

AGENDA ITEM 7.(b)  
 MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**

**SUBJECT: AUTHORIZATION OF PAYMENT FOR BOARD  
 MEMBERS' ABSENCE, RESOLUTION NO. 08/09-20**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

According to Education Code 72024(d), "A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board." Past Board authorization has limited compensation to two absences per calendar year. The proposed resolution will apply only for absences occurring during the 2009 calendar year.

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

Lisa J. Waits, Ed.D.  
 Interim Superintendent/President

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

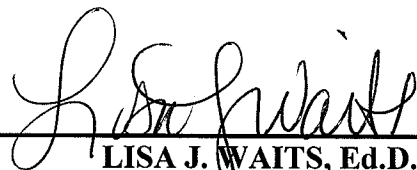
**ADDRESS**

(707) 864-7112

**TELEPHONE NUMBER**

Administration  
**ORGANIZATION**

January 9, 2008  
**DATE SUBMITTED TO  
 SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**  
 Interim Superintendent/President

January 9, 2008  
**DATE APPROVED BY  
 SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD**

**AUTHORIZATION OF PAYMENT FOR BOARD MEMBERS' ABSENCE**

**RESOLUTION NO. 08/09-20**

**WHEREAS,** \_\_\_\_\_ Governing Board member, found it necessary to be  
(Trustee Name)

absent from the \_\_\_\_\_ Governing Board meeting due to his/her  
(Board Meeting Date)

attendance at \_\_\_\_\_ for Solano Community College;  
(College Function/Conference)

**WHEREAS,** Education Code 72024(d) states that "A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board"; and,

**WHEREAS,** Past Board authorization limits the compensation to two (2) absences per calendar year;

**NOW THEREFORE, BE IT RESOLVED,** That the Solano Community College District Governing Board affirms that \_\_\_\_\_ absence on \_\_\_\_\_  
(Trustee Name) (Date of Absence)  
was of a nature to warrant full payment to him/her for that meeting not to exceed two (2) absences per calendar year.

**PASSED AND ADOPTED,** This 21st day of January 2009, by the Governing Board of the Solano Community College District.

\_\_\_\_\_  
A. MARIE YOUNG, PRESIDENT

\_\_\_\_\_  
LISA J. WAITS, Ed.D., SECRETARY

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

**TO:** Members of the Governing Board  
**SUBJECT:** CONSENT CALENDAR – HUMAN RESOURCES  
**REQUESTED ACTION:** APPROVAL

**EMPLOYMENT 2008-09**

**One Semester/Temporary Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Lynda Creighton	Nursing, Mental Health	1/13/09 – 5/22/09

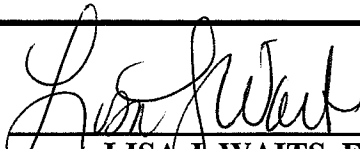
**Temporary Academic Assignment**  
**(Categorically Funded – Center for Nursing Expansion and Innovation Grant)**

Sarah Martin	Medical-Surgical Nursing Instructor	1/13/09 – 5/25/10 (1-1/2 year remainder of Karen Lewis)
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**Short-term, Temporary & Substitute Assignments**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Otto Bischof	Contract Education Meetings	1/5/09 – 5/30/09	\$ 63.43
Tim Farber	Supplemental Instruction-Math	1/20/09 – 5/30/09	\$ 14.31
Iris Floyd	Supplemental Instruction-English	1/20/09 – 6/30/09	\$ 14.31
John Glidden	Supplemental Instruction-History	1/20/09 – 6/30/09	\$ 14.31
Heather Meeker	Bookstore Assistant	1/5/09 – 5/30/09	\$ 8.00
John Ryan	Basic Skills Supplemental Instructor	1/20/09 – 5/22/09	\$ 14.31
Regina Severdia-Metzger	Supplemental Instruction-Geology/ Geography	1/20/09 – 6/30/09	\$ 14.31
E.J. Shalaby	Contract Education Trainer	1/22/09 – 6/30/09	\$ 63.32
Mike Yeraka	Contract Education Trainer	1/22/09 – 6/30/09	\$ 65.43

**Richard Christensen, Ed.D.**  
Director of Human Resources

  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

**January 9, 2008**  
Date Submitted

**January 9, 2009**  
Date Approved

**SOLANO COMMUNITY COLLEGE CONSENT CALENDAR**  
**Governing Board Meeting**  
**January 21, 2009**  
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**Independent Contractors**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Dates</u></b>	<b><u>Amount</u></b>
<b><u>Fine &amp; Applied Arts/Behavioral Science</u></b> <b><u>Leslie Rota, Responsible Manager</u></b>			
Pam Higgins	First Aid/CPR Training, Nutrition 53 Child Health, Safety and Nutrition class	12/6/08	\$ 500.00
<b><u>Health Occupations</u></b> <b><u>Maire Morinec, Responsible Manager</u></b>			
Natalie Bradley	Present workshops on test-taking strategies, anxiety reduction, to nursing students	1/28/09 – 5/15/09	\$ 5,400.00
<b><u>Human Resources Department</u></b> <b><u>Richard Christensen, Responsible Manager</u></b>			
Rod McLean	Flex Cal Speaker	1/14/09	\$ 1,000.00
<b><u>Small Business Development Center</u></b> <b><u>Charles Eason, Responsible Manager</u></b>			
Johnnie Barber Barka & Company	Consulting & technical assistance, City of Vallejo Contract	1/22/09 – 3/31/09	\$ 960.00
Mitzi Bunch	Consulting & technical assistance, California Community College Chancellor's Office Grant	1/22/09 – 3/31/09	\$ 1,950.00
	City of Dixon Contract	1/22/09 – 3/31/09	\$ 960.00
Carolynne Gamble	Consulting & technical assistance, City of Vallejo Contract	1/22/09 – 3/31/09	\$ 480.00
E. Floyd Hicks	Consulting & technical assistance, City of Vallejo Contract	1/22/09 – 3/31/09	\$ 2,880.00
Jerry Jinnett	Consulting & technical assistance, City of Dixon Contract	1/22/09 – 3/31/09	\$ 2,880.00
Teri Johnson Bookkeeping & More	Consulting & technical assistance, City of Vallejo Contract	1/22/09 – 3/31/09	\$ 1,920.00

**SOLANO COMMUNITY COLLEGE CONSENT CALENDAR**  
**Governing Board Meeting**  
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**Independent Contractors** (Continued)

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Dates</u></b>	<b><u>Amount</u></b>
<b><u>Small Business Development Center</u></b> <b><u>Charles Eason, Responsible Manager</u></b>			
Jill Kuwamoto-Oyoung	Consulting & technical assistance, City of Vallejo Contract	1/22/09 – 3/31/09	\$ 1,440.00
Robert Lane	Consulting & technical assistance, Solano County Contract	1/22/09 – 3/31/09	\$ 2,400.00
Mark Lillis	Consulting & technical assistance, SBDC Program Income	1/22/09 – 3/31/09	\$ 1,440.00
Anni Minuzzo	Consulting & technical assistance City of Vacaville Contract	1/22/09 – 3/31/09	\$ 480.00
Tuan Nguyen	Consulting & technical assistance, City of Vacaville Contract	1/22/09 – 3/31/09	\$ 960.00
Robert Schock, Jr.	Consulting & technical assistance, City of Vallejo Contract	1/22/09 – 3/31/09	\$ 960.00
Randall Shores	Consulting & technical assistance, City of Benicia Contract	1/22/09 – 3/31/09	\$ 1,920.00
Sandy Stelter	Consulting & technical assistance, City of Vacaville Contract	1/22/09 – 3/31/09	\$ 4,800.00
	City of Vacaville Contract	1/22/09 – 3/31/09	\$ 2,880.00
Diana Thomas	Consulting & technical assistance, City of Vacaville Contract	1/22/09 – 3/31/09	\$ 960.00
Greg Weinerth	Consulting & technical assistance, SBDC Program Income	1/22/09 – 3/31/09	\$ 1,440.00
Billy Wigley	Consulting & technical assistance, City of Vacaville Contract	1/22/09 – 3/31/09	\$ 960.00
<b><u>Student Development</u></b> <b><u>Shirley Lewis, Responsible Manager</u></b>			
Lee Woo	Present Sex Education Seminar SCC main campus/Vallejo Center	2/10/09, 3/11/09 and 4/9/09	\$ 150.00

**SOLANO COMMUNITY COLLEGE CONSENT CALENDAR**  
**Governing Board Meeting**  
**January 21, 2009**  
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**Professional Experts**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Dates</u></b>	<b><u>Amount</u></b>
Debbie Barlow	Accompanist	1/20/09 – 3/9/09	\$ 750.00
		3/10/09 – 5/10/09	\$ 750.00
Natalie Bradley	Present workshops on test-taking strategies, anxiety reduction, to nursing students	11/19/08 – 12/30/08	\$ 1,080.00
Christopher Cronin	Figure Model, Art 32/33	1/28/09	\$ 80.00
		2/11/09	\$ 80.00
Lisa Quinterro	Figure Model, Art 19	1/23/09	\$ 80.00
	Figure Model, Art 32/33	1/26/09	\$ 80.00
	Figure Model, Art 32/33	2/18/09 – 3/9/09	\$ 480.00
Rachael Staudt	Figure Model, Art 19	1/30/09	\$ 133.33
Barbara Tooma	Figure model, Art 32/33	2/2/09	\$ 80.00

**Nursing Faculty Recruitment & Retention Program**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Dates</u></b>	<b><u>Stipend Amount</u></b>
Teresa DiResta	Nursing Faculty Shift Differential	Fall 2008	\$ 500.00
Jamie McNamara	Nursing Faculty Shift Differential	Fall 2008	\$ 500.00
Brenda Starbuck	Nursing Faculty Shift Differential	Fall 2008	\$ 500.00

**GRATUITOUS SERVICE**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Department/Division</u></b>
Amy Baker	Teaching assistant	Health Occupations
Elise Benson	Teaching assistant	Health Occupations
Laura Dunham	Teaching assistant	Children's Programs
Mary Falcon	Teaching assistant	Health Occupations
Marco Hernandez	Teaching assistant	Health Occupations
Erika Nelson	Teaching assistant	Humanities
Cheryl Zimmerman	Teaching assistant	Health Occupations

**EMPLOYMENT 2009-10**

Charles Shatzer, Associate Vice President, Contract Education and Community Services, Workforce & Community Development, and Interim Executive Director of Foundation, has requested permanent reassignment to a faculty position in the Business and Computer Science Division, effective July 1, 2009, in accordance with Governing Board policy 4800. His request is recommended for approval.

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: WARRANT LISTINGS

REQUESTED ACTION: APPROVAL

SUMMARY:

It is recommended that the following warrants be approved:

12/05/08	Vendor Payment	11007143-11007187	\$ 243,380.31
12/10/08	Vendor Payment	11007188-11007195	\$ 3,555.75
12/11/08	Vendor Payment	11007196-11007310	\$ 447,309.21
12/12/08	Vendor Payment	11007311-11007368	\$ 5,170.50
12/12/08	Vendor Payment	11007369-11007397	\$ 378,058.76
12/15/08	Vendor Payment	11007398-11007404	\$ 3,445.19
12/16/08	Vendor Payment	11007405-11007430	\$2,286,580.87
12/16/08	Vendor Payment	11007431-11007445	\$ 230,424.34

CONTINUED ON NEXT PAGE:

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Susan Rinne  
Interim Director, Fiscal Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534-3197

**ADDRESS**

707-864-7167

**TELEPHONE NUMBER**

Administrative & Business Services

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

LISA J. WAITS, Ed.D.  
Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**



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

**TO: Members of the Governing Board**

**SUBJECT: WARRANT LISTINGS**

**REQUESTED ACTION: APPROVAL**

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**SUMMARY:**

**CONTINUED FROM PREVIOUS PAGE:**

12/17/08	Vendor Payment	11007446-11007542	\$196,391.65
12/17/08	Vendor Payment	11007543-11007579	\$ 3,375.01
12/18/08	Vendor Payment	11007580-11007637	\$ 96,287.25
12/18/08	Vendor Payment	11007638-11007643	\$975,516.70
12/19/08	Vendor Payment	11007644	\$ 11,707.00
01/06/09	Vendor Payment	11007645-11007647	\$ 2,265.15
01/07/09	Vendor Payment	11007648-11007712	\$340,989.40

Copies of the Warrant Listings are available at the Board Meeting and at the following locations:

Office of the Superintendent/President  
Office of the Vice President of Administrative & Business Services  
Library

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

**TO: Members of the Governing Board**  
**SUBJECT: ESTABLISHMENT OF NONRESIDENT TUITION FEE  
FOR 2009-10, RESOLUTION NO. 08/09-21**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

Board approval is requested for Resolution No. 08/09-21, Establishment of the Nonresident Tuition Fee for 2009-10. The 2008-09 current nonresident tuition fee is \$181.00 per unit. Per Education Code Section 76140, the Governing Board must adopt a nonresident tuition fee before February 1 of each year.

The Board may adopt one of four rates: (1) a rate based on the District's Current Expense of Education per FTES, (2) the statewide average rate, (3) no more than the highest rate of a contiguous district, or (4) any rate within a range that is not more than the District's Current Expense of Education per FTES and not less than the statewide average.

During the fall 2008 semester, nonresident student enrollment totaled 67 and international student enrollment totaled 5. Based on the current statewide average and the rate of contiguous districts, it is recommended that the District establish the 2009-10 nonresident tuition fee at \$190.00 per unit.

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

Susan Rinne  
Interim Director, Fiscal Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534-3197

**ADDRESS**

707-864-7167

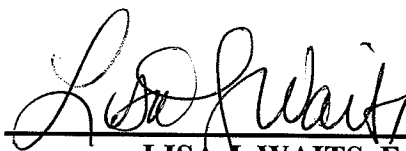
**TELEPHONE NUMBER**

Administrative & Business Services

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD

ESTABLISHMENT OF NONRESIDENT TUITION FEE  
FOR ACADEMIC YEAR 2009-10

RESOLUTION NO. 08/09-21

TO COMPLY WITH REQUIREMENTS OF EDUCATION CODE SECTION 76140

WHEREAS, Such tuition fee may be based upon (a) the local district's current expense of education per unit of Full Time Equivalent Student (FTES); (b) the statewide average rate per unit of FTES; (c) the highest rate of a contiguous district or, (d) any rate within a range that is not more than the District's current expense of education per FTES and not less than the statewide average;

WHEREAS, The existing nonresident tuition fee, based upon the rate charged in a contiguous district is \$181.00 per unit; and

WHEREAS, Education Code Section 76140 mandates that the proposed tuition fee be increased by the United States Consumer Price Index (U.S.C.P.I.) for two fiscal years, as determined by the Department of Finance, State of California, which results in a factor of 1.047; now therefore be it

RESOLVED, That the District nonresident tuition fee for the academic year 2009-10, beginning with the summer session, be established at \$190.00 per unit based on the current statewide average and the rate of contiguous districts; be it further

RESOLVED, That tuition may be paid in two installments with the total payment made by the end of the third month of each semester.

PASSED AND ADOPTED This 21<sup>st</sup> day of January 2009, by the Governing Board of Solano Community College District.

\_\_\_\_\_  
A. MARIE YOUNG, PRESIDENT

\_\_\_\_\_  
LISA J. WAITS, Ed.D., INTERIM SECRETARY

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

**TO: Members of the Governing Board**  
**SUBJECT: CONSTRUCTION CHANGE ORDER NO. 10 APPROVAL  
FOR ALTEN CONSTRUCTION, INC. – BID NO. 08-003**  
**REQUESTED ACTION: CONTRACT CHANGE ORDER APPROVAL**

**SUMMARY:**

Board approval is requested for Change Order No. 10 to Alten Construction Inc.'s base contract for Building 1700A–Gymnasium. Revised contract amount is as follows:

Contract Award Amount	\$ 6,122,433.00	
Prior Change Orders	\$ 851,294.00	
<b>Change Order No. 10</b>	<b>\$ 109,874.00</b>	
Total Change Orders	\$ 961,168.00	15.7% of Contract Award Amount
<b>Revised Contract Amount</b>	<b>\$ 7,083,601.00</b>	
Total Project Budget	\$ 7,083,601.00	

Staff will be at the meeting to answer questions from the Governing Board.

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

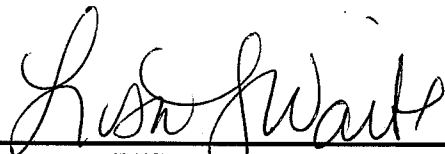
Stan Dobbs  
Independent Contractor  
**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534  
**ADDRESS**

(707) 864-7176  
**TELEPHONE NUMBER**

Maintenance & Operations  
**ORGANIZATION**

January 9, 2009  
**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009  
**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

1/21/09 ALTEN CONSTRUCTION, INC. PCO's RECOMMENDED FOR APPROVAL - BUILDING 1700A

PCO	Description	Negotiated Amount	Reason	Summary	CO
61	Installation of new floor sink and water line for District-provided ice maker in Room 1757.	\$ 4,481.00	Owner Request	The District determined that the new ice maker required a floor sink and new water line for connection to ice maker. The Contractor was directed to procure and install the new water line and new underground floor sink for the ice maker, located between the two whirlpools in Room 1757.	10
109	Replace type A electrical fixture with type C electrical fixture due to unforeseen ceiling conditions.	\$ 849.00	Unforeseen Conditions	The architect determined that the ceiling in Room 1737 could not support a type A electrical fixture. Type A fixtures are for acoustical ceiling grids, and the existing ceiling is a drywall ceiling. The Contractor was directed to replace the type A fixture with a type C fixture that is compatible for mounting to a drywall ceiling.	10
148	Revise signage sizes per response to signage submittal per District request.	\$ 2,098.00	Owner Request	The District determined that the signage sizes were not acceptable and should be increased from a 4-inch by 6-inch sign to 6-inch by 8-inch. The Contractor was directed to provide the revised signage sizes per the returned signage submittal package.	10
153	Installation of resinous flooring in Rooms 1741, 1753, 1759, and 1760; and installation of Retro plate floor sealing in Rooms 1743, 1744, 1745, 1749, 1751, and 1752.	\$ 29,713.00	Owner Request	The District determined that the flooring in Rooms 1741, 1753, 1759, 1760, 1743, 1744, 1745, 1749, 1751 and 1752, required additional improvements prior to final completion of the project. The Contractor was directed to install resinous flooring in Rooms 1741, 1753, 1759, and 1760, and installation of Retro plate floor sealing in Rooms 1743, 1744, 1745, 1749, 1751, and 1752.	10
155	Replacement of a section of wood flooring in Room 1739 due to expansion of the existing metal floor connector.	\$ 731.00	Owner Request	The District determined that the small metal connectors in the floor of Room 1739 should be removed and replaced with wood flooring since they protrude above the existing wood floor and create a tripping hazard. The Contractor was directed to remove the metal connectors and patch the flooring.	10

## 1/21/09 ALTEN CONSTRUCTION, INC. PCO's RECOMMENDED FOR APPROVAL - BUILDING 1700A

PCO	Description	Negotiated Amount	Reason	Summary	CO
156	Installation of additional floor striping of the fencing lines in Rooms 1739 and 1740.	\$ 1,928.00	Owner Request	The District determined that the existing striping for fencing, removed during floor sanding, must be reinstalled. The Contractor was directed to reinstall the fencing lines in Rooms 1739 and 1740.	10
158	Replacement of existing damaged mirror in Room 1739.	\$ 974.00	Owner Request	The District determined that the existing damaged mirror in Room 1739 should be replaced with a new full height mirror. The contractor was directed to remove the damaged mirror, and procure and install the new full height mirror on the south wall of Room 1739.	10
159	Installation of a new drinking fountain at the exterior walkway on the north side of Building 1700A.	\$ 4,111.00	Unforeseen Conditions	The architect determined that the drinking fountain contractually required for installation on the north elevation could not be mounted to the building exterior. The Contractor was directed to procure and install a pedestal mounted drinking fountain that is ADA accessible on the north side of the building.	10
165	Installation of new telephone and data lines for three emergency phones located in Rooms 1702, 1721, and 1749.	\$ 2,348.00	Owner Request	The District determined that emergency phones are required in Rooms 1702, 1721, and 1749. The Contractor was directed to install the required data cabling and telephone jacks at the requested locations to ensure the District was provided with accessible emergency phones in each room.	10
175	Provide painting of all drinking fountain handrails and electrical cabinets.	\$ 860.00	Owner Request	The District determined that the new drinking fountain handrails and all electrical cabinets required new paint throughout the project. The Contractor was directed to paint all drinking fountain handrails and electrical cabinets.	10
181	Installation of new rubber floor base at Rooms 1741, 1753, 1759, and 1760 where new epoxy flooring was installed.	\$ 673.00	Owner Request	The District determined that the flooring in Rooms 1741, 1753, 1759, and 1760, required additional improvements prior to final completion of the project. The Contractor was directed to install resinous flooring in Rooms 1741, 1753, 1759, and 1760. The installation of the resinous flooring resulted in removal and replacement of rubber floor base for these rooms.	10

## 1/21/09 ALTEN CONSTRUCTION, INC. PCO'S RECOMMENDED FOR APPROVAL - BUILDING 1700A

PCO	Description	Negotiated Amount	Reason	Summary	CO
182	Installation of four new full height mirrors on the west wall of Room 1740.	\$ 2,408.00	Owner Request	The District determined that additional mirrors were required on the west wall of Room 1740. The Contractor was directed to procure and install four full height mirrors and install them on the west wall per the District's direction.	10
183	Procurement and installation for new hot water tank insulation in Room 1748.	\$ 7,237.00	Error / Omission	The architect determined that the new hot water storage tank installed in Room 1748, required insulation. The Contractor was directed to procure and install new insulation over the new hot water storage tank.	10
184	Additional generator and fuel cost for equipment used during the installation of Retro Plate floor sealing in Rooms 1743, 1744, 1745, 1749, 1751, and 1752.	\$ 1,396.00	Owner Request	The District determined that the contractual flooring in Rooms 1743, 1744, 1745, 1749, 1751, and 1752, required additional improvements prior to final completion of the project. The Contractor was directed to install Retro Plate floor sealing in Rooms 1743, 1744, 1745, 1749, 1751, and 1752. The cost provided is for additional power needs because the existing power load was not sufficient to operate the floor sealing equipment. The Contractor rented a generator to ensure the equipment was operational.	10
186	Provide ductless HVAC split system cooling unit for the intermediate distribution frame (IDF) Room 1714.	\$ 11,874.00	Owner Request	The District determined that the intermediate distribution frame (IDF) in Room 1714 required a stand-alone HVAC system specifically for the conditioning of data equipment. The Contractor was directed to procure and install the HVAC ductless split system in Room 1714, including routing of the condensate lines to the roof for connection to the roof drains.	10
188	Installation of vertical grab bars in ADA shower stalls of Lockers Rooms 1745 and 1752.	\$ 385.00	Owner Request	The District determined that vertical grab bars are required in the ADA showers for Rooms 1745 and 1752. The Contractor was directed to procure and install the vertical grab bars to ensure ADA accessibility at the ADA shower stalls.	10

1/21/09 ALTEN CONSTRUCTION, INC. PCO's RECOMMENDED FOR APPROVAL - BUILDING 1700A

PCO	Description	Negotiated Amount	Reason	Summary	CO
189	Procurement and installation of ADA auto door openers at exterior doors of Rooms 1702, 1721, 1741, 1744, and 1753.	\$ 30,616.00	Owner Request	The District determined that ADA power door openers are required for exterior doors of Rooms 1702, 1721, 1741, 1744, and 1753. The Contractor was directed to procure the power door operating units and provide installation of each unit to ensure ADA accessibility at each associated door.	10
191	Procurement and installation of auxiliary power supply for the ceiling exhaust fan located in Room 1708B.	\$ 2,575.00	Unforeseen Conditions	The architect determined that the ceiling exhaust fan did not have an isolated power supply connected to a separated circuit. The Contractor was directed to provide an occupancy sensor and auxiliary power supply in Room 1708B, including connection spare circuit breaker located in the electrical panel.	10
194	Modifications to audio visual equipment cabinet heights in Rooms 1739 and 1740.	\$ 4,617.00	Owner Request	The District determined that the height of the District-provided audio visual cabinets were not accessible by District staff. The Contractor was directed to disassemble the existing audio visual cabinets, remove all equipment, mount the new cabinet to the drawer base of the existing cabinet, reinstall the equipment, and mount the smart panel to the instructor table in lieu of the top of the audio visual cabinet.	10
<b>TOTAL \$ 109,874.00</b>					





# Change Order

Solano Community College District  
 4000 Suisun Valley Road  
 Fairfield, CA 94534

Project # Building 1700 Renovations  
 Tel: 707-864-7189 Fax: 707-207-0423

Date: 1/21/2009

To Contractor:  
 Alten Construction, Inc.  
 720 12th Street  
 Richmond, CA 94801

Architect's Project No.: 05080.01  
 Contract Date: 11/15/2007  
 Contract Number: 08-003  
 Change Order Number: 10

This contract is hereby revised by the following items:

PCO	Description	Amount
61	Installation of new floor sink and water line for District-provided ice maker in Room 1757.	\$ 4,481.00
109	Replace type A electrical fixture with type C electrical fixture due to unforeseen ceiling conditions.	\$ 849.00
148	Revise signage sizes per response to signage submittal per District request.	\$ 2,098.00
153	Installation of resinous flooring in Rooms 1741, 1753, 1759, and 1760; and installation of retro-plate floor sealing in Rooms 1743, 1744, 1745, 1749, 1751, and 1752.	\$ 29,713.00
155	Replacement of section of wood flooring in Room 1739 due to expansion of the existing metal floor connector.	\$ 731.00
156	Installation of additional floor striping of the fencing lines in Rooms 1739 and 1740.	\$ 1,928.00
158	Replacement of existing damaged mirror in Room 1739.	\$ 974.00
159	Installation of new drinking fountain at the exterior walkway on the north side of Building 1700A.	\$ 4,111.00
165	Installation of new telephone and data lines for three emergency phones located in Rooms 1702, 1721, and 1749.	\$ 2,348.00
175	Provide painting of all drinking fountain handrails and electrical cabinets.	\$ 860.00
181	Installation of new rubber floor base at Rooms 1741, 1753, 1759, and 1760 where new epoxy flooring was installed.	\$ 673.00
182	Installation of four new full height mirrors on the west wall of Room 1740.	\$ 2,408.00
183	Procurement and installation for new hot water tank insulation in Room 1748.	\$ 7,237.00
184	Additional generator and fuel cost for equipment used during the installation of Retro plate floor sealing in Rooms 1743, 1744, 1745, 1749, 1751, and 1752.	\$ 1,396.00
186	Provide ductless HVAC split system cooling unit for the intermediate distribution frame Room 1714.	\$ 11,874.00
188	Installation of vertical grab bars in ADA shower stalls of Locker Rooms 1745 and 1752.	\$ 385.00
189	Procurement and installation of ADA auto door openers at exterior doors of Rooms 1702, 1721, 1741, 1744, and 1753.	\$ 30,616.00
191	Procurement and installation of circuits for ceiling exhaust fan located in Room 1708B.	\$ 2,575.00
194	Modifications to audio visual equipment cabinet heights in Rooms 1739 and 1740.	\$ 4,617.00

The original Contract Value was.....	\$ 6,122,433.00
Sum of changes by prior Change Orders.....	\$ 851,294.00
The Contract Value prior to this Change Order was .....	\$ 6,973,727.00
The Contract Value will be changed by this Change Order in the amount of .....	\$ 109,874.00
The new Contract Value including this Change Order will be .....	\$ 7,083,601.00
The Contract duration will be changed by.....	0 Days
The Substantial Completion date as of this Change Order is .....	2-Feb-09

**Alten Construction, Inc.**  
 Contractor  
 720 12th Street  
 Richmond, CA 94801  
 Address  
 By \_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

**TLCD Architecture**  
 Architect  
 111 Santa Rosa Avenue, Suite 300  
 Santa Rosa, CA 95404  
 Address  
 By Craig Gaevert  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

**Solano Community College District**  
 Owner  
 4000 Suisun Valley Road  
 Fairfield, CA 94534  
 Address  
 By Stan Dobbs  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

AGENDA ITEM 7.(g)  
MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**  
**SUBJECT: CONSTRUCTION CHANGE ORDER NO. 10 APPROVAL  
FOR J.W. AND SONS, INC. – BID NO. 08-001**  
**REQUESTED ACTION: CONTRACT CHANGE ORDER APPROVAL**

**SUMMARY:**

Board approval is requested for Change Order No. 10 to J.W. and Sons, Inc.'s base contract for Building 1400–Student Union. Revised contract amount is as follows:

Contract Award Amount	\$ 3,265,000.00	
Prior Change Orders	\$ 577,642.00	
<b>Change Order No. 10</b>	<b>\$ 169,062.00</b>	
Total Change Orders	\$ 746,704.00	22.9% of Contract Award Amount
<b>Revised Contract Amount</b>	<b>\$ 4,011,704.00</b>	
Total Project Budget	\$ 4,011,704.00	

Staff will be at the meeting to answer questions from the Governing Board.

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

Stan Dobbs  
Independent Contractor

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7176

**TELEPHONE NUMBER**

Maintenance & Operations

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**

Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

## 1/21/09 J.W. AND SONS, INC. PCO's RECOMMENDED FOR APPROVAL

PCO	Description	Negotiated Amount	Reason	Summary	CO
67	Upgrade of the vinyl wall covering in the Bookstore.	\$ 376.00	Owner Request	The District determined that the contractual wall vinyl to be located in the Bookstore should be upgraded to a more durable vinyl product. The Contractor was directed to replace the contractual vinyl wall covering with the new specified product (Len Tex Estratto Scripti 6601-SP Oyster).	10
104	Provide 320 square feet of additional carpet tiles requested by the District for overstock.	\$ 1,660.00	Owner Request	The District determined that an additional 320 square feet of carpet tiles should be supplied as overstock for future use. The Contractor was directed to procure and turn over the additional carpet tiles to the District.	10
106	Repair of site lighting damaged during District remediation of broken water line at southeast corner of Building 1400.	\$ 1,476.00	Owner Request	During remediation of a broken underground water line by the District's Facilities staff, the existing wiring for the adjacent site lighting was damaged and required repair. The District directed the Contractor to repair the damaged site lighting wiring and ensure the site lighting fixture was in proper working order.	10
110	Installation of ADA power door openers for the doors located in Room 1405A and 1409.	\$ 12,661.00	Owner Request	The District determined that the doors located at Rooms 1405A and 1409 required ADA power door openers to ensure ADA accessibility. The Contractor was directed to procure the power door openers and provide the installation of the units, including all necessary electrical wiring from the units to the operable doors.	10
116	Raise existing electrical outlets to ADA code required heights of 18 inches above the finished floor in Bookstore Room 1431.	\$ 7,926.00	Agency Regulatory Requirement	The architect determined that the existing electrical wall outlets in the Bookstore were required to be installed at ADA accessible heights. The Contractor was directed to raise all of the existing wall outlets in the Bookstore to 18 inches above the finished floor to ensure they are at the required ADA accessible heights.	10

## 1/21/09 J.W. AND SONS, INC. PCO's RECOMMENDED FOR APPROVAL

PCO	Description	Negotiated Amount	Reason	Summary	CO
119	Removal of vapor barrier under the existing adhesive for floor tile and installation of self-leveling underlayment in all of Phase 2 construction areas.	\$ 97,706.00	Unforeseen Condition	The District determined that the vapor barrier under the adhesive holding floor tiles needed to be removed by the asbestos subcontractor due to the vapor barrier's inclusion of asbestos. The Contractor was directed to remove the adhesive holding floor tiles and the vapor barrier and prep the concrete floor for future floor finishes. Installation of a self-leveling underlayment will be installed at the completion of the vapor barrier removal to ensure a smooth floor finish for the flooring application and maintain all flooring warranties.	10
123	Painting of interior concrete curbs located in the Faculty Dining Extension.	\$ 830.00	Unforeseen Condition	The architect determined that the interior concrete curbs in the Faculty Dining Extension required painting to match the surrounding wall finish. The Contractor was directed to prime and paint all of the concrete interior curbs.	10
129	Installation of electrical floor boxes, additional wall-mounted electrical outlets, and raising of existing electrical outlets to ADA code-required heights of 18 inches above the finished floor in Room 1420.	\$ 11,009.00	Owner Request	The District determined that additional electrical outlets were required on the walls and in the floor of the Lobby. The Contractor was directed to add the requested wall outlets and floor outlets, as well as raise all the existing wall outlets to 18 inches above the finished floor to ensure they are at the required ADA accessible heights.	10
131	Re-organization of lighting fixtures and procurement and installation of additional lighting fixtures in the Faculty Dining Extension, Room 1401A.	\$ 3,589.00	Owner Request	The District determined that the existing layout of light fixtures in the Faculty Dining Room created a visual obstruction between the projector and projection screen. The Contractor was directed to realign the existing light fixtures from an east to west directional layout to a north to south directional layout. The changed layout also resulted in the need for the Contractor to procure and install an additional 8-foot light fixture to complete the new lighting layout.	10

## 1/21/09 J.W. AND SONS, INC. PCO's RECOMMENDED FOR APPROVAL

PCO	Description	Negotiated Amount	Reason	Summary	CO
134	Provide demolition of plumbing fixtures not shown on the contract drawings located in Rooms 1407 and 1410.	\$ 1,478.00	Unforeseen Condition	The architect determined that there were several plumbing fixtures and abandoned plumbing lines in Rooms 1410 and 1407 not shown on the contract drawing for removal, and will require additional demolition. The Contractor was directed to remove all unused piping and plumbing fixtures above grade, and any unused piping below grade shall be capped and abandoned.	10
137	Replacement and testing of all failed electrical circuit breakers within existing electrical panels.	\$ 18,059.00	Unforeseen Condition	The architect determined that there are several breakers within two of the existing electrical panels that required replacement due to their current inability to function properly. The Contractor was directed to remove and replace all of the circuit breakers within the two panels, and test all of the breakers to ensure they are in proper working condition and can feed the required electrical equipment.	10
138	Provide demolition and capping of existing water lines above ceiling of Bookstore Room 1429	\$ 462.00	Unforeseen Condition	The architect determined that the existing cold water line located below the new ceiling height in Room 1429 was not required and should be removed. The Contractor was directed to remove the piping to its nearest mainline connection point above the new ceiling height, and cap the water line to avoid any future conflicts.	10
142	Provide demolition of additional concrete slab in Bookstore Room 1452.	\$ 401.00	Unforeseen Condition	The architect determined that there was existing concrete poured on top of the concrete that required removal because it would obstruct installation of future Bookstore shelving. The Contractor was directed to remove and dispose of the concrete located above the slab in front of the east wall in Room 1452.	10
143	Provide removal and replacement of exterior concrete thresholds for ADA compliance at the doors located at exterior entrances to Room 1420.	\$ 9,917.00	Agency Regulatory Requirement	The architect determined that the exterior concrete entry way to the Lobby did not have the correct slope for ADA access and would not be ADA compliant. The Contractor was directed to remove concrete roughly 15 feet away from the door thresholds to ensure the grades would be made to meet ADA compliance.	10

1/21/09 J.W. AND SONS, INC. PCO's RECOMMENDED FOR APPROVAL

PCO	Description	Negotiated Amount	Reason	Summary	CO
148	Provide additional framing for the door in the Bookstore Room 1452.	\$ 477.00	Owner Request	The architect determined the existing framing for the door at Room 1452 was not structurally safe and could not support the new door and door frame as required. The Contractor was directed to re-frame the door opening to ensure the opening is structurally safe.	10
151	Provide revised wall framing at the north wall of Room 1428 due to obstruction with existing HVAC supply air ductwork.	\$ 1,035.00	Owner Request	The architect determined that the existing supply air ductwork was in conflict with wood framing required at the north wall of Room 1428. The conflicted area will not allow the new wall framing to be braced at the bottom of the existing truss as designed. The Contractor was directed to revise the wall framing and provide additional lateral and vertical bracing to ensure the wall is structurally supported.	10
<b>TOTAL \$ 169,062.00</b>					



# Change Order

**Solano Community College District**  
 4000 Suisun Valley Road  
 Fairfield, CA 94534

**Project #** Building 1400 Renovations  
 Tel: 707-864-7189 Fax: 707-207-0423

**Date:** 1/21/2009  
**To Contractor:**  
 J.W. and Sons, Inc.  
 3855 Cypress Drive, Suite A  
 Petaluma, CA 94954

**Architect's Project No.:** 05038.00  
**Contract Date:** 11/5/2007  
**Contract Number:** 08-001  
**Change Order Number:** 10

This contract is hereby revised by the following items:

PCO	Description	Amount
67	Upgrade of vinyl wall covering in the Bookstore.	\$ 376.00
104	Provide 320 square feet of additional carpet tiles requested by the District for overstock.	\$ 1,660.00
106	Repair of site lighting damaged during District remediation of broken water line at southeast corner of Building 1400.	\$ 1,476.00
110	Installation of ADA power door openers for the doors located in Room 1405A and 1409.	\$ 12,661.00
116	Raise existing electrical outlets to ADA code required heights of eighteen inches above the finished floor in Bookstore Room 1431.	\$ 7,926.00
119	Removal of vapor barrier under the existing adhesive for floor tile and installation of self leveling underlayment in all of Phase 2 construction areas.	\$ 97,706.00
123	Painting of interior concrete curbs located in the Faculty Dining Extension.	\$ 830.00
129	Installation of electrical floor boxes, Installation of additional wall mounted electrical outlets, and raising of existing electrical outlets to ADA code required heights of eighteen inches above the finished floor in Room 1420.	\$ 11,009.00
131	Re-organization of lighting fixtures and procurement and installation of additional lighting fixtures in the Faculty Dining Extension Room 1401A.	\$ 3,589.00
134	Provide demolition of plumbing fixtures not shown on the contract drawings located in Rooms 1407 and 1410.	\$ 1,478.00
137	Replacement and testing of all failed electrical circuit breakers existing electrical panels.	\$ 18,059.00
138	Provide demolition and capping of existing water lines above ceiling of Bookstore Room 1429.	\$ 462.00
142	Provide demolition of additional concrete slab in Bookstore Room 1452.	\$ 401.00
143	Provide removal and replacement of exterior concrete thresholds for ADA compliance at the doors located at exterior entrances to Room 1420.	\$ 9,917.00
148	Provide additional framing for the door in the Bookstore Room 1452.	\$ 477.00
151	Provide revised wall framing at the north wall of Room 1428 due to obstruction with existing HVAC supply air ductwork.	\$ 1,035.00

Sum of changes by prior Change Orders.....	\$ 3,265,000.00
The Contract Value prior to this Change Order was .....	\$ 577,642.00
The Contract Value will be changed by this Change Order in the amount of .....	\$ 3,842,642.00
The new Contract Value including this Change Order will be .....	\$ 169,062.00
The Contract duration will be changed by.....	\$ 4,011,704.00
The Substantial Completion date as of this Change Order is .....	0 Days
	19-Jan-09

**J.W. and Sons, Inc.**  
 Contractor  
 3855 Cypress Drive, Suite A  
 Petaluma, CA 94954  
 Address  
 By James Arntz  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

**TLCD Architecture**  
 Architect  
 111 Santa Rosa Avenue, Suite 300  
 Santa Rosa, CA 95404  
 Address  
 By Craig Gaevrt  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

**Solano Community College District**  
 Owner  
 4000 Suisun Valley Road  
 Fairfield, CA 94534  
 Address  
 By Stan Dobbs  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

AGENDA ITEM 7.(h)  
MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**  
**SUBJECT: AMENDMENT TO AGREEMENT WITH TLCD  
ARCHITECTURE FOR BUILDING 1700A-GYMNASIUM**  
**REQUESTED ACTION: APPROVAL OF ADDITIONAL SERVICES**

**SUMMARY:**

Board approval is requested for additional design services for TLCD Architecture for Building 1700A-Gymnasium. The owner-requested services are to design emergency lighting for the Gymnasium, and the cost totals \$3,830.

Attached is a table outlining the proposed amendments to TLCD, along with specific details regarding the additional services.

Staff will be at the meeting to answer any questions by the Board.

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

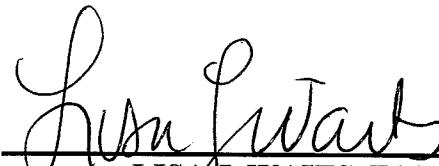
Stan Dobbs  
Independent Contractor  
**PRESENTER'S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534  
**ADDRESS**

(707) 864-7176  
**TELEPHONE NUMBER**

Maintenance & Operations  
**ORGANIZATION**

January 9, 2009  
**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009  
**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**



**AMENDMENT TO CONTRACT AGREEMENT WITH TLCD ARCHITECTURE**

Governing Board Meeting - January 21, 2009

<b>PROJECTS</b>	<b>ORIGINAL CONTRACT AMOUNT</b>	<b>PROPOSED FEE INCREASE</b>	<b>REVISED CONTRACT TOTAL</b>
	<b>Project</b>	<b>Description</b>	<b>Cost</b>
Building 1700A - Gymnasium	\$685,045	\$3,830	\$688,875
Scope Item 1: SCN #7 Design Emergency Lighting in Gym	Design emergency lighting for Gym (Room 1701 of Bldg. 1700A) to provide sufficient emergency lighting. Selected fixtures shall be circuited to be fed from the uninterruptible power source (UPS). Review existing site conditions to verify layout and wattages. Plot photometrics to verify adequate illumination. Provide revised plan for use with contractor.		\$3,830
<b>TOTAL \$</b>			<b>3,830</b>

AGENDA ITEM 7.(i)  
MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**  
**SUBJECT: AMENDMENT TO AGREEMENT WITH tBP  
ARCHITECTURE FOR THE BUILDING 100  
INTERIM REMODEL**

**REQUESTED ACTION: APPROVAL OF ADDITIONAL SERVICES**

**SUMMARY:**

Board approval is requested for additional design services with tBP Architecture for the Building 100 Interim Remodel. The services are owner-requested and costs total \$46,300. The additional services also include construction administration for the project.

Attached is a table outlining the proposed amendments to tBP Architecture, along with details regarding the services.

Staff will be at the meeting to answer any questions by the Board.

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

Stan Dobbs  
Independent Contractor

**PRESENTER'S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7176

**TELEPHONE NUMBER**

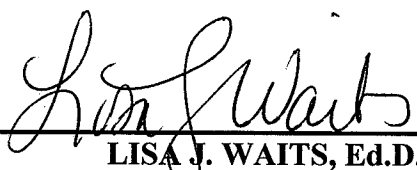
Maintenance & Operations

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO**

**SUPERINTENDENT/PRESIDENT**

  
\_\_\_\_\_  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY**

**SUPERINTENDENT/PRESIDENT**

**AMENDMENT TO CONTRACT AGREEMENT WITH HBP ARCHITECTURE**  
**Governing Board Meeting - January 21, 2009**

<b>PROJECT</b>	<b>ORIGINAL CONTRACT AMOUNT</b>	<b>PROPOSED FEE INCREASE</b>	<b>REVISED CONTRACT TOTAL</b>
Building 100 Interim Remodel	\$61,900	\$46,300	\$108,200
<b>Proposed Fee Schedule</b> Item #  Scope Item 1. Architectural, Structural, Mechanical and Electrical design fees for owner-requested changes to project scope.	Description  Provide additional architectural, structural, mechanical and electrical design and administrative services for various owner-requested changes to the project scope. The changes and added scope were not previously included in the project and requires obtaining approval from the Division of the State Architect (DSA) for the additional work scope.	Cost  \$46,300	<b>TOTAL</b> \$46,300

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

**TO: Members of the Governing Board**  
**SUBJECT: COMMUNITY SERVICES SPRING 2009 INSTRUCTORS  
AND CLASSES**  
**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

The proposed spring 2009 Community Services *Vistas* classes and instructors are attached. These are being presented to the Board for approval for the spring semester. A copy of the spring *Vistas* schedule will be provided under separate cover.

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

Charles Shatzer, Associate Vice President  
Workforce and Community Development

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707 864-7195

**TELEPHONE NUMBER**

Academic Affairs

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

A Langworthy	Introduction To VoiceOvers (1409)
A Langworthy	Introduction To VoiceOvers (1410)
Adney, Curtis	Natural A's (2312)
Adney, Curtis	What Were you Born To Do? (2313)
Aiello RN, MAEd, Marilyr	Culture and Loss - A Mixed Bag of Beliefs and Behaviors (2310)
Aiello RN, MAEd, Marilyr	End of Life - What Caregivers Need to Know (2311)
Auerbach, Loyd	Ghost Hunting in the Bay Area (2342)
Auerbach, Loyd	Introduction to Parapsychology (2341)
Bold, Tom	Bartholomew Park Preserve Hike (2355)
Bold, Tom	Devil's Well (2353)
Bold, Tom	DiRosa Preserve Hike (2354)
Bold, Tom	Skyline Wilderness Hike (2352)
Broida, Dave	Beginning Blues Harmonica (2062)
Broida, Dave	Healthy Harmonica (2063)
Busse-Dohm, Kristine	About Boating Safety (2058)
Busse-Dohm, Kristine	GPS for Mariners (2059)
Christensen, Carrie	Become A Notary Public in A Day (2339)
Christensen, Carrie	Loan Signing Agent (2343)
Christensen, Carrie	Renewing Notaries (2340)
Coop, Bill	Traffic Violator Class (2316)
Coop, Bill	Traffic Violator Class (2317)
Coop, Bill	Traffic Violator Class (2318)
Coop, Bill	Traffic Violator Class (2319)
Coop, Bill	Traffic Violator Class (2320)
Coop, Bill	Traffic Violator Class (2321)
Coop, Bill	Traffic Violator Class (2322)
Coop, Bill	Traffic Violator Class (2323)
Coop, Bill	Traffic Violator Class (2324)
Coop, Bill	Traffic Violator Class (2325)
Coop, Bill	Traffic Violator Class (2326)
Danto, Eloise	Overview of Simple Will Preparation (2351)
Dvorak, Robert	Drawing Without Fear (2068)
Dvorak, Robert	The Magic of Watercolor (2069)
Harrison, Margaret	Become an Independent Home/Based Travel Agent (2328)
Harrison, Margaret	Become an Independent Home/Based Travel Agent (2329)
Huguet, Jr., Maury	Estate Planning - Not Just for the Very Rich! (2060)
Khamashta, Karen	Intro To massage - Rubbing Someone the Right Way (2337)
Khamashta, Karen	The Joys of Foot Massage (2338)
Krusemark, LeeAnne	\$Cash\$ In With a Successful Home Based Business (1394)
Krusemark, LeeAnne	Beginners Guide to Getting Published (1392)
Krusemark, LeeAnne	Make Money With a Typing/Word Processing Business (1395)
Krusemark, LeeAnne	Meet the Publisher - Get Your Manuscript Critiqued (1393)
Laughlin, Robert	Instant Piano for Hopelessly Busy People (1398)
Laughlin, Robert	Piano by Ear (1399)
Logan, Val	How to Easily Attract Everything Your Heart Desires (2055)
Logan, Val	How To Relax Your Mind and Sleep Like a Baby (2056)
McBride, Kami	Medicinal and Edible Herb Garden/Plant Your Own Personal Pharmacy (2057)
McKeown, Charlotte	CPR & AED: Cardiopulmonary Resuscitation & Automated External Defibrillato (2064)
McKeown, Charlotte	CPR & AED: Cardiopulmonary Resuscitation & Automated External Defibrillato (2067)
McKeown, Charlotte	CPR for Infants and Children (2065)
McKeown, Charlotte	CPR for Infants and Children (2066)
Megggers, George	California Wine Appreciation (2315)
Miller, Nancy	Clutterology How to Eliminate Clutter in Your Life and Get Organized (1405)

Miller, Nancy	How To Create a 2 <sup>nd</sup> Income with a Home Based Business (1407)
Paschal, Brad	CLCC Workshop 2009 (2345)
Racine, Warren	Foreclosures: The Good, Bad and Fantastic! (1411)
Racine, Warren	Make Your Money the Old Fashioned Way - Buy Fixer Uppers! (1412)
Reiter, Gayla	Reincarnation and Past Lives (2053)
Rosengren, Kathy	Shakespeare in Ashland (2344)
Rounds, Mike	Build Your Own Website for \$5 a Month (1406)
Rounds, Mike	The 99 cent Gourmet (1408)
Rowen, Terry	Computerized Medical Insurance Billing (1402)
Rowen, Terry	How To Start Your Own Medical Insurance Billing Service From Your Home (1403)
Rowen, Terry	Medical Insurance Billing I (1400)
Rowen, Terry	Medical Insurance Billing II (1401)
Spiers, John	Import Export Now! (2054)
Sulle, Jerry	Hawaiian Slack Key Guitar (2350)
Torr, Jeff	Intermediate Guitar (2071)
Torr, Jeff	Intermediate Guitar (2072)
Ulrich, Dan	Basic Auto Body Repair and Fundamentals of Auto Spray Painting Techniques (2347)
Warren, Cheryl	Beginning (Introductory) Guitar (2327)
Weikel, Curt	Are You Stuck in a Codependent Rut? (2073)
Weikel, Curt	Becoming a Love and Logic Parent (2070)
Williams, Wayne	Make \$4K-\$8K in the Auto Wholesale Business (2346)
Withrow, Lewis	First Time Homebuyers: What You Should Know (2348)
Withrow, Lewis	Mortgage Loans: What you Need to Know (2349)

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

**TO: Members of the Governing Board**

**SUBJECT: AGREEMENT BETWEEN MACRO PLASTICS,  
INCORPORATED AND SOLANO COMMUNITY  
COLLEGE DISTRICT TO PROVIDE ELECTRICAL  
SAFETY TRAINING FOR CONTRACT EDUCATION**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

An agreement between Solano Community College District and Macro Plastics, Incorporated for contract education is being presented for review and approval by the Governing Board.

The District will provide one 40-hour Electrical Safety class for new technical employees. Training will be held at Solano Community College and will start after January 21, 2009.

Macro Plastics, Incorporated will compensate the District for all educational services, rendered at a flat rate of \$6,200.00. The fee includes program development, coordination, instruction, training materials, evaluation, and Certificates of Completion.

Copies of the agreement are available in the Office of the Superintendent/President and in the Office of Contract Education and Community Services.

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

Deborah Mann, Program Developer  
Contract Education and Community Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707 864-7195

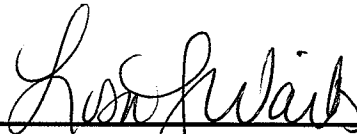
**TELEPHONE NUMBER**

Academic Affairs

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**

Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
AGREEMENT FOR EDUCATIONAL SERVICES**

This agreement is entered into by and between **SOLANO COMMUNITY COLLEGE DISTRICT**, hereinafter referred to as "District" and **MACRO PLASTICS INCORPORATED, 2250 HUNTINGTON DRIVE, FAIRFIELD, CA 94533**, hereinafter referred to as "Macro Plastics."

**WHEREAS**, Macro Plastics desires to engage the District to render special educational services,

**THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

- A. The District will provide Electrical Safety training for 2 employees.
- B. The District will develop, coordinate, deliver, and evaluate the training. The employees will attend 40 hours of training at Solano Community College, training dates and times to be determined. All successful completers will receive Certificates of Completion. Additional training can be scheduled as needed with an addendum to this contract.
- C. Macro Plastics will identify all employees who will participate in training.
- D. Macro Plastics will compensate the District for all services rendered and expenses at a rate of six thousand two hundred dollars and no cents (\$6,200.00.) The cost is inclusive for all instruction and teaching/ training materials.
- E. Payments by Macro Plastics Corporation to the District will be due upon receipt of invoice. An invoice will be generated when the training is 50% completed.
- F. **IT IS MUTUALLY UNDERSTOOD** that Macro Plastics and the District shall secure and maintain in full force and effect during the full term of this Agreement, liability insurance in the amounts and written by carriers satisfactory to Macro Plastics and the District respectively.
- G. The District will indemnify, and hold harmless, in any actions of law or equity, Macro Plastics, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of the District under this Agreement or of any persons directly or indirectly employed by, or acting as agent for the District, but not including sole negligence or willful misconduct of Macro Plastics. This indemnification shall extend to claims, losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve the District from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of the District's operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

Macro Plastics will indemnify, and hold harmless in any actions of law or equity, the District, its officers, employees, agents and elective and appointive boards from all claims, losses, damage,



including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of Macro Plastics under this Agreement or of any persons directly or indirectly employed by, or acting as agent for Macro Plastics, but not including the sole negligence or willful misconduct of the District. This indemnification shall extend to claims losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve Macro Plastics from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of Macro Plastics operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

- H. Macro Plastics agrees that it will not discriminate in the selection of any student to receive instruction pursuant to the Agreement because of sex, sexual preference, race, color, religious creed, national origin, marital status, veteran status, medical condition, age (over 40), pregnancy, disability, and political affiliation. In the event of Macro Plastics' non-compliance with this section, the Agreement may be canceled, terminated, or suspended in whole or in part by the District.

\_\_\_\_\_  
Matthew Barnett  
Vice President of Operations  
Macro Plastics Incorporated  
Fairfield, CA

\_\_\_\_\_  
Lisa J. Waits, Ed.D.  
Interim Superintendent/President  
Solano Community College  
Fairfield, CA

Date \_\_\_\_\_

Date \_\_\_\_\_

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

**TO: Members of the Governing Board**

**SUBJECT: AGREEMENT BETWEEN MACRO PLASTICS,  
INCORPORATED AND SOLANO COMMUNITY  
COLLEGE DISTRICT TO PROVIDE INTRODUCTION TO  
ELECTRICITY AND ELECTRONICS TRAINING FOR  
CONTRACT EDUCATION**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

An agreement between Solano Community College and Macro Plastics, Incorporated for contract education is being presented for review and approval by the Governing Board.

The District will provide two (2) classes of forty-eight hours (48) each for Introduction to Electricity and Electronics training for up to eight (8) employees, in two groups of four (4) each. Training will be held at Solano Community College, dates and times to be determined.

Macro Plastics, Incorporated will compensate the District for all educational services, rendered at a flat rate of \$14,000.00. The fee includes program development, coordination, instruction, training materials, including textbooks, evaluation, and Certificates of Completion.

Copies of the agreement are available in the Office of the Superintendent/President and in the Office of Workforce and Community Development.

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

Deborah Mann, Program Developer  
Contract Education and Community Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707 864-7195

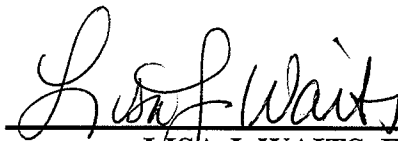
**TELEPHONE NUMBER**

Academic Affairs

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



LISA J. WAITS, Ed.D.

Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
AGREEMENT FOR EDUCATIONAL SERVICES**

This agreement is entered into by and between **SOLANO COMMUNITY COLLEGE DISTRICT**, hereinafter referred to as "District" and **MACRO PLASTICS INCORPORATED, 2250 HUNTINGTON DRIVE, FAIRFIELD, CA 94533**, hereinafter referred to as "Macro Plastics."

**WHEREAS**, Macro Plastics desires to engage the District to render special educational services,

**THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

- A. The District will provide Introduction to Electricity and Electronics training for up to 8 Macro Plastics employees.
- B. The District will develop, coordinate, deliver, and evaluate the training. The employees will attend training in 2 groups of 48 hours each. Training will take place at Solano Community College on dates and times to be determined by Macro Plastics. All successful completers will receive Certificates of Completion. Additional training can be scheduled as needed with an addendum to this contract.
- C. Macro Plastics will identify all employees who will participate in training.
- D. Macro Plastics will compensate the District for all services rendered and expenses at a rate of fourteen thousand dollars and no cents (\$14,000.00.) The cost is inclusive for all instruction and teaching/ training materials.
- E. Payments by Macro Plastics Corporation to the District will be due upon receipt of invoice. An invoice will be generated when the training is 50% completed.
- F. **IT IS MUTUALLY UNDERSTOOD** that Macro Plastics and the District shall secure and maintain in full force and effect during the full term of this Agreement, liability insurance in the amounts and written by carriers satisfactory to Macro Plastics and the District respectively.
- G. The District will indemnify, and hold harmless, in any actions of law or equity, Macro Plastics, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of the District under this Agreement or of any persons directly or indirectly employed by, or acting as agent for the District, but not including sole negligence or willful misconduct of Macro Plastics. This indemnification shall extend to claims, losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve the District from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of the District's operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

Macro Plastics will indemnify, and hold harmless in any actions of law or equity, the District, its officers, employees, agents and elective and appointive boards from all claims, losses, damage, including property damages, personal injury, including death, and liability of every kind, nature and description, directly or indirectly arising from the operations of Macro Plastics under this Agreement or of any persons directly or indirectly employed by, or acting as agent for Macro Plastics, but not including the sole negligence or willful misconduct of the District. This indemnification shall extend to claims losses, damages, injury and liability for injuries occurring after completion of the services rendered pursuant to this Agreement, as well as during the process of rendering such services. Acceptance of insurance certificates required under this Agreement does not relieve Macro Plastics from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to all damages and claims for damages of every kind suffered, by reason of any of Macro Plastics operations under this Agreement regardless of whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

- H. Macro Plastics agrees that it will not discriminate in the selection of any student to receive instruction pursuant to the Agreement because of sex, sexual preference, race, color, religious creed, national origin, marital status, veteran status, medical condition, age (over 40), pregnancy, disability, and political affiliation. In the event of Macro Plastics' non-compliance with this section, the Agreement may be canceled, terminated, or suspended in whole or in part by the District.

\_\_\_\_\_  
Matthew Barnett  
Vice-President of Operations  
Macro Plastics Incorporated  
Fairfield, CA

\_\_\_\_\_  
Lisa J. Waits, Ed.D.  
Interim Superintendent/President  
Solano Community College  
Fairfield, CA

Date \_\_\_\_\_

Date \_\_\_\_\_

AGENDA ITEM 9. (a)  
MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**  
**SUBJECT: APPROVAL FOR AGREEMENT WITH SAFIRROSETTI  
FOR SECURITY DESIGN SERVICES FOR BOOKSTORE  
IN BUILDING 1400**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

Board approval is requested for an agreement with SafirRosetti to provide security design services for the Bookstore located within Building 1400–Student Union. The design will include an access control system, security cameras and intrusion alarm system. The total fee for services is \$6,885. A copy of the agreement is attached.

Staff will be at the meeting to answer any questions from the Governing Board.

**SUPERINTENDENT’S RECOMMENDATION:**  **APPROVAL**  **DISAPPROVAL**  
 **NOT REQUIRED**  **TABLE**

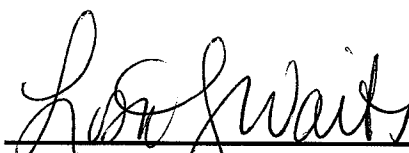
Stan Dobbs  
Independent Contractor  
**PRESENTER’S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534  
**ADDRESS**

(707) 864-7176  
**TELEPHONE NUMBER**

Maintenance & Operations  
**ORGANIZATION**

January 9, 2009  
**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009  
**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

**AGREEMENT BETWEEN  
SOLANO COMMUNITY COLLEGE DISTRICT AND SAFIRROSETTI  
FOR BOOKSTORE SECURITY DESIGN SERVICES**

This is an Agreement made as of January 21, 2009 between Solano Community College District ("District") and SafirRosetti ("Consultant") for the provision of specified professional services.

Consultant shall perform Bookstore Security Design services in accordance with the terms and conditions of this Agreement and shall be responsible for the means and methods used in performing services under this Agreement. Except as set forth in this Agreement, Consultant shall have no other duties or responsibilities.

Consultant shall provide for the District the following basic consulting services:

See Exhibit A.

Consultant represents and warrants that its services and all of its work, materials, equipment and processes depicted or described in drawings, specifications or other documents prepared by the Consultant shall comply with all local, state and federal laws, codes, ordinances, regulations and rules pertaining thereto.

Consultant shall submit statements for services rendered. If the District objects to any statement submitted by Consultant, the District shall so advise Consultant in writing giving reasons within fourteen (14) days of receipt of such statement. If no such objection is made, the statement will be considered acceptable by District.

Kitchell is authorized to act as the District's agent, and references to actions by "District" may be undertaken by the "Project Manager/ Program Manager", Kitchell CEM.

Consultant shall maintain appropriate accounting records which shall be made available for inspection by the District upon request.

Consultant Indemnity of District. To the fullest extent permitted by law, the Consultant shall indemnify, defend and hold harmless the District and its employees, officers, Board of Trustees, individual members of the Board of Trustees, agents and representatives ("the Indemnified Parties") from any and all claims, demands, losses, responsibilities or liabilities for: (i) injury or death of Consultant's employees arising out of this Agreement; (ii) injury or death of persons or damage to property, or (iii) other costs or charges, directly or indirectly arising out of or attributable, in whole or in part, to the negligent or willful acts, omissions, errors and/or other conduct of Consultant, its Design Consultants or the employees, agents and representatives of Consultant Sub-Consultants in performing or providing any of the obligations, services or other work product contemplated under this Agreement. The foregoing shall include without limitation, attorneys fees and costs incurred by the Indemnified Parties and shall survive the termination of this Agreement until any such claim, demand, loss, responsibility or liability covered by the provisions hereof is barred by the applicable Statute of Limitations.

District Indemnity of Consultant. The District shall indemnify and hold harmless Consultant from all claims arising out of bodily injury (including death) and physical damage (other than to the Project itself and property covered by insurance under this agreement) which arise out of the negligent or willful acts, omissions or other conduct of the District

The District and Consultant respectively bind themselves, their successors and assigns and legal representatives to the terms of this Agreement. Neither the District nor Consultant shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the District and Consultant and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the District and Consultant and not for the benefit of any other party.

All documents and specifications prepared by Consultant under this Agreement shall belong to the District. These ownership rights shall include copyrights to all such documents and specifications.

Consultant shall procure and maintain insurance for protection from claims under worker's compensation acts, claims for damages because of bodily injury including personal injury, sickness, or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use there from, and any other insurance prescribed by laws, rules, regulations, ordinances, codes, or orders, as well as insurance required by this Agreement as set forth in Exhibit A.

Consultant shall furnish to the District proof of insurance as required in Exhibit A.

The District will also cause other independent professional associates and consultants retained by the District for the Project to procure and maintain comparable insurance coverage.

This Agreement (consisting of pages 1 and 2 inclusive of Exhibit A, and SafirRosetti Proposal Dated October 7, 2008 (attached), constitutes the entire Agreement between the District and Consultant and supersedes all prior written or oral understandings. This Agreement may only be amended or modified by a duly executed written instrument.

**IN WITNESS WHEREOF, the authorized representatives of the parties hereto have executed this Agreement effective on the date first above written.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sandor P. Zirulnik  
Senior Managing Director  
SafirRosetti

\_\_\_\_\_  
Lisa J. Waits, Ed.D.  
Interim Superintendent/President  
Solano Community College District

**EXHIBIT A  
TO AGREEMENT BETWEEN  
SOLANO COMMUNITY COLLEGE DISTRICT AND SAFIRROSETTI  
FOR BOOKSTORE SECURITY DESIGN SERVICES**

This is an exhibit attached to, made a part of and incorporated by reference in the Agreement made on January 21, 2009 between Solano Community College District (District) and SafirRosetti (Consultant) providing professional services.

Consultant shall provide the District the following Basic Services in accordance with the terms and conditions of the Agreement within the time stipulated below:

**SERVICES**

1. As described in the October 7, 2008 proposal received from SafirRosetti to the District regarding Bookstore Security Design Services for the Solano Community College District, 4000 Suisun Valley Road, Fairfield, CA 94534.

**PERFORMANCE PERIOD**

1. Services will be provided in accordance with the Scope of Work and Cost Proposal, Exhibit A, as follows:
  - Access Control System
  - Security Cameras
  - Intrusion Alarm System
  - Interface to existing campus systems via the LAN/WAN

**COMPENSATION**

1. Consultant shall be compensated on an hourly basis, not to exceed an amount of **six thousand eight hundred eighty five dollars and Zero cents (\$6,885.00)** for professional services.

**INSURANCE**

1. The Consultant shall procure and maintain Worker's Compensation Insurance covering claims under worker's or workmen's compensation, disability benefit and other similar employee benefit acts may be liable. Consultant shall purchase and maintain Employer's Liability Insurance covering bodily injury (including death) by accident or disease to any employee, which arises out of the employee's employment by the Consultant. The Employer's Liability Insurance required of the Consultant hereunder may be obtained by the Consultant as a separated policy of insurance or as an additional coverage under the Worker's Compensation Insurance required to be obtained and maintained by the Consultant in accordance with this Agreement for the amounts indicated effective as follows:

General Comprehensive	\$1,000,000
-----------------------	-------------



Automobile Liability	\$1,000,000 per occurrence \$1,000,000 aggregate
Worker's Compensation	Statutory
Professional Liability	\$1,000,000 per occurrence \$1,000,000 aggregate

**Policy Endorsements; Evidence of Insurance:**

1. The Consultant shall deliver to the District Certificates of Insurance evidencing each of the policies of insurance in the coverage. Amounts required hereunder. All policies of insurance required hereunder shall be issued by the insurer(s) admitted to issue insurance by the State of California and to the reasonable satisfaction of the District. Coverage's under each policy of insurance required hereunder, whether by endorsement or otherwise, shall provide that such policy will not be modified, canceled, or allowed to expire without at least thirty (30) days advance written notice to the District.
2. Each required general comprehensive and automobile liability policy, and Worker's Compensation policy shall be endorsed with the following specific language:
  - A. The District, Board of Trustees, its officers, employees, contractors, subcontractors and the Program Manager, Kitchell CEM are named as additional insured for all liability arising out of operations by or on behalf of the named insured in the performance of this Agreement.
  - B. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies have been issued to each insured.
  - C. The insurance provided herein is primary and no insurance held or owned by the District shall be called upon to contribute to a loss.
3. Consultants Indemnity of the District to the fullest by law, the Consultant shall indemnify and hold harmless the District and its employees, officer, Board of Trustees, individual members of the Board of Trustees, agents and representatives ("the Indemnified Parties") from any and all claims demands, losses, responsibility or liabilities for: (i) injury or death of Consultant's employees arising out this Agreement; (ii) injury or death of persons or damage to property, or (iii) other costs or charges, to the extent directly arising out of or attributable, to the negligent acts, omissions, errors and/or other conduct of the Consultant or any of its Consultants or the employees, agents and representatives of the Consultant or any of its consultants in performing or providing any of the obligations, services or other work product contemplated under is Agreement, but not to the extent caused by the District or third parties not under the control or the supervision of the Consultant. The foregoing shall include without limitation, reimbursement of reasonable attorneys fees and cost incurred by the Indemnified Parties, through counsel selected by the Indemnified Parties and shall survive the termination of this Agreement until any such claim, demand, loss, responsibility or liability covered by the provisions hereof is barred by the applicable Statute

of Limitations. The indemnifications provided herein shall not be construed to extend any third party indemnification rights of any kind to any person or entity, which is not a signatory to this Agreement. In addition, the indemnifications provided herein are irrespective of the Consultant's insurance coverage.

4. Indemnity: The Consultant and District shall indemnify and hold harmless from all claims arising out of bodily injury (including death) and physical damage, other than to the Project itself and property covered insurance, which arise out of negligent or willful, acts, omissions or other conduct of the District.
5. This Agreement shall be of no force or effect until Consultant provides proof of appropriate insurance to the District.
6. Termination: The District may terminate this Agreement upon fourteen (14) days advance written notice to SafirRosetti for convenience. SafirRosetti will be paid for any and all services rendered and SafirRosetti shall submit any and all records pertaining to the Campus Wide Security Project to the District immediately. Appropriate documentation then shall be sent to DSA, architect, and IOR for all inspections performed to date.

- End -

EXHIBIT A.1

PROJECT: Solano Community College – Bldg. 1400 Student Services - Bookstore

CONTRACT NO.:

LOCATION: City of Fairfield

DESCRIPTION: Security Design Services for Bookstore in Building 1400.

ARTICLE 2

ADDITIONS: Scope to include all base services, as defined in proposal dated October 7, 2008.

ARTICLE 2

EXCLUSIONS: None.

FEE: The ARCHITECT will be paid a lump sum amount of six thousand eight hundred eighty five dollars and Zero cents (\$6,885.00), including all reimbursable expenses.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sandor P. Zirulnik  
Senior Managing Director  
SafirRosetti

\_\_\_\_\_  
Lisa J. Waits, Ed.D.  
Interim Superintendent/President  
Solano Community College District

AGENDA ITEM 9. (b)  
MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**  
**SUBJECT: AUTHORIZATION TO AWARD CONTRACT TO BELL  
PRODUCTS, INC., FOR THE CHILLER ADDITION  
PROJECT, BID NO. 09-003**  
**REQUESTED ACTION: ACCEPTANCE OF BID #09-003**

**SUMMARY:**

Board approval is recommended that the District award the Chiller Addition Project located in Building 2000 to Bell Products, Inc. The total base bid amount is \$489,441. Attached is the bid tabulation prepared by the Kitchell CEM staff.

This project involves demolition of an existing wall; installation of a new, smaller, energy efficient chiller to supplement and serve as back-up to the two existing chillers, and construction of a new two-hour, fire-rated wall.

A copy of the bid plans, specifications and addenda for this project are available for review upon request through the Facilities Office.

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

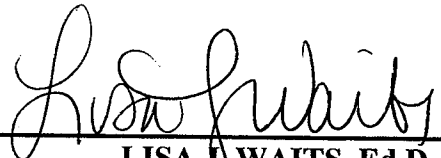
Stan Dobbs  
Independent Contractor  
**PRESENTER'S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534  
**ADDRESS**

(707) 864-7176  
**TELEPHONE NUMBER**

Maintenance & Operations  
**ORGANIZATION**

January 9, 2009  
**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009  
**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**



# Preliminary Result

Project: SCCD - Bldg. 2000 - Chiller Addition Project  
 Meeting: Bid Opening  
 Bid Date: 01/07/09  
 Bid Time: 2:00:00 PM  
 Bid Location: Bldg 600

Bidder	00310 - Bid Form	00311 Subcontractor List	00312 - Non Collusion Affidavit	00313 - Bidder Information Sheet	00314 - Statement of Experience	00501 - Bidder Bond	Bondability Letter	Addenda 1	Addenda 2	Addenda 3	Addenda 4	Addenda 5	Addenda 6	Addenda 7	Addenda 8	Addenda 9	Addenda 10	Base Bid
1 Bell Products, Inc.	X	X	X	X	X	X	X	X	X	X								\$ 489,441.00
2 RE Corporation	X	X	X	X	X	X	X	X	X	X								\$ 559,955.00
3 Johnson Mechanical Co., Inc.	X	X	X	X	X	X	X	X	X	X								\$ 572,000.00
4 Pacific Mechanical Corporation	X	X	X	X	X	X	X	X	X	X								\$ 617,400.00
5 Bangar Contractors Corp.	X	X	X	X	X	X	X	X	X	X								\$ 625,000.00
6 Associated Contractors, Inc.	X	X	X	X	X	X	X	X	X	X								\$ 629,000.00
7 AirCo Mechanical, Inc.	X	X	X	X	X	X	X	X	X	X								\$ 640,000.00
8 Page Construction Company	X	X	X	X	X	X	X	X	X	X								\$ 652,441.00
9																		
10																		
11																		
12																		
13																		
14																		
Engineers Estimate																		\$ 450,000.00
Low Bid																		\$ 489,441.00
Average Bid																		\$ 598,154.63
Adjusted Average Bid																		

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

**TO: Members of the Governing Board**  
**SUBJECT: CITY OF VACAVILLE DEVELOPMENT IMPACT FEES  
FOR THE VACAVILLE CENTER PROJECT**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

Board approval is requested to prepare the necessary documents to issue payment to the City of Vacaville for development impact fees due and payable as per the terms stipulated in the Vacaville Center Development Agreement approved by the Board in 1999.

In building the new Vacaville Center, the District is considered a developer and subject to infrastructure and development impact fees during new construction. Ron Richards of Kitchell has provided information to the City in order to complete its fee calculations that are based on estimates of number of residential dwellings, commercial users, amount of traffic generated, square footage of classrooms, public safety service, etc.

Attached are final fee schedule worksheets provided by the City of Vacaville. The total cost is \$469,897.00 and will derive from Measure G bond funds. Also attached are portions of the original and amended Development Agreement indicating the District's obligations.

Staff will be at the meeting to answer any questions from the Governing Board.

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

Stan Dobbs  
Independent Contractor

**PRESENTER'S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7176

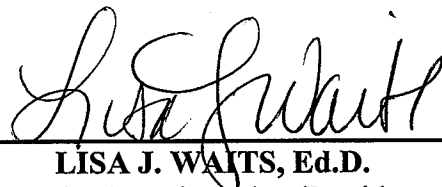
**TELEPHONE NUMBER**

Maintenance & Operations

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

EFFECTIVE: January 1, 2008

City of Vacaville, Building Division



**CONNECTION & DEVELOPMENT IMPACT FEES**

**WATER INSTALLATION FEE: RESIDENTIAL & NON-RESIDENTIAL**

Funds the direct cost of water meters and related installation to serve new development

0.002

Meter Size	Meter Only	Complete	Meter Size	Meter Only	Complete
3/4"			3"	\$2,175	N/A
1"	\$266	\$1,947	4"	3,320	N/A
1 1/2"	321	2,119	6" to 8"	P.W. T&M	N/A
2"	457	3,434			
	573	4,122			

**\*\*\*WATER CONNECTION FEE: RESIDENTIAL & NON-RESIDENTIAL**

Funds the expansion of the domestic water treatment system to serve new development

Fee with Water Rights

	EDU	METER SIZE	TOTAL FEE	Plant Fee		Distribution Fee		COMPLETE W/R	PARTIAL W/R
				(Non-Reimb)	(Reimb)	(Non-Reimb)	(Reimb)	Distribution Fee (Non-Reimb)	See Regular Distribution Fee
<b>RESIDENTIAL</b>									
Single-Family	1.0	3/4"	\$ 7,145	3,430	857	2,286	572	522	2,858
Single-Family Sr. Housing	1.0	* 1"	\$ 7,145	3,430	857	2,286	572	522	2,858
Second Unit (granny flat)	2.5	** 1"	\$ 17,862	8,574	2,143	5,716	1,429	1,305	7,145
	5.0	1 1/2"	\$ 35,725	17,148	4,287	11,432	2,858	2,610	14,290
	8.0	2"	\$ 57,160	27,437	6,859	18,291	4,573	4,176	22,864
<b>Multiple-Family</b>									
Multiple-Family Sr. Housing	2.0	3/4"	\$ 14,290	6,859	1,715	4,573	1,143	1,044	5,716
	2.5	1"	\$ 18,577	8,917	2,229	5,945	1,486	1,357	7,431
	7.0	1 1/2"	\$ 50,015	24,007	6,002	16,005	4,001	3,654	20,006
	13.4	2"	\$ 95,743	45,957	11,489	30,638	7,659	6,995	38,297
	23.2	3"	\$ 165,764	79,567	19,892	53,044	13,261	12,110	66,305
	37.4	4"	\$ 267,223	128,267	32,067	85,511	21,378	19,523	106,889
<b>NON-RESIDENTIAL</b>									
Commercial/Industrial	2.0	3/4"	\$ 14,290	6,859	1,715	4,573	1,143	1,044	5,716
Public & Private Schools	2.6	1"	\$ 18,577	8,917	2,229	5,945	1,486	1,357	7,431
	7.0	1 1/2"	\$ 50,015	24,007	6,002	16,005	4,001	3,654	20,006
	13.4	2"	\$ 95,743	45,957	11,489	30,638	7,659	6,995	38,297
	23.2	3"	\$ 165,764	79,567	19,892	53,044	13,261	12,110	66,305
	37.4	4"	\$ 267,223	128,267	32,067	85,511	21,378	19,523	106,889

\*Connection fee if meter size is calculated by Bldg Div at 3/4" or 1"

\*\*Connection fee if meter size is calculated by Bldg Div at 3/4" but a 1" meter is requested

Meters 6" and larger: Fee to be determined by Utilities Division

**\*\*\*SEWER CONNECTION FEE**

Funds expansion of wastewater collection and treatment systems to serve new development

RESIDENTIAL	EDU X	TOTAL FEE	NON-RESIDENTIAL
Single/Multi-Family/Mod/MH		\$8,248	(See Separate Sewer Connection Fee Summary)
1 Bedroom:	0.6	\$4,949	Outdoor Dining Area: 25% of Sewer Fee per EDU
2 Bedroom:	0.8	6,598	Public/Private Schools: Regular Non-Residential Rate
3 Bedroom:	1.0	8,248	
4 or more Bedroom:	1.2	9,898	
Single-Family Sr. Housing:		No Adjustment, same as above	
Multiple-Family Sr. Housing:		No Adjustment, same as above	

**\*\*\*PARK and RECREATION FEE**

Funds development of additional park sites and recreation facilities to serve new development

RESIDENTIAL	TOTAL FEE	NON-RESIDENTIAL
Single-Family:	\$3,735 per Dwelling Unit	No Fee
Multiple-Family:	\$2,569 per Dwelling Unit	
Single-Family Sr. Housing:	Same as Multi-Family Rate	
Multiple-Family Sr. Housing:	53% of Multi-Family Rate	
Single-Family Duet:	Same as Multi-Family Rate	

**\*\*\*GREENBELT PRESERVATION FEE**

Funds the acquisition of greenbelt property surrounding Vacaville

RESIDENTIAL	TOTAL FEE	NON-RESIDENTIAL
Single-Family:	\$199 per Dwelling Unit	No Fee
Multiple-Family:	\$136 per Dwelling Unit	
Single-Family Sr. Housing:	Same as Multi-Family Rate	
Multiple-Family Sr. Housing:	53% of Multi-Family Rate	
Single-Family Duet:	Same as Multi-Family Rate	

**\*\*\*GENERAL FACILITIES DEVELOPMENT IMPACT FEE**  
 Funds the expansion of general City facilities to serve new development

RESIDENTIAL	TOTAL FEE
Single-Family:	\$633 per Dwelling Unit
Multiple-Family:	\$391 per Dwelling Unit
Single-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	\$391 per Dwelling Unit
Multiple-Family Sr. Housing: <i>53% of Multi-Family Rate</i>	\$207 per Dwelling Unit
Single-Family Duet: <i>Same as Multi-Family Rate</i>	\$391 per Dwelling Unit

NON-RESIDENTIAL	TOTAL FEE
Commercial:	\$0.3546 per Building Square Foot
Office:	\$0.2733 per Building Square Foot
Industrial-Over 50,000sf: <i>Whrs, Mfg., or Spec Bldg</i>	\$0.1907 per Building Square Foot
Industrial-Under 50,000sf: <i>Manufacturing, specifically</i>	\$0.1907 per Building Square Foot
Industrial-Under 50,000sf: <i>Warehouse or Spec Shell</i>	\$0.2319 per Building Square Foot

*( Fee is 50% Office Rate and 50% Industrial Rate)*

INSTITUTIONAL	TOTAL FEE
Hospital:	\$0.1907 per Building Square Foot
Church:	\$0.0866 per Building Square Foot
Assisted Living: <i>Use Hospital Rate</i>	\$0.1907 per Building Square Foot
Public Schools:	No Fee

**\*\*\*POLICE DEVELOPMENT IMPACT FEE**  
 Funds the expansion of police facilities to serve new development

RESIDENTIAL	TOTAL FEE
Single-Family:	\$638 per Dwelling Unit
Multiple-Family:	\$556 per Dwelling Unit
Single-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	\$556 per Dwelling Unit
Multiple-Family Sr. Housing: <i>53% of Multi-Family Rate</i>	\$295 per Dwelling Unit

NON-RESIDENTIAL	TOTAL FEE
Commercial:	1.1868 per Building Square Foot
Office:	0.6274 per Building Square Foot
Industrial-Over 50,000sf: <i>Whrs, Mfg., or Spec Bldg</i>	0.1773 per Building Square Foot
Industrial-Under 50,000sf: <i>Manufacturing, specifically</i>	0.1773 per Building Square Foot
Industrial-Under 50,000sf: <i>Warehouse or Spec Shell</i>	0.4024 per Building Square Foot

*( Fee is 50% Office Rate and 50% Industrial Rate)*

INSTITUTIONAL	TOTAL FEE
Hospital:	1.3913 per Building Square Foot
Church:	0.2997 per Building Square Foot
Assisted Living: <i>Same as Office Rate</i>	0.6274 per Building Square Foot
Public Schools:	No Fee

**\*\*\*FIRE DEVELOPMENT IMPACT FEE**  
 Funds the expansion of fire facilities to serve new development

RESIDENTIAL	TOTAL FEE
Single-Family:	286 per Dwelling Unit
Multiple-Family:	98 per Dwelling Unit
Single-Family Sr. Housing: <i>Same as Single-Family Rate</i>	286 per Dwelling Unit
Multiple-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	98 per Dwelling Unit

NON-RESIDENTIAL	TOTAL FEE
Comm'l/Indust/Office:	1,148 per Land Area (acre)
Public Schools:	No Fee

Amount per Sq. Ft.  
\$0.0263

**\*\*\*TRAFFIC IMPACT FEE**  
 Funds the construction of certain major streets, freeway interchanges & other circulation improvements to serve new development

RESIDENTIAL	TOTAL FEE
Single-Family:	8,174 per Dwelling Unit
Multiple-Family:	5,067 per Dwelling Unit
Single-Family Sr. Housing: <i>70% of Single-Family Rate</i>	\$5,722 per Dwelling Unit
Multiple-Family Sr. Housing: <i>25% of Single-Family Rate</i>	\$2,044 per Dwelling Unit

NON-RESIDENTIAL	TOTAL FEE
Commercial:	4.4195 per Building Square Foot
Office:	3.3555 per Building Square Foot
Industrial-Over 50,000sf: <i>Whrs, Mfg., or Spec Bldg</i>	2.4554 per Building Square Foot
Industrial-Under 50,000sf: <i>Manufacturing, specifically</i>	2.4554 per Building Square Foot
Industrial-Under 50,000sf: <i>Warehouse or Spec Shell</i>	2.9054 per Building Square Foot

*( Fee is 50% Office Rate and 50% Industrial Rate)*

Hotels/Motels: <i>Same as Office Rate</i>	3.3555 per Building Square Foot
Airport Hangars: <i>25% of Industrial Rate</i>	0.6139 per Building Square Foot

INSTITUTIONAL	TOTAL FEE
Hospital:	2.4689 per Building Square Foot
Church:	1.0844 per Building Square Foot
Assisted Living/Alz. Daycare: <i>Same as Hospital Rate</i>	2.4689 per Building Square Foot
Private & Public Schools:	No Fee

*(Includes school classrooms, offices, auditoriums)*



**\*\*\*DRAINAGE DETENTION FEE: ZONE 1 (except Zone 1A)**

Funds the construction of detention basins to serve new development

RESIDENTIAL	TOTAL FEE	(Non-Reimb)	(Reimb)		(Non-Reimb)	(Reimb)	Total per Sq. Ft.
Single-Family:	759	\$698	\$61	per Dwelling Unit			
Multiple-Family:	329	303	26	per Dwelling Unit			
Single-Family Sr. Housing: <i>Same as Single-Family Rate</i>	759	698	61	per Dwelling Unit			
Multiple-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	329	303	26	per Dwelling Unit			
NON-RESIDENTIAL							
Comm'l/Indust/Office:	5,781	5,319	462	per Net Acre	0.1221	0.0106	0.1327
INSTITUTIONAL							
Hospital/Church:	5,781	5,319	462	per Net Acre	0.1221	0.0106	0.1327

**\*\*\*DRAINAGE DETENTION FEE: ZONE 2**

Funds the construction of detention basins to serve new development

RESIDENTIAL	TOTAL FEE	(Non-Reimb)	(Reimb)		(Non-Reimb)	(Reimb)	Total per Sq. Ft.
Single-Family:	811	\$551	\$260	per Dwelling Unit			
Multiple-Family:	350	238	112	per Dwelling Unit			
Single-Family Sr. Housing: <i>Same as Single-Family Rate</i>	811	551	260	per Dwelling Unit			
Multiple-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	350	238	112	per Dwelling Unit			
NON-RESIDENTIAL							
Comm'l/Indust/Office:	6,161	4,189	1,972	per Net Acre	0.0962	0.0452	0.1414
INSTITUTIONAL							
Hospital/Church:	6,161	4,189	1,972	per Net Acre	0.0962	0.0452	0.1414

**\*\*\*DRAINAGE CONVEYANCE FEE w/Building Permit**

Funds the construction of certain major drainage facilities to serve new development

RESIDENTIAL	TOTAL FEE	Conveyance	Wtr Quality		(Non-Reimb)	(Reimb)	Total per Sq. Ft.
Single-Family:	231	\$162	\$69	per Dwelling Unit			
Multiple-Family:	102	72	30	per Dwelling Unit			
Single-Family Sr. Housing: <i>Same as Single-Family Rate</i>	231	162	69	per Dwelling Unit			
Multiple-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	102	72	30	per Dwelling Unit			
NON-RESIDENTIAL							
Comm'l/Indust/Office:	1,741	1,219	522	per Net Acre	0.0279	0.0120	0.0399
INSTITUTIONAL							
Hospital/Church:	1,741	1,219	522	per Net Acre	0.0279	0.0120	0.0399
Public Schools:		No Fee					

**\*\*\*DRAINAGE CONVEYANCE FEE w/Final Map**

Funds the construction of certain major drainage facilities to serve new development

RESIDENTIAL	TOTAL FEE	Conveyance	Wtr Quality		(Non-Reimb)	(Reimb)	Total per Sq. Ft.
Single-Family:	915	\$641	\$274	per Gross Acre			
Multiple-Family:	1,193	\$835	\$358	per Gross Acre			
Single-Family Sr. Housing: <i>Same as Single-Family Rate</i>	915	\$641	\$274	per Gross Acre			
Multiple-Family Sr. Housing: <i>Same as Multi-Family Rate</i>	1,193	\$835	\$358	per Gross Acre			
NON-RESIDENTIAL							
Comm'l/Indust/Office:	1,653	\$1,157	\$496	per Gross Acre			
INSTITUTIONAL							
Hospital/Church:	1,653	\$1,157	\$496	per Gross Acre			

**COUNTY FACILITIES FEE**

Funds the expansion of County facilities to serve new development

This fee is established by Solano County. The city collects this fee on behalf of the County.

RESIDENTIAL	TOTAL FEE	
Single-Family:	\$8,789	per Dwelling Unit
Multiple-Family:	8,314	per Dwelling Unit
Second Dwelling Unit:	4,456	per Dwelling Unit
NON-RESIDENTIAL		
Commercial:	\$0.830	per Building Square Foot
Office:	1.382	per Building Square Foot
Industrial:	0.581	per Building Square Foot
Warehouse:	0.174	per Building Square Foot
INSTITUTIONAL		
Hosp/Convalesc Home:	\$1.382	per Building Square Foot
Church/School(Priv):	1.382	per Building Square Foot

**BENEFIT DISTRICT FEES**

Benefit districts are specified areas designated by the City Council. A special charge is established to reimburse a private developer or the City for the cost of improvements that benefit development in that area. Some districts may also collect funds for a future improvement that will benefit the specified area.

See Development Engineering for applicable Benefit District Fees

**SCHOOL IMPACT FEES**

Funds the construction of new school facilities to serve new development

This fee is established by the City on behalf of local school districts. The fee is directly collected by each school district at their administrative offices.

(Collected by School District)

	Vacaville U.S.D.	Travis U.S.D.
Single-Family:	\$8,486 per unit or \$2.05 per Sq.Ft.	\$ 5.60 per Sq.Ft. or Mello-Roos Dist.
Multiple-Family:	\$4,243 per unit or \$2.05 per Sq.Ft.	\$ 5.60 per Sq.Ft. or Mello-Roos Dist.
Non-Residential:	0.33 per Sq.Ft.	0.42 per Sq.Ft.
Sr. Citizen Restricted:	0.33 per Sq.Ft.	0.42 per Sq.Ft.

**FEES AND APPLICABLE RESOLUTIONS:**

Water & Sewer Connect. Fees:	1992-W-1	General Facilities and Police Fees:	1993-83
Park and Recreation Fee:	1993-82	Fire Fee:	1992-F-9
Greenbelt Preservation Fee:	1992-G-5	Drainage Detention & Conveyance:	1992-H-9

\*\*\* Automatic Fee Adjustment January 1st

(based on Engineering News Record Index)

**City of Vacaville**

**Sewer Impact Fee Summary (1)**

Date Effective: January 1, 2008

Cost of one EDU:	Total
	\$8,248

Category	Equivalent Dwelling Units (EDUs) (2)	Estimated Cost
<b>Residential / Apartments</b> Single and Multi-Family (including Mobile Homes)		
1 Bedroom	0.6 per Unit	\$4,949 per Unit
2 Bedroom	0.8 per Unit	\$6,598 per Unit
3 Bedroom	1.0 per Unit	\$8,248 per Unit
4 Bedroom	1.2 per Unit	\$9,898 per Unit
<b>Hotel/Motel</b>		
Living Unit with Kitchen	0.6 per Unit	\$4,949 per Unit
Living Unit without Kitchen	0.4 per Unit	\$3,299 per Unit
Sleeping Quarters sharing Common Restroom	0.2 per Unit	\$1,650 per Unit
<b>Low Density</b>		
Parking Garages		
Warehouses	1/12 per 1000 Sqft	\$0.69 per Sqft
Storage Facilities		
<b>Retail Stores</b>		
Apparel		
Appliance		
Automotive	1/5 per 1000 Sqft	\$1.65 per Sqft
Furniture		
Hardware		
Novelty		
<b>Medium Density</b>		
Theatres		
Auditoriums, Halls, Lodges		
Banks/Offices	1/4 per 1000 Sqft	\$2.06 per Sqft
School Classrooms/Administrative Offices		
Bowling/Entertainment Centers (w/o Kitchen)		
Churches		
Dry Cleaners		
<b>High Density</b>		
Medical/Dental Offices		
School Cafeterias/Gymnasiums	1 per 1000 Sqft	\$8.25 per Sqft
Service Stations/Mini-Markets		
Barber/Beauty Shops (w/ Lavatories)		
Bars		
<b>Special Commercial Users</b>		
Laundromats	1/5 per Washer	\$1,650 per Washer
Veterinarians	1/2 per 1000 Sqft	\$4.12 per Sqft
Sports/Fitness Centers	1/2 per 1000 Sqft	\$4.12 per Sqft
Restaurants, Cafes, Bakeries, delis	2 per 1000 Sqft	\$16.50 per Sqft
Mortuaries	2 per 1000 Sqft	\$16.50 per Sqft
Hospitals	1/2 per Bed	\$4,124 per Bed
Resthomes, Convalescent Hospitals	1/3 per Bed	\$2,749 per Bed
Markets	Pro -rata	
Carwashes, Automatic Stall (w/o Steam Cleaning)	Case-by-case	
Carwashes, Self-Serve Stall (w/o Steam Cleaning)	Case-by-case	
<b>Other Commercial or Industrial Users</b> e.g. Supermarkets	Case-by-case Not less than 1 EDU	\$8,248 per EDU
<b>Significant Industrial Users</b> For Commercial or Industrial Uses Having High Wastewater Strengths or Flows, Use the EDU Formula	EDUs = SF x GPD/275 SF = Strength Factor SF = [0.44 + 0.28xBOD/200 + 0.28xTSS/200]  BOD, TSS in mg/l	\$8,248 per EDU

(1) Due to conditions that affect the strength or volume of discharge, a project may be placed into a higher discharge category. Please call the City of Vacaville Utilities Division at (707) 469-6400 for an estimate.

(2) There is a minimum assessment of 1.0 EDU's for new buildings.

AGENDA ITEM 9.(d)  
MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**  
**SUBJECT: AUTHORIZATION TO ISSUE REQUEST FOR  
QUALIFICATIONS (RFQ) FOR SOIL TESTING AT THE  
CMF MEDICAL FACILITY SITE**

**REQUESTED ACTION: APPROVAL**

**SUMMARY:**

Board approval is requested to issue a Request for Qualifications (RFQ) for soil testing at the former District Fire Academy training site located on the premises of the California Medical Facility in Vacaville. The District had a 20-year lease that expired in 2004 and was not renewed. The State desires to develop that part of its property used by the District and needs to determine whether the area requires hazardous materials clean-up.

The RFQ will be composed of two phases: 1) Environmental Site Assessment (ESA) and 2) soil testing and analysis. These efforts are designed to satisfy the needs and protocol of the regulatory agencies to properly complete an assessment of the property with respect to any soil or ground water contamination.

District staff will present the results of the RFQ and recommend bid award at a Board meeting in the near future.

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

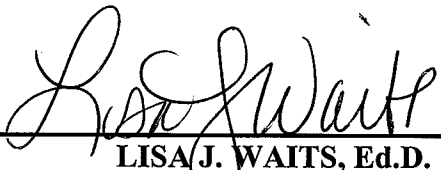
Stan Dobbs  
Independent Contractor  
**PRESENTER'S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534  
**ADDRESS**

(707) 864-7176  
**TELEPHONE NUMBER**

Maintenance & Operations  
**ORGANIZATION**

January 9, 2009  
**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

  
**LISA J. WAITS, Ed.D.**  
Interim Superintendent/President

January 9, 2009  
**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

AGENDA ITEM 9.(e)  
MEETING DATE January 21, 2009

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: CITY OF FAIRFIELD/SCC DISTRICT JOINT FACILITY  
USE AGREEMENT

REQUESTED ACTION: APPROVAL

SUMMARY:

A Joint Facility Use Agreement between the Solano Community College District and the city of Fairfield is being presented to the Board for approval.

Education Code Section 38130-38139 (The Civic Center Act) and Section 10900-10914.5 (Joint Programs/Community Recreation Programs) provides legal authorization for the establishment of a Joint Facility Use Agreement.

The proposed agreement has been reviewed and approved by District and City Administrators and is deemed to be mutually beneficial in providing use of each other's facilities to further the goals and programs of both entities. The mutual intent is to provide the best service with the least possible expenditure of public funds.

The term is identified for five years, notwithstanding a 30-day cancellation provision. This item was presented to the Board for information on December 17, 2008.

A copy of the Joint Use Agreement is available for review in the Office of the Superintendent/President and in the Office of the Associate Vice President of Workforce and Community Development.

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Charles R. Shatzer, Associate Vice President  
Workforce and Community Development

PRESENTER'S NAME

4000 Suisun Valley Road  
Fairfield, CA 94534

ADDRESS

(707) 864-7177

TELEPHONE NUMBER

Academic Affairs

ORGANIZATION

January 9, 2009

DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT

LISA J. WAITS, Ed.D.

Interim Superintendent/President

January 9, 2009

DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT

SOLANO COMMUNITY COLLEGE DISTRICT AND THE CITY OF FAIRFIELD  
JOINT USE AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2008, by and between the CITY OF FAIRFIELD, a municipal corporation, hereinafter called "CITY" and the SOLANO COMMUNITY COLLEGE DISTRICT, hereinafter called "DISTRICT".

WITNESSETH

WHEREAS, the CITY, through its Department of Community Services, and the DISTRICT are mutually interested in providing an adequate program of community recreation and cultural arts under the sponsorship of the CITY; and

WHEREAS, Education Code Section 10900 et. seq. authorizes cities and public school districts to cooperate with one another to authorize, promote and conduct community services programs which will contribute to the attainment of general recreational and educational objectives for children and adults of this State, and to enter into agreements with each other for such purposes; and

WHEREAS, in the interest of providing the best service with the least possible expenditure of public funds, full cooperation between CITY and DISTRICT is necessary.

NOW, THEREFORE, in consideration of the promises herein CITY and DISTRICT agree as follows:

1. USE OF DISTRICT FACILITIES. DISTRICT shall make available to CITY for community services activities all DISTRICT facilities which are suitable for community services activities. The facilities shall be selected by the Director of the Department of Community Services of CITY (hereinafter called DIRECTOR) or his/her designated representative, subject to the approval of the DISTRICT's Superintendent-President (hereinafter called SUPERINTENDENT) or his/her designated representative. Suitable facilities are listed on Exhibit A – Solano Community College District Facilities Available for Use by City of Fairfield. The list will be reviewed and updated annually.

City use of selected school facilities shall comply with the laws of the State of California, Education Code Section 38130-38139 (Exhibit I), 10900-10914.5 (Exhibit I-2), the rules and regulations of the Governing Board of District in granting permits for use of school facilities, DISTRICT Policy 1110 and Facility Use Application Guidelines and Procedures (Exhibit J), and CITY ordinances, rules and regulations.

2. USE OF CITY PROPERTY. CITY shall make available to DISTRICT for school events, activities or programs all CITY community services facilities which are suitable for said events, activities or programs. The facilities shall be selected by the

SUPERINTENDENT or his/her designated representative, subject to the approval of the DIRECTOR or his/her designated representative. Suitable facilities are listed on Exhibit B – City of Fairfield Community Services Facilities Available for Use by Solano Community College District. The list will be reviewed and updated annually.

DISTRICT use of selected CITY community services facilities shall comply with the rules and regulations of CITY in granting permits for the use of CITY community services facilities as provided for by ordinances, rules and regulations of the CITY.

3. PRIORITIES AND SCHEDULING. In scheduling the use of DISTRICT facilities, DISTRICT sponsored events and programs shall have first priority, CITY Community Services sponsored events and programs shall have second priority, and any other events by other organizations (including City affiliated groups which are not covered by this Agreement) or individuals shall have priority thereafter. CITY Community Services sponsored events, programs, and groups are listed on Exhibit C.

In scheduling the use of CITY facilities, CITY sponsored events and programs shall have first priority, Fairfield-Suisun Unified School District and Travis Unified School District sponsored events and programs shall have second priority, Solano Community College District sponsored events and programs shall have third priority, and any other events by other organizations (including auxiliary organizations of the DISTRICT which are not covered by this Agreement) or individuals shall have priority thereafter. DISTRICT sponsored events, programs, and groups are listed on Exhibit D. College booster organizations, support groups, clubs, etc. do not receive the priority usage that official College functions will receive. Only official College District programs and educational activities will receive the priority usage noted above.

A. SCHEDULING OF GENERAL FACILITIES.

A quarterly scheduling meeting will be conducted between the SUPERINTENDENT and DIRECTOR or their designated representatives. The meeting will schedule both DISTRICT and CITY community services facilities for the upcoming quarter. The following is the annual schedule for meetings.

<u>Meeting Date</u>	<u>Months Scheduled at Meeting</u>
First Week of August	September, October, and November
First Week of October	December, January, and February
First Week of January	March, April, and May
First Week of May	June, July, and August

At least four weeks prior to the quarterly meetings conducted between the SUPERINTENDENT and DIRECTOR or their designated representatives, proposed schedules will be exchanged to allow the DISTRICT and CITY to complete its internal approval process. The regularly scheduled quarterly meeting will then occur to finalize schedules for the DISTRICT and CITY community services facilities for the upcoming quarter.

B. FAIRFIELD CENTER FOR CREATIVE ARTS THEATER SCHEDULING.

With the exception of the Solano Community College District 2009-10 theater season, for which a separate agreement will be entered into between the City and District, scheduling of up to twelve days for DISTRICT sponsored events and programs held in the Fairfield Center for Creative Arts Theater will commence during the month of July for the fiscal year beginning in the next July (one year in advance). The SUPERINTENDENT and DIRECTOR or their designated representatives, will determine up to twelve use days and the SUPERINTENDENT or his/her designated representative, will assign the DISTRICT sponsored events and programs to each of the up to twelve use days agreed to.

C. MASTER JOINT USE SCHEDULE.

The SUPERINTENDENT and DIRECTOR or their designated representatives, will publish and distribute, not later than two weeks after the scheduling meeting, a master Joint Use Schedule to their respective staffs. The Joint Use Agreement Facilities Usage Application is attached as Exhibit E.

D. INTENT.

The intent of this section is to facilitate the communication process between the CITY and DISTRICT. If other facility needs arise, requests may be made and will be handled on an as-needed basis between the CITY and DISTRICT.

4. CHARGES. Notwithstanding any other provisions of this Agreement or applicable DISTRICT and/or CITY procedures, policies, rules or regulations, all use charges provided for by this Agreement are shown in Exhibit F. These and future charges shall be based on the staff required to be present at the facility or the actual expense incurred by the usage of the facility.

5. CANCELLATION.

A. Neither the CITY nor the DISTRICT shall cancel a reservation of its facilities approved through the scheduling process provided in paragraph 3 less than ten working days prior to the programmed activity, unless an emergency situation exists. Both DISTRICT and the CITY shall be informed as soon as the need for the cancellation becomes apparent. In case that such cancellation cannot be avoided, the canceling party shall make every effort to provide an alternative area or facility.

B. Neither the CITY nor the DISTRICT shall cancel a reservation made at the other party's facility approved through the scheduling process provided in paragraph 3 less than ten working days prior to the programmed activity, unless an emergency situation exists. Both DISTRICT and the CITY shall be informed as soon as the need for the cancellation becomes apparent.

C. If either the CITY or the DISTRICT does not cancel a reservation made at the other party's facility approved through the scheduling process provided in paragraph 3



and does not show up for the reserved date and time, all charges provide in paragraph 4 will be levied against the party that did not show for the reservation as if the activity had taken place.

6. SUPERVISION AND SUPPLIES. CITY shall provide personnel, which may include both paid staff and volunteers; to supervise CITY Community Services sponsored activities conducted on school facilities. CITY personnel and/or CITY authorized volunteers shall take direction from the DISTRICT facility manager or his/her designated representative to comply with Section 1, paragraph 2 of this Agreement. Such CITY personnel shall be under the supervision of the CITY. The DISTRICT Dean of any particular facility being used will be advised by the DISTRICT in the planning and administration of a community services program to be conducted by CITY on or in the facilities under the Dean's jurisdiction.

DISTRICT shall provide personnel, which may include both paid staff and volunteers; to supervise DISTRICT activities conducted on CITY property. DISTRICT personnel and/or DISTRICT authorized volunteers shall take direction from the CITY facility manager or his/her designated representative to comply with Section 2, paragraph 2 of the Agreement. Such DISTRICT personnel shall be under the supervision of DISTRICT.

CITY shall furnish and supply all expendable materials and supplies necessary for carrying on community services activities on DISTRICT facilities under the use and supervision of the CITY. Equipment otherwise provided to the general public in its use of a DISTRICT facility shall be made available to the CITY for a CITY sponsored activity.

DISTRICT shall furnish and supply all expendable materials necessary for carrying on DISTRICT programs on CITY community services facilities under the use supervision of the DISTRICT. Equipment otherwise available with the use of a CITY community services facility shall be made available to the DISTRICT for DISTRICT sponsored activity.

7. MAINTENANCE. Unless otherwise specified in a specific facility Agreement, the on-going maintenance of facilities, grounds and equipment on CITY-owned land will be the responsibility of the CITY, while the on-going maintenance of facilities, grounds and equipment on DISTRICT's land will be the responsibility of the DISTRICT.

Field conditions will be assessed within 48 hours prior to usage. Facility user will be responsible for all damages to facilities and/or fields. Facilities and/or fields must be left in the same condition and appearance as when initially occupied.

A Post-Event evaluation form (Exhibit G) will be completed by the SUPERINTENDENT or DIRECTOR or their designated representatives, and forwarded to the user of the facility. If the Post-Event Evaluation Form indicates damage has occurred, the DIRECTOR or SUPERINTENDENT or their designated representatives, will inform the party of the damage the next business day via telephone. If a CITY or

DISTRICT facility is damaged as a result of either party's use and requires repair beyond normal maintenance, the cost of the repairs shall be borne by the user of the facility and a bill for damages (Exhibit H) will be completed and sent.

8. PREPARATION OF FIELDS. DISTRICT shall be responsible for the cost of preparing CITY fields for DISTRICT use, either by performing the work or paying the CITY the charge set forth in Exhibit F. CITY shall be responsible for preparing DISTRICT fields for CITY use, either by performing the work or paying the DISTRICT the charges set forth in Exhibit F. Prior to the first field preparation by either party, the maintenance staffs of the respective parties will meet and discuss preparation and maintenance procedures.

9. INDEMNIFICATION AND HOLD HARMLESS.

A. The DISTRICT shall indemnify and hold harmless the CITY, its respective officers, agents or employees, and volunteers from claims, suits, or actions of every name, kind and description, brought forth, arising from, or connected with the willful misconduct, negligent acts, errors or omissions, of the DISTRICT or any person directly or indirectly employed by or acting as agent for the DISTRICT in the performance of this Agreement or utilization of CITY facilities under this Agreement.

B. The CITY shall indemnify and hold harmless the DISTRICT, its respective Board Members and/or officers, agents or employees, and volunteers from claims, suits, or actions of every name, kind and description, brought forth, arising from, or connected with the willful misconduct, negligent acts, errors or omissions, of the CITY or any person directly or indirectly employed by or acting as agent for the CITY on the performance of this Agreement or utilization of DISTRICT facilities under this Agreement.

C. It is understood that the duty of each party to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code.

10. INSURANCE.

A. WORKER'S COMPENSATION.

i. During the term of this Agreement, DISTRICT shall fully comply with the terms of the law of California concerning worker's compensation. Said Compliance shall include, but not be limited to, maintaining in full force and effect one or more policies of insurance or self-insurance insuring against any liability DISTRICT may have for worker's compensation.

ii. During the term of this Agreement, CITY shall fully comply with the terms of the law of California concerning worker's compensation. Said compliance shall include, but not be limited to maintaining in full force and effect one or more policies of insurance

or self-insurance insuring against any liability CITY may have for worker's compensation.

**B. GENERAL LIABILITY INSURANCE.**

i. DISTRICT shall obtain at its sole cost and keep in full force and effect during the term of this Agreement broad form property damage, personal injury, automobile, employers' and comprehensive form general liability insurance in the amount of \$1,000,000 per occurrence; provided (a) that the CITY, its officers, agents, employees and volunteers shall be named as additional insureds under the policy, and (b) that the policy shall stipulate that this insurance will operated as primary insurance for all claims under it, and that (c) no other insurance effected by the CITY or other named insureds will be called upon to cover loss covered thereunder.

ii. CITY shall obtain at its sole cost and keep in full force and effect during the term of this Agreement broad form property damage, personal injury, automobile, employers' and comprehensive form general liability insurance in the amount of \$1,000,000 per occurrence; provided (a) that the DISTRICT, its officers, agents, employees and volunteers shall be named as additional insureds under the policy, and (b) that the policy shall stipulate that this insurance will operated as primary insurance for all claims under it, and that (c) no other insurance effected by the DISTRICT or other named insureds will be called upon to cover loss covered thereunder.

**C. CERTIFICATES OF INSURANCE.**

i. DISTRICT shall file with CITY's DIRECTOR upon the execution of this Agreement, certificates of insurance which shall provide that no cancellation, major change in coverage, expiration, or nonrenewal will be made during the term of this Agreement, without 30 days written notice to the DIRECTOR prior to the effective date of such cancellation, or change in coverage.

ii. CITY shall file with DISTRICT's SUPERINTENDENT upon the execution of this Agreement, certificates of insurance which shall provide that no cancellation, major change in coverage, expiration, or nonrenewal will be made during the term of this Agreement, without 30 days written notice to the SUPERINTENDENT prior to the effective date of such cancellation, or change in coverage.

**D. ENDORSEMENTS.**

i. DISTRICT shall file with the DIRECTOR concurrent with the execution of this Agreement, an endorsement providing for each of the above requirements.

ii. CITY shall file with the SUPERINTENDENT concurrent with the execution of this Agreement, an endorsement providing for each of the above requirements.

**E. SELF-INSURANCE**

DISTRICT and CITY each acknowledge that either party to this agreement may be self-insured for some or all of the insurances required in this agreement. DISTRICT and CITY agree that such self-insurance is an acceptable form of coverage for the required insurances and evidence of self-insurance documentation shall be sufficient in lieu of standard insurance certificate forms and policies of insurance.

11. DISPUTES. In the event of a disagreement between the DISTRICT and the CITY on the interpretation of any provision of the Agreement, the DIRECTOR and the SUPERINTENDENT, or their designated representatives, shall meet to resolve the differences within thirty (30) days.

12. TERM. This Agreement shall be effective upon signature by both parties and shall remain in effect thereafter for five years unless either party terminates this Agreement by giving thirty (30) days prior written notice thereof to the other party. To further facilitate communication between the CITY and the DISTRICT, there will be an annual meeting scheduled by the end of each September by the DIRECTOR and SUPERINTENDENT or their designated representatives to review and evaluate this agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

ATTEST:

CITY OF FAIRFIELD, a municipal corporation

\_\_\_\_\_  
City Clerk

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

SOLANO COMMUNITY COLLEGE DISTRICT

By: \_\_\_\_\_  
Superintendent/President

AGENDA ITEM 10.(a)  
 MEETING DATE January 21, 2009

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

**TO: Members of the Governing Board**

**SUBJECT: RETIREE HEALTH BENEFITS ACTUARIAL STUDY BY  
 TOTAL COMPENSATION SYSTEMS, INC.**

**REQUESTED ACTION: INFORMATION**

**SUMMARY:**

The District contracted with Total Compensation Systems, Inc. to prepare a retiree health benefits actuarial study to determine the District's unfunded liability related to retiree health liabilities. The study was conducted as a result of a mandate established by the Governmental Accounting Standards board (GASB) and the accreditation report finding that the District has not sufficiently progressed in financial planning strategies to manage the associated costs. As a result it became a Board goal during 2007-08 to prepare the study and make a governance determination on how to address the issue.

Mr. Geoff Kischuk, President of Total Compensation Systems, Inc., will be present to discuss the report and answer questions from the Governing Board. A copy of the report is provided to the Board under separate cover. Copies of the report may be obtained at the Office of the Superintendent/President or Office of the Vice President of Administrative & Business Services.

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

Susan Rinne  
 Interim Director, Fiscal Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534-3197

**ADDRESS**

707-864-7167

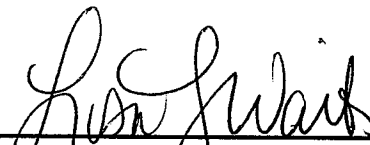
**TELEPHONE NUMBER**

Administrative & Business Services

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
 SUPERINTENDENT/PRESIDENT**



**LISA J. WAITS, Ed.D.**

Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
 SUPERINTENDENT/PRESIDENT**

AGENDA ITEM 10.(b)  
MEETING DATE January 21, 2009

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: PROPOSED INCREASE IN STUDENT WORKER TUTOR  
HOURLY WAGE

REQUESTED ACTION: INFORMATION

SUMMARY:

The Executive Council recommends an increase in the student worker tutor hourly rate from \$8.00 per hour to \$8.00/\$9.00/\$11.00 per hour, based on experience, to be effective January 1, 2009.

In accordance with Governing Board procedures, the increases will be presented for Board action at the February 4, 2009, meeting under the Consent Calendar for Human Resources.

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Richard Christensen, Ed.D.  
Director of Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road  
Fairfield, CA 94534

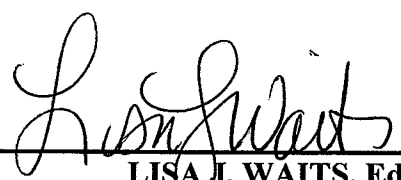
ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration  
ORGANIZATION

January 9, 2009  
DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT



LISA J. WAITS, Ed.D.  
Interim Superintendent/President

January 9, 2009  
DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT

**SOLANO COMMUNITY COLLEGE**

**Seasonal, Periodic and Student Worker Salary Schedule**

**Seasonal and Periodic**

Assistant Athletic Coach	\$4,500 per season
Bookstore Aide	\$8.00
Enabling Notetaker	\$50 per semester
Fire Science Academy Classroom Assistant	\$8.60
Lifeguard	\$8.00
Office Assistant	\$9.60
Maintenance/Facilities	\$8.00/\$10.00
Pool Manager	\$8.00/\$9.00
Registration Aide	\$10.00
Telemarketing	\$8.00
Theatre staff:	
Box Office Clerk	\$8.00
House Manager	\$8.00
Production Assistant	\$9.60
Theatre Assistant	\$8.00
Theatre Technician	\$12.00

**Student Worker**

All student workers regardless of the assignment receive \$8.00 per hour with the exception of the following:

Bookstore Aide	\$8.00/\$8.25/\$8.50
Children's Programs Staff:	
Aide	\$8.00
Intern	\$8.00/\$8.50/\$9.00
Lab Assistant	\$10.00/\$10.50/\$11.00
Disabled Services Program	
Adapted PE Assistant	\$8.00/\$9.00/\$11.00
Mobility Assistant	\$8.00/\$9.00/\$11.00
Tutors	\$8.00/\$9.00/\$11.00 (eff. 1/1/09)

**Note: The higher pay rate and minimum qualifications are determined by the manager.**

rdc/zg-p&p:1/9/09  
Effective 1/1/07-California minimum wage increased from \$6.75 hr to \$7.50  
Effective 1/1/08-California minimum wage increased from \$7.50 hr to \$8.00

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

**TO: Members of the Governing Board**  
**SUBJECT: SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD HOW DO WE RATE CHECKLIST  
SUMMARY**

**REQUESTED ACTION: INFORMATION**

**SUMMARY:**

In order for the Governing Board to focus on the institution's major issues and questions of policy, the Board of Trustees is encouraged to delegate full responsibility and authority to the President to implement and administer Board policies and the operation of the College. The institutional leaders should likewise foster empowerment, innovation, and institutional excellence through dialogue that builds trust and increases focus on student learning and assessment of learning outcomes, institutional effectiveness, and integrity.

The Accreditation Leadership Subcommittee will present for information the results of the third "How Do We Rate Checklist" summary for October, November, and December 2008. This checklist is used as a tool in evaluating the progress of the Solano Community College District Governing Board in identifying the institution's resolution of the Accreditation Team recommendations.

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

Lisa J. Waits, Ed.D.  
Interim Superintendent/President

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7112

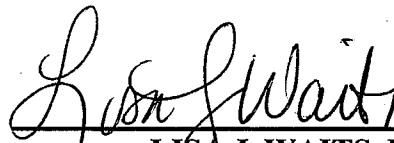
**TELEPHONE NUMBER**

SCCD Governing Board

**ORGANIZATION**

January 9, 2009

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



LISA J. WAITS, Ed.D.  
Interim Superintendent/President

January 9, 2009

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**



Solano Community College District Governing Board  
*Board's Leadership: How Do We Rate Checklist*

Name (Optional) SIX PARTICIPANTS Date January 21, 2009

**Please check the applicable boxes in Sections A and B.**

**Section A: Rated by:**       Trustee                                       CEO

**Section B: Quarter/Date Rated**

(October/November/December) January 21, 2009      April/May/June) \_\_\_\_\_  
 (January/February/March)      April \_\_\_\_\_      (July/August/September) \_\_\_\_\_

**INSTRUCTIONS:**

Use this checklist to check your perception of the Board's leadership this quarter. Be as objective as you can. You will receive this checklist in your Board packet each quarter. Please complete and submit it to the Board Secretary at the appropriate Board meeting. **NOTE:** "We" refers to 100% of the Board, e.g., 7 out of 7. If you are aware of one or more Board member/s not in compliance with their duties and/or responsibilities as a Board member, per the question asked, circle "No" as your answer.

**Section C:      Circle your answer to each area question in the columns to the right.**

AREAS	QUESTIONS	ANSWERS	
1.	Have we created an environment in which the CEO has the power to lead the College?	Yes <b>3</b>	No <b>3</b>
2.	Have we delegated authority to the CEO to lead and administer?	Yes <b>5</b>	No <b>1</b>
3.	Are we keeping the CEO informed, adhering to the rule of "no surprises"?	Yes <b>3</b>	No <b>3</b>
4.	Are we honoring the CEO as the point of contact for the institution?	Yes <b>3</b>	No <b>3</b>
5.	Do we fully consider information and recommendations offered by the CEO?	Yes <b>2</b>	No <b>4</b>
6.	Are we supporting professional development for the CEO?	Yes <b>4</b>	No <b>2</b>
7.	Are we adhering to the standards of Board ethics?	Yes <b>1</b>	No <b>5</b>
8.	Are we ensuring that the CEO has the resources needed to do the job?	Yes <b>4</b>	No <b>2</b>
9.	Do we respect and support the CEO?	Yes <b>2</b>	No <b>4</b>
10.	Does the CEO always ask the Board to make major decisions with advance preparation?	Yes <b>3</b>	No <b>3</b>
11.	Do we alert the CEO and Board President about our concerns prior to going public with them?	Yes <b>4</b>	No <b>2</b>
12.	Do all Board members receive the same communications from the CEO?	Yes <b>4</b>	No <b>2</b>
13.	Do we make it a practice to share information and questions with other Board members and the CEO?	Yes <b>2</b>	No <b>4</b>

14.	Do we keep the CEO informed about our contacts in the community, discussions with legislators and other policymakers, calls from citizens or College staff, and any visits to the College as related to College business?	Yes 4	No 2
15.	Do we help the CEO in being effective by not making unnecessary demands on him or her?	Yes 2	No 4
16.	Do we provide guidance, support, dialogue, information, and feedback to our CEO?	Yes 2	No 4
17.	Do we rely on our CEO for leadership and have confidence in his or her recommendations?	Yes 3	No 3
18.	Is our time spent in governing, not managing, the institution?	Yes 1	No 4
19.	Is the Board sensitive to the concerns of students and employees while maintaining impartiality and support for the CEO?	Yes 2	No 4
20.	Do we honor the professionalism of College staff by allowing them to perform their duties?	Yes 3	No 3
21.	As trustees, do we monitor ourselves carefully to ensure that offering opinions to the CEO and staff is not construed as directions?	Yes 2	No 4
22.	When issues arise, do we question whether the decision or action we are about to take reinforce our policy role, or is it an administrative decision?	Yes 3	No 3
23.	Do the Board President and the CEO emphasize that individual Trustees' opinions are simply opinions and that the only legitimate direction to the CEO comes from the Board as a whole?	Yes 3	No 3
24.	Do we have a clear understanding as a Board of what responsibilities have been delegated to the CEO?	Yes 4	No 2
25.	Do we recognize that the Board (not a single Trustee) has the legal right to give direction to only one employee, the CEO?	Yes 4	No 2
26.	Have we done anything as a Board this quarter to foster trust? If your answer is "Yes", write on the flipside of this page what we did this quarter as a Board to foster trust.	Yes 3	No 3
27.	Do we acknowledge that the CEO directs the staff, not the Board?	Yes 3	No 3
28.	Are we willing to invest the time in planning meetings to ensure success? [generate items; develop criteria; apply criteria]	Yes 4	No 2
29.	Do we model the behaviors that the Board values? [consensus building? starting/finishing on time? moving the agenda forward?]	Yes 3	No 3
30.	Do the CEO, Board President and other Trustees have a cooperative relationship?	Yes 1	No 5
31.	Are we willing to invest the time to create an identity for our Board and a sense of teamwork?	Yes 4	No 2
32.	Does the Board work effectively to move deliberations and operations to the level of setting policy, goals, priorities, processes and frameworks, and monitor implementation?	Yes 2	No 4
33.	Do we provide fair, consistent, and constructive feedback to the CEO?	Yes 2	No 4

**Section D: Please compute your score below.**

***(See Below for Grade Perceptions -C.)***

A. Count "3" points for each "Yes" answer and "0" for each "No"  
Number of "Yes" answers \_\_\_\_ x 3 points = \_\_\_\_\_

**TOTAL SCORE** \_\_\_\_\_

**B. Summary**

- i. What score did you give the Board? \_\_\_\_\_
- ii. What are our strong points this quarter? (List areas by the applicable number(s) in the first column): \_\_\_\_\_

**One participant identified: 1,2,3,4,6,8,11,13,14,15,16,18,19,20,22,24,25,27,28,29,31,33**

**One participant identified: 20,25,26**

**One participant identified: 6,12,26**

- iii. Where do we need to improve? (List areas by the applicable number(s) in the first column.)
- \_\_\_\_\_

**One participant identified: 5,7,9,10,12,17,21,23,26,30,32**

**One participant commented: All regarding CEO.**

**One participant commented: Every area.**

**C. Grade your perception of the Board's Leadership this quarter with this scale. Check your grade.**

1	<b>Effective:</b> 90 or above	0	<b>Good:</b> 78 – 87
1	<b>Average:</b> 66 – 75	4	<b>Below Average:</b> Under 66

- D. Has our Board been an effective leader this quarter? \_\_\_\_\_ If not, what will it take to become one next quarter? (Write your response on the flipside of pages 1 and/or 2 of this document.)

**Five participants commented: NO**

**One participant commented: YES**

AGENDA ITEM 10.(d)  
MEETING DATE January 21, 2009

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: GOVERNING BOARD CODE OF CONDUCT  
REQUESTED ACTION: INFORMATION

SUMMARY:

The Board of Trustees, at their Board Retreat held January 10, 2009, discussed at length specific actions they could take that would improve their working relationships and effectiveness. With assistance from the retreat Consultant, a rough draft of a "Code of Conduct" was developed. The Consultant and Board President were asked to refine that list and bring a draft back to the Board for their formal approval at a future meeting. There also was discussion about preparing a large poster with these items listed and placing it in the Board Room as a reminder. Board members also agreed to respectfully remind one another to follow these guidelines.

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

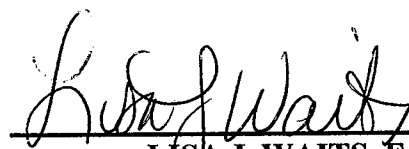
A. Marie Young  
Governing Board President  
\_\_\_\_\_  
PRESENTER'S NAME

4000 Suisun Valley Road  
Fairfield, CA 94534  
\_\_\_\_\_  
ADDRESS

(707) 864-7112  
\_\_\_\_\_  
TELEPHONE NUMBER

SCCD Governing Board  
\_\_\_\_\_  
ORGANIZATION

January 13, 2009  
\_\_\_\_\_  
DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT

  
\_\_\_\_\_  
LISA J. WAITS, Ed.D.  
Interim Superintendent/President

January 13, 2009  
\_\_\_\_\_  
DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT

# DRAFT

## Solano Community College District Governing Board

### Code of Conduct

The roles and responsibilities of community college governing boards are spelled out in the Education Code, in Title V, in board policy and in widely accepted published literature. In addition to the items included in those documents, the Board of Trustees of Solano College concurs that the following specific practical guidelines are essential to effective trusteeship. As a Board, we commit to striving to follow them wherever possible and to respectfully remind one another of these guidelines whenever necessary.

Members of the Board of Trustees agree to:

1. Put the interests of Solano College above our own.
2. Focus on the future and set aside past events.
3. Act civil and respectful to all colleagues in public meetings.
4. Listen and be open to others' ideas.
5. Avoid the appearance of "block" voting.
6. Ensure decisions are made in the presence of the entire Board.
7. Honor Board decisions that are made in a fair and open process.
8. Rely on the Board Chair as the official spokesperson to media.
9. Never reveal confidential or closed session items.

10. Monitor, not micromanage, College performance and outcomes.
11. Supervise and direct only one staff member, the College President.
12. Remember that the President takes direction from the Board, or Board Chair, and not from individual members.
13. Never criticize the College President, any staff or Board member in public.
14. Generally visit campus only when on Board business or attending an event sponsored by the College and/or community group.
15. Listen respectfully to staff who contact them directly; however, redirect, or report that conversation to the College President.
16. Confront colleagues in private, if necessary, but not in public.
17. Not to make derogatory comments about other Board members.
18. Share responsibility for policing our own behavior.
19. Revise and uphold our Code of Ethics policy statement.
20. Do whatever is necessary to save Solano College!

Adopted by the Solano Community College District Governing Board this \_\_\_\_ day of \_\_\_\_\_ in the year 2009.