

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

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2019-2020

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Andrea Uhl	From Student Services Generalist (12 months) to Student Services Generalist (11 months)	04/02/2020

District Resignation

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Katherine Hawkins	Early Learning Center Specialist (4 years of service)	04/03/2020

Mary Jones
Human Resources

May 20, 2020
Date Submitted

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

April 1, 2020
Date Approved

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Gregory Begin	Workshop Presenter-Special Project	Foster Kinship Care Education	03/01/20 – 06/30/20	\$65.00/hr.
Saki Cabrera	Tutoring Program	Perkins	03/01/20 – 05/25/20	\$71.72/hr.
Sherry Currie Proctor	Workshop Presenter-Special Project	Foster Kinship Care Education	02/24/20 – 06/30/20	\$65.00/hr.
David Parker	Applied Music One-on-One Tutoring-Trombone-Special Project	General Fund	04/02/20 – 05/14/20	\$50.00/hr.
Lauren Taylor-Hill	FTE Planning Team	Student Equity	4/1/20 – 6/30/20	\$1,200 (stipend)
Suzanna Yuill	Senior Stage Technician-Dance	General Fund	02/01/20 – 05/30/20	\$17.50/hr.
Christine Zdunkiewicz	Applied Music One-on-One Tutoring-Cello-Special Project	General Fund	04/02/20 – 05/14/20	\$50.00/hr.

EMPLOYMENT 2020-2021

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Lauren Taylor-Hill	FTE Planning Team	Student Equity	07/01/20 – 08/31/20	\$800 (stipend)

**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, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Bernadette Aldrich	Provide individual and group photos for Dance Production class. Photo shoot Dance Production Class 3/20/20. Photo shoot Dance Production Concert, 05/15/20.	March 20, 2020 – May 31, 2020	Not to exceed \$500.00
Kristian R. Loera Medina	Solano College Dance Concert Video Production. Concert Video Digital Delivery and 15 Student DVDs.	May 15, 2020 – May 25, 2020	Not to exceed \$800.00

<u>Robert V. Diamond</u> Vice President, Finance & Administration	<u>Celia Esposito-Noy, Ed.D.</u> Superintendent-President
<u>March 20, 2020</u> Date Submitted	<u>April 1, 2020</u> Date Approved

**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 & Years of Service</u>	<u>Effective</u>
Susan Beavers	Student Services Generalist 6 years; 10 months of service at SCC	03/31/2020
Howard "Craig" Yamamoto	Director of Financial Aid 1 year; 2 months of service at SCC	03/27/2020

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>
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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

March 20, 2020

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 1, 2020

**DATE APPROVED B/Y
SUPERINTENDENT-PRESIDENT**

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

TO: **Members of the Governing Board**

SUBJECT: **APPROVAL OF THE MEMORANDUM OF
UNDERSTANDING BETWEEN SOLANO COMMUNITY
COLLEGE EARLY LEARNING CENTER AND SOLANO
COUNTY OFFICE OF EDUCATION**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the MOU which reflects the commitment of both Solano Community College Early Learning Center (SCC ELC) and the Solano County Office of Education (SCOE) to foster an agreement of cooperation and collaboration in an atmosphere of professional respect.

SCC ELC and SCOE will develop networking strategies toward mutual goals of providing maximum feasible assistance in response to child and family needs, by establishing and maintaining an inclusive preschool model which integrates children of all abilities into the SCC ELC classroom to ensure that young children and their families receive comprehensive services and effective support, while providing a varied learning experience for SCC ELC staff, including interns or equivalent.

This MOU shall be effective February 2020 until terminated by either party by one of the following methods outlined in the MOU. Attached is a copy of the agreement for the Board's review.

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert V. Diamond, VP, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7183

TELEPHONE NUMBER

Robert V. Diamond
VP, Finance & Administration

VICE PRESIDENT APPROVAL

March 20, 2020

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 1, 2020

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Memorandum of Understanding
Between
Solano Community College Early Learning Center
And
Solano County Office of Education

This Memorandum of Understanding reflects the commitment of both Solano Community College Early Learning Center (SCC ELC) and the Solano County Office of Education (SCOE) to foster an agreement of cooperation and collaboration in an atmosphere of professional respect. SCC ELC and SCOE will develop networking strategies toward mutual goals of providing maximum feasible assistance in response to child and family needs, by establishing and maintaining an inclusive preschool model which integrates children of all abilities into the SCC ELC classroom to ensure that young children and their families receive comprehensive services and effective support, while providing a varied learning experience for SCC ELC staff, including interns or equivalent.

SCC ELC and SCOE agree as follows:

I. TERM AND TERMINATION

- A. This MOU shall be effective February 2020 until terminated by one of the following methods:
 - (i) This MOU may be terminated by either party by providing written notice to the other party at least six (6) months prior to the start of the next academic year.
 - (ii) This MOU may be terminated at any time by mutual agreement of the parties.
 - (iii) SCOE shall have the right to terminate this MOU immediately upon notice of SCC ELC's malfeasance.

II. EARLY LEARNING CENTER FULL INCLUSION SITE

- A. SCC ELC operates at their main campus in Fairfield. The intent of this agreement is to integrate SCOE special education preschool with the SCC ELC. The class is taught with SCC ELC and SCOE special education educators.

III. RECRUITMENT AND IDENTIFICATION PROCESS

SCC ELC

- A. Inform SCOE of eligibility and enrollment policies annually.

- B. Staff with Child Development Permits attend Individualized Education Plan (IEP) meetings if invited by SCOE.

SCOE

- A. Refer children who meet the age (3-5) and California Department of Education State Preschool certified family enrollment criteria and would benefit from participation in a full inclusion classroom.
- B. Assist SCC ELC staff to have potential families complete the enrollment process.

Both Parties

- A. Placement slots as agreed to in Exhibit A. Exhibit A may be modified in writing with mutual agreement of both parties.

IV. TRANSITION

SCC ELC

- A. Participate and assist in the transition activities from the SCOE special education program to the SCC ELC preschool classroom, or to other school settings.
- B. Provide the academic calendar and assist families with their days of attendance.
- C. Participate in IEP meetings for students to determine placement plan.

SCOE

- A. Students will be identified for the program through consideration by SCOE special education staff. Referral and IEP are sent to SCC ELC staff. Levels of support needed shall be documented in the referral.
- B. Invite SCC ELC staff to the IEP meetings.
- C. Secure signed consent from the student's parents or guardians to exchange confidential information and provide a copy to SCC ELC.

V. STAFFING

SCC ELC

- A. The SCC ELC staff is employed by SCC. Staffing is provided in accordance with the Community Care Licensing Regulations, the California Department of Education Regulations and the individual needs of the children.
- B. SCC ELC shall provide child injury and illness prevention program policies and procedures for SCOE staff.

SCOE

- A. SCOE provides staffing to support the student's needs based on the IEP for the students enrolled in the inclusion classroom. Staff schedule is further outlined in Exhibit A. Exhibit A may be modified in writing with mutual agreement of both parties.
 - (i.) Early Childhood Special Education Specialist (ECSE) - credentialed teacher - will work with identified students weekly to monitor progress, provide case management and attend IEP meetings.
 - (ii.) Paraeducator - provide daily in class support to students to ensure that special education services are provided per the IEP.
 - (iii.) Related Service Providers as needed to provide services outlined in the student's IEP.
- B. SCOE staff will provide training, coaching, modeling, etc., to SCC ELC staff.
- C. SCOE staff will follow the child injury and illness prevention program of SCC ELC.

Both Parties

- A. Will ensure that its employees working at the SCC ELC will have immunizations that fulfill community care licensing regulations.
- B. Will ensure that staff assigned to the SCC ELC must receive criminal record clearance in accordance with applicable laws.
- C. Will be responsible for staffing and obtaining substitute and replacement staff for its employees. SCC ELC staff must be informed of any permanent changes to staffing.

- D. Will adhere to all applicable employment laws and regulations, including, but not limited to, background checks, child abuse mandated reporter training, and drug free workplace requirements.

VI. PROGRAM SERVICE AND DELIVERY

SCC ELC

- A. Provide materials and equipment for the enrolled students.
- B. Keep classroom in clean working order; provide furniture, and all materials located in the classroom.
- C. SCC ELC staff will attend annual IEP meetings.
- D. Maintains program in accordance with Title 5 and Community Care Licensing Regulations.

SCOE

- A. Provides materials and equipment that is specific to a student's IEP.

Both Parties

- A. Attend weekly staff meetings which will include case management, classroom management, lesson planning, classroom procedures, etc.

VII. CHILD ASSESSMENT

Both Parties

- A. Will collaboratively complete the required *Desired Results Developmental Profile* (DRDP) for each student within 60 calendar days of enrollment and at least once every six months. A developmental profile is required for a student with exceptional needs even if that child is enrolled less than 10 hours per week. The developmental profiles are utilized to plan and conduct age and developmentally appropriate activities.
- B. Participate in the parent-teacher conferences in November and April. The materials given to the parents will be completed collaboratively between the parties. During the conference IEP progress goals will be updated.

VIII. PROCEDURAL SAFEGUARDS

Both Parties

In the event that clarification is needed, or misunderstandings or differences of opinion occur between agencies with regard to policies and procedures necessary to accomplish the objectives of this agreement, the staff of SCC ELC and the staff of SCOE will meet to develop a mutually agreeable solution. These disputes should be resolved at the lowest administration level possible.

VIV. INDEMNIFICATION

SCC ELC shall defend, indemnify, and hold harmless the SCOE, its Board, officers, employees, agents, and volunteers against all claims, damages, losses, expenses (including reasonable attorneys' fees), and liabilities (referred to collectively as "losses") of any kind or character arising out of and in the course of SCC ELC's performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of SCOE, its agents, or employees.

The SCOE shall defend, indemnify, and hold harmless the SCC ELC, its Board, officers, employees, agents, and volunteers against all claims, damages, losses, expenses (including reasonable attorneys' fees), and liabilities (referred to collectively as "losses") of any kind or character arising out of and in the course of SCOE's performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of SCC ELC, its agents, or employees.

X. INSURANCE

Both parties shall purchase and maintain throughout the term of this Agreement insurance or indemnity protection that is co-equal with its indemnity obligations. This shall include, but not necessarily be limited to (1) broad form commercial general liability insurance (including, as appropriate, products coverage if goods are being provided, and completed operations coverage, if construction-related services are being provided), and (2) personal/commercial automobile liability insurance (including, as appropriate, owned, hired, and borrowed auto coverages). The limit of liability for such coverage shall be no less than \$2 million per claim/occurrence. Each Party shall also maintain workers' compensation insurance.

XI. CONFIDENTIALITY

Both parties shall prevent unauthorized disclosure of names and other client-identifying information, except for statistical information not identifying a particular client receiving services under this Contract. Parties shall not use client specific information for any purpose other than carrying out the obligations under this agreement. Child files are stored in locked filing cabinets or in a locked office.

XII. GENERAL TERMS AND CONDITIONS

A. NONDISCRIMINATION

The parties agree that each shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

B. REVIEW AND MODIFICATION PROCESS

The terms and conditions of this agreement may, upon request of either party, be reviewed jointly annually during the term to determine that the services herein continue to meet the needs of the public and students. Each party shall designate a representative as the liaison in connection with any and all issues pertaining to this agreement. The terms and conditions of this agreement may be revised or amended in writing as may be necessary from time to time and as mutually agreed to.

C. PARTY EMPLOYEES

Any person employed by either party to this agreement shall not be considered an employee of any other party and shall not be entitled to the benefits payable to employees of such other party, unless such person is also separately employed by such other party.

The parties executing this Contract certify that they have the proper authority to bind their respective entities to all terms and conditions set forth in this Contract.

Solano Community College:

Celia Esposito-Noy, Ed. D.
Superintendent President

Solano County Office of Education:



Andrea Lemos
Associate Superintendent
Educational Services and Special Education

Tommy Welch
Deputy Superintendent
Administrative Services & Operations

Exhibit A

Placement Slots

Up to 6 placement slots for the afternoon session will be reserved for full inclusion referrals during both the spring (until Jan. 31st) and fall (Aug. 31st) semesters. After January 31st and August 31st if all 6 slots are not filled, the enrollment opportunity will be given to the child at the top of SCC ELC waiting list. After February 1st, or September 1st, SCOE referrals will be placed on the waiting list.

SCOE Staff Hours

The Early Childhood Special Education Specialist will work with students in the determined classroom weekly to monitor progress. Para-Educator will be in the SCC ELC classroom for 3 hours a day per session, 5 days a week in determined room a minimum of 3 days/full SCOE work weeks (12:45-4:15).

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #01 TO ARMOUR
PETROLEUM SERVICE AND EQUIPMENT
CORPORATION FOR THE AERONAUTICS NUT TREE
FACILITY PROPANE HEATING REPAIR PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

On February 19, 2020 the Board awarded a contract to Armour Petroleum Service and Equipment Corporation for the Aeronautics Nut Tree Facility Propane Heating Repair Project. During the course of construction the propane heaters were determined to be in poor condition. This change order is to replace the existing heaters.

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: Provide new instructional space and equipment

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$9,733.92 Measure Q Funds</i>
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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

Robert V. Diamond
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

March 20, 2020
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

April 1, 2020
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #01 TO ARMOUR
PETROLEUM SERVICE AND EQUIPMENT
CORPORATION FOR THE AERONAUTICS NUT TREE
FACILITY PROPANE HEATING REPAIR PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Board Approval is requested to award Change Order #01 to Armour Petroleum Service and Equipment Corporation for additional work related to the replacement of the existing heaters that were discovered to be in poor condition.

\$ 36,000.00 Original Contract Amount
\$ 9,733.92 Proposed Change Order #01
\$ 45,733.92 New Contract Amount

The Board is asked to approve this contract Change Order #01 to Armour Petroleum Service and Equipment Corporation in the amount of \$9,733.92.

The contract amendment is available 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

Kitchell CEM
 4000 Suisun Valley Road, Building 1102
 Fairfield, CA 94534

Change Order # **001**
Project No.: N/A
Date: April 1, 2020

DSA File No.: N/A
 DSA App. No.: N/A

Project: Solano Community College District
Aeronautics Nut Tree Facility Propane Heating Repair Project

To: Armour Petroleum Service and Equipment Corporation
 PO Box 507
 Vacaville, CA 95696

The Contract is Changed as Follows:

PCO No.

001 Additional work to replace existing heaters determined to be in poor condition.

\$9,733.92

TOTAL COST OF CHANGE ORDER	ADD	\$9,733.92
FINAL CHANGE ORDER AMOUNT	Deduct	\$9,733.92

Original Contract Sum:	\$	36,000.00
Total Change By Previous Change Orders:	\$	-
Contract Sum Prior to This Change Order:	\$	36,000.00
Original Contract Sum will be Increased by This Change Order:	\$	9,733.92
The New Contract Sum Including This Change Order Will Be:	\$	45,733.92
The Original Contract Completion Date:		29-Feb-20
Contract Time Will be Changed by This Change Order:		48 days
The Current Contract Completion Date is:		17-Apr-20

CONTRACTOR: _____ **Date:** _____
 Armour Petroleum Service and Equipment Corporation
 PO Box 507
 Vacaville, CA 95696

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: CONTRACT CHANGE ORDER #01 TO PACIFIC LIFT
AND EQUIPMENT CO., INC. FOR THE AUTOTECH
DYNO ROOM RECONFIGURATION PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

On January 15, 2020 the Board awarded a contract to Pacific Lift and Equipment Co., Inc. for the Autotech Dyno Room Reconfiguration Project. During the cost proposal development period the contractor did not include the cost for Performance and Payment Bonds to protect the District from the contractor defaulting on their performance and subcontractor payment obligations.

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: Provide new instructional space and equipment

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$2,640 Measure Q Funds</i>
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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

Robert V. Diamond
Vice President, Finance & Administration
VICE PRESIDENT APPROVAL

March 20, 2020
DATE SUBMITTED TO

SUPERINTENDENT-PRESIDENT

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

April 1, 2020
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT CHANGE ORDER #01 TO PACIFIC LIFT
AND EQUIPMENT CO., INC. FOR THE AUTOTECH
DYNO ROOM RECONFIGURATION PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Board Approval is requested to award Change Order #01 to Pacific Lift and Equipment Co., Inc. for the cost to provide the District Performance and Payment Bonds for the project.

\$ 43,153.98 Original Contract Amount
\$ 2,640.00 Proposed Change Order #01
\$ 45,793.98 New Contract Amount

The Board is asked to approve this contract Change Order #01 to Pacific Lift and Equipment Co., Inc. in an amount not to exceed \$2,640.00.

The contract amendment is available 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

Kitchell CEM
 4000 Suisun Valley Road, Building 1102
 Fairfield, CA 94534

Change Order # **001**
Project No.: N/A
Date: April 1, 2020

DSA File No.: N/A
 DSA App. No.: N/A

Project: **Solano Community College District**
Autotech Dyno Room Reconfiguration Project

To: **Pacific Lift and Equipment Co., Inc.**
 198 Opportunity St., Suite 3
 Sacramento, CA 95838

The Contract is Changed as Follows:

PCO No.

001 Cost for Performance and Payment Bonds

\$2,640.00

TOTAL COST OF CHANGE ORDER

ADD	\$2,640.00
Deduct	

FINAL CHANGE ORDER AMOUNT

\$2,640.00

Original Contract Sum:	\$	43,153.98
Total Change By Previous Change Orders:	\$	-
Contract Sum Prior to This Change Order:	\$	43,153.98
Original Contract Sum will be Increased by This Change Order:	\$	2,640.00
The New Contract Sum Including This Change Order Will Be:	\$	45,793.98
The Original Contract Completion Date:		29-Feb-20
Contract Time Will be Changed by This Change Order:		124 days
The Current Contract Completion Date is:		2-Jul-20

CONTRACTOR: _____
 Pacific Lift and Equipment Co., Inc.
 198 Opportunity St., Suite 3
 Sacramento, CA 95838

Date: _____

OWNER: _____
 Lucky Lofton
 Executive Bonds Manager
 Solano Community College District

Date: _____

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

TO: Members of the Governing Board

SUBJECT: LEASE AGREEMENT APPROVAL TO WILLIAMS SCOTSMAN, INC., FOR DSA PRE-APPROVED MODULAR CLASSROOMS FOR THE EARLY COLLEGE HIGH SCHOOL PROGRAM AT THE FAIRFIELD CAMPUS

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

As part of Solano Community College District’s continued effort to support the Fairfield-Suisun Unified School District’s Early College High School Program (ECHS), Board approval is requested for the lease of two (2) forty by thirty-six foot (40’x36’) Division of the State Architect (DSA) pre-approved modular classrooms. These modular classrooms will be installed by Fall 2020 for the ECHS program and may also be used for swing space in the future as construction projects continue.

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: Provide new instructional space and equipment

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$77,699.52 Measure Q Funds</i>
SUPERINTENDENT’S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> NOT REQUIRED <input type="checkbox"/> TABLE
Lucky Lofton Executive Bonds Manager <hr/> PRESENTER’S NAME		
4000 Suisun Valley Road Fairfield, CA 94534 <hr/> ADDRESS		<hr/> Celia Esposito-Noy, Ed.D. Superintendent-President
(707) 863-7855 <hr/> TELEPHONE NUMBER		
Robert V. Diamond V.P., Finance & Administration <hr/> VICE PRESIDENT APPROVAL		<hr/> April 01, 2020 DATE APPROVED BY SUPERINTENDENT-PRESIDENT
March 20, 2020 <hr/> DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		

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

TO: Members of the Governing Board

**SUBJECT: LEASE AGREEMENT APPROVAL TO WILLIAMS
SCOTSMAN, INC., FOR DSA PRE-APPROVED MODULAR
CLASSROOMS FOR THE EARLY COLLEGE HIGH
SCHOOL PROGRAM AT THE FAIRFIELD CAMPUS**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The initial lease agreement is for a duration of twelve (12) months and includes delivery, installation and removal. The lease can be extended as the District needs become clearer. Three (3) quotes were solicited, William Scotsman was the only vendor able to provide a quote for the requested modular building size within the District's specified delivery constraint.

The Board is asked to approve a lease agreement to William Scotsman, Inc., in the amount not to exceed \$77,699.52.