

**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 2021-2022**

**Part-Time Adjunct Assignment**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Estela Alvarez	Adjunct Chemistry Instructor (not to exceed 67%)	01/13/22 – 05/26/22

**Reclassification**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>
Zachary Hammond	From Student Services Assistant II-Financial Aid to Financial Aid Specialist	11/01/2021
Kate Larot	From Student Services Assistant II-Financial Aid to Financial Aid Specialist	11/01/2021
Zyra Larot	From Student Services Assistant II-Financial Aid to Financial Aid Specialist	11/01/2021
Antoinette Troupe-Gardner	From Student Services Assistant II-Financial Aid to Financial Aid Specialist	11/01/2021

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**Salvatore Abbate**  
Human Resources

November 5, 2021

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**Date Submitted**

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

November 17, 2021

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**Date Approved**

**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>
Lance Barnett	Aeronautics Lab Technician	General Fund	08/11/21 – 12/31/21 (Updated)	\$17.33/hr.
Erica Beam	Vallejo Village Coordinator	SEA	11/18/21 – 12/31/21	\$8,286 (lump sum)
Brian Bower	EMT Journey Level Assistant	General Fund	08/17/21 – 09/07/21 (Updated)	\$25.00/hr.
Sandra Calderon-Alonso	Technology Specialist	General Fund	11/29/21 – 06/30/22	\$21.54/hr.
Shaunice Cole	Cosmetology Program Coordination	Strong Workforce	09/01/21 – 06/30/22	\$69.05/hr.
Jose Cortes	Teacher Apprentice Program Coordinator	SEA	08/05/21 – 06/30/22	\$1,260/mo.
Jordan Hudson	EMT Journey Level Assistant	General Fund	09/27/21 – 06/30/22 (Updated)	\$25.00/hr.
Jessica Le	Medical Assisting Curriculum Development	Perkins V	1001/21 – 04/30/22	\$69.05/hr.
Jordan Sandefur	EMT Journey Level Assistant	General Fund	08/17/21 – 06/30/22 (Updated)	\$25.00/hr.
Rebecca Tili	Instructional Lab Assistant-Tutor	Perkins V	08/16/21 – 12/30/21	\$16.56/hr.

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

**TO: Members of the Governing Board**

**SUBJECT: WARRANTS**

**REQUESTED ACTION:**

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

**SUMMARY:**

10/05/2021	Vendor Payments	11110964	\$ 3,374.38
10/05/2021	Vendor Payments	11110965-11110968	\$ 11,251.50
10/05/2021	Vendor Payments	11110969-11111029	\$ 264,155.67
10/12/2021	Vendor Payments	11111030-11111034	\$ 181,626.54
10/12/2021	Vendor Payments	11111035-11111037	\$ 1,572.00
10/12/2021	Vendor Payments	11111038-11111082	\$ 120,471.62
10/19/2021	Vendor Payments	11111083-11111088	\$ 128,908.11

*CONTINUED ON NEXT PAGE:*

**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: 70902 &amp; 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$1,513,357.57</i>
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**SUPERINTENDENT’S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Susan Wheat  
Vice President, Finance and Administration

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707-864-7209

**TELEPHONE NUMBER**

Susan Wheat, Finance and Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

November 17, 2021

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: WARRANTS**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

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**SUMMARY:**

*CONTINUED FROM PREVIOUS PAGE:*

10/19/2021	Vendor Payments	11111089	\$ 2,565.00
10/19/2021	Vendor Payments	11111090	\$ 4,116.81
10/19/2021	Vendor Payments	11111091-11111152	\$ 170,527.71
10/27/2021	Vendor Payments	11111153-11111158	\$ 242,862.60
10/27/2021	Vendor Payments	11111159	\$ 525.00
10/27/2021	Vendor Payments	11111160-11111164	\$ 29,393.74
10/27/2021	Vendor Payments	11111165-11111275	\$ <u>352,006.89</u>

**TOTAL: \$1,513,357.57**

**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**

**Finance and Administration  
Susan Wheat, Vice President**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Dr. Janessa Price dba/Interpreting and Consulting Services, Inc.	The College requests a personal services agreement with Dr. Janessa Price for Interpreting and Consulting Services.	July 1, 2021- June 30, 2022	Not to exceed \$30,000.00

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Unlimited Security Specialists, Inc.	The College requests a personal services agreement with Unlimited Security Specialists, Inc. for Unarmed Security Services for Vallejo site.	November 17, 2021- June 30, 2022	Not to exceed \$110,000.00

**Susan Wheat**  


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Vice President, Finance & Administration  
  
November 5, 2021  


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**Date Submitted**

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


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Superintendent-President  
  
November 17, 2021  


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**Date Approved**

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

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

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**PERSONAL SERVICES AGREEMENTS**

**Superintendent-President**  
**Celia Esposito-Nov Ed.D.**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective</u></b>	<b><u>Amount</u></b>
Brian Travis dba/Forward Solutions, Inc.	The College requests a personal services agreement with Forward Solutions, Inc. to develop departmental goals and visions by utilizing the pillars of the Final Report of the President’s Task Force on 21 <sup>st</sup> Century Policing; Establish a vehicle contract with Solano County Fleet Mgmt. for two patrol vehicles; Establish vendor contacts for the following services: Uniforms & safety equipment, Axon body cams & tasers, Lexipol Services for policy & procedures, logos & patches, communications equipment, pre-employment background services for officers, range training facility rental agreement; Develop and identify patrol and investigative priorities; Create & implement crime prevention, community policing, and campus community engagement initiatives; Generate MOUs or MOAs with local LE agencies.	November 18, 2021- March 31, 2022	Not to exceed \$76,000.00

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

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

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**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>
Andrzej Kobylanski	The College requests a personal services agreement with Andrzej Kobylanski for the “Think Like an Entrepreneur” course modules developed in conjunction with Nasdaq Entrepreneurial Center to a Fall cohort of students as part of an intro to Business or Entrepreneurship course at San Joaquin Delta College. Assist with making modifications to the “Think Like an Entrepreneur” course modules based on experience from Fall cohort and making the course modules available for colleges across the state through Canvas Commons. Act as a faculty mentor to students applying for and participating in the Nasdaq Entrepreneurial Center Internmatch program. Document any success stories from the Fall cohort for use in promoting the program to other colleges across the state.	October 21, 2021- December 31, 2021	Not to exceed \$3,000.00

**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:**

<b><u>NAME AND ADDRESS</u></b>	<b><u>ITEM AND ESTIMATED VALUE</u></b>	<b><u>RECEIVING DEPARTMENT</u></b>
Darryl K. Zadnik 340 Bishop Drive Vacaville, CA 95687	2001 Chevrolet Silverado 1500 Pickup Ext. Cab 4WD Truck. \$4500.00	Automotive Technology

Acceptance of these donations is recommended at this time.

*CONTINUED ON 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: \_\_\_\_\_

<i>Government Code:</i>	<i>Board Policy: 3350</i>	<i>Estimated Fiscal Impact: \$ In Kind Gifts</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

Susan Wheat  
 Vice President, Finance & Administration

**PRESENTER'S NAME**

4000 Suisun Valley Road  
 Fairfield, CA 94534

**ADDRESS**

707 864-7209

**TELEPHONE NUMBER**

Susan Wheat  
 Finance & Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

November 17, 2021

**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**



**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

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**SUMMARY:**

*CONTINUED FROM PREVIOUS PAGE:*

**NAME AND  
ADDRESS**

Margaret and Lee Vestal  
556 Rose Drive  
Benicia, CA 94510

**ITEM AND  
ESTIMATED VALUE**

2003 Volvo 560  
\$3,432.00

**RECEIVING  
DEPARTMENT**

Automotive Technology

**NAME AND  
ADDRESS**

Nancy L. Cutlip  
450 Masonic Ct.  
Vallejo, CA 94591

**ITEM AND  
ESTIMATED VALUE**

1993 Ford Escort  
\$400.00

**RECEIVING  
DEPARTMENT**

Automotive Technology

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

**TO: Members of the Governing Board**

**SUBJECT: RESOLUTION NO. 21/22-12 FINDINGS OF THE BOARD OF TRUSTEES OF THE SOLANO COMMUNITY COLLEGE DISTRICT OF CONTINUED EMERGENCY**

**REQUESTED ACTION:**

- Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

The state of emergency continues to directly impact the ability of the members to meet safely in person. Approval of Resolution No. 21/22-12 is requested.

**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:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: N/A</i>
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**SUPERINTENDENT'S RECOMMENDATION:**                       **APPROVAL**                       **DISAPPROVAL**  
 **NOT REQUIRED**                       **TABLE**

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

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7299

**TELEPHONE NUMBER**

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

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

November 17, 2021  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**RESOLUTION NO. 21/22-12  
FINDINGS OF THE BOARD OF TRUSTEES OF THE  
SOLANO COMMUNITY COLLEGE DISTRICT  
OF CONTINUED EMERGENCY**

The Board of Trustees of Solano Community College District have reconsidered the circumstances of the state of emergency originally declared on March 18, 2020, and found that:

- (1) The state of emergency continues to directly impact the ability of the members to meet safely in person.

**APPROVED, PASSED AND ADOPTED** by majority vote of the Board of Trustees of the Solano Community College District of Solano County, State of California, this **17th day of November** by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

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Denis Honeychurch, J.D., President of the  
Governing Board of the Solano Community  
College District

**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>
Myron Hord	Assistant Director of Facilities 8 years of service with SCC	12/30/2021
Marcie McDaniels	Counselor 13 years, 4 months of service with SCC	12/17/2021

**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: 24205</i>	<i>Board Policy: 4400</i>	<i>Estimated Fiscal Impact: N/A</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
 **NOT REQUIRED**       **TABLE**

**Salvatore Abbate**  
 Human Resources

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

**ADDRESS**  
  
 707-864-7263

**TELEPHONE NUMBER**

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

November 17, 2021  
**DATE APPROVED B/Y  
 SUPERINTENDENT-PRESIDENT**

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

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

**SUBJECT:** **NEW EDUCATIONAL ADMINISTRATOR JOB**  
**DESCRIPTION: DEAN OF EXTERNAL PROGRAMS**

**REQUESTED ACTION:**

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

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**SUMMARY:**

The following job description is presented for Governing Board approval. It establishes a new educational administrator position. This administrator will oversee Corrections Education, Dual Enrollment (including CCAP agreements), Credit for Prior Learning, and Contract Education. Other programs may be developed or added at a later date. These programs will enhance student success, serve targeted populations, and/or provide outreach to community groups and educational institutions. This position will be placed at a 49 on the ALG Manager salary schedule and will be funded 50% from SEA funds and 50% from the general fund.

**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: 88009</i>	<i>Board Policy: 4010, 4720</i>	<i>Estimated Fiscal Impact: \$105,085.71 Plus Benefits Yearly</i>
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**SUPERINTENDENT'S RECOMMENDATION:**       **APPROVAL**       **DISAPPROVAL**  
    **NOT REQUIRED**     **TABLE**

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Salvatore Abbate  
Human Resources

**PRESENTER'S NAME**

---

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

---

707-864-7281

**TELEPHONE NUMBER**

---

**VICE PRESIDENT APPROVAL**

---

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

---

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

---

November 17, 2021

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT  
CLASS SPECIFICATION**

**CLASS TITLE: DEAN OF EXTERNAL PROGRAMS (Educational Administrator)**

**BASIC FUNCTION:**

Under the direction of the Vice President Academic Affairs, the Dean of External Programs provides leadership and coordination for one or more special instructional programs. These programs are typically funded with grant funds or categorical apportionments. Programs will enhance student success, serve targeted populations, and/or provide outreach to community groups and educational institutions.

The administrative assignment may include day, evening, weekend, and/or off campus work and/or hours.

**ESSENTIAL DUTIES:**

The following duties are typical of those performed by employees in this job title, however, employees may perform other related duties, and not all duties listed are necessarily performed by each employee in this job title. Essential duties and responsibilities include the following:

Oversee Corrections Education, Dual Enrollment (including CCAP agreements), Credit for Prior Learning, and Contract Education. Other programs may be developed or added at a later date. Specific responsibilities include but are not limited to:

**Corrections Education:**

- Responsible for daily operations of the college's Corrections Education program, including programs at California State Prison, Solano (CSPS); California Medical Facility (CMF); Rourk Detention Center (Jail); and the Juvenile Detention Center
- Assist the academic deans in creating a schedule of course offerings in correctional facilities
- Serve as a liaison between the college and the wardens and educational staff of correctional facilities, ensuring seamless communication and resolution of issues
- Collaborate with correctional staff to ensure timely enrollment of students into courses, including completion of applications
- Provide an accurate schedule of classes to correctional facilities each semester to meet their stated needs
- Provide for professional development activities for college faculty assigned to teach in correctional facilities
- Create and maintain a Corrections Education handbook for faculty with resources and guidance for teaching inside corrections facilities
- Responsible for the preparation and collection of correspondence packets, ensuring that educational materials are ready for delivery to correctional facilities at least three weeks prior to the start of a semester. Ensure a timely flow of course materials between faculty and students
- Conduct performance reviews of faculty teaching in correctional facilities, whether face-to-face or correspondence courses
- Coordinate with academic deans in identifying and hiring faculty for corrections education

- Manage the Textbook Reimbursement program; submit reimbursement paperwork to the Chancellor's Office; responsible for the ordering and delivery of textbooks to correctional facilities; coordinate duplication of course materials
- Ensure completion of Correspondence Addenda for courses taught in a correspondence modality
- Submit required paperwork and reports related to Corrections Education to the Chancellor's Office
- Collect, analyze, and report on data related to corrections education, including: enrollment, course success rates, course retention rates, graduation numbers, student success data disaggregated by race, and course sequencing for completion
- Participate in statewide corrections education consortia
- May direct the work of a clerical assistant assigned to the position
- Perform other related duties as assigned.

**Dual Enrollment:**

- Responsible for daily operations of the college's dual enrollment program
- Work with SCC Academic Affairs Office, SCC faculty association, and academic deans and local high school administrators and staff to establish College and Career Pathways (CCAP) agreements using an established template
- Work with local high schools to schedule classes and assign instructors
- Prepare and submit required CCAP paperwork and reports to the Chancellor's Office
- Collaborate with instructional deans; hire faculty, when needed, for CCAP classes
- Evaluate faculty teaching CCAP classes
- Collect, analyze, and report on data related to CCAP offerings, including: enrollment, course success rates, course retention rates, and student success data disaggregated by race and socio-economic status
- Create and maintain a CCAP Education handbook for faculty with resources and guidance for teaching in high schools
- Responsible for arranging professional development activities for faculty teaching CCAP classes
- May direct the work of a clerical assistant assigned to the position
- Perform other related duties as assigned.

**Credit for Prior Learning and Contract Education:**

- Oversee the implementation of Credit for Prior Learning (CPL)
- Facilitate, with discipline faculty, the assessment processes necessary to apply prior learning to a student's college transcript
- Responsible for arranging professional development activities for faculty to learn about CPL
- Oversee Contract Education courses; liaise with contract education providers to establish the contract, including determining facility needs, expense/income projections, and other required paperwork
- Liaise with SCC Dean of CTE to market and secure workforce-related courses

## **REQUIRED EDUCATION AND EXPERIENCE:**

- Master's degree from a regionally accredited institution awarded no later than January 12, 2022
- One year of formal training, internship, or leadership experience reasonable related to administrative assignment.
- Must meet California Correctional Facilities entry requirements
- Demonstrated sensitivity to persons with diverse socio-economic, cultural, and ethnic backgrounds, including the disabled.
- Ability to communicate effectively both orally and in writing
- Ability to maintain a fair and open work environment in accordance with the College's commitment to teamwork, mutual trust and respect

## **WORKING ENVIRONMENT:**

### Environment:

Office environment with daily, staff-faculty interactions, subject to frequent interruptions; travel to off-campus locations may be required. Remote work maybe allowed and/or required. Will be required to enter California Corrections facilities when state guidelines permit.

### Physical Abilities:

Dexterity of hands and fingers to operate a computer terminal; seeing to read and analyze financial and statistical reports; utilize speech and hearing to communicate with others in ordinary or telephonic conversation; sitting and standing for extended periods of time.

Board approved:



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

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

**SUBJECT:** **FY 2021-2022 BUDGET UPDATE AND CCFS-311Q  
FINANCIAL REPORT, 1st QUARTER**

**REQUESTED ACTION:**

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

**SUMMARY:**

AB 2910, Chapter 1486, Statutes of 1986, requires California community college districts to report quarterly on their financial condition. VP Susan Wheat will present the budget report with anticipated changes, based on the end of the first quarter 2021-22 expenditures and needs. Additionally, the CCFS-311Q quarterly financial report for the first quarter of FY 2021-2022 is attached for the Board’s review and information.

**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: 3020</i>	<i>Estimated Fiscal Impact:</i>
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<b>SUPERINTENDENT’S RECOMMENDATION:</b>	<input checked="" type="checkbox"/> <b>APPROVAL</b>	<input type="checkbox"/> <b>DISAPPROVAL</b>
	<input type="checkbox"/> <b>NOT REQUIRED</b>	<input type="checkbox"/> <b>TABLE</b>

Susan Wheat  
Vice President, Finance & Administration

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707 864-7209

**TELEPHONE NUMBER**

Susan Wheat  
Finance & Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

November 17, 2021

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



<http://www.solano.edu>

**Budget Update Summary  
End of 1<sup>st</sup> Quarter 2021-22**

**General Fund Unrestricted Revenue:**

- Remained Constant

**General Fund Unrestricted Expenses:**

- Decrease in Benefits due to overestimation
- Increase in Other Operating Expenses due to increase in contracted services
- Increase in Capital Outlay partially due to purchase of golf carts

**General Fund Unrestricted Ending Fund Balance & Composition:**

- Estimated Payout for 2020/21 – due to surplus in 2020-21 & is currently in negotiations with union groups on particulars
- STRS/PERS Reserve – moved from Fund 8901 due to audit team recommendation
- Stability Reserve – increased due to surplus from 2020-21

**General Fund Restricted Funds:**

- CARES Act/HEERF – actual carryover amounts from 2020-21
- Federal Awards slightly higher than anticipated
- State & Local Awards include carryover amounts from 2020-21

**General Fund Restricted Ending Fund Balance:**

- Ending fund balance based on actuals from 2020-21

SOLANO COMMUNITY COLLEGE DISTRICT  
FISCAL YEAR 2021-22  
End of 1st Quarter Review

**GENERAL FUND: UNRESTRICTED [11]**

	<i>Adopted Budget</i>	<i>Proposed Budget</i>
	<b>2021-22</b>	<b>2021-22</b>
	<b>9/15/2021</b>	<b>End of 1st Qtr</b>
<b>REVENUES:</b>		
Enrollment Fees	\$ 3,856,185	\$ 3,856,185
Property Taxes	19,389,196	19,389,196
Education Protection Account	11,325,981	11,325,981
Ongoing State Apportionment	14,624,666	14,624,666
Temporary Hold Harmless	3,768,803	3,768,803
Lottery	1,390,327	1,390,327
Other State Revenues	787,426	787,426
Other Local Revenues	1,534,883	1,534,883
<b>TOTAL REVENUES</b>	<b>56,677,466</b>	<b>56,677,466</b>
<b>EXPENDITURES:</b>		
Academic Salaries	22,272,601	22,611,295
Classified Salaries	10,520,559	10,130,729
Benefits	15,768,761	14,190,235
Supplies and Materials	607,245	607,245
Other Operating Expenses	6,158,770	7,737,296
Capital Outlay	71,950	116,598
Other Outgo	50,794	57,282
Contingency appropriation	250,000	250,000
<b>TOTAL EXPENDITURES</b>	<b>55,700,680</b>	<b>55,700,680</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	976,787	976,787
Prior Year Adjustments to Fund Balance	0	0
<b>BEGINNING FUND BALANCE</b>	10,244,795	18,001,390
<b>ENDING FUND BALANCE</b>	<b>11,221,582</b>	<b>18,978,176</b>
<b>Fund Balance / Reserve Ratio</b>	20.1%	34.1%
<b>FUND BALANCE COMPOSITION</b>		
Estimated amount paid out for 20/21 FY	n/a	2,640,216
STRS/PERS reserve	n/a	4,525,000
Board Required Minimum 5% Reserve	2,785,034	2,785,034
Designated Reserve: OPEB Liability	4,000,000	4,000,000
Stability Reserve	4,436,548	5,027,926
	<b>\$ 11,221,582</b>	<b>\$ 18,978,176</b>

**NOTE:** Fund Balances currently under review - 'subject to change'.

SOLANO COMMUNITY COLLEGE DISTRICT  
FISCAL YEAR 2021-22  
End of 1st Quarter Review

**GENERAL FUND: RESTRICTED [12]**

	<b>Adopted Budget 2021-22 9/15/2021</b>	<b>Proposed Budget 2021-22 Qtr 2</b>
<b>REVENUES:</b>		
Federal Sources	\$ 16,666,811	\$ 15,841,701
<b>State Sources</b>	15,281,552	21,823,218
Local Sources	485,000	2,582,623
Other Revenue	0	0
<b>TOTAL REVENUES</b>	<b>32,433,363</b>	<b>40,247,542</b>
<b>EXPENDITURES:</b>		
Federal Programs -		
CARES/HEERF Student Support	7,780,823	6,073,835
CARES/HEERF Institutional Support	7,780,823	8,924,859
College Work Study	160,928	163,378
<b>Perkins</b>	430,933	437,946
TANF/Calworks	42,719	52,529
Other Federal:	470,585	189,154
<b>TOTAL Federal Programs</b>	<b>16,666,811</b>	<b>15,841,701</b>
State Programs -		
<b>Student Equity &amp; Achievement (SEA)</b>	2,963,494	5,630,701
Strong Workforce (Local and Regional)	2,100,000	3,102,589
<b>Physical Plant &amp; Instructional Support</b>	3,283,523	174,502
<b>EOPS</b>	414,317	540,499
<b>DSPS</b>	509,392	627,856
College Promise	702,752	1,306,467
<b>Cal Works</b>	253,468	336,735
Financial Aid Administration (SFAA-BFAP)	310,656	3,605,690
Lottery	743,950	503,427
Other State Programs & Rollovers:	4,000,000	5,994,753
<b>TOTAL State Programs</b>	<b>15,281,552</b>	<b>21,823,218</b>
Local Programs -		
Health Center	240,000	240,000
Parking	75,000	75,000
Other Local Programs	170,000	2,267,623
<b>TOTAL Local Programs</b>	<b>485,000</b>	<b>2,582,623</b>
<b>TOTAL EXPENDITURES</b>	<b>32,433,363</b>	<b>40,247,542</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	
FUND BALANCE INCREASE (DECREASE)		
	0	0
Prior Year Adjustments to Fund Balance		
	0	0
BEGINNING FUND BALANCE	3,956,161	3,206,803
ENDING FUND BALANCE	<b>\$ 3,956,161</b>	<b>\$ 3,206,803</b>

**NOTE:** Fund Balances currently under review - 'subject to change'.

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q  
CERTIFY QUARTERLY DATA**

**CHANGE THE PERIOD** ▼

**Fiscal Year: 2021-2022**

**Quarter Ended: (Q1) Sep 30, 2021**

District: (280) SOLANO

Your Quarterly Data is Certified for this quarter.

**Chief Business Officer**

**CBO Name:** Susan Wheat

**CBO Phone:** 707-864-7209

**CBO Signature:**

**Date Signed:** 11/3/21

**District Contact Person**

**Name:** Shannon Beckham

**Title:** Director of Fiscal Services

**Telephone:** 707-863-7810

**Chief Executive Officer Name:** Celia Esposito-Noy

**CEO Signature:**

**Date Signed:** 11-3-21

**Fax:** 707-863-7810

**E-Mail:** shannon.beckham@solano.edu

**Electronic Cert Date:** 11/03/2021

California Community Colleges, Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, Suite 4550  
Sacramento, California 95811

Send questions to:  
[ccfs311admin@cccco.edu](mailto:ccfs311admin@cccco.edu)

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q  
VIEW QUARTERLY DATA**

**CHANGE THE PERIOD** ▼

**Fiscal Year: 2021-2022**

**Quarter Ended: (Q1) Sep 30, 2021**

**District: (280) SOLANO**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
A.	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	52,690,954	54,010,332	60,680,342	56,677,466
A.2	Other Financing Sources (Object 8900)	0	0	10,120	0
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	52,690,954	54,010,332	60,690,462	56,677,466
B.	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	52,857,086	53,526,875	51,181,211	55,700,680
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	37,661	2,502	33,439	0
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	52,894,747	53,529,377	51,214,650	55,700,680
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>-203,793</b>	480,955	9,475,812	976,786
D.	<b>Fund Balance, Beginning</b>	15,233,671	16,011,358	18,866,811	10,244,796
D.1	Prior Year Adjustments + (-)	981,480	613,416	<b>-1,566,869</b>	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	16,215,151	16,624,774	17,299,942	10,244,796
E.	<b>Fund Balance, Ending (C. + D.2)</b>	16,011,358	17,105,729	26,775,754	11,221,582
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	30.3%	32%	52.3%	20.1%

**II. Annualized Attendance FTES:**

		Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
G.1	Annualized FTES (excluding apprentice and non-resident)	6,176	7,150		N/A

**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

		As of the specified quarter ended for each fiscal year			
		2018-19	2019-20	2020-21	2021-22
H.1	Cash, excluding borrowed funds		10,754,683	0	16,643,714
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	9,211,094	10,754,683	0	16,643,714

**IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	56,677,466	56,677,466	4,151,840	7.3%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	56,677,466	56,677,466	4,151,840	7.3%
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	55,700,680	55,700,680	11,785,361	21.2%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	0	0	3,569	
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	55,700,680	55,700,680	11,788,930	21.2%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	976,786	976,786	<b>-7,637,090</b>	
L.	Adjusted Fund Balance, Beginning	10,244,796	10,244,796	18,001,390	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	11,221,582	11,221,582	10,364,300	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	20.1%	20.1%		

**V. Has the district settled any employee contracts during this quarter?**

**NO**

**VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?** **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

**VII. Does the district have significant fiscal problems that must be addressed?** **This year? NO**  
**Next year? NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

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

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

**SUBJECT:** **CONTRACT WITH INSPIRE DIAGNOSTICS FOR ONSITE  
COVID 19 TESTING SERVICES**

**REQUESTED ACTION:**

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

**SUMMARY:**

The Board is being asked to approve an agreement with Inspire Diagnostics, LLC for onsite COVID 19 testing services. The cost for these services is up to \$1,200,000 based on the estimated number of tests to be completed between November 8, 2021 and June 30, 2022. Service to begin November 8, 2021 through June 30, 2022.

The Services will include:

- On-site specimen collection
- Supervised self-swab (Inspire administered)

*CONTINUED ON 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: \_\_\_\_\_

<i>Government Code:</i> <i>N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$1,200,000.00</i>
------------------------------------	----------------------	--

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

Susan Wheet  
Vice President, Finance & Administration

**PRESENTER’S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

707 864-7209

**TELEPHONE NUMBER**

Susan Wheet  
Finance & Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

November 17, 2021  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**



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

**TO:** **Members of the Governing Board**  
**SUBJECT:** **CONTRACT WITH INSPIRE DIAGNOSTICS FOR ONSITE  
COVID 19 TESTING SERVICES**

**REQUESTED ACTION:**

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

---

**SUMMARY:**

*CONTINUED FROM PREVIOUS PAGE*

The Services will include:

- PCR-24-48 hour turnaround time
- Price \$75.00 per test

The Staff recommends approval of this proposal.

Attached is the Services Agreement.

This contract will be paid from Federal CARES Act funds.



# Services Agreement

*Prepared for*

**Solano Community College**

*COVID-19 Testing Program*

**inspire**  
DIAGNOSTICS

**November 2021**

## Understanding of the Issues

This letter of agreement (“Agreement”) memorializes the services to be provided by Inspire Diagnostics, LLC (“Inspire Diagnostics” or the “Company”) (the “Services”). Inspire Diagnostics understands that Solano Community College (“Client”) desires to ensure the health and safety environment. An integral component of a healthy and safe experience is a comprehensive testing program to identify, assess and act upon potential risk or actual occurrence of COVID-19 infections. Inspire Diagnostics proposes the following Services to the Client to help meet the COVID-19 needs.

This agreement (“Agreement”) dated November 5, 2021 describes the services (“Services”) to be provided by Inspire Diagnostics, LLC (“Inspire Diagnostics” or the “Company”) for Client. This proposal is only valid for thirty (30) days.

## Scope of Program

The scope of the Program entails Inspire Diagnostics making available our COVID-19 testing services as described below (the “Scope”):

### TESTING SERVICES

<b>Service</b>	<b>Price</b>
On-Site Standard PCR Testing	\$75 per Test
<ul style="list-style-type: none"> <li>- On-site specimen collection</li> <li>- Supervised self-swab (Inspire administered)</li> <li>- PCR-24 hr. turnaround time<sup>1</sup></li> </ul>	

- Standard PCR turnaround time is measured from time that the specimen is received by the lab. Samples are typically delivered to lab by 10:30am the day after the specimen is collected. Turnaround time for PCR tests may be impacted by laboratory and shipping carrier availability. Samples collected on a Saturday, Sunday or holiday typically require an additional day for processing. Expected turnaround time will be communicated prior to specimen collection.

## Inspire Diagnostics Resources and Responsibilities

Inspire Diagnostics will assign a team of experienced healthcare professionals to oversee and deliver the Services. Tests results will be provided to the individual within 24 hours of receipt at the Inspire Diagnostics lab on their person.

## Client Responsibilities

Client will provide Inspire Diagnostics permission to use the Client locations and provide suitable space to enable Inspire Diagnostics to provide the Services. Client will be responsible for ensuring that Client’s personnel arrive at the times and dates contemplated in this Agreement. Additional expense may be incurred by Client if Inspire Health is required to extend its time to conduct the Services beyond the dates described in the Scope.

## Agreement and Payment Terms

The payment for the any additional testing or the purchase of rapid antigen tests will be due upon the acceptance of the order. Neither Client nor any individual will be charged for the PCR testing outlined in this agreement.

Payment may be made as follows:

By Wire Transfer:

Inspire Diagnostics, LLC  
Account: #2758810515  
Wells Fargo Bank  
ABA: #121000248  
SWIFT: WFBIUS6S

By ACH:

Inspire Diagnostics, LLC  
Account: #2758810515  
Wells Fargo Bank  
ABA: #121042882

By Check:

Inspire Diagnostics, LLC  
26497 Rancho Parkway South  
Lake Forest, CA 92630

If by Credit Card, please request a Credit Card Authorization Form

Should the Scope extend beyond that which is outlined herein entailing additional Services or unanticipated expenses, Client agrees to amend this Agreement to take into account the additional Services or unanticipated expenses. This is subject to mutual consent of Inspire Diagnostics and Client.


## Standard Terms and Conditions

Standard Terms and Conditions that apply to this Agreement and are an integral part of our Agreement are located on the Company's website at [Terms & Conditions – Inspire Diagnostics](#). Execution of this Agreement hereby indicates acceptance of such Standard Terms and Conditions.

## Authorization and Acceptance

Please indicate acceptance of the above by signing in the space provided below. We look forward to working with you on this important initiative. Please return an executed copy via e-mail to [devin.rexford@inspirediagnostics.com](mailto:devin.rexford@inspirediagnostics.com).

**For Solano Community College**

  
\_\_\_\_\_  
Name: Susan Wheet  
Title: VP of Finance and Administration

11/5/2021  
\_\_\_\_\_  
Date

**For Inspire Diagnostics, LLC**

  
\_\_\_\_\_  
Name: Ricardo A. Salas  
Title: Managing Partner

11/5/2021  
\_\_\_\_\_  
Date

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT CHANGE ORDER #17 TO BHM  
CONSTRUCTION, INC. FOR THE FAIRFIELD  
LIBRARY/LEARNING RESOURCE CENTER PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Board approval is requested for Change Order #17 to the contract with BHM Construction, Inc. (BHM), the general contractor for the Fairfield Library/Learning Resource Center (LLRC) Project. On October 16, 2019 the Board approved a contract with BHM for the Fairfield LLRC Project.

*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 complete functionality of new LLRC building

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$295,000.00 State/Measure Q/CARES 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**

Susan Wheat

V.P., Finance & Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

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

November 17, 2021

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT CHANGE ORDER #17 TO BHM  
CONSTRUCTION, INC. FOR THE FAIRFIELD  
LIBRARY/LEARNING RESOURCE CENTER PROJECT**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

During the process of construction, RFI (Request for Information) / submittal review and project inspection, the following issues / changes were noted / required:

- Extension of time and general conditions required from incurring delays due to COVID-19

BHM Construction, Inc's Change Order Request includes all costs of both time and materials of the aforementioned changes.

Following is a summary of the Contract:

\$30,279,100.00	Original Contract Amount
\$2,156,729.02	Previously Approved Change Orders (16)
<u>\$295,000.00</u>	Proposed Change Order #17
\$32,730,829.02	NEW Contract Amount, Including Change Order #17

The Board is asked to approve this Change Order #17 to BHM Construction, Inc. in the amount of \$295,000.00 and 130 additional calendar days resulting in a new contract amount of \$32,730,829.02, new substantial completion date of January 18<sup>th</sup>, 2022, and contract completion date of July 11<sup>th</sup>, 2022.

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



**SOLANO SWINERTON**  
COMMUNITY COLLEGE MANAGEMENT & CONSULTING

# Change Order

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

Change Order # \_\_\_\_\_ 17  
Project Number: 19-009  
Date: 17-Nov-21

DSA File No.: 48-C1  
DSA App. No.: 02-116761

Project: Solano Community College District  
**Library Learning Resource Center (LLRC) Project**  
Fairfield Campus

Construction Manager:  
Swinerton Management and Consulting  
260 Townsend Street  
San Francisco, CA 94107

To: BHM Construction, Inc.  
221 Gateway Road W, Ste. 405  
Napa, CA 94558

**The Contract is Changed as Follows:**

PCO No.

175.3 COVID-19 Delay Schedule Extension/All COVID related BHM costs + 130 Calendar Days

\$295,000.00

SCHED Updated Baseline Schedule

\$0.00

**TOTAL COST OF CHANGE ORDER**

**Add** \$295,000.00

**Deduct** \$0.00

**FINAL CHANGE ORDER AMOUNT:**

**\$295,000.00**

---

Original Contract Sum:	\$ 30,279,100.00
Total Change By Previous Change Order:	\$ 2,156,729.02
Contract Sum Prior to This Change Order:	\$ 32,435,829.02
Original Contract Sum will be Increased by This Change Order:	\$295,000.00
The New Contract Sum Including This Change Order Will Be:	\$ 32,730,829.02
The New Contract Completion Date Will Be:	7/11/2022
Contract Time Will Be Unchanged by This Change Order:	
The Date Of Substantial Completion As Of This Change Order Is:	1/18/2022

CM: \_\_\_\_\_  
Swinerton Management and Consulting  
260 Townsend St dreet  
San Francisco, CA 94107

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

ARCHITECT: \_\_\_\_\_  
Noll & Tam Architects  
729 Heinz Avenue #7  
Berkeley, CA 94710

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

CONTRACTOR: \_\_\_\_\_  
BHM Construction, Inc.  
221 Gateway Road W, Ste. 405  
Napa, CA 94588

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: CONTRACT AMENDMENT #1 TO FIRST CARBON SOLUTIONS FOR PROFESSIONAL SERVICES FOR THE LIBRARY/LEARNING RESOURCE CENTER PROJECT (BUILDING 100 REPLACEMENT)**

**REQUESTED ACTION:**

Information    OR     Approval  
 Consent        OR     Non-Consent

**SUMMARY:**

On June 19<sup>th</sup>, 2019 the Board approved a professional services contract to First Carbon Solutions for professional services for the Library / Learning Resource Center Project (Building 100 Replacement) on the Fairfield Campus.

Board approval is now requested for the attached Amendment #1 to increase the original professional services agreement with First Carbon Solutions for additional required surveys resulting from COVID-19 project delays.

*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: Renovating existing instructional space and equipment.

*Ed. Code:      Board Policy:      Estimated Fiscal Impact: \$4,500.00      State, Cares Act, and 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**

Susan Wheat

Vice President, Finance & Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

November 17, 2021

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

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

**TO: Members of the Governing Board**

**SUBJECT: CONTRACT AMENDMENT #1 TO FIRST CARBON SOLUTIONS FOR PROFESSIONAL SERVICES FOR THE LIBRARY/LEARNING RESOURCE CENTER PROJECT (BUILDING 100 REPLACEMENT)**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Delays to the project schedule as a result of COVID-19 have resulted in requiring a bird nesting survey prior to demolition of the old building 100 not originally required. The agreement with First Carbon Solutions to increase their fee is in consideration of the costs associated with that survey.

\$ 89,400.00	Original Contract Amount
<u>\$ 4,500.00</u>	Proposed Amendment #1
\$93,900.00	New Contract Amount

The Board is asked to approve this contract Amendment #1 to First Carbon Solutions in an amount of \$4,500.00.

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

**AMENDMENT NO. 1 TO  
AGREEMENT FOR PROFESSIONAL SERVICES**

This Amendment No. 1 to the Agreement for Professional Services ("Amendment") for the Library/Learning Resource Center Project (Building 100 Replacement) at Fairfield Campus, is made and entered into this 17<sup>th</sup> day of November, 2021, by and between the Solano Community College District ("District") and First Carbon Solutions ("Consultant") (each a "Party" and, together, "Parties") as follows:

**RECITALS**

WHEREAS, the Parties entered into the Agreement for Professional Services on November 1, 2017 ("Agreement"), relating to the Library/Learning Resource Center Project (Building 100 Replacement) at Fairfield Campus, located at 4000 Suisun Valley Road, Fairfield, CA 94534 ("Project"), as further described in the Agreement;

WHEREAS, pursuant to the Agreement, Consultant's contract price for professional services ("Services") satisfactorily rendered is a not-to-exceed amount of Eighty Nine Thousand Four Hundred Dollars and 00/100 (\$89,400.00) ("Fee");

WHEREAS, at this time, the Parties wish to amend the Agreement to increase the Fee amount by Four Thousand Five Hundred Dollars and 0/100 (\$4,500.00) for costs incurred by additions to the project scope as a result of delays due to COVID-19 for the Project, as more particularly described in Exhibit "1" attached hereto and incorporated herein by this reference;

WHEREAS, the new Fee will be Ninety Three Thousand Nine Hundred Dollars and 00/100 (\$93,900.00); and

**NOW, THEREFORE**, in consideration of the mutual promises and covenants set forth above and contained herein, the Parties agree as follows:

**1. Amendments to Agreement.**

4. **Compensation.** District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed Ninety Three Thousand Nine Hundred Dollars and 00/100 (\$93,900.00). District shall pay Consultant according to the following terms and conditions:

4.4. Payment for the Work shall be made for all undisputed amounts based upon the delivery of the work product as determined by the District. Payment shall be made within thirty (30) days after the Consultant submits an invoice to the District for Work actually completed and after the District's written approval of the Work, or the portion of the Work for which payment is to be made. The schedule of deliverable Services to be produced is as follows:

4.4.1. <u>Pre-Construction Biological Survey</u>	<u>\$3,700</u>
4.4.2. <u>Archaeological Monitoring (720 hrs at \$110/hr)</u>	<u>\$79,000</u>
4.4.3. <u>Archaeological Monitoring Report</u>	<u>\$3,000</u>
4.4.4. <u>Meeting Attendance and Project Coordination</u>	<u>\$3,500</u>
4.4.5. <u>Nesting Bird Survey and Reporting</u>	<u>\$4,500</u>

**2. Other Provisions Reaffirmed.**

All other provisions of the Agreement shall remain in full force and effect and are reaffirmed. If there is any conflict between this Amendment and any provision of the Agreement, the provisions of this Amendment No. 1 shall control.

**IN WITNESS WHEREOF**, the Parties have executed and entered into this Amendment No. 1 as of the date set forth above.

Dated: \_\_\_\_\_, 2021

Dated: \_\_\_\_\_, 2021

**First Carbon Solutions**

**SOLANO COMMUNITY COLLEGE DISTRICT**

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

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

Print Name: \_\_\_\_\_

Lucky Lofton  
Executive Bonds Manager

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

## **EXHIBIT "1"**

### **Description of services added**

#### **Task 1: Field Survey for Nesting Birds**

A qualified FCS Biologist will conduct a single field survey no more than 14 days prior to ground disturbance to assess whether birds are nesting on the project site. The Biologist will search all shrubs and trees within the project site and immediate vicinity for the presence of nesting birds, including nests with eggs or chicks and evidence of breeding activities by pairs (i.e. carrying nesting material, feeding). The survey will be conducted on foot with the use of binoculars to locate and assess any potential nests. The location of any active nests will be mapped (if applicable), and proximity to the project site and buffer will be assessed. Nests and rookeries will be photographed where possible.

#### **Task 2: Nesting Bird Letter Report**

Directly after the survey, FCS will communicate the survey results through email and/or phone call to you. Additionally, and no later than 10 working days after the survey, FCS will prepare a letter report that is adequate for formal documentation, summarizing relevant existing conditions, survey methods, and results of the survey with any needed or recommended mitigation measures.

#### **Task 3: Project Management**

The FCS Project Manager will ensure the proposed project is running on time and within budget. The purpose of this task is to manage the effort described above and to maintain close communication with the applicant team regarding the construction start date as it relates to nesting season. This task includes periodic phone calls and emails with the applicant team or other applicable regulatory agencies, as necessary, to review our findings.

#### **Fees**

The proposed fees are based upon the scope of work described above; they include all labor and direct costs.

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

**TO: Members of the Governing Board**

**SUBJECT: FURNITURE ORDER AMENDMENT TO KRUEGER  
INTERNATIONAL, INC. FOR THE FAIRFIELD LIBRARY/  
LEARNING RESOURCE CENTER BUILDING PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

On January 15, 2021 the Board approved the furniture order to Krueger International, Inc. (KI) in the amount of \$162,365.19 for the Library Learning Resource Center (LLRC). Due to COVID-19 schedule delays, furniture purchased has been held in extended storage. The board is asked to approve a purchase order increase of \$25,200.00 to cover storage fees from March 2020 to November 2021.

**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 complete functionality of new LLRC building

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$25,200.00 Measure Q/CARES 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**

Susan Wheet  
Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

November 17, 2021

**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board  
SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #22

**REQUESTED ACTION:**

- Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

The Board is requested to approve the latest revision to the Measure Q Bond Spending Plan (BSP). The BSP will require periodic adjustments to accommodate the changing needs of the District over time. The original document was approved on August 20, 2014. Previous updates have been approved by the Board on the following dates:

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:

Ed. Code: Board Policy: Estimated Fiscal Impact: N/A. Projects are part of the total Measure Q expenditure of \$348,000,000, plus net interest revenues.

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

Susan Wheat  
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 5, 2021

DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT

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

November 17, 2021  
DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT

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

**TO: Members of the Governing Board**

**SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #22**

---

**SUMMARY:**

*CONTINUED FROM THE PREVIOUS PAGE*

Update #1 March 4, 2015	Update #5 March 1, 2017	Update #9 January 17, 2018
Update #2 March 16, 2016	Update #6 April 19, 2017	Update #10 March 21, 2018
Update #3 October 19, 2016	Update #7 December 6, 2017	Update #11 June 6, 2018
Update #4 January 18, 2017	Update #8 December 20, 2017	Update #12 June 20, 2018
Update #13 July 18, 2018	Update #14 September 5, 2018	Update #15 December 5, 2018
Update #16 February 6, 2019	Update #17 May 1, 2019	Update #18 November 20, 2020
Update #19 March 18, 2020	Update #20 October 7, 2020	Update #21 February 17, 2021

On April 2, 2014 the Board approved a Facilities Master Plan (FMP) and as stated at that time, periodic updates would be required. The Board adopted the ten-year 2020-2030 updated FMP which represented 18 months of work by trustees, administrators, faculty, staff, students, and community members with assistance from the Gensler Group. This plan accounted for recent updates to the District Strategic Plans as well as State policy changes. The goal of this FMP was to provide focus for both Facilities and the Bond program over the next ten years. In response to the FMP Update, adopted by the Board on December 2, 2020, various changes to the Bond Spending Plan are recommended to implement the Facilities Master Plan Update 2020.

Additionally, in September 2021, the District issued Series E of the Measure Q Bond Funds, this issuance was for \$50,000,000. Bond Spending Plan Update #22 includes the following:

- Re-alignment and/or confirmation of funds allocated for on-going and active projects.
- Confirmation and/or re-alignment of funds allocated for Infrastructure Improvements, ADA & Classroom Improvements, and Planning, Assessments & Program Management.
- Adjustment to the Reserve & Interest for the Measure Q Bond Program.
- Adjustment to the Measure Q Bond Program management budget.

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #22 attached.





**BOND SPENDING PLAN**

PROJECT NAME	08/20/14	UPDATE 21	UPDATE 22	UPDATE 22
	BOT APPROVED BSP	2/17/2021 BOT APPROVED BSP	11/17/2021 PROPOSED REVISION	11/17/2021 PROPOSED BSP
<b>FF CAMPUS</b>	\$ 484,200,000	\$ 92,439,603		\$ 82,117,070
Performing Arts Building (Phase 1 B1200 Renovation)	\$ 6,200,000	\$ 6,229,718	\$ -	\$ 6,229,718
Science Building (Phase I)	\$ 33,100,000	\$ 35,005,734	\$ -	\$ 35,005,734
Agriculture (Horticulture)	\$ 2,000,000	\$ 1,371,000	\$ (22,533)	\$ 1,348,467
Library/Learning Resource Center	\$ 21,800,000	\$ 23,300,000	\$ -	\$ 23,300,000
Science & Math Building (Phase 2)/B300 Renovation	\$ 8,000,000	\$ 3,000,000	\$ (1,000,000)	\$ 2,000,000
Performing Arts Building (Phase 2)/Costume Shops	\$ 13,700,000	\$ 12,033,151	\$ (11,800,000)	\$ 233,151
Career Technology Building (CTE)/B1600 & B1800 Mod	\$ 3,000,000	\$ 4,500,000	\$ -	\$ 4,500,000
Modernization B1400 (includes kitchen mod)	\$ -	\$ 4,000,000	\$ -	\$ 4,000,000
On-Campus Housing	\$ -	\$ 500,000	\$ -	\$ 500,000
Early Learning Center Expansion	\$ -	\$ 2,500,000	\$ 2,500,000	\$ 5,000,000
<b>VV CAMPUS</b>	\$ 80,200,000	\$ 47,155,168		\$ 46,155,168
VV Classroom Building Purchase & Renovation	\$ 8,200,000	\$ 7,904,466	\$ (500,000)	\$ 7,404,466
VV Annex Cares Act Upgrade			\$ 1,000,000	\$ 1,000,000
Biotechnology & Science Building	\$ 28,000,000	\$ 33,315,666	\$ -	\$ 33,315,666
Aeronautics & Workforce Development Building	\$ 15,000,000	\$ 2,084,730	\$ (200,000)	\$ 1,884,730
Student Success Center/LRC	\$ 22,000,000	\$ 1,200,000	\$ (1,000,000)	\$ 200,000
Fire Training	\$ 7,000,000	\$ 500,000	\$ (300,000)	\$ 200,000
Vacaville Center HVAC Upgrade	\$ -	\$ 2,150,306	\$ -	\$ 2,150,306
<b>VJ CAMPUS</b>	\$ 80,200,000	\$ 56,936,954		\$ 47,836,954
Vallejo Prop Purchase Belvedere	\$ 4,800,000	\$ 4,794,343	\$ -	\$ 4,794,343
Autotechnology Building	\$ 19,600,000	\$ 23,735,961	\$ -	\$ 23,735,961
Site Improvements	\$ 5,100,000	\$ -	\$ -	\$ -
Vallejo Prop Purchase Northgate	\$ 6,800,000	\$ 6,871,471	\$ -	\$ 6,871,471
Student Success Center/LRC	\$ 22,000,000	\$ 1,200,000	\$ (1,000,000)	\$ 200,000
Career Technology Building/ECHS	\$ 21,900,000	\$ 18,200,000	\$ (8,100,000)	\$ 10,100,000
Vallejo Center HVAC Upgrade	\$ -	\$ 2,135,178	\$ -	\$ 2,135,178
<b>INFRASTRUCTURE IMPROVEMENTS</b>	\$ 37,800,000	\$ 57,371,331		\$ 88,642,331
IT Infrastructure Improvements	\$ 14,000,000	\$ 14,200,000	\$ (729,000)	\$ 13,471,000
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000	\$ 24,671,331	\$ -	\$ 24,671,331
5 Megawatt Solar Installation	\$ -	\$ 13,000,000	\$ (2,500,000)	\$ 10,500,000
Replacement Substations 3, 4 and 5	\$ -	\$ 3,000,000	\$ 5,500,000	\$ 8,500,000
Modernize Pool and Equipment	\$ -	\$ 2,500,000	\$ -	\$ 2,500,000
Central Plant Replacement	\$ -	\$ -	\$ 16,000,000	\$ 16,000,000
Water Conservation/Environmental Impact Improvements	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000
Underground Hydraulical Chilled & Hot Water Loops	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
HVAC Environmental Safety Upgrades	\$ -	\$ -	\$ 6,500,000	\$ 6,500,000
Underground 12,000 Volt Campus Loop	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000
<b>ADA &amp; CLASSROOM IMPROVEMENTS</b>	\$ 19,200,000	\$ 38,877,958		\$ 32,833,959
Small Capital Projects	\$ 8,300,000	\$ 30,877,958	\$ (6,043,999)	\$ 24,833,959
ADA Improvements	\$ 10,900,000	\$ 8,000,000	\$ -	\$ 8,000,000
<b>PLANNING, ASSESSMENTS &amp; PROGRAM MGMT</b>	\$ 25,400,000	\$ 53,563,000		\$ 48,736,000
Includes Program Management, Project PM/CM Services, District Staff, Professional Services, Assessments, Education Master Plan, Facilities Master Plan, District Standards & Updates, Bond Issuance	\$ 25,400,000	\$ 53,563,000	\$ (4,827,000)	\$ 48,736,000
<b>RESERVE &amp; INTEREST*</b>	\$ 17,400,000	\$ 6,837,831		\$ 7,675,859
Program Reserve (5%)	\$ 17,400,000	\$ 6,837,831	\$ 279,280	\$ 7,117,111
Treasury Fees (6/30/21)	\$ -	\$ -	\$ 558,748	\$ 558,748
<b>TOTAL BOND SPENDING PLAN</b>	\$ 348,000,000	\$ 353,181,844		\$ 353,997,340
Bond Interest Earned (6/30/21)			\$ -	\$ -

**LEGEND:**

- No Color - Closed Projects
- Yellow Color - Projects in Progress
- Green Color - Future Projects

SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS  
SUBMITTED BY THE CURRICULUM COMMITTEE, A  
SUBCOMMITTEE OF THE ACADEMIC SENATE

**REQUESTED ACTION:**

Information OR  Approval  
 Consent OR  Non-Consent

**SUMMARY:**

During the Spring 2021 semester, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

**STUDENT SUCCESS IMPACT:**

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

*Ed. Code: Title 5, Chapter 6, subchapter 2, beginning with §55100*      *Board Policy: 6100*  
*Estimated Fiscal Impact: N/A*

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

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

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

**ADDRESS**  
707 864-7102

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

**VICE PRESIDENT APPROVAL**  
November 1, 2021

**DATE SUBMITTED TO  
SUPERINTENDENT-PRESIDENT**

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

November 17, 2021  
**DATE APPROVED BY  
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF  
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Fall, 2021 semester, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

**CONSENT ITEM**

None
------

**ACTION ITEM**

The following courses are modifying DE by removing Online lab: BIO: 002, 003, 004, 005, 012L, 014, 015, 016L, 019
The following courses are modifying instructional modality to include HY: MATH 002, 011, 012, 020, 021, 022, 023, 030, 031, 040, 051, 055, 103, 112, 311
The following courses are changing numbers and entering DE, and instructional modality (DE previously approved) DANC: 010A, 010B, 011A, 012A, 012B, 013A, 013B, 013C, 014A, 014B, 015A, 016A, 16B, 020A, 025A KINE: 002A, 002B, 002X, 003A, 003D, 003E, 003X, 003Y, 006X, 010A, 011A, 011B, 011X, 012A, 012B, 012X, 013X, 018A, 018X, 018Z, 019A, 021A, 021B, 023A, 023B, 023X, 023Y, 023Z, 025A, 025B, 030A, 030B, 032A, 032X, 036A, 036B, 037A, 037B, 040A, 041A, 042A, 045C, 050A
The following programs were modified to include number changes: Dance (AA), Kinesiology AA-T, Interdisciplinary Studies-Wellness and Self Development (AA), Sports Medicine/Athletic Training (AS)
Correspondence Addendum: MATH 112, GEOG 006, COUN 007, ART 001, PSYC 030, PSYC 001, SOC 040
2021-2022 Curriculum/Technical Review Committee Calendar
CDFS 070 Lifespan Human Development: Add hybrid as a teaching modality

**NEW COURSE**

<b>Course</b>
SPAN 070 Spanish for the Professions
SPAN 071 Introduction to Spanish/English Community Interpreting
SPAN 175 Spanish/English Communication Experience Seminar
SPAN 181 Fundamentals of Healthcare Interpreting
SPAN 182 Skill-Building Practices for Spanish/English Healthcare Interpreting
SPAN 185 Spanish/English Healthcare Interpreting Experience Seminar

**COURSE MODIFICATION**

<b>Course</b>	<b>Modification</b>
None	

**COURSE INACTIVATION**

<b>Course</b>
None

**CURRICULUM REVIEW**

<b>Course</b>	
None	

**NEW PROGRAM**

<b>Program</b>
Spanish/English Communication Specialist (CA)
Spanish/English Healthcare Interpreter Training (CA)

**PROGRAM MODIFICATION**

<b>Program</b>	<b>Modification</b>
None	

**PROGRAM INACTIVATION**

<b>Program</b>
None

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

**TO: Members of the Governing Board**

**SUBJECT: ON-CAMPUS HOUSING PROJECT**

**REQUESTED ACTION:**

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

**SUMMARY:**

Scion Advisory Services, the consultants working with the District on the On-Campus Housing Project, will provide a presentation on the on-going On-Campus Housing Project. The update will include a review of housing at community colleges, an overview of the process we are undertaking, where the District and project team are in the feasibility study process at this time, an update on initial rental market data, and information related to recent California legislation AB 169 / SB 169.

**STUDENT SUCCESS IMPACT:**

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: 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> <b>\$0</b>
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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**

Susan Wheat  
 Vice President, Finance and Administration

**VICE PRESIDENT APPROVAL**

November 5, 2021

**DATE SUBMITTED TO  
 SUPERINTENDENT-PRESIDENT**

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

November 17, 2021  
**DATE APPROVED BY  
 SUPERINTENDENT-PRESIDENT**

# Solano Community College District

## Campus Housing Feasibility Study

SCCD Governing Board

November 17, 2021

## Scion Advisory Services

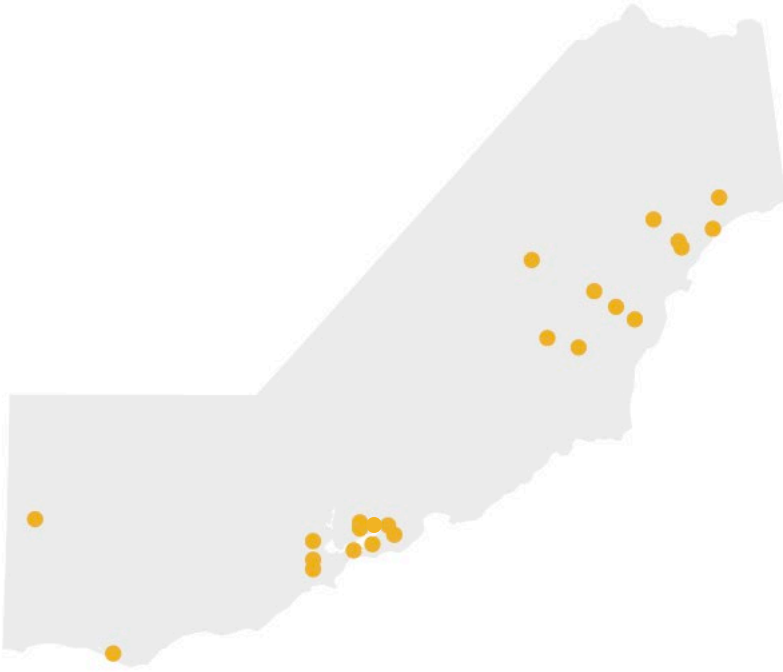
- Campus housing – only focus since 1999
- Worked with 250+ campus markets throughout North America
- Interdisciplinary advisors with experience in on-campus housing, finance and economics, planning, research and owner’s representation
- Over \$5 billion of new/renovated student housing facilities have resulted from our work
- Stand-alone advisory services practice, within the largest privately held portfolio in the country – 59,800 student housing beds
- Scion is an owner, operator, and manager of student housing; not a developer

**Chicago | Irvine | Toronto | Washington, D.C.**



# Campus Housing Focused

## California Community Colleges



27

17

Community Colleges

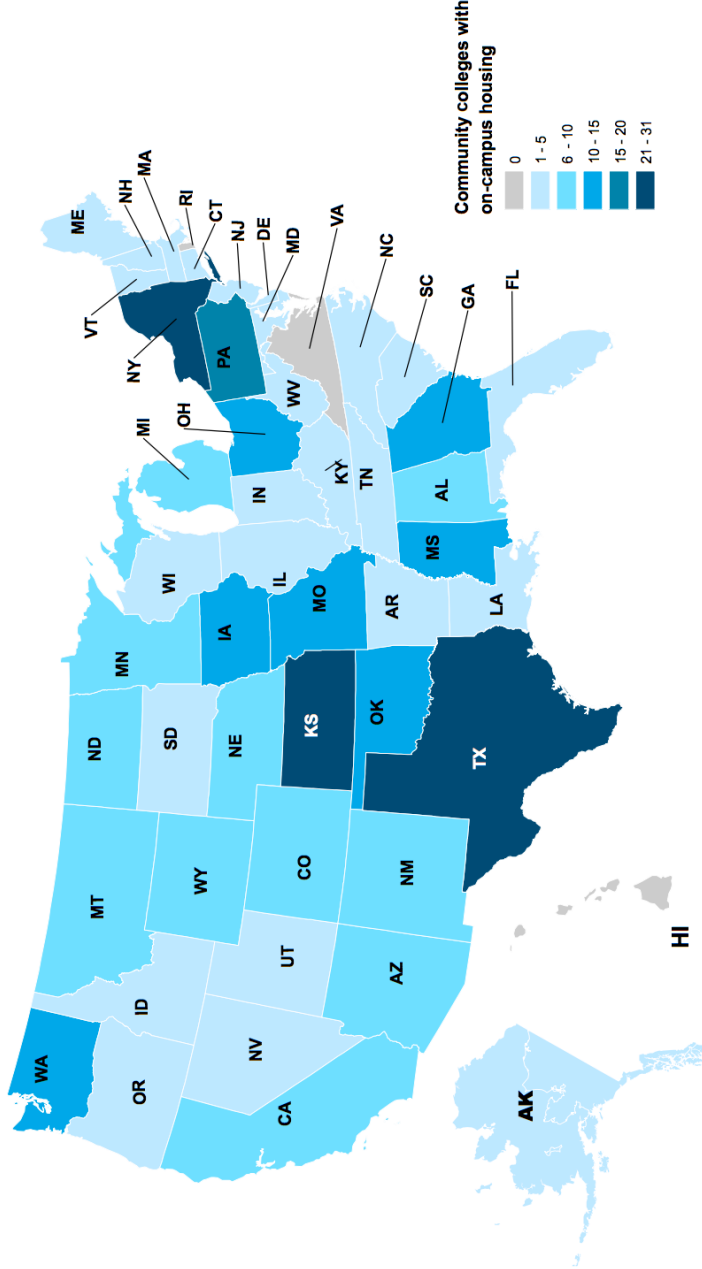
Community College Districts

<b>Antelope Valley College</b> <i>Lancaster, CA</i>	<b>Las Positas College</b> <i>Livermore, CA</i>	<b>Saddleback College*</b> <i>Mission Viejo, CA</i>
<b>Canada College*</b> <i>Redwood City, CA</i>	<b>Moreno Valley College*</b> <i>Moreno Valley</i>	<b>San Jose City College*</b> <i>San Jose, CA</i>
<b>Cerro Coso Community College*</b> <i>Ridgecrest, CA</i>	<b>Mission College*</b> <i>Santa Clara, CA</i>	<b>Santa Rosa Junior College*</b> <i>Santa Rosa, CA</i>
<b>Chabot College</b> <i>Hayward, CA</i>	<b>Napa Valley College*</b> <i>Napa, CA</i>	<b>Skyline College*</b> <i>San Bruno, CA</i>
<b>College of the Canyons*</b> <i>Santa Clarita, CA</i>	<b>Norco College*</b> <i>Norco, CA</i>	<b>Solano Community College*</b> <i>Fairfield, CA</i>
<b>College of the Redwoods</b> <i>Eureka, CA</i>	<b>Ohlone College*</b> <i>Fremont, CA</i>	<b>Ventura City College</b> <i>Ventura, CA</i>
<b>College of San Mateo*</b> <i>San Mateo, CA</i>	<b>Orange Coast College*</b> <i>Costa Mesa, CA</i>	<b>West Valley College*</b> <i>Saratoga, CA</i>
<b>College of the Siskiyous</b> <i>Weed, CA</i>	<b>Palomar College</b> <i>San Marcos, CA</i>	<i>*Current projects</i>
<b>Evergreen Valley College*</b> <i>San Jose, CA</i>	<b>Porterville College*</b> <i>Porterville, CA</i>	
<b>Irvine Valley College*</b> <i>Irvine, CA</i>	<b>Riverside City College</b> <i>Riverside, CA</i>	



# Housing at Community Colleges

28% of community colleges in U.S. provide campus housing



Source: American Association of Community Colleges; Data Points

10% of California community colleges currently provide campus housing



~30% of California community colleges are exploring campus housing

# CA Legislation: AB 169/SB 169

**Legislation Purpose**  
One-time grants for the construction of student housing, or for the acquisition and renovation of commercial properties...to provide affordable, low-cost housing options for public post-secondary school students.



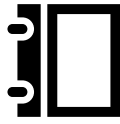
**Grant:** \$500 million in FY 21-22, \$750 million in FY 22-23 and FY 23-24. Anticipate using up to \$25 million in next three years for feasibility and planning.



**Fund Distribution:** 50% to California community colleges; 30% to California State University and 20% to University of California.



**Development:** Only community colleges may use public-private partnerships for the construction, operation and maintenance of the facilities.

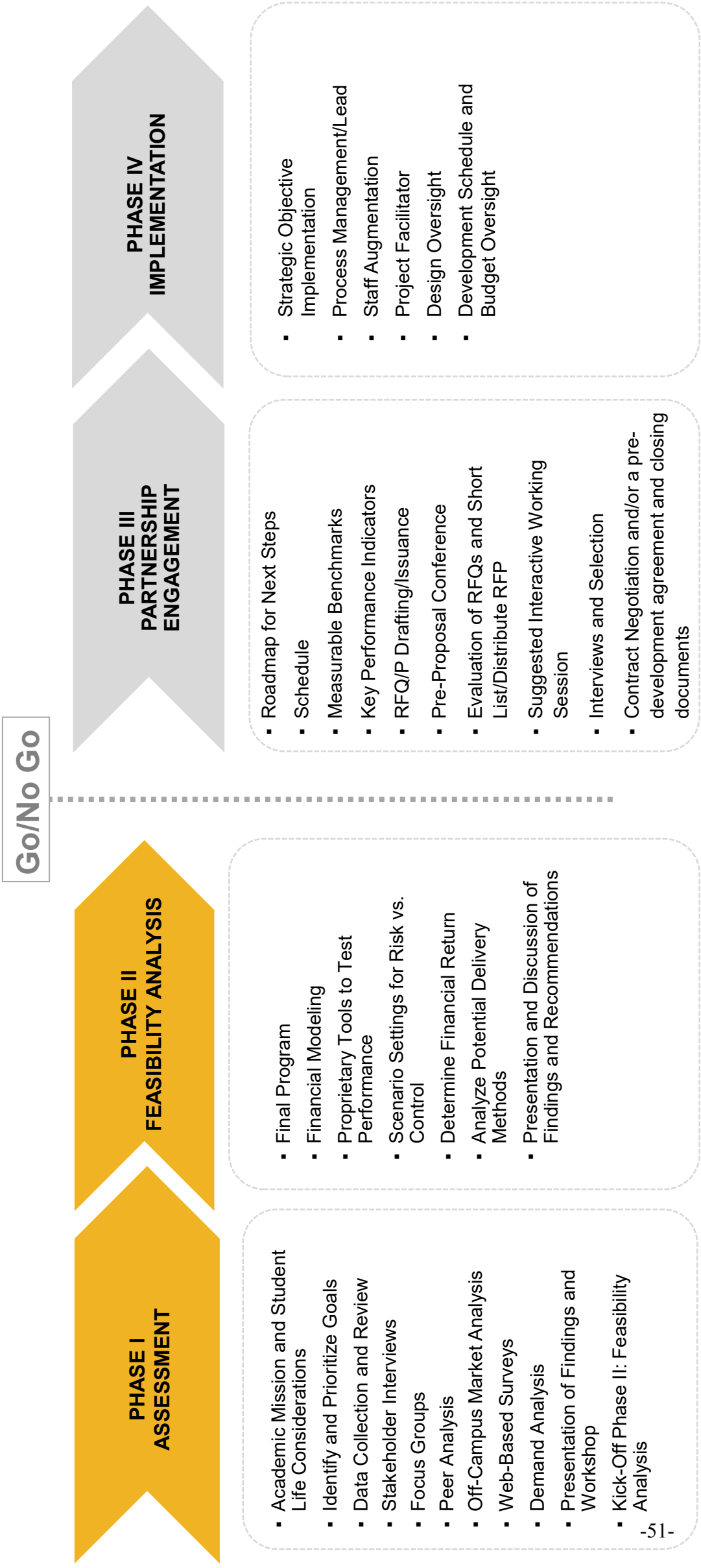


**Timeline:** Passed by Legislature on September 9, 2021 and signed by Governor Newsom September 24, 2021.



**Application:** SCCD has applied for all four phases of the planning process.

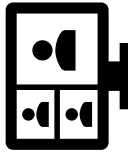
# Process



# Importance of Phase I and Phase II



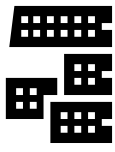
**Strategic Objectives Workshop** identifies vision and goals for campus housing



**Focus Groups | Stakeholder Interviews** provides qualitative feedback on the need for housing, explores desired unit types, features and cost sensitivities



**Peer Institution Analysis** informs Solano of housing offerings and new initiatives at California community colleges



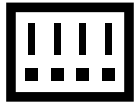
**Off-Campus Market Analysis** identifies where students are living, what they are paying, and rental market trends



**Survey** provides quantitative data of what was learned in early stages of the study



**Demand Analysis** confirms the number of units/beds needed to satisfy demand - presented by population, unit type, and price point



**Feasibility Analysis** combines input from Phase I with assumptions for delivery options to create a model where various implementation scenarios are tested

Provides Solano the data and analysis to make a “Go – No Go” decision