
51074	General Fund Restricted	5,293.65	0.00	5,293.65	92*0284864	92*0284871
51075	General Fund Restricted	1,973.30	0.00	1,973.30	92*0284874	92*0284875
51076	General Fund Restricted	642.58	0.00	642.58	92*0284879	92*0284882
51078	General Fund Restricted	3,118.77	0.00	3,118.77	92*0284891	92*0284899
51079	General Fund Restricted	20,000.00	0.00	20,000.00	92*0284900	92*0284900
51084	General Fund Restricted	115.41	0.00	115.41	92*0284922	92*0284922
51086	General Fund Restricted	41,416.70	0.00	41,416.70	92*0284929	92*0284931
51087	General Fund Restricted	6,345.10	0.00	6,345.10	92*0284932	92*0284937
51088	General Fund Restricted	1,119.40	0.00	1,119.40	92*0284939	92*0284944

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51089	General Fund Restricted	57,497.20	0.00	57,497.20	92*0284945	92*0284950
51091	General Fund Restricted	2,089.74	0.00	2,089.74	92*0284954	92*0284957
51093	General Fund Restricted	2,883.56	0.00	2,883.56	92*0284960	92*0284963
51094	General Fund Restricted	2,836.70	0.00	2,836.70	92*0284965	92*0284967
51095	General Fund Restricted	7,501.04	0.00	7,501.04	92*0284968	92*0284969
51099	General Fund Restricted	3,792.55	0.00	3,792.55	92*0284984	92*0284989
51100	General Fund Restricted	592.10	0.00	592.10	92*0284991	92*0284992
51101	General Fund Restricted	4,596.99	0.00	4,596.99	92*0284996	92*0284996
51102	General Fund Restricted	3,286.93	0.00	3,286.93	92*0285000	92*0285007
51103	General Fund Restricted	1,542.26	0.00	1,542.26	92*0285009	92*0285013
51104	General Fund Restricted	3,128.16	0.00	3,128.16	92*0285014	92*0285018
51112	General Fund Restricted	6,000.00	0.00	6,000.00	92*0285040	92*0285040
51113	General Fund Restricted	66.90	0.00	66.90	92*0285048	92*0285048
51114	General Fund Restricted	4,365.77	0.00	4,365.77	92*0285053	92*0285059
51115	General Fund Restricted	887.73	0.00	887.73	92*0285063	92*0285063
51116	General Fund Restricted	2,222.91	0.00	2,222.91	92*0285067	92*0285067
51118	General Fund Restricted	567.77	0.00	567.77	92*0285071	92*0285073
51119	General Fund Restricted	1,553.65	0.00	1,553.65	92*0285075	92*0285075
51125	General Fund Restricted	1,621.63	0.00	1,621.63	92*0285094	92*0285097
51127	General Fund Restricted	479.98	0.00	479.98	92*0285102	92*0285104
51128	General Fund Restricted	552.00	0.00	552.00	92*0285110	92*0285110
51129	General Fund Restricted	10,295.33	0.00	10,295.33	92*0285116	92*0285118
51132	General Fund Restricted	159.50	0.00	159.50	92*0285127	92*0285127
51144	General Fund Restricted	2,943.89	0.00	2,943.89	92*0285568	92*0285570
51145	General Fund Restricted	1,740.03	0.00	1,740.03	92*0285574	92*0285575
51146	General Fund Restricted	4,095.58	0.00	4,095.58	92*0285578	92*0285582
51147	General Fund Restricted	23,690.14	0.00	23,690.14	92*0285584	92*0285589
51148	General Fund Restricted	397.57	0.00	397.57	92*0285595	92*0285596
51149	General Fund Restricted	9,330.64	0.00	9,330.64	92*0285597	92*0285603
51151	General Fund Restricted	2,041.49	0.00	2,041.49	92*0285608	92*0285615
51152	General Fund Restricted	416.12	0.00	416.12	92*0285617	92*0285619
51157	General Fund Restricted	3,689.74	0.00	3,689.74	92*0285642	92*0285646
51158	General Fund Restricted	1,825.07	0.00	1,825.07	92*0285647	92*0285655
51165	General Fund Restricted	1,436.55	0.00	1,436.55	92*0285696	92*0285702
51173	General Fund Restricted	2,800.00	0.00	2,800.00	92*0285723	92*0285726
51177	General Fund Restricted	4,094.80	0.00	4,094.80	92*0285737	92*0285737
51178	General Fund Restricted	1,270.47	0.00	1,270.47	92*0285739	92*0285742
51179	General Fund Restricted	5,254.10	0.00	5,254.10	92*0285743	92*0285744
51180	General Fund Restricted	1,032.27	0.00	1,032.27	92*0285747	92*0285752
51182	General Fund Restricted	19,705.64	0.00	19,705.64	92*0285763	92*0285763
51183	General Fund Restricted	5,735.58	0.00	5,735.58	92*0285768	92*0285768

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51184	General Fund Restricted	3,467.64	0.00	3,467.64	92*0285770	92*0285773
51188	General Fund Restricted	2,695.08	0.00	2,695.08	92*0285779	92*0285781
51189	General Fund Restricted	3,859.49	0.00	3,859.49	92*0285784	92*0285788
51190	General Fund Restricted	993.85	0.00	993.85	92*0285793	92*0285794
51191	General Fund Restricted	1,214.60	0.00	1,214.60	92*0285798	92*0285798
51192	General Fund Restricted	413.44	0.00	413.44	92*0285802	92*0285806
51193	General Fund Restricted	385.98	0.00	385.98	92*0285809	92*0285817
51194	General Fund Restricted	981.83	0.00	981.83	92*0285819	92*0285823
51196	General Fund Restricted	7,184.05	0.00	7,184.05	92*0285832	92*0285833
51198	General Fund Restricted	5,607.14	0.00	5,607.14	92*0285840	92*0285840
51211	General Fund Restricted	875.10	0.00	875.10	92*0285892	92*0285892
51212	General Fund Restricted	1,212.78	0.00	1,212.78	92*0285895	92*0285896
51213	General Fund Restricted	6,366.11	0.00	6,366.11	92*0285903	92*0285905
51214	General Fund Restricted	13,000.00	0.00	13,000.00	92*0285906	92*0285909
51215	General Fund Restricted	42.83	0.00	42.83	92*0285910	92*0285910
51216	General Fund Restricted	891.27	0.00	891.27	92*0285917	92*0285924
51217	General Fund Restricted	1,279.54	0.00	1,279.54	92*0285925	92*0285929
51219	General Fund Restricted	34,008.00	0.00	34,008.00	92*0285933	92*0285933
51226	General Fund Restricted	750.00	0.00	750.00	92*0285951	92*0285951
51227	General Fund Restricted	381.10	0.00	381.10	92*0285953	92*0285953
51230	General Fund Restricted	3,888.89	0.00	3,888.89	92*0285970	92*0285970
51233	General Fund Restricted	2,800.00	0.00	2,800.00	92*0285979	92*0285985
51234	General Fund Restricted	1,760.00	0.00	1,760.00	92*0285986	92*0285996
51235	General Fund Restricted	1,760.00	0.00	1,760.00	92*0285997	92*0286007
51236	General Fund Restricted	1,760.00	0.00	1,760.00	92*0286008	92*0286018
51237	General Fund Restricted	899.49	0.00	899.49	92*0286019	92*0286024
51238	General Fund Restricted	1,353.70	0.00	1,353.70	92*0286026	92*0286032
51239	General Fund Restricted	1,853.36	0.00	1,853.36	92*0286034	92*0286034
51244	General Fund Restricted	1,187.50	0.00	1,187.50	92*0286059	92*0286068
51245	General Fund Restricted	1,150.00	0.00	1,150.00	92*0286069	92*0286077
51246	General Fund Restricted	2,062.50	0.00	2,062.50	92*0286079	92*0286093
Total Fund 12 General Fund Restricted		<u>541,945.71</u>	<u>0.00</u>	<u>541,945.71</u>		

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
50999	Child Development Fund	1,602.47	0.00	1,602.47	92*0283749	92*0283751
51000	Child Development Fund	37,697.02	0.00	37,697.02	92*0283752	92*0283752
51001	Child Development Fund	6,835.00	0.00	6,835.00	92*0283753	92*0283754
51024	Child Development Fund	1,811.14	0.00	1,811.14	92*0284482	92*0284484
51046	Child Development Fund	3,904.94	0.00	3,904.94	92*0284739	92*0284745
51047	Child Development Fund	7,260.00	0.00	7,260.00	92*0284746	92*0284747
51062	Child Development Fund	948.68	0.00	948.68	92*0284818	92*0284820
51067	Child Development Fund	1,903.93	0.00	1,903.93	92*0284829	92*0284834
51080	Child Development Fund	1,824.45	0.00	1,824.45	92*0284902	92*0284907
51096	Child Development Fund	21,265.58	0.00	21,265.58	92*0284972	92*0284975
51106	Child Development Fund	2,646.06	0.00	2,646.06	92*0285021	92*0285025
51133	Child Development Fund	1,840.83	0.00	1,840.83	92*0285132	92*0285137
51153	Child Development Fund	2,518.45	0.00	2,518.45	92*0285620	92*0285621
51167	Child Development Fund	26,645.98	0.00	26,645.98	92*0285706	92*0285706
51168	Child Development Fund	2,136.90	0.00	2,136.90	92*0285707	92*0285712
51185	Child Development Fund	2,026.14	0.00	2,026.14	92*0285774	92*0285776
51186	Child Development Fund	3,075.00	0.00	3,075.00	92*0285777	92*0285777
51199	Child Development Fund	1,967.48	0.00	1,967.48	92*0285843	92*0285849
51220	Child Development Fund	1,292.06	0.00	1,292.06	92*0285934	92*0285935
51232	Child Development Fund	2,714.14	0.00	2,714.14	92*0285974	92*0285978
51241	Child Development Fund	775.69	0.00	775.69	92*0286048	92*0286051
51242	Child Development Fund	3,036.08	0.00	3,036.08	92*0286052	92*0286054
Total Fund 33 Child Development Fund		135,728.02	0.00	135,728.02		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51028	Capital Outlay Projects Fund	9,215.00	0.00	9,215.00	92*0284492	92*0284492
51052	Capital Outlay Projects Fund	11,217.56	0.00	11,217.56	92*0284760	92*0284761
51108	Capital Outlay Projects Fund	28,436.78	0.00	28,436.78	92*0285027	92*0285028
51135	Capital Outlay Projects Fund	2,900.00	0.00	2,900.00	92*0285139	92*0285139
51206	Capital Outlay Projects Fund	15,386.50	0.00	15,386.50	92*0285871	92*0285872
51224	Capital Outlay Projects Fund	6,210.98	0.00	6,210.98	92*0285946	92*0285947
Total Fund 41 Capital Outlay Projects Fu		<u><u>73,366.82</u></u>	<u><u>0.00</u></u>	<u><u>73,366.82</u></u>		

Check Registers Submitted for Approval
 Checks Written for Period 05/14/11 thru 06/14/11

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51002	Bond Fund, Measure E	2,356.24	0.00	2,356.24	92*0283755	92*0283755
51025	Bond Fund, Measure E	3,301.56	0.00	3,301.56	92*0284485	92*0284488
51026	Bond Fund, Measure E	24,307.30	0.00	24,307.30	92*0284489	92*0284490
51027	Bond Fund, Measure E	31,026.72	0.00	31,026.72	92*0284491	92*0284491
51048	Bond Fund, Measure E	9,059.36	0.00	9,059.36	92*0284748	92*0284752
51049	Bond Fund, Measure E	24,024.00	0.00	24,024.00	92*0284753	92*0284754
51050	Bond Fund, Measure E	115,263.45	0.00	115,263.45	92*0284755	92*0284755
51051	Bond Fund, Measure E	14,958.75	0.00	14,958.75	92*0284756	92*0284759
51063	Bond Fund, Measure E	82,865.00	0.00	82,865.00	92*0284821	92*0284822
51064	Bond Fund, Measure E	92,644.58	0.00	92,644.58	92*0284823	92*0284823
51068	Bond Fund, Measure E	19,338.07	0.00	19,338.07	92*0284835	92*0284835
51081	Bond Fund, Measure E	75,210.30	0.00	75,210.30	92*0284908	92*0284908
51097	Bond Fund, Measure E	1,002.12	0.00	1,002.12	92*0284976	92*0284977
51107	Bond Fund, Measure E	385.73	0.00	385.73	92*0285026	92*0285026
51117	Bond Fund, Measure E	500.00	0.00	500.00	92*0285070	92*0285070
51134	Bond Fund, Measure E	2,668.67	0.00	2,668.67	92*0285138	92*0285138
51200	Bond Fund, Measure E	625,300.00	0.00	625,300.00	92*0285850	92*0285853
51201	Bond Fund, Measure E	18,685.99	0.00	18,685.99	92*0285854	92*0285857
51202	Bond Fund, Measure E	2,000.65	0.00	2,000.65	92*0285858	92*0285861
51203	Bond Fund, Measure E	11,120.00	0.00	11,120.00	92*0285862	92*0285862
51204	Bond Fund, Measure E	65,069.59	0.00	65,069.59	92*0285863	92*0285868
51205	Bond Fund, Measure E	220,165.44	0.00	220,165.44	92*0285869	92*0285870
51221	Bond Fund, Measure E	490,130.00	0.00	490,130.00	92*0285936	92*0285939
51222	Bond Fund, Measure E	194,344.28	0.00	194,344.28	92*0285940	92*0285942
51223	Bond Fund, Measure E	299,552.17	0.00	299,552.17	92*0285943	92*0285945
51243	Bond Fund, Measure E	53,847.91	0.00	53,847.91	92*0286055	92*0286058
Total Fund 42 Bond Fund, Measure E		<u>2,479,127.88</u>	<u>0.00</u>	<u>2,479,127.88</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51069	Property and Liability Fund	15,039.75	0.00	15,039.75	92*0284836	92*0284838
51122	Property and Liability Fund	12,083.50	0.00	12,083.50	92*0285082	92*0285082
51207	Property and Liability Fund	2,807.01	0.00	2,807.01	92*0285873	92*0285873
51208	Property and Liability Fund	18,218.62	0.00	18,218.62	92*0285874	92*0285876
Total Fund 61 Property and Liability Fund		<u><u>48,148.88</u></u>	<u><u>0.00</u></u>	<u><u>48,148.88</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
51136	Workers' Compensation Fund	1,398.42	0.00	1,398.42	92*0285140	92*0285140
Total Fund 62 Workers' Compensation Fu		<u><u>1,398.42</u></u>	<u><u>0.00</u></u>	<u><u>1,398.42</u></u>		

51070	Student Financial Aid Fund	231.42	0.00	231.42	92*0284839	92*0284839
Total Fund 74 Student Financial Aid Fund		<u>231.42</u>	<u>0.00</u>	<u>231.42</u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	3,821,763.48
Total Fund 12 General Fund Restricted	541,945.71
Total Fund 33 Child Development Fund	135,728.02
Total Fund 41 Capital Outlay Projects Fund	73,366.82
Total Fund 42 Bond Fund, Measure E	2,479,127.88
Total Fund 61 Property and Liability Fund	48,148.88
Total Fund 62 Workers' Compensation Fund	1,398.42
Total Fund 74 Student Financial Aid Fund	<u>231.42</u>
Grand Total:	<u><u>7,101,710.63</u></u>

No. 5.2

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD REPORT / BUDGET INCREASES AND DECREASES

From 5 / 1 / 2011 To 5 / 31 / 2011
Board Meeting on 6 / 20 / 2011

FUND: 11 GENERAL FUND-UNRESTRICTED

BACKGROUND

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$2,157
	Total revenue		\$2,157
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$2,157
	Total appropriation		\$2,157

RECOMMENDATION

It is recommended the Board approve the budget adjustments as presented.

Printed on 6/6/2011

Fund 11: General Fund Unrestricted

bc10pn505b	5/5/2011	B007828	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES		0	2,157
8800	LOCAL REVENUE		0	2,157
			<hr/>	<hr/>
			0	4,314

Reason: Special Project Adjustment
Description: SAC VA WAVES conf training

Summary by Major Object for Fund 11

		<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES	0	2,157
8800	LOCAL REVENUE	0	2,157
		<hr/>	<hr/>
		0	4,314

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD REPORT / BUDGET INCREASES AND DECREASES

From 5 / 1 / 2011 To 5 / 31 / 2011
Board Meeting on 6 / 20 / 2011

FUND: 12 GENERAL FUND-RESTRICTED

BACKGROUND

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE	\$4,245	
8600	STATE REVENUE		\$528,883
	Total revenue	\$4,245	\$528,883
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$294,211
2000	CLASSIFIED / OTHER NONACADEMIC		108,213
3000	EMPLOYEE BENEFITS		70,741
4000	SUPPLIES AND MATERIALS		62,200
5000	OPERATING EXPENSES & SERVICES	\$17,274	
6000	CAPITAL OUTLAY		5,232
7000	OTHER OUTGO		1,315
	Total appropriation	\$17,274	\$541,912

RECOMMENDATION

It is recommended the Board approve the budget adjustments as presented.

Printed on 6/6/2011

Fund 12: General Fund Restricted

bc10kt5411a		5/4/2011	B007804	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC			18,515	0
5000	OPERATING EXPENSES AND SERVICES			0	1,900
6000	CAPITAL OUTLAY			0	2,000
7000	OTHER OUTGO			0	2,615
8100	FEDERAL REVENUE			12,000	0
				30,515	6,515

Reason: Special Project Adjustment
Description: Fund student travel Cultural A

bc10kt5411j		5/4/2011	B007813	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	400
7000	OTHER OUTGO			1,900	0
8600	STATE REVENUE			1,500	0
				3,400	400

Reason: Special Project Adjustment
Description: Fund CARE & contracted svcs

bc10pn505a		5/5/2011	B007827	<u>Decreases</u>	<u>Increases</u>
3000	EMPLOYEE BENEFITS			0	383
8600	STATE REVENUE			0	383
				0	766

Reason: Special Project Adjustment
Description: SP#2040 CA MDTP allocation

bc10pn513h		5/13/2011	B007862	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	6,470
6000	CAPITAL OUTLAY			0	1,365
8100	FEDERAL REVENUE			0	7,835
				0	15,670

Reason: Special Project Adjustment
Description: Add'l Pell Adm Allow, SAC/SCC

bc10pn520q		5/20/2011	B007892	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY			0	1,946
8600	STATE REVENUE			0	1,946
				0	3,892

Reason: Special Project Adjustment
Description: Rev SP#2017 BSI SAC

bc10pn520r		5/20/2011	B007893	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	6,310
3000	EMPLOYEE BENEFITS			1,098	0
5000	OPERATING EXPENSES AND SERVICES			14,375	0
8600	STATE REVENUE			9,163	0
				24,636	6,310

Reason: Special Project Adjustment
Description: Rev SP#2012 BSI SAC

Fund 12: General Fund Restricted

bc10pn520s		5/20/2011	B007894	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	4,600
2000	CLASSIFIED/OTHER NONACADEMIC			0	300
3000	EMPLOYEE BENEFITS			0	643
5000	OPERATING EXPENSES AND SERVICES			20,000	0
7000	OTHER OUTGO			0	600
8600	STATE REVENUE			13,857	0
				33,857	6,143

Reason: Special Project Adjustment
Description: Rev SP#2013 BSI SAC

bc10pn520t		5/20/2011	B007895	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	1,617
3000	EMPLOYEE BENEFITS			0	223
5000	OPERATING EXPENSES AND SERVICES			15,000	0
8600	STATE REVENUE			13,160	0
				28,160	1,840

Reason: Special Project Adjustment
Description: Rev SP#2014 BSI SAC

bc10pn520u		5/20/2011	B007896	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			18,688	0
8600	STATE REVENUE			18,688	0
				37,376	0

Reason: Special Project Adjustment
Description: Rev SP#2015 BSI SAC

bc10kt52011j		5/20/2011	B007906	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			7,966	0
8600	STATE REVENUE			7,966	0
				15,932	0

Reason: Special Project Adjustment
Description: Revise budg sp2016 BSI SAC

bc10kt52011k		5/20/2011	B007907	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	49,004
2000	CLASSIFIED/OTHER NONACADEMIC			0	3,384
3000	EMPLOYEE BENEFITS			0	7,899
5000	OPERATING EXPENSES AND SERVICES			0	600
6000	CAPITAL OUTLAY			0	1
8600	STATE REVENUE			0	60,888
				0	121,776

Reason: Special Project Adjustment
Description: Revise budg sp2018 BSI SAC

Fund 12: General Fund Restricted

bc10pn525p		5/25/2011	B007936	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY			80	0
8100	FEDERAL REVENUE			80	0
				<hr/>	<hr/>
				160	0

Reason: Special Project Adjustment
Description: Incr Pell/Cal Aid,red Pell Adm

bc10kt52511a		5/25/2011	B007941	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	56,416
2000	CLASSIFIED/OTHER NONACADEMIC			0	37,882
3000	EMPLOYEE BENEFITS			0	10,402
4000	SUPPLIES AND MATERIALS			0	11,200
5000	OPERATING EXPENSES AND SERVICES			0	14,100
8600	STATE REVENUE			0	130,000
				<hr/>	<hr/>
				0	260,000

Reason: New Budget
Description: NEWB CTE Comm. Collab IV Suppl

bc10kt52511b		5/25/2011	B007942	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	176,264
2000	CLASSIFIED/OTHER NONACADEMIC			0	85,162
3000	EMPLOYEE BENEFITS			0	52,289
4000	SUPPLIES AND MATERIALS			0	51,000
5000	OPERATING EXPENSES AND SERVICES			0	35,285
8600	STATE REVENUE			0	400,000
				<hr/>	<hr/>
				0	800,000

Reason: New Budget
Description: NEWB CTE Comm. Collab IV

Summary by Major Object for Fund 12

		<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES	0	294,211
2000	CLASSIFIED/OTHER NONACADEMIC	0	108,213
3000	EMPLOYEE BENEFITS	0	70,741
4000	SUPPLIES AND MATERIALS	0	62,200
5000	OPERATING EXPENSES AND SERVICES	17,274	0
6000	CAPITAL OUTLAY	0	5,232
7000	OTHER OUTGO	0	1,315
8100	FEDERAL REVENUE	4,245	0
8600	STATE REVENUE	0	528,883
		<hr/>	<hr/>
		21,519	1,070,795

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD REPORT / BUDGET INCREASES AND DECREASES

From 5 / 1 / 2011 To 5 / 31 / 2011
Board Meeting on 6 / 20 / 2011

FUND: 74 STUDENT FINANCIAL AID FUND

BACKGROUND

The California Administration Code, Regulation 58307, requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$3,554,012
8600	STATE REVENUE		24,337
8800	LOCAL REVENUE		800
	Total revenue		\$3,579,149
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$800
7000	OTHER OUTGO		3,578,349
	Total appropriation		\$3,579,149

RECOMMENDATION

It is recommended the Board approve the budget adjustments as presented.

Printed on 6/6/2011

Fund 74: Student Financial Aid Fund

bc10kt5411a	5/4/2011	B007804	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	12,000
8100	FEDERAL REVENUE		0	12,000
			<hr/>	<hr/>
			0	24,000
Reason:	Special Project Adjustment			
Description:	Fund student travel Cultural A			
bc10kt5411j	5/4/2011	B007813	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	1,500
8600	STATE REVENUE		0	1,500
			<hr/>	<hr/>
			0	3,000
Reason:	Special Project Adjustment			
Description:	Fund CARE & contracted svcs			
bc10kt5911i	5/9/2011	B007842	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES		0	800
8800	LOCAL REVENUE		0	800
			<hr/>	<hr/>
			0	1,600
Reason:	Special Project Adjustment			
Description:	Adjust Perkins Loan budget			
bc10pn511d	5/11/2011	B007852	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	3,341,412
8100	FEDERAL REVENUE		0	3,341,412
			<hr/>	<hr/>
			0	6,682,824
Reason:	Special Project Adjustment			
Description:	Incr Pell Grants/Dir Loan est			
bc10pn512c	5/12/2011	B007855	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	12,837
8600	STATE REVENUE		0	12,837
			<hr/>	<hr/>
			0	25,674
Reason:	Special Project Adjustment			
Description:	Incr Cal Grants rec Spr'09			
bc10pn525p	5/25/2011	B007936	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	210,600
8100	FEDERAL REVENUE		0	200,600
8600	STATE REVENUE		0	10,000
			<hr/>	<hr/>
			0	421,200
Reason:	Special Project Adjustment			
Description:	Incr Pell/Cal Aid,red Pell Adm			

Board of Trustees
SUMMARY OF BUDGET INCREASES AND DECREASES
5/1/2011 - 5/31/2011

Summary by Major Object for Fund 74

	<u>Decreases</u>	<u>Increases</u>
5000 OPERATING EXPENSES AND SERVICES	0	800
7000 OTHER OUTGO	0	3,578,349
8100 FEDERAL REVENUE	0	3,554,012
8600 STATE REVENUE	0	24,337
8800 LOCAL REVENUE	0	800
	<hr/>	<hr/>
	0	7,158,298

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

**From 5/1/2011 To 5/31/2011
Board Meeting on 6/20/2011**

FUND: 11 GENERAL FUND-UNRESTRICTED

BACKGROUND

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
2000	CLASSIFIED / OTHER NONACADEMIC	\$7,000	
3000	EMPLOYEE BENEFITS		\$1,375
4000	SUPPLIES AND MATERIALS	1,171	
5000	OPERATING EXPENSES AND SERVICES	338,086	
6000	CAPITAL OUTLAY		344,882
	Total Transfer	\$346,257	\$346,257

RECOMMENDATION

It is recommended the Board approve the budget transfers as presented.

Fund 11: General Fund Unrestricted

bc10pn502h	5/2/2011	B007789	From	To
4000	SUPPLIES AND MATERIALS		990	0
6000	CAPITAL OUTLAY		0	990
			<hr/>	<hr/>
			990	990

Reason: Adjustment
Description: RSCCD Graphics add'l expense

bc10kt5211c	5/2/2011	B007792	From	To
5000	OPERATING EXPENSES AND SERVICES		0	200
6000	CAPITAL OUTLAY		200	0
			<hr/>	<hr/>
			200	200

Reason: Adjustment
Description: Cover shortage in software acc

bc10pn504h	5/4/2011	B007803	From	To
4000	SUPPLIES AND MATERIALS		0	1,960
5000	OPERATING EXPENSES AND SERVICES		1,960	0
			<hr/>	<hr/>
			1,960	1,960

Reason: Adjustment
Description: SAC M&O RSD invoices

bc10kt5411k	5/4/2011	B007814	From	To
4000	SUPPLIES AND MATERIALS		0	200
5000	OPERATING EXPENSES AND SERVICES		200	0
			<hr/>	<hr/>
			200	200

Reason: Adjustment
Description: Pay core-keys for DMC

bc10kt5411q	5/4/2011	B007820	From	To
4000	SUPPLIES AND MATERIALS		320	0
5000	OPERATING EXPENSES AND SERVICES		0	320
			<hr/>	<hr/>
			320	320

Reason: Adjustment
Description: Pay renewal of contract Xerox

bc10kt5911g	5/9/2011	B007837	From	To
5000	OPERATING EXPENSES AND SERVICES		1,000	0
6000	CAPITAL OUTLAY		0	1,000
			<hr/>	<hr/>
			1,000	1,000

Reason: Adjustment
Description: Cover add'l equip. 4 menaider

bc10kt5911h	5/9/2011	B007838	From	To
4000	SUPPLIES AND MATERIALS		0	4,747
6000	CAPITAL OUTLAY		4,747	0
			<hr/>	<hr/>
			4,747	4,747

Reason: Special Project Adjustment
Description: Pay student study carrels

Fund 11: General Fund Unrestricted

bc10pn513a		5/13/2011	B007856	From	To
5000	OPERATING EXPENSES AND SERVICES			0	61
6000	CAPITAL OUTLAY			61	0
				<hr/>	<hr/>
				61	61

Reason: Adjustment
Description: SAC HS&T Div business cards

bc10pn513k		5/13/2011	B007865	From	To
4000	SUPPLIES AND MATERIALS			0	8,000
5000	OPERATING EXPENSES AND SERVICES			7,000	0
6000	CAPITAL OUTLAY			1,000	0
				<hr/>	<hr/>
				8,000	8,000

Reason: Adjustment
Description: SAC M&O maintenance invoices

bc10pn513l		5/13/2011	B007866	From	To
4000	SUPPLIES AND MATERIALS			2,000	0
5000	OPERATING EXPENSES AND SERVICES			0	2,000
				<hr/>	<hr/>
				2,000	2,000

Reason: Adjustment
Description: BOT L. Labrado travel expenses

bc10kt51611e		5/16/2011	B007871	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			0	28,978
7900	CONTINGENCY OR RESERVE			28,978	0
				<hr/>	<hr/>
				28,978	28,978

Reason: Adjustment
Description: Budg for 2 Learning Facilitato

bc10kt51611f		5/16/2011	B007872	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			28,978	0
7900	CONTINGENCY OR RESERVE			0	28,978
				<hr/>	<hr/>
				28,978	28,978

Reason: Adjustment
Description: Corr B007871 entered in 10-11

bc10pn520b		5/20/2011	B007878	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			500	0
4000	SUPPLIES AND MATERIALS			0	1,000
5000	OPERATING EXPENSES AND SERVICES			500	0
				<hr/>	<hr/>
				1,000	1,000

Reason: Adjustment
Description: SCC install/maint supp/repairs

Fund 11: General Fund Unrestricted

bc10pn520f		5/20/2011	B007882	From	To
4000	SUPPLIES AND MATERIALS			10	0
5000	OPERATING EXPENSES AND SERVICES			0	10
				<hr/>	<hr/>
				10	10

Reason: Adjustment
Description: DO ITS new emp business cards

bc10pn520j		5/20/2011	B007886	From	To
4000	SUPPLIES AND MATERIALS			6,000	0
5000	OPERATING EXPENSES AND SERVICES			154,000	0
6000	CAPITAL OUTLAY			0	160,000
				<hr/>	<hr/>
				160,000	160,000

Reason: Adjustment
Description: DO ITS Storage Area Net Syst

bc10pn520i		5/20/2011	B007888	From	To
5000	OPERATING EXPENSES AND SERVICES			0	24,650
6000	CAPITAL OUTLAY			24,650	0
				<hr/>	<hr/>
				24,650	24,650

Reason: Adjustment
Description: DO ITS Storage Area Net Syst

bc10pn520m		5/20/2011	B007889	From	To
4000	SUPPLIES AND MATERIALS			8,000	0
5000	OPERATING EXPENSES AND SERVICES			14,000	0
6000	CAPITAL OUTLAY			0	22,000
				<hr/>	<hr/>
				22,000	22,000

Reason: Adjustment
Description: DO ITS switches purchase

bc10kt52311b		5/23/2011	B007909	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			6,500	0
4000	SUPPLIES AND MATERIALS			458	0
5000	OPERATING EXPENSES AND SERVICES			0	6,958
				<hr/>	<hr/>
				6,958	6,958

Reason: Adjustment
Description: Fund hourly classified accts

bc10kt52411a		5/24/2011	B007920	From	To
5000	OPERATING EXPENSES AND SERVICES			11,000	0
6000	CAPITAL OUTLAY			0	11,000
				<hr/>	<hr/>
				11,000	11,000

Reason: Adjustment
Description: Fund SAN storage proj Bid1175

Fund 11: General Fund Unrestricted

		5/25/2011	B007925	<u>From</u>	<u>To</u>
bc10pn525e					
4000	SUPPLIES AND MATERIALS			0	3,500
5000	OPERATING EXPENSES AND SERVICES			3,500	0
				<hr/>	<hr/>
				3,500	3,500

Reason: Adjustment
Description: SAC M&O custodial supplies

		5/25/2011	B007933	<u>From</u>	<u>To</u>
bc10pn525m					
3000	EMPLOYEE BENEFITS			0	1,375
5000	OPERATING EXPENSES AND SERVICES			1,375	0
				<hr/>	<hr/>
				1,375	1,375

Reason: Adjustment
Description: J.Rodriguez bene/J.Didion TSA

		5/25/2011	B007937	<u>From</u>	<u>To</u>
bc10pn525r					
5000	OPERATING EXPENSES AND SERVICES			1,550	0
6000	CAPITAL OUTLAY			0	1,550
				<hr/>	<hr/>
				1,550	1,550

Reason: Adjustment
Description: Publications new Dell PC

		5/27/2011	B007953	<u>From</u>	<u>To</u>
bc10kt52711l					
4000	SUPPLIES AND MATERIALS			800	0
5000	OPERATING EXPENSES AND SERVICES			0	800
				<hr/>	<hr/>
				800	800

Reason: Adjustment
Description: Cover travel exp 4 John Hanna

		5/27/2011	B007955	<u>From</u>	<u>To</u>
bc10kt52711n					
4000	SUPPLIES AND MATERIALS			2,000	0
5000	OPERATING EXPENSES AND SERVICES			177,000	0
6000	CAPITAL OUTLAY			0	179,000
				<hr/>	<hr/>
				179,000	179,000

Reason: Adjustment
Description: Purchase computers & equipment

Board of Trustees
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS
5/1/2011 - 5/31/2011

Summary by Major Object for Fund 11

	<u>From</u>	<u>To</u>
2000 CLASSIFIED/OTHER NONACADEMIC	7,000	0
3000 EMPLOYEE BENEFITS	0	1,375
4000 SUPPLIES AND MATERIALS	1,171	0
5000 OPERATING EXPENSES AND SERVICES	338,086	0
6000 CAPITAL OUTLAY	0	344,882
	<hr/> 346,257	<hr/> 346,257

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 5 / 1 / 2011 To 5 / 31 / 2011

Board Meeting on 6 / 20 / 2011

FUND: 12 GENERAL FUND-RESTRICTED

BACKGROUND

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$157,642
2000	CLASSIFIED / OTHER NONACADEMIC	\$71,431	
3000	EMPLOYEE BENEFITS		54,526
4000	SUPPLIES AND MATERIALS	9,529	
5000	OPERATING EXPENSES AND SERVICES	177,087	
6000	CAPITAL OUTLAY		44,819
7000	OTHER OUTGO		1,060
	Total Transfer	\$258,047	\$258,047

RECOMMENDATION

It is recommended the Board approve the budget transfers as presented.

Fund 12: General Fund Restricted

bc10pn502a		5/2/2011	B007782	From	To
4000	SUPPLIES AND MATERIALS			0	82
5000	OPERATING EXPENSES AND SERVICES			82	0
				<hr/>	<hr/>
				82	82

Reason: Special Project Adjustment
Description: SAC Adm Svcs book reimbursemnt

bc10pn502d		5/2/2011	B007785	From	To
1000	ACADEMIC SALARIES			0	1,500
5000	OPERATING EXPENSES AND SERVICES			1,500	0
				<hr/>	<hr/>
				1,500	1,500

Reason: Special Project Adjustment
Description: SAC SCE reassigned time

bc10pn502e		5/2/2011	B007786	From	To
5000	OPERATING EXPENSES AND SERVICES			4,400	0
6000	CAPITAL OUTLAY			0	4,400
				<hr/>	<hr/>
				4,400	4,400

Reason: Special Project Adjustment
Description: SAC SCE PR 20382

bc10pn502f		5/2/2011	B007787	From	To
4000	SUPPLIES AND MATERIALS			11,833	0
6000	CAPITAL OUTLAY			0	11,833
				<hr/>	<hr/>
				11,833	11,833

Reason: Special Project Adjustment
Description: SAC MCHS equipment software

bc10pn502g		5/2/2011	B007788	From	To
4000	SUPPLIES AND MATERIALS			3,000	0
5000	OPERATING EXPENSES AND SERVICES			0	3,000
				<hr/>	<hr/>
				3,000	3,000

Reason: Special Project Adjustment
Description: SCC CAMP student transport

bc10kt5211a		5/2/2011	B007790	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			2,838	0
3000	EMPLOYEE BENEFITS			0	2,838
				<hr/>	<hr/>
				2,838	2,838

Reason: Special Project Adjustment
Description: To use proper accounts

bc10kt5211e		5/2/2011	B007794	From	To
5000	OPERATING EXPENSES AND SERVICES			3,500	0
6000	CAPITAL OUTLAY			0	3,500
				<hr/>	<hr/>
				3,500	3,500

Reason: Special Project Adjustment
Description: Cover cost, tax, and delivery

Fund 12: General Fund Restricted

		5/4/2011	B007796	<u>From</u>	<u>To</u>
bc10pn504a					
1000	ACADEMIC SALARIES			1,002	0
5000	OPERATING EXPENSES AND SERVICES			0	1,002
				<hr/>	<hr/>
				1,002	1,002

Reason: Special Project Adjustment
Description: SAC CA Int Artic Council conf

		5/4/2011	B007798	<u>From</u>	<u>To</u>
bc10pn504c					
4000	SUPPLIES AND MATERIALS			0	2,595
5000	OPERATING EXPENSES AND SERVICES			1,295	0
6000	CAPITAL OUTLAY			1,155	0
7000	OTHER OUTGO			145	0
				<hr/>	<hr/>
				2,595	2,595

Reason: Special Project Adjustment
Description: SAC GEAR UP IV yr1 closing

		5/4/2011	B007799	<u>From</u>	<u>To</u>
bc10pn504d					
1000	ACADEMIC SALARIES			0	1,500
3000	EMPLOYEE BENEFITS			0	345
5000	OPERATING EXPENSES AND SERVICES			1,845	0
				<hr/>	<hr/>
				1,845	1,845

Reason: Special Project Adjustment
Description: SCC CS summ curriculum dev

		5/4/2011	B007800	<u>From</u>	<u>To</u>
bc10pn504e					
4000	SUPPLIES AND MATERIALS			0	50
5000	OPERATING EXPENSES AND SERVICES			50	0
				<hr/>	<hr/>
				50	50

Reason: Special Project Adjustment
Description: SAC Cr Matric transfer center

		5/4/2011	B007802	<u>From</u>	<u>To</u>
bc10pn504g					
2000	CLASSIFIED/OTHER NONACADEMIC			76	0
5000	OPERATING EXPENSES AND SERVICES			0	76
				<hr/>	<hr/>
				76	76

Reason: Special Project Adjustment
Description: Res Dev software license

		5/4/2011	B007807	<u>From</u>	<u>To</u>
bc10kt5411d					
4000	SUPPLIES AND MATERIALS			0	250
5000	OPERATING EXPENSES AND SERVICES			250	0
				<hr/>	<hr/>
				250	250

Reason: Special Project Adjustment
Description: Fund food acct 4 Discover SCC

Fund 12: General Fund Restricted

bc10kt5411e		5/4/2011	B007808	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			26,853	0
4000	SUPPLIES AND MATERIALS			0	26,853
				<hr/>	<hr/>
				26,853	26,853

Reason: Special Project Adjustment
Description: Pay career center comp upgrade

bc10kt5411f		5/4/2011	B007809	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			4,360	0
5000	OPERATING EXPENSES AND SERVICES			0	4,360
				<hr/>	<hr/>
				4,360	4,360

Reason: Special Project Adjustment
Description: Cover cost of Early Decision R

bc10kt5411g		5/4/2011	B007810	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	4,800
5000	OPERATING EXPENSES AND SERVICES			6,000	0
6000	CAPITAL OUTLAY			0	1,200
				<hr/>	<hr/>
				6,000	6,000

Reason: Special Project Adjustment
Description: Cover expenditures 4 equipment

bc10kt5411h		5/4/2011	B007811	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	250
5000	OPERATING EXPENSES AND SERVICES			250	0
				<hr/>	<hr/>
				250	250

Reason: Special Project Adjustment
Description: Pay supplies 4 Summer Science

bc10kt5411i		5/4/2011	B007815	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			20	0
6000	CAPITAL OUTLAY			0	20
				<hr/>	<hr/>
				20	20

Reason: Special Project Adjustment
Description: Correct PO 18530

bc10kt5411n		5/4/2011	B007817	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			2,250	0
3000	EMPLOYEE BENEFITS			0	2,250
				<hr/>	<hr/>
				2,250	2,250

Reason: Special Project Adjustment
Description: Fund FB for L. Mozafarri

Fund 12: General Fund Restricted

bc10kt5411p	5/4/2011	B007819	From	To
4000		SUPPLIES AND MATERIALS	0	9,478
5000		OPERATING EXPENSES AND SERVICES	9,478	0
			<hr/>	<hr/>
			9,478	9,478
Reason:	Special Project Adjustment			
Description:	Cover exp for purchase request			
bc10kt5411t	5/4/2011	B007823	From	To
4000		SUPPLIES AND MATERIALS	0	5,000
5000		OPERATING EXPENSES AND SERVICES	5,000	0
			<hr/>	<hr/>
			5,000	5,000
Reason:	Special Project Adjustment			
Description:	Fund various health care needs			
bc10kt5411v	5/4/2011	B007825	From	To
2000		CLASSIFIED/OTHER NONACADEMIC	6,500	0
5000		OPERATING EXPENSES AND SERVICES	0	6,500
			<hr/>	<hr/>
			6,500	6,500
Reason:	Special Project Adjustment			
Description:	Fund UB 4 residential assist.			
bc10kt5911b	5/9/2011	B007832	From	To
4000		SUPPLIES AND MATERIALS	0	230
5000		OPERATING EXPENSES AND SERVICES	230	0
			<hr/>	<hr/>
			230	230
Reason:	Special Project Adjustment			
Description:	Cover ESL textbooks shipping			
bc10kt5911d	5/9/2011	B007834	From	To
4000		SUPPLIES AND MATERIALS	0	6,600
5000		OPERATING EXPENSES AND SERVICES	6,600	0
			<hr/>	<hr/>
			6,600	6,600
Reason:	Special Project Adjustment			
Description:	Cover book expense			
bc10kt5911e	5/9/2011	B007835	From	To
2000		CLASSIFIED/OTHER NONACADEMIC	1,700	0
6000		CAPITAL OUTLAY	0	1,700
			<hr/>	<hr/>
			1,700	1,700
Reason:	Special Project Adjustment			
Description:	Pay equip. 4 NOC new office			
bc10kt5911f	5/9/2011	B007836	From	To
5000		OPERATING EXPENSES AND SERVICES	0	312
6000		CAPITAL OUTLAY	312	0
			<hr/>	<hr/>
			312	312
Reason:	Special Project Adjustment			
Description:	Cover cell phone 4 counselor			

Fund 12: General Fund Restricted

bc10kt5911i	5/9/2011	B007839	From	To
4000	SUPPLIES AND MATERIALS		0	1,000
5000	OPERATING EXPENSES AND SERVICES		2,000	0
6000	CAPITAL OUTLAY		0	1,000
			<hr/>	<hr/>
			2,000	2,000

Reason: Special Project Adjustment
Description: Cover purchase requests

bc10kt5911j	5/9/2011	B007840	From	To
4000	SUPPLIES AND MATERIALS		0	5,000
5000	OPERATING EXPENSES AND SERVICES		8,000	0
6000	CAPITAL OUTLAY		0	3,000
			<hr/>	<hr/>
			8,000	8,000

Reason: Special Project Adjustment
Description: Cover exp. 4 equip. & supplies

bc10kt51011a	5/10/2011	B007844	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,000
3000	EMPLOYEE BENEFITS		0	68
5000	OPERATING EXPENSES AND SERVICES		2,068	0
			<hr/>	<hr/>
			2,068	2,068

Reason: Special Project Adjustment
Description: Fund Basic Skills Math Study C

bc10kt51011b	5/10/2011	B007845	From	To
1000	ACADEMIC SALARIES		0	32,022
2000	CLASSIFIED/OTHER NONACADEMIC		22,300	0
4000	SUPPLIES AND MATERIALS		3,972	0
5000	OPERATING EXPENSES AND SERVICES		5,750	0
			<hr/>	<hr/>
			32,022	32,022

Reason: Special Project Adjustment
Description: Cover Negative Balances

bc10kt51011c	5/10/2011	B007846	From	To
4000	SUPPLIES AND MATERIALS		481	0
5000	OPERATING EXPENSES AND SERVICES		0	481
			<hr/>	<hr/>
			481	481

Reason: Special Project Adjustment
Description: Cover negative balances

bc10kt51011d	5/10/2011	B007847	From	To
4000	SUPPLIES AND MATERIALS		490	0
5000	OPERATING EXPENSES AND SERVICES		210	0
6000	CAPITAL OUTLAY		0	700
			<hr/>	<hr/>
			700	700

Reason: Special Project Adjustment
Description: Fund Federal equipment account

Fund 12: General Fund Restricted

bc10kt51011e		5/10/2011	B007848	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES			0	2,356
3000	EMPLOYEE BENEFITS			0	347
5000	OPERATING EXPENSES AND SERVICES			2,703	0
				<hr/>	<hr/>
				2,703	2,703

Reason: Special Project Adjustment
Description: Cover Darlene Diaz 1.5 MASH

bc10pn511a		5/11/2011	B007849	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,250
3000	EMPLOYEE BENEFITS			2,250	0
				<hr/>	<hr/>
				2,250	2,250

Reason: Special Project Adjustment
Description: Corr B007817 SBDC-cents

bc10pn511b		5/11/2011	B007850	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			2,250	0
3000	EMPLOYEE BENEFITS			0	2,250
				<hr/>	<hr/>
				2,250	2,250

Reason: Special Project Adjustment
Description: Corr B007817 DO SBDC-cents

bc10pn511c		5/11/2011	B007851	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			0	725
5000	OPERATING EXPENSES AND SERVICES			725	0
				<hr/>	<hr/>
				725	725

Reason: Special Project Adjustment
Description: SAC CTE class media systems

bc10pn512a		5/12/2011	B007853	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC			1,000	0
5000	OPERATING EXPENSES AND SERVICES			0	1,000
				<hr/>	<hr/>
				1,000	1,000

Reason: Special Project Adjustment
Description: SCC Title V conf-Proj Directors

bc10pn512b		5/12/2011	B007854	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS			2,000	0
6000	CAPITAL OUTLAY			0	2,000
				<hr/>	<hr/>
				2,000	2,000

Reason: Special Project Adjustment
Description: Sci Lrng Ctr chemistr software

Fund 12: General Fund Restricted

bc10pn513b		5/13/2011	B007857	From	To
1000	ACADEMIC SALARIES			162	0
4000	SUPPLIES AND MATERIALS			26,853	0
6000	CAPITAL OUTLAY			0	27,015
				<hr/>	<hr/>
				27,015	27,015

Reason: Special Project Adjustment
Description: SAC Career Ctr PC upgrades

bc10pn513c		5/13/2011	B007858	From	To
1000	ACADEMIC SALARIES			0	6,500
3000	EMPLOYEE BENEFITS			0	958
5000	OPERATING EXPENSES AND SERVICES			7,458	0
				<hr/>	<hr/>
				7,458	7,458

Reason: Special Project Adjustment
Description: SCC BSI counseling, wrkshps, ben

bc10pn513d		5/13/2011	B007859	From	To
5000	OPERATING EXPENSES AND SERVICES			2,900	0
6000	CAPITAL OUTLAY			0	2,900
				<hr/>	<hr/>
				2,900	2,900

Reason: Special Project Adjustment
Description: SAC BSI Media Ctr laptop

bc10pn513g		5/13/2011	B007861	From	To
5000	OPERATING EXPENSES AND SERVICES			0	800
6000	CAPITAL OUTLAY			800	0
				<hr/>	<hr/>
				800	800

Reason: Special Project Adjustment
Description: DO Corp Training Inst conf exp

bc10pn513i		5/13/2011	B007863	From	To
5000	OPERATING EXPENSES AND SERVICES			50	0
6000	CAPITAL OUTLAY			0	50
				<hr/>	<hr/>
				50	50

Reason: Special Project Adjustment
Description: SCC Admin additional

bc10kt51611d		5/16/2011	B007870	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			87	0
4000	SUPPLIES AND MATERIALS			0	102
5000	OPERATING EXPENSES AND SERVICES			15	0
				<hr/>	<hr/>
				102	102

Reason: Special Project Adjustment
Description: Fund MESA student study ctr

Fund 12: General Fund Restricted

bc10kt51611g	5/16/2011	B007873	From	To
2000		CLASSIFIED/OTHER NONACADEMIC	300	0
5000		OPERATING EXPENSES AND SERVICES	0	300
			<hr/>	<hr/>
			300	300

Reason: Special Project Adjustment
Description: Cover De La Torre Commercial

bc10kt51711a	5/17/2011	B007874	From	To
4000		SUPPLIES AND MATERIALS	322	0
5000		OPERATING EXPENSES AND SERVICES	0	322
			<hr/>	<hr/>
			322	322

Reason: Special Project Adjustment
Description: Fund conf & institutional memb

bc10pn520c	5/20/2011	B007879	From	To
1000		ACADEMIC SALARIES	189	0
4000		SUPPLIES AND MATERIALS	0	189
			<hr/>	<hr/>
			189	189

Reason: Special Project Adjustment
Description: SAC Cr Matric Career Ctr

bc10pn520e	5/20/2011	B007881	From	To
5000		OPERATING EXPENSES AND SERVICES	0	7,638
6000		CAPITAL OUTLAY	7,638	0
			<hr/>	<hr/>
			7,638	7,638

Reason: Special Project Adjustment
Description: SAC SCE software lic/fees

bc10pn520g	5/20/2011	B007883	From	To
4000		SUPPLIES AND MATERIALS	0	2,000
5000		OPERATING EXPENSES AND SERVICES	2,000	0
			<hr/>	<hr/>
			2,000	2,000

Reason: Special Project Adjustment
Description: DO BEC non-instr supplies

bc10pn520i	5/20/2011	B007885	From	To
2000		CLASSIFIED/OTHER NONACADEMIC	0	400
4000		SUPPLIES AND MATERIALS	400	0
			<hr/>	<hr/>
			400	400

Reason: Special Project Adjustment
Description: SAC SCE M.Nguyen overtime

bc10pn520p	5/20/2011	B007891	From	To
5000		OPERATING EXPENSES AND SERVICES	2,900	0
6000		CAPITAL OUTLAY	0	2,900
			<hr/>	<hr/>
			2,900	2,900

Reason: Special Project Adjustment
Description: Reverse B007859, 5/13/11

Fund 12: General Fund Restricted

bc10kt52011c	5/20/2011	B007899	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		0	1,000
5000	OPERATING EXPENSES AND SERVICES		1,955	0
7000	OTHER OUTGO		0	955
			<hr/>	<hr/>
			1,955	1,955

Reason: Special Project Adjustment
Description: Fund transp., food & supplies

bc10kt52011e	5/20/2011	B007901	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	97,027
2000	CLASSIFIED/OTHER NONACADEMIC		0	400
3000	EMPLOYEE BENEFITS		0	30,992
5000	OPERATING EXPENSES AND SERVICES		128,419	0
			<hr/>	<hr/>
			128,419	128,419

Reason: Special Project Adjustment
Description: Cover negative balances

bc10kt52011f	5/20/2011	B007902	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	820
2000	CLASSIFIED/OTHER NONACADEMIC		18,517	0
3000	EMPLOYEE BENEFITS		0	17,697
			<hr/>	<hr/>
			18,517	18,517

Reason: Special Project Adjustment
Description: Cover negative balances

bc10kt52011g	5/20/2011	B007903	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		20,272	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	26,307
4000	SUPPLIES AND MATERIALS		4,035	0
5000	OPERATING EXPENSES AND SERVICES		2,000	0
			<hr/>	<hr/>
			26,307	26,307

Reason: Special Project Adjustment
Description: Cover negative balances

bc10kt52011h	5/20/2011	B007904	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	623
2000	CLASSIFIED/OTHER NONACADEMIC		0	8,100
5000	OPERATING EXPENSES AND SERVICES		0	526
6000	CAPITAL OUTLAY		9,249	0
			<hr/>	<hr/>
			9,249	9,249

Reason: Special Project Adjustment
Description: Cover negative balances

bc10kt52011i	5/20/2011	B007905	<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS		1,310	0
5000	OPERATING EXPENSES AND SERVICES		0	1,310
			<hr/>	<hr/>
			1,310	1,310

Reason: Special Project Adjustment
Description: Cover PR20801

Fund 12: General Fund Restricted

bc10kt52311a	5/23/2011	B007908	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		0	4,500
6000	CAPITAL OUTLAY		4,500	0
			<hr/>	<hr/>
			4,500	4,500
Reason:	Special Project Adjustment			
Description:	Cover negative balances			
bc10kt52311d	5/23/2011	B007911	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	4,650
2000	CLASSIFIFED/OTHER NONACADEMIC		4,650	0
			<hr/>	<hr/>
			4,650	4,650
Reason:	Special Project Adjustment			
Description:	Fund STEM counselor Dan Ruiz			
bc10kt52311e	5/23/2011	B007912	<u>From</u>	<u>To</u>
2000	CLASSIFIFED/OTHER NONACADEMIC		5,500	0
4000	SUPPLIES AND MATERIALS		0	2,700
6000	CAPITAL OUTLAY		0	2,800
			<hr/>	<hr/>
			5,500	5,500
Reason:	Special Project Adjustment			
Description:	Pay 4 chairs & comp. 4 SLC			
bc10kt52311g	5/23/2011	B007914	<u>From</u>	<u>To</u>
2000	CLASSIFIFED/OTHER NONACADEMIC		1,000	0
4000	SUPPLIES AND MATERIALS		0	1,000
			<hr/>	<hr/>
			1,000	1,000
Reason:	Special Project Adjustment			
Description:	Fund Title V prof dev training			
bc10kt52311h	5/23/2011	B007915	<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES		0	53,095
2000	CLASSIFIFED/OTHER NONACADEMIC		25,457	0
4000	SUPPLIES AND MATERIALS		14,092	0
5000	OPERATING EXPENSES AND SERVICES		3,217	0
6000	CAPITAL OUTLAY		10,329	0
			<hr/>	<hr/>
			53,095	53,095
Reason:	Special Project Adjustment			
Description:	Cover negative balances			
bc10pn524b	5/24/2011	B007917	<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES		250	0
7000	OTHER OUTGO		0	250
			<hr/>	<hr/>
			250	250
Reason:	Special Project Adjustment			
Description:	SCC Outreach intern stipend			

Fund 12: General Fund Restricted

bc10pn524c		5/24/2011	B007918	From	To
4000	SUPPLIES AND MATERIALS			0	250
5000	OPERATING EXPENSES AND SERVICES			250	0
				<hr/>	<hr/>
				250	250

Reason: Special Project Adjustment
Description: SAC ULINK yr end celebration

bc10pn524d		5/24/2011	B007919	From	To
1000	ACADEMIC SALARIES			0	750
4000	SUPPLIES AND MATERIALS			0	50
5000	OPERATING EXPENSES AND SERVICES			800	0
				<hr/>	<hr/>
				800	800

Reason: Special Project Adjustment
Description: SCC B&CTE survey/map ads

bc10pn525b		5/25/2011	B007921	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			2,600	0
5000	OPERATING EXPENSES AND SERVICES			0	2,600
				<hr/>	<hr/>
				2,600	2,600

Reason: Special Project Adjustment
Description: OEC WIA related travel exps

bc10pn525c		5/25/2011	B007922	From	To
3000	EMPLOYEE BENEFITS			326	0
4000	SUPPLIES AND MATERIALS			121	0
5000	OPERATING EXPENSES AND SERVICES			812	0
6000	CAPITAL OUTLAY			0	1,259
				<hr/>	<hr/>
				1,259	1,259

Reason: Special Project Adjustment
Description: SCC B&CTE VTEA classroom PCs

bc10pn525d		5/25/2011	B007923	From	To
1000	ACADEMIC SALARIES			1,922	0
3000	EMPLOYEE BENEFITS			452	0
4000	SUPPLIES AND MATERIALS			133	0
5000	OPERATING EXPENSES AND SERVICES			3,363	0
6000	CAPITAL OUTLAY			0	5,870
				<hr/>	<hr/>
				5,870	5,870

Reason: Special Project Adjustment
Description: SCC B&CTE VTEA classroom PCs

Fund 12: General Fund Restricted

bc10pn525g		5/25/2011	B007927	From	To
2000	CLASSIFIFED/OTHER NONACADEMIC			2,654	0
3000	EMPLOYEE BENEFITS			300	0
4000	SUPPLIES AND MATERIALS			1,087	0
6000	CAPITAL OUTLAY			0	4,041
				<hr/>	<hr/>
				4,041	4,041

Reason: Special Project Adjustment
Description: SCC B&CTE VTEA classroom PCs

bc10pn525h		5/25/2011	B007928	From	To
1000	ACADEMIC SALARIES			0	350
3000	EMPLOYEE BENEFITS			0	55
4000	SUPPLIES AND MATERIALS			9,000	0
5000	OPERATING EXPENSES AND SERVICES			300	0
6000	CAPITAL OUTLAY			0	8,895
				<hr/>	<hr/>
				9,300	9,300

Reason: Special Project Adjustment
Description: SCC B&CTE VTEA classroom PCs

bc10pn525i		5/25/2011	B007929	From	To
4000	SUPPLIES AND MATERIALS			369	0
5000	OPERATING EXPENSES AND SERVICES			0	494
6000	CAPITAL OUTLAY			125	0
				<hr/>	<hr/>
				494	494

Reason: Special Project Adjustment
Description: SAC Phm Tech sftwr lic/printer

bc10pn525k		5/25/2011	B007931	From	To
3000	EMPLOYEE BENEFITS			0	54
4000	SUPPLIES AND MATERIALS			0	56
5000	OPERATING EXPENSES AND SERVICES			2	0
6000	CAPITAL OUTLAY			108	0
				<hr/>	<hr/>
				110	110

Reason: Special Project Adjustment
Description: SAC SCE negative balance

bc10pn525l		5/25/2011	B007932	From	To
1000	ACADEMIC SALARIES			0	6,849
2000	CLASSIFIFED/OTHER NONACADEMIC			6,849	0
				<hr/>	<hr/>
				6,849	6,849

Reason: Special Project Adjustment
Description: SAC SCE projected negative bal

bc10kt52711a		5/27/2011	B007943	From	To
5000	OPERATING EXPENSES AND SERVICES			0	5,800
6000	CAPITAL OUTLAY			5,800	0
				<hr/>	<hr/>
				5,800	5,800

Reason: Special Project Adjustment
Description: Corr B007891 keyed incorrectly

Fund 12: General Fund Restricted

		<u>From</u>	<u>To</u>
bc10kt52711c	5/27/2011 B007945		
5000	OPERATING EXPENSES AND SERVICES	252	0
6000	CAPITAL OUTLAY	0	252
		252	252

Reason: Special Project Adjustment
Description: Cover McMahan Bus. Interiors

		<u>From</u>	<u>To</u>
bc10kt52711d	5/27/2011 B007946		
5000	OPERATING EXPENSES AND SERVICES	0	500
6000	CAPITAL OUTLAY	500	0
		500	500

Reason: Special Project Adjustment
Description: Cover Internet services exp

		<u>From</u>	<u>To</u>
bc10kt52711j	5/27/2011 B007952		
4000	SUPPLIES AND MATERIALS	0	29
5000	OPERATING EXPENSES AND SERVICES	29	0
		29	29

Reason: Special Project Adjustment
Description: Cover Office Depot invoices

		<u>From</u>	<u>To</u>
bc10kt52711m	5/27/2011 B007954		
4000	SUPPLIES AND MATERIALS	300	0
5000	OPERATING EXPENSES AND SERVICES	0	300
		300	300

Reason: Special Project Adjustment
Description: Fund Bus. Appl prog brochures

Summary by Major Object for Fund 12

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	157,642
2000	CLASSIFIED/OTHER NONACADEMIC	71,431	0
3000	EMPLOYEE BENEFITS	0	54,526
4000	SUPPLIES AND MATERIALS	9,529	0
5000	OPERATING EXPENSES AND SERVICES	177,087	0
6000	CAPITAL OUTLAY	0	44,819
7000	OTHER OUTGO	0	1,060
		258,047	258,047

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 5 / 1 / 2011 To 5 / 31 / 2011

Board Meeting on 6 / 20 / 2011

FUND: 33 CHILD DEVELOPMENT FUND

BACKGROUND

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES	\$46,740	
2000	CLASSIFIED / OTHER NONACADEMIC		\$26,929
3000	EMPLOYEE BENEFITS		10,996
4000	SUPPLIES AND MATERIALS		3,699
5000	OPERATING EXPENSES AND SERVICES		5,691
6000	CAPITAL OUTLAY	575	
	Total Transfer	\$47,315	\$47,315

RECOMMENDATION

It is recommended the Board approve the budget transfers as presented.

Fund 33: Child Development Fund

bc10pn513e		5/13/2011	B007860	From	To
1000	ACADEMIC SALARIES			0	7,576
2000	CLASSIFIED/OTHER NONACADEMIC			4,701	0
3000	EMPLOYEE BENEFITS			2,875	0
4000	SUPPLIES AND MATERIALS			0	2,960
5000	OPERATING EXPENSES AND SERVICES			2,120	0
6000	CAPITAL OUTLAY			840	0
				<hr/>	<hr/>
				10,536	10,536

Reason: Special Project Adjustment
Description: SP#1262 Net for Hlty CA yr3/3

bc10pn520n		5/20/2011	B007890	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			51	0
4000	SUPPLIES AND MATERIALS			0	51
				<hr/>	<hr/>
				51	51

Reason: Special Project Adjustment
Description: CDS ProClean

bc10kt52011a		5/20/2011	B007897	From	To
1000	ACADEMIC SALARIES			49,826	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	27,271
3000	EMPLOYEE BENEFITS			0	22,555
				<hr/>	<hr/>
				49,826	49,826

Reason: Special Project Adjustment
Description: Revise budg sp1271 EHS y2

bc10kt52011b		5/20/2011	B007898	From	To
4000	SUPPLIES AND MATERIALS			0	553
5000	OPERATING EXPENSES AND SERVICES			553	0
				<hr/>	<hr/>
				553	553

Reason: Special Project Adjustment
Description: Fund SAc ECEC instrn'l supply

bc10pn524a		5/24/2011	B007916	From	To
1000	ACADEMIC SALARIES			4,490	0
2000	CLASSIFIED/OTHER NONACADEMIC			0	4,410
3000	EMPLOYEE BENEFITS			8,684	0
4000	SUPPLIES AND MATERIALS			0	135
5000	OPERATING EXPENSES AND SERVICES			0	8,364
6000	CAPITAL OUTLAY			0	265
				<hr/>	<hr/>
				13,174	13,174

Reason: Special Project Adjustment
Description: Rev SP#1267 ELMC ARRA

Summary by Major Object for Fund 33

	<u>From</u>	<u>To</u>
1000 ACADEMIC SALARIES	46,740	0
2000 CLASSIFIED/OTHER NONACADEMIC	0	26,929
3000 EMPLOYEE BENEFITS	0	10,996
4000 SUPPLIES AND MATERIALS	0	3,699
5000 OPERATING EXPENSES AND SERVICES	0	5,691
6000 CAPITAL OUTLAY	575	0
	<hr/> 47,315	<hr/> 47,315

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 5 / 1 / 2011 To 5 / 31 / 2011

Board Meeting on 6 / 20 / 2011

FUND: 41 CAPITAL OUTLAY PROJECTS FUND

BACKGROUND

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
4000	SUPPLIES AND MATERIALS	\$1,355	
5000	OPERATING EXPENSES AND SERVICES		\$18,981
6000	CAPITAL OUTLAY		23,374
7900	CONTINGENCY OR RESERVE	41,000	
	Total Transfer	\$42,355	\$42,355

RECOMMENDATION

It is recommended the Board approve the budget transfers as presented.

Fund 41: Capital Outlay Projects Fund

		5/13/2011	B007864	<u>From</u>	<u>To</u>
bc10pn513j					
5000	OPERATING EXPENSES AND SERVICES			0	5,870
6000	CAPITAL OUTLAY			5,870	0
				<hr/>	<hr/>
				5,870	5,870

Reason: Special Project Adjustment
Description: SAC Wmn's Gym gas valve instll

		5/23/2011	B007910	<u>From</u>	<u>To</u>
bc10kt52311c					
5000	OPERATING EXPENSES AND SERVICES			0	14,000
7900	CONTINGENCY OR RESERVE			14,000	0
				<hr/>	<hr/>
				14,000	14,000

Reason: Adjustment
Description: Fund redev. consulting service

		5/25/2011	B007926	<u>From</u>	<u>To</u>
bc10pn525f					
4000	SUPPLIES AND MATERIALS			1,355	0
5000	OPERATING EXPENSES AND SERVICES			889	0
6000	CAPITAL OUTLAY			0	29,244
7900	CONTINGENCY OR RESERVE			27,000	0
				<hr/>	<hr/>
				29,244	29,244

Reason: Special Project Adjustment
Description: DO plan rm archiving hist docs

Summary by Major Object for Fund 41

		<u>From</u>	<u>To</u>
4000	SUPPLIES AND MATERIALS	1,355	0
5000	OPERATING EXPENSES AND SERVICES	0	18,981
6000	CAPITAL OUTLAY	0	23,374
7900	CONTINGENCY OR RESERVE	41,000	0
		<hr/>	<hr/>
		42,355	42,355

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 5 / 1 / 2011 To 5 / 31 / 2011

Board Meeting on 6 / 20 / 2011

FUND: 61 PROPERTY AND LIABILITY FUND

BACKGROUND

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES AND SERVICES		\$700
7900	CONTINGENCY OR RESERVE	\$700	
	Total Transfer	\$700	\$700

RECOMMENDATION

It is recommended the Board approve the budget transfers as presented.

Fund 61: Property and Liability Fund

		<u>From</u>	<u>To</u>
bc10kt52711i	5/27/2011 B007951		
5000	OPERATING EXPENSES AND SERVICES	0	700
7900	CONTINGENCY OR RESERVE	700	0
		<hr/>	<hr/>
		700	700

Reason: Adjustment
Description: Fund Daycare program insurance

Summary by Major Object for Fund 61

		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES	0	700
7900	CONTINGENCY OR RESERVE	700	0
		<hr/>	<hr/>
		700	700

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 5 / 1 / 2011 To 5 / 31 / 2011

Board Meeting on 6 / 20 / 2011

FUND: 62 WORKERS' COMPENSATION FUND

BACKGROUND

The California Administration Code, Regulation 58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object, for each fund.

ANALYSIS

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Account</u>		
2000	CLASSIFIED / OTHER NONACADEMIC		\$3,000
3000	EMPLOYEE BENEFITS		17,695
4000	SUPPLIES AND MATERIALS	\$1,295	
5000	OPERATING EXPENSES AND SERVICES	9,400	
6000	CAPITAL OUTLAY	10,000	
	Total Transfer	\$20,695	\$20,695

RECOMMENDATION

It is recommended the Board approve the budget transfers as presented.

Printed on 6/6/2011

Fund 62: Workers' Compensation Fund

bc10pn520a	5/20/2011	B007877	<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC		0	3,000
3000	EMPLOYEE BENEFITS		0	17,695
4000	SUPPLIES AND MATERIALS		1,295	0
5000	OPERATING EXPENSES AND SERVICES		9,400	0
6000	CAPITAL OUTLAY		10,000	0
			<hr/> 20,695	<hr/> 20,695

Reason: Adjustment
Description: Risk Mgmt salary/wage/benefit

Summary by Major Object for Fund 62

		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC	0	3,000
3000	EMPLOYEE BENEFITS	0	17,695
4000	SUPPLIES AND MATERIALS	1,295	0
5000	OPERATING EXPENSES AND SERVICES	9,400	0
6000	CAPITAL OUTLAY	10,000	0
		<hr/> 20,695	<hr/> 20,695

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date:	June 20, 2011
Re:	Approval of Agreement with HMC Architects to Provide Professional Planning Services		
Action:	Request for Approval		

BACKGROUND

HMC Architects have been providing architecture and planning services for the district. HMC is currently assisting the district with updating all district Facilities Master Plans. They have also assisted in the preparation of the district's Five Year Construction Plan, submitted Initial Project Proposals (IPPs) and Final Project Proposals (FPPs) for state funded capital outlay projects on behalf of the district and updated our space utilization inventories in the statewide FUSION database.

ANALYSIS

Continuing architectural consulting services are necessary, on an as needed basis, as identified in the attached proposal for ongoing annual planning services. In order to streamline ongoing requests for planning services, it is recommended that the district enter into an annual agreement with HMC Architects for these as needed services with a not to exceed annual budgeted amount. Anticipated planning services through the end of the new fiscal year (July 1, 2011 through June 30, 2012) are not to exceed \$200,000 plus reimbursable expenses per the attached agreement.

RECOMMENDATION

It is recommended that the Board of Trustees approve the agreement with HMC Architects to provide professional planning services as presented.

Fiscal Impact:	Not to exceed \$200,000 plus reimbursables	Board Date:	June 20, 2011
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

June 9, 2011

Mr. Peter Hardash
Vice Chancellor
Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706



Re: Rancho Santiago Community College District
Proposal / Agreement for On-Going Planning Services
HMC Project # 5002010-000

Dear Peter:

HMC ARCHITECTS is pleased to submit the following Proposal / Agreement to provide On-Going Planning Services for the Rancho Santiago Community College District for the time period of July 1, 2011 to June 30, 2012.

A. Scope of Work:

To provide on-going planning services to the District and the two colleges. These services will include, but are not limited to:

1. Implementation planning assistance
2. District standards and campus design guidelines
3. Five Year Construction Plans
4. Initial Project Proposals
5. Space Inventory Updates
6. Chancellor's Office coordination
7. Coordination with college consultants
8. Building evaluations (for potential purchase)
9. Conceptual programming and design studies (i.e. clock tower)
10. Other support services as requested by the college

B. Compensation:

HMC ARCHITECTS will provide the services outlined in the Scope of Work on an hourly basis not-to-exceed Two Hundred Thousand Dollars (\$200,000) plus reimbursable expenses, without prior written approval per Attachment "A" Architect's Rate Schedule. If the time expended on the On-going Planning Services reaches the not-to-exceed limit and additional time is needed, HMC may discuss the potential for additional compensation, subject to the District's prior written approval.

Mr. Peter Hardash
Rancho Santiago Community College District
June 9, 2011
Page 2

C. Reimbursable Expenses:

Reimbursable out of pocket costs related to Owner requested printing, plotting, and other expenses are in addition to hourly compensation for the services described above and the expense of transportation in connection with authorized out-of-town travel, including mileage. These expenses shall be billed by the Architect to the Owner at one and one tenth (1.10) times the expense incurred by the Architect.

D. Other Terms and Conditions:

Reference Attachment "B" of this Proposal / Agreement.

Please review this Proposal / Agreement and if you have any questions, please contact me at (949) 567-1833.

Authorization / Agreement to Proceed:

HMC ARCHITECTS is hereby requested and authorized by Rancho Santiago Community College District to provide Professional Planning Services as described above. All the foregoing is agreed to and authorized by:

HMC Architects:

Rancho Santiago CCD:

Kevin Wilkeson
Managing Principal
License # C-20601

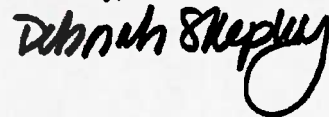
Date

Peter Hardash
Vice Chancellor

Date

Please review this Proposal / Agreement and if you have any questions, please contact me at (949) 567-1833. If this Proposal / Agreement accurately reflects the scope of services we have discussed, please sign and return one (1) original to my attention. We are pleased to have the opportunity to provide our services to the Rancho Santiago Community College District and it is an honor to be part of your team.

Sincerely,



Deborah Shepley, AIA, LEED®AP
Principal, Community College Practice Leader
MO License # 006183

DS:dd

Encls: Attachment "A" HMC Hourly Rate Schedule
Attachment "B" Other Terms and Conditions

cc: Lynete Eloff, Sheryl Sterry, Kevin Wilkeson (HMC)
File- CN-AOA

ATTACHMENT "A"
HMC MASTER ARCHITECT RATE SCHEDULE
Standard Hourly Rate Schedule by Professional Category
(Not all categories may apply to this contract)

	Hourly Rates
Principal	\$ 195.00
Senior Construction Administrator	\$ 185.00
Senior Project Manager/Senior Project Architect	\$ 185.00
Senior Technical Manager	\$ 180.00
Cost Estimator	\$ 175.00
Director of Interior Design	\$ 175.00
Project Manager/Project Architect	\$ 170.00
Technical Manager	\$ 170.00
Sr. Project Designer	\$ 180.00
Project Designer	\$ 150.00
Sustainable Design	\$ 150.00
Project Leader	\$ 140.00
Technical Leader	\$ 140.00
Technical Services/QA Plan Reviewer/Spec Writer	\$ 140.00
Senior Interior Designer/Senior Interior Project Designer	\$ 135.00
Architectural Model Builder	\$ 135.00
Construction Administrator	\$ 130.00
Project Coordinator	\$ 125.00
Design Leader	\$ 125.00
Interior Designer/Interior Project Designer	\$ 125.00
Senior Drafter	\$ 115.00
Designer II	\$ 115.00
Junior Designer	\$ 110.00
Intermediate Drafter	\$ 110.00
Visualization Arts Coordinator	\$ 110.00
Finisher/Photographer	\$ 105.00
Graphics Designer	\$ 100.00
Computer Services	\$ 100.00
Interior Design/Project Leader	\$ 100.00
Drafter	\$ 100.00
Designer	\$ 90.00
DSA Coordinator	\$ 90.00
Construction Administration Support	\$ 80.00
Contract Administrator	\$ 80.00
Interior Design Coordinator	\$ 75.00
Admin Support	\$ 75.00

These are the current hourly rate effective March 1, 2011 through February 28, 2012 and are subject to change one time annually effective March 1st.

ATTACHMENT "B"

OTHER TERMS AND CONDITIONS

Retainer

An initial payment of zero (-0-) shall be made upon execution of this Agreement and credited to the fee earned at final payment.

Invoicing

The Architect shall invoice its time and reimbursable expenses monthly, and invoices are due and payable upon receipt. Amounts unpaid thirty (30) days after the receipt of the invoice will be subject to a service charge of eighteen percent (18%) per annum, pursuant to Civil Code §3320. Should the Owner fail to pay current invoices for more than sixty (60) days, the Architect may stop work on the Project until payment is received or terminate this Agreement with the Owner. The Architect shall not be held liable for any damages or losses that may result from such suspension or termination of services according to the provisions set forth in this proposal.

The Owner agrees to return disputed invoices within fifteen (15) days of that invoice with a clear description of the nature of the dispute.

Legal Costs

In the event that legal proceedings between the parties are necessary to enforce the terms of this Agreement, the prevailing party shall be entitled to an award of its litigation costs and expenses, including reasonable attorney's fees.

Project Suspension/Resumption

If the Project is suspended by the Owner for more than thirty (30) consecutive days, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the Architect's services. If the project is suspended by the Owner for more than ninety (90) consecutive days, the Architect may terminate the Agreement, by giving not less than seven (7) days written notice.

Termination

Either the Owner or Architect may, for any reason, terminate this Agreement upon not less than seven (7) days written notice to the other party. In the event of termination, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due. Termination Expenses are in addition to compensation for Basic and Additional Services and shall be computed as five percent (5%) of the Basic Services and Additional Service Fees.

Owner's Responsibility

The Owner shall provide full information, including a program which sets forth the Owner's objectives, schedule, constraints, and budget, with reasonable contingencies and criteria. The Owner shall also furnish any reports, tests, surveys, permits, inspection or other documentation of information or consultants reasonably requested by the Architect. All of foregoing shall be furnished at the Owner's expense, and the Architect shall be entitled to rely upon the accuracy and completeness thereof.

Architect of Record

Should the Project proceed beyond the phases of services in this Agreement, the Owner shall designate HMC as the Architect of Record for the Project and will enter into a mutually agreeable Owner/Architect Contract for the remaining phases of services to complete the Project.

Ownership of Documents

The Owner acknowledges that the Architect's Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models are instruments of professional services. Nevertheless, the Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models prepared under this Agreement shall become the property of the Owner upon completion of this Project and upon payment of all amounts due the Architect. The Architect, however, shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright. Should the Owner or any other person, firm or legal entity use, reuse or modify the Architects' Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models prepared under this Agreement, for other than the Owner's use and occupancy of the completed Project, the Owner agrees to indemnify, defend, and hold the Architect harmless from and against any and all claims, liabilities, suits, demands, losses, costs, and expenses, including reasonable attorneys' fees and all legal expenses and fees incurred on appeal, and all interest thereon, accruing or resulting to any and all persons, firms or any other legal entity, on account of firms, or any other legal entity, on account of any damage or loss to property or person, including death arising out of such use, reuse or modification of the Architect's Drawings, Specifications, Other Documents, Three Dimensional Computer Models and other design models, except where the Architect is found to be solely liable for such damages or losses by a court or forum of competent jurisdiction.

Electronic Files

When requested by Owner, the Architect may transfer documents in electronic file formats to the Owner. The creation of the computer files shall be considered an additional service and the Architect shall be compensated on an hourly basis. By accepting these files/disks and the above stipulations, the Owner agrees to indemnify the Architect, its agents and all consultants against all claims, resulting from the use of these files and the information they contain, by the Owner or their own Consultants, Contractor, Subcontractors, suppliers and all others who receive these files or data. In no event shall the Architect be liable for any loss or profit or any consequential damages as a result of the Client's use or reuse of the electronic files. Owner understands and agrees the Architect relies on various forms of data transmission by an uninterrupted delivery of electrical and telephone service as a means of conducting Architect's business, including the Internet, and that the Internet may be used for intentional and malicious purposes, including transmission of electronic applications commonly referred to as computer "viruses" or "worms". While the Architect endeavors to eliminate the propagation of such applications through its systems and network, the Architect has no control over the actions of third party internet service providers or users of the Internet or similar systems. Consequently, the Owner agrees to waive all claims against the Architect for the propagation of virus applications that may cause damage of any kind to the Owner unless the Architect was the creator of the virus.

Software and Data Exchange Protocols

The Owner and Architect shall, at the earliest practical moment, meet and delineate the types of software to be used on the Project and establish protocols, standards and tolerances as may be required for the proper execution of the Work. The Owner and Architect shall work together to establish the permitted uses for all digital information, including the Model, to be exchanged on the Project. Such determination shall be set forth in the BIM Addendum, or other similar document, that shall be incorporated by reference into all agreements for services or construction of the Project.

Indemnification

The Architect agrees, to the fullest extent permitted by law, to indemnify and hold the Owner harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) made against the Owner that are ultimately determined by the Court to be caused by and only to the extent of the Architect's negligence, recklessness or willful misconduct in the performance of professional services under this Agreement and the Architect's Consultants or anyone for whom the Architect is legally liable.

The Owner agrees, to the fullest extent permitted by law, to indemnify and hold the Architect harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the Owner's negligence, recklessness or willful misconduct and those of the Owner's contractors, subcontractors, agents, or consultants for anyone for whom the Owner is legally liable, and arising from the Project that is the subject of this Proposal. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Architect and Owner, they shall be borne by each party in proportion to its negligence. The Architect is not obligated to indemnify the Owner in any manner whatsoever for the Owner's own negligence.

Limitation of Liability

In recognition of the relative risks and benefits of the project to both the Owner and the Architect, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of the Architect and his or her subconsultants to the Owner and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of the Architect and his or her subconsultants to all those named shall not exceed \$50,000 for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

Insurance

During the term of this Agreement, the Architect agrees to provide evidence of insurance coverage of five million dollars (\$5M). In addition, the Architect agrees to attempt to maintain continuous professional liability coverage for the period of design and construction of this project if such coverage is reasonably available at commercially affordable premiums. The Architect further agrees that the applicable subconsultants will be required to maintain a minimum of one million dollars (\$1,000,000) Errors and Omissions coverage. For the purposes of this Agreement "reasonably available" and "commercially affordable" shall mean that more than half the Architect's practicing in this state in this discipline are able to obtain such coverage. Nothing contained in the Agreement or otherwise is intended to create a fiduciary relationship between the parties.

Mediation

In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, the Owner and the Architect agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Owner and the Architect further agree to include a similar mediation provision in all agreements with independent contractors and consultant retained for the Project and require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

Assignment

Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

Hazardous Materials

It is acknowledged by both parties that the Architect's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event the Architect or any other party encounters asbestos or hazardous or toxic materials or toxic mold at the jobsite, or should it become known in any way that such materials at the jobsite, or any adjacent areas that may affect the performance of the Architect's services, the Architect may, at the Architect's option and without liability for consequential or any other damages, suspend performance of services on the project until the Owner

retains appropriate specialist consultant(s) or contractor(s) to identify, abate, and/or remove the asbestos or hazardous or toxic materials, and warrant the jobsite is in full compliance with the applicable laws and regulations.

Consequential Damages

The Architect and the Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination.

Third Party Contracts

The Owner shall, upon request of the Architect, supply a copy of the executed Agreement with the Owner's Construction Manager or Project Management Firm, relating to services provided under this Agreement.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Consulting Services Agreement - Facilities Planning & Program Services, Inc.	
Action:	Request for Approval	

BACKGROUND

On June 21, 2010, the Board of Trustees awarded a contract for consulting services to Facilities Planning & Program Services, Inc. (FPPS) to evaluate completed district construction projects to ensure the appropriate close-out with the Division of State Architect (DSA). FPPS is also evaluating selected district facilities to evaluate seismic retrofitting options and providing oversight for various district construction projects. Mr. Ron Beeler and his staff have been assisting the district with these projects and also evaluating and pursuing energy conservation grants for the district to augment existing district projects.

ANALYSIS

The original approved contract for consulting services expires on June 30, 2011. In order to continue progress on currently assigned projects, augment staff support services and assist with various operational facilities planning issues, it is requested that the current agreement for consulting services be extended through June 30, 2012. The annual contract proposal is \$229,000 plus reimbursable expenses.

RECOMMENDATION

It is recommended that the Board of Trustees approve the consulting services agreement for Facilities Planning & Program Services, Inc. as presented through June 30, 2012.

Fiscal Impact:	\$229,000 plus reimbursables	Board Date: June 20, 2011
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

FPPS



FACILITIES PLANNING & PROGRAM SERVICES, INC.

May 14, 2011

Rancho Santiago CCD
Atten: Peter Hardash, Vice Chancellor
2323 N Broadway
Santa Ana, CA 92706

Attention: Mr. Peter Hardash

Peter

Facilities Planning and Program Services, Inc. ("FPPS") proposes to provide consulting services to Rancho Santiago Community College District (RSCCD) including, but not limited to, the following:

- Assist RSCCD Facilities Staff in the District's construction program, ensuring compliance with legal and contractual requirements and District policies and objectives.
- Assist with the review of construction plans and drawings to ensure conformance with District requirements.
- Assist the District with securing sources of funding for the District's building programs.
- Assist with the preparation of plans and compliance reporting with Federal, State, Regulatory and local health and safety agencies.
- Assist with the preparation and monitor the implementation of an energy management plan for the District.
- Assist with the preparation of annual plans for submission to the California Community College Chancellor's Office, including, but not limited to, Space Inventories, IPP's and FPP's.
- Prepare and maintain a variety of reports and records related to facilities management functions, operations and activities.
- Assist with the preparation of the annual filing of the five-year plans for facilities and scheduled maintenance by the State.
- Assist with resolving claims and lawsuits involving the District's building program.
- Participate in meetings as required
- Provide assistance in Closing out projects with the Division of the State Architect.

- Provide assistance to the District/Campuses in the implementation of their respective Facilities Master Plans

FPPS can provide a variety of services with the assistance of a Project Team if the District so desires at a hourly rate and titles as described in the attached **"Appendix A"** of this document.

FPPS is pleased to offer this proposal in order to extend our services to Rancho Santiago Community College District to June 30, 2012 for an additional \$229,000. Total reimbursable expenses are set forth in this proposal under **"Appendix B"** and are in the above stated contract amount. Should you wish to discuss this proposal further, please call me at (714) 267-7209.

Thank you for allowing FPPS the opportunity to offer its services to Rancho Santiago Community College District.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ron Beeler', with a long horizontal flourish extending to the right.

Ron Beeler, President
Facilities Planning & Program Services, Inc
22607 La Palma Ave. Suite 407
Yorba Linda, CA 92887

Office #: (714) 692-5400
Cell#: (714) 267-7209

Proposal for Independent Contractor Services between Rancho Santiago CCD and FPPS

Appendix A

Project Team:

The proposed project team will be as follows:

Project Manager (Ron Beeler)	\$150.00/Hr
District Project Manager (Bob Partridge)	\$175.00/Hr
Project Leader(s) (Ava Hill, Pat Reish)	\$ 95.00/Hr
Technical Support Staff (Natassia Melendrez)	\$ 70.00/Hr
Administrative Support Staff (Terra Dymond)	\$ 60.00/Hr
Specialty Consultants (Prior approval required)	\$175.00/hr

Proposal for Independent Contractor Services between Rancho Santiago Community College District and FPPS

Appendix B

District Shall Reimburse FPPS at cost, a reasonable sum for out-of-pocket expenses listed in this Exhibit that are incurred and paid for by FPPS in furtherance of performance of FPPS obligations under this proposal, but only to the extent that such expenses are generated in connection with the operation of projects assigned and only to the extent authorized by Rancho Santiago Community College District.

1. Printing and reproduction expenses for documents beyond that which is included in this proposal;
2. Express shipping, overnight mail, messenger, courier, or delivery services (but not including company or corporate required communications or reports, such as, but not limited to , timesheets, expense reports, inter-office memoranda, invoices, etc.);
3. Mileage at IRS rate
4. Out of town travel as approved in advance by District Representative
5. Regulatory agency and permit-filing fees that are specific to the project;
6. Special Consultants.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of State Categorical Program Flexibility Transfer per AB1610	
Action:	Request for Approval	

BACKGROUND

Included in the 2009-2010 state budget act was trailer bill AB4X2 which allows community college districts to redirect funds from select "flexible" categorical programs to support any other state categorical program. State categorical programs funding were reduced from 30% to 51% in the state budget act thereby requiring some form of flexibility to move program income to programs that were devastated by the cuts that could not practically and programmatically be reduced in one fiscal year. This language was continued in the 2010-2011 state budget act trailer bill AB1610. AB1610 requires public hearing be held at a regularly scheduled Board meeting and approval for transfer of funds by Board action.

ANALYSIS

Both campuses have indicated that they have not transferred any funds between state categorical programs that need to be reported to the state under AB1610. However, by transferring any amount from a flexible state categorical program to another state categorical program, AB4X2 and AB1610 state that all listed state categorical programs will be deemed in compliance for the entire program fiscal year. The recommendation is to transfer \$1 (one dollar) from the credit Santa Ana College Matriculation program to the Santa Ana College Disabled Students Programs and Services (DSP&S). This token transfer, under AB1610, will bring all listed state categorical programs into compliance.

RECOMMENDATION

It is recommended that the Board of Trustees approve the State Categorical Flexibility Transfer request per AB1610 as presented.

Fiscal Impact:	None	Board Date: June 20, 2011
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

California Community Colleges Legislative Reporting Requirement - 2010-11 Utilization of Categorical Flexibility Provision

DISTRICT Rancho Santiago CCD CBO or Designee Peter J. Hardash

NO FUNDS TRANSFERRED (indicate with an x)

CCC Flexibility Categorical Programs	Total 10-11 Statewide Funding	Amount Moved Out of Category	Amount Moved Into Category
Childcare Tax Bail Out	\$ 3,350,000		
Equal Employment Opportunity	767,000		
Economic Development	22,929,000		
Apprenticeship	7,174,000		
Part-time Faculty Office Hours	3,514,000		
Part-time Faculty Health Insurance	490,000		
Part-time Faculty Compensation	24,907,000		
Matriculation	49,183,000	1	
Transfer Education and Articulation	698,000		
Physical Plant and Instructional Support	0		
Career Technical Education *	0		
Student Financial Aid Administration	54,995,000		
Foster Care Education Program	5,254,000		
Fund for Student Success	3,792,000		
CalWORKs	26,695,000		
Student Success Initiative - Basic Skills	20,037,000		
Nursing Support	13,378,000		
Disabled Students	69,223,000		1
Extended Opportunity Programs & Services	64,273,000		
CARE	9,332,000		
Telecom & Technology Services	15,290,000		

Funds may be transferred **out of** any shaded categorical program and **into** any categorical program shown on this page.

* Career Technical Education is funded elsewhere in the budget and is not included in the flexibility provision.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS AND FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of the 2011-12 Tentative Budget	
Action:	Request for Approval	

BACKGROUND

In accordance with the California Code of Regulations, Title 5, Section 58305, the governing board of each community college district shall adopt a tentative budget by July 1st of each year.

ANALYSIS

A bound copy of the proposed Tentative Budget has been provided for review. The electronic version is available on the rscdd.edu website. The Tentative Budget contains budgets for all of the funds under the District's purview including the following: General Fund (restricted and unrestricted), Child Development Fund, General Obligation Bonds Funds, Bond Interest and Redemption Funds, Capital Outlay Projects Fund, Self-Insurance Funds, Retiree Health Benefits Fund, Student Financial Aid Fund, Diversified Trust Fund, Associated Students Fund, Bookstore Fund and the Community Education Fund.

At this time, the state of California does not have an enacted state budget that defines the level of funding for the California community colleges for the 2011-2012 fiscal year. Therefore, the Tentative Budget is considered a placeholder budget for operational purposes and was prepared based on best available information included in SB70 approved on March 17, 2011 by the state legislature. The RSCCD budget assumptions for the Tentative Budget were approved by the Board of Trustees at the May 23, 2011 Board meeting.

The Budget Allocation and Planning Review Committee (BAPR) has recommended this Tentative Budget to the Chancellor and the Chancellor is recommending approval.

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2011-2012 Tentative Budget as presented.

Fiscal Impact:	As identified in Tentative Budget	Board Date: June 20, 2011
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Awarding Bid #1178 – Parking Lots #7, #9, #11 and Street Improvements at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

In compliance with Public Contract Code, Bid #1178, for parking lots #7, #9 and #11 and street improvements at Santa Ana College was appropriately advertised and plans/specifications made available to prospective bidders.

ANALYSIS:

Bids were opened on Friday, May 20, 2011 for parking lots and street improvements as noted on the attached Bid Results Form. The lowest responsive bidder was Ben’s Asphalt, Inc. with a bid of \$179,633.00. The scope of work includes parking lot and street repair, tree and landscape island removal, striping and slurry sealing. The project will begin the first week of July and be completed 35 days later, during the first week of August.

District staff has provided a “due diligence” review of the lowest responsive bidder, Ben’s Asphalt, Inc., and a verification 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 #1178 for parking lots and street improvements at Santa Ana College to Ben’s Asphalt, Inc. as presented.

Fiscal Impact:	\$179,633.00	Board Date: June 20, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	



RANCHO SANTIAGO

COMMUNITY COLLEGE DISTRICT

2323 North Broadway
Santa Ana, CA 92706-1640

FACILITY PLANNING

BID RESULTS

PROJECT: Bid #1178 Parking Lots and Pacific Avenue Improvements

DUE DATE: May 20, 2011 @ 2 p.m.

BIDDER	AMOUNT	BIDDER	AMOUNT	BIDDER	AMOUNT
Ben's Asphalt, Inc. 2200 S. Yale Street Santa Ana, CA 92704	\$179,633.00				
Mission Paving and Sealing, Inc. 12747 Schabarum Avenue Irwindale, CA 91706	\$193,125.00				
Sanders Paving, Inc. 10645 Stanford Avenue, #B Garden Grove, CA 92840	\$196,442.00				

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Environmental Consultant Services – Addendum to the Environmental Impact Report (EIR) for Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

It has been determined that in best interest of the District, LSA will review and address changes to the Santa Ana College Facilities Master Plan as adopted in September 2005 and amended May 2006.

In preparation, LSA has attended meetings, analyzed documents and gathered preliminary data necessary to provide the District with an environmental impact analysis. Once consultant services are completed, it will better determine whether an Addendum or Environmental Impact report should be prepared.

ANALYSIS:

In order to perform the required environmental analysis, the professional services of an environmental consultant are necessary to provide the extensive and technical CEQA evaluation.

LSA Associates, Inc. has performed similar environmental reviews for our District, having been the consultant for the master plan EIR's at both SAC and SCC.

LSA proposes to provide the scope of work outlined in their attached proposal dated May 26, 2011, to include the initial study, environmental consultation, mitigated negative declaration, technical analysis, public reviews, and development of the final documentation for CEQA approval.

The proposed cost for their services is \$33,560.00 plus estimated reimbursable expenses of \$2,100.00, billed at cost for a total of \$34,660.00. These fees are based upon LSA's present understanding of this project and the proposed scope of work.

RECOMMENDATION:

It is recommended that the Board of Trustees approve an agreement with LSA Associates, Inc. in the amount of \$34,660.00 to provide environmental consultant services for the preparation of an addendum to the Santa Ana College EIR as presented.

Fiscal Impact:	\$33,560.00 plus \$ 2,100.00, estimated reimbursables	Board Date: June 20, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	



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BERKELEY
CARLSBAD
FORT COLLINS

FRESNO
PALM SPRINGS
POINT RICHMOND

RIVERSIDE
ROCKLIN
SAN LUIS OBISPO
SOUTH SAN FRANCISCO

May 26, 2011

Mr. Alex Oviedo
Rancho Santiago Community College District
District Operations Center, Facilities Planning
2323 North Broadway, Suite 112
Santa Ana, CA 92706-1640

Subject: Proposal for Environmental Consultant Services—Addendum to the Santa Ana College Facilities Master Plan Environmental Impact Report

Dear Mr. Oviedo:

LSA Associates, Inc. (LSA) is pleased to submit this proposal for preparation of an Initial Study/Addendum to address changes to the revised Santa Ana College Facilities Master Plan (FMP) as adopted September 2005 and amended May 2006.

The work effort proposed below will provide the Rancho Santiago Community College District (RSCCD) with a report that it may use to assess whether an Initial Study/Addendum is appropriate for the proposed modification of the previously approved project, or whether an Environmental Impact Report (EIR) should be prepared. RSCCD, as Lead Agency for the proposed project, must determine, based on a review of the facts in the Environmental Checklist Form and the Environmental Analysis attached to the Checklist, whether analysis of the project's environmental effects is best provided through use of an Initial Study/Addendum. The Initial Study/Addendum should and will include a systematic evaluation of the potential environmental effects of the proposed project compared to the effects of the project analyzed in the earlier EIR and Addendum, including the rationale and facts supporting the referenced conclusions.

LSA's preliminary review indicates that an Initial Study/Addendum relying on the previously certified Santa Ana College FMP EIR may be possible. Utilizing the Environmental Checklist form provided in the 2011 State California Environmental Quality Act (CEQA) Guidelines with supporting analysis and explanation of findings, LSA will provide analysis upon which RSCCD may rely for its CEQA review requirements. Although an Addendum seems to be the proper course for this project, RSCCD will ultimately determine what type of environmental document is needed after the Initial Study is completed. The scope of work/budget and environmental process may change based on RSCCD's determination.

An Initial Study/Addendum is prepared pursuant to CEQA Guidelines Section 15063, describing the manner in which the previous EIR might be used for a subsequent project. As suggested in CEQA Guidelines Section 15063(c)(3), the Checklist Form would be used to identify the environmental effects of the proposed project as compared to the impacts disclosed in the previous EIR.

The environmental impact analysis should evaluate whether or not there are significant new environmental impacts associated with the proposed project that were not disclosed in the previous certified EIR, or whether new information or circumstances exist that require substantial new environmental impact analysis. Under the 2011 State CEQA Guidelines, several sections describe an Addendum (§15164) and a Subsequent EIR (§15162), defining the circumstances under which an Addendum can be prepared and the circumstances under which a previous EIR can be relied upon for CEQA clearance.

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PLANNING | ENVIRONMENTAL SCIENCES | DESIGN

Under current CEQA Guidelines, an existing EIR can be relied upon if a subsequent project will not result in new significant unavoidable impacts and will not substantially increase unavoidable impacts that were addressed in the existing EIR. Thus, at the completion of an updated analysis of a project utilizing the existing EIR, two questions must be asked:

- Have any new significant unavoidable impacts been identified that were not identified in the previous, certified EIR?
- Are there any significant unavoidable impacts identified in the updated analysis that are substantially more severe than those identified in the previous, certified EIR?

If the answer to *both* of these questions is “no,” a subsequent EIR is not required. If the answer to *either* of these questions is “yes,” a subsequent EIR must be prepared.

State CEQA Guidelines (§15164) state that an Addendum to an EIR shall be prepared “if some changes or additions are necessary, but none of the conditions described in Section 15162 calling for preparation of a Subsequent EIR have occurred.” Section 15162 of the State CEQA Guidelines identifies the criteria that would lead to the need for a subsequent EIR. Subsection 15162(a)(1) states that “substantial” changes are those changes that are proposed in the new project that would require “major” revisions of the previous EIR due to new significant environmental effects or a “substantial increase in the severity of previously identified significant effects.”

Subsection 15162(a)(2) specifies that if changes to the project occur, or changes occur with respect to the circumstances under which the project is undertaken, a subsequent EIR shall be prepared only if these changes are substantial and require major revisions to the previous EIR. A Subsequent EIR need not be prepared simply because circumstances have changed, but only when the changed circumstances require “major” revisions to the previous EIR, due to the involvement of new significant environmental effects or a “substantial increase in the severity of previously identified significant effects.”

Subsection 15162(a)(3) deals with new information that was not known and could have not been known at the time of the previous EIR “with the exercise of reasonable diligence.”

If none of the criteria in Section 15162 requiring a subsequent EIR are met, the Lead Agency may prepare a subsequent Negative Declaration or an Addendum, or make a finding that no further documentation is necessary.

LSA WORK TASKS

The environmental work program presented below is based on LSA’s knowledge of the project, the previous FMP EIR, and recent meetings with RSCCD’s Design Team. The Addendum would be prepared with RSCCD staff input and review and forwarded to the Board of Trustees for consideration.

Task 1: Project Description

Based on discussions and information provided by the RSCCD Design team, LSA will prepare a draft project description defining the project to be evaluated in the Addendum. Changes included in the revised project include, but are not limited to, additional seating near sports fields, an alternative phasing plan, sports field lighting, a sports field sound system, and changes to the layout and square footage of

proposed buildings. It is LSA's understanding that no changes to project student enrollment numbers are proposed.

The project description will discuss project objectives (as defined by RSCCD), project infrastructure improvements, the geographical setting, and related projects, and will summarize the approvals necessary from both RSCCD and other agencies, if necessary. Each of the requirements in CEQA for a project description will be included in this section. In addition, a brief explanation of the decision not to prepare a Subsequent EIR pursuant to Section 15162 will be included in the Addendum and the explanation will be supported by substantial evidence. The project description will be submitted to RSCCD and the project team for one round of review and approval prior to the commencement of work on the environmental documentation. The schedule and budget are based on the assumption that the team will agree on a project description during the project initiation phase and that substantive changes to the description will not be made later in the process.

Task 2: Technical Memorandums and Updated Models

Traffic. LSA prepared a traffic study in support of the Santa Ana College Facilities Master Plan (FMP) EIR in June 2005. Based on the proposed changes to the FMP, LSA will review the results of the 2005 study as it relates to the following:

Task 2.1: Parking. The proposed FMP project in 2005 included an increase of 1,182 parking spaces, for a total of 4,000 parking spaces in several new and existing lots, including a proposed three-story, 1,500-space parking structure. The projected parking demand was identified based on a parking survey of a similar RSCCD campus (Santiago Canyon College). A parking rate of 1.2 spaces per 10 students was identified based on the survey and applied to the SAC projected student enrollment.

LSA will identify the parking requirement of the revised FMP based on this same methodology, and determine whether the proposed parking will be sufficient to accommodate the anticipated parking demand.

Task 2.2: Bristol Street/Washington Avenue. As part of the traffic analysis, an alternative trip distribution scenario was analyzed at the City's request to assess the impacts of the College Avenue closure. A precise percentage of cut-through traffic on Washington Avenue could not be forecast; therefore, it was recommended that the LOS at the intersection of Bristol Street/Washington Avenue be monitored by RSCCD every two years following the closure of College Avenue until project build out or 2017, whichever is later.

Based on Mitigation 4.5.3 of the EIR, if a deficiency arises, a fair-share analysis will be conducted to determine RSCCD's fair-share responsibility, and RSCCD shall execute an agreement with the City of Santa Ana to contribute a fair-share portion of the total cost of the identified improvement.

LSA will evaluate the current level of service at Bristol Street/Washington Avenue. Existing traffic counts (a.m. and p.m. peak hour) will be collected, which include the closure of College Avenue. LSA will research other studies (e.g. Bristol Street Widening) to identify potential City-funded improvements at this location. A level of service analysis, consistent with the methods identified in the EIR Traffic Study will be prepared for this intersection. Should the level of service exceed the City's performance standards, LSA will identify physical and/or operational improvements to mitigate the deficiency. It should be noted that this evaluation is based on existing traffic and existing student enrollment.

Air Quality. The State CEQA Guidelines indicate that a significant impact would occur if the project would violate any air quality standard or contribute substantially to an existing or projected air quality violation. Specific criteria for determining whether the potential air quality impacts of a project are significant are set forth in South Coast Air Quality Management District's (SCAQMD) CEQA Air Quality Guidelines. The criteria include emission thresholds, compliance with State and national air quality standards, and conformity with the existing State Implementation Plan (SIP) or consistency with the current AQMP.

The 2005 Final Environmental Impact Report (FEIR) included analysis of the projects impacts using criteria set forth in the 2005 SCAQMD CEQA Air Quality Guidelines. LSA will prepare an updated air quality model in accordance with the procedures and requirements of the 2011 SCAQMD CEQA Air Quality Guidelines, and a limited air quality analysis. The focus of the air quality analysis will be on disclosing any changes to the conclusions in the 2005 FEIR based on changes in criteria pollutant thresholds and changes to the proposed project. LSA will utilize trip generation data contained in the 2005 FEIR.

The conclusions of the air quality analysis will be summarized in a technical memorandum that will be appended to the Addendum.

Greenhouse Gas. A discussion of Greenhouse Gases (GHGs) and their potential effects on global climate change (GCC) will be prepared. Regulatory requirements on such emissions, if any, will be identified. Emissions of carbon dioxide (CO₂), a key GHG identified in Assembly Bill (AB) 32, and other major GHGs such as methane (CH₄) and nitrous oxide (N₂O) from direct (such as building heating systems) and indirect (such as power plant emissions from increased electricity demand) project-related sources will be calculated. The total project GHG emissions will be put into the context of area and statewide emissions. LSA will work with the project team to identify feasible mitigation measures, if necessary. Mitigation measures will be updated or developed as indicated in the impact analysis. LSA will prepare a technical memorandum to summarize the above settings and impact discussions, which will be appended to and incorporated into the Addendum.

Noise. LSA will prepare a focused noise analysis to ascertain the impact of changes to the proposed project related to the location and operation of proposed sports fields. The noise analysis will focus on identifying any changes to impact conclusions regarding noise impacts on sensitive land uses on and surrounding the project site. The conclusions of the noise impacts analysis will be summarized in a technical memorandum that will be appended to the Addendum.

Task 3: Draft Addendum

Based on LSA's preliminary review of the modifications to the FMP, it appears that the modifications would not likely result in new significant impacts being identified; therefore, the following scope outlines the work program for an Addendum.

LSA will prepare an Addendum to the 2005 FEIR utilizing data from the project team and/or other sources, knowledge gained from LSA's previous work on the project, and information from any prior

studies for recent projects in the area. The Addendum to the FEIR will summarize the results of the updated technical data and provide sufficient discussion to indicate that no new significant environmental impacts would result from project implementation.

At this time, LSA's proposal anticipates that the following topics would be discussed in the Addendum to the 2005 FEIR:

- Land Use
- Housing and Population
- Geology and Soils
- Greenhouse Gases/Global Climate Change
- Hydrology and Water Quality
- Transportation and Circulation
- Air Quality
- Noise
- Aesthetics
- Recreation
- Hazards and Hazardous Materials
- Public Services and Utilities

Based on LSA's understanding of the modifications to the project since certification of FEIR and the analysis in the FEIR, the following topics are not anticipated to warrant analysis in the Addendum: Biological Resources, Public Health and Safety/Hazards, Public Services/Utilities, and Cultural Resources.

If, in the course of conducting the environmental analyses for the project, it is determined that a higher level of an environmental document may be required (for example, if it is determined that the project would result in new significant impacts), LSA will notify RSCCD immediately and meet with the project team to review the analysis findings and amend the scope and budget as necessary.

The Administrative Draft Addendum to the FEIR will be submitted to RSCCD staff and the Design Team in Portable Document Format (PDF) format for concurrent review. In addition, LSA will provide three print copies of the Administrative Draft Addendum for review, per round, if requested.

The budget included as part of the proposed scope of work assumes one set of consolidated comments (i.e., staff and consultant design team comments must be consolidated) will be provided by RSCCD to LSA. No more than two rounds of review and comment are assumed, with no substantial new comments or new analysis required for the second round of revisions.

An Addendum is usually not circulated to the public and would require no response to comments. Some jurisdictions circulate an Addendum for public review and comments so as to avoid claims that the public is being kept out of the environmental review process. This scope of work does not include circulation of the Addendum for public review or responding to public or agency comments. Circulation of the document and preparation of responses to public comments can be included as an amendment to this contract.

Task 4: Final Addendum

LSA will revise the Administrative Draft Addendum to the 2005 FEIR in response to the consolidated set of comments received from the RSCCD team and submit the proposed Final Addendum for RSCCD Board of Trustee approval. At this time, LSA will also prepare a revised and updated Mitigation Monitoring Reporting Program (MMRP), as necessary.

LSA will provide up to 20 copies of the proposed Final Addendum to RSCCD staff and the Board of Trustees.

As CEQA does not require public review of an Addendum to an EIR, once approved by the Board of Trustees, the EIR Addendum would become a part of the administrative record to be kept on file with the FEIR for future discretionary approvals.

Notice of Determination. In 2005 when the FEIR was certified and in 2006 when the first Addendum to the FEIR was approved, RSCCD filed De Minimis Impact Findings and associated fee waivers for California Department of Fish and Game (CDFG) Fees. The De Minimis Impact Findings were based on the fact that the FEIR concluded that the proposed project would have no direct or indirect effects on wildlife resources or the habitat upon which the wildlife depends. Further, no secondary adverse impacts to plant and animal life were identified that would result from the project, and no public comments were received refuting the conclusions of no significant adverse impacts to wildlife resources contained in the Draft EIR. Accordingly, based upon the preceding information, the RSCCD, on the basis of substantial evidence, rebutted the presumption of adverse effect contained in Section 753.5 (d), Title 14, California Code of Regulations.

While the filing of the De Minimis Impact Findings was an acceptable and appropriate practice in 2006, De minimis determinations by lead agencies are no longer an acceptable fee waiver and were replaced with No Effect Determinations (NEDs) when Senate Bill (SB) 1535 became law on January 1, 2007 (the last Addendum was approved in May 2006). It is LSA's professional opinion that the proposed Santa Ana College FMP project would not be granted an NED and fee waiver. According to Fish and Game Code Section 711.4(g), the use of a de minimis exemption dated prior to January 1, 2007 is invalid for waiving the CEQA filing fee if a separate document has been filed for that project (14 CCR § 753.5[e][3]).

Therefore, following the Board of Trustee's approval of the Addendum, LSA will prepare and file a Notice of Determination (NOD) with the State Clearinghouse. At the time of filing, RSCCD shall provide a check for all necessary filing fees. Currently, the CDFG Fee is \$2,839.25 for EIRs.

Alternatively, if RSCCD wishes to apply for a CDFG NED and fee waiver, LSA will assist RSCCD with the required application and submittal pending an amendment to this contract.

Task 5: Project Management and Meeting Attendance

This task includes regular and effective coordination among the LSA Project Manager, LSA technical staff, RSCCD, and the RSCCD Design Team. The project management role provides a mechanism to ensure that there is adequate exchange of information during project start-up and preparation of the Addendum. This task includes notifying RSCCD of problems as they are encountered and working expeditiously to resolve problems. Important elements of this task will be to maintain the project schedule, oversee the budget, and coordinate efforts with other consultants. To facilitate dissemination of information, LSA's Project Manager will maintain ongoing verbal and email communication with RSCCD.

In addition to the kickoff meetings that were held on May 2, 2011, and May 5, 2011, LSA staff will attend two additional progress meetings, as requested by RSCCD, and one Board of Trustee meeting. A total of three additional meetings have been budgeted in this scope of work.

During the environmental documentation process, LSA will monitor the number of meetings actually attended to determine compliance with this estimate. Any additional meetings beyond the three meetings described above will be attended with the RSCCD's prior written approval on a time-and-materials basis.

SCHEDULE

Based on LSA's experience, an Addendum can generally be completed within 10 to 14 weeks. LSA estimates that the Addendum for the revised Santa Ana College FMP could be completed by the regularly scheduled August 22, 2011, Board of Trustee meeting if the contract is approved by June 6, 2011. If the RSCCD desires a more aggressive schedule, it should be noted that LSA has demonstrated its ability to maintain project schedules under aggressive deadlines on many projects in Southern California. LSA recommends the RSCCD and the LSA Project Manager review the attached schedule and make changes as necessary at the project kickoff meeting.

If more than two rounds of review are required, or the comments received on the second round of review are more extensive than anticipated, the schedule would need to be adjusted accordingly.

LSA will aggressively endeavor to keep the project on track. LSA also commits to providing sufficient staff to be available for assignment to the Addendum. The schedule reflects a best effort to complete the project in a timely manner according to the RSCCD schedule, while at the same time providing the time and attention necessary to ensure that the highest-quality analysis and products are received.

BUDGET

LSA proposes to accomplish Tasks 1–5 as described in the Scope of Work for an estimated fee of \$33,560 (Fee), as shown in Table A.

LSA fees are charged on an hourly basis, consistent with the Schedule of Standard Contract Provisions and Billing Rates, which is provided in Appendix A. The Fee will not be exceeded without your authorization. This Fee is based on LSA's past experience related to the level of effort needed to complete the environmental process and technical studies for projects of this type. LSA will aggressively identify strategies for reducing the overall work effort while maintaining the client's objectives and the legal adequacy of the work products.

Table A: Fee Estimate By Task

Task	Budget
Task 1: Project Initiation and Project Description	\$3,210
Task 2: Technical Analysis	
Task 2.A: Traffic	\$3,500
Task 2.B: Air Quality	\$1,905
Task 2.C: Greenhouse Gases	\$3,500
Task 2.D: Noise	\$1,365
Task 3: Draft Addendum	\$14,160
Task 4: Final Addendum (MMRP & NOD)	\$3,210
Task 5: Project Management and Meeting Attendance	\$2,710
Subtotal	\$33,560
Estimated Reimbursable Fees	\$2,100
Total	\$34,660

MMRP = Mitigation Monitoring and Reporting Program
NOD = Notice of Determination

BUDGET SPECIFICATIONS AND REIMBURSABLE COSTS

Direct costs (including outside vendors used for photocopying) are to be reimbursed at cost, unless other arrangements are made in advance, and are not included in the hourly fee for professional services provided above. Appendix A provides a list of LSA's current fee schedule for direct costs.

Printing costs are difficult to quantify, since the size and composition (i.e., graphics size and medium) are uncertain at this time. LSA stresses that the cost of reproducing a document is not known until the document is complete. For the purposes of the reimbursable estimate provided above, LSA estimates a cost of \$50 per draft document (with any technical information on CD) and \$65 for the proposed final document (with any technical information on compact disc [CD]). Reimbursable expenses also include mileage for site visits, team meetings, and public meetings. A summary of LSA work products and the number of copies anticipated are provided below:

LSA Work Products	Deliverable Quantities
Administrative Draft Addendum	3 bound copies (technical information will be in PDF format on CD)
Proposed Final Addendum	20 bound copies; 20 CDs (technical information in PDF format); 2 bound copies of technical information; 1 complete electronic copy
Notice of Determination	LSA will prepare and file with State Clearinghouse. The RSCCD will be responsible for all required filing fees.

AUTHORIZATION

Although every effort has been made to anticipate your needs, LSA welcomes the opportunity to discuss strategy and the details of this scope of work. If you have any questions, please contact Nicole Dubois at (949) 553-0666.

If you are in agreement with the proposal and attached Standard Contract Provisions and Billing Rates (Appendix A), please sign one copy of this authorization and return it to LSA.

Thank you again for contacting us. LSA has enjoyed working with RSCCD on previous environmental documents related to the Master Plans for Santiago Canyon College EIR and Santa Ana College EIR and we look forward to working with you again.

Sincerely,

LSA ASSOCIATES, INC.

Mona McGuire DeLeon, AICP
Principal

Nicole Dubois
Associate/Project Manager

THE ABOVE STATED TERMS ARE HEREBY ACCEPTED AND AUTHORIZED

CONSULTANT:

CLIENT:

LSA Associates, Inc.

Company

Authorized Signature

Authorized Signature

Title

Title

Date

Date

SCHEDULE OF STANDARD CONTRACT PROVISIONS AND BILLING RATES

FEES FOR PROFESSIONAL SERVICES

Fixed-Fee Contracts

If a fixed-fee proposal, the professional services described in the Scope of Services Section of the attached proposal shall be provided for the fixed fee noted in the proposal. All other professional services are considered extra services. Extra services shall be provided on a time and expenses basis at the same rates specified for hourly contracts, unless other arrangements are made in advance.

Hourly Contracts

If an hourly plus expenses proposal, the professional services described in the Scope of Services Section of the attached proposal shall be provided on a time and materials basis at current hourly rates. These rates are as shown on a Rate Schedule that is attached, or can be made available. Hourly rates are subject to review at least annually on or about August 1 of each year, and may be adjusted to reflect changing labor costs, at our discretion, at that time. (A schedule can be made available upon request.)

Direct costs (including cost of subconsultants) shall be reimbursed at cost plus ten percent, unless other arrangements are made in advance, and are not included in the hourly fee for professional services.

The total estimated amount of time and expenses noted in the proposal will serve as a control on the services to be provided. The specified amount will not be exceeded without prior approval of the client.

INVOICING

Monthly invoices shall be submitted for progress payment based on work completed to date. Clients requesting changes to LSA's standard invoice may be billed for the time to develop the invoice and monthly administration of the billing.

PAYMENT OF ACCOUNTS

Terms are net 30 days. LSA offers a one percent discount on invoices paid within 30 days of the invoice date. A service charge of 1.5 percent of the invoice amount (18 percent annual rate) may be applied to all accounts not paid within 30 days of invoice date. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by the client.

STANDARD OF CARE

Services provided by LSA under this Agreement will be performed in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

INDEMNIFICATION

Client and consultant each agree to indemnify and hold the other harmless and their respective officers, employees, agents, and representatives from and against liability for all claims, losses, damages, and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, and expenses are caused by the indemnifying party's negligent acts, errors, or omissions.

ELECTRONIC FILE DATA CHANGES

Copies of documents that may be relied upon by client are limited to the printed copies (also known as hard copies) that are signed or sealed by LSA. Files in electronic media format or text, data, graphic, or other types that are furnished by LSA to client are only for convenience of client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, LSA makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those of LSA at the beginning of the assignment.

FORCE MAJEURE

Neither party shall be deemed in default of this Agreement to the extent that any delay in performance of its obligation results from any cause beyond its reasonable control and without its negligence.

LITIGATION

In the event that either party brings action under the proposal for the breach or enforcement thereof, the prevailing party in such action shall be entitled to its reasonable attorneys' fees and costs whether or not such action is prosecuted to judgment.

NOTICES

Any notice or demand desired or required to be given hereunder shall be in writing, and shall be deemed given when personally delivered or deposited in the mail, postage prepaid, sent certified or registered, and addressed to the parties as set forth in the proposal or to such other address as either party shall have previously designated by such notice. Any notice so delivered personally shall be deemed to be received on the date of delivery, and any notice mailed shall be deemed to be received five (5) days after the date on which it was mailed.

TERMINATION OF CONTRACT

Client may terminate this agreement with seven days prior notice to LSA for convenience or cause. Consultant may terminate this Agreement for convenience or cause with seven days prior written notice to client. Failure of client to make payments when due shall be cause for suspension of services, or ultimately termination of the contract, unless and until LSA has been paid in full all amounts due for services, expenses, and other related charges.

TERMINATION FOR CAUSE

District may direct Service Provider to terminate, suspend, delay or interrupt Services, in whole or in part, for such periods of time as District may determine in its sole discretion. The District may terminate this Agreement for cause based upon the failure of the Service Provider to comply with its terms and/or conditions; provided that the District gives the Service Provider written notice specifying the Service Provider's failure. If within fifteen (15) working days after receipt of such notice, the Service Provider shall not have corrected such failure and thereafter proceeded diligently to complete such correction, then the District may, at its option, place the Service Provider in default and the Contract shall terminate on the date specified on such notice.

REVOCATION

If this Schedule of Standard Contract Provisions is attached to a proposal, said proposal shall be considered revoked if acceptance is not received within 90 days of the date thereof, unless otherwise specified in the proposal.

HOURLY BILLING RATES EFFECTIVE JANUARY 2011

Job Classification							Hourly Rate Range*
Planning	Environmental	Transportation	Air/Noise	Cultural Resources	Biology	GIS	
Principal	Principal	Principal	Principal	Principal	Principal	Principal	\$135-300
Associate	Associate	Associate	Associate	Associate	Associate	Associate	\$95-195
Senior Planner	Senior Environmental Planner	Senior Transportation Planner/Engineer	Senior Air Quality/Noise Specialist	Senior Cultural Resources Manager	Senior Biologist/Botanist/Wildlife Biologist/Ecologist/Soil Scientist/Herpetologist/Arborist	Senior GIS Specialist	\$75-170
Planner	Environmental Planner	Transportation Planner/Engineer	Air Quality/Noise Specialist	Cultural Resources Manager	Biologist/Botanist/Wildlife Biologist/Ecologist/Soil Scientist/Herpetologist/Arborist	GIS Specialist	\$60-110
Assistant Planner	Assistant Environmental Planner	Assistant Transportation Planner/Engineer	Air Quality/Noise Analyst	Cultural Resources Analyst	Assistant Biologist/Botanist/Wildlife Biologist/Ecologist/Soil Scientist/Herpetologist/Arborist	Assistant GIS Specialist	\$50-100
Field Services							
Senior Field Crew/Field Crew							\$50-85
Office Services							
Research Assistant/Technician							\$30-50
Graphics							\$80-110
Office Assistant							\$55-95
Word Processing/Technical Editing							\$70-95

* The hourly rate for work involving actual expenses in court, giving depositions or similar expert testimony, will be billed at \$400 per hour regardless of job classifications.

LSA IN-HOUSE DIRECT EXPENSES
January 2011

		Unit Cost
Reproduction	(8.5 x 11) B/W	\$.07 per page
Reproduction	(8.5 x 11) Color	\$.40 per page
Reproduction	(11 x 17) B/W	\$.10 per page
Reproduction	(11 x 17) Color	\$.75 per page
CD Production		\$5.00 per CD
Plotting		\$3.75 per sf
Mileage	On Road	\$.51 per mile
Mileage	Off-Road	\$.66 per mile
GPS Unit		\$75.00 per day
Total Station Surveying Instrument		\$50.00 per day
Level (Laser or Optical)		\$25.00 per day
Laser Rangefinder		\$25.00 per day
Sound Meter		\$75.00 per day
Aerial Photo		Cost
Boat Rental		\$50.00/day
Water Quality Meter		\$25.00/day

Gumbert, Robb

From: Nicole Dubois [Nicole.Dubois@lsa-assoc.com]
Sent: Wednesday, June 01, 2011 9:32 AM
To: Oviedo, Alex
Subject: RE: Santa Ana College Addendum Proposal

Hi Alex,

I just wanted to check in with you to see if you had any questions about the proposal for the Santa Ana College Addendum.

Thank you,

Nicole Dubois
LSA Associates, Inc.
(949) 553-0666 - telephone

From: Nicole Dubois
Sent: Thursday, May 26, 2011 12:09 PM
To: 'Oviedo, Alex'
Subject: RE: Santa Ana College Addendum Proposal

Hi Alex,

The proposal with the revised contract is attached for your review. The additional language you requested appears on page 3 of the contract.

Please let me know if you would like any additional changes or if you have any questions.

Thank you,

Nicole Dubois
LSA Associates, Inc.
(949) 553-0666 - telephone

From: Oviedo, Alex [mailto:Oviedo_Alex@rsccd.edu]
Sent: Tuesday, May 24, 2011 12:28 PM
To: Nicole Dubois
Subject: FW: Santa Ana College Addendum Proposal

Thanks Nicole, please include the attachment in your proposal.

Thanks,

Alex Oviedo DISTRICT CONSTRUCTION SUPERVISOR
 RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT

DISTRICT OPERATIONS CENTER, 2323 NORTH BROADWAY, SUITE 112, SANTA ANA, CA 92706-1640 | 714.480.7517 | 714.796.3910, F
oviedo_alex@rsccd.edu

From: Nicole Dubois [<mailto:Nicole.Dubois@lsa-assoc.com>]
Sent: Monday, May 23, 2011 4:55 PM
To: Oviedo, Alex
Cc: Odum, Darryl; Mona DeLeon
Subject: Santa Ana College Addendum Proposal

Alex,

LSA is please to submit the attached proposal to prepare an Addendum to the 2005 Environmental Impact Report for the Santa Ana College Facilities Master Plan. Although we have made every effort to anticipate your needs, we welcome the opportunity to discuss the strategy outlined in the proposal and the details of the scope of work. Please to do hesitate to contact me or Mona DeLeon, if you have any questions.

We look forward to working with you and the project team.

Thank you,

Nicole Dubois
LSA Associates, Inc.
20 Executive Park, Suite 200
Irvine, CA 92614-4731
(949) 553-0666 - telephone
(949) 553-8076 - fax
nicole.dubois@lsa-assoc.com

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Change Order #1, Bid #1172 – Demolition of the Church/Child Development Center at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On April 11, 2011, the Board awarded a contract to Miller Environmental, Inc. for Bid #1172, demolition of the Church/Child Development Center at Santa Ana College.

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 #1.

Change Order #1 increases the contract by \$6,810.00. The revised contract amount is \$248,810.00. 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 2.8% 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 #1, Bid #1172 for Miller Environmental, Inc., demolition of the Church/Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$6,810.00	Board Date: June 20, 2011
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>CDC Demolition</i>	<i>1172</i>	P.O. #	<i>11-P0018825</i>
Contractor: <i>Miller Environmental</i>	1		
Architect: <i>LTI Engineers</i>	<i>June 3, 2011</i>		

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		\$242,000.00
Previous Change Orders	\$0.00	
This Change Order	\$6,810.00	
Total Change Orders		\$6,810.00
Revised Contract Amount		\$248,810.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		June 15, 2011
Revised Contract Completion Date		June 15, 2011
RSCCD Board Approval Date		June 20, 2011

Architect Authorized Signature Date

Contractor Name Authorized Signature Date

Construction Manager - Bernards Authorized Signature Date

Darryl Odum

Director - District Construction & Support Services 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: CDC Demolition	Bid No. 1172	P.O. # 11-P0018825
	D.S.A. No. 0	
Contractor: Miller Environmental	Change Order No. 1	
Architect: LTI Engineers	June 3, 2011	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Remove Asbestos related "mastic" under carpeting</p> <p><u>REASON:</u> Asbestos was detected during field tests and not discovered during preliminary asbestos investigation</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> No calendar days</p>		\$14,005.00
2.0	<p><u>DESCRIPTION:</u> Remove Asbestos related "mastic" behind tack boards</p> <p><u>REASON:</u> Asbestos was not detected behind tack boards until demolition and was not part of the original hazardous materials report.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> No calendar days</p>		\$6,411.00
3.0	<p><u>DESCRIPTION:</u> Remove pipe insulation containing asbestos</p> <p><u>REASON:</u> Asbestos was detected during field tests and not discovered during preliminary asbestos investigation</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> No calendar days</p>		\$1,394.00
4.0	<p><u>DESCRIPTION:</u> Credit portion of contact Allowance (Total Contract Allowance \$30,000.00)</p> <p><u>REASON:</u> Allowance credit</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>	\$15,000.00	\$0.00
Sub-Total		\$15,000.00	\$21,810.00
Total			\$6,810.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	June 20, 2011
Re:	Approval of Tender Agreement for Completion of Work Originally Contracted to Sierra Landscape Company, Inc. for the Humanities Building; Athletics and Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College to Great American Insurance Company		
Action:	Request for Approval		

BACKGROUND

On March 22, 2010 the district awarded construction bid #1134 to Sierra Landscape Co., Inc. for landscaping work at the Santiago Canyon College Humanities Building and Athletics and Aquatics Complex and other landscaping work identified in the bid. The value of the bid contract was \$1,271,450.00. On March 24, 2011, Sierra Landscape Co., Inc., effectively abandoned the project and contractual requirements of the project. On April 7, 2011, the District's construction attorney (Hugh Lee of Atkinson, Andelson, Loya, Ruud & Romo) issued a Notice of Termination to Sierra Landscape Co., Inc. based on their abandonment of the project and demanded Sierra's surety (Great American Insurance Company) fulfill its obligations to complete the project under the performance bond.

ANALYSIS

The surety company responded quickly and professionally to the District's requests to minimize further costs and delays to the construction projects due to Sierra's default. The surety procured bids to complete the work required under the original contract with Sierra. The surety has chosen Tropical Plaza Nursery, Inc. to complete the remaining unfinished landscaping work abandoned by Sierra Landscape Co., Inc. A tender agreement between the District and the surety company has been negotiated.

Under the terms of the performance bond, the surety has exercised its' election to tender a Completion Contractor (Tropical Plaza Nursery, Inc.) for the District to hire to complete the remaining work of the original contract. The surety has stated that their completion contract with Tropical Plaza Nursery, Inc. is for \$789,791.00. Contract balance held by the District, including retention, for the unfinished Sierra Landscape Co., Inc. work is \$821,066.01. This contract balance will be used to complete the remaining work under the original contract. The surety is responsible for the additional cost to complete the work by the Completion Contractor (Tropical Plaza Nursery, Inc.).

The District will still be responsible for any Construction Change Directives (CCD's) and Field Change Directives (FCD's) issued by the District in the normal course of construction. These CCD's and FCD's, if any, would have been considered and evaluated as valid change orders under the original contract with Sierra Landscape Co., Inc.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Tender Agreement for completion of work originally contracted to Tidwell Concrete Construction, Inc. – Bid #1134, awarded on March 22, 2010 to Great American Insurance Company as presented.

Fiscal Impact:	N/A	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

TENDER AGREEMENT

This Agreement (“Agreement”) is entered into this 21st day of June 2011 (“Effective Date”), by and between the Rancho Santiago Community College District of Orange County (“DISTRICT”) and Great American Insurance Company (“SURETY”) with respect to the Bid #1134 LANDSCAPE & IRRIGATION for the Humanities Building; Athletics & Aquatics Complex; Santiago Canyon Entry & Parking Lot; Chapman Entry and Roadway; and Loop Road Extension Projects at Santiago Canyon College (“Project”). DISTRICT and SURETY hereinafter collectively referred to as “Parties.”

RECITALS

A. WHEREAS, on or about April 21, 2010, the DISTRICT entered into a written contract (“Contract”) with SIERRA LANDSCAPE CO., INC. (“Contractor”) to perform work for the Project. A true and correct copy of the Contract for the Project is attached hereto as Exhibit “A” and incorporated herein by this reference;

B. WHEREAS, SURETY issued a performance bond to Contractor, as principal, in favor of DISTRICT, as Obligee, Bond No. 1352773 (“Bond”). A true and correct copy of the Bond is attached hereto as Exhibit “B” and incorporated herein by this reference. In addition, SURETY issued a payment bond No. 1352773 (“Payment Bond”) for the Project;

C. WHEREAS, the DISTRICT represents to the SURETY that the current Project accounting for the Contract is as follows:

Original Contract amount:	\$ 1,271,450.00
Change Orders to Effective Date:	\$ 6,334.70
Pending Change Orders-approved, not issued (Exhibit “C”):	\$ 19,264.30
Current adjusted Contract amount:	\$ 1,297,049.00

Amount paid to date to Contractor:	(\$ 425,275.24)
Retention Deposited in Escrow Account:	\$ 50,707.75
Amount paid to Contractor plus Retention:	\$ 475,982.99
 “Contract Balance” held by DISTRICT including retention:	 \$ 821,066.01.

The DISTRICT represents to SURETY that no other payments have been made under the Contract, and the DISTRICT currently holds the aforesaid Contract Balance. The SURETY has relied upon these representations in entering into this Agreement;

D. WHEREAS, on or about February 11, 2011, Contractor abandoned the Project;

E. WHEREAS, DISTRICT terminated its Contract with Contractor by letter dated April 7, 2011, and thereafter has called upon the SURETY to remedy the abandonment by and termination of the Contractor and to complete or to procure completion of the Contract pursuant to the terms of the Bond in accordance with the Contract documents for the Project;

F. WHEREAS, DISTRICT desires to expedite the completion of the work covered under the Contract;

G. WHEREAS, the SURETY has procured bids from qualified, licensed contractors to complete the work required to be performed under the Contract for the Project. TROPICAL PLAZA NURSERY, INC. has been selected as the responsive and responsible contractor to complete the Contract work (“Completion Contractor”);

H. WHEREAS, the Parties now desire to effect the completion of the remaining work under the Contract for the Project, pursuant to the terms of the Bond;

I. WHEREAS, SURETY is willing and desirous of fulfilling its obligations under the Bond by virtue of the agreement contained herein;

J. WHEREAS, the SURETY has exercised its election under the Bond to tender a Completion Contractor to the DISTRICT to complete the Remaining Work (as defined below) under the Contract for the Project in discharge of SURETY's obligations to complete the Remaining Work, provided SURETY can be sure that in doing so, the Contract Balance will be used as hereinafter set forth and agreed to among the Parties herein;

K. WHEREAS, the Completion Contractor is willing to enter into an agreement ("Completion Contract") with the DISTRICT to complete the Remaining Work for the sum of \$789,791.00; and

L. WHEREAS, the DISTRICT is willing to accept the SURETY's tender of the Completion Contractor for completion of the Remaining Work as set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the promises, and the good and valuable considerations and mutual covenants set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. The Recitals set forth above are hereby agreed to by each of the Parties and incorporated herein by this reference as though set forth in full.

2. SURETY hereby tenders Completion Contractor to the DISTRICT to complete all of the work and supply all of the labor and materials necessary to complete Contractor's scope of work remaining to be performed under the Contract as of February 11, 2011 ("Remaining Work"). The Remaining Work shall be performed in accordance with this Agreement and the following Contract documents ("Contract Documents"):

- i. The Contract and all documents referenced and incorporated by reference into the Contract;
- ii. The Project Manual;
- iii. All plans, drawings and specifications for the Project;
- iv. Addenda 1 through 4 and approved Change Orders;
- v. Construction Schedule dated 24 Feb 2011 (Exhibit "D").

The Remaining Work of the Completion Contractor also includes the following: 90 day maintenance for landscape and irrigation installed by the Contractor at the NW Parking Lot and Chapman Avenue Entry; warranty for all installed work of the Contractor; disposal of approximately (2500) 1-gallon shrubs and (10) - 36" box sycamore trees located near the Chapman Avenue Entry that have been rejected for use on the Project by the Architect.

Work described in Construction Change Directives (CCD's) and Field Change Directives (FCD's) previously issued to the Contractor have not been incorporated into the Contract of the Contractor by Change Order and are not included in work of the Completion Contractor under this Agreement. After execution of this Agreement, Completion Contractor and DISTRICT will negotiate the value of this work and DISTRICT will pay Completion Contractor for the work.

3. DISTRICT recognizes Completion Contractor as acceptable and agrees to enter into a Completion Contract with Completion Contractor. This Agreement is expressly conditioned upon the Completion Contract being duly executed by and between DISTRICT and Completion Contractor pursuant to the terms of the bid submitted by Completion Contractor to SURETY.

4. The amount of the Completion Contract will be \$789,791. The Remaining Contract Balance (held by DISTRICT) at the time of this Agreement is \$821,066.01. The difference between the Contract Balance and the amount of the Completion Contract is \$31,275.01. DISTRICT agrees to pay SURETY the amount of \$31,275.01 within 30 days after the DISTRICT enters into the Completion Contract with the Completion Contractor, and DISTRICT agrees to facilitate the release of \$50,707.75 that is included in the Contract accounting set forth in Recital C above from the Retention Escrow Account. In addition, SURETY agrees to fully defend, indemnify, and hold DISTRICT harmless from any stop notice claim for work performed on the Project by the Contractor, subject to any limitations in the Payment Bond for the Project. This requirement expressly excludes any stop notice claim made by any contractor, person, company or entity with regard to the Remaining Work completed by the Completion Contractor.

5. As a condition precedent, this Agreement will not be legally effective and binding on the Parties to it unless and until DISTRICT receives a signed Completion Contract, including any and all forms or documents required by the Contract Documents, from Completion Contractor, and performance and payment bonds acceptable to DISTRICT and SURETY for Completion Contractor's performance of the Completion Contract. After DISTRICT receives the executed Completion Contract and acceptable bonds from Completion Contractor, DISTRICT shall issue its notice to proceed to Completion Contractor.

6. If DISTRICT and/or Completion Contractor do not execute a Completion Contract, or if DISTRICT does not receive the bonds from Completion Contractor acceptable to DISTRICT and SURETY, or does not receive any and all forms or documents required by the

Contract Documents, then this Agreement shall automatically, by its terms, be null and void.

7. DISTRICT agrees to immediately notify SURETY's counsel by electronic mail and written confirmation that DISTRICT has received a fully executed Completion Contract and acceptable bonds from Completion Contractor. Upon receipt by DISTRICT of the executed Completion Contract and bonds (performance and payment bonds) acceptable to DISTRICT and SURETY, DISTRICT agrees that SURETY has fully and completely discharged its obligation under its Bond to complete the Remaining Work. DISTRICT does hereby expressly release, acquit, and forever discharge SURETY and its agents, attorneys, consultants, successors, and assigns of and from any and claims, rights, demands, and causes of action of any kind or nature whatsoever which DISTRICT has or may ever claim to have, past, present or future, against SURETY under and/or by reason of the Contract or Bond.

8. In the event of any default by Completion Contractor and/or termination under the terms of the Completion Contract, DISTRICT agrees to make demand upon and look solely to Completion Contractor and its surety for performance of these obligations, and DISTRICT shall make no further demands and assert no further liability against SURETY for completion or correction of Completion Contractor's work.

9. SURETY does hereby expressly release, acquit, and forever discharge DISTRICT and its Board of Trustees, agents, attorneys, consultants, successors, and assigns of and from any and claims, rights, demands, and causes of action of any kind or nature whatsoever which SURETY has or may ever claim to have, past, present or future, against DISTRICT under and/or by reason of the Contract or Bond. SURETY further agrees to indemnify and defend the DISTRICT against any and all claims from the Contractor under and/or by reason of the Contract

or Bond.

10. DISTRICT and SURETY expressly waive the provisions and protection of Section 1542 of the California Civil Code, which provides as follows:

A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor.

The undersigned expressly acknowledge and understand the significance, effect and consequence of such a waiver, and hereby assumes full responsibility for such waiver.

11. DISTRICT and SURETY agree that SURETY is not released from its Payment Bond obligations. SURETY will continue to be responsible to those claimants who are protected by the Payment Bond who comply with the terms and conditions of the statute and the Payment Bond. This obligation runs solely to those claimants who performed work and/or supplied materials at the request or direction of, or in any way related to the Contractor. SURETY shall have no obligation or liability under its Payment Bond for work performed for and/or materials furnished to Completion Contractor pursuant to the Completion Contract with DISTRICT.

12. Completion Contractor shall complete the Project after DISTRICT issues a notice to proceed with the work contemplated by the Completion Contract between DISTRICT and Completion Contractor. If Completion Contractor fails to meet any of the following completion milestones, the DISTRICT is entitled to assess liquidated damages against the Completion Contractor as provided for in the Contract Documents:

Athletics & Aquatics Complex:	March 31, 2012
Humanities:	March 25, 2013
Santiago Canyon Road Entry and Parking Lot:	August 14, 2011
Chapman Ave Entry Road and LRC Parking Lot:	November 30, 2012
Loop Road Extension:	November 18, 2011

DISTRICT further agrees that Completion Contractor shall be entitled to all time extensions contemplated under the Contract Documents provided the Completion Contractor follows Contract procedures for requesting Contract time extensions.

13. DISTRICT expressly agrees that SURETY shall have no further obligations, liability, duties, or responsibilities for Contract administration or any dealings whatsoever with Completion Contractor.

14. It is understood and agreed that SURETY, by entering into this Agreement, is not acting as a contractor, but instead in its capacity as a performance bond surety.

15. The Parties and each of their signatories hereto warrant that each has the power and authority to execute this Agreement. The Parties have voluntarily executed this Agreement based on their respective independent investigations.

16. The provisions of this Agreement shall be applied and interpreted in a manner consistent with each other so as to carry out the purposes and intent of the Parties, but, if for any reason any provision is unenforceable or invalid, such provision shall be deemed severed from this Agreement and the remaining provisions shall be carried out with the same force and effect as if the severed portion had not been a part of this Agreement.

17. This Agreement constitutes the entire agreement among the Parties hereto and supersedes any and all prior agreements, arrangements, and/or understandings by and between the Parties. Except as herein modified, all terms and conditions of the Contract shall remain unchanged and in full force and effect.

18. This Agreement shall extend to and be binding upon the Parties hereto and their respective successors and assigns. No rights shall accrue hereunder to or for the use of any other person, firm, corporation, or governmental entity other than the Parties hereto and their respective successors, assigns, and reinsurers.

19. The Parties may execute this Agreement in two or more counterparts, which shall, in the aggregate, be signed by all of the Parties; each counterpart shall be deemed an original instrument as against any Party who has signed it. The Parties further agree that signatures sent by electronic mail in pdf format shall be treated as original signatures to this Agreement.

20. This Agreement has been fully negotiated by the Parties and their counsel and shall not be construed in favor of or against either Party, regardless of who may have drafted it or any of its terms.

21. This Agreement is made, executed and performed in the County of Orange, State of California, and shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hand and seal the day and year first hereinafter written.

[SIGNATURES ON THE FOLLOWING PAGE]

RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT acting by and through its Board

BY: _____

Title

GREAT AMERICAN INSURANCE COMPANY

BY: _____

JOEL BEACH
BOND CLAIM DIRECTOR

EXHIBIT "A"

(Contract)

EXHIBIT "B"

(Performance Bond)

EXHIBIT "C"

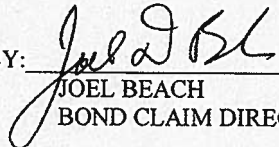
(Pending Change Orders Approved, But Not Issued)

RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT acting by and through its Board

BY: _____

Title

GREAT AMERICAN INSURANCE COMPANY

BY:  _____
JOEL BEACH
BOND CLAIM DIRECTOR

AGREEMENT

THIS AGREEMENT, dated the 21st day of April, 2010, in the County of Orange, State of California, is by and between Rancho Santiago Community College District, (hereinafter referred to as "DISTRICT"), and Sierra Landscape, (hereinafter referred to as "CONTRACTOR").

The DISTRICT and the CONTRACTOR, for the consideration stated herein, agree as follows:

1. CONTRACTOR agrees to complete the Project known as BID #1134 Landscaping for the Humanities Building; Athletics & Aquatics Complex; Santiago Canyon Entry & Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College according to all the terms and conditions set forth in the Project Documents, including but not limited to the Notice Calling For Bids, Information for Bidders, Bid Form, Bid Security, Designation of Subcontractors, Information Required of Bidder, all prequalification forms submitted pursuant to Public Contract Code Section 20111.5, if any, Noncollusion Affidavit, Workers' Compensation Certificate, Faithful Performance Bond, Payment Bond, Escrow Agreement, if applicable, Drug-Free Workplace Certification, Change Orders, Shop Drawing Transmittals, Insurance Certificates and Endorsements, Guarantees, Contractor's Certificate Regarding Non-Asbestos Containing Materials, Disabled Veteran Business Enterprises Certification, if applicable, General Conditions, Supplemental Conditions, if any, Special Conditions, if any, Drawings, Specifications, and all modifications, addenda and amendments thereto by this reference incorporated herein. The Project Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide, furnish and pay for all the labor, materials, necessary tools, expendable equipment, and all taxes, utility and transportation services required for construction of the Project. All of said work shall be performed and completed in a good workmanlike manner in strict accordance with the drawings, specifications and all provisions of this Agreement as hereinabove defined and in accordance with applicable laws, codes, regulations, ordinances and any other legal requirements governing the Project. The CONTRACTOR shall be liable to the DISTRICT for any damages arising as a result of a failure to fully comply with this obligation, and the CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents the CONTRACTOR from fully complying with the requirements of the Project Documents, and unless the CONTRACTOR protests at the time of such alleged prevention that the act or omission is preventing the CONTRACTOR from fully complying with the Project Documents. Such protest shall not be effective unless reduced to writing and filed with the DISTRICT within three (3) working days of the date of occurrence of the act or omission preventing the CONTRACTOR from fully complying with the Project Documents.

3. DISTRICT shall pay to the CONTRACTOR, as full consideration for the faithful performance of this Agreement, subject to any additions or deductions as provided in the Project Documents, the sum of One Million Two Hundred Seventy One Thousand Four Hundred Fifty Dollars And No Cents (\$ 1,271,450.00).

4. The work shall be commenced on or after the first (1st) day after receiving the DISTRICT'S Notice to Proceed and shall be completed within Five Hundred Thirty Nine (539) consecutive calendar days from the date specified in the Notice to Proceed. Rain days are included within this schedule. No extra time will be permitted for rain delays.

5. **Time is of the essence.** If the work is not completed in accordance with Paragraph 4 above, it is understood that the DISTRICT will suffer damage. It being impractical and infeasible to determine the amount of actual damage, in accordance with Government Code Section 53069.85, it is agreed that CONTRACTOR shall pay to DISTRICT as fixed and liquidated damages, and not as a penalty, the sum Three Thousand Five Hundred Dollars (\$ 3,500.00) for each calendar day of delay until work is completed and accepted. Time extensions may be granted by the DISTRICT as provided in Article 63 of the General Conditions. Liquidated damages shall be imposed as set forth in Article 63 of the General Conditions.

6. **Termination for Cause or Nonappropriation.** In the event CONTRACTOR defaults in the performance of the Agreement as set forth in General Conditions Article 13(a) or if there is a nonappropriation of funds or insufficient funds as set forth in General Conditions Article 13(d), then this Agreement shall terminate or be suspended as set forth in General Conditions Article 13.

Termination for Convenience. DISTRICT has discretion to terminate this Agreement at any time and require CONTRACTOR to cease all work on the Project by providing CONTRACTOR written notice of termination specifying the desired date of termination. Upon receipt of written notice from DISTRICT of such termination for DISTRICT's convenience, CONTRACTOR shall:

- (i) Cease operations as directed by DISTRICT in the notice;
- (ii) Take any actions necessary, or that DISTRICT may direct, for the protection and preservation of the work; and
- (iii) Not terminate any insurance provisions required by the Project Documents.

In case of such termination for DISTRICT's convenience, CONTRACTOR shall be entitled to receive payment from DISTRICT for work satisfactorily executed and for proven loss with respect to materials, equipment, and tools, including overhead and profit for that portion of the work completed. In the case of Termination for Convenience, DISTRICT shall have the right to accept assignment of subcontractors. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to the DISTRICT.

7. The CONTRACTOR agrees to and does hereby indemnify and hold harmless the DISTRICT, its Governing Board, officers, agents, and employees from every claim or demand made, and every liability, loss, damage, or expense, of any nature whatsoever, which may be incurred by reason of:

(a) Any injury to or death of any person(s) or damage to, loss or theft of any property sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, upon or in connection with the work called for in this AGREEMENT, except for liability resulting from the sole active negligence, or willful misconduct of the DISTRICT.

(b) Any injury to or death of any person(s) or damage, loss or theft of any property caused by any act, neglect, default or omission of the CONTRACTOR, or any person, firm, or corporation employed by the CONTRACTOR, either directly or by independent contract, arising out of, or in any way connected with the work covered by this Agreement, whether said injury or damage occurs either on or off DISTRICT property, if the liability arose due to the negligence or willful misconduct of anyone employed by the CONTRACTOR, either directly or by independent contract,

The CONTRACTOR, at CONTRACTOR'S own expense, cost, and risk shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the DISTRICT, its Governing Board, officers, agents or employees, on any such claim, demand or liability, and shall pay or satisfy any judgment that may be rendered against the DISTRICT, its Governing Board, officers, agents or employees in any action, suit or other proceedings as a result thereof.

This indemnity shall survive termination of the contract or final payment thereunder. This indemnity is in addition to any other rights or remedies which the DISTRICT may have under the law or under the Project Documents. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, the DISTRICT may in its sole discretion reserve, retain or apply any monies due to the CONTRACTOR under the Project Documents for the purpose of resolving such claims; provided, however, that the DISTRICT may release such funds if the CONTRACTOR provides the DISTRICT with reasonable assurance of protection of the DISTRICT'S interests. The DISTRICT shall in its sole discretion determine whether such assurances are reasonable.

8. CONTRACTOR shall take out, prior to commencing the work, and maintain, during the life of this Agreement, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain the insurance coverages set forth below and in Articles 16, 17, 18 and 19 of the General Conditions. CONTRACTOR agrees to provide all evidences of coverage required by DISTRICT including certificates of insurance and endorsements.

Public Liability Insurance for injuries
including accidental death, to any one

person in an amount not less than \$1,000,000.00

and

Subject to the same limit for each
person on account of one accident,
in an amount not less than \$1,000,000.00

Property Damage Insurance
in an amount not less than \$1,000,000.00

Course of Construction
Insurance without exclusion
or limitation in an
amount not less than \$ Value of Contract

Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above-mentioned public liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Automotive and truck where operated in amounts as above

Material hoist where used in amounts as above

9. Public Contract Code Section 22300 permits the substitution of securities for any retention monies withheld by the DISTRICT to ensure performance under this Agreement. At the request and expense of the CONTRACTOR, securities equivalent to the monies withheld shall be deposited with the DISTRICT, or with a state or federally chartered bank in California as the escrow agent, who shall then pay such monies to the CONTRACTOR. The DISTRICT retains the sole discretion to approve the bank selected by the CONTRACTOR to serve as escrow agent. Upon satisfactory completion of the Agreement, the securities shall be returned to the CONTRACTOR. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. The CONTRACTOR shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

In the alternative, under Section 22300, the CONTRACTOR may request DISTRICT to make payment of earned retention monies directly to the escrow agent at the expense of the CONTRACTOR. Also at the CONTRACTOR's expense, the CONTRACTOR may direct investment of the payments into securities, and the CONTRACTOR shall receive interest earned on such investment upon the same conditions as provided for securities deposited by CONTRACTOR. Upon satisfactory completion of the Agreement, CONTRACTOR shall receive from the escrow agent all securities, interest and payments received by escrow agent from DISTRICT pursuant to the terms of Section 22300.


10. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of CA, and that George L. Gonzalez, whose title is PRESIDENT, is authorized to act for and bind the corporation.

11. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

12. This Agreement constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed, exists between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties and pursuant to action of the Governing Board of the District. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

DISTRICT

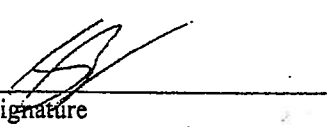
By: 
Signature

Peter J. Hardash
Print Name

Vice Chancellor - Business Operations

and Fiscal Services
Title

CONTRACTOR

By: 
Signature

George L. Gonzalez
Print Name

PRESIDENT
Title

492834
Contractor's License No.

33-0022550
Tax ID/Social Security No.

(CORPORATE SEAL OF CONTRACTOR,
if corporation)

FAITHFUL PERFORMANCE BOND

Bond No. CA 1352773

KNOW ALL PERSONS BY THESE PRESENT:

WHEREAS, the Rancho Santiago Community College District of Orange County, California (hereinafter referred to as "DISTRICT"), awarded to SIERRA LANDSCAPE CO., 73-771* (hereinafter referred to as the "Contractor/Principal") the contract for the work described as: BID #1134 Landscaping for the Humanities Building; Athletics & Aquatics Complex; Santiago Canyon Entry & Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College

WHEREAS, said Contractor/Principal is required under the terms of said contract to furnish a bond for the faithful performance of said contract which contract is incorporated herein by reference;

NOW, THEREFORE, we the undersigned Contractor, as Principal, and ^{}Surety, a California admitted surety insurer are held and firmly bound to the DISTRICT for one hundred percent (100%) of the total amount payable ^{***}by the DISTRICT under the terms of the contract awarded by the DISTRICT to the Contractor/Principal, lawful money of the United States of America, for payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.**

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bonded Contractor/Principal, its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by and well and truly keep and perform all the undertakings, terms, covenants, conditions, and agreements in the said contract which is attached hereto and incorporated herein by reference and any alteration and/or amendments thereof, made as therein provided, including, but not limited to, the provisions regarding contract duration and liquidated damages, all within the time and in the manner therein designated in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

As a condition precedent to the satisfactory completion of the contract, the above obligation shall hold good for a period of one (1) year(s) after the acceptance of the work by DISTRICT, during which time if Contractor/Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the DISTRICT from loss or damage made evident during the period of one (1) year(s) from the date of completion of the work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. The obligation of Surety hereunder shall continue so long as any obligation of Contractor remains.

Whenever Contractor/Principal shall be, and is declared by the DISTRICT to be, in default under the contract, the DISTRICT having performed the DISTRICT's obligations thereunder, the Surety shall promptly remedy the default, or shall promptly:

Schools Legal Service of O.C.
May 2002

Faithful Performance Bond
Page 1

*Dinah Shore Drive, Suite 200, Palm Desert, California 92211

**GREAT AMERICAN INSURANCE COMPANY, as

*** (ONE MILLION TWO HUNDRED SEVENTY ONE THOUSAND FOUR HUNDRED FIFTY AND NO/100 DOLLARS (\$1,271,450.00))

1. Complete the contract in accordance with its terms and conditions; or
2. Obtain a bid or bids for completing the contract in accordance with its terms and conditions, and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a contract between such bidder and the DISTRICT, and make available as work progresses sufficient funds to pay the cost of completion less the balance of the contract price, but not exceeding, including other costs and damages for which Surety may be liable hereunder, the amount set forth above. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor/Principal by the DISTRICT under the contract and any modifications thereto, less the amount previously properly paid by the DISTRICT to the Contractor/Principal.

Surety expressly agrees that the DISTRICT may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Principal. Surety shall not utilize Contractor/Principal in completing the contract nor shall Surety accept a bid from Contractor/Principal for completion of the work if the DISTRICT, when declaring the Contractor/Principal in default, notifies Surety of the DISTRICT's objection to Contractor's/Principal's further participation in the completion of the work.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the DISTRICT named herein or the successors or assigns of the DISTRICT. Any suit under this bond must be instituted within the applicable statute of limitations period.

FURTHER, the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or modification of the Project documents, or of the work to be performed thereunder, shall in any way affect its obligations on this bond; and it does hereby waive notice of any change, extension of time, alteration or modification of the Project documents or of work to be performed thereunder.

Contractor/Principal and Surety agree that if the DISTRICT is required to engage the services of an attorney in connection with the enforcement of this bond, each shall pay DISTRICT's reasonable attorney's fees and costs incurred, with or without suit, in addition to the above amount.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 12 day of
APRIL, 2010

CORPORATE SEAL, IF
APPLICABLE, AND NOTARIAL
ACKNOWLEDGEMENT OF
CONTRACTOR

SIERRA LANDSCAPE CO.
Contractor/Principal

By: [Signature]
Signature

JUAN C. GONZALEZ VP Bus. Dev.
Print Name and Title

SEAL AND NOTARIAL
ACKNOWLEDGEMENT OF
SURETY

Notarial Acknowledgement

Attached

GREAT AMERICAN INSURANCE COMPANY
Surety

By: [Signature]
Signature

Cynthia M. Burnett, Attorney-in-Fact
Print Name and Title

(Mailing Address, Telephone
No. and Facsimile No. of Surety)

7800 South Elati Street, Suite 100

Littleton, Colorado 80120

(303) 225-8030/Fax (303) 225-8034

(Attach Attorney-in-Fact Certificate
and Required Acknowledgement)

**Santiago Canyon College
Hursanides Bldg; Athletics & Aquatics Complex;
"Santiago Cyn. Entry" & Parking Lot
"Chapman Entry" and Roadway; Loop Road Extension**

PAYMENT BOND

Bond No. CA 1352773

KNOW ALL PERSONS BY THESE PRESENT:

WHEREAS, the Rancho Santiago Community College District of Orange County, California ("hereinafter referred to as DISTRICT"), has awarded to SIERRA LANDSCAPE CO., 73-771 Dinah Shore Drive,* hereinafter referred to as the "Contractor/Principal" a contract for the work described as: BID #1134 Landscaping for the Humanities Building; Athletics & Aquatics Complex; Santiago Canyon Entry & Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College

WHEREAS, said Contractor/Principal is required by Division 3, Part IV, Title XV, Chapter 7 (commencing at Section 3247) of the California Civil Code to furnish a bond in connection with said contract;

NOW, THEREFORE, we, the Contractor/Principal and GREAT AMERICAN INSURANCE COMPANY, as Surety, a California admitted surety insurer, are held firmly bound unto the DISTRICT for one hundred percent (100%) of the total amount payable* by the DISTRICT under the terms of the contract awarded by the DISTRICT to the Contractor/Principal lawful money of the United States of America for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if said Contractor/Principal, his/her or its heirs, executors, administrators, successors, or assigns, or a subcontractor, shall fail to pay any person or persons named in Civil Code Section 3181 or fail to pay for any materials, or other supplies, used in, upon, for, or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or for amounts due under the Unemployment Insurance Code, with respect to work or labor thereon of any kind, or shall fail to deduct, withhold, and pay over to the Employment Development Department, any amounts required to be deducted, withheld, and paid over by Section 13020 of the Unemployment Insurance Code with respect to work and labor thereon of any kind, then said Surety will pay for the same, in or to an amount not exceeding the amount hereinabove set forth, and also will pay in case suit is brought upon this bond, such reasonable attorney's fees as shall be fixed by the court, awarded and taxed as provided in Division 3, Part IV, Title XV, Chapter 7 (commencing at Section 3247) of the California Civil Code.

This bond shall inure to the benefit of any of the persons named in Section 3181 of the California Civil Code, so as to give a right of action to such person or their assigns in any suit brought upon this bond.

It is further stipulated and agreed that the Surety of this bond shall not be exonerated or released from the obligation of the bond by any change, extension of time for performance, addition, alteration or modification in, to, or of any contract, plans, specifications, or agreement pertaining or

Schools Legal Service of O.C.
May 2002

Payment Bond
Page 1

*Suite 200, Palm Desert, California 92211

** (ONE MILLION TWO HUNDRED SEVENTY ONE THOUSAND FOUR HUNDRED FIFTY AND NO/100 DOLLARS (\$1,271,450.00))

relating to any scheme or work of improvement hereinabove described or pertaining or relating to the furnishing of labor, materials, or equipment therefore, nor by any change or modification of any terms of payment or extension of the time for any payment pertaining or relating to any scheme or work of improvement hereinabove described, nor by any rescission or attempted rescission of the contract, agreement or bond, nor by any conditions precedent or subsequent in the bond attempting to limit the right of recovery of claimants otherwise entitled to recover under any such contract or agreement or under the bond, nor by any fraud practiced by any person other than the claimant seeking to recover on the bond and that this bond be construed most strongly against the Surety and in favor of all persons for whose benefit such bond is given, and under no circumstances shall Surety be released from liability to those for whose benefit such bond has been given, by reason of any breach of contract between the DISTRICT and original contractor or on the part of any obligee named in such bond, but the sole conditions of recovery shall be that claimant is a person described in Section 3110 and 3112 of the California Civil Code, and has not been paid the full amount of his/her or its claim and that Surety does hereby waive notice of any such change, extension of time, addition, alteration or modification herein mentioned.

Any claims under this bond may be addressed to:
Great American Insurance Company
7800 S. Elati St., Suite 100, Littleton, CO 80120

(Name and address of Surety)

Desert Empire Insurance Services, Inc.
77-564 Country Club Drive, Suite 401
Palm Desert, California 92211

(Name and address of agent or representative in California, if different from above)

(303) 225-8030 / (303) 225-8034

(Telephone and facsimile number of Surety or agent or representative in California)

(760) 360-4700 / (760) 360-9579

IN WITNESS HEREOF, we have hereto set our hands and seals on this 12 day of APRIL, 2010.

CORPORATE SEAL, IF
APPLICABLE, AND NOTARIAL
ACKNOWLEDGEMENT OF
CONTRACTOR

SIERRA LANDSCAPE CO.

Contractor/Principal

By: _____

Signature

Juan C. Gonzalez VP Busc DN.
Print Name and Title

SEAL AND NOTARIAL
ACKNOWLEDGEMENT OF
SURETY

Notarial Acknowledgement Attached

GREAT AMERICAN INSURANCE COMPANY

Surety

By: _____

Signature

Cynthia M. Burnett, Attorney-in-Fact

Print Name and Title

(Mailing Address, Telephone and
Facsimile No. of Surety)

7800 South Elati Street, Suite 100

Littleton, Colorado 80120

(303) 225-8030/Fax (303) 225-8034

(Attach Attorney-in-Fact Certificate and
Required Acknowledgement)

**Sandago Canyon College
Humanities Bldg, Athletics & Aquatics Complex;
"Sandago Cyn. Entry" & Parking Lot;
"Chapman Entry" and Roadway; Loop Road Extension**

State of **COLORADO**)
County of **ARAPAHOE**) ss.


On _____, before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared **Cynthia M. Burnett**

known to me to be Attorney-in-Fact of **GREAT AMERICAN INSURANCE COMPANY**

the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument on behalf of the said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.

My Commission Expires: **July 21, 2013**



Alexander D. Rothery, Notary Public

GREAT AMERICAN INSURANCE COMPANY®

Administrative Office: 580 WALNUT STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by this power of attorney is not more than THREE

No. 014420

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below.

Name	Address	Limit of Power
DOUGLAS J. ROTHEY	ALL OF	ALL
CYNTHIA M. BURNETT	DENVER,	\$75,000,000.00
ERIK ULIBARRI	COLORADO	

This Power of Attorney revokes all previous powers issued in behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 17th day of, JUNE, 2009.

Attest

GREAT AMERICAN INSURANCE COMPANY

STATE OF OHIO, COUNTY OF HAMILTON - ss:

DAVID C. KITCHIN (513-412-4802)

On this 17th day of JUNE, 2009, before me personally appeared DAVID C. KITCHIN, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is the Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated March 1, 1993.

RESOLVED: That the Division President, the Division Senior Vice President, the several Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract or suretyship or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERAHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this _____ day of, _____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

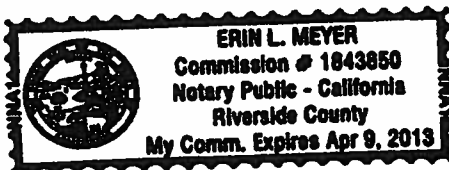
State of California

County of Riverside

On April 12, 2010 before me, Erin L. Meyer, Notary Public, personally appeared Juan C. Gonzalez, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature _____

A handwritten signature in black ink, appearing to read "Juan C. Gonzalez", written over a horizontal line.

Title or Type of Document: **Faithful Performance Bond**

Document Date: **April 12, 2010**

Number of Pages: **1**

No Other Signers Than Listed Above

Capacity Claimed by Signer

Juan C. Gonzalez

Corporate Officer – Vice President of Business Development

Representing Sierra Landscape Company

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

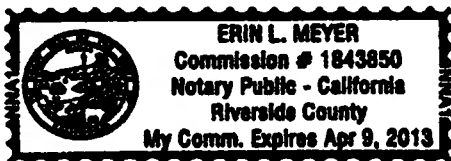
State of California

County of Riverside

On April 12, 2010 before me, Erin L. Meyer, Notary Public, personally appeared Juan C. Gonzalez, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature _____

A handwritten signature in black ink, appearing to be "Juan C. Gonzalez", written over a horizontal line.

Title or Type of Document: **Payment Bond**

Document Date: **April 12, 2010**

Number of Pages: **1**

No Other Signers Than Listed Above

Capacity Claimed by Signer

Juan C. Gonzalez

Corporate Officer – Vice President of Business Development
Representing Sierra Landscape Company

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	June 20, 2011
Re:	Adoption of Resolution No. 11-23, Completion of Work Originally Contracted to Sierra Landscape Company, Inc. for the Humanities Building; Athletics and Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College to Great American Insurance Company		
Action:	Request for Approval		

BACKGROUND

On March 22, 2010 the district awarded construction bid #1134 to Sierra Landscape Co., Inc. for landscaping work at the Santiago Canyon College Humanities Building and Athletics and Aquatics Complex and other landscaping work identified in the bid. The value of the bid contract was \$1,271,450.00. On March 24, 2011, Sierra Landscape Co., Inc., effectively abandoned the project and contractual requirements of the project. On April 7, 2011, the District's construction attorney (Hugh Lee of Atkinson, Andelson, Loya, Ruud & Romo) issued a Notice of Termination to Sierra Landscape Co., Inc. based on their abandonment of the project and demanded Sierra's surety (Great American Insurance Company) fulfill its obligations to complete the project under the performance bond.

ANALYSIS

The surety company responded quickly and professionally to the District's requests to minimize further costs and delays to the construction projects due to Sierra's default. The surety procured bids to complete the work required under the original contract with Sierra. The surety has chosen Tropical Plaza Nursery, Inc. to complete the remaining unfinished landscaping work abandoned by Sierra Landscape Co., Inc. A tender agreement between the District and the surety company has been negotiated.

A resolution for completion of work originally contracted to Sierra Landscape Co., Inc. is necessary in order to award the unfinished work, without competitive bidding, to the surety's Completion Contractor Tropical Plaza Nursery, Inc. The District's construction attorney has advised that "takeover" work may be exempted, by case law, from competitive bidding requirements upon termination for cause (abandonment of the project) of the original competitively bid original contract.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution No. 11-23 for the completion of work originally contracted to Sierra Landscape Co., Inc. – Bid #1134, awarded on March 22, 2010 as presented.

Fiscal Impact:	N/A	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR COMPLETION OF WORK ORIGINAL CONTRACTED TO
SIERRA LANDSCAPE CO., INC. FOR THE HUMANITIES BUILDING; ATHLETICS
AND AQUATICS COMPLEX; SANTIAGO CANYON ENTRY & PARKING LOT;
CHAPMAN ENTRY AND ROADWAY; LOOP ROAD EXTENSION PROJECTS AT
SANTIAGO CANYON COLLEGE**

RESOLUTION NO. 11-23

WHEREAS, the Governing Board of the Rancho Santiago Community College District (“District”) originally awarded a construction contract for landscaping and related work for the Humanities Building; Athletics & Aquatics Complex; Santiago Canton Entry & Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College (“Project”) to Sierra Landscape Co., Inc. (“Sierra”);

WHEREAS, the District and Sierra entered into a contract for the Project on or about March 22, 2010;

WHEREAS, on February 11, 2011, the District received notice from Sierra that it was effectively abandoning the Project;

WHEREAS, in a letter dated February 11, 2011, District’s legal counsel issued a Notice of Termination based on Sierra’s abandonment of the Project and demanded Sierra’s surety fulfill its obligations under the performance bond;

WHEREAS, given the current state of work and the uncertainty of the issues left unresolved by Sierra at the Project, there is a need to complete all remaining work and any remedial and repair work as possible;

WHEREAS, competitive bidding for the completion and repair work on the Project would cause unnecessary and further delays;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the completion and repair work due to the immediate need of completing the Project and providing safe and adequate facilities;

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal.348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage;

WHEREAS, in order to complete necessary work, it is necessary to enter into a contract with a contractor to complete Sierra's work;

WHEREAS, Shore v. Central Contra Costa Sanitary District (1962) 208 Cal.App.2d 465 and Garvey School District v. Paul (1920) 50 Cal.App.75 hold that a contract for takeover work may be exempted from competitive bidding upon termination for cause of the original contractor; and

WHEREAS, after issuing a request for completion bids to several different contractors, Sierra's surety has tendered, and the District has accepted, Tropical Plaza Nursery, Inc. to complete Sierra's work;

WHEREAS, the District desires by a majority of the vote of the Governing Board to delegate authority to execute and deliver contracts and agreements, and otherwise negotiate and contract with parties engaged in and prospective parties to be engaged in completion and repair of the Project, to the District's Vice Chancellor for Business Operations and Fiscal Services.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board makes the following findings which exist:

1. That the above recitals are true and correct.
2. That immediate completion and repair work on the Project is necessary to provide safe and adequate facilities.
3. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion and repair work on the Project.
4. That the District's Governing Board hereby approves the award of a contract to Tropical Plaza Nursery, Inc. to complete the work abandoned by Sierra.
5. That the District's Governing Board hereby approves the delegation of authority and appoints the District's Vice Chancellor for Business Operations and Fiscal Services, who is hereby authorized and directed, pursuant to a majority of the vote of the Governing Board, to execute and deliver contracts and agreements, and otherwise negotiate and contract with parties engaged in and prospective parties to be engaged in completion and repair of the work abandoned by Sierra, and to do any and all things necessary, that he may deem necessary or advisable in order to effectuate the purpose and intent of this Resolution, all subject to ratification of the Board of Trustees.
6. That this Resolution shall be effective as of the date of its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 20th day of June, 2011, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, Dr. Raúl Rodríguez, Secretary to the Board of Trustees of the Rancho Santiago Community College District, do hereby certify that the foregoing Resolution was adopted by the Board of Trustees on the 20th day of June, 2011, by the above described vote of the Governing Board.

Secretary to the Board of Trustees
Rancho Santiago Community College District

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	June 20, 2011
Re:	Adoption of Resolution No 11-21 – Plumbing for the Athletics & Aquatics Complex at Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Interpipe Contracting, Inc. for Bid #1140, plumbing for the Athletics and Aquatics Complex at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this contract were required in order to complete the project. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution 11-21 as well as Exhibit A.

Resolution 11-21 and Change Order #2 as outlined, increases the contract by \$59,143.66. The cause of the contract's increase above the 10% cap was for unforeseen underground electrical duct banks that were in the footprint of the building and to pothole and verify new path of travel for installation of 6" sewer line.

The revised contract amount is \$840,001.80. 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 14.3% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

District Construction's legal counsel recommends that the Board of Trustees adopt Resolution No. 11-21, Interpipe Contracting, Inc. for Bid #1140, plumbing for the Athletics and Aquatics Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$59,143.66	Board Date:	June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodriguez, Chancellor		

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO INTERPIPE
CONTRACTING, INC. FOR CERTAIN ADDITIONAL WORK AT THE SANTIAGO
CANYON COLLEGE ATHLETIC/AQUATIC COMPLEX**

RESOLUTION NO. 11-21

WHEREAS, the Governing Board of the Rancho Santiago Community College District (“District”) previously awarded a contract for construction work at the Santiago Canyon College Athletic/Aquatic Complex, (“Project”) to Interpipe Contracting, Inc. (“Contractor”);

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project (“Change Order”) including providing additional toggle switches for emergency lights, updating room numbers for both fire alarm and communications systems at each classroom and cleanout debris inside conduits installed by Mepco and as more fully set forth in Exhibit “A”;

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$59,143.66 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 6. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 20th day of June, 2011, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, _____, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, _____, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 20th day of June 23, 2011, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this _____ day of _____, 20__.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE ATHLETIC/AQUATIC COMPLEX***

EXHIBIT A

<h1 style="margin: 0;">CHANGE ORDER</h1>	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640
Project: Athletic/Aquatic Center Project at Santiago Canyon College	1140 P.O. # 10-P0014549 4-109232
Contractor: Interpipe Contracting Inc	Change Order No. 2
Architect: The Austin Company	Date: June 1, 2011

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		\$735,190.00
Previous Change Orders	\$45,668.14	
This Change Order	\$59,143.66	
Total Change Orders		\$104,811.80
Revised Contract Amount		\$840,001.80
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		October 7, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

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: Athletic/Aquatic Center Project at Santiago Canyon College

Bid No. 1140 P.O. # 10-P0014549

D.S.A. No. 4-109232

Contractor: Interpipe Contracting Inc

Change Order No. 2

Architect: The Austin Company

Date: June 1, 2011

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Removal of electrical ductbanks that are underneath the building footprint</p> <p><u>REASON:</u> Removal of ductbanks were necessary to allow installation of underground utilities and building footings (Unforeseen Condition)</p> <p><u>REQUESTOR:</u> District:</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$34,525.43
2.0	<p><u>DESCRIPTION:</u> Remove & re-test underground plumbing to the building</p> <p><u>REASON:</u> Due to the removal of edison ductbank (Unforeseen Condition)</p> <p><u>REQUESTOR:</u> DSA Inspector</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$4,097.31
3.0	<p><u>DESCRIPTION:</u> Pothole and verify new path of travel for installation of 6" sewer line to the building</p> <p><u>REASON:</u> Investigation work was necessary due to existing ductbanks, plumbing and electrical utilities feeding the M&O building (Unforeseen Condition)</p> <p><u>REQUESTOR:</u> District:</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$20,520.92
Sub-Total		\$0.00	\$59,143.66
Total			\$59,143.66

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Adoption of Resolution No. 11-22 – Interior Systems for the Science Building 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 interior systems for the Science Building at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this contract were required in order to complete the project. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution 11-22 as well as Exhibit A.

Resolution 11-22 and Change Order #7 as outlined, increases the contract by \$69,981.34. The cause of the contract's increase above the 10% cap was due in part to items that were required to complete the project for the start of school and the items were not a part of the scope of work.

The revised contract amount is \$2,695,458.44. 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 12.8% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

District Construction's legal counsel recommends that the Board of Trustees adopt Resolution No. 11-22, Angeles Contractor, Inc. for Bid #1058, interior systems for the Science Building at Santiago Canyon College as presented.

Fiscal Impact:	\$69,981.34	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO ANGELES
CONTRACTOR, INC. FOR CERTAIN ADDITIONAL WORK AT THE SCIENCE
BUILDING AT SANTIAGO CANYON COLLEGE**

RESOLUTION NO. 11-22

WHEREAS, the Governing Board of the Rancho Santiago Community College District (“District”) previously awarded a contract for construction work at the Santiago Canyon College Science Building, (“Project”) to Angeles Contractor, Inc. (“Contractor”);

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project (“Change Order”) including providing additional toggle switches for emergency lights, updating room numbers for both fire alarm and communications systems at each classroom and cleanout debris inside conduits installed by Mepco and as more fully set forth in Exhibit “A”;

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$69,981.34 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 6. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 20th day of June, 2011, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, _____, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, _____, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 20th day of June 2011, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this _____ day of _____, 20__.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE SCIENCE BUILDING***

<h1 style="margin: 0;">CHANGE ORDER</h1>		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. 1058	P.O. # 08-P0003748
		D.S.A. No.	04-107804
Contractor:	Angeles Contractor, Inc	Change Order No.	7
Architect:	LPA, Inc.	Date:	June 1, 2011

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		\$2,389,000.00
Previous Change Orders	\$236,477.10	
This Change Order	\$69,981.34	
Total Change Orders		\$306,458.44
Revised Contract Amount		\$2,695,458.44
Previous Time Extensions	5 calendar days	
Time Extension - This Change Order	301 calendar days	
Total Time Extensions		306 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		May 21, 2010
RSCCD Board Approval Date		June 20, 2011

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	Authorized Signature	Date
Director - District Construction and Support Services	Authorized Signature	Date
Assistant Vice Chancellor - Facility Planning	Authorized Signature	Date
Peter J. Hardash	Authorized Signature	Date
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. 1058	P.O. # 08-P0003748
Contractor: Angeles Contractor, Inc		D.S.A. No. 04-107804	
Architect: LPA, Inc.		Change Order No. 7	
		Date: June 1, 2011	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Add recessed shade pockets in all office rooms located in the 1st & 2nd floor of the building</p> <p><u>REASON:</u> Eliminate the gap between the structural steel tube and window pocket system</p> <p><u>REQUESTOR:</u> Architect</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$19,581.34
2.0	<p><u>DESCRIPTION:</u> Provide firelite glass in doors 119a, 120, 123a, 124a, 125, 216, 217, 220, 221 and 222</p> <p><u>REASON:</u> Install fire rated doors</p> <p><u>REQUESTOR:</u> Inspector</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$16,000.00
3.0	<p><u>DESCRIPTION:</u> Removal of trash left from other trades</p> <p><u>REASON:</u> Did not remove trash from project site</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$9,400.00
4.0	<p><u>DESCRIPTION:</u> Repaint areas where walls were damaged throughout</p> <p><u>REASON:</u> Damaged by other prime trades</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$18,000.00

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. 1058	P.O. # 08-P0003748
Contractor: Angeles Contractor, Inc		D.S.A. No. 04-107804	
Architect: LPA, Inc.		Change Order No. 7	
		Date: June 1, 2011	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
5.0	<p><u>DESCRIPTION:</u> Provide additional cement to achieve 5000 psi concrete to second floor deck</p> <p><u>REASON:</u> To expedite concrete curing time</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,000.00
6.0	<p><u>DESCRIPTION:</u> Additional days added to your contract for delays caused by this contractor</p> <p><u>REASON:</u> These days are needed for filing notice of completion</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 301 calendar days</p>		\$0.00
Sub-Total		\$0.00	\$69,981.34
Total			\$69,981.34

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Consulting Services – M & O Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On April 28, 2008 the Board of Trustees awarded a contract to Mepco Services, Inc. for Bid #1078, to construct the Santiago Canyon College Maintenance & Operations (M&O) Building.

ANALYSIS:

During the course of constructing the roof, Mepco Services, Inc. was issued several Notices of Non-Compliance by the Inspector of Record (IOR) for the method of installation of the metal roof system. The project architect (LPA) is requesting verification of the roof system components in order to closeout the project.

The District obtained the attached proposal from D7 Consulting, Inc., dated May 10, 2011. D7 will provide a forensic analysis of the in-place standing seam sheet metal roof and to perform destructive testing to determine the overall installation technique and components related to the roof design and manufacturer's requirements. The cost of the analysis is \$25,000.00 plus \$2,000.00 for the rental of a boom lift.

D7 came highly recommended by the Construction Manager (Seville) and District Construction's legal counsel for providing a thorough report and analysis of their findings.

RECOMMENDATION:

It is recommended that the Board of Trustees approve an agreement with D7 Consulting, Inc. to perform a forensic analysis of the M & O Building at Santiago Canyon College as presented.

Fiscal Impact:	\$27,000.00	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	



3920 Birch Street, Suite 103
Newport Beach, CA 92660
Phone: (949) 955-2777
Fax: (949) 955-2829
www.d7consulting.com

D 7 CONSULTING INC.
Building Envelope Specialists

1050 E. Flamingo Rd., Suite W-257
Las Vegas, NV 89119
Phone: (702) 873-8954
Fax: (702) 873-6741

May 10, 2011

Mr. Peter Hardash
Vice President, Business and Financial Services
Rancho Santiago Community College District
2323 North Broadway, Ste 401
Santa Ana, CA 92706-1640

Reference: Forensic Analysis Proposal – Sheet Metal
College Building – Existing
Santiago Canyon College
Orange, CA

Dear Mr. Hardash:

Pursuant to your request, D 7 CONSULTING INC. is pleased to provide you with this Proposal for the Consulting Services at the above referenced location. Please review the following to ensure this proposal is acceptable.

PROJECT DESCRIPTION

The project consists of an in-place, standing seam sheet metal roof system on the Maintenance & Operations Building at Santiago Canyon College campus in Orange, CA.

D 7 CONSULTING INC. SCOPE OF WORK

D 7 will provide services related to forensic analysis of the in-place, standing seam sheet metal roof system and provide destructive testing to determine the overall installation technique and components related to the design and manufacturer requirements. Included in the review will be the following:

1. Sealants & Caulking;
2. Terminations;
3. Sheet metal panels & fascia;
4. Flashings Components;
5. Fasteners;
6. Clips;
7. Waterproofing membrane/underlayment.

From the Visual Survey and the analysis of the conditions, D 7 will provide a written report of our findings. As a part of the analysis D 7 will also provide an overview of the conditions and suspected problems including materials in place at this time. Recommendations will be based solely on the limited information obtained during this analysis. A photographic essay will be included within the report to illustrate our findings.

Price for this service: \$ 25,000.00*

*** The cost to rent equipment, such as boom lift will be billed at cost plus 10%. A minimum of one (1) boom lift will be required for a period of one (1) week.**

Thank you for the opportunity to issue this Proposal for Consulting Services. Please contact me at your convenience if you have any questions or would like to discuss this Proposal.

D 7 NOTES:

- Note #1:** D 7 has not included services and fees for exterior walls, doors and window flashing components on the building. D 7 has not included interior kitchen or bathroom systems related to waterproofing. D 7 has not included testing within this Proposal.
- Note #2:** Site Visits shall consist of meetings at the project to review questions, concerns or non-compliant work related to roofing components on the day of each visit. D 7 will also review and document the roofing application on the day of each visit, provide assistance with moisture tests on substrates prior to application of roofing components when necessary, and review mock-up of/or preliminary installations of roofing components.
- Note #3:** Site Visits, Final Inspections or Punchlists do not represent approval or acceptance of roofing installations. Work installed prior to or after the date on which visit occurred cannot be reviewed with regard to substrate conditions, installation procedures or system attachment. Incomplete work, improper work or any component not reviewed prior to the actual day of each visit is not the responsibility of D 7. D 7 recommends Full-time Quality Assurance Observation in order to provide complete documentation of work related to roofing. Final Inspections are only performed on work in which D 7 provided Full-time Quality Assurance Observation.

TERMS & CONDITIONS

D 7 must have fully executed proposal or contract for work prior to commencement of services for the project. The D 7 Terms & Conditions must be incorporated into, by reference, or included as an attachment to any contract created by or issued by the client.

Payment terms shall be Net Thirty (30) days from **DATE OF INVOICE**. Any other terms agreed to shall be clearly depicted within a separate contract document and must be agreed to by D 7 prior to commencement of any services on the project.

Payments made after requirement listed above or agreed upon shall incur additional cost of 3% of invoice total.

Late payment of invoices shall be cause for D 7 to stop services on the project. Work will commence when all payments due are current.

D 7 can terminate services on any portion of the project provided we have notified the client in advance no less than 30 days.

D 7 is not responsible for any 3rd party dispute. Payment of services is required regardless of client or other party entering into mediation or arbitration during the work or after the completion of the project.

D 7 reserves the right to file liens on all projects in an effort to secure payment in a timely manner. Releases or waivers shall be furnished upon payment of services in full.

Quality Assurance Observer (QAO) daily rate is based on four (4) hours or more per day. Half (½) day rate will be charged on QAO under four (4) hours. Holidays are billed at two times (2) the daily rate. Holiday Weekends are billed at one and one half times (1 ½) the daily rate. QAO in excess of eight (8) hours per day and/or forty (40) hours per week will be billed at one and one half times (1 ½) the standard rate. A Show Up fee of a quarter (¼) the Daily rate will be incurred for days when the QAO arrives at the jobsite as scheduled and no work is performed.

All Consulting services performed for the above referenced project, at the request of the client, and not specifically outlined herein, will be billed at the rate of \$225.00 per hour.

D 7 reserves the right to increase the fees listed in this proposal based upon any request for insurance certificates or indemnifications above and beyond our standard coverage. D 7 will provide the Client with a breakdown of the cost, if any, and proceed only after receiving written authorization from the Client.

The Consultant will not be a constructor, thus will not participate in any construction contracts under the project. The Consultant will work with the Project Team and monitor the Roofing & Waterproofing Contractor that has been retained to perform the specified scope of work.

Limitations On Consultant’s Responsibility, Indemnity & Insurance

Client acknowledges that Consultant is performing professional services on behalf of Client and in the event claims, losses, damages or expenses are caused by the negligence of Consultant or Client or both, Client agrees to indemnify and hold harmless Consultant, and Consultant’s officers, employees, agents and representatives, from and against liability for all Professional Liability claims, losses, damages and expenses whether or not insured, including reasonable attorney’s fees.

This Proposal is good for 60 days from date listed above. If after 60 days the Client requests services outlined within this Proposal, D 7 shall review and provide revised pricing as necessary.

Agreed and accepted as of the first date set forth below.

Dated: _____

Client Signature

Print Name

Company

Title

Dated: _____

Principal’s Signature

Joseph Daniels, President

Print Name

D 7 CONSULTING INC.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Architect Change Order – Athletics & Aquatics Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On April 16, 2007, the Board of Trustees approved an agreement with The Austin Company to design and engineer the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

As noted in the attached proposal dated May 13, 2011, from The Austin Company, design revisions were requested by the District in order to accommodate four additional treadmills in the Fitness Center.

District staff has reviewed the recommended consultants and concur that these services are necessary for a comprehensive design of the Athletic/Aquatic Complex.

As noted, the additional cost is estimated to be \$600.00. The revised contract amount is \$1,849,863.00.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the architectural Change Order for The Austin Company in the amount of \$600.00 as presented.

Fiscal Impact:	\$600.00	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

May 13, 2011

Mr. Darryl Odum
Facility Planning & District Support Services
Rancho Santiago Community College District
2323 North Broadway Suite 404-1
Santa Ana, California 92706-1640

Subject: **Architectural / Engineering Construction Support Services
Santiago Canyon College – Athletic & Aquatics Complex
Change Request Proposal #09**

Dear Mr. Odum:

The Austin Company is submitting the following Change Request Proposal for additional Architectural / Engineering Construction Phase Services in support of the Santiago Canyon College Athletic & Aquatics Complex project. The additional services have emerged as a result of a request from Santiago Canyon College and the District to make changes to Scope of Work as described below:

The following summarizes these services:


- 1) Add four (4) branch circuits, two (2) quad receptacles and two (2) floor boxes in the Fitness Center 113 to allow for additional 4 treadmils.

The total fixed fee for these additional Architectural / Engineering services is..... \$ 600.

The total estimated schedule duration for preparation of revising documents is 2 days from acceptance to proceed.

We appreciate your review and authorization of this Change Request Proposal. Please contact me directly at 949/451-9923 (daniel.brooking@theaustin.com) if you have any questions.

Sincerely,


Daniel K. Brooking
Project Manager
cc: Curt Miller

ACCEPTANCE

By: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	June 20, 2011
Re:	Approval of Change Order #2, Bid #1034 – Landscaping for the Athletic/Aquatic Complex at Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND:

On March 22, 2010, the Board of Trustees awarded a contract to Sierra Landscape Co., Inc. for Bid #1034, landscaping for the Athletic/Aquatic Complex at Santiago Canyon College.

ANALYSIS:

On March 25, 2011, Sierra Landscape Co., Inc. defaulted on their contract, however prior to the default they completed the work described in the attached Change Order. 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 \$19,264.30. The total revised contract amount is \$487,470.30. 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 4.4% 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 #2, Sierra Landscape Co., Inc. for Bid #1034, landscaping for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$19,264.30	Board Date:	June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College	Bid No. 1134	P.O. # 10-BP000239
Contractor: Sierra Landscape Co Inc	D.S.A. No.	04-110566	
Architect: LPA, Inc	Change Order No.	2	
	Date:	June 2, 2011	

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		\$466,900.00
Previous Change Orders	\$1,306.00	
This Change Order	\$19,264.30	
Total Change Orders		\$20,570.30
Revised Contract Amount		\$487,470.30
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		November 22, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

_____ 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	_____ Authorized Signature	_____ Date
_____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash	_____ Authorized Signature	_____ Date
_____ 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: Santiago Canyon Road Entry and Parking Lot at Santiago Canyon College	Bid No. 1134	P.O. # 10-BP000239
	D.S.A. No. 04-110566	
Contractor: Sierra Landscape Co Inc	Change Order No. 2	
Architect: LPA, Inc	Date: June 2, 2011	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Extend irrigation mainline from the accessible parking lot to parking lot 1 & 2</p> <p><u>REASON:</u> Provide irrigation to landscape areas</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,386.80
2.0	<p><u>DESCRIPTION:</u> Install additional shrubs at parking lot slope</p> <p><u>REASON:</u> Shrubs were not part of the contract drawings</p> <p><u>REQUESTOR:</u> Design Team</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,662.00
3.0	<p><u>DESCRIPTION:</u> Removal of mud saturation soil at detention pond</p> <p><u>REASON:</u> Would not meet the required compaction</p> <p><u>REQUESTOR:</u> Design Team</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$6,660.50
4.0	<p><u>DESCRIPTION:</u> Removal of weeds outside the project limits of construction</p> <p><u>REASON:</u> Work was not part of the contract drawings</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$3,555.00
Sub-Total		\$0.00	\$19,264.30
Total			\$19,264.30

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Change Order #1, Bid #1136 – Concrete for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On April 11, 2011, the Board awarded a contract to Guy Yocom Construction, Inc. as the completion contractor for Tidwell Concrete, Inc. for Bid #1136, concrete for the Athletic/Aquatic Complex.

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 #1.

Change Order #1 increases the contract by \$24,186.69. The revised contract amount is \$878,686.69. 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 2.8% 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 #1, Bid #1136 for Guy Yocom Construction, Inc., concrete for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$24,186.69	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1136	P.O. # 11-BP000254
		D.S.A. No. 04-109232	
Contractor: Guy Yocom Construction Inc	Change Order No. 1		
Architect: The Austin Company	Date: May 31, 2011		

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		\$854,500.00
Previous Change Orders	\$0.00	
This Change Order	\$24,186.69	
Total Change Orders		\$24,186.69
Revised Contract Amount		\$878,686.69
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		April 30, 2012
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

_____ 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	_____ Authorized Signature	_____ Date
_____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash	_____ Authorized Signature	_____ Date
_____ 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: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1136	P.O. # 11-BP000254
	D.S.A. No. 04-109232	
Contractor: Guy Yocom Construction Inc	Change Order No. 1	
Architect: The Austin Company	Date: May 31, 2011	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> 4" sewer pipe to be encased with concrete per Ninyo & Moore recommendation</p> <p><u>REASON:</u> Reduce the potential damage of the 4" sewer line beneath the bldg footings</p> <p><u>REQUESTOR:</u> Soils Engineer Ninyo & Moore</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,749.94
2.0	<p><u>DESCRIPTION:</u> Additional subgrade soil and regrading of firelane road required per FCD#8 and RFI#54</p> <p><u>REASON:</u> Regrading of the fire lane had to occur in order to get additional soil coverage over the existing M & O utilities</p> <p><u>REQUESTOR:</u> Architect</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$16,436.75
Sub-Total		\$0.00	\$24,186.69
Total			\$24,186.69

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Change Order #4, Bid #1139 – Electric for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Dynalectric, Inc., for Bid #1139, electric for the Athletic/Aquatic Complex.

ANALYSIS:

During the course of construction, the college requested that the contractor install hand dryers and to provide power to the new auto-access doors with push plates. 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 \$14,064.92. The revised contract amount is \$1,221,427.72. 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 1.78% 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, Bid #1139 for Dynalectric, Inc., electric for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$14,064.92	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1139	P.O. # 10-BP000226
Contractor: Dynalectric	D.S.A. No. 04-109232		
Architect: The Austin Company	Change Order No. 4	Date: May 27, 2011	

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		\$1,200,000.00
Previous Change Orders	\$7,362.80	
This Change Order	\$14,064.92	
Total Change Orders		\$21,427.72
Revised Contract Amount		\$1,221,427.72
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		September 25, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

_____ 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: Athletic/Aquatic Center Project at Santiago Canyon College		Bid No. 1139	P.O. # 10-BP000226
Contractor: Dynalectric		D.S.A. No. 04-109232	
Architect: The Austin Company		Change Order No. 4	
		Date: 5/27/11	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide low voltage power to six new hand dryers in rooms 103, 106, 122, 125, 245, 247 and three auto access to doors 101A 112A & 210C per CCD#14</p> <p><u>REASON:</u> Requested by the college</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$14,064.92
Sub-Total		\$0.00	\$14,064.92
Total			\$14,064.92

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Change Order #1, Bid #1143 – Glass and Glazing for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Glazcon Industries for Bid #1143, glass and glazing for the Athletic/Aquatic Complex.

ANALYSIS:

During the course of construction, the college requested that the contractor add auto-access doors with push plates to the scope of work for this project. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$19,572.59. The revised contract amount is \$457,122.59. 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 4.47% 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 #1, Bid #1143 for Glazcon Industries, glass and glazing for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$19,572.59	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1143	P.O. # 10-P0014581
Contractor: Glazcon Industries/Henry's Glass & Mirror	D.S.A. No.	04-109232	
Architect: The Austin Company	Change Order No.	1	
	Date:	May 27, 2011	

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		\$437,550.00
Previous Change Orders	\$0.00	
This Change Order	\$19,572.59	
Total Change Orders		\$19,572.59
Revised Contract Amount		\$457,122.59
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		May 25, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

_____ 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: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1143	P.O. # 10-P0014581
	D.S.A. No. 04-109232	
Contractor: Glazcon Industries/Henry's Glass & Mirror	Change Order No. 1	
Architect: The Austin Company	Date: 5/27/11	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Add auto access to doors 101A, 112A & 201C with push plates located in CMU</p> <p><u>REASON:</u> Change was requested by the college</p> <p><u>REQUESTOR:</u> District:</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$19,572.59
Sub-Total		\$0.00	\$19,572.59
Total			\$19,572.59

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Change Order #2, Bid #1144 – Roofing for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Troyer Contracting Co., Inc. for Bid #1144, roofing for the Athletic/Aquatic Complex.

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 \$9,432.35. The revised contract amount is \$800,095.84. 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 1.54% 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, Bid #1144 for Troyer Contracting Co., Inc., roofing for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$9,432.35	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1144	P.O. # 10-P0014699
	D.S.A. No. 04-109232	
Contractor: Troyer Contracting Co Inc	Change Order No. 2	
Architect: The Austin Company	Date: June 1, 2011	

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		\$787,928.00
Previous Change Orders	\$2,735.49	
This Change Order	\$9,432.35	
Total Change Orders		\$12,167.84
Revised Contract Amount		\$800,095.84
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		October 7, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

_____ 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: Athletic/Aquatic Center Project at Santiago Canyon College

Bid No. 1144

P.O. # 10-P0014699

D.S.A. No. 04-109232

Contractor: Troyer Contracting Co Inc

Change Order No. 2

Architect: The Austin Company

Date: June 1, 2011

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide additional warranties for sheet metal roofing canopies per FCD 14 & 19</p> <p><u>REASON:</u> Match the metal roof system specs on the humanities building</p> <p><u>REQUESTOR:</u> District:</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$9,432.35
	Sub-Total	\$0.00	\$9,432.35
	Total		\$9,432.35

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Change Order #1, Bid #1147 – Interiors for the Athletic/Aquatic Complex at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Inland Empire Architectural Specialties, Inc. (IEAS) , for Bid #1147, interiors for the Athletic/Aquatic Complex.

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 #1.

Change Order #1 increases the contract by \$7,800.43. The revised contract amount is \$481,800.43. 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 1.6% 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 #1, Bid #1147 for IEAS, interiors for the Athletic/Aquatic Complex at Santiago Canyon College as presented.

Fiscal Impact:	\$7,800.43	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodriguez, Chancellor	

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Athletic/Aquatic Center Project at Santiago Canyon College	Bid No. 1147	P.O. # 10-P0014650
Contractor: Inland Empire Architectural Specialties Inc	D.S.A. No.	04-109232	
Architect: The Austin Company	Change Order No.	1	
	Date:	May 31, 2011	

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		\$474,000.00
Previous Change Orders	\$0.00	
This Change Order	\$7,800.43	
Total Change Orders		\$7,800.43
Revised Contract Amount		\$481,800.43
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		November 25, 2011
Revised Contract Completion Date		
RSCCD Board Approval Date		June 20, 2011

_____ 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	_____ Authorized Signature	_____ Date
_____ Director - District Construction and Support Services	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash	_____ Authorized Signature	_____ Date
_____ 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: Athletic/Aquatic Center Project at Santiago Canyon College

Bid No. 1147

P.O. # 10-P0014650

D.S.A. No. 04-109232

Contractor: Inland Empire Architectural Specialties Inc

Change Order No. 1

Architect: The Austin Company

Date: 5/31/11

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Furnish and install six hand dryers in rooms 103, 106, 122, 125, 245 & 247 per CCD#14</p> <p><u>REASON:</u> Change was requested by the college</p> <p><u>REQUESTOR:</u> College/District:</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$4,541.62
2.0	<p><u>DESCRIPTION:</u> Revise hardware change to doors 109A, 110 and 214A per CCD#15</p> <p><u>REASON:</u> Change was made thru the submittal process to meet fire life safety requirements</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$3,258.81
Sub-Total		\$0.00	\$7,800.43
Total			\$7,800.43

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Additional Surveying Services for the Humanities Building; Athletics and Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On April 26, 2010, the Board of Trustees approved an agreement with Adkan Engineers to provide surveying services for the Humanities Building; Athletics and Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College.

ANALYSIS:

The additional cost is due to the discovery of underground utilities which were not noted in the original scope of work. The additional cost for their services is \$61,000.00 as noted in the attached proposal from Adkan Engineers dated March 16, 2011. Therefore, the revised contract amount for this project is \$167,770.00.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the additional fees for Adkan Engineers, surveying services for the Humanities Building; Athletics and Aquatics Complex; Santiago Canyon Entry and Parking Lot; Chapman Entry and Roadway; Loop Road Extension Projects at Santiago Canyon College as presented.

Fiscal Impact:	\$42,000.00 plus \$19,000.00, General Conditions	Board Date: June 20, 2011
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

ADKAN

ENGINEERS

CIVIL ENGINEERING □ SURVEYING □ PLANNING

6820 AIRPORT DRIVE, RIVERSIDE, CA 92504

Tel: (951) 688-0241 □ Fax: (951) 688-3029

ADKAN ENGINEERS PROPOSES TO FURNISH ALL MATERIALS AND PERFORM ALL LABOR NECESSARY TO COMPLETE THE FOLLOWING SURVEYING SERVICES:

WE ARE CURRENTLY RUNNING 9 UNION SURVEY CREWS. WE ARE ABLE TO MAN ANY SITE WITHIN 2-HOURS NOTICE.

SBE CERTIFIED—STATE OF CALIFORNIA NO. 62711~EXP 02/29/2012

CONTACT: DAVE KLUG ~ E-MAIL: DK@ADKAN.COM

PROPOSED PROJECT	Santiago Canyon College Projects	FOR	Seville Construction Svcs.
	Orange, CA		Attn: Robb Gumbert
	<u>REVISED PROPOSAL</u>		<u>Gumbert_Robb@rsccd.edu</u>

Humanities Building (PO# 10-P0014771):

As-Built Existing Utilities:

\$ 17,000.00

T&M Allowance:

7,500.00

Athletics & Aquatics Complex (PO# 10—P0014769):

As-Built Existing Utilities:

\$ 15,000.00

T&M Allowance:

7,500.00

Site Improvements Project (PO# 10—P0014770):

As-Built Existing Utilities:

\$ 10,000.00

T&M Allowance:

4,000.00


LUMP SUM TOTAL

\$ 61,000.00

All Staking Will be Done in Conformance with the ADKAN Engineers Construction Staking Manual Guidelines. A Copy of This Procedure Manual is Available Upon Request.

THIS PROPOSAL IS SUBMITTED BY ED ADKISON, A LICENSED LAND SURVEYOR (LS 5390) AND PRESIDENT OF ADKISON ENGINEERS, INC., A CALIFORNIA CORPORATION dba ADKAN ENGINEERS.
7856.revised.dk.prp

SUBMITTED BY:



DAVE KLUG
CHIEF OF PARTIES

DATE: 03/29/11
TAKE OFF DATE: 03/28/11
REVISED: 06/10/11

This Proposal is Based Upon a Digital File and Approved Construction Drawings being Provided to this Office with Adequate Review Time Prior to Fielding a Crew.

ATTRIBUTES:

- *Established in 1983, completion of over 5,000 survey projects.*
- *Ability to provide a survey with less than 2 hours notice.*
- *SBE Certified—State of California. Certification No. 62711.*
- *Emergency crews available on a One (1)-hour notice (most cases).*
- *Currently running 9 survey crews.*
- *We carry errors and omissions insurance for up to \$2,000,000.00 per occurrence.*
- *We are 100% Union trained and staffed.*
- *GPS services available for all jobs! Currently running Four (4) GPS Crews.*

**SCHEDULE OF HOURLY BILLING RATES
EFFECTIVE JANUARY 1ST, 2011**

ENGINEERING SERVICES

President	190.00
Principal	155.00
Senior Project Manager	140.00
Project Manager	120.00
Staff Engineer	110.00
Civil Designer / Project Coordinator	90.00
CADD Drafter	82.00
Engineering Technician	68.00

SURVEYING SERVICES

President	\$ 190.00
Principal	155.00
Land Surveyor/Manager/ Chief of Parties	140.00
Senior Office Surveyor	120.00
Office Surveyor	110.00
Mapping Drafter / Project Coordinator	90.00
CADD Drafter/ Survey Technician	82.00
* One Man Survey Crew	180.00
* Two Man Survey Crew	230.00
* Three Man Survey Crew	300.00

* WE PREFER THAT SURVEY CREWS BE SCHEDULED FOR FOUR (4) HOUR MINIMUM.

This proposal is based on ADKAN's hourly rate schedule and conditions attached. Should construction staking be requested prior to the execution of a completed contract, the services provided by ADKAN engineers will be billed on an hourly basis at our current rates for the work completed, should a contract not be executed. Client understands that these rates are subject to change in accordance with wage increases.

If not included as a line item within this proposal, we offer as-built certification to buildings, curb and gutter, trash enclosures, utility lines and apparatuses, storm drain lines, structures, and sidewalks, among other items, after each item has been constructed and prior to construction of hardscape, landscape, or any other structures that are built utilizing the afore-mentioned as a reference. This service will be performed on an hourly basis at our current rates only if requested by the client. ADKAN engineers will not be responsible for placement of structures and apparatuses, among other items that are built referenced from items not certified to be built per plan nor specifically laid out by our field crew.

The budget outlined for each category is for billing purposes only. Each line item reflects overheads, i.e. scheduling time, meetings, additional move-ins, and calculations, among other items, and cannot be categorically deducted.

This proposal provides for one (1) set of stakes only. Any re-staking of stakes previously set to identify the same position will be billed as an extra at our current hourly rates.

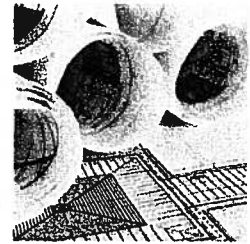
This scope and price is based on one move-in per line item unless otherwise noted. Multiple move-ins create more work for us, thus additional fees for multiple move-ins will need to be negotiated.

If an item is not listed in this proposal and is requested, it will be billed as an extra at our current hourly rates. Down time due to plan errors or omissions will be billed as an extra to our contract. This proposal does not include interior building utility stakes.

All correspondence, documents, files, plans, among other items, will be delivered by 1st class U.S. Mail without charge to the client. Overnight or special delivery charges will be billed to the client in addition to this proposal.

If any line items are deleted from this proposal after construction has begun, a charge of 15% of that line item will be withheld against that line item to compensate for overhead and lost profit.

Facility Planning,
District Construction &
Support Services
Rancho Santiago Community College District Operations Center
2323 North Broadway
Suite 112
Santa Ana, CA 92706-1640
714.480.7510 • 714.480.7512 • 714.796.3910, fax
<http://www.rsccd.org>



Termination For Cause:

District may direct Service Provider to terminate, suspend, delay or interrupt Services, in whole or in part, for such periods of time as District may determine in its sole discretion. The District may terminate this Agreement for cause based upon the failure of the Service Provider to comply with its terms and/or conditions; provided that the District gives the Service Provider written notice specifying the Service Provider's failure. If within fifteen (15) working days after receipt of such notice, the Service Provider shall not have corrected such failure and thereafter proceeded diligently to complete such correction, then the District may, at its option, place the Service Provider in default and the Contract shall terminate on the date specified on such notice.

By checking this box, you agree that you have read, fully understand and will abide by the Termination For Cause as written.

Please complete the contact information below so that we can keep our records up to date.

Company name:

Company address 1:

Company address 2:

City: ST: Zip Code:

Email address:

Phone w/Area Code: Fax w/ Area Code:

Thank you very much for your cooperation.



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services/Child Development Services

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Lease with St. Peter Evangelical Lutheran Church	
Action:	Request for Action	

BACKGROUND

Child Development Services has provided child care services for children and families within the Rancho Santiago Community College District at St Peter Lutheran Church, 1510 N Parton, Santa Ana since January 2009. The space provides educational child care for 144 children under the district's contract with the California Department of Education, Child Development Division. Due to state funding reductions, the church has agreed to reduce the lease by \$1,000 a month.

ANALYSIS

The attached lease provides the district's use of three children's classrooms with bathrooms, two offices, a teacher's conference room, a teacher's work room, and the shared use of playgrounds, kitchen, pantry, adult bathrooms.

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised lease with St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services.

Fiscal Impact: None	Board Date: June 20, 2011
Item Prepared by:	Dee Tucker, Executive Director, Child Development Services
Item Submitted by:	Enrique Perez, Assistant Vice Chancellor, Educational Services
Recommended by:	Dr. Raúl Rodríguez, Chancellor

ST. PETER EVANGELICAL LUTHERAN CHURCH

1510 N. Parton
Santa Ana, CA 92706

FACILITY USE AGREEMENT

THIS IS INTENDED TO BE A LEGALLY BINDING AGREEMENT - READ IT CAREFULLY

Santa Ana, CA, May 6, 2011 ---- St. Peter Evangelical Lutheran Church, Lessor, and Rancho Santiago Community College District, Child Development Program, 2223 N. Broadway, Ste. 319, Santa Ana, CA 93706 Lessee, agree as follows:

1. **PROPERTY:** Lessor permits useage to Lessee and Lessee hires from Lessor the "premises" described as follows: Use of 75% of the Fellowship Hall (toward front), 2235 sq. ft.; office (Rm. 8), 130 sq. ft; shared storage space (Rm. 6), 130 sq. ft.; shared use - 2 restrooms/hallway, 375 sq. ft.; shared use of kitchen, 205 sq. ft.; office (Rms. 14/15, 350 sq. ft.; upstairs classrooms/restroom, 1345 sq. ft.; upstairs offices (Rms. 22/23) 190 sq. ft.; (Total sq. ft. 4960), shared use of three refrigerators and one freezer; two outside storage sheds; plus two outside play areas; non-exclusive use of parking lot; occasional use of Memorial Room, subject to availability, with advance notice; all facilities located on St. Peter Lutheran Church property to be used for a **State Pre-School Program** for underprivileged children. Any additional charges for space, equipment and/or services shall be an additional cost beyond what is hereby agreed. Lessor retains first priority on use of all facilities but will provide Lessee with a minimum of seven (7) days notice for any church entity or organization requiring use of any of the above mentioned facilities.

2. **TERM:** The term shall commence on **July 1, 2011**, and shall continue to **June 30,2012**. This Facility Use Agreement may be terminated at any time by either party by giving written notice sixty (60) days in advance. Days of usage shall be Monday through Friday of each week, 6:00 a.m. to 6:00 p.m.

3. **FACILITY USE FEE:** Lessee agrees to pay **\$4,460.00** fee per monthly usage, payable in advance not later than the 25th day of each month.

There will be a prorated amount for any partial month. There shall be a **\$2,730.00** per month charge for storage with a **\$2,730.00** per month "In-Kind" donation to reserve space during any times outside the regular school term ie. summer break between school terms when staff/students are not in attendance..

4. **LATE CHARGE:** Lessee acknowledges that late payment of useage fee may cause Lessor to incur costs and expenses, the exact amount of such costs being extremely difficult and impractical to fix. Such costs may include, but are not limited to, processing and accounting expenses, costs for additional attempts to collect fee and preparation of notices. Therefore, if any installment of usage fee due from Lessee is not received by Lessor within ten (10) calendar days after date due, Lessee shall pay to Lessor an additional sum of **\$275.00** as a late charge which shall be deemed additional usage fee. The Parties agree that this late charge represents a fair and reasonable estimate of the costs that Lessor may incur by reason of Lessee's late payments. Acceptance of any late charge shall not constitute a waiver of Lessee's default with respect to the past due amount, or prevent Lessor from exercising any other rights and remedies under this agreement and as provided by law.

5. **PAYMENT:** All usage fees shall be paid at 1510 N. Parton, Santa Ana, CA 92706.

6. **SECURITY DEPOSIT:** **\$2,730.00** is received which may be used toward last month's usage dependent upon amount necessary for purposes hereinafter described. Lessor may use therefrom such amounts as are reasonably necessary to remedy Lessee's default in the payment of usage fees, to repair damages caused by Lessee or by a guest or a licensee of the Lessee, to clean the premises, if necessary, upon termination of tenancy and to replace or return personal property or appurtenances exclusive of ordinary wear and tear. If used toward usage fees or damages during the term of tenancy, Lessee agrees to reinstate said total security deposit upon five (5) days written notice delivered to Lessee in person or by mail. No later that four weeks after the Lessee has vacated the premises, the Lessor shall furnish the Lessee with an itemized written statement of the basis for, and the amount of, any security received and the disposition of the security and shall return any remaining portion of the security deposit to the Lessee.

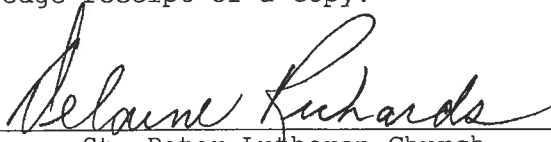
7. **UTILITIES:** Lessor shall pay utilities (gas, water, electricity, normal trash pick-up). Telephones and any other communication devices shall be the responsibility of the Lessee.

8. **CONDITION:** Tenant has examined the premises and accepts the same as being clean and in good condition.

9. **OCCUPANTS:** The premises are for the sole use for the above named State Pre-School Program by the following named persons: Associate Director and employees.

10. **USE:** Lessee shall not disturb, annoy, endanger or interfere with neighbors or the operation of the Church, nor use the premises for any unlawful purposes, nor violate any law or ordinance, nor commit waste or nuisance upon or about the premises.

- 11. **RULES & REGULATIONS:** Lessee agrees to comply with all reasonable rules or regulations which are posted on the premises or delivered to the Lessee and to be liable for any fines or charges levied due to violation(s).
- 12. **MAINTENANCE:** Lessee shall properly use and operate electrical, gas and plumbing fixtures and keep them as clean and sanitary as their conditions permits. Excluding ordinary wear and tear, Lessee shall notify Lessor and pay for all repairs or replacements caused by Lessee or Lessee's invitees' negligence or misuse.
- 13. **ALTERATIONS:** Lessee shall not paint, wallpaper, add or change locks or make alterations to the property without Lessor's prior written consent. Any improvements/changes shall be at the cost of the Lessee.
- 14. **KEYS:** Lessee acknowledges receipt of keys to premises. Keys shall not be duplicated.
- 15. **EQUIPMENT:** Approval from Lessor shall be obtained prior to installation of any equipment, furniture and/or fixtures. Any equipment, furniture and/or fixtures that are fixed to the property and/or facility shall become the property of the Lessor at the termination of this agreement.
- 16. **INSURANCE:** Lessee shall provide evidence of current liability coverage for all persons and activities to be carried on as a part of the pre-school services. Lessee's personal property is not insured by Lessor.
- 17. **ENTRY:** Upon prior notice, Lessee shall make the premises available during normal business hours to Lessor, authorized agent or representative, for the purpose of entering to (a) make necessary or agreed upon repairs, decorations, alterations or improvements or supply necessary or agreed upon service, or (b) inspect the premises as deemed necessary. In an emergency, Lessor, authorized agent or representative may enter the premises, at any time, without prior permission from Lessee.
- 18. **ASSIGNMENT & SUBLETTING:** Lessee shall not let or sublet all or any part of the premises nor assign this agreement or any interest in it.
- 19. **POSSESSION:** If Lessee abandons or vacates the premises, Lessor may terminate this agreement and regain lawful possession.
- 20. **ATTORNEY FEES:** In any action or proceeding arising out of this agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs.
- 21. **WAIVER:** The waiver of any breach shall not be construed to be a continuing waiver of any subsequent breach.
- 22. **NOTICE:** Notice to Lessor may be served upon Lessor at 1510 N. Parton, Santa Ana, CA 92706.
- 23. **ADDITIONAL TERMS & CONDITIONS:** Execution of this Agreement is dependent upon receipt of proper licensing and fire regulations approval.
- 24. **ACKNOWLEDGEMENT:** The undersigned have read the foregoing prior to execution and acknowledge receipt of a copy.

Lessor  Date 5/11/11
 St. Peter Lutheran Church

Lessee _____ Date _____
 Rancho Santiago Community College

Phone _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**DISTRICT OFFICE – BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	June 20, 2011
Re:	Approval of Disposal of Surplus Vehicle		
Action:	Request for approval		

BACKGROUND

The Santa Ana College Fire Technology Division has a vehicle that has exceeded its useful life. Therefore, it is necessary to declare this vehicle as surplus and sell it at auction. Since the existing contract with Ken Porter Auctions (KPA), the auctioneer that sells the District's vehicles has expired, it is necessary to seek Board approval for a new contract as well.

ANALYSIS

The vehicle was donated to the District in 1992 by the City of Orange. The vehicle is a 1976 Crown Fire Coach, Vehicle ID # F-1771, engine #10525187. It is old, outdated and was recently replaced with a newer donated fire truck. Based on the age and condition of the vehicle, it is recommended not to make this vehicle available to other schools or non-profit organizations.

Therefore, it is recommended that Ken Porter Auctions sell the vehicle in accordance with the same terms and conditions of the previous contract. The auctioneer's commission fee is 5.00% of the gross sales plus \$50.00 to \$120.00 transportation fee, which is competitive among the four auction vendors the Purchasing Department recently examined as a result of a survey conducted of other public agencies. Those respondents not using KPA indicated commission fees ranging from 10% - 35% plus 10% buyer's premium and expenses. In addition, we requested informal quotations from two additional auction vendors. One quoted 48% commission fees of the first \$1,000 then 28% of any additional amount. The second one did not respond. KPA will provide a smog certificate, safety inspection, promote the sale by producing brochures and other marketing tools to attract the highest attendance and participation possible. Their performance and services have been very satisfactory. The term of this agreement is good for five (5) years.

RECOMMENDATION

It is recommended that the Board of Trustees declare the 1976 Crown Fire Coach as surplus property and to utilize Ken Porter Auctions to conduct an auction as presented.

Fiscal Impact:	Revenue to the District to be Determined.	Board Date:	June 20, 2011
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services		
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations and Fiscal Services		
Recommended by:	Dr. Raúl Rodríguez, Chancellor		

STANDARD AGREEMENT FOR CONTRACT SERVICES

Between

Ken Porter Auctions

And

Rancho Santiago Community College District

This Agreement, entered into this day ___ day of _____, 2011, by and between **Rancho Santiago Community College District** (hereinafter referred to as (“Agency”) “and **C.H.P. ENTERPRISES, INC. DBA KEN PORTER AUCTIONS, located at 400 East Redondo Beach Blvd., Gardena, California 90248** (hereinafter referred to as “Contractor”).

RECITALS

WHEREAS, Agency desires to obtain the services of a private contractor to perform **auctions to dispose of surplus vehicles, as needed**; and

WHEREAS, Contractor is a **professional auctioneer** and has represented that Contractor possesses the necessary qualifications to provide such services;

NOW, THEREFORE, IT IS MUTUALLY AGREED THAT Agency DOES HEREBY RETAIN CONTRACTOR ON THE FOLLOWING TERMS AND CONDITIONS:

1. **Scope of Services.**

Contractor shall provide services as described in Exhibit “A” entitled “Special Provisions” attached hereto and made a part hereof.

2. **Compensation and Reimbursement.**

Agency shall compensate and reimburse Contractor as provided in Exhibit B attached hereto and made a part thereof.

3. **Term of Agreement.**

The term of this Agreement shall be as described in Exhibit “A” entitled “Special Provisions” attached hereto and made a part thereof.

4. **Termination.**

This Agreement may be terminated with or without cause by Agency. Termination without cause shall be effective only upon 60-day written notice to Contractor. During said 60-day period Contractor shall perform all contracting services in accordance with this Agreement. This Agreement may be terminated by Agency for cause in the event of a material breach of this Agreement, misrepresentation by Contractor in connection with the formation of this Agreement or the performance of services, or the failure to perform services as directed by Agency. Termination for cause shall be effected by delivery of written notice of termination to Contractor. Such termination shall be effective upon delivery of said notice.

Contractor shall cooperate with Agency and all of the Agency’s other service providers to ensure a smooth transition at the time of Termination, with no interruption of services or other work required under the Agreement, no adverse impact on the provision of services or other work required under the Agreement or Agency’s activities, no interruption of any services provided by third parties, and no adverse impact on the provision of services provided by third parties. Contractor shall return to Agency all Agency assets in Contractor’s possession.

5. **Confidential Relationship.**

Agency may from time to time communicate to Contractor certain information to enable Contractor to effectively perform the services. Contractor shall treat all such information as confidential whether or not so identified, and shall not disclose any part thereof without the prior written consent of the Agency. Contractor shall limit the use and circulation of such information, even within its own organization, to the extent necessary to perform the services. The foregoing obligation of this Paragraph 5, however, shall not apply to any part of the information that (i) has been disclosed in publicly available sources of information; (ii) is, through no fault of the Contractor, hereafter disclosed in publicly available sources of information; (iii) is now in the possession of Contractor without any obligation of confidentiality; or (iv) has been or is hereafter rightfully disclosed to Contractor by a third party, but only to the extent that the use or disclosure thereof has been or is rightfully authorized by that third party.

Contractor shall not disclose any reports, recommendations, conclusion or other results of the services or the existence of the subject matter of this contract without the prior written consent of the Agency. In its performance hereunder, Contractor shall comply with all legal obligations it may now or hereafter have respecting the information or other property of any other person, firm or corporation.

6. **Office Space and Clerical Support.**

Contractor shall provide its own office space and clerical support at its sole cost and expense.

7. **Covenant Against Contingent Fees.**

Contractor declares that it has not employed or retained any company or person, other than a bona fide employee working for Contractor, to solicit or secure this Agreement, that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of the Agreement. For breach of violation of this warranty, Agency shall have the right to annul this Agreement without liability, or at its sole discretion, to deduct from the Agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

8. **Ownership of Documents.**

All memoranda, reports, plans, specifications, maps and other documents prepared or obtained under the terms of this Agreement shall be the property of Agency and shall be delivered to Agency by Contractor upon demand.

9. **No Assignments.**

Neither any part nor all of this Agreement may be assigned or subcontracted, except as otherwise specifically provided herein, or to which Agency, in its sole discretion, consents to in advance thereof in writing. Any assignment or subcontracting in violation of this provision shall be void.

10. **Maintenance of Records.**

Contractor shall maintain all books, documents, papers, employee time sheets, accounting records, and other evidence pertaining to costs incurred and shall make such materials available at its office at all reasonable times during the contract period and for three (3) years from the date of final payment under this Agreement, for inspection by Agency and copies thereof shall be furnished, if requested.

11. **Licenses, Permits, etc.**

Contractor represents and declares to Agency that it has all licenses, permits, qualifications, and approvals of whatever nature that is legally required to practice its profession. Contractor represents and warrants to Agency that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any license, permit, or approval which is legally required for Contractor to practice its profession.

12. **Contractor's Insurance.**

Contractor shall provide insurance as set forth in Exhibit "A" entitled "Special Provisions" attached hereto and made a part thereof.

13. **Liability.**

Notwithstanding any other provisions contained in this Agreement, Contractor shall be responsible for all injuries to person and for all damages to real or personal property of Agency or others, caused by or resulting from the wrongful act or negligent acts, errors, or omissions of itself, its employees, or its agents during the progress of, or in connection with, the rendition of services hereunder. Contractor shall hold harmless and indemnify Agency, and all officers and employees of Agency from all costs and claims for damages to real or personal property, or personal injury to any third party, including reasonable attorney fees resulting from the negligent performance of Contractor, its employees, or its agents, under this Agreement.

14. **Contractor Not an Agent.**

Except as Agency may specify in writing, Contractor shall have no authority, expressed or implied, to act on behalf of Agency in any capacity whatsoever as an agent. Contractor shall have no authority, expressed or implied, pursuant to this Agreement to bind Agency to any obligation whatsoever.

15. **Personnel.**

Contractor shall assign qualified and certified personnel to perform requested services. The Agency shall have the right to review and disapprove personnel for assignment to Agency's projects.

16. **Notices.**

Notices shall be given as described in Exhibit "A" entitled "Special Provisions" attached hereto and made a part hereof.

17. **Compliance with Laws.**

Contractor shall be in conformity with all applicable federal, state, county, and local laws, rules, and regulations, current and hereinafter enacted, including facility and professional licensing and/or certification laws and keep in effect any and all licenses, permits, notices and certificates as are requested.

18. **Entire Agreement.**

This Agreement shall constitute the entire understanding between Contractor and Agency relating to the terms and conditions of the services to be performed by Contractor.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the date first above written.

Ken Porter Auctions

Rancho Santiago Community College District

By: _____

By: _____

Don Wood
Marketing Director

Peter J. Hardash
Vice Chancellor of Business Operations/
Fiscal Services

Date: _____

Date: _____

“SPECIAL PROVISIONS”

EXHIBIT “A”

A. Scope of Services.

Contractor agrees to perform public auction services as required by Agency. Contractor shall provide the necessary qualified personnel to perform the services. In performance of the services Contractor shall:

1. Scope of Work

The Agency, **Rancho Santiago Community College District**, periodically holds auctions to dispose of surplus vehicles. Contractor will provide auction services at Contractor’s sites as well as be able to provide mobile or offsite auction services should the need arise.

2. General Requirements

- 2.1** Contractor shall have the administrative and fiscal capability to provide and manage the proposed services.
- 2.2** Contractor shall ensure that no property assigned to the Contractor may be sold before an auction without prior written agreement of the Agency.
- 2.3** Should both parties agree to a sale prior to auction, the proceeds of said sale should be treated as part of the gross proceeds of the auction.

3. Agency Requirements

- 3.1** Agency shall provide in a timely manner the free and clear Title of Certificate of Ownership and all documents necessary to affect Transfer of Title for motor vehicles, trailers and vehicle equipment and other property. At the option of the Contractor, vehicles may not be offered at auction unless the Certificate of Ownership and all other documents necessary to affect a Transfer of Title for motor vehicles, trailers and vehicle equipment are submitted at least five (5) days prior to sale.
- 3.2** Agency shall perform and comply with all required AQMD (Air Quality Management District) VIN STOP regulations and provide notice to Contractor of those vehicles to which VIN STOPS are in place.
- 3.3** Agency shall submit to Contractor a list of property released for sale. It is understood that minor changes in said list may be submitted to Contractor at any time prior to two (2) weeks in advance of the auction. Notwithstanding the foregoing, the Agency may withdraw property from said list upon notice to Contractor five (5) days prior to auction.
- 3.4** Agency warrants title to all property to be unencumbered at the time of sale. All property shall be sold “as is, where is” without any warranty by Contractor as to condition or usability. This disclaimer shall be obtained in all auction brochures and incorporated into the “Terms and Conditions of Sale” as well as on the sale invoice.
- 3.5** Agency at its option may choose to transport Agency property to the Contractor’s auction site using transportation other than that provided by the Contractor. Agency property will be delivered to the Contractor’s site between the hours of 8 am and 5 pm, Monday through Friday.
- 3.6** Agency at its option may choose to use the transportation provided by the Contractor at the Contractor’s current rate.

4. Contractor Requirements

- 4.1** Contractor shall provide Agency such documents as Agency may request to protect Agency’s rights.
- 4.2** Contractor shall maintain any and all records considered necessary by the Agency other than those provided by the Contractor. Agency will also provide Contractor such additional documents as Contractor may reasonably request in order to assist Contractor in performing its duties under the Agreement.

4.3 Contractor shall comply with the consignment terms of the California Commercial Code and such other codes and regulations as may apply to the services provided by the Vendor.

5. Auction Requirements

- 5.1** Contractor shall conduct a minimum of twenty (20) sales per year at their facility.
- 5.2** Contractor shall ensure all auctions will be open to the general public, and there shall be no fee charged for participation as a potential buyer.
- 5.3** Live Internet bidding must be provided for Agency vehicles.
- 5.4** Contractor shall ensure sales of such property will be made only to the highest responsible bidder. The proceeds from all sales shall be collected in the form of cash, cashier's check, traveler's check, money order, or a check guaranteed by a bank letter of credit.
- 5.5** Contractor shall ensure that unless otherwise directed by the Agency, all unsold property shall be rescheduled to the next available auction at no additional cost to the Agency.
- 5.6** Contractor shall receive, protect and properly secure, pursuant to the insurance provisions of Section D of this Exhibit "A", all property from Agency for disposal.
- 5.7** Contractor shall supply all needed personnel and set up all needed auction equipment and facilities such as office, customer seating, auction stands and refreshment area.
- 5.8** Contractor shall comply with all pertinent provisions of the Bulk Sales laws and laws and regulations of the State of California, including, but not necessarily limited to, obtaining all necessary licenses and permits, posting required bonds, payment of all fees and expenses thereof.
- 5.9** Contractor shall register all bidders and issue bidder numbers.
- 5.10** Contractor shall accept proxy bids with proper registration and when the bidder has submitted a written request for a proxy bidder within 12 hours of start of auction.
- 5.11** Contractor shall ensure that all property is available for public inspection at least two (2) working days immediately preceding the auction sale date.
- 5.11.1** No other public access will be allowed. Contractor's personnel and security employees will supervise this inspection period.
- 5.11.2** Vehicles shall be washed prior to inspection days and again immediately before the auction sale, or as requested by Agency.
- 5.11.3** Contractor shall, when requested by Agency, provide transportation of all property from the Agency's possession to Contractor's auction facility. Contractor shall ensure licensed and insured subcontractors provide such transportation. The fees for such services shall be deducted from the auction proceeds by Agency. All fees shall be listed in a schedule of values and are fixed for each contract and option year.
- 5.12** Contractor shall, when requested by Agency and in compliance with California State Laws, arrange for smog certificates or a statement that vehicle does not meet smog requirements prior to sale. The fees for such services shall be deducted from auction proceeds by Agency.
- 5.13** Contractor shall, when requested by Agency, arrange for property repair, detailing or reconditioning. Contractor, upon direction of the Agency, will obtain price quotes, and upon receipt of written instructions from the Agency, shall have the necessary services performed. The fees for such services shall be deducted from auction proceeds by Agency.
- 5.14** Agency reserves the right to set a minimum selling price on certain items, and shall coordinate minimum bid requests with Contractor for the purpose of ensuring reasonableness of minimum bid. If a minimum bid item is not sold, the auctioneer will be entitled to commission based on minimum bid set by Agency. Contractor shall prepare and present to the new owner the necessary documentation to transfer ownership or title, including DMV forms.
- 5.15** Contractor shall not merge or combine lots offered for sale unless they are from the same consignor.
- 5.16** For extremely heavy items, large or difficult to transport items or items with a fixed or semi-fixed location, or any other items for which it is determined that it is economically more feasible to sell the item off-site, the following procedure will be used.
- 5.16.1** Agency will provide Contractor with available inspection time prior to auction or allow the Contractor to move the consigned property to the Contractor's site for inspection.

- 5.16.2** The Contractor may auction off-site items using photograph or other means. The display will include a general description of each item and related public inspection information.
- 5.16.3** The Contractor shall include such items in its advertising plan and shall be knowledgeable about the off-site items being offered.

6. Advertising

- 6.1** Contractor shall engage in a comprehensive advertising and marketing campaign in advance of each auction.
 - 6.1.1** The campaigns shall include: advertisements in major newspapers in the surrounding major metropolitan areas, preparing printing, and distributing fliers and brochures on special interest property, advertisements in trade journals as well as national and international campaigns when appropriate.

B. Compensation and Reimbursement.

Agency shall pay Contractor a commission based on total gross sales as set forth in Exhibit B.

C. Term of Agreement.

This Agreement shall be effective from the period commencing, June 21, 2011 and ending June 21, 2016 unless sooner terminated by Agency as provided in the section of this Agreement entitled "Termination". Upon expiration or termination of the Agreement, Contractor shall return to Agency any and all equipment, documents or materials and all copies made thereof which Contractor received from Agency or produced for Agency for the purposes of this Agreement.

D. Contractor's Insurance.

1. Coverage's:

Contractor shall obtain and maintain during the life of this Agreement all of the following insurance coverages:

- a) **Comprehensive General Liability** including premises-operations, products/completed, broad form property damage, and blanket contractual liability with the following coverage's:

General Liability	\$500,000 per person per occurrence
	\$1,000,000 aggregate per occurrence
	\$500,000 property damage per occurrence

- b) **Automotive Liability** including owned, hired, and non-owned vehicles with the following insurance coverages:

Auto Liability	\$500,000 per person per occurrence
	\$1,000,000 aggregate per occurrence
	\$100,000 property damage per occurrence

- c) **Workers' Compensation** insurance in statutory amount. All of the endorsements which are required above shall be obtained for the policy of workers' compensation insurance.

2. Endorsements:

Endorsements shall be obtained so that each policy contains the following three provisions:

- a) **Additional Insured.** (Not required for Professional Errors and Omissions Liability Insurance or Workers' Compensation.)

"Agency" of Rancho Santiago Community College District and its elected and appointed boards, officers, agents, and employees are additional insureds with respect to this subject project and contract with Agency".

b) **Notice.**

"Said policy shall not terminate, nor shall it be canceled, until thirty (30) days after written notice is given to Agency."

c) **Primary Coverage.**

"The policy provides primary coverage to Agency and its elected and appointed boards, officers, agents, and employees. It is not secondary or in any way subordinate to any other insurance or coverage maintained by Agency".

3. **Insurance Certificates**

Contractor shall provide Agency certificates of insurance showing the insurance coverage's described in the paragraphs above, in a form and content approved by Agency, prior to beginning work under this Agreement.

E. **Notices.**

All notices, billings and payments hereunder shall be in writing and sent to the following addresses:

Agency of: **Rancho Santiago Community College District**

Address: 2323 N. Broadway

Santa Ana, CA 92706

EXHIBIT B – COMPENSATION

CONTRACTOR WILL RETAIN THE FOLLOWING COMMISSION RATE FROM TOTAL GROSS SALES

	<u>Commission Rate</u>
1) Commission Rate Charged to Agency	5.00%
a) Passenger vehicles	5.00%
b) Commercial vehicles	5.00%
c) Aircraft	5.00%
d) Miscellaneous surplus	25%
	 <u>Fixed Unit Price</u>
2) Incidental Services:	
a) Remove decals, bumper stickers, any identifiers of city, and paint over area	\$35.00
b) Remove light bar	\$20.00
c) Replace battery (including parts and labor)	\$25.00
d) Transport of each cars and light truck	\$50.00
e) Large trucks (over one ton) and equipment	\$120.00
f) Smog/Safety	\$40/Vehicle
g) Full trailer/ Drop and Pick up	\$500.00
	 <u>Labor Rater per Hour</u>
3) A. Mechanical Repairs	Case by Case
Parts MarkUp (from retail price) Percentage	
B. Replacement parts associated with mechanical repairs	Cost plus 10%

Notes:

Item 2C: Ken Porter Auctions will only replace batteries (including parts and labor) when requested and/or instructed by the Agency.

Item 3A: Ken Porter Auctions will only perform mechanical repairs when requested and/or instructed by the Agency.

Item 3B: Ken Porter Auctions will only charge for replacement parts associated with mechanical repairs when requested and/or instructed by the Agency. The cost will be the net cost charged to Ken Porter Auction, plus 10%.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To: Board of Trustees	Date: June 20, 2011
Re: Approval of Donation of Vehicles	
Action: Request for Approval	

BACKGROUND

The Santa Ana College Automotive Technology Division has submitted a request to donate three vehicles, a 1989 Chevrolet Cavalier – VIN #1G1JF11W9K7100001, a 1987 Dodge Dakota – VIN # 902332 (non-registrable manufacturer VIN#), and a 1998 Dodge Ram – VIN # 1B7HF13Y2WJ135766 to the Santa Ana Unified School District (SAUSD) for use as student project vehicles for ROP automotive classes. The SAUSD Board of Education approved the acceptance of this donation at its meeting on March 8, 2011.

Prior to donating, it is necessary to obtain Board approval.

ANALYSIS

The vehicles were informally donated to the District from other schools. The vehicles were used by the Automotive Department as lab vehicles where systems were disassembled, diagnosed and repaired. The total estimated value for all three vehicles is \$3900.

The Board has requested that surplus items be made available for donation to non-profit organizations and school districts. Education Code 81452 does allow the District to donate, if the value of such equipment is less than \$5,000.00.

RECOMMENDATION

It is recommended that the Board of Trustees approve the donation of three vehicles, a 1989 Chevrolet Cavalier, a 1987 Dodge Dakota, and a 1998 Dodge Ram to the Santa Ana Unified School District SAUSD as presented.

Fiscal Impact: N/A	Board Date: June 20, 2011
Prepared by: Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of 2011-2012 Contract Listing	
Action:	Request for Approval	

BACKGROUND

As per Board Policy No. 3306, all contracts over \$15,000.00 require Board approval in advance.

ANALYSIS

Contract and contract renewals are solicited in the spring of each year for departments throughout the District. The attached list of contracts are those renewals that have been requested this year and exceed the \$15,000 limit. Multi-year contracts that do not expire on June 30, 2011, are not included in this listing.

It is the desire of the district to have all contracts run concurrently with the fiscal year. Other contracts that expire mid-fiscal year along with new contracts will be brought to the Board for approval at a later date.

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2011-2012 contract listing as presented.

Fiscal Impact:	Estimated: \$1,207,695.55	Date: June 20, 2011
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Dr. Raúl Rodríguez, Chancellor	

District Contracts 2011-2012
\$15,000 Above

Vendor	Department	Service	<u>Estimated</u>	Term	<u>Period</u>	
			Cost 11/12		From	To
Community College League of California	Library - SCC	Electronic databases (EBSCO, Gale & Proquest) for various library materials and subscriptions	32,658.00	1	07-01-11	06-30-12
Compucom System Inc	ITS	PC repair plus parts and labor district wide	30,000.00	1	07-01-11	06-30-12
Computerland of Silicon Valley	ITS	Network security and operational maintenance software licenses (i.e. Anti-virus, SSL certificates-secured websites, network monitoring tool, imaging tool)	47,399.00	1	07-01-11	06-30-12
Customized Support Services Inc.	ITS	Uninterruptible power supply & data center maintenance (Exide UPS) for District Office, OEC, SCC & DMC	26,200.00	1	07-01-11	06-30-12
Datatel Inc	ITS	Software maintenance & licenses for Colleague (Student, HR & Financial modules)	273,959.00	1	07-01-11	06-30-12
Datatel Inc	ITS	E-commerce and 3rd party software	44,270.00		07-01-11	06-30-12
Ex Libris USA, Inc	Library - SAC	Voyager software maintenance for the online library system	18,356.99	1	07-01-11	06-30-12
Foundation for California Community Colleges	ITS	Blackboard licenses, software upgrade & support for ASP distance learning package	221,262.00	1	07-01-11	06-30-12
Hewlett Packard	ITS	Hardware, software & server maintenance; tape library, virtual tape library, data protector & storage area network	153,311.98	1	07-01-11	06-30-12
Information Technology Partners Inc	ITS	Academic software license applications for college sites (Counselor/Tutor Appointment Scheduling, DSPS-Disabled Students Program & Services System, EOPS, Fitness Assessment, Student Education Plan and WebCMS Curriculum Management System)	54,186.00	1	07-01-11	06-30-12
Mobile Modular	Facility Planning	Rental of four (4) modular buildings at SCC	37,080.00	1	07-01-11	06-30-12
Nexus IS Inc	ITS	Cisco Smartnet Maintenance	94,117.58	1	07-01-11	06-30-12
RF Macdonald Company	Maintenance - SAC	Maintenance of various boilers	17,895.00	1	07-01-11	06-30-12
Rosemet Environmental Services	Environmental Safety & Emergency Services - DO	Hazardous waste disposal	25,000.00	1	07-01-11	06-30-12
SectorPoint Inc	ITS	Software support - School Web Services (SWS) Dynamic Web Suite for SAC, SCC & District websites and District intranet	60,000.00	1	07-01-11	06-30-12
SectorPoint Inc	ITS	Remote service provision (RSP) for District websites	72,000.00	1	07-01-11	06-30-12
		Grand Total	1,207,695.55		07-01-11	06-30-12

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0019003	150.02	AMAZON COM	Books, Mags & Ref Mat, Non-Lib	SP		5/9/2011
* 11-P0019004	1,390.71	WARD'S NATURAL SCIENCE	Instructional Supplies			5/9/2011
* 11-P0019005	8,516.27	TROXELL COMM INC	Instructional Supplies	SP		5/9/2011
* 11-P0019006	9,167.87	TROXELL COMM INC	Contracted Services	SP		5/9/2011
* 11-P0019008	9,167.87	TROXELL COMM INC	Equipment - Federal Progs >200	SP		5/9/2011
* 11-P0019009	9,167.87	TROXELL COMM INC	Equipment - Federal Progs >200	SP		5/9/2011
* 11-P0019010	8,208.70	TROXELL COMM INC	Equipment - Federal Progs >200	SP		5/9/2011
* 11-P0019011	8,208.70	TROXELL COMM INC	Equipment - Federal Progs >200	SP		5/9/2011
11-P0019012	385.00	OWENS STEVE	Contracted Services	SP		5/9/2011
11-P0019013	3,539.42	DELL COMPUTER	Equipment - All Other > \$1,000	SP		5/9/2011
11-P0019014	143.00	ACT	Non-Instructional Supplies	SP		5/9/2011
11-P0019015	121.13	DRAFTINGSTEALS	Instructional Supplies			5/9/2011
11-P0019016	316.46	REGENCY LIGHTING	Non-Instructional Supplies			5/9/2011
11-P0019017	1,247.47	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/9/2011
11-P0019018	2,287.00	MEDIEVAL TIMES DINNER & TOURNAMENT INC	Other Exp Paid for Students	SP		5/9/2011
11-P0019019	6,000.00	CHALLENGE U INC	Other Exp Paid for Students	SP		5/9/2011
11-P0019022	2,663.25	CAROLINA BIOLOGICAL SUPPLY CO	Equip/Software - >\$200 <\$1,000	SP	BOND	5/10/2011
11-P0019023	2,408.16	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/10/2011
11-P0019024	243.95	FRANKLIN AIR CONDITIONING	Contracted Repair Services			5/10/2011
11-P0019025	1,156.14	D4 SOLUTIONS INC.	Contracted Services			5/10/2011
11-P0019026	776.25	WESTERN POWER SYSTEMS	Contracted Repair Services			5/10/2011
11-P0019027	830.06	FRANKLIN AIR CONDITIONING	Contracted Repair Services			5/10/2011
* 11-P0019028	4,845.90	XEROX CORP	Equipment - Federal Progs >200	SP		5/10/2011
11-P0019029	244.42	HYATT REGENCY SAN FRANCISCO AIRPORT	Conference Expenses	SP		5/11/2011
11-P0019030	445.00	CCCAOE CALIF COM COLL ASSOC	Conference Expenses	SP		5/11/2011
11-P0019031	413.03	RHONDA INC	Books, Mags & Ref Mat, Non-Lib	SP		5/11/2011
11-P0019032	1,014.19	OFFICE DEPOT BUSINESS SVCS	Equipment - Federal Progs >200	SP		5/11/2011
11-P0019033	550.62	DELL COMPUTER	Non-Instructional Supplies	SP		5/11/2011
11-P0019034	510.00	MUSEUM OF TOLERANCE	Fees Paid for Students	SP		5/11/2011
11-P0019035	510.00	OMELINA V. GARCIA	Other Participant Travel Exp	SP		5/11/2011
11-P0019036	800.00	TODD L. HUCK	Food and Food Service Supplies	SP		5/11/2011
11-P0019037	799.23	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		5/11/2011
11-P0019038	400.00	OWENS STEVE	Contracted Services	SP		5/11/2011
11-P0019039	175.00	SAN JOSE EVERGREEN	Conference Expenses			5/11/2011
11-P0019040	3,869.25	GUTIERREZ GUSTAVO	Buildings - Contracted Svcs	SP	BOND	5/11/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0019041	1,159.07	VWR INTERNATIONAL, LLC	Instructional Supplies			5/11/2011
11-P0019042	424.85	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/11/2011
11-P0019043	3,000.00	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			5/11/2011
11-P0019044	276.70	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/11/2011
11-P0019045	3,503.50	TRINITY CRISTO REY LUTHERAN	Rental - Facility (Short-term)	SP		5/12/2011
11-P0019046	790.00	PJ OF ORANGE COUNTY ONE LP	Food and Food Service Supplies	SP		5/12/2011
11-P0019047	500.00	ALVAREZ RUBEN REYNALDO	Advertising	SP		5/12/2011
11-P0019048	20,000.00	MICHELE MCCLOWRY EDUCATIONAL	Contracted Services			5/12/2011
11-P0019049	581.99	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			5/12/2011
11-P0019050	37,835.28	SIGNATURE FLOORING INC	Building Improvements	SP	BOND	5/12/2011
11-P0019051	612.00	SAVE THE QUEEN, LLC	Fees Paid for Students	SP		5/12/2011
11-P0019052	847.50	AQUARIUM OF THE PACIFIC	Fees Paid for Students	SP		5/12/2011
11-P0019053	510.00	OMELINA V. GARCIA	Fees Paid for Students	SP		5/12/2011
* 11-P0019054	6,316.00	SAN BERNARDINO COUNTY	Instructional Agrmt - Salary			5/12/2011
11-P0019055	723.67	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			5/12/2011
11-P0019056	248.00	DE LA TORRE COMMERCIAL	Site Improvements	SP		5/12/2011
11-P0019057	960.00	STATE OF CALIFORNIA	Fingerprinting			5/12/2011
11-P0019058	1,332.19	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		5/12/2011
* 11-P0019059	9,000.00	RECREATION MASTERS	Site Improvements	SP		5/13/2011
11-P0019061	136.87	HIGH ENERGY LIGHTING INC	Instructional Supplies	SP		5/13/2011
11-P0019062	1,069.00	CM SCHOOL SUPPLY CO	Instructional Supplies	SP		5/13/2011
11-P0019063	392.63	EL DORADO TRADING GROUP, INC.	Instructional Supplies	SP		5/13/2011
11-P0019064	483.00	UNIVERSITY OF ALBERTA	Conference Expenses	SP		5/13/2011
11-P0019065	483.00	UNIVERSITY OF ALBERTA	Conference Expenses	SP		5/13/2011
11-P0019066	2,000.00	TANAKEYOWMA LILIA MARGARITA	Conference Expenses	SP		5/13/2011
11-P0019067	50.00	GREEN'S SECURITY CTR INC	Non-Instructional Supplies			5/13/2011
11-P0019068	993.10	XEROX CORP	Instructional Supplies			5/13/2011
11-P0019069	865.63	PASCO SCIENTIFIC	Equip/Software - >\$200 <\$1,000	SP		5/13/2011
11-P0019070	27,012.41	DELL COMPUTER	Equipment - All Other > \$1,000	SP		5/13/2011
* 11-P0019071	745.28	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP		5/13/2011
11-P0019072	845.74	CDW GOVERNMENT INC.	Equip/Software - >\$200 <\$1,000	SP		5/13/2011
11-P0019073	880.91	BESAM ENTRANCE SOLUTIONS	Contracted Repair Services			5/16/2011
11-P0019074	1,500.00	GREATRAKE, MCBRIDE & ASSOCIATES INC	Contracted Services	SP		5/16/2011
* 11-P0019075	4,875.00	DE LA TORRE COMMERCIAL	Site Improvements	SP		5/16/2011
11-P0019076	574.70	TRANS MERIDIAN SYSTEMS INC	Repair & Replacement Parts			5/16/2011

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0019077	6,700.53	SIGNATURE FLOORING INC	Building Improvements	SP	BOND	5/16/2011
11-P0019078	491.00	STATE WATER RESOURCES	Buildings - DSA Fees	SP	BOND	5/16/2011
11-P0019079	295.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			5/16/2011
11-P0019080	723.34	RAMCO REFRIGERATION & AIR	Contracted Repair Services			5/16/2011
11-P0019081	2,858.97	FRANKLIN AIR CONDITIONING	Contracted Repair Services			5/16/2011
11-P0019082	332.50	CALIF WATERS LLC	Contracted Repair Services			5/16/2011
11-P0019083	1,678.01	RSD REFRIGERATION SUPPLIES	Non-Instructional Supplies			5/16/2011
11-P0019092	925.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		5/16/2011
11-P0019093	26.54	CDW GOVERNMENT INC.	Instructional Supplies	SP		5/16/2011
11-P0019094	568.75	VINCENT KATES & ASSOC	Instructional Supplies	SP		5/16/2011
11-P0019095	1,375.00	WESTED	Conference Expenses	SP		5/16/2011
11-P0019096	1,017.50	CAMPUS TOWER STE HOTEL	Conference Expenses	SP		5/16/2011
11-P0019097	450.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			5/17/2011
11-P0019098	700.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/17/2011
11-P0019099	137.50	PYRO-COMM SYSTEMS INC	Contracted Repair Services			5/17/2011
11-P0019100	300.00	ROBERTS EXTERMINATING CO	Contracted Services			5/17/2011
11-P0019101	384.53	XEROX CORP	Equip/Software - >\$200 <\$1,000	SP		5/17/2011
11-P0019102	313.13	WESTERN POWER SYSTEMS	Contracted Repair Services			5/17/2011
11-P0019103	80.24	DELL COMPUTER	Non-Instructional Supplies	SP		5/17/2011
11-P0019104	2,400.50	TAYLOR FLAG & BANNER CO	Equipment - All Other > \$1,000			5/17/2011
11-P0019105	5,505.00	DE LA TORRE COMMERCIAL	Contracted Services	SP		5/17/2011
11-P0019111	2,000.00	GRAINGER	Non-Instructional Supplies			5/17/2011
11-P0019112	771.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/17/2011
11-P0019113	565.31	CM SCHOOL SUPPLY CO	Instructional Supplies	SP		5/17/2011
11-P0019114	1,054.12	REGENCY LIGHTING	Non-Instructional Supplies			5/17/2011
11-P0019115	1,416.30	DATATEL INC	Contracted Services	SP		5/17/2011
11-P0019116	10,000.00	LUX BUS AMERICA	Transportation - Student	SP		5/17/2011
11-P0019117	800.00	NAT'L. HEAD START ASSOC.	Inst Dues & Memberships	SP		5/17/2011
11-P0019120	38.76	ELIZABETH BAEZ	Food and Food Service Supplies			5/18/2011
11-P0019121	1,800.00	COAST COMMUNITY COLLEGE DISTRICT	Other Licenses & Fees			5/18/2011
11-P0019122	1,299.56	DON BOOKSTORE	Non-Instructional Supplies	SP		5/18/2011
11-P0019123	134.06	BUREAU OF EDUCATION & RESEARCH INC	Instructional Supplies	SP		5/18/2011
11-P0019124	330.81	KELLY PAPER	Non-Instructional Supplies			5/18/2011
11-P0019125	5,868.42	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		5/18/2011
11-P0019126	300.00	SMART & FINAL	Food and Food Service Supplies	SP		5/18/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0019127	108.64	ENVIRONMENTAL SYSTEMS PRODUCTS	Instructional Supplies			5/18/2011
11-P0019128	278.75	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		5/18/2011
11-P0019129	627.73	CM SCHOOL SUPPLY CO	Instructional Supplies	SP		5/18/2011
11-P0019130	509.44	ASTRONOMICAL SOCIETY OF THE	Instructional Supplies	SP		5/18/2011
* 11-P0019131	3,416.00	CITY OF COSTA MESA	Instructional Agrmt - Salary			5/19/2011
* 11-P0019132	1,207.00	CITY OF VERNON	Instructional Agrmt - Salary			5/19/2011
11-P0019133	500.00	NALEO	Conference Expenses			5/19/2011
11-P0019134	12,083.50	THE WRIGHT GROUP INC	Legal Expenses			5/19/2011
11-P0019135	1,765.60	THE WRIGHT GROUP INC	Legal Expenses			5/19/2011
11-P0019136	500.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	5/20/2011
11-P0019137	8,762.14	ORANGE COAST PLUMBING INC	Buildings - Contracted Svcs	SP	BOND	5/20/2011
* 11-P0019138	3,322.86	MCMAHAN BUSINESS INTERIORS	Instructional Supplies	SP		5/20/2011
11-P0019139	502.12	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	5/20/2011
* 11-P0019140	15,130.00	JOHNSON CONTROLS	Building Improvements	SP		5/23/2011
11-P0019141	732.45	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		5/23/2011
11-P0019142	500.00	LOS ANGELES AREA CHAMBER OF COMMERCE	District Business/Sponsorships	SP		5/23/2011
11-P0019143	488.66	A BOOK COMPANY LLC	Books, Mags & Ref Mat, Non-Lib	SP		5/23/2011
11-P0019144	775.00	ACT	Software License and Fees	SP		5/23/2011
11-P0019145	125.00	UNITED STATES-MEXICO CHAMBER OF COMMERCE	District Business/Sponsorships	SP		5/23/2011
11-P0019146	3,000.00	AMERICAN REPROGRAPHICS CO LLC	Buildings - Blueprint/Reprod	SP	BOND	5/23/2011
11-P0019147	27.47	SIERRA WHOLESALE HARDWARE INC	Non-Instructional Supplies			5/23/2011
11-P0019148	90.25	PYRO-COMM SYSTEMS INC	Contracted Repair Services			5/23/2011
11-P0019150	29,944.64	AT & T	Equipment - All Other > \$1,000			5/24/2011
11-P0019151	198.00	CCDAA CALIF CHILD DEV ADMIN ASSOC	Conference Expenses			5/24/2011
11-P0019152	185.63	TOWN AND COUNTRY RESORT AND CONVENTION CENT	Conference Expenses	SP		5/24/2011
11-P0019153	575.00	CASAS	Conference Expenses	SP		5/24/2011
11-P0019154	575.00	CASAS	Conference Expenses	SP		5/24/2011
11-P0019155	13,274.15	THE WRIGHT GROUP INC	Legal Expenses			5/19/2011
11-P0019156	21.00	SERGIO R. SANCHEZ	Conference Expenses	SP		5/24/2011
11-P0019157	185.63	TOWN AND COUNTRY RESORT AND CONVENTION CENT	Conference Expenses	SP		5/24/2011
11-P0019158	13.68	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			5/24/2011
11-P0019159	270.52	ORANGE TREE DELI & CATERING	Food and Food Service Supplies	SP		5/24/2011
11-P0019160	113.64	ORANGE TREE DELI & CATERING	Food and Food Service Supplies	SP		5/24/2011
11-P0019161	2,508.12	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/24/2011
11-P0019162	274.92	1-WORLD GLOBES & MAPS	Instructional Supplies			5/24/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.27 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0019163	2,583.90	ORION TELESCOPE & BINOCULAR CTR	Instructional Supplies	SP		5/24/2011
11-P0019164	1,453.70	EDMUND SCIENTIFICS	Instructional Supplies	SP		5/24/2011
11-P0019165	1,000.00	BURKE ENGINEERING	Repair & Replacement Parts			5/24/2011
* 11-P0019166	408,915.81	NTH GENERATION COMPUTING INC	Software Support Service			5/24/2011
11-P0019167	1,278.57	REGENCY LIGHTING	Non-Instructional Supplies			5/24/2011
11-P0019168	997.82	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			5/24/2011
11-P0019169	425.00	NELSON MELINDA E	Contracted Repair Services			5/25/2011
11-P0019170	67.60	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			5/25/2011
11-P0019171	1,075.38	FRANKLIN AIR CONDITIONING	Contracted Repair Services			5/25/2011
11-P0019172	1,100.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			5/25/2011
11-P0019173	1,511.76	HOFFMAN SOUTHWEST CORP	Contracted Repair Services			5/25/2011
11-P0019174	979.25	TROPICAL PLAZA NURSERY	Contracted Repair Services			5/25/2011
11-P0019175	549.90	VORTEX INDUSTRIES	Contracted Repair Services			5/25/2011
11-P0019176	8,713.97	D4 SOLUTIONS INC.	Contracted Services			5/25/2011
11-P0019177	350.00	ROBERTS EXTERMINATING CO	Contracted Services			5/25/2011
11-P0019178	500.00	SO CALIF EDISON CO	Sites - Licenses, Fees & Taxes	SP	BOND	5/25/2011
11-P0019179	1,553.65	NAT'L STUDENT CLEARINGHOUSE	Software Support Service	SP		5/25/2011
11-P0019180	30.44	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/25/2011
11-P0019181	4,355.63	DURHAM SCHOOL SERVICES	Transportation - Student	SP		5/25/2011
11-P0019182	159.50	ACT	Non-Instructional Supplies	SP		5/25/2011
11-P0019183	350.00	MOORE MEDICAL CORP	Non-Instructional Supplies	SP		5/26/2011
11-P0019184	5,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/26/2011
* 11-P0019185	2,240.15	CAMBRIDGE UNIV PRESS	Instructional Supplies	SP		5/26/2011
* 11-P0019186	342.55	PEARSON ED	Instructional Supplies	SP		5/26/2011
* 11-P0019187	1,587.21	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/26/2011
11-P0019188	1,056.13	NORTH ARROW INC	Instructional Supplies			5/26/2011
11-P0019190	1,500.00	SANOFI PASTEUR	Non-Instructional Supplies	SP		5/26/2011
11-P0019191	2,000.00	PHARMEDIX	Non-Instructional Supplies	SP		5/26/2011
11-P0019192	2,897.96	DELL COMPUTER	Equipment - All Other > \$1,000	SP		5/26/2011
11-P0019193	1,544.78	DELL COMPUTER	Equipment - All Other > \$1,000			5/26/2011
11-P0019194	497.03	SCAQMD	Other Licenses & Fees	SP		5/26/2011
11-P0019195	300.00	ASSOCIATION OF COUNSELING CENTER TRAINING A	Inst Dues & Memberships	SP		5/26/2011
11-P0019196	1,889.75	ISLAND ADVERTISING SPECIALTIES	Supplies Paid for Students	SP		5/31/2011
11-P0019197	6,542.40	UNISOURCE PAPER CO	Instructional Supplies	SP		6/1/2011
11-P0019198	2,807.01	BOBER ANTHONY T	Gain (Loss) - Insurance Settle			6/2/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
11-P0019199	1,340.24	REGENCY LIGHTING	Non-Instructional Supplies			6/2/2011
11-P0019200	290,958.56	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			6/2/2011
11-P0019201	235.00	CALIF LAND SURVEYORS ASSOC	Advertising	SP		6/2/2011
11-P0019202	133.21	TAB PRODUCTS CO	Non-Instructional Supplies	SP		6/2/2011
11-P0019203	2,204.39	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		6/2/2011
11-P0019204	142.00	CECILIA A. ARRIAZA	Non-Instructional Supplies	SP		6/2/2011
11-P0019205	2,000.00	CCDAA CALIF CHILD DEV ADMIN ASSOC	Inst Dues & Memberships	SP		6/2/2011
* 11-P0019206	2,067.34	TROXELL COMM INC	Equipment - Federal Progs >200	SP		6/2/2011
11-P0019207	22,314.93	DELL COMPUTER	Equipment - Federal Progs >200	SP		6/2/2011
11-P0019208	425.00	NELSON MELINDA E	Contracted Repair Services			6/2/2011
11-P0019209	671.00	INDUSTRIAL MASONRY INC	Trash Disposal			6/2/2011
11-P0019210	450.00	ORKIN PEST CONTROL	Contracted Services			6/2/2011
11-P0019211	2,700.00	DELHI CENTER	District In-Service Activities	SP		6/2/2011
11-P0019212	17,355.16	FOUNDATION FOR CALIFORNIA	Buildings - Licenses, Taxes	SP		6/2/2011
11-P0019213	50,440.00	BERNARDS BROS INC	Building Improvements	SP		6/2/2011
11-P0019214	5,500.00	LTI LUZURIAGA TAYLOR INC	Buildings - Engineering Costs	SP		6/2/2011
* 11-P0019215	4,700.00	DE LA TORRE COMMERCIAL	Site Improvements	SP		6/2/2011
* 11-P0019216	1,375.00	FIGUEROA CANDELARIA MELISSA	Contracted Services	SP		6/2/2011
11-P0019217	43.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			6/2/2011
11-P0019218	255.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			6/2/2011
11-P0019219	390.00	HIGH RISE GLASS & DOORS INC	Contracted Repair Services			6/2/2011
11-P0019220	245.00	INDUSTRIAL TECHNICAL SERVICES	Contracted Repair Services			6/2/2011
11-P0019221	445.11	UNITED AUTOMOTIVE SVC INC	Contracted Repair Services			6/2/2011
11-P0019222	488.75	WESTERN POWER SYSTEMS	Contracted Repair Services			6/2/2011
11-P0019223	663.40	AMERICAN EXPRESS	Conference Expenses	SP		6/3/2011
11-P0019224	294.72	CALIFORNIA CHAPTER 4, AMERICAN ACADEMY OF P	Instructional Supplies	SP		6/3/2011
11-P0019225	4,673.26	GOLD COAST TOURS	Transportation - Athletics			6/3/2011
11-P0019226	537.93	GOLD COAST TOURS	Transportation - Student	SP		6/3/2011
11-P0019227	58.73	B & H PHOTO VIDEO INC	Non-Instructional Supplies	SP		6/3/2011
11-P0019228	6,509.77	MCMAHAN BUSINESS INTERIORS	Non-Instructional Supplies	SP		6/3/2011
11-P0019229	418.68	TASA GRAPHIC ARTS INC	Instructional Software			6/3/2011
* 11-P0119319	35.12	XEROX CORP	Excess/Copies Usage	SP		5/10/2011
11-P0119320	203.87	XEROX CORP	Lease Agreement - Equipment	SP		5/25/2011
11-P0119321	497.66	XEROX CORP	Lease Agreement - Equipment	SP		5/25/2011
11-P0119322	182.46	XEROX CORP	Lease Agreement - Equipment	SP		5/25/2011

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
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Grand Total: \$1,267,545.02

5.27 (7)

Legend: * = Multiple Accounts for this P.O. **SP** = Special Project

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 8, 2011 THROUGH JUNE 4, 2011
BOARD MEETING OF JUNE 20, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0019048	\$20,000.00	Consulting services to provide financial, budget, evaluation and accounting services as the Interim Assistant Vice Chancellor of Business Operations/Fiscal Services	DO-Business Operations/Fiscal Services	Board approved: April 25, 2011
11-P0019050	\$37,835.28	Floor covering installation in various building at Centennial Education Center	DO-Facility Planning	Bid #1168 Board approved: November 15, 2010
11-P0019070	\$27,012.41	Dell computers and related components	SAC-MESA Project	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0019140	\$15,130.00	Additional repairs to several contactors and line service coils to chillers C-1 and C-2 in "A" building and repair of leaks to AC #2 and AC #5 for "L" building at Santa Ana College	SAC-Maintenance & Operations	These additional repairs were discovered after opening up the HVAC systems in both buildings. Addressing these problems were necessary in order to complete the repair process.
11-P0019150	\$29,944.64	Cisco catalyst switches	DO-ITS	Purchased from the Calnet 2 Contract Board approved: May 27, 2008
11-P0019166	\$408,915.81	Storage Area Network Systems (SANS) with a virtual storage software solution	DO-ITS	Bid #1175 Board approved: May 10, 2011

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 8, 2011 THROUGH JUNE 4, 2011
BOARD MEETING OF JUNE 20, 2011**

P.O. #	Amount	Description	Department	Comment
11-P0019200	\$290,958.56	Dell computers and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0019207	\$22,314.93	Dell computers and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
11-P0019212	\$17,355.16	Fusion annual license fee for fiscal year 2011-2012	DO-Facility Planning	
11-P0019213	\$50,440.00	Extension of construction management services in the District Office - Plan Room for construction documentations and project filing/archiving	DO-Facility Planning	Board approved: May 23, 2011

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To: Board of Trustees	Date: June 20, 2011
Re: Approval of Resource Development Items	
Action: Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

	<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
	<u>Fiscal Year 2010/2011</u>		
1.	Basic Skills Initiative (SAC & SCC) - <i>Augmentation</i> Funds from the California Community College Chancellor's Office to be used to implement program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills in educational programs. (10/11) PI Adjustment: SAC \$358 SCC \$84	3/21/2011	\$442
2.	Disabled Students Programs & Services (DSPS) (SAC) – <i>Augmentation</i> Annual allocation from the California Community Colleges Chancellor's Office to provide services for disabled students. (10/11)	5/23/2011	\$3,717
3.	Disabled Students Programs and Services (DSPS) (SCC) – <i>Augmentation</i> Annual allocation from the California Community Colleges Chancellor's Office for services for disabled students. (10/11)	5/23/2011	\$2,535
4.	Youth Entrepreneurship Project - Faculty Mini Grants Program (DO) - <i>Augmentation</i> Grant award from the California Community Colleges Chancellor's Office to support the enhancement and expansion of entrepreneurship and small business management skills and career technical education. (10/11)	5/10/2011	\$410,000

Fiscal Impact: \$423,026	Board Date: June 20, 2011
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Item Recommended by: Dr. Raúl Rodríguez, Chancellor	

	<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
	<u>Fiscal Year 2011/2012</u>		
5.	Community College Open Learning Initiative (SAC) Sub-grant award from Carnegie Mellon University for math faculty member to design match curriculum for the Community College Open Learning Initiative. (11/12)	5/31/2011	\$6,332

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: \$423,026	Board Date: June 20, 2011
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Item Recommended by: Dr. Raúl Rodríguez, Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055
NAME: BASIC SKILLS INITIATIVE 10/11 - SANTA ANA COLLEGE
FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11
 CONTRACT INCOME: \$ 204,042
 P1 March Revision: 144
BSI - SAC Total 204,186

PRJ. ADMIN. Norman Fujimoto
 PRJ. DIR.

Revised Date: 06/06/2011
 Revised Date: 03/03/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2049	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		47,000		47,000		0
12	2049	499900	15051	5999	Special Project Holding Acct : Academic Affai	47,000		47,000		0	
					#2049 - Prg & Curriculum Plng & Dvlp	47,000	47,000	47,000	47,000	0	0
12	2050	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		23,000		23,000		0
12	2050	499900	15051	5999	Special Project Holding Acct : Academic Affai	23,000		23,000		0	
					#2050 - Student Assessment	23,000	23,000	23,000	23,000	0	0
12	2051	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		3,000		3,000		0
12	2051	499900	15051	5999	Special Project Holding Acct : Academic Affai	3,000		3,000		0	
					#2051 - Advisement & Counseling Svs	3,000	3,000	3,000	3,000	0	0
12	2052	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		52,172		52,316		144
12	2052	499900	15051	5999	Special Project Holding Acct : Academic Affai	52,172		52,316		144	
					#2052 - Suppl Instr & Tutoring	52,172	52,172	52,316	52,316	144	144
12	2053	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		10,870		10,870		0
12	2053	499900	15051	5999	Special Project Holding Acct : Academic Affai	10,870		10,870		0	
					#2053 - Articulation	10,870	10,870	10,870	10,870	0	0
12	2054	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		16,000		16,000		0
12	2054	499900	15051	5999	Special Project Holding Acct : Academic Affai	16,000		16,000		0	
					#2054 - Instr Materials & Equipment	16,000	16,000	16,000	16,000	0	0
12	2055	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		52,000		52,000		0
12	2055	499900	15051	5999	Special Project Holding Acct : Academic Affai	52,000		52,000		0	
					#2055 - Other: Coord, Research, Prof Dvlp	52,000	52,000	52,000	52,000	0	0
Grand Total					SAC - BSI 10/11 Total	204,042	204,042	204,186	204,186	144	144

6.1 (3)

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055
NAME: BASIC SKILLS INITIATIVE 10/11 - CENTENNIAL EDUCATION CENTER
FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11
 CONTRACT INCOME: \$ 306,064
 P1 March Revision: 214
BSI - CEC Total \$ 306,278

PRJ. ADMIN. Ed Ripley
 PRJ. DIR. Nilo Lipiz

Revised Date: 06/06/2011
 Revised Date: 03/03/2011

GL ACCOUNT					Existing Budget		Revised Budget		Budget Change (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2049	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		62,215		62,215		0
12	2049	499900	18200	5999	Special Project Holding Acct : SAC Continuing	62,215		62,215		0	
					#2049 - Prg & Curriculum Plng & Dvlp	62,215	62,215	62,215	62,215	0	0
12	2050	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		2,160		2,160		0
12	2050	499900	18200	5999	Special Project Holding Acct : SAC Continuing	2,160		2,160		0	
					#2050 - Student Assessment	2,160	2,160	2,160	2,160	0	0
12	2051	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		76,414		76,414		0
12	2051	499900	18200	5999	Special Project Holding Acct : SAC Continuing	76,414		76,414		0	
					#2051 - Advisement & Counseling Svcs	76,414	76,414	76,414	76,414	0	0
12	2052	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		47,056		47,056		0
12	2052	499900	18200	5999	Special Project Holding Acct : SAC Continuing	47,056		47,056		0	
					#2052 - Suppl Instr & Tutoring	47,056	47,056	47,056	47,056	0	0
12	2053	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		45,000		45,000		0
12	2053	499900	18200	5999	Special Project Holding Acct : SAC Continuing	45,000		45,000		0	
					#2053 - Articulation	45,000	45,000	45,000	45,000	0	0
12	2054	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		23,564		23,778		214
12	2054	499900	18200	5999	Special Project Holding Acct : SAC Continuing	23,564		23,778		214	
					#2054 - Instr Materials & Equipment	23,564	23,564	23,778	23,778	214	214
12	2055	000000	10000	8629	Other Gen Categorical Apport : Santa Ana Coll		49,655		49,655		0
12	2055	499900	18200	5999	Special Project Holding Acct : SAC Continuing	49,655		49,655		0	
					#2055 - Other: Coord, Research, Prof Dvlp	49,655	49,655	49,655	49,655	0	0
Grand Total					CEC - BSI 10/11 Total	306,064	306,064	306,278	306,278	214	214

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055
NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11
 CONTRACT INCOME: \$ 183,205
 Augmentation 84
 March Rev. \$ **183,289**

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. Mary McMullin

Rev. Date: 06/06/2011
 Rev. Date: 03/14/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2049	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		68,790		62,655	6,135	
12	2049	150100	25315	1280	Contract - Reassigned Time : English	0		6,423		6,423	
12	2049	150100	25315	1483	Beyond Contr - Reassigned Time : English	0		8,506		8,506	
12	2049	150100	25315	3115	STRS - Non-Instructional : English	0		1,232		1,232	
12	2049	150100	25315	3325	Medicare - Non-Instructional : English	0		218		218	
12	2049	150100	25315	3415	H & W - Non-Instructional : English	0		1,207		1,207	
12	2049	150100	25315	3435	H & W - Retiree Fund Non-Inst : English	0		150		150	
12	2049	150100	25315	3515	SUI - Non-Instructional : English	0		242		242	
12	2049	150100	25315	3615	WCI - Non-Instructional : English	0		361		361	
12	2049	150100	25315	3915	Other Benefits - Non-Instruct : English	0		84		84	
12	2049	152000	25370	1483	Beyond Contr - Reassigned Time : Reading	0		4,312		4,312	
12	2049	152000	25370	3115	STRS - Non-Instructional : Reading	0		356		356	
12	2049	152000	25370	3325	Medicare - Non-Instructional : Reading	0		63		63	
12	2049	152000	25370	3435	H & W - Retiree Fund Non-Inst : Reading	0		43		43	
12	2049	152000	25370	3515	SUI - Non-Instructional : Reading	0		70		70	
12	2049	152000	25370	3615	WCI - Non-Instructional : Reading	0		103		103	
12	2049	170100	25150	1483	Beyond Contr - Reassigned Time : Math	0		1,027		1,027	
12	2049	170100	25150	3115	STRS - Non-Instructional : Math	0		85		85	
12	2049	170100	25150	3325	Medicare - Non-Instructional : Math	0		15		15	
12	2049	170100	25150	3435	H & W - Retiree Fund Non-Inst : Math	0		10		10	
12	2049	170100	25150	3515	SUI - Non-Instructional : Math	0		17		17	
12	2049	170100	25150	3615	WCI - Non-Instructional : Math	0		25		25	
12	2049	493087	25310	1483	Beyond Contr - Reassigned Time : American Col	0		1,078		1,078	
12	2049	493087	25310	3115	STRS - Non-Instructional : American College E	0		89		89	
12	2049	493087	25310	3325	Medicare - Non-Instructional : American Colle	0		16		16	
12	2049	493087	25310	3435	H & W - Retiree Fund Non-Inst : American Coll	0		11		11	
12	2049	493087	25310	3515	SUI - Non-Instructional : American College En	0		17		17	
12	2049	493087	25310	3615	WCI - Non-Instructional : American College En	0		26		26	
12	2049	499900	25051	5999	Special Project Holding Acct : Academic Affai	62,659		25,817			36,842
12	2049	602000	25168	1483	Beyond Contr - Reassigned Time : Physics	0		2,156		2,156	
12	2049	602000	25168	1484	Int/Sum Beynd Contr-Reassigned : Physics	5,400		5,400		0	

Revised Budget
 Prepared by: Maria Gil
 Accountant: Laurie Sandoval

Augmentation Board Approved: June 20, 2011
 Augmentation Board Approved: March 14, 2011
 Board Approved: February 22, 2011

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055

NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE

FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11

CONTRACT INCOME: \$ 183,205

Augmentation 84

March Rev. \$ **183,289**

PRJ. ADMIN. Aracely Mora

PRJ. DIR. Mary McMullin

Rev. Date: 06/06/2011

Rev. Date: 03/14/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2049	602000	25168	3115	STRS - Non-Instructional : Physics	436		623		187	
12	2049	602000	25168	3325	Medicare - Non-Instructional : Physics	77		110		33	
12	2049	602000	25168	3435	H & W - Retiree Fund Non-Inst : Physics	53		76		23	
12	2049	602000	25168	3515	SUI - Non-Instructional : Physics	38		122		84	
12	2049	602000	25168	3615	WCI - Non-Instructional : Physics	127		181		54	
12	2049	602000	28200	1483	Beyond Contr - Reassigned Time : Orange Educ	0		1,000		1,000	
12	2049	602000	28200	3115	STRS - Non-Instructional : Orange Educ Ctr-In	0		83		83	
12	2049	602000	28200	3325	Medicare - Non-Instructional : Orange Educ Ct	0		15		15	
12	2049	602000	28200	3435	H & W - Retiree Fund Non-Inst : Orange Educ C	0		10		10	
12	2049	602000	28200	3515	SUI - Non-Instructional : Orange Educ Ctr-Ins	0		16		16	
12	2049	602000	28200	3615	WCI - Non-Instructional : Orange Educ Ctr-Ins	0		24		24	
12	2049	631000	29325	1483	Beyond Contr - Reassigned Time : Counseling	0		539		539	
12	2049	631000	29325	3115	STRS - Non-Instructional : Counseling	0		44		44	
12	2049	631000	29325	3325	Medicare - Non-Instructional : Counseling	0		8		8	
12	2049	631000	29325	3435	H & W - Retiree Fund Non-Inst : Counseling	0		5		5	
12	2049	631000	29325	3515	SUI - Non-Instructional : Counseling	0		9		9	
12	2049	631000	29325	3615	WCI - Non-Instructional : Counseling	0		13		13	
12	2049	643000	29335	1483	Beyond Contr - Reassigned Time : EOPS	0		539		539	
12	2049	643000	29335	3115	STRS - Non-Instructional : EOPS	0		44		44	
12	2049	643000	29335	3325	Medicare - Non-Instructional : EOPS	0		8		8	
12	2049	643000	29335	3435	H & W - Retiree Fund Non-Inst : EOPS	0		5		5	
12	2049	643000	29335	3515	SUI - Non-Instructional : EOPS	0		9		9	
12	2049	643000	29335	3615	WCI - Non-Instructional : EOPS	0		13		13	
					2049 Total	68,790	68,790	62,655	62,655	36,842	36,842

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055
NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11
 CONTRACT INCOME: \$ 183,205
 Augmentation 84
 March Rev. \$ **183,289**

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. Mary McMullin

Rev. Date: 06/06/2011
 Rev. Date: 03/14/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2050	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		10,000		10,000		
12	2050	150100	25315	1480	Part-Time Reassigned Time : English	0		0		0	
12	2050	150100	25315	1483	Beyond Contr - Reassigned Time : English	2,175		2,175		0	
12	2050	150100	25315	1484	Int/Sum Beynd Contr-Reassigned : English	0		0		0	
12	2050	150100	25315	1485	Int/Sum - Reassigned Time, PT : English	0		0		0	
12	2050	150100	25315	3115	STRS - Non-Instructional : English	179		179		0	
12	2050	150100	25315	3325	Medicare - Non-Instructional : English	32		32		0	
12	2050	150100	25315	3335	PARS - Non-Instructional : English	0		0		0	
12	2050	150100	25315	3435	H & W - Retiree Fund Non-Inst : English	22		22		0	
12	2050	150100	25315	3515	SUI - Non-Instructional : English	16		16		0	
12	2050	150100	25315	3615	WCI - Non-Instructional : English	52		52		0	
12	2050	493084	25310	1480	Part-Time Reassigned Time : American College	0		0		0	
12	2050	493084	25310	1483	Beyond Contr - Reassigned Time : American Col	1,100		1,100		0	
12	2050	493084	25310	1484	Int/Sum Beynd Contr-Reassigned : American Col	0		0		0	
12	2050	493084	25310	1485	Int/Sum - Reassigned Time, PT : American Coll	0		0		0	
12	2050	493084	25310	3115	STRS - Non-Instructional : American College E	91		91		0	
12	2050	493084	25310	3325	Medicare - Non-Instructional : American Colle	16		16		0	
12	2050	493084	25310	3335	PARS - Non-Instructional : American College E	0		0		0	
12	2050	493084	25310	3435	H & W - Retiree Fund Non-Inst : American Coll	11		11		0	
12	2050	493084	25310	3515	SUI - Non-Instructional : American College En	9		9		0	
12	2050	493084	25310	3615	WCI - Non-Instructional : American College En	26		26		0	
12	2050	499900	25051	5999	Special Project Holding Acct : Academic Affai	6,271		6,271		0	
					2050 Total	10,000	10,000	10,000	10,000	0	0
12	2051	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		70,000		70,000		
12	2051	499900	25051	5999	Special Project Holding Acct : Academic Affai	54,097		54,035			62
12	2051	631000	29325	1430	Part-Time Counselors : Counseling	0		0		0	
12	2051	631000	29325	1433	Beyond Contract - Counselors : Counseling	0		0		0	
12	2051	631000	29325	1434	Int/Sum Beyond Contr-Counselor : Counseling	6,750		10,000		3,250	
12	2051	631000	29325	1435	Int/Sum - Counselors,Part-Time : Counseling	3,500		3,500		0	
12	2051	631000	29325	1483	Beyond Contr - Reassigned Time : Counseling	0		0		0	
12	2051	631000	29325	1484	Int/Sum Beynd Contr-Reassigned : Counseling	0		0		0	

Revised Budget
 Prepared by: Maria Gil
 Accountant: Laurie Sandoval

Augmentation Board Approved: June 20, 2011
 Augmentation Board Approved: March 14, 2011
 Board Approved: February 22, 2011

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055
NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11
 CONTRACT INCOME: \$ 183,205
 Augmentation 84
 March Rev. \$ **183,289**

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. Mary McMullin

Rev. Date: 06/06/2011
 Rev. Date: 03/14/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2051	631000	29325	3115	STRS - Non-Instructional : Counseling	846		1,114		268	
12	2051	631000	29325	3215	PERS - Non-Instructional : Counseling	0		0		0	
12	2051	631000	29325	3315	OASDHI - Non-Instructional : Counseling	0		0		0	
12	2051	631000	29325	3325	Medicare - Non-Instructional : Counseling	149		196		47	
12	2051	631000	29325	3335	PARS - Non-Instructional : Counseling	0		0		0	
12	2051	631000	29325	3435	H & W - Retiree Fund Non-Inst : Counseling	103		136		33	
12	2051	631000	29325	3515	SUI - Non-Instructional : Counseling	103		218		115	
12	2051	631000	29325	3615	WCI - Non-Instructional : Counseling	246		324		78	
12	2051	631000	29325	5966	Transportation - Student : Counseling	477		477		0	
12	2051	643000	29335	1434	Int/Sum Beyond Contr-Counselor : EOPS	3,250		0			3,250
12	2051	643000	29335	1483	Beyond Contr - Reassigned Time : EOPS	0		0		0	
12	2051	643000	29335	1484	Int/Sum Beynd Contr-Reassigned : EOPS	0		0		0	
12	2051	643000	29335	3115	STRS - Non-Instructional : EOPS	268		0		268	
12	2051	643000	29335	3215	PERS - Non-Instructional : EOPS	0		0		0	
12	2051	643000	29335	3315	OASDHI - Non-Instructional : EOPS	0		0		0	
12	2051	643000	29335	3325	Medicare - Non-Instructional : EOPS	47				47	
12	2051	643000	29335	3335	PARS - Non-Instructional : EOPS	0		0		0	
12	2051	643000	29335	3415	H & W - Non-Instructional : EOPS	0		0		0	
12	2051	643000	29335	3435	H & W - Retiree Fund Non-Inst : EOPS	33		0		33	
12	2051	643000	29335	3515	SUI - Non-Instructional : EOPS	53		0		53	
12	2051	643000	29335	3615	WCI - Non-Instructional : EOPS	78		0		78	
12	2051	643000	29335	3915	Other Benefits - Non-Instruct : EOPS	0		0		0	
12	2051	649000	25310	4710	Food and Food Service Supplies : American Col	0		0		0	
12	2051	649000	25310	5940	Reproduction/Printing Expenses : American Col	0		0		0	
					2051 Total	70,000	70,000	70,000	70,000	3,791	3,791

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055
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FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11
 CONTRACT INCOME: \$ 183,205
 Augmentation 84
 March Rev. \$ **183,289**

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. Mary McMullin

Rev. Date: 06/06/2011
 Rev. Date: 03/14/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2052	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		20,000		25,754		5,754
12	2052	150100	25315	2420	Inst Assistant - Hourly : English	0		4,800		4,800	
12	2052	150100	25315	3211	PERS - Instructional : English	0		547		547	
12	2052	150100	25315	3311	OASDHI - Instructional : English	0		298		298	
12	2052	150100	25315	3321	Medicare - Instructional : English	0		70		70	
12	2052	150100	25315	3431	H & W - Retiree Fund Inst : English	0		48		48	
12	2052	150100	25315	3511	SUI - Instructional : English	0		77		77	
12	2052	150100	25315	3611	WCI - Instructional : English	0		115		115	
12	2052	170100	25150	1483	Beyond Contr - Reassigned Time : Math	0		6,467		6,467	
12	2052	170100	25150	1484	Int/Sum Beynd Contr-Reassigned : Math	2,356		2,356		0	
12	2052	170100	25150	3115	STRS - Non-Instructional : Math	194		728		534	
12	2052	170100	25150	3325	Medicare - Non-Instructional : Math	34		128		94	
12	2052	170100	25150	3435	H & W - Retiree Fund Non-Inst : Math	24		88		64	
12	2052	170100	25150	3515	SUI - Non-Instructional : Math	38		142		104	
12	2052	170100	25150	3615	WCI - Non-Instructional : Math	57		212		155	
12	2052	499900	25051	5999	Special Project Holding Acct : Academic Affai	14,357		0		14,357	
12	2052	611000	25140	2310	Classified Employees - Ongoing : Learning Cen	2,400		7,800		5,400	
12	2052	611000	25140	3115	STRS - Non-Instructional : Learning Center	0		0		0	
12	2052	611000	25140	3215	PERS - Non-Instructional : Learning Center	257		890		633	
12	2052	611000	25140	3315	OASDHI - Non-Instructional : Learning Center	149		484		335	
12	2052	611000	25140	3325	Medicare - Non-Instructional : Learning Cente	35		113		78	
12	2052	611000	25140	3335	PARS - Non-Instructional : Learning Center	0		0		0	
12	2052	611000	25140	3435	H & W - Retiree Fund Non-Inst : Learning Cent	24		78		54	
12	2052	611000	25140	3515	SUI - Non-Instructional : Learning Center	17		126		109	
12	2052	611000	25140	3615	WCI - Non-Instructional : Learning Center	58		187		129	
					2052 Total	20,000	20,000	25,754	25,754	20,111	20,111
12	2053	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		5,000		5,000	0	
12	2053	499900	25051	5999	Special Project Holding Acct : Academic Affai	5,000		5,000		0	
					2053 Total	5,000	5,000	5,000	5,000	0	0

SPECIAL PROJECT DETAILED BUDGET #2049, 2050, 2051, 2052, 2053, 2054, 2055

NAME: BASIC SKILLS INITIATIVE 10/11 - SANTIAGO CANYON COLLEGE

FISCAL YEAR: 2010/11

CONTRACT PERIOD: 07/01/10 - 06/30/11

CONTRACT INCOME: \$ 183,205

Augmentation 84

March Rev. \$ **183,289**

PRJ. ADMIN. Aracely Mora

PRJ. DIR. Mary McMullin

Rev. Date: 06/06/2011

Rev. Date: 03/14/2011

GL ACCOUNT					Description	Existing Budget		Revised Budget		Budget Change (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2054	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		5,000		5,000	0	
12	2054	493062	28200	4210	Books, Mags & Ref Mat, Non-Lib : Orange Educ	0		0		0	
12	2054	493070	25370	6419	Equip/Software - >\$200 <\$1,000 : Reading	0		0		0	
12	2054	493087	28200	6410	Equipment - All Other > \$1,000 : Orange Educ	0		0		0	
12	2054	499900	25051	5999	Special Project Holding Acct : Academic Affai	5,000		5,000		0	
12	2054	601000	25051	6415	Equipment - Technology >\$1,000 : Academic Aff	0		0		0	
					2054 Total	5,000	5,000	5,000	5,000	0	0
12	2055	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		4,415		4,880	0	465
12	2055	493087	25310	5940	Reproduction/Printing Expenses : American Col	0		465		465	
12	2055	493087	28200	1450	Part-Time Coordinators : Orange Educ Ctr-Inst	3,000		3,000		0	
12	2055	493087	28200	3115	STRS - Non-Instructional : Orange Educ Ctr-In	248		248		0	
12	2055	493087	28200	3325	Medicare - Non-Instructional : Orange Educ Ct	43		43		0	
12	2055	493087	28200	3335	PARS - Non-Instructional : Orange Educ Ctr-In	0		0		0	
12	2055	493087	28200	3435	H & W - Retiree Fund Non-Inst : Orange Educ C	30		30		0	
12	2055	493087	28200	3515	SUI - Non-Instructional : Orange Educ Ctr-Ins	22		22		0	
12	2055	493087	28200	3615	WCI - Non-Instructional : Orange Educ Ctr-Ins	72		72		0	
12	2055	493087	28200	5100	Contracted Services : Orange Educ Ctr-Instruc	0		0		0	
12	2055	499900	25051	5999	Special Project Holding Acct : Academic Affai	0		0		0	
12	2055	675000	25051	5210	Conference Expenses : Academic Affairs Office	0		0		0	
12	2055	675000	28100	5210	Conference Expenses : Continuing Education Di	1,000		1,000		0	
					2055 Total	4,415	4,415	4,880	4,880	465	465
					Grand Total	183,205	183,205	183,289	183,289	61,209	61,209

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 07/01/10 - 06/30/11

PROJ. ADM. S. LUNDQUIST

CONTRACT INCOME: \$1,081,425

PROJ. DIR. J. MATHIS

P2 Revision: 3,717

DSPS - SCC Total \$1,085,142

Rev. DATE: 6/10/11

Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	2230	000000	10000	8623	DSPS : Santa Ana College		1,085,142
12	2230	493010	19522	1110	Contract Instructors : DSP	49,497	
12	2230	493010	19522	1311	Sub Instructors,Short Term	1,796	
12	2230	493010	19522	3111	STRS - Instructional : DSPS	4,284	
12	2230	493010	19522	3321	Medicare - Instructional :	754	
12	2230	493010	19522	3411	H & W - Instructional : DSP	9,885	
12	2230	493010	19522	3431	H & W - Retiree Fund Inst :	519	
12	2230	493010	19522	3511	SUI - Instructional : DSPS	374	
12	2230	493010	19522	3611	WCI - Instructional : DSPS	1,246	
12	2230	493010	19522	3911	Other Benefits - Instructio	625	
12	2230	493030	19522	2410	Inst Assistant - Ongoing :	10,202	
12	2230	493030	19522	3321	Medicare - Instructional :	148	
12	2230	493030	19522	3331	PARS - Instructional : DSPS	133	
12	2230	493030	19522	3431	H & W - Retiree Fund Inst :	102	
12	2230	493030	19522	3511	SUI - Instructional : DSPS	73	
12	2230	493030	19522	3611	WCI - Instructional : DSPS	245	
12	2230	493031	19522	1280	Contract - Reassigned Time	1,294	
12	2230	493031	19522	3115	STRS - Non-Instructional :	108	
12	2230	493031	19522	3325	Medicare - Non-Instructiona	19	
12	2230	493031	19522	3415	H & W - Non-Instructional :	258	
12	2230	493031	19522	3435	H & W - Retiree Fund Non-In	13	
12	2230	493031	19522	3515	SUI - Non-Instructional : D	9	
12	2230	493031	19522	3615	WCI - Non-Instructional : D	31	
12	2230	493031	19525	2420	Inst Assistant - Hourly : L	27,346	
12	2230	493031	19525	3211	PERS - Instructional : Lear	494	
12	2230	493031	19525	3311	OASDHI - Instructional : Le	286	
12	2230	493031	19525	3321	Medicare - Instructional :	392	
12	2230	493031	19525	3331	PARS - Instructional : Lear	352	
12	2230	493031	19525	3411	H & W - Instructional : Lea	-	
12	2230	493031	19525	3431	H & W - Retiree Fund Inst :	273	
12	2230	493031	19525	3511	SUI - Instructional : Learn	195	
12	2230	493031	19525	3611	WCI - Instructional : Learn	650	
12	2230	642000	19521	1210	Academic Management : DSPS	40,493	
12	2230	642000	19521	1454	Int/Sum Beyond Contr-Coordi	2,723	
12	2230	642000	19521	2130	Classified Employees : DSPS	57,908	
12	2230	642000	19521	3115	STRS - Non-Instructional :	3,633	
12	2230	642000	19521	3215	PERS - Non-Instructional :	6,200	

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 07/01/10 - 06/30/11

PROJ. ADM. S. LUNDQUIST

CONTRACT INCOME: \$1,081,425

PROJ. DIR. J. MATHIS

P2 Revision: 3,717

DSPS - SCC Total \$1,085,142

Rev. DATE: 6/10/11

Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	2230	642000	19521	3315	OASDHI - Non-Instructional	3,674	
12	2230	642000	19521	3325	Medicare - Non-Instructiona	1,471	
12	2230	642000	19521	3415	H & W - Non-Instructional :	17,081	
12	2230	642000	19521	3435	H & W - Retiree Fund Non-In	1,033	
12	2230	642000	19521	3515	SUI - Non-Instructional : D	744	
12	2230	642000	19521	3615	WCI - Non-Instructional : D	2,479	
12	2230	642000	19521	3915	Other Benefits - Non-Instru	2,174	
12	2230	642000	19521	4310	Instructional Supplies : DS	1,053	
12	2230	642000	19521	5630	Maint Contract - Office Equ	3,005	
12	2230	642000	19521	5845	Excess/Copies Useage : DS	1,180	
12	2230	642000	19523	1250	Contract Coordinator : Dea	40,192	
12	2230	642000	19523	2320	Classified Employees - Hour	238,502	
12	2230	642000	19523	3215	PERS - Non-Instructional :	23,031	
12	2230	642000	19523	3315	OASDHI - Non-Instructional	13,537	
12	2230	642000	19523	3325	Medicare - Non-Instructiona	5,709	
12	2230	642000	19523	3335	PARS - Non-Instructional :	2,280	
12	2230	642000	19523	3415	H & W - Non-Instructional :	5,299	
12	2230	642000	19523	3435	H & W - Retiree Fund Non-In	3,915	
12	2230	642000	19523	3515	SUI - Non-Instructional : D	2,819	
12	2230	642000	19523	3615	WCI - Non-Instructional : D	9,396	
12	2230	642000	19523	3915	Other Benefits - Non-Instru	570	
12	2230	642000	19523	5100	Contracted Services : Deaf	128,458	
12	2230	642000	19524	1484	Int/Sum Beynd Contr-Reassig	953	
12	2230	642000	19524	2130	Classified Employees : High	41,406	
12	2230	642000	19524	3115	STRS - Non-Instructional :	79	
12	2230	642000	19524	3215	PERS - Non-Instructional :	4,433	
12	2230	642000	19524	3315	OASDHI - Non-Instructional	2,631	
12	2230	642000	19524	3325	Medicare - Non-Instructiona	629	
12	2230	642000	19524	3415	H & W - Non-Instructional :	7,405	
12	2230	642000	19524	3435	H & W - Retiree Fund Non-In	434	
12	2230	642000	19524	3515	SUI - Non-Instructional : H	312	
12	2230	642000	19524	3615	WCI - Non-Instructional : H	1,041	
12	2230	642000	19524	3915	Other Benefits - Non-Instru	1,038	
12	2230	642000	19525	2130	Classified Employees : Lear	111,708	
12	2230	642000	19525	3215	PERS - Non-Instructional :	11,961	
12	2230	642000	19525	3315	OASDHI - Non-Instructional	7,093	
12	2230	642000	19525	3325	Medicare - Non-Instructiona	1,659	

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 07/01/10 - 06/30/11

PROJ. ADM. S. LUNDQUIST

CONTRACT INCOME: \$1,081,425

PROJ. DIR. J. MATHIS

P2 Revision: 3,717

DSPS - SCC Total \$1,085,142

Rev. DATE: 6/10/11

Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	2230	642000	19525	3415	H & W - Non-Instructional :	15,227	
12	2230	642000	19525	3435	H & W - Retiree Fund Non-In	1,144	
12	2230	642000	19525	3515	SUI - Non-Instructional : L	824	
12	2230	642000	19525	3615	WCI - Non-Instructional : L	2,746	
12	2230	642000	19525	3915	Other Benefits - Non-Instru	2,700	
12	2230	642000	19525	4610	Non-Instructional Supplies	1,440	
12	2230	642000	19526	1250	Contract Coordinator : Phy	13,547	
12	2230	642000	19526	3115	STRS - Non-Instructional :	1,138	
12	2230	642000	19526	3325	Medicare - Non-Instructiona	200	
12	2230	642000	19526	3415	H & W - Non-Instructional :	3,295	
12	2230	642000	19526	3435	H & W - Retiree Fund Non-In	138	
12	2230	642000	19526	3515	SUI - Non-Instructional : P	99	
12	2230	642000	19526	3615	WCI - Non-Instructional : P	331	
12	2230	642000	19526	3915	Other Benefits - Non-Instru	250	
12	2230	642000	19527	1250	Contract Coordinator : Spe	35,777	
12	2230	642000	19527	1454	Int/Sum Beyond Contr-Coordi	990	
12	2230	642000	19527	2130	Classified Employees : Spee	12,519	
12	2230	642000	19527	3115	STRS - Non-Instructional :	3,075	
12	2230	642000	19527	3215	PERS - Non-Instructional :	1,341	
12	2230	642000	19527	3315	OASDHI - Non-Instructional	856	
12	2230	642000	19527	3325	Medicare - Non-Instructiona	716	
12	2230	642000	19527	3415	H & W - Non-Instructional :	2,309	
12	2230	642000	19527	3435	H & W - Retiree Fund Non-In	500	
12	2230	642000	19527	3515	SUI - Non-Instructional : S	360	
12	2230	642000	19527	3615	WCI - Non-Instructional : S	1,201	
12	2230	642000	19527	3915	Other Benefits - Non-Instru	1,625	
12	2230	642000	19528	1250	Contract Coordinator : Psy	43,710	
12	2230	642000	19528	1464	Int/Sum Beyond Contr-Physic	3,970	
12	2230	642000	19528	3115	STRS - Non-Instructional :	3,986	
12	2230	642000	19528	3325	Medicare - Non-Instructiona	700	
12	2230	642000	19528	3415	H & W - Non-Instructional :	2,861	
12	2230	642000	19528	3435	H & W - Retiree Fund Non-In	483	
12	2230	642000	19528	3515	SUI - Non-Instructional : P	348	
12	2230	642000	19528	3615	WCI - Non-Instructional : P	1,160	
12	2230	642000	19528	3915	Other Benefits - Non-Instru	632	
					DSPS - SAC	1,085,142	1,085,142

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SCC

FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 07/01/10 - 06/30/11

PROJ. ADM. J. Hernandez

CONTRACT INCOME: \$334,425

PROJ. DIR. L. Carr-Rollitt

P2 Revision: 2,535

DSPS - SCC Total \$336,960

Rev. DATE: 6/10/11

Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	2230	000000	20000	8623	DSPS : Santiago Canyon Coll		336,960
12	2230	493031	29400	1110	Contract Instructors : DSP	38,575	
12	2230	493031	29400	1314	Int/Sum-Beyond Contract : D	20,647	
12	2230	493031	29400	1483	Beyond Contr - Reassigned T	12,321	
12	2230	493031	29400	1484	Int/Sum Beynd Contr-Reassign	4,521	
12	2230	493031	29400	2410	Inst Assistant - Ongoing :	10,005	
12	2230	493031	29400	3111	STRS - Instructional : DSPS	4,932	
12	2230	493031	29400	3115	STRS - Non-Instructional :	1,389	
12	2230	493031	29400	3211	PERS - Instructional : DSPS	1,071	
12	2230	493031	29400	3311	OASDHI - Instructional : DS	620	
12	2230	493031	29400	3321	Medicare - Instructional :	979	
12	2230	493031	29400	3325	Medicare - Non-Instructiona	244	
12	2230	493031	29400	3411	H & W - Instructional : DSP	9,001	
12	2230	493031	29400	3431	H & W - Retiree Fund Inst :	698	
12	2230	493031	29400	3435	H & W - Retiree Fund Non-In	168	
12	2230	493031	29400	3511	SUI - Instructional : DSPS	503	
12	2230	493031	29400	3515	SUI - Non-Instructional : D	139	
12	2230	493031	29400	3611	WCI - Instructional : DSPS	1,679	
12	2230	493031	29400	3615	WCI - Non-Instructional : D	404	
12	2230	493031	29400	3911	Other Benefits - Instructio	563	
12	2230	493031	29400	4210	Books, Mags & Ref Mat, Non-	387	
12	2230	493031	29400	4310	Instructional Supplies : DS	1,000	
12	2230	493031	29400	5100	Contracted Services : DSPS	15,000	
12	2230	493031	29400	5300	Inst Dues & Memberships : D	350	
12	2230	493031	29400	5940	Reproduction/Printing Expen	250	
12	2230	493031	29400	5950	Software License and Fees :	1,300	
12	2230	493031	29400	6414	Equipment - Software > \$1,0	1,125	
12	2230	642000	29400	1250	Contract Coordinator : DSP	4,355	
12	2230	642000	29400	2130	Classified Employees : DSPS	121,322	
12	2230	642000	29400	2320	Classified Employees - Hour	16,812	
12	2230	642000	29400	3215	PERS - Non-Instructional :	13,464	
12	2230	642000	29400	3315	OASDHI - Non-Instructional	7,905	
12	2230	642000	29400	3325	Medicare - Non-Instructiona	2,130	
12	2230	642000	29400	3415	H & W - Non-Instructional :	22,759	
12	2230	642000	29400	3435	H & W - Retiree Fund Non-In	1,563	
12	2230	642000	29400	3515	SUI - Non-Instructional : D	1,203	

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SCC

FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 07/01/10 - 06/30/11

PROJ. ADM. J. Hernandez

CONTRACT INCOME: \$334,425

PROJ. DIR. L. Carr-Rollitt

P2 Revision: 2,535

DSPS - SCC Total \$336,960

Rev. DATE: 6/10/11

Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	2230	642000	29400	3615	WCI - Non-Instructional : D	3,362	
12	2230	642000	29400	3915	Other Benefits - Non-Instru	2,742	
12	2230	642000	29400	4610	Non-Instructional Supplies	791	
12	2230	642000	29400	5100	Contracted Services : DSPS	10,000	
12	2230	642000	29400	5220	Mileage/Parking Expenses :	144	
12	2230	642000	29400	5630	Maint Contract - Office Equ	537	
					DSPS - SCC	336,960	336,960

SPECIAL PROJECTS DETAILED BUDGET #2287

NAME: Youth Entrepreneurship Project - Faculty Mini Grants Program (District)

FISCAL YEAR: 2010/2011

CONTRACT TERM: 05/10/2011 - 6/30/2012

CONTRACT AWARD: \$90,000

Augmentation: \$410,000

Total: \$500,000

Grant #: 10-172-055

PROJ ADM: Enrique Perez

PROJ DIR: Michael Roessler

Rev: 06/9/2011

Date: 05/13/2011

Account String					Description	Revised Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2287	000000	50000	8659	Other Reimb Categorical Allow : District Operations		500,000
12	2287	672000	50000	5865	Indirect Costs : District Operations <i>(4% of grant-funded direct costs)</i>	19,231	
12	2287	675000	53305	5210	Conference Expenses : Educational Services Office	0	
12	2287	684000	53305	5100	Contracted Services : Educational Services Office	450,769	
12	2287	684000	53305	5230	District In-Service Activities : Educational Servic	0	
12	2287	684000	53345	2130	Classified Employees : Resource Development	18,096	
12	2287	684000	53345	3215	PERS - Non-Instructional : Resource Development	2,063	
12	2287	684000	53345	3315	OASDHI - Non-Instructional : Resource Development	1,154	
12	2287	684000	53345	3325	Medicare - Non-Instructional : Resource Developme	270	
12	2287	684000	53345	3415	H & W - Non-Instructional : Resource Development	6,960	
12	2287	684000	53345	3435	H & W - Retiree Fund Non-Inst : Resource Developm	186	
12	2287	684000	53345	3515	SUI - Non-Instructional : Resource Development	300	
12	2287	684000	53345	3615	WCI - Non-Instructional : Resource Development	447	
12	2287	684000	53345	3915	Other Benefits - Non-Instruct : Resource Developme	524	
					Total - YEP Faculty Mini Grants Program	500,000	500,000

SPECIAL PROJECT DETAILED BUDGET #3285
NAME: Community College Open Learning Initiative
FISCAL YEAR 2011/2012

CONTRACT TERM: 08/15/11 - 05/15/12
 CONTRACT INCOME: \$6,332

PROJ ADMIN: Carol Comeau
 PROJ DIR: Caren McClure
 Date: 6/9/11

Datatel Account String	Description	Debit	Credit
12-3285-000000-10000-8891	Other Local Rev - Special P		6,332
12-3285-170100-16201-1310	Part-Time Instructors : Math	5,389	
12-3285-170100-16201-3111	STRS - Instructional : Math	445	
12-3285-170100-16201-3321	Medicare - Instructional :	78	
12-3285-170100-16201-3431	H & W - Retiree Fund Inst :	54	
12-3285-170100-16201-3511	SUI - Instructional : Mathe	87	
12-3285-170100-16201-3611	WCI - Instructional : Mathe	129	
12-3285-170100-16201-4610	Non-instructional Supplies	150	
Totals for PROJECT: 3285	CC Open Learning Initiative	6,332	6,332

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: June 20, 2011
Re: Approval of Subcontract Agreement (DO-11-003) between RSCCD and Central County Regional Occupational Program (CCROP) for the 2010/2013 Workforce Innovation Partnerships Grant	
Action: Request for Approval	

BACKGROUND

On May 10, 2010, RSCCD was awarded a third *Economic and Workforce Development (EWD) 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 7th – 12th graders.

ANALYSIS

Sub-contract agreement No. DO-11-003 outlining the terms of the project has been created.

Amount of grant funds: \$198,000 (includes grant-funded direct costs of \$112,433, 4% indirect costs of \$4,497 on grant-funded costs, and \$81,070 consisting of capital outlay/equipment and high school contracting services).

Term of the grant: 05/10/2011 – 01/31/2013

Matching: CCROP will provide the entire amount of match required by the grant.

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.

Fiscal Impact: \$198,0000	Board Date: June 20,2011
Prepared by: Maria Gil, Interim Resource Development Coordinator	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Dr. Raúl Rodríguez, 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 “Economic and Workforce Development – Workforce Innovation Partnerships” grant, (hereinafter “Grant”), Grant #10-292-870, from the California Community Colleges Chancellor’s Office, Economic and Workforce Development Program, 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 7th-12th 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 10, 2011 through January 31, 2013.

3. Total Cost

The total cost to RSCCD for the performance of this Agreement shall not exceed \$198,000, of which \$112,433 consists of direct costs, \$81,070 consists of capital outlay/equipment and high school contracting services, and \$4,497 consists of indirect costs of 4%, to be paid in accordance with the terms set forth in Article I.5. CCROP agrees to provide in-kind matching funds in the amount of \$349,582 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: July 31, October 31, January 31, and April 30. The Final Expenditure and Narrative Summary Reports are due February 28, 2013.

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 Economic and Workforce Development Program 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 Grant Agreement face sheet (Exhibit B), the RFA Specification (Exhibit C), 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
Vice Chancellor

Name: _____

Title: Business Operations/Fiscal Services

Title: _____

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services/Child Development Services

To:	Board of Trustees	Date: June 20, 2011
Re:	Approval of Child Development Services Child Care Fees	
Action:	Request for Action	

BACKGROUND

Parents who do not qualify for state assistance pay the full cost of child care in the district's child development centers. Of the total enrollment for all four centers, 27% of our enrollment does not qualify for state assistance and the parents must pay the full cost.

ANALYSIS

The Child Development Services Department analyzed and developed a revised fee structure for full cost families. Fees were last increased May, 2007 by \$2 per day for each age group. The district is required by California Department of Education, Child Development Division to charge fees equal to the state reimbursement rate. It is proposed that the current fee structure remain unchanged for full week enrollment but higher fees would be established for partial week enrollments. The center must enroll two families to fill one space when that partial week enrollments are requested.

In addition, it is proposed to close the SAC and SCC centers one-half hour earlier to reduce staffing costs, but to offer extended day care in the afternoon for an additional fee. RSCCD students, faculty and staff would be afforded a 5% discount on those extended care rates.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Child Development Services fee structure effective August 22, 2011.

Fiscal Impact: None	Board Date: June 20, 2011
Prepared by:	Dee Tucker, Executive Director, Child Development Services
Submitted by:	Enrique Perez, Assistant Vice Chancellor, Educational Services
Recommended by:	Dr. Raul Rodriguez, Chancellor

Rancho Santiago Community College District

Child Development Services

Full Cost Fees

Regular Hours (7:30 a.m. – 4 p.m., Monday – Friday)

TIME REQUIRED	INFANTS 6 -18 MONTHS	TODDLERS 18 - 36 MONTHS	PRESCHOOL 36 - 60 MONTHS
2 days per week	\$496 \$62 day/8 days	\$456 \$57 day/8 days	\$360 \$45 day/8 days
3 days per week	\$708 \$59 day/12 days	\$648 \$54 day/12 days	\$515 \$43 day/12 days
5 days per week	\$1120 \$56 day/20 days	\$1020 \$51 day/20 days	\$820 \$41 day/20 days

- > A \$100 non-refundable registration fee per family is due upon application. This fee will not be charged again unless the family has a break in enrollment of at least one semester.

Rancho Santiago Community College District

Child Development Services

Full Cost Fees

Extended Hours (4:00 — 6 pm Monday — Thursday)

TIME REQUIRED	INFANTS 6 -18 MONTHS	TODDLERS 18 - 36 MONTHS	PRESCHOOL 36 - 60 MONTHS
2 days per week	\$152 (**\$144) \$19 day/8 days	\$136 (**\$129) \$17 day/8 days	\$120 (**\$114) \$15 day/8 days
3 days per week	\$192 (**\$182) \$16 day/12 days	\$168 (**\$159) \$14 day/12 days	\$144 (**\$136) \$12 day/12 days
4 days per week	\$224 (**\$212) \$14 day/16 days	\$192 (**\$182) \$12 day/16 days	\$160 (**\$152) \$10 day/16 days

** Discounted fee for students and staff

ENROLLMENT PRIORITIES

1. RSCCD students (a 5% discount applies)
2. RSCCD faculty/staff (a 5% discount applies)
3. Community families requesting the highest level of service.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Resolution in Honor of Santa Ana City Manager Dave Ream

Resolution No. 11-20

WHEREAS, Dave Ream has been a dedicated, innovative, forceful, and visionary City manager for the city of Santa Ana for more than 25 years and, in that capacity, has been an able and effective steward of the largest city in Orange County; and

WHEREAS, Dave Ream was instrumental in securing the construction of the Ronald Reagan Federal Building and Courthouse in downtown Santa Ana and in successfully implementing many development and improvement projects, including the renovation of the first mall in Orange County, which is now the MainPlace Mall, the construction of the Santa Ana Police Department Headquarters, the beautification of Bristol Street, and scores of other projects; and

WHEREAS, Dave Ream has been a champion of education as exemplified by his advocacy for Santa Ana Unified School District (SAUSD) in securing land for new school sites and otherwise assisting SAUSD in building new schools for the students of Santa Ana; and

WHEREAS, Dave Ream has been a proponent of building strong neighborhood associations across the city of Santa Ana to provide a collective voice for local residents; and

WHEREAS, Dave Ream has been a leader in his profession and is widely admired by his colleagues and greatly respected by city employees; and

WHEREAS, Dave Ream has participated in higher education by earning degrees at Arizona State University and California State University, Long Beach;

THEREFORE BE IT RESOLVED, that the Rancho Santiago Community College District Board of Trustees congratulates Santa Ana City Manager Dave Ream on the occasion of his retirement and extends its sincerest gratitude for his many years of outstanding leadership, accomplishments and service to the citizens of Santa Ana, California.

Dated this 20th day of June 2011.

Ayes:
Noes:
Absent:
Abstain:

Raúl Rodríguez, Ph.D.
Secretary to the Board of Trustees

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

(Board of Trustees)

To: Board of Trustees	Date: June 20, 2011
Re: Approval of Appointment to California Student Aid Commission	
Action: Request for Action	

BACKGROUND

Board President Brian Conley was appointed to serve on the California Student Aid Commission by Speaker of the Assembly John A. Pérez on March 22, 2011.

ANALYSIS

Trustee Conley is honored to served on the Commission and requests approval from RSCCD board members.

RECOMMENDATION

It is requested that the board approve Trustee Conley's appointment to the California Student Aid Commission effective March 22, 2011.

Fiscal Impact: None	Board Date: June 20, 2011
Prepared by: Anita Lucarelli, Executive Assistant to the Board	
Submitted by: Anita Lucarelli, Executive Assistant to the Board	
Recommended by: Brian Conley, President, Board of Trustees	