

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

**TO: MEMBERS OF THE GOVERNING BOARD**

**SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES**

**REQUESTED ACTION: APPROVAL**

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**EMPLOYMENT 2017-2018**

**Regular Assignment**

| <b><u>Name</u></b> | <b><u>Assignment</u></b> | <b><u>Effective</u></b> |
|--------------------|--------------------------|-------------------------|
| Naomi Follett      | Director, Financial Aid  | 08/07/17                |

**Part-Time Adjunct Assignment**

| <b><u>Name</u></b>   | <b><u>Assignment</u></b>  | <b><u>Effective</u></b> |
|----------------------|---|-------------------------|
| Trevor Gonzalinajec  | Adjunct Instructor – Physics/Astronomy (not to exceed 67%)                  | 08/14/17                |
| Lauren Greathouse    | Adjunct Instructor – Photography (not to exceed 67%)                        | 08/14/17                |
| Jordan Jurich-Weston | Adjunct Instructor – Photography and DSLR Videography (not to exceed 67%)   | 08/14/17                |
| Frank Marquez        | Adjunct Instructor – Photography (not to exceed 67%)                        | 08/14/17                |
| Robert Moore         | Adjunct Instructor – Physics/Astronomy (not to exceed 67%)                  | 08/14/17                |
| Aram Muksian         | Adjunct Instructor – Photography (not to exceed 67%)                        | 08/14/17                |
| Whitney Skillman     | Adjunct Instructor – Television Production/Broadcasting (not to exceed 67%) | 08/14/17                |

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**Mary Jones**  
Human Resources

July 21, 2017

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**Date Submitted**

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

July 21, 2017

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**Date Approved**

**Part-Time Adjunct Assignment (Cont.)**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>  | <b><u>Effective</u></b> |
|--------------------|---|-------------------------|
| Dirk Smith         | Adjunct Instructor – Computer Science (not to exceed 67%)                   | 08/14/17                |
| William H. Way     | Adjunct Instructor – Television Production/Broadcasting (not to exceed 67%) | 08/14/17                |
| Darryl Zadnik      | Adjunct Instructor – Real Estate (not to exceed 67%)                        | 08/14/17                |

**Out of Class**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>    | <b><u>Effective</u></b> | <b><u>Amount</u></b>             |
|--------------------|-----------------------------|-------------------------|----------------------------------|
| Claire Gover       | Administrative Assistant IV | 08/01/17 – 12/31/17     | \$208.00/month<br>\$1,040 Total  |
| Celia Lopez        | Payroll Lead (50%)          | 07/24/17 – 08/31/17     | \$216.48/month<br>\$281.42 Total |

**Short-term/Temporary/Substitute**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>                 | <b><u>Fund/Grant Name</u></b> | <b><u>Effective</u></b> | <b><u>Amount</u></b> |
|--------------------|--|-------------------------------|-------------------------|----------------------|
| Shanae Armstrong   | Grounds Maintenance Technician           | General Fund                  | 07/24/17 – 12/31/17     | \$14.87 hr.          |
| Jason Barker       | Journey Level Assistant-Special Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Stephan Bowman     | Journey Level Assistant-Special Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Steven Bristow     | Journey Level Assistant-Special Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Ashley Burruss     | Journey Level Assistant-Special Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Frank Cetani       | ATEC Lab Technician                      | General Fund                  | 07/19/17 – 12/31/17     | \$15.88 hr.          |
| Heidi Daugherty    | Office Assistant                         | General Fund                  | 08/07/17 – 06/30/18     | \$11.60 hr.          |
| Matthew Fields     | Journey Level Assistant-Special Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Jessica Fleshman   | Journey Level Assistant-Special Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |

**Short-term/Temporary/Substitute (Cont.)**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>                       | <b><u>Fund/Grant Name</u></b> | <b><u>Effective</u></b> | <b><u>Amount</u></b> |
|--------------------|--|-------------------------------|-------------------------|----------------------|
| James Franceschi   | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Anthony Fray       | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Zachary Glankler   | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/09/18 – 06/30/18     | \$25.00 hr.          |
| Sheperd Harper     | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Jarrold Infante    | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| John Jansen        | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| John Jurado        | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Drew Kostal        | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Matthew Lage       | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Jose Leal          | Technology Specialist                          | General Fund                  | 08/15/17 – 10/31/17     | \$19.73 hr.          |
| Brad Lopez         | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Gary Mahlberg      | Journey Level<br>Assistant-Special<br>Projects | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Samuel McKinney    | Laundry for<br>Cosmetology                     | General Fund                  | 07/01/17 – 06/30/18     | \$19.30 hr.          |
| Jorge Merodio      | Journey Level<br>Assistant                     | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Bryan Mihelick     | Journey Level<br>Assistant                     | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |

**Short-term/Temporary/Substitute (Cont.)**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>                  | <b><u>Fund/Grant Name</u></b> | <b><u>Effective</u></b> | <b><u>Amount</u></b> |
|--------------------|---|-------------------------------|-------------------------|----------------------|
| Hazel Miller       | Front Desk Office Assistant               | General Fund                  | 08/07/17 – 06/30/18     | \$11.60 hr.          |
| Jon Miller         | Journey Level Assistant                   | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Todd “Brian” Moore | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| John Muraoka       | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Natalie Perry      | Assistant Coach-Volleyball Summer Clinics | Volleyball Trust              | 07/17/17 – 08/04/17     | \$16.66 hr.          |
| Rafael Rovira      | Assistant Coach-Tennis                    | Tennis Trust                  | 08/10/17 – 05/30/18     | \$16.66 hr.          |
| Melvin Self, Jr.   | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Randy Shafer       | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Mindy Simpson      | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Justin Sparrow     | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| John Sturdee       | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |
| Allie Will         | Assistant Coach-Tennis                    | Tennis Trust                  | 08/10/17 – 05/30/18     | \$16.66 hr.          |
| Michael Zichichi   | Journey Level Assistant-Special Projects  | General Fund                  | 01/11/18 – 06/30/18     | \$25.00 hr.          |

### **39 Month Reemployment List**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>    | <b><u>Effective</u></b> |
|--------------------|-----------------------------|-------------------------|
| Christna Lee       | Purchasing Technician/Buyer | 07/24/17 – 10/24/20     |

### **RESIGNATIONS**

| <b><u>Name</u></b> | <b><u>Assignment</u></b>              | <b><u>Effective</u></b> |
|--------------------|---------------------------------------|-------------------------|
| Peter Cain         | Adjunct Instructor – Business         | 08/17/17                |
| Corrine Kirkbride  | Full-time Professor – Mathematics     | 08/04/17                |
| Joe Valenzuela     | Adjunct Instructor – Criminal Justice | 05/26/17                |

### **GRATUITOUS SERVICE**

| <b><u>Name</u></b> | <b><u>School/Department</u></b> | <b><u>Assignment</u></b>  |
|--------------------|---------------------------------|---|
| Robert Cameron     | Athletics                       | Assistant Coach – Softball, On and Off Season Skill Development and Recruiting                        |
| Mike Fischer, Jr.  | Athletics                       | Assistant Coach – Men and Women’s Tennis, On and Off Season Skill Development, Clinics and Recruiting |
| Linus Schumpberger | Athletics                       | Assistant Coach – Softball, On and Off Season Skill Development and Recruiting                        |

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

**TO:** Members of the Governing Board  
**SUBJECT:** CONSENT CALENDAR – FINANCE & ADMINISTRATION  
**REQUESTED ACTION:** APPROVAL

**PERSONAL SERVICES AGREEMENTS**

**Academic Affairs**  
**David Williams, Ph.D., Vice President**

| <b><u>Name</u></b>            | <b><u>Assignment</u></b>  | <b><u>Effective</u></b>       | <b><u>Amount</u></b>     |
|-------------------------------|---|-------------------------------|--------------------------|
| Sage Business & Education LLC | Provide meeting coordination services for Contextualized Entrepreneur Curriculum Collaborative, Small Business Educators Conference, and Industry Sector Project. | July 20, 2017 – June 30, 2018 | Not to exceed \$6,000.00 |

**Student Services**  
**Gregory Brown, Vice President**

| <b><u>Name</u></b>   | <b><u>Assignment</u></b>  | <b><u>Effective</u></b>           | <b><u>Amount</u></b>   |
|----------------------|---|-----------------------------------|------------------------|
| Safety Training Zone | Conduct 2-hour workshop on driver safety focusing on passenger vans and vehicle inspection. | August 10, 2017 – August 11, 2017 | Not to exceed \$500.00 |

Finance & Administration

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

July 21, 2017  
**Date Submitted**

July 21, 2017  
**Date Approved**

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

**TO: Members of the Governing Board**

**SUBJECT: DONATIONS**

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

| <u>NAME AND ADDRESS</u>                                    | <u>ITEM AND ESTIMATED VALUE</u>                       | <u>RECEIVING DEPARTMENT</u> |
|--|---|-----------------------------|
| Todd Hunter<br>648 Harwington Court<br>Vacaville, CA 95688 | 2005 Ford Escape<br>Operational Vehicle<br>\$2,500.00 | Auto Technology             |

Acceptance of this donation is recommended at this time.

**STUDENT SUCCESS IMPACT:**

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

|                         |                           |  |
|-------------------------|---------------------------|--|
| <i>Government Code:</i> | <i>Board Policy: 3350</i> | <i>Estimated Fiscal Impact: \$ In Kind Gifts</i> |
|-------------------------|---------------------------|--|

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

Finance & Administration  
 \_\_\_\_\_  
**PRESENTER'S NAME**

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

707 864-7147  
 \_\_\_\_\_  
**TELEPHONE NUMBER**

Finance & Administration  
 \_\_\_\_\_  
**VICE PRESIDENT APPROVAL**

July 21, 2017  
 \_\_\_\_\_  
**DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT**

\_\_\_\_\_  
**Celia Esposito-Noy, Ed.D.**  
 Superintendent-President

\_\_\_\_\_  
 July 21, 2017  
**DATE APPROVED BY SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: NOTICE OF COMPLETION FOR CONSTRUCTION  
SERVICES FOR COSTUME WORKSHOP PROJECT**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Board approval is requested for the Costume Workshop Project Notice of Completion. On May 3, 2017, Arthulia Inc. was awarded a contract for the Costume Workshop Project. The scope of work included labor, materials, equipment and supplies necessary for renovation of an existing space in Building 1800B for the Performing Arts Program.

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

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

**STUDENT SUCCESS IMPACT:**

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

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

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

Lucky Lofton  
Executive Bonds Manager

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

**ADDRESS**  
  
(707) 863-7855

**TELEPHONE NUMBER**

Vice President, Finance & Administration  
**VICE PRESIDENT APPROVAL**

July 21, 2017  
**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

**Dr. Celia Esposito-Noy**  
Superintendent-President

July 21, 2017  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



When recorded mail to:  
Lucky Lofton, Executive Bonds Manager  
Solano Community College District  
4000 Suisun Valley Road  
Fairfield, CA 94534

### Notice of Completion

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

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

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

NAMES

ADDRESSES

- 
6. Work of modernization on the property hereinafter described was completed on: 8/2/17
  7. The Project Name is: Costume Workshop Project
  8. DSA Number (if applicable): Scope did not require DSA approval
  9. The contractor for such work of modernization is: Arthulia, Inc.
  10. The name of the contractor's Surety Co. is: N/A
  11. The date of contract between the contractor and the above owner is: 5/3/17
  12. The street address of said property is: 4000 Suisun Valley Road, Fairfield, CA 94534
  13. APN #: 0027-242-110
  14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Renovation of an existing space to be used as a Costume Workshop for the Performing Arts Program.

\_\_\_\_\_  
Date

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

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### Verification

I, undersigned, say:

I am Executive Bonds Manager

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

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

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

Executed on \_\_\_\_\_, at \_\_\_\_\_, California.  
(City or Town where signed)

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

**TO: Members of the Governing Board**

**SUBJECT: RESIGNATION TO RETIRE**

**REQUESTED ACTION:**

- Information    **OR**     Approval  
 Consent       **OR**     Non-Consent

**SUMMARY:**

| <u>Name</u>            | <u>Assignment &amp; Years of Service</u>  | <u>Effective</u> |
|------------------------|---|------------------|
| Kathryn Kearns         | Art Lab Technician<br>10 years of service at SCC  | 01/04/18         |
| J. Maureen Mason-Muyco | Financial Aid Lead Specialist (Interim Director,<br>Financial Aid)<br>11 years and 6 months of service at SCC | 07/27/17         |

**STUDENT SUCCESS IMPACT:**

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

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

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

Mary Jones  
Human Resources

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7263

**TELEPHONE NUMBER**

**VICE PRESIDENT APPROVAL**

July 21, 2017

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

July 21, 2017

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: AGREEMENT WITH EATON INTERPRETING SERVICES  
INC. FOR INTERPRETING SERVICES

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

The District proposes to contract with Eaton Interpreting Services, Inc. to provide sign language interpreting services to support American Sign Language (ASL) students and staff.

Attached is the proposed contract for services.

**STUDENT SUCCESS IMPACT:**

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

Ed. Code: N/A Board Policy: 3225 Estimated Fiscal Impact: Keenan Safety Credits

SUPERINTENDENT'S RECOMMENDATION:  APPROVAL  DISAPPROVAL  
 NOT REQUIRED  TABLE

Mary Jones  
Human Resources

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7263

**TELEPHONE NUMBER**

Human Resources

**VICE PRESIDENT APPROVAL**

July 21, 2017

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

July 21, 2017

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

Eaton Interpreting Services, Inc.  
Kim Eaton, CI, CT, NAD IV, President  
8333 Olivine Avenue  
Citrus Heights, CA 95610



Phone: 916-721-3636  
Fax: 916-273-3072  
[schedulers@eatoninterpreting.com](mailto:schedulers@eatoninterpreting.com)  
[www.eatoninterpreting.com](http://www.eatoninterpreting.com)

## AGREEMENT FOR INTERPRETING SERVICES

Eaton Interpreting Services, Inc. (Eaton) is a Certified Small Business that utilizes independent contractors to provide on-site and Video Remote (VRI) sign language interpreting services twenty-four hours a day/seven days a week. We have been providing certified and professional sign language interpreters within the greater Sacramento area since 1994. All contracted interpreters adhere to a Code of Professional Conduct set forth by the National Registry of Interpreters for the Deaf, RID. As per Dept. of Education Code (Section 45125.1), all contracted interpreters have been fingerprinted through the CA Dept. of Justice automated Live Scan service for criminal history background checks and are in compliance with the CA Dept. of Education Code (Section 3051.16) related to qualification & certification requirements.

Requests for services may be scheduled by telephone, email, through our online scheduling system, or via our website 24/7. Daytime office hours are Monday through Friday 7:00 am – 6:00 pm.

Services for on-site sign language interpreters are billed at the rates below (per interpreter) with a two-hour minimum. After the second hour, time is billed in 15-min increments.

- Corporate/Medical/Educational/General requests are billed at a rate of \$65.00/hour.
- VRI, Video Remote Interpreters, are billed at a rate of \$75 per hour (one-hour minimum).
- Evening, weekend, and holiday rates increase by \$10.00 per hour.
- Evening rates are applied to assignments between 6:00 pm and 10:00 pm.
- For emergencies or appointments that take place between the hours of 10:00 pm and 7:00 am, rates increase by \$30.00 per hour.
- Reasonable parking fees incurred by interpreters may be billed.
- **Team Interpreting** - For effective communication, requests longer than one hour's duration may require a team of two interpreters depending on the nature of the job. Eaton utilizes standard practices within the interpreting profession to determine if a second interpreter is needed. Eaton will inform you prior to confirming if a team is needed.



\*A Sacramento-based agency proudly serving our local community for 23 years\*

Professional Sign Language Interpreting Services  
*Serving Sacramento and Northern California*  
State of California ~ Certified Small Business



Eaton Interpreting Services, Inc.  
Kim Eaton, CI, CT, NAD IV, President  
8333 Olivine Avenue  
Citrus Heights, CA 95610



Phone: 916-721-3636  
Fax: 916-273-3072  
[schedulers@eatoninterpreting.com](mailto:schedulers@eatoninterpreting.com)  
[www.eatoninterpreting.com](http://www.eatoninterpreting.com)

- **Travel Policy** - Assignments requiring interpreters to travel more than 40 miles round trip will include travel time billed at the hourly rate. When no local interpreters are available, travel time will be added after 40 miles round trip. If more than 40 miles, .5 hr will be added. If more than 60 miles round trip, 1 hour will be added, etc. In these instances, charges will be the 2-hour minimum + travel \*when\* no local interpreters are available. \*\* We **always** try to locate local interpreters \*\*
- **Cancellation Policy** - Cancellation of requests for services not received by 5:00 pm two business days prior to the scheduled date of service (i.e. 36 hours prior to the service date), **excluding weekends and holidays**, are still billable for the time scheduled. In the case of a late cancellation or no show by your client, you will be billed for the scheduled time and travel time. Note that travel time will only be billed if the interpreter travels to the site.
- **Billing** - Invoices are generated at the completion of the interpreting assignment(s) and payment is due within 30 days. If payment is not received within 45 days, finance charges and collection fees in the amount of 2.5% per month will be assessed. A credit card can be placed on file and be used for payment.
- **Severability** - If any provision of this agreement shall be declared by any court of competent jurisdiction to be illegal, void, or unenforceable, the other provisions shall not be affected but shall remain in full force and effect. If the late payment penalty provisions are found to be unreasonable or invalid, these penalties shall be enforced to the maximum extent valid and enforceable.
- **Independent Contractor Relationship** - Eaton's relationship with (*Your Company*) will be that of an independent contractor, and nothing in this Agreement is intended to, or should be construed to create a partnership, agency, joint venture, or employment relationship.
- **Indemnification** - (*Your Company*) shall defend, indemnify and hold harmless Eaton from any and all claims or demands (including but not limited to injuries, damages, losses, causes of action, lawsuits, or judgments), including reasonable attorneys' fees and costs, that arise out of, pertain to, and/or relate to the performance of this Agreement. The provision of this section shall survive the expiration or termination of this Agreement.
- **Term and Termination** - This Agreement may be terminated by either (*Your Company*) or Eaton. In the event of termination under this paragraph, (*Your Company*) will pay Eaton for work completed prior to the date of termination.
- **Governing Law** - This Agreement and the performance thereunder shall be governed by and interpreted in accordance with the laws of the State of California.
- **Changes** - Any changes or modifications to this Agreement must be contained in a writing signed by each of the parties.



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8333 Olivine Avenue  
Citrus Heights, CA 95610



Phone: 916-721-3636  
Fax: 916-273-3072  
schedulers@eatoninterpreting.com  
www.eatoninterpreting.com

By signing this document, I acknowledge that I have read, understand, and agree to the above terms. Furthermore, I acknowledge that it is the responsibility of Solano Community College District (name of individual or company requesting services) to pay for interpreting services.

Authorizing Party (signature)  Date: 7/21/17  
Print Name Rachel Ancheta Phone Number(s): 707-864-7128  
Fax: 707-864-646-2075 Email: rachel.ancheta@solano.edu  
Billing Information/Address: Solano Community College District/HR  
4000 Suisun Valley Road  
Fairfield, CA 94534  
Credit card number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ 3-digit code: \_\_\_\_\_

7/1/17



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Professional Sign Language Interpreting Services  
Serving Sacramento and Northern California  
State of California ~ Certified Small Business



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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO ELLIS & ELLIS SIGN SYSTEMS  
 FOR CONSTRUCTION SERVICES FOR FAIRFIELD  
 CAMPUS DIRECTORY SIGNS PROJECT**

**REQUESTED ACTION:**

- Information    **OR**     Approval  
 Consent        **OR**     Non-Consent

**SUMMARY:**

Board approval is requested for award of a contract to Ellis & Ellis Sign Systems, for the Fairfield Campus Directory Signs Project. The scope of work includes labor, materials, equipment, and supplies necessary for the demolition and removal of two existing directory signs and structural design/engineering and installation of four new directory signs for the District's Fairfield Campus.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Update infrastructure that supports classrooms or related College facilities.

|                  |                                 |   |
|------------------|---------------------------------|---|
| <i>Ed. Code:</i> | <i>Board Policy: 3225; 3520</i> | <i>Estimated Fiscal Impact: \$47,353.58 Measure Q Funds</i> |
|------------------|---------------------------------|---|

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

Lucky Lofton  
 Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

VP, Finance & Administration  
**VICE PRESIDENT APPROVAL**

July 21, 2017  
**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

July 21, 2017  
**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO ELLIS & ELLIS SIGN SYSTEMS  
FOR CONSTRUCTION SERVICES FOR FAIRFIELD  
CAMPUS DIRECTORY SIGNS PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

A public bid was held July 17, 2017. The following bids were received:

|                            | <b><u>BASE BID</u></b> |
|----------------------------|------------------------|
| Ellis & Ellis Sign Systems | \$47,353.58            |
| A Good Sign & Graphics Co. | \$48,675.00            |

It was determined that Ellis & Ellis Sign Systems submitted the lowest responsible and responsive bid. It is recommended the Board award a contract to Ellis & Ellis Sign Systems in the amount of \$47,353.58.

The Board is asked to approve a contract to Ellis & Ellis Sign Systems in the amount of \$47,353.58.

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



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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO HM CONSTRUCTION, INC. FOR  
 CONSTRUCTION SERVICES FOR THE FAIRFIELD  
 CAMPUS ENTRY SIDEWALK IMPROVEMENTS  
 PROJECT**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

Board approval is requested for award of a construction services contract to HM Construction, Inc., for the Fairfield Campus Entry Sidewalk Improvements Project. The scope of work includes replacement of existing sidewalk, curb and gutters, curb ramps and construction of new curb ramps and sidewalk, pavement striping/markings, installation of new street light and pedestrian lights, and underground conduit/wiring, including appropriate testing, commissioning, and coordination with

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Enhance safety and security for students, faculty and staff.

|                  |                                 |   |
|------------------|---------------------------------|---|
| <i>Ed. Code:</i> | <i>Board Policy: 3225; 3520</i> | <i>Estimated Fiscal Impact: \$318,964 Measure Q Funds</i> |
|------------------|---------------------------------|---|

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

Lucky Lofton  
 Executive Bonds Manager

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

VP, Finance & Administration  
**VICE PRESIDENT APPROVAL**

July 21, 2017

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

July 21, 2017  
**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AWARD TO HM CONSTRUCTION, INC. FOR  
CONSTRUCTION SERVICES FOR THE FAIRFIELD  
CAMPUS ENTRY SIDEWALK IMPROVEMENTS  
PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

the City of Fairfield and PG&E scope of work as required per the approved plans and specifications.

A public bid opening was held July 18, 2017. The following bids were received:

|                                       |           |
|---------------------------------------|-----------|
| HM Construction, Inc.                 | \$318,964 |
| California Highway Construction Group | \$369,845 |
| Kerex Engineering                     | \$391,667 |
| F BD Vanguard                         | \$399,399 |
| Swank Construction                    | \$429,000 |
| Lister Construction                   | \$492,777 |
| Cazandoro Construction                | \$492,000 |

It was determined that HM Construction, Inc. submitted the lowest responsible and responsive bid. It is recommended that the District award a contract to HM Construction Inc. in the amount of \$ 318,964.

The Board is asked to approve a contract to HM Construction in the amount of \$318,964.

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

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: RATIFICATION OF CONTRACT CHANGE ORDER #1 TO  
SIERRA NATIONAL CONSTRUCTION, INC. FOR SUB-  
STATION #1 & #2 REPLACEMENT PROJECT

**REQUESTED ACTION:**

- Information OR  Approval
- Consent OR  Non-Consent

**SUMMARY:**

On February 1, 2017 the Board approved a contract to Sierra National Construction, Inc. for the Sub-Station #1 & #2 Replacement Project for removal and replacement of aged sub-stations on the Fairfield Campus.

Subsequently it was determined that PG&E requires battery back-up for sub-station #1 controls, and this has resulted in delay in finalizing the fabrication order and a fee for expediting fabrication in an alternate fabrication shop.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Update infrastructure that supports classrooms or related College facilities.

*Ed. Code: Board Policy: Estimated Fiscal Impact: \$229,542.96 Measure Q Funds*

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

Lucky Lofton  
Executive Bonds Manager

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 863-7855

**TELEPHONE NUMBER**

Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**

July 21, 2017

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

July 21, 2017

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: RATIFICATION OF CONTRACT CHANGE ORDER #1 TO  
SIERRA NATIONAL CONSTRUCTION, INC. FOR SUB-  
STATION #1 & #2 REPLACEMENT PROJECT**

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**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

This work was not part of the original contract with Sierra National Construction, Inc., necessitating a change order for the following items:

- Provide battery backup for Sub-station #1, as required by PG&E Green Book
- Expedite fabrication of equipment to maintain original project schedule (installation of equipment Thanksgiving weekend 2017)

Following is a summary of the Contract amount:

\$1,079,000.00 Original Contract Sum  
\$ 0 Previous Approved Change Orders  
\$ 229,542.96 This Proposed Change Order  
\$1,308,542.96 New Contract Sum Including This Change Order

The Board is asked to approve this Change Order #1 to Sierra National Construction, Inc. in the amount of \$229,542.96.

The Change Order may be viewed online at: <http://www.solano.edu/measureq/planning.php>.



# Change Order

**Solano Community College District**  
4000 Suisun Valley Road  
Fairfield, CA 94534  
Tel: 707-864-7189 Fax: 707-207-0423

**Swinerton Management & Consulting**

Change Order # 1  
Project No.: 17-002  
Date: 11-Jul-17

Project: Sub-station #1 & #2 Replacement Project  
Fairfield

To: Sierra National Construction, Inc  
5433 El Camino Ave. #1  
Carmichael, California 95608

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## The Contract is Changed as Follows:

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- 1.0 PCO #1, Battery backup for Substation #1 (attached); PGE current Green book requires DC tripping control for the replacement panel, which necessitates a battery backup. The existing facility does not have battery backup. The contract documents indicate replacement of in-kind equipment and therefore the addition of a battery backup is extra work.

\$229,542.96

- 1.1 This change order is the formal confirmation per the attached email dated 7-11-17.

- 1.2 This change order is dependent on said equipment being delivered in time for contractor to install during the planned Thanksgiving 2017 planned power outage, and should the equipment be late this change order will be renegotiated. It is understood that Eaton, the manufacturer has stated that expediting fees are approximately \$91,000. Liquidated damages would also apply per the Contract Documents.

- 1.3 This change order is only for the Eaton change and does not have any costs for field labor. When we Contractor receives the revised plans/shop drawings from Eaton, Contractor will provide those a PCO for such additional costs.

- 1.4 The undersigned Contractor approves the foregoing as to the changes, if any, and the Cost, if any, specified for each item and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein.

- 1.5 This change order is subject to approval by the governing board of this district and must be signed by the District.

1.6

The compensation and time, if any, granted herein represent a full accord and satisfaction for any and all time and cost impacts of the items herein, and Contractor waives any and all further compensation or time extension based on the items herein. The value of the extra work or changes expressly includes any and all of the Contractors costs and expenses, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project. Any costs, expenses, damages or time extensions not included are deemed waived.

|                                   |               |                     |
|-----------------------------------|---------------|---------------------|
| <b>TOTAL COST OF CHANGE ORDER</b> | <b>ADD</b>    | \$229,542.96        |
|                                   | <b>Deduct</b> | \$0                 |
| <b>FINAL CHANGE ORDER AMOUNT</b>  |               | <b>\$229,542.96</b> |

|  |           |                     |
|--|-----------|---------------------|
| Original Contract Sum:   | \$        | 1,079,000.00        |
| Total change By Previous Change Orders:                              | \$        | -                   |
| Contract Sum Prior to This Change Order:                             | \$        | 1,079,000.00        |
| Original Contract Sum will be Increased by This Change Order:        |           | \$229,542.96        |
| The New Contract Sum Including This Change Order Will Be:            | <b>\$</b> | <b>1,308,542.96</b> |
| The New Contract Completion Date Will Be:                            |           | 30-Mar-18           |
| Contract Time Will be Unchanged by This Change Order:                |           | 0 Days              |
| The date of substantial completion as of the of this change order is |           | 30-Mar-18           |

CONTRACTOR: \_\_\_\_\_ Date: \_\_\_\_\_  
 Sierra National Construction, Inc

OWNER: \_\_\_\_\_ Date: \_\_\_\_\_  
 Lucky Lofton  
 Executive Bonds Manager  
 Solano Community College District

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **AGREEMENT WITH ACCOUNTEMPS, A  
ROBERT HALF COMPANY (SENIOR ACCOUNTANT)**

**REQUESTED ACTION:**

**Information**    **OR**     **Approval**  
 **Consent**     **OR**      **Non-Consent**

**SUMMARY:**

Board approval is requested to contract with Accountemps, a Robert Half Company. Accountemps specializes in providing accounting, financial, and administrative staffing solutions. A temporary "Senior Accountant" is required to backfill a vacant position while the District hiring process for an Accounting Manager is carried out. The agreement is through December 31, 2017, or until the position is filled, whichever comes sooner. Total contract amount not to exceed \$50,000.

Attached is a copy of the agreement.

**STUDENT SUCCESS IMPACT:**

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

|                      |                           |  |
|----------------------|---------------------------|--|
| <i>Ed. Code:</i> N/A | <i>Board Policy:</i> 3225 | <i>Estimated Fiscal Impact:</i> \$50,000 |
|----------------------|---------------------------|--|

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

Finance & Administration  
\_\_\_\_\_  
**PRESENTER'S NAME**

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

(707) 864-7147  
\_\_\_\_\_  
**TELEPHONE NUMBER**

\_\_\_\_\_  
**VICE PRESIDENT APPROVAL**  
  
July 21, 2017  
\_\_\_\_\_  
**DATE SUBMITTED TO**

**SUPERINTENDENT-PRESIDENT**

\_\_\_\_\_  
**Celia Esposito-Noy, Ed.D.**  
Superintendent-President

July 21, 2017  
\_\_\_\_\_  
**DATE APPROVED BY**  
**SUPERINTENDENT-PRESIDENT**

## GENERAL CONDITIONS OF ASSIGNMENT

Thank you for your confidence in *Accountemps*. Our professional is assigned to you under the following General Conditions of Assignment and the enclosed Terms of Payment.

|                                |   |
|--------------------------------|---|
| <b>Scope of Assignment</b>     | <p>Supervision of our professional's work is your responsibility. Our professional is only authorized to perform work within the scope of the assignment. You shall not permit our professional to perform services remotely (e.g., on premises other than your or your customer's premises), or using computers or other electronic devices, software or network equipment owned or licensed by our professional.</p> <p>Since <i>Accountemps</i> is not a professional accounting firm, it is expressly understood that our professionals are not authorized to render an opinion on behalf of <i>Accountemps</i> or on your behalf on financial statements, nor are our professionals authorized to sign the name of <i>Accountemps</i> on any document or to sign their own names on financial statements or tax returns.</p>   |
| <b>Client's Responsibility</b> | <p><b>It is understood that you are responsible for implementing and maintaining usual, customary and appropriate internal accounting procedures and controls, internal controls and other appropriate procedures and controls (including information technology, proprietary information, creative designs and trade secret safeguards) for your company and we shall not be responsible for any losses, liabilities or claims arising from the lack of such controls or procedures. Please notify us immediately if you require <i>Accountemps</i> to perform background checks or other placement screenings of our professional. We will conduct such checks or screenings only if they are described in a signed, written amendment to these General Conditions of Assignment.</b></p> <p>Under no circumstances will you permit our professional to sign, endorse, wire, transport or otherwise convey cash, securities, checks, or any negotiable instruments or valuables. It is understood that you have full responsibility for providing safe working conditions, as required by law, including ensuring that safety plans exist for and safety related training is provided to our professional working on your premises. Under no circumstances will you permit our professional to have contact with minors or with adults with reduced mental capacity. If this assignment is for work to be performed under a government contract or subcontract, you will notify us immediately (1) of any obligations in the government contract or subcontract relating to wages, and (2) if we are legally required to initiate E-Verify verification procedures for our professional assigned to you.</p> <p>It is understood that we will not authorize our professional to operate machinery (other than office machines) or automotive equipment. It is agreed that you accept full responsibility for, and that we do not maintain insurance to cover any injury, damage, or loss that may result from your failure to comply with the foregoing.</p> <p>It is understood that you are responsible for reporting any claim to us in writing during or within ninety (90) days after the assignment. Under no circumstance will <i>Accountemps</i> be responsible for any claim related to the assignment, including but not limited to work performed by our professional, unless you have reported such claim in writing to us within ninety (90) days after termination of the assignment.</p> |
| <b>Confidentiality</b>         | <p>Our professional will agree to execute any confidentiality agreement you may require. You are responsible for obtaining our professional's signature.</p> <p>You agree to hold in confidence the social security number and other legally protected personal information of our professional and to implement and maintain reasonable security procedures and practices to protect such information from unauthorized access, use, modification or disclosure.</p>   |
| <b>Limitation on Liability</b> | <p>We make no express or implied warranty, including, but not limited to, any warranty of quality, performance, merchantability or fitness for any purpose with respect to any services performed or any goods provided, including, but not limited to, financial or accounting services performed, or software developed, for you. Under no circumstances are we liable for any special, incidental, exemplary, indirect damages, lost profits or consequential damages (including, but not limited to, lost business, revenue, goodwill, or anticipated savings), even if informed of the possibility. Our liability, if any, will (in the aggregate for all claims, causes of action or damages) be limited to any actual direct damages up to an amount equal to the fees actually paid by you to us for the services that are the subject of the claim, regardless of the basis on which you are entitled to claim damages from us (including, but not limited to, fundamental breach, negligence, misrepresentation, or other contract or tort claim).</p>  |
| <b>Insurance</b>               | <p>In addition to workers' compensation insurance, we also maintain commercial liability insurance.</p>   |
| <b>No Contrary Agreements</b>  | <p>These General Conditions of Assignment contain the complete and final agreement on the topics they address, and they supersede any prior agreements or understandings on these topics. Our professionals do not have authority either to verbally modify these General Conditions of Assignment or to assume additional responsibilities other than those set forth in these General Conditions of Assignment.</p>   |

Job Order: 00590-0008990606

Date: 01-30-2017



## TERMS OF PAYMENT

Thank you for your confidence in *Accountemps*. Our professional for the assignment of a Sr. Accountant is Debora Harris. The assignment will start on 01-30-2017. As agreed or otherwise communicated, we will invoice your firm at the rate of \$59.84 per hour. Should you wish to use our professional for other assignments, please let us know. The hourly billing rate may then change to reflect the experience necessary to complete the assignment. Call *Accountemps* for any changes in the assignment. We request a minimum thirty (30) days notice prior to ending any assignment.

Our professional is assigned to you under the following Terms of Payment:

|  |   |
|--|---|
| <b>Guarantee</b>                         | <i>Accountemps</i> guarantees your satisfaction with our professional's services by extending to you a one-day (8 hours) guarantee period. If, for any reason, you are dissatisfied with the professional assigned to you, <i>Accountemps</i> will not charge for the first eight hours worked, provided that <i>Accountemps</i> replaces the individual assigned. Unless you contact us before the end of the first eight hours guarantee period, you agree that our professional assigned is satisfactory.  |
| <b>Time Sheet</b>                        | Our professional will submit either an electronic time record or a time sheet for verification and approval at the end of each week. Your approval thereby indicates your acknowledgement of the General Conditions of Assignment and these Terms of Payment. Our compensation to our assigned professional is on a weekly basis, and you will be billed weekly for the total hours worked, including time spent completing, revising, and/or resubmitting a time sheet or electronic time record during business hours, and we ask that you respect those guidelines. Because <i>Accountemps</i> invoices reflect payroll we have already paid, our invoices are due upon receipt. Applicable sales and service taxes shall be added to these invoices. In the event that you fail to pay the invoice when due, you agree to pay all of our costs of collection, including reasonable attorneys' fees, whether or not legal action is initiated. Additionally, we may, at our option, charge interest on any overdue amounts at a rate of the lesser of 1 1/2% per month or the highest rate allowed by applicable law from the date the amount first became due.  |
| <b>Overtime</b>                          | If applicable, overtime will be billed at 1.50 times the normal billing rate. Federal law defines overtime as hours in excess of 40 hours per week, state laws vary. If state law requires double time pay, the double time hours will be billed at 2.00 times the normal billing rate.   |
| <b>Hiring the Person Referred to You</b> | <p>After you evaluate the performance and potential of our professional on the job, you may wish to employ this person directly. Our professionals represent our inventory of skilled employees and in the event you wish them converted to your employ or another employer to whom you refer them, you agree to pay a conversion fee. The conversion fee is payable if you hire our professional assigned to you, regardless of the employment classification, on either a full-time, temporary (including temporary assignments through another agency) or consulting basis within twelve months after the last day of the assignment. You also agree to pay a conversion fee if our professional assigned to you is hired by (i) a subsidiary or other related company or business as a result of your referral of our professional to that company or (ii) one of your customers as a result of our professional providing services to that customer.</p> <p>The conversion fee will equal 35% of the professional's aggregate annual compensation, including bonuses.</p> <p>The conversion fee will be owed and invoiced upon your hiring of our professional, and payment is due upon receipt of this invoice. The same calculation will be used if you convert our professional on a part-time basis using the full-time equivalent salary.</p> |
| <b>Employment Taxes and Withholdings</b> | <i>Accountemps</i> will handle, to the extent applicable, any workers' compensation insurance, federal, state and local withholding taxes and unemployment taxes, as well as social security, state disability insurance or other payroll charges.  |
| <b>General Conditions</b>                | <p><i>Accountemps</i> may increase our rates provided under the Terms of Payment to reflect increases in our own costs of doing business, including costs associated with higher wages for workers and/or related tax, benefit and other costs. We will provide written or verbal notice of the increase in our rates. Any increase in our rates will be prospective, starting as of the effective date <i>Accountemps</i> specifies.</p> <p>Our professional is also assigned to you under the General Conditions of Assignment, a copy of which has been provided. We reserve the right to re-assign our professional.</p>  |

Job Order: 00590-0008990606

Date: 01-30-2017

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

**TO:** **Members of the Governing Board**

**SUBJECT:** **AGREEMENT WITH ACCOUNTEMPS, A  
ROBERT HALF COMPANY (ACCOUNTING CLERK)**

**REQUESTED ACTION:**

- Information**    **OR**     **Approval**  
 **Consent**        **OR**     **Non-Consent**

**SUMMARY:**

Board approval is requested to contract with Accountemps, a Robert Half Company. Accountemps specializes in providing accounting, financial, and administrative staffing solutions. A temporary “Accounting Clerk” is required to backfill a vacant position while the District hiring process for an Administrative III – Community Services/Finance and Administration is carried out. The agreement is through December 31, 2017, or until the position is filled, whichever comes sooner. Total contract amount not to exceed \$40,000.

Attached is a copy of the agreement.

**STUDENT SUCCESS IMPACT:**

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

|                      |                           |  |
|----------------------|---------------------------|--|
| <i>Ed. Code:</i> N/A | <i>Board Policy:</i> 3225 | <i>Estimated Fiscal Impact:</i> \$40,000 |
|----------------------|---------------------------|--|

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

Finance & Administration  
**PRESENTER’S NAME**

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

(707) 864-7147  
**TELEPHONE NUMBER**

**VICE PRESIDENT APPROVAL**

July 21, 2017  
**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

July 21, 2017  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

## GENERAL CONDITIONS OF ASSIGNMENT

Thank you for your confidence in *Accountemps*. Our professional is assigned to you under the following General Conditions of Assignment and the enclosed Terms of Payment.

|                                |   |
|--------------------------------|---|
| <b>Scope of Assignment</b>     | <p>Supervision of our professional's work is your responsibility. Our professional is only authorized to perform work within the scope of the assignment. You shall not permit our professional to perform services remotely (e.g., on premises other than your or your customer's premises), or using computers or other electronic devices, software or network equipment owned or licensed by our professional.</p> <p>Since <i>Accountemps</i> is not a professional accounting firm, it is expressly understood that our professionals are not authorized to render an opinion on behalf of <i>Accountemps</i> or on your behalf on financial statements, nor are our professionals authorized to sign the name of <i>Accountemps</i> on any document or to sign their own names on financial statements or tax returns.</p>   |
| <b>Client's Responsibility</b> | <p><b>It is understood that you are responsible for implementing and maintaining usual, customary and appropriate internal accounting procedures and controls, internal controls and other appropriate procedures and controls (including information technology, proprietary information, creative designs and trade secret safeguards) for your company and we shall not be responsible for any losses, liabilities or claims arising from the lack of such controls or procedures. Please notify us immediately if you require <i>Accountemps</i> to perform background checks or other placement screenings of our professional. We will conduct such checks or screenings only if they are described in a signed, written amendment to these General Conditions of Assignment.</b></p> <p>Under no circumstances will you permit our professional to sign, endorse, wire, transport or otherwise convey cash, securities, checks, or any negotiable instruments or valuables. It is understood that you have full responsibility for providing safe working conditions, as required by law, including ensuring that safety plans exist for and safety related training is provided to our professional working on your premises. Under no circumstances will you permit our professional to have contact with minors or with adults with reduced mental capacity. If this assignment is for work to be performed under a government contract or subcontract, you will notify us immediately (1) of any obligations in the government contract or subcontract relating to wages, and (2) if we are legally required to initiate E-Verify verification procedures for our professional assigned to you.</p> <p>It is understood that we will not authorize our professional to operate machinery (other than office machines) or automotive equipment. It is agreed that you accept full responsibility for, and that we do not maintain insurance to cover any injury, damage, or loss that may result from your failure to comply with the foregoing.</p> <p>It is understood that you are responsible for reporting any claim to us in writing during or within ninety (90) days after the assignment. Under no circumstance will <i>Accountemps</i> be responsible for any claim related to the assignment, including but not limited to work performed by our professional, unless you have reported such claim in writing to us within ninety (90) days after termination of the assignment.</p> |
| <b>Confidentiality</b>         | <p>Our professional will agree to execute any confidentiality agreement you may require. You are responsible for obtaining our professional's signature.</p> <p>You agree to hold in confidence the social security number and other legally protected personal information of our professional and to implement and maintain reasonable security procedures and practices to protect such information from unauthorized access, use, modification or disclosure.</p>   |
| <b>Limitation on Liability</b> | <p>We make no express or implied warranty, including, but not limited to, any warranty of quality, performance, merchantability or fitness for any purpose with respect to any services performed or any goods provided, including, but not limited to, financial or accounting services performed, or software developed, for you. Under no circumstances are we liable for any special, incidental, exemplary, indirect damages, lost profits or consequential damages (including, but not limited to, lost business, revenue, goodwill, or anticipated savings), even if informed of the possibility. Our liability, if any, will (in the aggregate for all claims, causes of action or damages) be limited to any actual direct damages up to an amount equal to the fees actually paid by you to us for the services that are the subject of the claim, regardless of the basis on which you are entitled to claim damages from us (including, but not limited to, fundamental breach, negligence, misrepresentation, or other contract or tort claim).</p>  |
| <b>Insurance</b>               | <p>In addition to workers' compensation insurance, we also maintain commercial liability insurance.</p>   |
| <b>No Contrary Agreements</b>  | <p>These General Conditions of Assignment contain the complete and final agreement on the topics they address, and they supersede any prior agreements or understandings on these topics. Our professionals do not have authority either to verbally modify these General Conditions of Assignment or to assume additional responsibilities other than those set forth in these General Conditions of Assignment.</p>   |

Job Order: 00590-0009233365

Date: 04-12-2017

## TERMS OF PAYMENT

Thank you for your confidence in *Accountemps*. Our professional for the assignment of an Accounting Clerk is Jhanaly Ortega. The assignment will start on 04-12-2017. As agreed or otherwise communicated, we will invoice your firm at the rate of \$30.90 per hour. Should you wish to use our professional for other assignments, please let us know. The hourly billing rate may then change to reflect the experience necessary to complete the assignment. Call *Accountemps* for any changes in the assignment. We request a minimum thirty (30) days notice prior to ending any assignment.

Our professional is assigned to you under the following Terms of Payment:

|  |   |
|--|---|
| <b>Guarantee</b>                         | <i>Accountemps</i> guarantees your satisfaction with our professional's services by extending to you a one-day (8 hours) guarantee period. If, for any reason, you are dissatisfied with the professional assigned to you, <i>Accountemps</i> will not charge for the first eight hours worked, provided that <i>Accountemps</i> replaces the individual assigned. Unless you contact us before the end of the first eight hours guarantee period, you agree that our professional assigned is satisfactory.  |
| <b>Time Sheet</b>                        | Our professional will submit either an electronic time record or a time sheet for verification and approval at the end of each week. Your approval thereby indicates your acknowledgement of the General Conditions of Assignment and these Terms of Payment. Our compensation to our assigned professional is on a weekly basis, and you will be billed weekly for the total hours worked, including time spent completing, revising, and/or resubmitting a time sheet or electronic time record during business hours, and we ask that you respect those guidelines. Because <i>Accountemps</i> invoices reflect payroll we have already paid, our invoices are due upon receipt. Applicable sales and service taxes shall be added to these invoices. In the event that you fail to pay the invoice when due, you agree to pay all of our costs of collection, including reasonable attorneys' fees, whether or not legal action is initiated. Additionally, we may, at our option, charge interest on any overdue amounts at a rate of the lesser of 1 1/2% per month or the highest rate allowed by applicable law from the date the amount first became due.  |
| <b>Overtime</b>                          | If applicable, overtime will be billed at 1.50 times the normal billing rate. Federal law defines overtime as hours in excess of 40 hours per week, state laws vary. If state law requires double time pay, the double time hours will be billed at 2.00 times the normal billing rate.   |
| <b>Hiring the Person Referred to You</b> | <p>After you evaluate the performance and potential of our professional on the job, you may wish to employ this person directly. Our professionals represent our inventory of skilled employees and in the event you wish them converted to your employ or another employer to whom you refer them, you agree to pay a conversion fee. The conversion fee is payable if you hire our professional assigned to you, regardless of the employment classification, on either a full-time, temporary (including temporary assignments through another agency) or consulting basis within twelve months after the last day of the assignment. You also agree to pay a conversion fee if our professional assigned to you is hired by (i) a subsidiary or other related company or business as a result of your referral of our professional to that company or (ii) one of your customers as a result of our professional providing services to that customer.</p> <p>The conversion fee will equal 35% of the professional's aggregate annual compensation, including bonuses.</p> <p>The conversion fee will be owed and invoiced upon your hiring of our professional, and payment is due upon receipt of this invoice. The same calculation will be used if you convert our professional on a part-time basis using the full-time equivalent salary.</p> |
| <b>Employment Taxes and Withholdings</b> | <i>Accountemps</i> will handle, to the extent applicable, any workers' compensation insurance, federal, state and local withholding taxes and unemployment taxes, as well as social security, state disability insurance or other payroll charges.  |
| <b>General Conditions</b>                | <p><i>Accountemps</i> may increase our rates provided under the Terms of Payment to reflect increases in our own costs of doing business, including costs associated with higher wages for workers and/or related tax, benefit and other costs. We will provide written or verbal notice of the increase in our rates. Any increase in our rates will be prospective, starting as of the effective date <i>Accountemps</i> specifies.</p> <p>Our professional is also assigned to you under the General Conditions of Assignment, a copy of which has been provided. We reserve the right to re-assign our professional.</p>  |

Job Order: 00590-0009233365

Date: 04-12-2017

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

**TO: Members of the Governing Board**

**SUBJECT: AGREEMENT WITH ACCOUNTEMPS, A  
ROBERT HALF COMPANY (PURCHASING  
TECHNICIAN/BUYER)**

**REQUESTED ACTION:**

Information    **OR**     Approval  
 Consent        **OR**     Non-Consent

**SUMMARY:**

Board approval is requested to contract with Accountemps, a Robert Half Company. Accountemps specializes in providing accounting, financial, and administrative staffing solutions. A temporary “Purchasing Technician/Buyer” is required to backfill a vacant position while the District hiring process for a District Purchasing Technician/Buyer is carried out. The agreement is through December 31, 2017, or until the position is filled, whichever comes sooner. Total contract amount not to exceed \$50,000.

Attached is a sample agreement.

**STUDENT SUCCESS IMPACT:**

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

|                      |                           |  |
|----------------------|---------------------------|--|
| <i>Ed. Code: N/A</i> | <i>Board Policy: 3225</i> | <i>Estimated Fiscal Impact: \$50,000</i> |
|----------------------|---------------------------|--|

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

Finance & Administration  
**PRESENTER’S NAME**

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

(707) 864-7147  
**TELEPHONE NUMBER**

**VICE PRESIDENT APPROVAL**

July 21, 2017  
**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

July 21, 2017  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

## GENERAL CONDITIONS OF ASSIGNMENT

Thank you for your confidence in *Accountemps*. Our professional is assigned to you under the following General Conditions of Assignment and the enclosed Terms of Payment.

|  |   |
|--|---|
| <b>Scope of Background Inquiries</b>     | <p>We usually check references by asking specific questions to select past employers with regard to qualifications and work history. These types of checks are generally done the first time we place that individual on an assignment. We do not recheck references after this initial placement process has been completed. <b>There are substantial legal restrictions on the use and communication of various types of personnel-related information. We have not screened for drug use, administered a medical exam, conducted a criminal background check, or engaged in any verification process other than these reference checks.</b> You should conduct such additional or more recent reference inquiries of past employers or verify such other items as you deem appropriate for the position. If you would like to obtain further background information about the professional, we would be glad to refer you to third party agencies who have agreed to perform additional background checks for our clients at a competitive price. If you choose to directly employ one of our professionals, we are willing to provide you with the results of any reference checks that we have performed, to the extent permitted by law.</p>  |
| <b>Client's Responsibility</b>           | <p>Supervision of our professional's work is your responsibility. Our professional is only authorized to perform work within the scope of the assignment.</p> <p>Since <i>Accountemps</i> is not a professional accounting firm, it is expressly understood that our professionals are not authorized to render an opinion on behalf of <i>Accountemps</i> or on your behalf on financial statements, nor are our professionals authorized to sign the name of <i>Accountemps</i> on any document or to sign their own names on financial statements or tax returns.</p> <p><b>It is understood that you are responsible for implementing and maintaining usual, customary and appropriate internal accounting procedures and controls, internal controls and other appropriate procedures and controls (including information technology, proprietary information, creative designs and trade secret safeguards) for your company and we shall not be responsible for any losses, liabilities or claims arising from the lack of such controls or procedures.</b></p> <p>Under no circumstances will you permit our professional to sign, endorse, wire, transport or otherwise convey cash, securities, checks, or any negotiable instruments or valuables. It is understood that you have full responsibility for providing safe working conditions, as required by law, including ensuring that safety plans exist for and safety related training is provided to our professional working on your premises. If this assignment is for work to be performed under a government contract or subcontract, you will notify us immediately (1) of any obligations in the government contract or subcontract relating to wages, and (2) if we are legally required to initiate E-Verify verification procedures for our professional assigned to you.</p> <p>It is understood that we will not authorize our professional to operate machinery (other than office machines) or automotive equipment. It is agreed that you accept full responsibility for, and that we do not maintain insurance to cover any injury, damage, or loss that may result from your failure to comply with the foregoing.</p> <p>It is understood that you are responsible for reporting any claim to us in writing during or within ninety (90) days after the assignment. Under no circumstance will <i>Accountemps</i> be responsible for any claim related to work performed unless you have reported such claim in writing to us within ninety (90) days after termination of the assignment.</p> |
| <b>Confidentiality</b>                   | <p>Our professional will agree to execute any confidentiality agreement you may require. You are responsible for obtaining our professional's signature.</p> <p>You agree to hold in confidence the social security number and other legally protected personal information of our professional and to implement and maintain reasonable security procedures and practices to protect such information from unauthorized access, use, modification or disclosure.</p>   |
| <b>Employment Taxes and Withholdings</b> | <p><i>Accountemps</i> will handle, to the extent applicable, any workers' compensation insurance, federal, state and local withholding taxes and unemployment taxes, as well as social security, state disability insurance or other payroll charges.</p>   |
| <b>Insurance</b>                         | <p>In addition to workers' compensation insurance, we also maintain commercial liability insurance and employer's liability insurance.</p>  |
| <b>No Contrary Agreements</b>            | <p>These General Conditions of Assignment contain the complete and final agreement on the topics they address, and they supersede any prior agreements or understandings on these topics. Our professionals do not have authority either to verbally modify these General Conditions of Assignment or to assume additional responsibilities other than those set forth in these General Conditions of Assignment.</p>   |

Job Order: Job Order #

Date:

## TERMS OF PAYMENT

Thank you for your confidence in *Accountemps*. Our professional for the assignment of Functional Role is Candidate Name. The assignment will start on . As verbally agreed or otherwise communicated, we will invoice your firm at the rate of per hour. Should you wish to use our professional for other assignments, please feel free to do so. The hourly billing rate may then change to reflect the experience necessary to complete the assignment. Call *Accountemps* for any changes in the assignment. We request a minimum thirty (30) days notice prior to ending any assignment.

Our professional is assigned to you under the following Terms of Payment:

|  |   |
|--|---|
| <b>Guarantee</b>                         | <i>Accountemps</i> guarantees your satisfaction with our professional's services by extending to you a one-day (8 hours) guarantee period. If, for any reason, you are dissatisfied with the professional assigned to you, <i>Accountemps</i> will not charge for the first eight hours worked, provided that <i>Accountemps</i> replaces the individual assigned. Unless you contact us before the end of the first eight hours guarantee period, you agree that our professional assigned is satisfactory.  |
| <b>Time Sheet</b>                        | Our professional will submit either an electronic time record or a time sheet for verification and approval at the end of each week. Your approval thereby indicates your acknowledgement of the General Conditions of Assignment and these Terms of Payment. Our compensation to our assigned professional is on a weekly basis, and you will be billed weekly for the total hours worked, including time spent completing, revising, and/or resubmitting a time sheet or electronic time record during business hours, and we ask that you respect those guidelines. Because <i>Accountemps</i> invoices reflect payroll we have already paid, our invoices are due upon receipt. Applicable sales and service taxes shall be added to these invoices. In the event that you fail to pay the invoice when due, you agree to pay all of our costs of collection, including reasonable attorneys' fees, whether or not legal action is initiated. Additionally, we may, at our option, charge interest on any overdue amounts at a rate of the lesser of 1 1/2% per month or the highest rate allowed by applicable law from the date the amount first became due.  |
| <b>Overtime</b>                          | If applicable, overtime will be billed at 1.50 times the normal billing rate. Federal law defines overtime as hours in excess of 40 hours per week, state laws vary. If state law requires double time pay, the double time hours will be billed at 2.00 times the normal billing rate.   |
| <b>Hiring the Person Referred to You</b> | <p>After you evaluate the performance and potential of our professional on the job, you may wish to employ this person directly. Our professionals represent our inventory of skilled employees and in the event you wish them converted to your employ or another employer to whom you refer them, you agree to pay a conversion fee. The conversion fee is payable if you hire our professional assigned to you, regardless of the employment classification, on either a full-time, temporary (including temporary assignments through another agency) or consulting basis within twelve months after the last day of the assignment. You also agree to pay a conversion fee if our professional assigned to you is hired by (i) a subsidiary or other related company or business as a result of your referral of our professional to that company or (ii) one of your customers as a result of our professional providing services to that customer.</p> <p>The conversion fee will equal 35% of the professional's aggregate annual compensation, including bonuses.</p> <p>The conversion fee will be owed and invoiced upon your hiring of our professional, and payment is due upon receipt of this invoice. The same calculation will be used if you convert our professional on a part-time basis using the full-time equivalent salary.</p> |
| <b>General Conditions</b>                | <p><i>Accountemps</i> may increase our rates provided under the Terms of Payment to reflect increases in our own costs of doing business, including costs associated with higher wages for workers and/or related tax, benefit and other costs. We will provide written or verbal notice of the increase in our rates. Any increase in our rates will be prospective, starting as of the effective date <i>Accountemps</i> specifies.</p> <p>Our professional is also assigned to you under the General Conditions of Assignment, a copy of which has been provided. We reserve the right to re-assign our professional.</p>  |

Job Order: Job Order #

Date:

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

**TO: Members of the Governing Board**

**SUBJECT: SECOND EXTENSION TO AGREEMENT BETWEEN  
SOLANO COMMUNITY COLLEGE DISTRICT AND  
SUTTER VALLEY MEDICAL FOUNDATION/SUTTER  
VALLEY HOSPITALS, SACRAMENTO, CALIFORNIA**

**REQUESTED ACTION:**

**Information**    **OR**     **Approval**  
 **Consent**        **OR**     **Non-Consent**

**SUMMARY:**

A second extension of the clinical experience agreement between Solano Community College District and Sutter Valley Medical Foundation/Sutter Valley Hospitals, Sacramento, California, is being presented for review and approval by the Governing Board. The approval of this agreement extension benefits the nursing program at Solano Community College by providing students with an acute care facility in which to practice. The CCR for the Board of Registered Nursing, Section 1427 requires “A program that utilizes agencies and/or facilities for clinical experience shall maintain written agreements with such facilities.” These agreements must be current, reviewed periodically, and revised, as indicated. A copy of the Extension will be available in the Office of the Superintendent-President, in the Office of the Dean of the School of Health Sciences, and in the offices of Sutter Valley Medical Foundation/Sutter Valley Hospitals, Sacramento, California.

**STUDENT SUCCESS IMPACT:**

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

|                           |                           |                                      |
|---------------------------|---------------------------|--------------------------------------|
| <i>Ed. Code: CCR 1427</i> | <i>Board Policy: 3520</i> | <i>Estimated Fiscal Impact: NONE</i> |
|---------------------------|---------------------------|--------------------------------------|

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

**PRESENTER’S NAME**  
Robert J. Gabriel, Ph.D., Dean, School of Health Sciences  
4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**  
**707-864-7108**

**TELEPHONE NUMBER**

David Williams, Ph.D.

**VICE PRESIDENT APPROVAL**

July 21, 2017

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

July 21, 2017

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



**SECOND EXTENSION AND AMENDMENT  
TO  
AGREEMENT FOR FURNISHING CLINICAL  
AND/OR NON-CLINICAL EXPERIENCES AND THE USE OF CLINICAL FACILITIES**

This Second Extension and Amendment of the Agreement for Furnishing Clinical and/or Non-Clinical Experiences and the Use of Clinical Facilities (the "Extension") is entered into as of **June 30, 2017** (the "**Effective Date**"), by and between Sutter Valley Medical Foundation, a California nonprofit public benefit corporation ("SVMF"), **SUTTER VALLEY HOSPITALS**, a California nonprofit public benefit corporation ("SVH") (SVH and SVMF are hereafter together referred to as "Sutter"), and SOLANO COMMUNITY COLLEGE ("University").

**RECITALS**

A. Sutter and University entered into an Agreement for Furnishing Clinical and/or Non-Clinical Experiences and the Use of Clinical as extended via a First Extension dated April 1, 2016, pursuant to which students participating in University Programs may use the Facilities for clinical or non-clinical experience (the "Agreement"). All capitalized terms used but not defined herein shall have the meanings assigned to them in the Agreement. The Agreement expires by its terms on June 30, 2017.

B. The parties wish to extend the term of the Agreement, update the corporate name of Sutter Valley Hospitals (previously Sutter Health Sacramento Sierra Region), in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, the parties agree as follows:

**AGREEMENT**

1. **Extended Term.** The term of the Agreement shall be extended through **June 30, 2018**, or until the date when the parties enter into a replacement agreement, whichever is earlier, subject to earlier termination as set forth in the Agreement.

2. **SHSSR Name Change.** Effective June 1, 2016, SHSSR changed its name from Sutter Health Sacramento Sierra Region to Sutter Valley Hospitals. Accordingly, as of June 1, 2016, the reference in the first paragraph of the Agreement to "Sutter Health Sacramento Sierra Region ("SHSSR"), a California nonprofit public benefit corporation" is hereby revised to be "Sutter Valley Hospitals ("SVH"), a California nonprofit public benefit corporation." Also as of June 1, 2016, all subsequent references to Sutter Health Sacramento Sierra Region and SHSSR are hereby revised to read Sutter Valley Hospitals and SVH respectively.

3. **No Other Changes.** Except as set forth in this Extension, no other modifications are being made to the Agreement, and the Agreement shall remain in full force and effect.

4. **Counterparts.** This Extension may be executed in multiple counterparts, and counterpart signature pages may be assembled to form a single, fully executed document.

IN WITNESS WHEREOF, the parties have executed this Extension on the dates set forth below, to be effective as of the Effective Date.

**SUTTER**  
**Sutter Valley Medical Foundation and**  
**Sutter Valley Hospitals**

**SOLANO COMMUNITY COLLEGE**

By: \_\_\_\_\_  
**Anette Smith-Dohring**  
**Workforce Development Manager**

By: \_\_\_\_\_  
**Celia Esposito-Noy, Ed.D**  
**Superintendent-President**

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

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

**ATTACHMENT A**

**AGREEMENT**

[Attached]

**AMENDED EXHIBIT A**

The following SVH hospital facilities are included in this Agreement:

- Sutter Amador Hospital
- Sutter Auburn Faith Hospital
- Sutter Center for Psychiatry
- Sutter Davis Hospital
- Sutter Medical Center, Sacramento
- Sutter Roseville Medical Center
- Sutter Solano Medical Center
- Memorial Medical Center
- Memorial Hospital Los Banos
- Sutter Tracy Community Hospital

Sutter Valley Medical Foundation's care centers, including care centers of both dbas, Sutter Medical Foundation and Sutter Gould Medical Foundation, are included in this Agreement.

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

**TO: Members of the Governing Board**

**SUBJECT: MEASURE Q AND MEASURE G QUARTERLY  
 PROGRESS UPDATE REPORTS TO THE GOVERNING  
 BOARD**

**REQUESTED ACTION:**

**Information**    **OR**     **Approval**  
 **Consent**        **OR**     **Non-Consent**

**SUMMARY:**

Solano CCD Measure Q and Measure G Quarterly Update Reports are presented for Board information. These reports include an overview of program and project activities for Measure Q and Measure G Bond Programs for the period of April 1, 2017 – June 30, 2017.

*CONTINUED ON THE NEXT PAGE*

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Quarterly Reports provided to the Board of Trustees and the public regarding the use of bond funds.

| <i>Ed. Code:</i>                               | <i>Board Policy:</i> | <i>Estimated Fiscal Impact:</i>                              | <i>\$0</i>                                  |
|--|----------------------|--|---|
| <b>SUPERINTENDENT’S RECOMMENDATION:</b>        |                      | <input type="checkbox"/> <b>APPROVAL</b>                     | <input type="checkbox"/> <b>DISAPPROVAL</b> |
|  |                      | <input checked="" type="checkbox"/> <b>NOT REQUIRED</b>      | <input type="checkbox"/> <b>TABLE</b>       |
| Lucky Lofton<br>Executive Bonds Manager        |                      |  |   |
| <b>PRESENTER’S NAME</b>                        |                      |  |   |
| 4000 Suisun Valley Road<br>Fairfield, CA 94534 |                      |  |   |
| <b>ADDRESS</b>                                 |                      | <b>Celia Esposito-Noy, Ed.D.</b><br>Superintendent-President |   |
| (707) 863-7855                                 |                      |  |   |
| <b>TELEPHONE NUMBER</b>                        |                      |  |   |
| Vice President, Finance and Administration     |                      | July 21, 2017  |   |
| <b>VICE PRESIDENT APPROVAL</b>                 |                      | <b>DATE APPROVED BY</b>                                      |   |
| July 21, 2017                                  |                      | <b>SUPERINTENDENT-PRESIDENT</b>                              |   |
| <b>DATE SUBMITTED TO</b>                       |                      |  |   |
| <b>SUPERINTENDENT-PRESIDENT</b>                |                      |  |   |

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

**TO: Members of the Governing Board**

**SUBJECT: MEASURE Q AND MEASURE G QUARTERLY  
PROGRESS UPDATE REPORTS TO THE GOVERNING  
BOARD**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

**Measure Q** expenditures during this reporting period were \$18,096,981. Following is the status of major projects:

**Fairfield Campus:**

- **Performing Arts Building Renovation:** construction was substantially completed May 21. New furniture, fixtures, and equipment were installed and move in occurred in June. The Contractor is working on completing Punch List items. Related project Costume Workshop was completed, with move in in June. A Ribbon Cutting Ceremony is planned for August 16, 5:00pm
- **Science Building Phase 1:** Increment 1 site work plans were submitted to DSA in April with backcheck July 19. Increment 2 building plans were submitted to DSA in June 1. A Ground Breaking Ceremony is planned for August 2, 5:00pm.
- **Fairfield Substation #1 and #2 Replacement Project:** contractor has ordered the sub-station equipment. Power shutdown/equipment installation is planned for Thanksgiving break.
- **Campus Entry Sidewalk Improvements:** working drawings were completed and approved by DSA and the City. The project was issued for bid and bids received July 18.

**Vacaville Center:**

- **Biotechnology and Science Building at Vacaville Center:** construction was substantially completed July 17, slightly ahead of schedule. The Contractor is completing Punch List items. Furniture, fixtures and equipment have been received and installed. A Ribbon Cutting Ceremony is planned for September 6, 5:00pm.
- **Vacaville Intersection Improvements Project:** construction started July 17.
- **Vacaville Classroom (Annex) Building Renovation:** Truss testing was completed. Working drawings were developed and submitted to DSA July 20.

**Vallejo Center:**

- **Autotechnology Building:** construction anticipated to be substantially completed August 4. The Contractor is completing Punch List items. Furniture, fixtures and equipment have been installed or relocated from the Swing Space. A Ribbon Cutting Ceremony is planned for September 20, 4:30pm.
- **Vallejo HVAC Upgrade Project:** construction was successfully completed in the 10 week summer break. Move back from MIT Swing space has also been completed.

**Measure G** expenditures during this reporting period were \$22,728. All Measure G projects have been completed and all available funds expended. Once the final FY 16/17 Audit Report is completed, Measure G will be closed.