ORDER OF BUSINESS - REGULAR MEETING
Wednesday, February 10, 2016
Closed Session 4:00 p.m.
Public Session 6:00 p.m.
Second Closed Session
(Immediately Following Public Session if Necessary)

Los Angeles Pierce College
Student Community Center/Great Hall, Building 1900
6201 Winnetka Avenue
Woodland Hills, CA 91371

I. Roll Call (4:00 p.m.)
   Location: Student Community Center/Great Hall, Building 1900

II. Requests to Address the Board of Trustees Regarding Closed Session Agenda Matters

III. Recess to Closed Session in accordance with The Ralph M. Brown Act, Government Code sections 54950 et seq., and the Education Code to discuss the matters on the posted Closed Session agenda pursuant to Government Code section 54954.5 (Refer to Attachment "A" for Closed Session agenda).
   Location: College Services Conference Room, Building 2100

IV. Reconvene Regular Meeting (6:00 p.m.)
    Location: Student Community Center/Great Hall, Building 1900

V. Roll Call

VI. Flag Salute

VII. Report of Actions Taken in Closed Session – February 10, 2016

VIII. Approval of Minutes
   • Regular Meeting and Closed Session: December 9, 2015
   • Regular Meeting and Closed Session: January 13, 2016
   • Regular Meeting: January 27, 2016

IX. Reports from Representatives of Employee Organizations at the Resource Table

X. Announcements from the College Presidents
XI. Public Agenda Requests
   A. Oral Presentations
   B. Proposed Actions

XII. Requests to Address the Board of Trustees – Multiple Agenda Matters

XIII. Reports and Recommendations from the Board
   - Proposed Actions
     BT1. Resolution – District Classified Employees Retirement
     BT2. Resolution – Women’s History Month
     BT3. Resolution – Support the Volunteer Income Tax Assistance (VITA) Program
     BT4. Board Member Absence Ratification
     BT5. Travel Authorizations

XIV. Reports from the Chancellor and College Presidents
   - Report from the Chancellor regarding activities or pending issues in the District

XV. Consent Calendar
   Matters Requiring a Majority Vote
   BF1. Ratify Budget Revisions and Appropriation Transfers
   BSD1. Ratify Business Services Actions
   BSD2. Approve Business Services Actions
   FPD1. Approve Facilities Planning and Development Report
   FPD2. Authorize Master Procurement Agreement and Ratify Amendment to Master Procurement Agreement
   HRD1. Personnel Services Routine Actions
   HRD2. Approve Disciplinary Action Regarding Classified Employee
   ISD1. Approve New Educational Courses and Programs
   ISD2. Approve New Community Services Offerings
   ISD3. Approve Out-of-State Student Travel
   PC1. Personnel Commission Actions
   - Correspondence

XVI. Recommendations from the Chancellor
   General Matters – None
   Matters Requiring a Super Majority Vote
   FPD3. Adopt Resolution of Intent to Convey Easement to City of Los Angeles at Los Angeles Trade-Technical College

XVII. Notice Reports and Informatives
   CH/A. [Notice] Amend Board Rules, Chapter XV – Prohibited Discrimination, Unlawful Harassment, and Sexual Misconduct (Title IX)
XVIII. Announcements and Indications of Future Proposed Actions by Members of the Board of Trustees

XIX. Adjournment

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Next Regularly Scheduled Board Committee Meetings
Educational Services Center
770 Wilshire Blvd.
Los Angeles, CA 90017
Wednesday, February 24, 2016

Budget & Finance Committee
3:00 p.m. – 4:45 p.m.
Board Room

Institutional Effectiveness & Student Success Committee
3:00 p.m. – 4:45 p.m.
6th Floor Large Conference Room

Facilities Master Planning & Oversight Committee
5:00 p.m. – 6:45 p.m.
Board Room

Legislative & Public Affairs Committee
5:00 p.m. – 6:45 p.m.
6th Floor Large Conference Room

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In compliance with Government Code section 54957.5(b), documents made available to the Board after the posting of the agenda that relate to an upcoming public session item will be made available by posting on the District’s official bulletin board located in the lobby of the Educational Services Center located at 770 Wilshire Boulevard, Los Angeles, California 90017. Members of the public wishing to view the material will need to make their own parking arrangements at another location.

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.
To make such a request, please contact the Executive Secretary to the Board of Trustees at (213) 891-2044 no later than 12:00 p.m. (noon) on the Tuesday prior to the Board meeting.
CLOSED SESSION
Wednesday, February 10, 2016

Los Angeles Pierce College
6201 Winnetka Avenue
Woodland Hills, CA 91371

I. Public Employee Discipline/Dismissal/Release/Charges/Complaints
   (pursuant to Government Code section 54957)

II. Conference with Legal Counsel - Existing Litigation
    (pursuant to Government Code section 54956.9(d)(1))
   A. Elizabeth Oved v. LACCD
   B. Norma Reyes v. LACCD and Fernando Sosa
   C. Deonte Williams v. LACCD
   D. Noel Kennedy v. LACCD
   E. FTR International, Inc. v. LACCD

III. Conference with Legal Counsel - Anticipated Litigation
     (pursuant to Government Code section 54956.9(d)(2) and (e)(1))
     A. Potential litigation – 4 matters
SUBJECT: RESOLUTION – DISTRICT CLASSIFIED EMPLOYEES RETIREMENT

WHEREAS, The classified employees identified below have been employed with the Los Angeles Community College District for many years; and

WHEREAS, Classified employees contribute significantly toward providing the highest quality of services to our students and the public on behalf of the Los Angeles Community College District; now, therefore, be it

RESOLVED, That the Personnel Commission and the Board of Trustees of the Los Angeles Community College District do hereby recognize the employees for their service and extend best wishes in their retirement.

Scott J. Svonkin, President
Board of Trustees

David Iwata, Chair
Personnel Commission

SUMMARY OF RETIRED CLASSIFIED EMPLOYEES

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Job Classification</th>
<th>Years Of Service</th>
<th>Location</th>
<th>Retirement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fong</td>
<td>Cheuk</td>
<td>Senior Programmer Analyst</td>
<td>31</td>
<td>ESC</td>
<td>1/19/16</td>
</tr>
<tr>
<td>Michaels</td>
<td>Peter</td>
<td>Assistant Computer &amp; Network Support Specialist</td>
<td>15</td>
<td>City</td>
<td>1/26/16</td>
</tr>
</tbody>
</table>
RESOLUTION - WOMEN'S HISTORY MONTH

The following resolution is presented by Board Members Svonkin and Hoffman:

WHEREAS, The month of March is National Women's History Month; and

WHEREAS, Women's History Month had its origins as a national celebration in 1981 when Congress passed Public Law 97-26, which authorized the President to proclaim the week beginning March 7, 1982 as "Women's History Week"; and

WHEREAS, In 1987 after being petitioned by the National Women’s History Project, Congress passed Public Law 100-9, which designated the month of March 1987 as "Women's History Month"; and

WHEREAS, Since 1995, an annual Presidential proclamation has been issued designating the month of March as "Women's History Month"; and

WHEREAS, Women have made significant contributions in the fields of medicine, science, engineering, education, public policy, and sports toward the development and growth of our great nation; and

WHEREAS, Women comprise a majority of the student population within the Los Angeles Community College District; now, therefore, be it

RESOLVED, That the Los Angeles Community College District hereby reaffirms its commitment to equal opportunity access by supporting and enhancing services, courses, and programs that enable women to attain their educational and career goals; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby joins with the nation in celebrating March as Women's History Month.
Subject: RESOLUTION – SUPPORT THE VOLUNTEER INCOME TAX ASSISTANCE (VITA) PROGRAM

The following resolution is presented by Board Member Svonkin:

WHEREAS, The VITA program offers free tax help to people who generally make $54,000 or less; and

WHEREAS, VITA also offers this service to persons with disabilities, the elderly, and limited English-speaking taxpayers who need assistance in preparing their own tax returns; and

WHEREAS, Internal Revenue Service certified volunteers provide free basic income tax return preparation with electronic filing for qualified individuals; and

WHEREAS, The Board of Equalization has established several partnerships with educational institutions that include California State Polytechnic University, Pomona, California State University, Dominguez Hills (CSUDH), California State University, Northridge (CSUN), and the Rio Hondo Community College District; and

WHEREAS, These educational institutions have developed the course curriculum and offer a VITA Tax Preparation college credit class to interested students; and

WHEREAS, Within the Los Angeles Community College District (LACCD), Los Angeles Pierce College and Los Angeles Trade Technical College offer tax preparation assistance with VITA volunteers; and

WHEREAS, East Los Angeles College, Los Angeles Mission College, Los Angeles Southwest College, and West Los Angeles College are initiating VITA programs; and

WHEREAS, The VITA Program benefits employees, students, and members of the public at little or no cost to the District and its colleges; and

WHEREAS, The LACCD colleges may also benefit from the ability to offer the college credit VITA Program class; now, therefore, be it

RESOLVED, That the LACCD colleges will explore the opportunities provided through the Board of Equalization to offer for credit instruction; and be it further

RESOLVED, That the Board of Trustees of the LACCD hereby supports and encourages the development of a VITA Program partnership with the Board of Equalization in service to its employees, students, and communities.
Subject: **BOARD MEMBER ABSENCE RATIFICATION**

That the Board of Trustees of the Los Angeles Community College District hereby compensate Student Trustee Milo H. Anderson for the Regular Board meeting of January 13, 2016 despite his absence pursuant to Board Rule 2104.12 Absence – Illness.

**Background:** Student Trustee Anderson’s absence was due to illness.
Subject: TRAVEL AUTHORIZATIONS

Authorize payment of necessary expenses for Mike Eng, Mike Fong, Andra Hoffman, and Scott J. Svonkin, members of this Board of Trustees, to meet with legislators on March 16-17, 2016 in Washington, DC.

**Background:** Board Members' travel will be paid out of the 2015-2016 Board Advocacy account. The estimated cost will be $1,875 per Board Member.
Subject: RATIFY BUDGET REVISIONS AND APPROPRIATION TRANSFERS

Ratify acceptance of $3,395,278 in income as recommended by the Chief Financial Officer/Treasurer. In accordance with Title 5 of the California Code of Regulations, Section 58307, authorize all the appropriation transfers between major expenditure categories (EXHIBIT I).

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francesco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________________________
# BUDGET REVISIONS AND APPROPRIATION TRANSFERS

**ALL FUNDS, EXCLUDING BUILDING BOND FUND**

February 10, 2016

## NEW INCOME (Attachment I)

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td>810000-849900</td>
</tr>
<tr>
<td>State</td>
<td>850000-889999</td>
</tr>
<tr>
<td>Local</td>
<td>870000-889999</td>
</tr>
<tr>
<td>Interfund Transfer In</td>
<td>891000-892999</td>
</tr>
<tr>
<td>Other Financing Sources</td>
<td>893000-897999</td>
</tr>
<tr>
<td>Contribution to Restricted Program</td>
<td>898000-899999</td>
</tr>
<tr>
<td><strong>Total New Income</strong></td>
<td></td>
</tr>
</tbody>
</table>

## EXPENDITURES

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>Approved</th>
<th>Budget Revisions</th>
<th>Appropriation Transfers</th>
<th>Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificated Salaries</td>
<td>100000-199999</td>
<td>314,935,771</td>
<td>496,500</td>
<td>456,362</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>200000-299999</td>
<td>174,884,227</td>
<td>136,799</td>
<td>569,022</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>300000-399999</td>
<td>157,055,266</td>
<td>65,770</td>
<td>1,113,428</td>
</tr>
<tr>
<td>Books/Supplies</td>
<td>400000-499999</td>
<td>41,099,226</td>
<td>37,143</td>
<td>304,506</td>
</tr>
<tr>
<td>Contract Services</td>
<td>500000-599999</td>
<td>162,014,676</td>
<td>2,452,687</td>
<td>4,851,362</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>600000-699999</td>
<td>28,297,832</td>
<td>11,531</td>
<td>1,471,451</td>
</tr>
<tr>
<td>Other Outgo</td>
<td>700000-709999</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other Debt Services</td>
<td>710000-719999</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Tuition Transfers</td>
<td>720000-729999</td>
<td>11,754</td>
<td>-</td>
<td>(2,722)</td>
</tr>
<tr>
<td>Interfunds Transfers</td>
<td>730000-739999</td>
<td>14,717,696</td>
<td>-</td>
<td>209,000</td>
</tr>
<tr>
<td>Direct Support/Indirect Costs</td>
<td>740000-749999</td>
<td>230</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Loans/Grants</td>
<td>750000-759999</td>
<td>260,659,707</td>
<td>131,986</td>
<td>569,905</td>
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<tr>
<td>Other Financing Sources (Except 7902)</td>
<td>760000-799999</td>
<td>137,570,679</td>
<td>32,862</td>
<td>(9,602,314)</td>
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<tr>
<td>Reserve for Contingency*</td>
<td>790200</td>
<td>23,416,080</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>1,311,773,147</strong></td>
<td><strong>3,395,278</strong></td>
<td>-</td>
</tr>
</tbody>
</table>

* Reserve for Contingency balance is $23.42 million, which is 3.50% of the Unrestricted General Fund revenue (excluding General Reserve)

All budget revisions and transfers herein are submitted for the Board of Trustees approval in accordance with Title 5 of California Regulations, Sections 58307 and 58308. Appropriation transfers between major expenditure categories are within funds/grants that have been previously received and approved by the Board of Trustees. These transfers have been reviewed by the college administrators and approved by the college Vice Presidents of Administration and College Presidents.

Reviewed by:

[Signature]

Jeanette L. Gordon
Chief Financial Officer/Treasurer
## NEW INCOME AND GRANTS

<table>
<thead>
<tr>
<th>BTA NUMBER</th>
<th>FUND/GRANT NAME</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>T-0223</td>
<td><em>Biomedical Sector Initiative Program</em></td>
<td><strong>$62,156</strong></td>
</tr>
<tr>
<td></td>
<td>To establish funding to retrain dislocated workers and others adults who have been laid off due to downsizing. Participants will be retrained in the Process Technology Program at Los Angeles Trade-Technical College. Up to eighteen (18) participants will be trained within this cohort in a twelve month period where a college-recognized skills certificate will be awarded to each participant. Once the training is completed, Community Career Development, Inc. will provide employment services to place these individuals in careers within the Biotech/Manufacturing sector such as Process Plant, Biotechnology and Chemical Technology. Funding is from the United States Department of Labor.</td>
<td></td>
</tr>
<tr>
<td>E-0371</td>
<td><em>Dwight David Eisenhower Transportation Fellowship Program (DDETFP)</em></td>
<td><strong>15,000</strong></td>
</tr>
<tr>
<td></td>
<td>To establish funding to attract qualified students to the field of transportation; to enhance the careers of transportation professionals by encouraging them to seek advanced degrees; and to retain top talent in the transportation industry of the United States. East Los Angeles College (ELAC) students will be exposed to the field of transportation and will gain experience in the field through research. Qualified full-time students will complete a transportation research internship program. Three (3) ELAC students will directly benefit from this program. Funding is from the United States Department of Transportation.</td>
<td></td>
</tr>
<tr>
<td>M-0193</td>
<td><em>Building Infrastructure Leading to Diversity (BUILD) @ California State University Northridge (CSUN) Promoting Opportunities for Diversity in Education and Research (PODER)</em></td>
<td><strong>22,826</strong></td>
</tr>
<tr>
<td></td>
<td>To establish funding to provide an undergraduate research training program where students take classes and work directly with professors on research projects related to health. From public health to philosophical frameworks for pain, the program seeks to generate a vibrant, socially-responsible and open environment for asking new research questions and using new methods to reduce health disparities. In the long-term, the goal is to increase representation of those whose health has been traditionally poorer to become researchers themselves - biomedical researchers who make social change by studying health influence. Los Angeles Mission College (LAMC) will serve as a point of contact for all LAMC students participating in this program and will assist them with mentorship and advising for the duration of the program. The number of students expected to benefit from this program this year is approximately fifty (50) students. Funding is from the National Institutes of Health.</td>
<td></td>
</tr>
</tbody>
</table>
Building Infrastructure Leading to Diversity (BUILD) @ California State University Northridge (CSUN)

To increase funding to focus on increasing and cultivating underrepresented students' interest in biomedical research. The goals of this program is to provide support in the following areas:

1. Recruitment activities;
2. Tutoring services to students at the Biology Tutoring Center;
3. Faculty mentor and student mentee's research related activities;
4. One-unit introductory class to basic research and health disparities.

It is expected that four students will be recruited each year to participate in the research projects. Student mentees are expected to transfer to CSUN and continue their education leading to obtaining an advanced degree in a biomedical related field. Two hundred (200) students will benefit from the extended tutoring service at the Biology Tutoring Center. Forty-five (45) students will learn basic research techniques and health disparities. Funding is from the National Institutes of Health.

TOTAL FEDERAL

$136,848

State

D-0501 CAL Grant B 2014-2015

To increase the budget for the 2014-2015 CAL Grant B Program based on additional income received from the California Student Aid Commission (CSAC). This augmentation brings the program total allocation to $710,805. Funding is from the California Student Aid Commission (CSAC).

C-0238, W-0208 Child Development Training Consortium (CDTC)

To establish funding to assist students in meeting their educational requirements for any of the Child Development Permits issued by the California Commission on Teacher Credentials. Eligible participants are students of the college who are currently employed in Early Care and Education programs and are taking coursework to earn a California Child Development permit. An estimated eighty to ninety (80-90) students will be enrolled in the program. Students may receive stipends for tuition, books, and/or classroom materials once they have satisfactorily completed the required coursework. Funding is from the California Department of Education.

D-0519 Osher Scholarship

To establish funding in the Osher Scholarship Fund for East Los Angeles College. The Osher Foundation established this endowment to support students who have demonstrated a commitment to completing their education, but who have certain financial hardships that make it difficult to pay for the cost of attending college. This scholarship is intended to help them reach their educational goals and can be applied towards any education-related costs. There are one hundred and four (104) recipients of this scholarship. Funding is from the East Los Angeles College Foundation.
**Genera! Scholarships - East Los Angeles College (ELAC) Foundation Honors Program Scholarship**

To establish funding for ELAC Foundation Honors Program Scholarship for Fall 2015 semester. There are two (2) recipients of this scholarship. Funding is from the East Los Angeles College Foundation.

**General Scholarships - Scholarships in Science Technology Engineering and Math (STEM) To Achieve Results (S-STAR) Project**

To increase the General Scholarships budget for East Los Angeles College based on the funds awarded by the S-STAR Project. The objectives of the S-STAR Project are to alleviate student economic burden and to improve educational opportunities while increasing retention and the number of STEM students ready to succeed in areas of national need. There are thirteen (13) recipients of the S-STAR Fall 2015 Scholarship. Funding is from the East Los Angeles College Foundation.

**Foster And Kinship Care Education (FKCE) – Commercial Sexual Exploitation of Children (CSEC)**

To establish funding to provide the Commercial Sexual Exploitation of Children (CSEC) workshops to care providers. The estimated number of participants benefiting from these workshops is between one hundred and one hundred fifty (100-150). The college will provide a minimum of three CSEC workshops. Each workshop will be at least three hours long. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

**Family Child Care Home Education Network**

To establish funding to develop a growing network of licensed and accredited family child care homes which will be monitored and supported in their endeavor to provide professional child care services of the highest quality to infants, toddlers, preschoolers and school-age children. The program will also provide funding to eligible parents/students to cover the costs of such services. The Los Angeles Mission College Family Child Care Home Education Network consists of fourteen (14) family child care providers who are licensed through the State of California Department of Social Services. The goal is to have all the providers meet the criteria and thus qualify for accreditation. This funding allows the college to give technical support to these providers as well as fund child care services to over sixty (60) eligible families. Funding is from the California Department of Education.

**TOTAL STATE**

$159,791

**Local**

**International Medical Insurance Fees (IMED)**

To accept funding collected from International Medical Insurance Fees at the colleges and to augment the international Medical insurance Fees account.

$2,181,540
**Technical & Career Education**

To accept additional funding at Los Angeles Trade-Technical College to conduct non-credit instruction and vocational/extension training workshops and to purchase instructional equipment. Funding is from ASE Testing fees, CB Fleet, Construction, Maintenance & Utilities (CMU) Department fees, Cosmetology Department fees, DEAM, Foundation for California Community Colleges, i-Car Training fees, NCS Pearson, Peralta Colleges Foundation, and PSIP.

**Puente Project**

To accept funding to increase the number of educationally disadvantaged Mexican American/Latino students who enroll in four-year colleges and universities, earn degrees and return to the community as leaders and mentors to future generations. These funds will be used for mentoring activities in direct support of field trips, meetings, orientations, academic and cultural activities, and hospitality (including reasonable costs for food provided during student activities). Funding is from the Regents of the University of California.

**Infant/Toddler Emphasis Phase I**

To accept funding to provide six (6) Infant/Toddler Emphasis Units to thirty (30) Head Start and Early Head Start teachers. Once the classes are completed with a grade of C or better, students will receive the Infant/Toddler Emphasis certificate. Funding is from the Los Angeles County of Education (LACOE).

**Igniting Campus Change in California Community Colleges through Science Technology Engineering and Math (STEM) Classroom Transformation**

To accept funding to increase college retention and graduation rates of STEM students so that more students from underrepresented populations are ready for globally competitive careers. This will occur by leveraging the existing California Community College Success Network (3CSN) to provide professional development (online and face-to-face) to one thousand one hundred and fifty (1,150) faculty members over three years to work on improving teaching and creating institutional change based on Reading Apprenticeship. It is estimated the project will impact one hundred sixty-three thousand two hundred (163,200) community college students. Funding is from the Leona M. and Harry B. Helmsley Charitable Trust.

**Rail Technical Training Program**

To accept funding to design and develop a curriculum, customized instructional design materials, and train-the-trainer sessions specific to Los Angeles County Metropolitan Transportation Authority (LACMTA)'s rail operations to support the Rail Technical Training Program areas and implement a customized curriculum training program. Funding is from the Los Angeles County Metropolitan Transportation Authority (LACMTA).

**TOTAL LOCAL**

$2,889,639
OTHERS:

Interfund

D-0492, D-0493  
*Increase – Special Reserve Fund from General Fund (Deferred Maintenance Reserve)*  
$56,000  
To set up an Interfund transfer for the 2013-2014 Scheduled Maintenance Projects as requested by the Facilities Planning and Development Department. These funds will be transferred from the Deferred Maintenance Reserve Fund to the Special Reserve Fund.

D-0496, D-0497  
*Increase – Special Reserve Fund from General Fund (Deferred Maintenance Reserve)*  
$31,000  
To set up an Interfund transfer for the 2013-2014 One-Time Block Grant as requested by the Facilities Planning and Development Department. These funds will be transferred from the Deferred Maintenance Reserve Fund to the Special Reserve Fund.

D-0510, D-0511  
*Increase – Special Reserve Fund from General Fund (Deferred Maintenance Reserve)*  
$122,000  
To set up an Interfund transfer for a project under the 2015-2016 Scheduled Maintenance Program as requested by the Facilities Planning and Development Department. These funds will be transferred from the Deferred Maintenance Reserve to the Special Reserve Fund.

Fund Redistribution

T-0287  
*Extended Opportunity Programs and Services (EOPS)*  
($100,000)  
To redistribute funds from EOPS fund number 20489 to EOPS fund number 10489 at Los Angeles Trade-Technical College.

T-0288  
*Extended Opportunity Programs and Services (EOPS)*  
$100,000  
To accept redistributed funds from EOPS fund number 20489 to EOPS fund number 10489 at Los Angeles Trade-Technical College.

H-0351  
*Extended Opportunity Programs and Services-Cooperative Agencies Resources for Education (EOPS-CARE)*  
(4,500)  
To redistribute funds from EOPS-CARE fund number 20868 to EOPS-CARE fund number 10868 at Los Angeles Harbor College.

H-0352  
*Extended Opportunity Programs and Services-Cooperative Agencies Resources for Education (EOPS-CARE)*  
4,500  
To accept redistributed funds from EOPS-CARE fund number 20868 to EOPS-CARE fund number 10868 at Los Angeles Harbor College.

**TOTAL OTHERS**  
$209,000

**TOTAL INCOME**  
$3,395,278
Organizational Membership

In accordance with Education Code 72670, the following organization is submitted for Board approval:

A. Amend the List of Organizational Memberships to include the California Association of Latino Community College Trustees and Administrators (CALCCTA) with annual dues of $300. This request originated from Educational Services Center.

**Background:** Membership in this organization will give the Los Angeles Community College District an opportunity to assist the Latino community in Latino leadership development, mentoring, succession planning, and strategies essential for innovative and ethical management.

B. Amend the List of Organizational Memberships to include the Minority Male Community College Collaborative (M2C3) with no annual dues. This request originated from Pierce College.

**Background:** Membership in this organization will enhance commitement to improving the success of historically underrepresented and underserved students, including men of color. Engagement in M2C3 will enhance professional development for faculty and staff, enable informed interventions for the current programs serving men of color, and inspire new initiatives addressing challenges facing these men.
Subject: **RATIFY BUSINESS SERVICES ACTIONS**

In accordance with the California Education Code and Los Angeles Community College District Board Rules, the following routine transactions are reported for ratifications:

A. **PURCHASE ORDERS**

648 issued from December 1, 2015 to December 31, 2015 which totaled $4,072,876.

B. **FACILITIES ORDER FORMS**

42 issued from December 1, 2015 to December 31, 2015 which totaled $149,430.

C. **AGREEMENT FOR ART MODELING SERVICES**

11 issued which totaled $4,568.

D. **AGREEMENT FOR MUSCIAN SERVICES**

1 issued which totaled $1,275.

E. **AGREEMENT FOR ATHLETIC OFFICIATING SERVICES**

1 issued which totaled $965.

F. **PERMITS FOR USE AND CIVIC CENTER PERMITS UP TO 14 DAYS**

5 issued from December 1, 2015 to December 31, 2015 for a total income of $5,477 at City

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**Recommended by:**
Adriana D. Barrera, Deputy Chancellor

**Approved by:**
Francisco C. Rodriguez, Chancellor

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Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________
5 issued from December 1, 2015 to December 31, 2015 for a total income of $1,893 at Harbor

13 issued from October 1, 2015 to December 31, 2015 for a total income of $18,051 at Pierce

1 issued from November 10, 2015 to December 31, 2015 for a total income of $150 at Valley

Total Income of Section F: $25,571

G. LEASE OF FACILITIES FOR DISTRICT USE

4500222382 City, Agreement with the Sheraton Los Angeles for accommodations and meeting space for approximately 15 LACC accreditation team visitors, including parking and all applicable state and local taxes during the period March 6, 2016 to March 10, 2016, inclusive. Total cost not to exceed: $20,000.

4500221708 East, No-cost Use agreement with the Downey Unified School District for use of classrooms at Warren High School providing for 60 students to attend the East Los Angeles College Jaime Escalante Math Program free of cost during the period September 12, 2015 to December 12, 2015, inclusive.

4500221709 East, No-cost Use agreement with the Los Angeles Unified School District for use of classrooms at Santee Educational Complex High School providing for students to attend the East Los Angeles College Jaime Escalante Math Program free of cost during the period August 20, 2015 to June 10, 2016, inclusive.

4500221830 Educational Services Center, Agreement with Hyatt Hotel - Santa Barbara to provide use of meeting room, food and non-alcoholic beverages for the Chancellor's Cabinet Retreat on January 14 and 15, 2016, under the auspices of the Office of the Chancellor and funded by the Chancellor's reserve account. Total cost not to exceed: $7,000.

4500222349 Educational Services Center, Agreement with Sheraton Hotel - Los Angeles to provide hotel accommodations and use of meeting rooms, food and non-alcoholic beverages for the accreditation team from March 6, 2016 to March 10, 2016, under the auspices of the Office of the Chancellor and funded by the Districtwide Administrative Leadership account. Total cost not to exceed: $15,000.
Educational Services Center. Agreement with the Westin Bonaventure Hotel - Los Angeles to provide use of meeting room, food and non-alcoholic beverages for a Professional Development Activity for the Educational Services Center staff on February 25, 2016, under the auspices of the Office of the Chancellor and funded by the District Wide Administrative Leadership account. Total cost not to exceed: $7,200.

Total Cost of Section G: $49,200

H. LEASES, USE PERMITS AND CIVIC CENTER PERMITS OF DISTRICT FACILITIES 14 DAYS OR LONGER

4500207465 City, Amendment No 1 to agreement with Joy Badminton Club for use of the gym on designated days and times at a rate of $180 per day during period January 4, 2016 December 31, 2016, inclusive. Total income: $38,000.

4500195501 Pierce, Amendment No. 3 to agreement with Minervada and Humberto Castellon dba Minerva Castellon Maldonado for use of a designated site to sell food and refreshments Monday through Friday at designated hours. Changed to extend the period of performance during the period January 2, 2016 to December 31, 2016, inclusive. Total income: $7,500.

4500198637 Pierce, Amendment No. 3 to agreement with Bass Falafelicious for use of a designated site to sell food and refreshments Monday through Friday at designated hours. Changed to extend the period of performance during the period January 2, 2016 to December 31, 2016, inclusive. Total income: $12,800.

4500198641 Pierce, Amendment No. 4 to agreement with Rafael De La Fuente dba R Hot Sauce Truck for use of a designated site to sell food and refreshments Monday through Friday at designated hours. Changed to extend the period of performance during the period January 2, 2016 to December 31, 2016, inclusive. Total income: $7,500.

4500221504 Pierce, Agreement with El Camino Real High School for use of the swimming pool for water polo practice and games on designated days and times during the period December 1, 2015 to January 27, 2016. Total income: $6,210.

4500221505 Pierce, Agreement with Louisville High School for use of the swimming pool for water polo practice and games on designated days and times during the period December 2, 2015 to January 29, 2016. Total income: $6,287.
Southwest. Agreement with A.C. Custom Catering dba Red's Catering II for the use of a two designated sites to sell food and refreshments, during the period July 1, 2015 to June 30, 2016, inclusive. Total income: $19,000.

Valley. Agreement with Disaster Artist LLC for use of Parking Lot B for base camp and crew overnight parking for a total of 200 parking spaces during the period January 21, 2016 to January 22, 2016, inclusive. Total income: $3,000.

West. Amendment No. 2 to agreement with Harout Hatikyan dba Harry's for use of a designated site to sell food and refreshments on Mondays through Fridays at designated hours. Changed to add M-TH regular instruction days during the winter intersession, estimated at 19 additional days. Daily rate is pro-rated for partial day during intersession at a rate of $45 per day, during the period January 4, 2016 to February 4, 2016, inclusive. Total income: $855.

West Agreement with Q-Tech Corporation for use of up to 20 parking spaces located at 10100 Jefferson Boulevard on Monday through Friday at a rate of $100 per day during the period of January 1, 2016 to December 31, 2016, inclusive, including the standard 30 day cancellation language due to interest at the site. Total estimated income: $25,400.

Total Income of Section H: $126,552

I. LICENSE AGREEMENTS

Educational Services Center. License agreement with Redwood Software, Inc. for their Cramicle Central Server, including their Platform Agent, PeopleSoft Connector and the first year premium (24/7) software support and maintenance under the auspices of the Information Technology department during the period December 31, 2015 to December 30, 2016, inclusive. Total cost: $70,174.

Harbor. Agreement with Luxion, Inc. to provide Key Shot 6 HD software license to allow Engineering students to create designs to feed into the 3-D printer during the period January 1, 2016 to December 31, 2018, inclusive. Total cost: $9,845.

Total Cost of Section I: $80,019
J.  MAINTENANCE AGREEMENT

4500221480 Agreement with Climatec, LLC to provide monthly preventative maintenance service on all building automation and HVAC systems including training, troubleshooting, programming, and repairs for the Facilities Department during the period January 1, 2016 to December 31, 2019, inclusive. Total cost: $60,228.

Total Cost of Section J: $60,228

K.  PARTNERSHIP AGREEMENTS

4500221450 Agreement with Institute of Reading Development (IRD) to conduct a series of not-for-credit reading enrichment programs previously approved by the Board for the Community Services Department; IRD will provide registration services for all programs including collections of tuition fees of $170 - $200 per student for Distance Programs and $249 per student for Program Level R and $299 per student for Program Level 1-7; and will remit to the college 10% of the gross tuition incomes, during the period January 1, 2016 to December 31, 2016, inclusive. Total estimated income: $10,000.

4500221936 Agreement with Fun Under The Sun (FUTS) to offer a Summer Day Camp in partnership with the Community Services Department; FUTS will provide daily programming and curriculum, camp staff, training, field trip scheduling and coordination, marketing and camper/parent orientation; and will remit to the college 12% of the total gross income, plus reimbursement for six lifeguards and camp lunches during the period January 1, 2016 to August 31, 2016, inclusive. Total estimated income: $70,000.

4500221443 Agreement with Institute of Reading Development (IRD) to conduct a series of not-for-credit reading enrichment programs previously approved by the Board for the Community Services Department; IRD will provide registration services for all programs including collection of tuition fees of $299 per student for program levels 1-7, $269 per person for program level R, and $170 - $200 for Distance Programs; and will remit to the college 10% of the gross tuition income during the period January 1, 2016 to December 31, 2016, inclusive. Total estimated income: $7,000.

Total Income of Section K: $87,000
L. REVENUE SHARING AGREEMENTS

4500195756 East. Amendment No. 2 to agreement with Monrovia Fire Department to provide for students, jointly with the College, mutually agreed upon educational courses to Fire Department personnel, in an FTES-revenue-generation and apportionment--sharing partnership; and to compensate the agency use of its classroom facilities in providing the educational courses, based upon the number of students enrolled, at a cost of $4.00 per student instructional hour, conducted under the auspices of the College’s Affiliation Program during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $25,000.

4500220653 East. Agreement with California Fire Chiefs’ Association to provide for students, jointly with the College, mutually agreed upon educational courses to Association personnel, in an FTES-revenue-generation and apportionment--sharing partnership; and to compensate the agency use of its classroom facilities in providing the educational courses, based upon the number of students enrolled, at a cost of $3.50 per student instructional hour, conducted under the auspices of the College’s Affiliation Program during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $30,000.

4500220654 East. Agreement with Alhambra Fire Department to provide for students, jointly with the College, mutually agreed upon educational courses to Fire Department personnel, in an FTES-revenue-generation and apportionment--sharing partnership; and to compensate the agency use of its classroom facilities in providing the educational courses, based upon the number of students enrolled, at a cost of $4.00 per student instructional hour, conducted under the auspices of the College’s Affiliation Program during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $60,000.

Total Cost of Section L: $115,000

M. SOCIAL WORK FIELD EDUCATION PRACTICUM AGREEMENT

4500221446 Valley. No-cost agreement with California State University Northridge to provide practicum site for their Master Social Work degree students during the period February 1, 2016 to June 30, 2021, inclusive.

Total Cost of Section M: $0
N. STUDENT INTERN AGREEMENT

4500221133 Harbor No-cost agreement with Lighthouse Healthcare Center to provide clinical training for students enrolled in the Nursing program during the period January 1, 2016 to December 31, 2018, inclusive.

Total Cost of Section N: $0

O. SERVICE AGREEMENTS

4500219799 City Amendment No. 2 to increase the contract amount on agreement with Harout Hatikyan to provide breakfast and lunch catering services for activities as allowed by the Gear Up for LA grant during the period January 6, 2016 to September 21, 2016, inclusive. Total cost: $6,794.

4500221132 City Agreement with Sonoma County Junior College District on behalf of Santa Rosa Junior College to provide Career Technical Education (CTE) Employment Outcomes Survey by gathering information on employment outcomes for students participating in CTE programs at California community colleges, including whether students became employed within their field of study, if the coursework positively affected their earning potential, and how the program can be improved. Approximately 1501-2000 students will be impacted by the survey during the period October 15, 2015 to September 30, 2016, inclusive. Total cost: $12,000.

4500221390 City Agreement with Hurst Review Services to provide National Council Licensure Examination (N-CLEX) review for nursing students preparing for the Registered Nursing exam during the period November 23, 2015 to June 30, 2016, inclusive. Total cost: $12,000.

4500208610 East Amendment No. 1 to renew agreement with Hanover Research Council to provide consultation services for the Title V grant during the period February 16, 2016 to February 15, 2017, inclusive. Total cost: $38,500.

4500217046 East Amendment No. 1 to renew agreement with American Transportation Systems to provide shuttle bus transportation for the South Gate Educational Center during the period January 4, 2016 to February 5, 2016, inclusive. All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. Total cost: $18,750.
4500220494 **East. Agreement with Midnight Rain to provide technical support and maintenance for the East Stadium Scoreboard used for home football and soccer games during the period September 1, 2015 to July 31, 2016, inclusive. Total cost: $6,000.**

4500221415 **East. Agreement with Med Waste Management to provide medical waste removal for the Respiratory Therapy Program during the period December 9, 2015 to December 8, 2017, inclusive. Total cost: $1,200.**

4500221418 **East. Agreement with Global Transportation Services to provide bus transportation for high school student participating in the Assessment Center’s Day at East Program for potential students during the period February 16, 2016 to March 30, 2016, inclusive. All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. Total cost: $7,695.**

4500221421 **East. Agreement with Red 8, LLC to provide software for the Netapp Fast 2240 video security system used in the Information Technology Department during the period November 1, 2015 to October 31, 2016, inclusive. Total cost: $15,000.**

4500221423 **East. Agreement with Bibliotheca to provide book security and tagging system used in the library during the period December 1, 2015 to November 30, 2016, inclusive. Total cost: $5,400.**

4500221680 **East. No-cost agreement with Instructure, Inc. for the use of the fully hosted Learning Management Systems provided as a subscription cloud service over the internet and commonly known as Canvas for the Distance Learning Education Department during the period February 1, 2016 to June 30, 2017, inclusive. The Chancellor’s Office of the California Community Colleges will be covering the costs through Butte-Glenn Community College District during this 2-year period.**

4500220513 **Educational Service Center. Amendment No. 1 to extend agreement with JVA Group Los Angeles for one additional month through April 2016 and to provide for additional services between February and April for videography, digital media support and development of multi-lingual material for use in publications under the auspices of the Office of the Chancellor and funded from the Districtwide Public Relations funds. This agreement will allow time for a Request for Qualifications to be issued and processed. Total additional cost not to exceed: $25,000.**
Educational Services Center. Agreement with the Los Angeles Community Development Department/Los Angeles City Workforce Development Board to participate in regional planning efforts that will help align colleges with targeted high schools and ensure more students are identified for the District's Career Pathways project, under the auspices of the Office of Economic and Workforce Development, during the period of March 01, 2016 to December 30, 2016, inclusive. Los Angeles Community Development Department/Los Angeles City Workforce Development Board will ensure sustainable businesses within its membership are matched with students seeking a correlating work-based learning activity and will measure its success by having student interns evaluate the experience of the internship. Total cost: $200,000.

Educational Services Center. Agreement with the Southern California Marine Institute to develop and deploy learning initiatives that fall under the Career Pathways model and participate in regional planning efforts that enable colleges to work much closer with their targeted high schools, under the auspices of the Office of Economic and Workforce Development, during the period of January 30, 2016 to December 30, 2016, inclusive. Southern California Marine Institute will ensure sustainable businesses within its membership are matched with students seeking a correlating work-based learning activity and will measure its success by having student interns evaluate the experience of the internship. Total cost: $45,000.

Educational Services Center. Agreement with the City of Glendale on behalf of the Verdugo Workforce Development Board to align WIOA-funded activities (including business services and work experience activities) to help in recruiting at-risk youths for the project and participate in regional planning efforts that help align colleges with targeted high schools under the Career Pathways initiative, under the auspices of the Office of Economic and Workforce Development, during the period of March 01, 2016 to December 30, 2016, inclusive. Verdugo Workforce Development Board will ensure sustainable businesses within its membership are matched with students seeking a correlating work-based learning activity and will measure its success by having student interns evaluate the experience of the internship. Total cost: $30,000.

Educational Services Center. Amendment No. 2 to agreement with Directory Solutions Group to provide UnitySync software licenses and software support that will enable LACCD to synchronize user network identity and password data across
all colleges to enable optimized secure access to the new PeopleSoft Student Information System (SIS) and related modules under the auspices of the Office of Information Technology SIS project, during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $12,000.

Various

Harbor. Agreement with the following Los Angeles Unified School Districts' high schools to partner with the College to form the Harbor Sub-Region under the auspices of the LA Regional Careers Pathways project to create, organize, administer, and implement collaborative college and career pathways in the industry sectors of International Trade/Global Logistics for the Economic Workforce and Development department during the period November 1, 2015 to June 30, 2016, inclusive. Total cost: $31,200.

4500221374 - Narbonne High School - Total cost: $15,600
4500221375 - San Pedro High School - Total cost: $15,600

4500221356 Mission. Agreement with Viridis Learning, Inc. for license to use the Viridis Career Pathway Platform software and provide customization services and access to its Skills Passport software for the Student Services Department during the period July 6, 2015 to July 6, 2017, inclusive. Total cost: $28,000.

Various

Southwest. Agreement with the following colleges to act as a partner to participate in the regional project planning and implementation of new certificates and A.S. degree in Global Trade and Logistics, with industry-themed pathways, articulated courses supported by dual enrollment and/or early admission under the auspices of the Career Technical Education 40% Enhancement Fund Regional Share grant during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $40,000.

4500221310 - Santa Monica College - Total cost: $30,000
4500221311 - Santa Ana College - Total cost: $10,000

4500221370 Southwest. Agreement with Blackboard Connect, Inc. to provide an outreach notification service on admission, financial aid and event text during the period December 30, 2015 to December 29, 2018, inclusive. Total cost: $18,729.

4500218672 Trade-Technical. Agreement with Frontline Technologies Group to provide software to develop, record and track professional development of staff and faculty. This program will also facilitate reporting FLEX hours to the State Chancellor's Office ensuring that faculty meet their FLEX
obligation during the period October 1, 2015 to September 30, 2016, inclusive. Total cost: $8,900.

4500221297 Trade-Technical. Agreement with Dirango, LLC to provide Veeam System Availability program used in the Information Technology Department during the period October 1, 2015 to September 30, 2016, inclusive. Total cost: $39,648.

4500221338 Trade-Technical. Agreement with Outfront Media to provide bus wrap advertising for Trade-Technical College during the period July 31, 2015 to September 30, 2015, inclusive. Total cost: $35,000.

4500221495 Trade-Technical. Agreement with Link Systems International, Inc. to provide on-line Net Tutor used by students that require additional assistance with various subjects during the period December 1, 2015 to November 30, 2016, inclusive. Total cost: $9,984.

4500221447 Valley. Agreement with Center for Organizational Responsibility and Advancement to provide unlimited enrollment in the Teaching Men of Color Certificate Program including class guidebooks for the Academic Senate during the period December 15, 2015 to December 14, 2016, inclusive. Total cost: $15,000.

4500221652 Valley. Agreement with Cynosure New Media, Inc. to translate the existing online orientation and advising multimedia presentation into Spanish, Armenian and Russian languages for the Counseling Department during the period January 4, 2016 to December 31, 2016, inclusive. Total cost: $36,000.

4500221653 Valley. Agreement with Condensed Curriculum International to provide EKG Tech classes approved by the Board for the Community Services Department during the period January 1, 2016 to December 31, 2016, inclusive. Total cost: $16,800.

4500221657 Valley. No-cost agreement with Instructure, Inc. for the use of the fully hosted Learning Management Systems provided as a subscription cloud service over the internet and commonly known as Canvas for the Distance Learning Education Department during the period February 1, 2016 to June 30, 2017, inclusive. The Chancellor's Office of the California Community Colleges will be covering the costs through Butte-Glenn Community College District during this 2-year period.
Board of Trustees
Los Angeles Community College District

Com. No. BSD1 Division: Business Services Date: February 10, 2016

4500190265 West Amendment No. 2 to agreement with Optiv Security, Inc. to provide the Palo Alto Firewall Networks Technical support and software upgrade for internal security hardware that are between the College and the Internet. This firewall protects student, financial and human resources information, building automation and energy systems at the college and can provide a replacement firewall image in the event of hardware failure, through the Office of Information Technology during the period November 5, 2015 to November 4, 2016, inclusive. This agreement has been entered into under the authority of the competitively bid State of California Department of General Services Multiple Award Schedule Contract No. 3-09-70-2728M. Total cost: $31,542.

4500220426 West No-cost agreement with U.S. Veterans to provide mentoring, career and guidance services for veterans of the military during the period November 13, 2015 to June 30, 2016, inclusive.

4500221372 West Agreement with Career America, LLC to provide on-line access to video programming used to guide students through the process of applying for financial aid during the period October 1, 2015 to September 30, 2018, inclusive. Total cost: $15,000.

Total Cost of Section O: $761,142

P. SPECIAL GRANT FUNDED EXPENDITURE AGREEMENTS

4500188481 East Amendment No. 1 to renew agreement with U.S. Department of Transportation for that agency to fund the Technology Fellowship Program for up to three students during the period August 10, 2015 to August 9, 2016, inclusive. Total: $15,000.

4500190660 East Amendment No. 1 to renew agreement with National Science Foundation for that agency to fund the Academic and Student Support to Improve Science, Technology, Engineering and Mathematics programs for up to 125 students, during the period August 1, 2015 to July 31, 2016, inclusive. Total: $397,769.

4500201427 East Amendment No. 1 to renew agreement with California Community Colleges Chancellor's Office for that agency to fund the Math, Engineering and Science Achievement (MESA) program for up to 50 students during the period July 1, 2015 to June 30, 2016, inclusive. Total: $50,500.
### Board of Trustees

Los Angeles Community College District

<table>
<thead>
<tr>
<th>Com. No.</th>
<th>BSD1</th>
<th>Division: Business Services</th>
<th>Date: February 10, 2016</th>
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</table>

<table>
<thead>
<tr>
<th>Agreement Details</th>
<th>Amount</th>
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<tbody>
<tr>
<td><strong>East</strong> Agreement with California State University Northridge for that agency to fund the Build @ CSUN program for recruitment of community college students for up to 250 students during the period September 26, 2014 to June 30, 2016, inclusive.</td>
<td><strong>Total: $50,500.</strong></td>
</tr>
<tr>
<td><strong>Southwest</strong> Agreement with the following agencies to fund the Cougar Guardian Scholars Program grant to provide comprehensive services to current and former foster youths as they develop and pursue their educational or vocational goals at the College in order to earn degrees, transfer to four-year institutions, and/or learn vocational skills.</td>
<td><strong>Total income: $55,000.</strong></td>
</tr>
<tr>
<td><strong>Trade-Technical</strong> Amendment No. 1 to renew agreement with Los Angeles Unified School District for that agency to fund the GEAR UP 4 LA Program for up to 200 students, during the period September 1, 2014 to August 31, 2017, inclusive.</td>
<td><strong>Total: $108,420.</strong></td>
</tr>
<tr>
<td><strong>West</strong> Amendment No. 2 to renew agreement with California State University Dominguez Hills for that agency to fund the Title V HSI Cooperative Project to assist students transferring to Dominguez Hills from West, for up to 60 students during the period October 1, 2015 to September 30, 2016, inclusive.</td>
<td><strong>Total: $236,300.</strong></td>
</tr>
</tbody>
</table>

**Total of Section P: $913,489**

### Q. SHORT TERM AGREEMENTS PREPARED AT SITE LOCATIONS FOR SERVICES, RENTAL & MAINTENANCE OF EQUIPMENT, AND LICENSE & MAINTENANCE OF SOFTWARE $5,000 OR LESS PER YEAR

<table>
<thead>
<tr>
<th>Agreement Details</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>City</strong> Amendment No. 1 to increase the contract amount on agreement with Subway Sandwich to provide catering services for the student forum workshops as allowed by the CalWORKs Temporary Assistance for Needy Families Program grant during the period January 4, 2016 to June 30, 2016, inclusive.</td>
<td><strong>Total cost: $2,472.</strong></td>
</tr>
</tbody>
</table>
City. Amendment No. 1 to increase the contract amount on agreement with Wayne Williams to conduct “Auto Wholesale Business from Home” classes previously approved by the Board for the Community Services Department during the period October 1, 2015 to June 30, 2016, inclusive. Total cost: $517.

City. Agreement with Transportation USA to provide bus transportation for CTE secondary and post-secondary students and staff to various locations for career exploration activities as allowed by the Perkins IV Title grant during the period August 1, 2015 to June 30, 2016, inclusive. All charter buses are licensed by the Public Utilities Commissions and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. Total cost: $3,200.

City. Agreement with Kogi Restaurant Group LLC to provide food truck catering services for the U.S. Veterans Initiative program as allowed by the Student Equity fund on November 10, 2015. Total cost: $2,256.

City. Agreement with Maggiano’s Little Italy to provide catering services for CalWORKs workshop as allowed by the Temporary Assistance for Needy Family grant during the period December 1, 2015 to June 30, 2016, inclusive. Total cost: $400.

City. Agreement with William Bly to provide catering services for CalWORKs meetings as allowed by the CalWORKs grant during the period November 16, 2015 to June 30, 2016, inclusive. Total cost: $3,100.

City. Agreement with City of Los Angeles to rent tennis courts at Griffith Park to conduct tennis classes previously approved by the Board for the Community Services Department during the period January 9, 2016 to February 27, 2016, inclusive. Total cost: $150.

City. Agreement with John D. Gray to provide tuning services on nine pianos for the Music Department during the period January 11, 2016 to February 28, 2016, inclusive. Total cost: $540.
4500221403  East. Agreement with My Bus, Inc. to provide round trip transportation for Adelante Students from East to Loyola Marymount University on October 9, 2015. All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. Total cost: $785.

4500221406  East. Agreement with Global Transportation Services to provide round trip transportation for high schools students participating in East's College Workshop Program for students and parents on January 16, 2016. All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. Total cost: $2,094.

4500221407  East. Agreement with ARC Imaging Resources to provide maintenance for one Xerox Workcentre 7855PT located in the Architecture Department during the period September 11, 2015 to September 10, 2016, inclusive. Total cost: $2,000.

4500221408  East. Agreement with ARC Imaging Resources to provide maintenance for one Xerox 6604 printer located in the Architecture Department during the period August 1, 2015 to July 31, 2016, inclusive. Total cost: $3,000.

4500221409  East. No-cost agreement with George Yepes to provide two Mixed Media Art Projects for the Community Services Department during the period December 11, 2015 to June 30, 2016, inclusive.

4500221450  East. Agreement with William Moreno to provide guest curator services for an exhibition of artwork by Linda Arreola at the Vincent Price Museum during the period December 21, 2015 to February 27, 2016, inclusive. Total cost: $1,000.

Various  Educational Services Center. Agreements and amendments as part of a mandatory partnership under the ESL/Basic Skills Professional Development Grant funded by the California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant and, as such, is required to enter into and fund agreements with individuals to provide for five (5) workshops to provide training on Cultivating a Growth Mindset for approximately 40 faculty from various community colleges throughout the state, during the period February 19, 2016 to May 20, 2016, inclusive. Total cost: $3,000.

4500215926  Kristine Nikkhoo  $1,500
4500215927  Scott Sandler  $1,500
Educational Services Center. Agreement with Paula Gunder to provide training on the Habits of Mind Leadership Community of Practice series of workshops for approximately 40 faculty from various community colleges throughout the state as part of a mandatory partnership under the ESL/Basic Skills Professional Development Grant funded by the California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant and, as such, is required to enter into and fund agreements with individuals to provide workshops, during the period February 19, 2016 to May 20, 2016, inclusive. **Total cost: $1,500.**

Harbor. Agreement with Haas Systems to provide technical support and software upgrades on fire system equipment for the Facilities Department during the period January 1, 2016 to December 31, 2016, inclusive. **Total cost: $1,465.**

Mission. Agreement with Noemi Castaneda to conduct a workshop on the topic of interviewing and job skills for the CARE Program participants during the period December 2, 2015 to December 11, 2015, inclusive. **Total cost: $2,000.**

Mission. Agreement with Matthew Schreiber to provide piano tuning services for the Art Department during the period January 10, 2016 to January 31, 2016, inclusive. **Total cost: $400.**

Mission. Agreement with Ricardo Rodriguez, Jr. to provide dance performance during the college's State and Screen Festival on December 11, 2015. **Total cost: $350.**

Various. Two agreements with the following contractors to conduct a workshop on the culturally responsive training series for the Library on November 4, 2015. **Total cost: $2,000.**

4500220874 John Benitz $1,000
4500220875 Andrew P. Carroll $1,000

Mission. Agreement with Canon Solutions America, Inc. for maintenance of Canon ADV5945 copier in the Maintenance and Operations Department during the period March 3, 2016 to March 2, 2017, inclusive. **Total cost: $1,300.**

Mission. Agreement with Canon Solutions America, Inc. for maintenance of a Canon iR3245 copier in the Child Development Center during the period March 12, 2016 to March 11, 2017, inclusive. **Total cost: $600.**
Pierce. Agreement with Canon Solutions America, Inc. for maintenance of five Canon IR1025 copiers in the Center for the Sciences Building during the period March 3, 2016 to March 2, 2017, inclusive. **Total cost: $1,500.**

Pierce. Agreement with Scantron Corporation for maintenance of a Scantron 5702505 IN4ES machine in the Assessment Center during the period February 13, 2016 to February 12, 2017, inclusive. **Total cost: $901.**

Southwest. Agreement with La Opinion to run quarter page color ad to promote 2015 Fall semester enrollment on July 20, 2015. **Total cost: $800.**

Southwest. Agreement with Study Smart Tutors to provide a 4-hour SAT workshop for students as allowed by the Upward Bound program grant on May 23, 2015. **Total cost: $1,526.**

Southwest. Agreement with La Opinion to run mobile banner ads across Impower websites to promote 2016 Winter/Spring semester enrollment during the period December 1, 2015 to December 30, 2015, inclusive. **Total cost: $2,500.**

Southwest. Agreement with Godparents Youth Organization to provide two separate bus transportations for Upward Bound students and staff to California State University, Dominguez Hills and California Institute of Technology, Pasadena for a campus tour on November 23, 2015 and on a separate bus to Knott's Berry Farm – Adventure in Education on November 24, 2015. All charter buses are licensed by the Public Utilities Commissions and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. **Total cost: $1,239.**

Southwest. Agreement with Socal Noma to plan and coordinate Engineering Summer Bootcamp to local feeder high school students as allowed by the Deputy Sector Navigator grant during the period July 1, 2015 to December 31, 2015, inclusive. **Total cost: $4,050.**

Southwest. Agreement with Upsnap USA, Inc. to provide mobile advertising from 0-15 miles around the campus to promote 2016 Winter/Spring semester enrollment during the period November 30, 2015 to December 5, 2015, inclusive. **Total cost: $2,000.**
4500221014  Southwest. Agreement with Wave Community Newspaper to run a web ad to promote 2016 Winter/Spring semester enrollment during the period December 24, 2015 to January 14, 2016, inclusive. Total cost: $600.


4500221143  Southwest. Agreement with Los Angeles Sentinel to provide vertical web banner advertisement to promote 2016 Winter/Spring enrollment during the period December 17, 2015 to January 18, 2016, inclusive. Total cost: $1,500.

4500220185  Trade-Technical. Agreement with Celtis Ventures, to provide advertising for the LATTC Institute for Advanced Transportation Training designed to increase program awareness during the period November 23, 2015 to December 23, 2015, inclusive. Total cost: $4,800.

4500220941  Trade-Technical. Agreement with Planet Speck to provide photography services from Hillary Clinton’s visit to LATTC in August 2015 to be used in future LATTC advertising. Total cost: $650.

4500208591  Valley. Amendment No. 1 to agreement with Canon Solutions America, Inc. to increase the contract amount to allow for overages for the Academic Affairs Office during the period May 1, 2015 to January 31, 2016, inclusive. Total cost: $450.

4500219788  Valley. Agreement with Rhea Louise Derman Sparks to conduct a workshop on the subject of anti-bias and multicultural education for the Career Technical Education Program on October 16, 2015. Total cost: $1,000.


4500219862  Valley. Agreement with Jamiel Shaw dba Musclemen Fitness Equipment Repair for maintenance and repair of treadmills in the Fitness Center during the period October 12, 2015 to November 30, 2015, inclusive. Total cost: $726.
4500220610  Valley. Agreement with Robert K. Moore dba Mountain Medical Supply for repair including part replacement of SciFit Pro 2 exercise machine for the Services for Students with Disabilities during the period December 15, 2015 to February 1, 2016, inclusive.  **Total cost:** $201.

4500220652  Valley. Agreement with Simon’s Power Equipment for repair and sharpening of a 24” Stihl chainsaw for the Maintenance and Operations Department during the period October 29, 2015 to November 29, 2015, inclusive.  **Total cost:** $118.

4500220925  Valley. Agreement with Subway Sandwich to provide approximately 250 boxed lunches for Upward Bound Math & Science (UBMS) Saturday Academies participants and field trips as allowed by UBMS grant during the period December 1, 2015 to May 31, 2016, inclusive.  **Total cost:** $1,500.

4500220932  Valley. Agreement with Time Clock Sales & Service Co. for repair of an Amano MJR7000 time clock for the Maintenance and Operations Department during the period December 1, 2015 to December 31, 2015, inclusive.  **Total cost:** $139.

4500221010  Valley. Agreement with Prudentm Overall Supply for rental of floor mops for the Custodial Services during the period January 1, 2016 to December 31, 2016, inclusive.  **Total cost:** $1,683.

4500221330  Valley. Agreement with Canon Solutions America, Inc. for maintenance of a Canon IR3045 copier in the Receiving Department during the period December 15, 2015 to December 14, 2016, inclusive.  **Total cost:** $333.

4500221357  Valley. Agreement with Canon Solutions America, Inc. for maintenance of a Canon IR2200 copier in the CalWORKs Office during the period January 1, 2016 to December 31, 2016, inclusive.  **Total cost:** $745.

4500221360  Valley. Agreement with Canon Solutions America, Inc. for maintenance of a Canon IR3235 copier in the Nursing Department during the period January 5, 2016 to January 4, 2017, inclusive.  **Total cost:** $219.

**Total Cost of Section Q:** $64,459
R. SETTLEMENT OF CLAIMS

16-0014 East. Settlement of a union grievance in the amount of $1,179.80.

Background: Settlement of a grievance filed by AFT 1521A Staff Guild regarding the collection of union dues from represented employees at East Los Angeles College.

P55896 Mission. Settlement of a claim in the amount of $11,000.

Background: Settlement of a violation notice by the South Coast Air Quality Management District for untimely submission of the Employee Commute Reduction Program report.

Total Cost of Section R: $12,179.80
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. AUTHORIZE SERVICE AGREEMENTS

A. Authorize an agreement with Account Control Technology (ACT) to provide services to the Central Financial Aid Unit in the collection of past-due delinquent and defaulted federal and state student loans other than Perkins, during the period March 1, 2016 to February 29, 2021, inclusive, at a commission percentage to ACT of 22% to 30%.

   Background: The billing services will continue much-needed collection services provided by this and other collection agencies in the past. The dollar amount of commissions paid will vary based on the number of based on the number of referrals of delinquent, defaulted and uncollectable accounts made in accordance with federal-due diligence guidelines. There are no net costs to the District for ACT's services as the commission earned is billed directly to the account holders as a cost of collection activity.

B. Authorize an agreement with Fairbank, Maslin, Maulin, Metz & Associates - Los Angeles to conduct public opinion survey research and marketing analysis for ballot measure support under the auspices of the Office of the Chancellor and funded by the District Wide Marketing account during the period of February 11, 2016 to August 31, 2016 inclusive at a total cost not to exceed $133,350.00.

   Background: This public opinion survey research agreement would allow the firm to conduct opinion polls to assist the District with needed research related to public support for facilities and infrastructure modernization. The surveys will be based on goals developed by college constituents and community on needs, potential projects and revised Educational and Facilities Master Plans.

II. AUTHORIZE DESTRUCTION OF RECORDS

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ______________________ Date ______________
II. AUTHORIZE DESTRUCTION OF RECORDS

A. Authorize the destruction of the following Los Angeles Harbor College Class 3 Disposable Records:

1 box of unused City National Bank Journalism Account Check #1101 through #1200 (99 checks), City National Bank Journalism Account No. 08 deposit slips (1,250 slips), Wells Fargo A.S.O check #1001 through #1040 (39 checks), Wells Fargo A.S.O deposit slips (443 slips), Wells Fargo LACCD, Los Angeles Harbor College Trust (495 slips), and Wells Fargo LACCD-Los Angeles Harbor College Trust -2 stamps, Wells Fargo Bank A.S.O -2 stamps, Wells Fargo bank Revolving Cash Refund -1 stamp, Union Bank for the Bookstore -1 stamp, City National Bank Journalism Account - 2 stamps.


Background: In accordance with Title V of the California Code of Regulations and the Board’s Records Policy (Board Rule 7706 et seq.), the College Vice President of Administrative Services has determined that the listed Class 3 Disposable Records are no longer needed in paper format since they have been reserved and maintained beyond their required retention, and that no records included in this action conflict with the Board’s Records Retention Policy.

B. Authorize the destruction of the following Los Angeles Mission College Class 3 Disposable Records:

Approximately 35,000 students’ financial aid documents from July 1, 2013 to June 30, 2014

Background: In accordance with Title V of the California Code of Regulations, the Board’s Record Policy (Board Rule 7706 et seq.), Health and Safety Code 123145, and Chancellor’s Administrative Regulation E-106, The Los Angeles Mission College President has determined that the above referenced Class 3 Disposable Records are no longer needed in paper format since they have been preserved and maintained beyond their required retention period. No records included in the action conflict with the Board’s Record Policy.

C. Authorize the destruction of the following Los Angeles Valley College Class 3 Disposable Records:

1. Seven boxes of Community Services & Library cash receipts from July 1, 1998 to June 30, 2008.
2. Seventy-Seven boxes of Bookstore collection reports from July 1, 1992 to June 30, 2011.
5. Forty boxes of Purchase Orders, Contracts and FOF invoices from July 1, 1992 to June 30, 2010.
8. One box of Warrant Register reports from July 1, 2004 to June 30, 2005.
9. Four boxes of Miscellaneous Checks with backup from July 1, 1992 to June 30, 2005.
10. Two boxes of Refund Checks Receipts from July 1, 1996 to June 30, 1997.

Background: In accordance with Title V of the California Code of Regulations and the Board’s Records Policy (Board Rule 7706 et seq.), the College Vice President of Administrative Services has determined that the listed Class 3 Disposable Records are no longer needed in paper format since they have been preserved and maintained beyond their required retention, and that no records included in this action conflict with the Board’s Records Retention Policy.

III. AUTHORIZE LEASE OF DISTRICT FACILITIES

Authorize a lease agreement with S & B Foods for the café space, 7,012 sq. ft. identified in the Student Services Building on the campus of West Los Angeles College, 9000 Overland Avenue, Culver City, California 90230 to provide food service to the campus community. The lease agreement shall be during the term of February 11, 2016 through December 31, 2016. Total estimated rental income: $25,000.00.

Background: Short term lease pending selection of a vendor as part of the district wide RFP for food services. Initial term through Fall 2016 with standard termination clauses. Renew semester to semester or annually pending selection of a vendor through the district wide RFP process. Estimated income from the initial contract period assumes the vendor will be able to commence operations approximately March 1, 2016 and will pay a guaranteed commission of $2,500 a month or $30,000 annually. If annual sales exceed $500,000 the college will receive 10% in additional commission over the $2,500 a month guarantee.

This agreement is being issued pursuant to California Education Code section 81378.1, which allows for the letting of the lease for a period of more than five
days but less than five years. This Code provides for this lease to be made without the need to acquire formal or informal bids or proposals. In addition, the Code requires public notice of the intent to take this action and was advertised once a week for three (3) consecutive weeks prior to the board action. In reviewing comparison locations in the area, the college has arrived to a determination that the fair market value range from $25,000 to $27,000. This lease agreement is within the range the fair market value.

IV. RATIFY SERVICE AGREEMENTS

A. Ratify Amendment No. 3 to renew Agreement No. 4500181132 with SAP Public Services, Inc. for maintenance of mySAP, Payroll Tax, Employee Self Service (ESS), Mercury QC software, NetWeaver, Public Budget Formulation, Adobe enabled Interactive Forms, dashboard reporting features modules, as well as SAP MII (Manufacturing Integration and Intelligence) and SAP MRS (Multiresource Scheduling) of the SAP Enterprise System software during the period January 1, 2016 to December 31, 2016, inclusive, at a total cost of $750,489.

Background: This agreement was approved by the Board of Trustees on January 16, 2013 (Com. No. BSD2). Funding is through the District’s Information Technology funds.

B. Ratify legal services agreement with Strumwasser & Woocher, LLP under the auspices of the Office of General Counsel at the Educational Service Center to provide specialized legal services on an as needed basis only. Fee schedule is: Senior Partners; $525/hour; Junior Partners: $450/hour; Senior Associates: $375/hour; Junior Associates: $325/hour and Paralegals/Analysts: $175/hour, during the period November 1, 2015 to October 31, 2020, inclusive.

Background: This agreement will provide for the addition of another legal firm to the current listing of providers for specialized legal services on an as needed basis only. Funding is through Districtwide Office of General Counsel funds.

V. RATIFY ACCEPTANCE OF DONATION

Ratify the following donation and express appreciation to the donors for their contribution to the District.

Los Angeles Southwest College

Donation of one 16” diameter x ¾” LEED platinum plaque, sand blasted in the front, with round mounting hardware total value by the donor at $550 from Harper Construction Company to be used to promote LEED education.
Subject: APPROVE FACILITIES PLANNING AND DEVELOPMENT REPORT

The following items are recommended for approval by Facilities Planning and Development as part of the Consent Calendar for the Board of Trustees Meeting Agenda for the date shown.

The Consent Calendar may be approved with a single vote. Any member of the Board of Trustees has the authority to remove any item listed and have it included on the Action Calendar for a separate vote.

Information regarding each item on the Consent Calendar can be found in FPD1 Resource Document.

I. AUTHORIZE PROFESSIONAL SERVICES AGREEMENT

Authorize a short-term agreement with American Ombudsman Enterprises (AOE) to provide continued ombudsman services for the Bond Program workers' compensation carve-out program (Amount requested $36,000).

II. AUTHORIZE AMENDMENTS TO PROFESSIONAL SERVICES AGREEMENTS

A. Authorize actions for Amendment No. 1 to Agreement No. 4500215463 with KPFF Consulting Engineers to provide additional engineering services for the Faculty Office Roadway project of the overall PE Stadium Walkway, Pepper Tree Roadway, and Faculty Office Roadway projects at Pierce College (Amount requested $58,110).

B. Authorize Amendment No. 2 to Agreement No. 33728 with CO Architects to provide additional design services for Allied Health & Science Center project at Los Angeles Valley College (Amount requested $277,000).

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor
III. AUTHORIZE ADOPTION OF CONSTRUCTION PLANS AND SPECIFICATIONS

Authorize the adoption of plans and specifications for certain projects at West Los Angeles College (No cost).

IV. RATIFY CONSTRUCTION CONTRACT

Ratify a contract with Floor Tech America, Inc. to provide general construction services for the Corporate Centre project at East Los Angeles College - Corporate Centre (Amount Requested $44,189).

V. RATIFY CHANGE ORDERS FOR CONSTRUCTION CONTRACTS GREATER THAN $30,000 IN ORIGINAL COST ISSUED UNDER THE STANDARD "DESIGN-BID-BUILD" METHOD OF PROJECT DELIVERY

A. Ratify Change Order No. 9 to Construction Contract No. 33850 with Masters Contracting Corporation for additional general construction services for the Roadway, Walkway, Grounds, Parking Lot (RWGPL) - Red Line Pedestrian Corridor project at Los Angeles City College (Amount Requested $11,058).

B. Ratify Change Order No. 1 to Construction Contract No. 4500207299 with A.J. Fistes Corporation for additional architectural painting services for the Corporate Centre Interior Painting project at East Los Angeles College - Corporate Centre (Amount Requested $2,657).

C. Ratify Change Order No. 1 to Construction Contract No. 4500201111 with Waisman Construction Inc. for additional construction services for the Child Development Center Generator project at Los Angeles Southwest College (Amount requested $69,000).

D. Ratify Change Order No. 2 to Construction Contract No. 33832 with Access Pacific, Inc. to provide continued general construction services for the South Campus - Upgrade Security Doors project at Los Angeles Trade-Technical College (No cost).

VI. RATIFY CHANGE ORDER FOR CONSTRUCTION CONTRACT LESS THAN $30,000 ISSUES UNDER THE STANDARD "DESIGN-BID-BUILD" METHOD OF PROJECT DELIVERY

Ratify Change Order No. 3 to Construction Contract No. 33800 with Valle Grande Construction for additional general construction services for the Horticulture Fence project at Pierce College (Amount Requested $717).
VII. RATIFY SUBSTITUTION OF CONSTRUCTION SUBCONTRACTOR

Ratify substitution regarding Contract No. 33863 with Balfour Beatty Construction for the North of Mall Campus Improvements Package - Parking Lot 8 ADA Corrective Work project at Pierce College (No cost).

VIII. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACTS

A. Authorize Acceptance of Completion of Contract No. 4500215743 with South Bay Landscaping, Inc. to provide general construction services for the CDC Irrigation and System Repair project at East Los Angeles College (No cost).

B. Authorize Acceptance of Completion of Contract No. 4500207299 with A. J. Fistes Corporation to provide general construction services for the Corporate Centre Interior Painting project at East Los Angeles College - Corporate Centre (No cost).

C. Authorize Acceptance of Completion of Contract No. 4500201111 with Waismann Construction Inc. to provide general construction services for the Child Development Center Generator project at Los Angeles Southwest College (No cost).

D. Authorize Acceptance of Completion of Contract No. 33832 with Access Pacific, Inc. to provide general construction services for the South Campus - Upgrade Security Doors project at Los Angeles Trade-Technical College (No cost).

IX. AUTHORIZE AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Authorize Amendment No. 11 to Design-Build Agreement No. 33741 with Harper Construction Company, Inc. for additional Design-Build services for the Holmes Hall Modernization and Student Services Building project at Los Angeles City College (Amount Requested $932,557).

B. Authorize actions for Amendment No. 16 to Agreement No. 32975 with Pinner Construction Company for additional Design-Build services for the Student Success and Retention Center project at East Los Angeles College (Credit of $3,638).

C. Authorize actions for Amendment No. 7 to Design-Build Agreement No. 32879 with Masters Contracting Corporation for additional Design-Build services for the Campus Modernization Phase II project at Mission College (Amount Requested $105,266).
X. RATIFY AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Ratify Amendment No. 9 to Design-Build Agreement No. 33074 with Pankow Special Projects, L.P. for additional Design-Build services for the Theater Drama Speech project at Los Angeles Harbor College (Amount Requested $35,000).

B. Ratify Amendment No. 2 to Design-Build Agreement No. 33304 with KPRS Construction Services for additional Design-Build services for the Campus Improvements - Building Retrofit project at Los Angeles Valley College (Amount Requested $48,500).

XI. AUTHORIZE WAIVER ON RESTRICTIVE SPECIFICATIONS

Make a determination that there is an appropriate basis for waiving the prohibition on restrictive specifications pursuant to Public Contract Code Section 3400 C and authorize the requirement that specifications and bidding documents for the Cedar Hall Chiller Overhaul/Refurbishment project at Los Angeles Trade-Technical College (No cost).
Subject: AUTHORIZE MASTER PROCUREMENT AGREEMENT AND RATIFY AMENDMENT TO MASTER PROCUREMENT AGREEMENT

I. AUTHORIZE MASTER PROCUREMENT AGREEMENT

Computer Peripheral Products

Action

Placeholder

Pursuant to Public Contract Code Section 20652, 50653.5 and Education Code 81646, a) find it is in the best interest of the District to procure under the authority of Master Procurement Agreements established by the Foundation for California Community Colleges (FCCC) and, b) authorize computer peripheral products purchases from the following established FCCC agreements as stipulated below. This Agreement shall be coterminous with the Term of the FCCC Agreement. The discounts itemized in the table below represent additional discounts extended to the FCCC over the suppliers published higher education price list. If applicable, all sales tax shall be paid.

CDW Government LLC
Contract No. CB #15-206
Not to Exceed Amount: $5,000,000
Expiry June 3, 2016

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ____________________________ Date __________

Eng __________________ Moreno __________________
Fong __________________ Pearlman ____________
Hoffman _____________ Svonkin ________________
Kamlager _____________ Anderson _____________
Student Trustee Advisory Vote
### AGREEMENT WITH: CDW GOVERNMENT LLC

<table>
<thead>
<tr>
<th>Item No</th>
<th>Bid Item Description</th>
<th>Percent Discount from Catalogue Price List</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Laptop Accessories</td>
<td>3.50%</td>
</tr>
<tr>
<td>2</td>
<td>Battery Back-up/Power/Surge</td>
<td>14.50%</td>
</tr>
<tr>
<td>3</td>
<td>Cables</td>
<td>15.00%</td>
</tr>
<tr>
<td>4</td>
<td>Data Storage/Drives</td>
<td>9.50%</td>
</tr>
<tr>
<td>5</td>
<td>Digital Imaging Camera/Scanner</td>
<td>5.50%</td>
</tr>
<tr>
<td>6</td>
<td>Keyboard/Mice/Input Devices</td>
<td>13.50%</td>
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<tr>
<td>7</td>
<td>Memory/System Components</td>
<td>8.50%</td>
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<tr>
<td>8</td>
<td>NetComm Products</td>
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<tr>
<td>9</td>
<td>Sound/Multimedia</td>
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</tr>
<tr>
<td>10</td>
<td>Telecom Products</td>
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<tr>
<td>11</td>
<td>Video/Monitors/Cards/Projectors</td>
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<td>12</td>
<td>Notebook/Mobile Devices</td>
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<tr>
<td>13</td>
<td>Enterprise Storage</td>
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<tr>
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<td>Desktop Computers</td>
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<tr>
<td>15</td>
<td>Servers and Server Equipment</td>
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<td>16</td>
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<td>17</td>
<td>Printing and Document Scanning</td>
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<tr>
<td>18</td>
<td>Software</td>
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</table>

**Funding and Development Phase**

Funding is through Proposition A/AA and Measure J Bond proceeds or through General Funds as applicable. This procurement is initially for the Furniture, Fixtures and Equipment (FF&E) project and is available for use District-wide. District-wide peripheral products purchases [40J.5J55.05, FF&E. All Phases.](#)
II. RATIFY AMENDMENT TO MASTER PROCUREMENT AGREEMENT

Action

Ratify Amendment No. 1 to Master Procurement Agreement No. 40226 with Hewlett Packard Enterprise Company ("HPE") to add Network Products and discounts within the existing term of the Agreement expiring on February 8, 2017 at no additional cost.

Background

Master Procurement Agreement No. 40226 with HPE was authorized by the Board of Trustees on February 8, 2012 (Com. No. FPD2) for a period of five (5) years at a not to exceed amount of $20,000,000. The proposed Amendment provides additional Network Products at a fifty-percent (50%) discount. There are no other changes proposed.

Funding and Development Phase

Funding is through Proposition A/AA and Measure J Bond proceeds or through General Funds as applicable. Server Hardware 40J.J05.07. All Phases.
Subject: **PERSONNEL SERVICES ROUTINE ACTIONS**

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Total (This Report)</th>
<th>Total (07-01-15 to Date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Academic Service:</td>
<td>592</td>
<td>5300</td>
</tr>
<tr>
<td>(Faculty, Academic Administration,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Supervisors)</td>
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<td></td>
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<tr>
<td>2. Classified Service:</td>
<td>108</td>
<td>899</td>
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<tr>
<td>(Clerical, technical, supervisors,</td>
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<td></td>
</tr>
<tr>
<td>maintenance &amp; operations, trades,</td>
<td></td>
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<tr>
<td>classified managers, confidential)</td>
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<td></td>
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<tr>
<td>3. Unclassified Service:</td>
<td>2240</td>
<td>12829</td>
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<tr>
<td>(Student workers, professional</td>
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<td></td>
</tr>
<tr>
<td>experts, community services staff,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>community recreation)</td>
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<tr>
<td>Total:</td>
<td>2940</td>
<td>19028</td>
</tr>
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</table>

**DATE RANGE:** December 15, 2015 – January 14, 2016

**EER:** Case #704

All personnel actions reported herein are in accordance with the Board of Trustees Rules and are within the approved budget. Personnel actions include retirements, employment, leaves, separations/resignations and assignment changes.

The classified assignments noted above have not been certified by the Personnel Commission and are subject to further audit by the Personnel Commission due to SAP transition issues and may be subject to change.

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Albert J. Román, Vice Chancellor
Human Resources

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________
Subject: **APPROVE DISCIPLINARY ACTION REGARDING CLASSIFIED EMPLOYEE**

I. **APPROVE SUSPENSION OF CLASSIFIED PERMANENT EMPLOYEE**

The seven (7) day suspension of employee (EN 1004165) assigned to Los Angeles Trade-Technical College as a permanent Custodian is based on the following causes:

- Frequent Unexcused Absence and Tardiness
- Abuse of Leave Privileges by Habitual Use of Leave for Trivial Indispositions or by Absence so Frequent that Efficiency of the Service is Impaired
- Discourteous, Abusive or Threatening Language or Behavior Directed Toward any Person, Including Sexual Harassment, or other Legally Prohibited Actions or Behavior
- Insubordination
- Dishonesty

**Background:** The above recommendation is in accordance with procedures listed in Education Code Section 88123 and Personnel Commission Rule 735. Evidence is on file in the Employer-Employee Relations Unit of the Human Resources Division to support the above recommendation.

Due process rights guaranteed by Skelly v. State Personnel Board, 15 Cal. 3d 194 (1975) have been afforded the above listed permanent employee.

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**Recommended by:**
Albert J. Román, Vice Chancellor
Human Resources

**Recommended by:**
Adriana D. Barrera, Deputy Chancellor

**Approved by:**
Francisco C. Rodriguez, Chancellor

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Chancellor and Secretary of the Board of Trustees

By ___________________ Date _____________

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Eng _____________ Moreno _____________
Fong _____________ Pearlman _____________
Hoffman __________ Svonkin _____________
Kamlager __________ Anderson _____________
Student Trustee Advisory Vote
Subject: APPROVE NEW EDUCATIONAL COURSES AND PROGRAMS

I. APPROVE NEW COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>CINEMA</td>
<td>Media Aesthetics and Design for Film and Digital Media (3 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>ARTHIST</td>
<td>Introduction to Street Art and Urban Visual Culture (1 Unit) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>ARTHIST</td>
<td>Directed Study – Art History (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>EGD TEK</td>
<td>3-D Computer-Aided Design with PTC-CREO (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>READING</td>
<td>Academic Foundations for Reading (3 Units) EAST</td>
<td>NT</td>
</tr>
</tbody>
</table>

Recommended by: Donald Gauthier, President, DAS

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco G. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ____________________________ Date ____________________________
### APPROVE NEW COURSES (continued)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>E.S.L.</td>
<td>College English As A Second Language IV: Listening and Speaking (3 Units) HARBOR</td>
<td>NT</td>
</tr>
<tr>
<td>ANML SC</td>
<td>Equine Facility Management (2 Units) PIERCE</td>
<td>CSU</td>
</tr>
<tr>
<td>COMM</td>
<td>Introduction to Communication Studies (3 Units) PIERCE</td>
<td>CSU</td>
</tr>
<tr>
<td>DNCESPC</td>
<td>Cultural Dance Rehearsals and Performances I (1 Unit) VALLEY</td>
<td>CSU</td>
</tr>
<tr>
<td>VOC ED</td>
<td>Custodial Technician Training (0 Units) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>Exploring Computer Science Information Technology Careers (0 Units) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>Computer Literacy for College (0 Units) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>Robotics Lab I (0 Units) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>Introduction to Social Media-WordPress Blogs (0 Units) WEST</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>CISCO, VMWare, and Network Security Training Lab (0 Units) WEST</td>
<td>NT</td>
</tr>
</tbody>
</table>
II. RATIFY ADDITIONS TO EXISTING CREDIT COURSES

The following are college additions of individual credit courses which have been previously adopted by the Board of Trustees.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCETQ</td>
<td>Jazz Dance Techniques II (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>MATH</td>
<td>Introduction to Algebraic Concepts (5 Units) MISSION</td>
<td>NT</td>
</tr>
<tr>
<td>THEATER</td>
<td>Rehearsals and Performances II (2 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>THEATER</td>
<td>Rehearsals and Performances III (3 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>MUSIC</td>
<td>Recording Arts Workshop I (3 Units) VALLEY</td>
<td>CSU</td>
</tr>
<tr>
<td>MUSIC</td>
<td>Recording Arts Workshop II (3 Units) VALLEY</td>
<td>CSU</td>
</tr>
<tr>
<td>MUSIC</td>
<td>Recording Arts Workshop III (3 Units) VALLEY</td>
<td>CSU</td>
</tr>
</tbody>
</table>
Subject: **APPROVE NEW COMMUNITY SERVICES OFFERINGS**

Approve the following new Community Services course offerings as submitted by Los Angeles Harbor College and West Los Angeles College for use in the Los Angeles Community College District, as listed in Attachment 1.
## TECHNICAL

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do's and Don'ts on the Internet</td>
<td>Students in this class will learn the best practices for protecting their identities, computers and internet-connected devices from malware, viruses and phishing scams.</td>
</tr>
<tr>
<td>Your Web Presence (Promoting Yourself or Business Online)</td>
<td>Students in this class will learn how to use social media and web-based portals to promote their businesses and/or selves.</td>
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</table>

## GENERAL EDUCATION

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structuring Your Life For Success</td>
<td>Students in this class will learn prioritization through interactive processes of identifying and eliminating distractions, managing stress, and balancing the complexities of home life and work while working toward their goals.</td>
</tr>
<tr>
<td>Establish Your Own Preschool/Child Care Center</td>
<td>Students in this class will learn how to participate in a comprehensive overview of best practices, licensing process, licensing/staffing requirements, funding, generating funds, marketing, operations and labor laws.</td>
</tr>
<tr>
<td>Entrepreneur – How to Start a Business With No Money</td>
<td>Students in this class will learn through an interactive process how to identify business options, develop a business plan, create a marketing strategy, and how to brand products.</td>
</tr>
<tr>
<td>Color Illustration and Design for Advanced Beginners</td>
<td>Students in this class will learn about design basics and how to use and apply color to their drawings.</td>
</tr>
<tr>
<td>Beginning Book Binding</td>
<td>Students in this class will learn basic book binding techniques and how to make book covers.</td>
</tr>
<tr>
<td>Fruit Bouquets</td>
<td>Students in this class will learn basic design and construction techniques used to create fruit bouquets.</td>
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<tr>
<td>COURSE NAME</td>
<td>DESCRIPTION</td>
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</tr>
<tr>
<td>Bake Great Cakes from Scratch</td>
<td>Students in this class will learn the best practices used to bake cakes and create icings.</td>
</tr>
<tr>
<td>Cake Decorating – Buttercream and Icing Basics</td>
<td>Students in this class will learn how to use a piping bag and assorted cake decorating tips to create new and classic patterns.</td>
</tr>
<tr>
<td>Cake Decorating – Fondant and Gum Fundamentals</td>
<td>Students in this class will learn how to decorate cakes using fondant and gum paste as the primary medium.</td>
</tr>
<tr>
<td>Cake Decorating: Tiered &amp; Wedding Cakes</td>
<td>Students in this class will learn how to plan, build, and decorate multi-tiered cakes.</td>
</tr>
<tr>
<td>Home Cooking for Kids</td>
<td>Students in this class will learn how to prepare meals with minimal help from adults as a means of empowerment, by teaching them how to prepare dishes step by step, with the exception of using a hot stove or oven.</td>
</tr>
<tr>
<td>Spanish for Kids</td>
<td>Students in this class will learn basic Spanish grammar, vocabulary and phrases.</td>
</tr>
<tr>
<td>Valentine’s Day Cookies</td>
<td>Students in this class will learn how to make a Valentine’s Day themed cookie batter from scratch, and will bake cookies with the help of an adult.</td>
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</tbody>
</table>

**West Los Angeles College**

**VOCATIONAL**

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
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</thead>
<tbody>
<tr>
<td>Dental Hygiene Graduates’ Clinical Rotation</td>
<td>Students in this class designed for recent WLAC dental hygiene graduates allows students to continue clinical practice after completion of the dental hygiene program in order to prepare for the State Board Examination.</td>
</tr>
<tr>
<td>Fall Prevention &amp; Safe Patient Handling</td>
<td>Students in this class will learn how to assist clinicians in identifying patient conditions and safety hazards to help prevent patient falls and injuries.</td>
</tr>
<tr>
<td>COURSE NAME</td>
<td>DESCRIPTION</td>
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<tr>
<td><strong>Gerontology Update and Dementia Care</strong></td>
<td>Students in this class will learn how to provide clinicians with information on the aging process, and signs and symptoms of dementia, and strategies to care for patients in the early and late stages of dementia.</td>
</tr>
<tr>
<td><strong>WLAC Dental Hygiene Symposium: Pediatric and Special Needs Dentistry</strong></td>
<td>Students in this class intended for health care providers will learn about the management of oral health care particular to individuals with special health care needs.</td>
</tr>
<tr>
<td><strong>WLAC Dental Hygiene Symposium: RDHAP Program Overview</strong></td>
<td>Students in this class will be provided with an overview of the RDHAP Program, which prepares registered dental hygienists to become licensed to operate a private practice providing dental hygiene services in homes, schools, residential facilities, and underserved areas.</td>
</tr>
<tr>
<td><strong>Range of Motion, Aspiration Precaution &amp; Fall Prevention</strong></td>
<td>Students in this class intended for clinicians will learn about range of motion issues, aspiration precautions, and fall prevention procedures.</td>
</tr>
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</table>

**HEALTH**

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
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</thead>
<tbody>
<tr>
<td><strong>Belly Boot Camp</strong></td>
<td>Students in this class will learn drills based on belly dance moves like isolations, shimmies, and undulations to achieve more body control and confidence. While the focus is on strengthening and toning, students will also receive a cardio workout.</td>
</tr>
<tr>
<td><strong>Flamenco Fitness</strong></td>
<td>Students in this class will learn receive a cardio workout in addition to strengthening the arms, legs, feet, and torso. Footwork, skirt work, palmas and arm work from the Spanish gypsy tradition will make this a workout like no other.</td>
</tr>
<tr>
<td><strong>Afrovibe</strong></td>
<td>Students in this class will learn a unique cardio workout built around dances from Africa, the Middle East, the Caribbean, and Brazil. Afrovibe combines follow-along choreography with strength, conditioning, and flexibility exercises.</td>
</tr>
<tr>
<td>COURSE NAME</td>
<td>DESCRIPTION</td>
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</tr>
<tr>
<td>Homeopathy: What's In Your Medicine Cabinet</td>
<td>Students in this class will learn the ins and outs of treating common ailments safely and effectively the non-toxic way, and how to replace conventional medications with homeopathic alternatives.</td>
</tr>
<tr>
<td>HOMEMAKING</td>
<td></td>
</tr>
<tr>
<td>COURSE NAME</td>
<td>DESCRIPTION</td>
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</tr>
<tr>
<td>Cocoa Confections: Chocolate Candy Making</td>
<td>Students in this class will learn how to customize confections to the occasion and ensure quality in this hands-on introduction to fine chocolate work.</td>
</tr>
<tr>
<td>Decluttering Boot Camp</td>
<td>Students in this class will learn how to get instant relief with simple organizing and decluttering techniques. Students will learn where to begin, how and where to find more storage space, and get pointers on organizing paper clutter—still one of the top organizing challenges reported by clients of professional organizers.</td>
</tr>
<tr>
<td>TECHNICAL</td>
<td></td>
</tr>
<tr>
<td>COURSE NAME</td>
<td>DESCRIPTION</td>
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</tr>
<tr>
<td>LPI Linux Essentials Exam Prep</td>
<td>Students in this class will gain the support needed to study, prepare for, and pass the Linux Essentials exam. The Linux Professional Institute (LPI) Linux Essentials exam is an industry standard that demonstrates to employers knowledge of the basics of the Linux operating system.</td>
</tr>
<tr>
<td>Introduction to Windows 10</td>
<td>Students in this class will gain the foundation needed to get started right away using Windows 10. Windows 10, the completely new operating system from Microsoft, offers a more robust, more powerful, and completely unique computing experience.</td>
</tr>
<tr>
<td>Introduction to Lightroom</td>
<td>Students in this class will learn how Lightroom can help to prepare, edit, and organize photos quickly and effectively.</td>
</tr>
</tbody>
</table>
### GENERAL EDUCATION

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independent Swim</td>
<td>Students in this class will learn how to improve swim skills through independent practice.</td>
</tr>
<tr>
<td>Djembe Drumming</td>
<td>Students in this class will learn the technique for playing ancient instruments like the djembe, dundun, shekere, bell, and block. Students will learn some song accompaniments, and will put it all together.</td>
</tr>
<tr>
<td>Stand-Up Comedy</td>
<td>Students in this class will learn how to find comedy material in everything, how to turn life experiences and embarrassing moments into laughs, how to sharpen writing point-of-view, and how to strengthen your material—including your existing material.</td>
</tr>
<tr>
<td>Writers' Workshop</td>
<td>Students in this class will learn how to find comedy material in everything, how to turn life experiences and embarrassing moments into laughs, how to sharpen writing point-of-view, and how to strengthen your material—including your existing material.</td>
</tr>
<tr>
<td>Europe for People Who Think They Can't Afford It</td>
<td>Students in this class will learn how to experience Europe, including how to get there—and get around—for less.</td>
</tr>
<tr>
<td>Exploring Still Life Drawing - Black &amp; White Media</td>
<td>Students in this class will learn how to fine-tune observational drawing skills and enhance a portfolio for college admission by exploring the techniques and materials that provide a stronger grasp on drawing from life.</td>
</tr>
<tr>
<td>Exploring Still Life Drawing - Color</td>
<td>Students in this class will learn how to expand drawing skills to color media by exploring still life drawing techniques and materials that will make art works stand out.</td>
</tr>
<tr>
<td>&quot;Lady-in-Waiting&quot; Interchangeable Beaded Y-Necklace</td>
<td>Students in this class will learn how to make the &quot;rosary style&quot; necklace or the Y-Necklace, which has been around since the medieval times. Students will learn how to make beaded links with wire, then connect them to a centerpiece.</td>
</tr>
<tr>
<td>&quot;Arm Candy&quot; Paper Bead Cuff Bracelet</td>
<td>Students in this class will learn how to cut, roll and glaze beautifully-colored paper into lovely bead shapes. Students will finish by stringing bead &quot;candy&quot; into a fashionable cuff with a striking focal piece that makes this a unique bracelet for all to admire.</td>
</tr>
<tr>
<td>DIY Shampoos, Shower Gels &amp; Bubble Bath</td>
<td>Students in this fun, hands-on class will learn how to make shampoos, shower gels, and bubble bath from safe and gentle ingredients—at a fraction of the cost of commercial brands.</td>
</tr>
<tr>
<td>COURSE NAME</td>
<td>DESCRIPTION</td>
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<td>-------------</td>
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</tr>
<tr>
<td>Medicare 101</td>
<td>Students in this class will receive in-depth information about the various parts of Medicare, what they will and won't cover, and how and when to enroll.</td>
</tr>
<tr>
<td>Personalized Bath Fizzies &amp; Hair Conditioner</td>
<td>Students in this class will learn how to turn bath time into a luxurious event by creating personalized bath fizzies and hair conditioners. Students will learn how to make these products easily with simple and inexpensive ingredients.</td>
</tr>
<tr>
<td>Beyond the Selfie - Smartphone Photography</td>
<td>Students in this hands-on workshop will learn the technical aspects of getting great photos from phones as well as delving into the creative side of photography.</td>
</tr>
<tr>
<td>Blogging for Fun and Profit: Your Best Bet</td>
<td>Students in this class will learn what a blog is, where blogs are found, how to pick a blog topic that makes money, and over a dozen ways to get content.</td>
</tr>
<tr>
<td>Be a Solar Installer in Less than a Month!</td>
<td>Students in this class will learn about solar design and installation, followed by free hands-on practice doing live installations, which can help make one qualified for employment in the solar installation industry.</td>
</tr>
<tr>
<td>Getting Your Degree Without Losing Your Mind</td>
<td>Students in this class will learn how to get acquainted with the California community college and university systems, financial aid, strategies for choosing the best class options, and how to make the most of limited study time.</td>
</tr>
<tr>
<td>On My Own Swim Basics, Level 2</td>
<td>Students in this class designed for beginning swimmers who have finished Level 1 Swim or know basic swim techniques will continue to develop their technique.</td>
</tr>
<tr>
<td>Brit-West Soccer Player Development Center</td>
<td>Students in this class will learn how to improve soccer skills for those who already play soccer. Cal South and nationally qualified coaches will target elite skills and game development.</td>
</tr>
<tr>
<td>Sunday Soccer League</td>
<td>Students in this class will learn how to arrive at their designated time, complete a 15-minute ball-skills warm up, then square off in 6-person teams in 4x4 games (no goalkeepers). Games only, no additional training commitment.</td>
</tr>
</tbody>
</table>
| Tiny Pros Golf | Students in this class will learn how to develop playing ability quickly using movement activities to develop golf
motor skills, which can be an effective transition into the game of golf. Game basics and the social aspects of the game/course etiquette are also taught.
Subject: APPROVE OUT-OF-STATE STUDENT TRAVEL

I. East Los Angeles College

Twenty-five students and five faculty members will travel to the Kennedy Center American College Theater Festival, Region VIII, Festival 48, in Manoa and Honolulu, Hawaii during the period of February 10 to February 15, 2016.

Background: The purpose of the trip is to allow students the opportunity to compete in the Irene Ryan Acting Auditions, present their design concepts and work, and participate in the theater festival. Students will network with other theater students and faculty from other colleges in the same region.

FISCAL IMPLICATION: The total estimated cost of the trip is $25,704.00. Funds used for this travel include $2,500.00 from the Academic Senate college general fund, $6,000.00 from the college ASO fund, $7,324.95 non-District funding from the Performance East Club, $3,958.85 non-District funding contributed by the participating students, and $5,920.20 non-District funding from the participating faculty members.
Subject: PERSONNEL COMMISSION ACTIONS

I. Claims for Temporary Work Out of Classification

Concur with the action of the Personnel Commission to approve payment for temporary work out of classification for EN 1020570 for the period of July 16, 2015 to December 31, 2015.

BACKGROUND: EN 1020570, a Sign Language Interpreter I, from Los Angeles City College, was performing duties outside of her current classification during the time periods specified in the report. Staff found that the higher level duties assigned to the employee were consistent with the duties of the class Sign Language Interpreter II. The estimated cost of this action is $550.70.

II. Classification Study

Concur with the action of the Personnel Commission to reclassify EN 789789, from Assistant Computer & Network Support Specialist to Computer & Network Support Specialist, effective December 1, 2015.

<table>
<thead>
<tr>
<th>Assistant Computer &amp; Network Support Specialist</th>
<th>Monthly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,331.80</td>
<td>$4,570.06</td>
<td>$5,086.58</td>
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<tr>
<td>$51,981.60</td>
<td>$54,840.72</td>
<td>$61,038.96</td>
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</table>

<table>
<thead>
<tr>
<th>Computer &amp; Network Support Specialist</th>
<th>Monthly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>$5,366.36</td>
<td>$5,661.50</td>
<td>$6,301.40</td>
</tr>
<tr>
<td>$64,396.32</td>
<td>$67,938.00</td>
<td>$75,616.80</td>
</tr>
</tbody>
</table>

BACKGROUND: In accordance with provisions of the AFT Contract and Education Code, Personnel Commission staff conducted an audit. The audit determined that the duties and responsibilities of the incumbent fall within the classification of Computer & Network Support Specialist. The position is located in the Information Technology Department at Los Angeles Southwest College. The 2015-2016 fiscal year cost of this action is approximately $2065.98.

Recommended by: [Signature]

Karen J. Martin, Personnel Director
III. Establishment of New Classifications

A. Concur with the action of the Personnel Commission to establish the new classification of Instructional Assistant, Journalism and allocate the new class to salary schedule 3,948.16 effective January 26, 2016.

Salary Schedule $3,948.16

<table>
<thead>
<tr>
<th>Monthly</th>
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<tbody>
<tr>
<td>$3,948.16</td>
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<tr>
<td>$4,165.32</td>
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</tr>
<tr>
<td>$4,394.40</td>
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<tr>
<td>$4,636.10</td>
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<td>$4,891.08</td>
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</tbody>
</table>

$47,377.92 $49,983.84 $52,732.80 $55,633.20 $58,692.93 Annually

BACKGROUND: The establishment of the new class was initiated by the administration of Pierce College who indicated a need for the position in the Journalism Department to provide instructional assistant support to students in Journalism laboratories used for maintaining the print and online editions of the student newspapers and magazine, and the internet radio station.

B. Concur with the action of the Personnel Commission to establish the new classifications of General Counsel, Associate General Counsel, and Assistant General Counsel; find that current Associate General Counsel incumbents, EN 782319, EN 799958, and EN 803660, be found eligible for placement in the new counterpart job classification of Associate General Counsel in the classified service; allocate the new classes to the salary schedules noted below; shorten the salary range for the class of General Counsel to begin at step 2; and designate the class of General Counsel as a classified senior administrative position, all to be effective October 13, 2015.

General Counsel
Salary Schedule $15,494.62

<table>
<thead>
<tr>
<th>Monthly</th>
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<tbody>
<tr>
<td>$15,494.62</td>
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<tr>
<td>$16,346.83</td>
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<tr>
<td>$17,245.90</td>
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<td>$18,194.43</td>
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<td>$19,195.12</td>
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$185,935.44 $196,161.96 $206,950.80 $218,333.16 $230,341.44 Annually

Associate General Counsel
Salary Schedule $12,050.91

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<tbody>
<tr>
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<tr>
<td>$12,713.71</td>
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<tr>
<td>$13,412.96</td>
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<tr>
<td>$14,150.67</td>
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<tr>
<td>$14,928.96</td>
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</tbody>
</table>

$144,610.92 $152,564.52 $160,955.52 $169,808.04 $179,147.52 Annually
BACKGROUND:

At the request of the incumbents and with the support of the Chancellor, a study of the legal counsel positions in the Office of General Counsel was conducted. The bases of the request are outlined below.

The District has had positions of General Counsel, Associate General Counsel, and Assistant General Counsel for many years. For reasons which are not documented, the positions were placed in the Academic Service. The recommendation to change the positions from the Academic Service to the Classified Service was based on the following:

a. **Education Code Considerations:** The work performed by incumbents in job classifications does not conform to Education Code definitions of an academic employee or educational administrator.

b. **Retirement System Considerations (CalSTRS):** The work performed by incumbents in these job classifications does not fall within the legal definition of activities performed for an employer which are creditable service for membership in CalSTRS.

c. **Minimum Qualifications Considerations:** The work performed by incumbents in these job classifications is not identified as work for which minimum qualifications have been established by the board of governors.

d. **Advisory issued by the State Chancellor’s Office:** California Community Colleges were advised by the State Chancellor’s Office to review all academic positions approved by their local boards that may not fall completely with the definition of “creditable service” as defined in applicable Education Code Sections, and consider being proactive in correcting possible violations.

e. **Prevailing Practice Considerations:** Within the State of California all staff school attorneys in K-12 and community college districts are classified.
The recommended salaries for the new classes were based on internal and external salary considerations. External data for the benchmark of Lawyers was obtained from the Bureau Labor Statistics. Internal job classes such as the class of Vice Chancellor were considered an appropriate match for the General Counsel job class and the District’s standard Director class was considered an appropriate match for the class of Associate General Counsel, based on past practice. This produced a salary schedule for the two classes that matched their prior academic salary schedule. The salary for the class of Assistant General Counsel class was tied to the class of Associate General Counsel (four salary steps below) and produced a salary for the class that also fell closely within its current academic salary schedule.

The new class of General Counsel meets the definition and is being designated as a classified senior administrative position as outlined in the Education Code and Personnel Commission Rule 519. This means that an incumbent can be released from employment for any reason upon 60 days notice to the employee.
Subject: ADOPT RESOLUTION OF INTENT TO CONVEY EASEMENT TO CITY OF LOS ANGELES AT LOS ANGELES TRADE TECHNICAL COLLEGE

Action

Adopt a Resolution of Intent (Attachment 1) pursuant to Education Code Sections 81310-81313 to convey an easement to City of Los Angeles. A strip of real property identified in the attached Legal Description (Exhibit A) for purposes of maintaining a public sidewalk and access ramp at the intersection of 23rd Street and Grand Avenue. The new access ramp will be located at the northeast corner of Grand Avenue and 23rd Street and the sidewalk is located at the north side of 23rd Street between Grand Avenue and Olive Street.

Background

Dedication of this easement is one of the conditions of the City of Los Angeles approved Street Vacation of 22nd Street between Grand Avenue and Olive Street.

REQUIRES FIVE (5) AFFIRMATIVE VOTES

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ____________________________ Date ____________
RESOLUTION OF INTENT TO CONVEY EASEMENT TO THE CITY OF LOS ANGELES AT LOS ANGELES TRADE TECHNICAL COLLEGE

WHEREAS, Education Code Section 81311 requires that before a governing board of a community college district orders the dedication or conveyance of any real property owned by the district for an easement to lay, construct, reconstruct or maintain and operate water, sewer, gas, storm drain pipes or ditches, electric or telephone lines, and access roads over and upon land belonging to the community college district to a public corporation or private corporation; the governing board shall in a regular open meeting by two-thirds vote of all its members adopt a resolution declaring its intention to dedicate or convey the property; and

WHEREAS, It is the intention of the Los Angeles Community College District ("District") Board of Trustees to consider conveying an easement to City of Los Angeles for purposes of providing a access ramp at the northeast corner of 23rd Street and Grand Avenue and for maintaining a public sidewalk along the north side of 23rd Street and Grand Avenue for the benefit of Los Angeles Trade Tech College. The new ramp and sidewalk is located at the southeastern corner of the campus and is more specifically identified in the "Legal Description" attached herein as Exhibit A; and

WHEREAS, The District shall hold a public hearing on the adoption of the Resolution to Convey the easement during a regularly scheduled board meeting on Wednesday, March 9, 2016 at 6:00 p.m. at Los Angeles Pierce College, 6201 Winnetka Avenue, Woodland Hills, CA 91371, thereafter the Board of Trustees may consider an action to adopt the Resolution to Convey the easement to City of Los Angeles and

WHEREAS, The District will provide notices of the public hearing and the action to adopt the Resolution to Convey and the time and place of the board meeting by publishing this Resolution in a newspaper of general circulation five (5) days before the public hearing and proposed action; as well as not less than ten (10) days before post copies of this Resolution in three public places in the district as prescribed by Education Code section 81312.

NOW THEREFORE BE IT

RESOLVED, That the Los Angeles Community College District Board of Trustees declares its intent to convey an easement to City of Los Angeles located at Los Angeles Trade Technical College at 400 W. Washington Boulevard, Los Angeles CA. The new access ramp and sidewalk is located at the southeast corner of the campus, along 23rd Street between Grand Avenue and Olive Street.
IN WITNESS, of the passage of the foregoing resolution, as prescribed by law, we, the members of said Board of Trustees, present and voting thereon, have hereunto set our hands this 10th day of February 2016.

Member, Board of Trustees

Member, Board of Trustees

Member, Board of Trustees

Member, Board of Trustees

Member, Board of Trustees

President, Board of Trustees
EXHIBIT "A"
LEGAL DESCRIPTION FOR 23rd STREET DEDICATION

STRIP 1
A STRIP OF LAND 2.00 FEET WIDE BEING THE SOUTHWESTERLY 2.00 FEET OF LOTS 12, 13, 14, 15, 16 AND 18, OF THE GROVER ORCHARD TRACT, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 5, PAGE 452 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

BEING BOUNDED ON THE NORTHWEST BY THE SOUTHEASTERLY LINE OF GRAND AVENUE, 80.00 FEET WIDE AS SHOWN ON TRACT NO. 20819 RECORDED IN BOOK 757 PAGES 91 AND 92 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY AND BEING BOUNDED ON THE SOUTHEAST BY THE NORTHWESTERLY LINE OF THAT CERTAIN FINAL DECREE OF CONDEMNATION RECORDED IN BOOK 3795 PAGE 164 OF OFFICIAL RECORDS.

STRIP 2
THAT PORTION OF SAID LOT 18, DESCRIBED AS FOLLOWS:
BEGINNING AT THE INTERSECTION OF THE SOUTHEASTERLY LINE OF GRAND AVENUE, 80.00 FEET WIDE, AS SHOWN ON SAID TRACT NO. 20819 WITH A LINE PARALLEL WITH AND 2.00 FEET NORTHEASTERLY FROM THE SOUTHWESTERLY LINE OF SAID LOTS 12, 13, 14, 15, 16 AND 18, SAID PARALLEL LINE ALSO BEING PARALLEL WITH AND 2.00 FEET NORTHEASTERLY OF THE NORTHEASTERLY LINE OF 23rd STREET, 60.00 FEET WIDE, FORMERLY ORANGE AVENUE;

THENCE ALONG SAID SOUTHEASTERLY LINE 20.00 FEET, IN A NORTHEASTERLY DIRECTION, MORE OR LESS TO THE BEGINNING OF A CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 20.00 FEET, SAID CURVE ALSO BEING TANGENT TO SAID PARALLEL LINE;

THENCE SOUTHWESTERLY, SOUTHERLY AND SOUTHEASTERLY ALONG SAID CURVE TO SAID PARALLEL LINE:
THENCE ALONG SAID PARALLEL LINE 20.00 FEET, MORE OR LESS THE POINT OF BEGINNING.

EXHIBIT "B" ATTACHED AND BY THIS REFERENCE MADE A PART HEREOF.

SUBJECT TO: COVENANTS, CONDITIONS, RESERVATIONS, RESTRICTIONS, RIGHTS, RIGHTS OF WAY AND EASEMENTS OF RECORD, IF ANY.
Subject: AMEND BOARD RULES, CHAPTER XV - PROHIBITED DISCRIMINATION, UNLAWFUL HARASSMENT, AND SEXUAL MISCONDUCT (TITLE IX)

15001. POLICY

A. It is the policy of the Los Angeles Community College District to provide a safe educational, employment, and business environment free from Prohibited Discrimination, Unlawful Harassment, and Sexual Misconduct, as defined in the Administrative Regulations associated with this policy. Employees, students, or other persons acting on behalf of the District who engage in Prohibited Discrimination, Unlawful Harassment, or Sexual Misconduct as defined in the Administrative Regulations related to this policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion, or termination of contract.

B. The Los Angeles Community College District Board of Trustees condemns any act of Sexual Misconduct committed at any of its facilities or at any of its activities. The Los Angeles Community College District is committed to taking immediate and appropriate action upon learning of potential incidents of Sexual Misconduct.

C. Investigation of all complaints alleging violations of this Chapter shall be conducted under the auspices of the Office for Diversity, Equity and Inclusion. Implementation of temporary, interim sanctions shall be overseen by the Title IX Coordinator for that site, with the advice and consent of relevant administrators. Implementation of permanent sanctions shall be overseen by the College President or at the Educational Services Center ("ESC") by the Deputy Chancellor as set forth in the Administrative Regulations which complement this policy.

15002. ACADEMIC FREEDOM

The Board of Trustees reaffirms its commitment to academic freedom but recognizes that academic freedom does not allow Prohibited Discrimination. The discussion of ideas, taboos, behavior, or language which is an intrinsic part of the course content shall in no event constitute Prohibited Discrimination, Unlawful Harassment, or Sexual Misconduct. It is recognized that an essential function of education is a probing of received opinions and an exploration of ideas which may cause some students discomfort. It is further recognized that academic freedom ensures the faculty's right to teach and the student's right to learn.
15003. DUTIES OF SUPERVISORS

All Supervisors shall be responsible for maintaining a work environment consistent with this policy. Any Supervisor who becomes aware of a situation that could reasonably be perceived to be a violation of this policy has a duty to report that information to the Director, Office for Diversity, Equity and Inclusion.

15004. PROCEDURES, ADMINISTRATIVE REGULATIONS

A. The specific rules and procedures for reporting allegations of Prohibited Discrimination, Unlawful Harassment, and Sexual Misconduct and for pursuing available remedies are incorporated in a separate Administrative Regulation issued under the authority of the Chancellor. Copies may be obtained on the District website and from the Office for Diversity, Equity and Inclusion. Such Administrative Regulation covers both Title 5 and Title IX compliance and includes foundational information, process, and definitions.

B. Former Board Rule XVI is incorporated into this Board Rule and related Administrative Regulations.

Background: This chapter of the Board Rules replaces the existing Chapters XV and XVI in their entirety.
I. AUTHORIZE PROFESSIONAL SERVICES AGREEMENT

Action

Authorize a short-term agreement with American Ombudsman Enterprises (AOE) to provide continued ombudsman services for the Bond Program workers’ compensation carve-out program for six months from February 29, 2016 to August 31, 2016 at a cost not to exceed $6,000 per month for a total not to exceed cost of $36,000 inclusive of eligible reimbursable expenses.

Background

The Board of Trustees previously approved the use of a "carve-out" program for the workers' compensation portion of the construction Owner Controlled Insurance Program. The carve-out is authorized under section 3201.5 of the California Labor Code. It is an alternative dispute resolution system intended to enhance speedy delivery of benefits to injured workers and to reduce costs through the avoidance of litigation by timely resolution of disputes. A carve-out requires the services of an Ombudsman to intercede in the resolution of claims and provide a source of information to the injured worker. This firm has provided such services under the A/AA/J Program, is well qualified to perform this function, and was originally the unanimous selection of the Joint Labor-Management Workers’ Compensation Committee that oversees the carve-out. The proposed short-term agreement allows for the continued provision of these services, subsequent to the expiration of a five year maximum term, which have been identified as critical to the functioning of the Bond Program while a search is undertaken to identify whether other qualified firms exist and, if so, a competitive Request for Proposals process will be conducted to identify a firm for the provision of these services for a longer term.

Award History

This agreement represents the third awarded to this company through the Bond Program and a cumulative original award total of $978,800 for the Bond Program workers compensation carve out program.

Funding and Development Phase

Funding is through Proposition A/AA and Measure J Bond proceeds. OCIP 40J.5J87.05. All Phases.
II. AUTHORIZE AMENDMENTS TO PROFESSIONAL SERVICES AGREEMENTS

A. Action

Authorize the following actions for Amendment No. 1 to Agreement No. 4500215463 with KPFF Consulting Engineers to provide additional engineering services for the Faculty Office Roadway project of the overall PE Stadium Walkway, Pepper Tree Roadway, and Faculty Office Roadway projects at Pierce College from November 9, 2015 through December 31, 2017 at a cost not to exceed $58,110 inclusive of eligible reimbursable expenses:

1. Ratify Amendment No. 1 to Agreement No. 4500215463 to provide these services from November 9, 2015 through February 10, 2016 at a cost of $7,500;

2. Authorize Amendment No. 1 to Agreement No. 4500215463 to provide these services from February 11, 2016 through December 31, 2017 at a cost not to exceed $50,610.

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The current value of this agreement is $70,480. If this proposed amendment is approved, the total value will be increased to $128,590.

Background

This agreement was authorized by the Board of Trustees on July 8, 2015 (Com. No. FPD1) with KPFF Consulting Engineers to serve as the Engineer of Record for the PE Stadium Walkway, Pepper Tree Roadway, and Faculty Office projects. Subsequent to the issuance of the Agreement, a determination was made to engineer the project consistent with newer Americans with Disabilities Act standards. As a result, the proposed Amendment will allow the firm to provide additional engineering services for the retrofit of the existing accessible path of travel, restrooms, and drinking fountains for the Faculty Office Roadway project. Fees shall be within the District guidelines established for these services.
Funding and Development Phase

Funding is through Scheduled Maintenance Funds. Physical Education Stadium Walkway, Pepper Tree Roadway, and Faculty Office Roadway projects. Work Order Nos. 40000401, 40000402, and 40000404. Design Phase: Non-Bond project.

B. Action

Authorize Amendment No. 2 to Agreement No. 33728 with CO Architects to provide additional design services for the Allied Health & Science Center project at Los Angeles Valley College within the existing term from February 10, 2016 through August 8, 2018 at a cost not to exceed $277,000 inclusive of eligible reimbursable expenses.

| Original Agreement | $98,000 |
| Approved Amendments | + | $0 |
| Sub Total | $98,000 |
| Proposed Amendment | - | $277,000 |
| Total | $375,000 |

The current value of this agreement is $98,000. If this proposed amendment is approved, the total value will be increased to $375,000.

Background

This agreement was authorized by the Board of Trustees on August 7, 2013 (Com. No. FPD1) with CO Architects to continue to serve as the Architect of Record for this project subsequent to the expiration of a previous agreement which had reached its maximum five-year limit. Amendment No. 1 to this Agreement extended the term at no additional cost to allow the firm to complete the Division of the State Architect process. The extension did not include additional services needed to address construction defects which cause the structure to leak when it rains. Those additional services were at that time anticipated to be procured separately through the alternative Design-Build methodology and combined with other smaller scale Bond-funded projects at the college in order to meet state mandated cost thresholds. That scenario proved unfeasible when the other projects were deferred. The needed reconstruction work will now be procured through the standard design-bid-build methodology. This change of direction requires the associated design services of an architect to observe and document reconstruction work as it proceeds. Since CO Architects is uniquely qualified to fulfill this responsibility, proposed Amendment No. 2 expands the capacity of the
agreement for these services at additional cost. This proposed amendment has been reviewed and approved through the participatory governance process at the college.

Funding and Development Phase

Funding is through Prop A Bond proceeds. Allied Health & Science Center 08V.6803.02.01. Design and Construction Phase.

III. AUTHORIZE ADOPTION OF CONSTRUCTION PLANS AND SPECIFICATIONS

Action

Authorize the adoption of plans and specifications for the following projects at West Los Angeles College:

A. Performing Arts Amphitheater 39W.5916.03; and
B. Physical Education & Dance 39W.5941.02.

These projects are each over $175,000 in value and are each under $5,000,000 in value.

Background

In accordance with Public Contract Code Section 22039, the Board of Trustees shall adopt the construction plans and specifications for projects over $175,000 in value prior to bidding construction work. The project plans and specifications have been designed and developed by a licensed architect and reviewed by the LACCD Chief Facilities Executive or designee, the College Project Director, and the Program Manager. The above listed projects are each under $5,000,000 in value and do not require the review of the Facilities Master Planning and Oversight Committee. The estimated value of any construction contract is available to prospective bidders on the online vendor portal.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Bid Phase.
IV. RATIFY CONSTRUCTION CONTRACT

Action

Ratify a contract with Floor Tech America, Inc. to provide general construction services for the Corporate Centre project at East Los Angeles College - Corporate Centre at a cost of $44,189. Consistent with Board Rule 7100.1Q authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of informal competitive bidding. Two (2) contractors attended the pre-bid conference. Two (2) responsive bids were received ranging from $44,189 to $55,961. This construction contract is for the installation of carpet, vinyl cut tile, and rubber base at Corporate Centre.

Award History

This contract represents the first awarded to this company through the Bond Program.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Corporate Centre 40J.5J92.05. Construction Phase.

V. RATIFY CHANGE ORDERS FOR CONSTRUCTION CONTRACTS GREATER THAN $30,000 IN ORIGINAL COST ISSUED UNDER THE STANDARD “DESIGN-BID-BUILD” METHOD OF PROJECT DELIVERY

A. Action

Ratify Change Order No. 9 to Construction Contract No. 33850 with Masters Contracting Corporation for additional general construction services for the Roadway, Walkway, Grounds, Parking Lot (RWGPL) - Red Line Pedestrian Corridor project at Los Angeles City College at a cost of $11,058.

Inclusive of these change orders, the total cost of this Construction Contract is $5,533,058.
Background

This agreement was authorized by the Board of Trustees on November 5, 2014 (Com. No. FPD1) with Masters Contracting Corporation to provide general construction services for this project. This change order represents 0.21% of the original contract value of $5,397,000.

The following services have been completed and are requested to be ratified:

Due to requests by the college:

- Provide conduit at all gates being installed within the original project site only for future security access controls.
- Improve the design of the text and graphics for new permanent building signs being fabricated and installed through this contract for Clausen Hall and Franklin Hall.

Funding and Development Phase

Funding is through Measure J Bond proceeds. RWGPL – Red Line Pedestrian Corridor 11C.7173.05.03, 31C.5173.05.03. Construction Phase.

B. Action

Ratify Change Order No. 1 to Construction Contract No. 4500207299 with A.J. Fistes Corporation for additional architectural painting services for the Corporate Centre Interior Painting project at East Los Angeles College – Corporate Centre at a cost of $2,657.

Inclusive of these change orders, the total cost of this Construction Contract is $73,457.

Background

This agreement was authorized by the Board of Trustees on December 3, 2014 with A.J. Fistes Corporation to provide interior architectural painting services for this project. This change order represents 3.75% of the original contract value of $70,800.
The following services have been completed and are requested to be ratified:

Due to requests by the college:

- Paint underside of building's exterior parapet.

**Funding and Development Phase**


**C. Action**

Ratify Change Order No. 1 to Construction Contract No. 4500201111 with Waisman Construction Inc. for additional construction services for the Child Development Center Generator project at Los Angeles Southwest College at a cost of $1,942.

Inclusive of this change order, the total cost of this Construction Contract is $70,942.

**Background**

This agreement was authorized by the Board of Trustees on June 11, 2014 (Com. No. FPD1) with Waisman Construction Inc. to provide construction services for this project. This change order represents 2.82% of the original contract value of $69,000.

The following services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Replace the annunciator panel discovered to be incompatible with the newly installed generator. The condition was not identified during the site survey.

**Funding and Development Phase**

D. Action

Ratify Change Order No. 2 to Construction Contract No. 33832 with Access Pacific, Inc. to provide continued general construction services for the South Campus – Upgrade Security Doors project at Los Angeles Trade-Technical College at no additional cost.

Inclusive of this change order, the total cost of this Construction Contract remains at $99,384.

Background

This agreement was authorized by the Board of Trustees on August 6, 2014 (Com. No. FPD1) with Access Pacific, Inc. to provide general construction services for this project.

The following services have been completed and are requested to be ratified:

Due to requests by the college:

- Provide a non-compensable 63-day time extension to accommodate a delay caused by associated work underway by Campus Facilities (upgrade and expand the building’s existing security system to accept card readers and the new intercom system).

Funding and Development Phase

Funding is through Proposition A Bond proceeds. South Campus – Upgrade Security Doors 07T.6701.02.07. Construction Phase.

VI. RATIFY CHANGE ORDER FOR CONSTRUCTION CONTRACT LESS THAN $30,000 ISSUED UNDER THE STANDARD "DESIGN-BID-BUILD" METHOD OF PROJECT DELIVERY

Action

Ratify Change Order No. 3 to Construction Contract No. 33800 with Valle Grande Construction for additional general construction services for the Horticulture Fence project at Pierce College at a cost of $717.

Inclusive of this amendment, the total cost of this Construction Contract is $26,992.
Background

This agreement was ratified by the Board of Trustees on April 23, 2014 (Com. No. FPD1) with Valle Grande Construction to provide general construction services to provide, install, and maintain a rented temporary fence for this project. The cumulative change order amount is $14,992.

The following services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Repair vandalism to the rented fence at the project perimeter including the replacement of line posts. Damage caused by vandalism is not covered by the rental agreement.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Horticulture Facility 35P.5521.02.03. Construction Phase.

VII. RATIFY SUBSTITUTION OF CONSTRUCTION SUBCONTRACTOR

Action

Ratify the following substitution regarding Contract No. 33863 with Balfour Beatty Construction for the North of Mall Campus Improvements Package - Parking Lot 8 ADA Corrective Work project at Pierce College:

- Substitute subcontractor GMZ Engineering, Inc. for subcontractor B&M Contractors for concrete, asphalt, and striping services.

Background

This contract was authorized by the Board of Trustees on December 3, 2014 (Com. No. FPD2). This substitution is the result of the subcontractor inability to meet requirements of the construction subcontract and will be at no additional cost to the District.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Photovoltaic Arrays for Parking Lots 1 & 8 35P.5544.03.03. Construction Phase.
VIII. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACT

A. Action

Authorize Acceptance of Completion of Contract No. 4500215743 with South Bay Landscaping, Inc. to provide general construction services for the CDC Irrigation and System Repair project at East Los Angeles College with a substantial completion date of September 30, 2015.

Background

This contract was authorized by the Board of Trustees on June 10, 2015 (Com. No. FPD1).

The total cost of this contract is $117,000.

Funding and Development Phase

Funding is through 2014–2015 Scheduled Maintenance Funds. CDC Irrigation and System Repair. Work Order No. 40000387. Construction Phase.

B. Action

Authorize Acceptance of Completion of Contract No. 4500207299 with A. J. Fistes Corporation to provide general construction services for the Corporate Centre Interior Painting project at East Los Angeles College - Corporate Centre with a substantial completion date of December 21, 2015.

Background

This contract was authorized by the Board of Trustees on December 3, 2014 (Com. No. FPD1) for interior painting at Corporate Centre.

The total cost of this contract is $73,457.

Funding and Development Phase

C. Action

Authorize Acceptance of Completion of Contract No. 4500201111 with Waisman Construction Inc. to provide general construction services for the Child Development Center Generator project at Los Angeles Southwest College with a substantial completion date of December 20, 2015.

Background

This contract was authorized by the Board of Trustees on June 11, 2014 (Com. No. FPD1).

The total cost of this contract is $70,942.

Funding and Development Phase


D. Action

Authorize Acceptance of Completion of Contract No. 33832 with Access Pacific, Inc. to provide general construction services for the South Campus – Upgrade Security Doors project at Los Angeles Trade-Technical College with a substantial completion date of November 23, 2015.

Background

This contract was authorized by the Board of Trustees on August 6, 2014 (Com. No. FPD1).

The total cost of this contract was $99,384.

Funding and Development Phase

Funding is through Proposition A Bond proceeds. South Campus - Upgrade Security Doors 07T.6701.02.07. Construction Phase.
IX. AUTHORIZE AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Action

Authorize Amendment No. 11 to Design-Build Agreement No. 33741 with Harper Construction Company, Inc. for additional Design-Build services for the Holmes Hall Modernization and Student Services Building project at Los Angeles City College at a cost not to exceed $932,557 inclusive of eligible reimbursable expenses:

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<tr>
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Inclusive of this amendment, the total cost of this Design-Build agreement is $41,895,903.

Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on January 16, 2013 (Com. No. FPD1). This Design-Build agreement with Harper Construction Company, Inc. was authorized by the Board of Trustees on September 11, 2013 (Com. No. FPD1).

The following additional Design-Build services are proposed and are requested to be authorized:

1. Due to requests by the college:
   - Reconfigure new department programming due to aging of plans and specifications.

2. Due to unforeseen conditions:
   - Provide design changes to correct unforeseen structural deficiencies discovered during the demolition stage of existing structure and plaster.
3. Due to additional requirements:
   - Provide minor reinstallation of ceiling grid to match the campus standard per Inspector of Record (IOR).
   - Provide work countertop steel supports not shown in original plans by the pre-design build architect per IOR.

Amendment No. 11 to Agreement No. 33741 includes Change Order No. 14-HH, 15-HH, 16-HH, and 10-SS.

**Funding and Development Phase**

Funding is through Measure J Bond proceeds. Student Services Building 31C.5134.02 and Holmes Hall Modernization 31C.5110.03. **Construction Phase.**

**B. Action**

Authorize the following actions for Amendment No. 16 to Agreement No. 32975 with Pinner Construction Company for additional Design-Build services for the Student Success and Retention Center project at East Los Angeles College including credits in the amount of $(100,500) and costs in the amount of $96,862 for a net credit of $(3,638) inclusive of eligible reimbursable expenses:

1. Ratify Amendment No. 16 to Agreement No. 32975 to reduce the scope of services resulting in a credit to the project in the amount of provide these services at a credit of $(100,500);

2. Authorize Amendment No. 16 to Agreement No 32975 to expand the scope of the Agreement at a cost of $96,862.

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<td>Proposed Amendment</td>
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<td><strong>Total</strong></td>
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Inclusive of this amendment, the total cost of this Design-Build agreement is reduced to $64,081,691.
Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on June 24, 2009 (Com. No. FPD1). This Design-Build agreement with Pinner Construction Company, Inc. was authorized by the Board of Trustees on June 16, 2010 (Com. No. FPD1).

The following Design-Build services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Provide a credit to the project resulting from the discovered reduced amount of transite piping than originally estimated to be present and that would have required abatement.

The following additional Design-Build services are proposed and are requested to be authorized:

Due to requests by the college:

- Increase the cost of the Agreement by $96,862 to include the lease of temporary swing space from February 29, 2016 to April 28, 2016.

Amendment No. 16 to Agreement No. 32975 includes Change Order Nos. 28 and 29.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Student Success and Retention Center 32E.5234.02. Construction Phase.

C. Action

Authorize the following actions for Amendment No. 7 to Design-Build Agreement No. 32879 with Masters Contracting Corporation for additional Design-Build services for the Campus Modernization Phase II project at Mission College including credits in the amount of $(252,500) and costs in the amount of $357,766 for a total cost of $105,266:
1. Ratify Amendment No. 7 to Agreement No. 32879 to provide additional Design-Build services at a cost of $220,266; and,

2. Authorize Amendment No. 7 to Agreement No. 32879 to provide additional Design-Build services including credits in the amount of $(252,500) and costs in the amount of $137,500 for a total net credit of $(115,000).

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<td>Proposed Amendment + $105,266</td>
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Inclusive of this amendment, the total cost of this Design-Build agreement is $14,778,947.

Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on December 16th, 2009 (Com. No. FPD1). This Design-Build agreement with Masters Contracting Corporation was authorized by the Board of Trustees on March 24th, 2010 (Com. No. FPD1).

The following Design-Build services have been completed and are requested to be ratified:

1. Due to requests by the college:
   - Provide additional design services for the Food Lab and the Culinary Arts classroom at the Instructional Administration building to become a classroom and administrative space subsequent to the opening of the Culinary Arts Building.

2. Due to unforeseen conditions:
   - Remove and re-build the existing non-code compliant ceiling at the Shipping and Receiving area located in the Campus Services Building.
   - Remove and re-build the existing non-code compliant soffit at the Health Services area located in the Campus Services Building.
• Repair existing non-code compliant 1-hour fire rated corridors at both East and West ends of the Shipping and Receiving area located in the Campus Services Building.
• Demolish discovered food lab grease exhaust ducts in the Instructional Administration building not shown on programming or contract drawings.

3. Due to additional requirements:

• Design and construct new accessible parking area with path of travel to Instructional Administration building per DSA.

The following additional Design-Build services are proposed and are requested to be authorized:

1. Due to requests by the college:

• Delete from the scope of the Agreement remodeling of the Disabled Student Programs and Services (DSPS) work area

2. Due to unforeseen conditions:

• Repair existing non-code compliant one-hour fire rated corridors at rooms 1006 and 1007 in the Instructional Administration building.

Amendment No. 7 to Agreement No. 32879 includes Change Order No. 9.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Campus Modernization Phase II 34M.5420.03. Design and Construction Phases.

X. RATIFY AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Action

Ratify Amendment No. 9 to Design-Build Agreement No. 33074 with Pankow Special Projects, L.P. for additional Design-Build services for the Theater Drama Speech project at Los Angeles Harbor College for a cost not to exceed $35,241.
Inclusive of this Amendment, the total cost of this Design-Build agreement is $8,799,974.

**Background**

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on August 11, 2010 (Com. No. FPD1). This Design-Build agreement with Pankow Special Projects L.P was authorized by the Board of Trustees on September 1, 2010 (Com. No. FPD1) at a cost not to exceed $7,978,629.

Subsequently, the Board of Trustees approved Amendment Nos. 1 through 8 between 2011 and 2015 for a variety of changes including, but not limited to the following: replacement of undersized sewer line at a restroom; upgrades to an HVAC system; replacement of exterior light fixtures; ceiling demolition work including abatement of potentially hazardous material; replacement of water piping; and stair replacement and replacement of interior electrical power outlets.

The total added cost associated with these eight (8) amendments to the Agreement was $786,104. The eight (8) Amendments increased the cumulative value of the Design-Build Agreement to $8,764,733.

The following additional Design-Build services have been completed and are requested to be ratified:

Due to requests by the college, improved or restored to working order the following items which were the responsibility of the original contractor that is no longer on the project:

- Sawdust collection system;
- Hand rail at an exterior accessibility ramp;
- Condensation drainage for the HVAC system.

Amendment No. 8 to Agreement No. 33074 includes Change Order No. 9.
Funding and Development Phase

Funding is through Measure J Bond proceeds. Theater Drama Speech 33H.5307.03. Construction Phase.

B. Action

Ratify Amendment No. 2 to Design-Build Agreement No. 33304 with KPRS Construction Services for additional Design-Build services for the Campus Improvements - Building Retrofit project at Los Angeles Valley College including credits in the amount of $(5,517) and costs in the amount of $54,017 for a cost of $48,500.

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<tbody>
<tr>
<td>Approved Amendments</td>
<td>+ $1,000,000</td>
</tr>
<tr>
<td>Sub Total</td>
<td>$3,812,232</td>
</tr>
<tr>
<td>Proposed Amendment</td>
<td>+ $48,500</td>
</tr>
<tr>
<td>Total</td>
<td>$3,860,732</td>
</tr>
</tbody>
</table>

Inclusive of this amendment, the total cost of this Design-Build agreement is $3,860,732.

Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on January 12, 2011 (Com. No. FPD3). This Design-Build agreement with KPRS Construction Services was authorized by the Board of Trustees on May 11, 2011 (Com. No. FPD1).

The following Design-Build services have been completed and are requested to be ratified:

1. Due to requests by the college:
   - Relocated project materials storage area.
   - Provided compressed air piping and fittings for interior of paint booth.
   - Deleted scope for trash enclosure lighting and return air grill.
2. Due to unforeseen conditions:

- Strengthened existing roof platform to support the installation of a new fan coil unit when discovered to be unsuitable.
- Replaced roof platform framing insulation at eight locations after existing insulation was discovered to be unusable.

3. Due to additional requirements:

- Provided a maintenance platform and access opening with panel for the mechanical unit in the attic of the Humanities Room 114 per Architect of Record (AOR).
- Installed seismic bracing for mechanical ducts and vertical exhaust on the roof of the M&O Building per AOR.
- Installed fire alarm devices within the paint booth installed in the M&O Building per AOR.

Amendment No. 2 to Agreement No. 33304 includes Change Order No. 2.

**Funding and Development Phase**

Funding is through Proposition AA Bond proceeds. Campus Improvements - Building Retrofit 18V.7879.03.06. Construction Phase.

**XI. AUTHORIZE WAIVER ON RESTRICTIVE SPECIFICATIONS**

**Action**

A. Make a determination that there is an appropriate basis for waiving the prohibition on restrictive specifications pursuant to Public Contract Code Section 3400 C; and,

B. Authorize the requirement that specifications and bidding documents for the Cedar Hall Chiller Overhaul/Refurbishment project at Los Angeles Trade-Technical College be compatible with Trane's CenTraVac Renewal program.

**Background**

Currently installed in Cedar Hall at Los Angeles Trade-Technical College are Trane CenTraVac Chillers manufactured by Trane of California ("Trane"). The
chillers have exceeded their usefulness and require replacement or refurbishment to return the units to useful condition.

For the following reasons, it is in the best interest of, the District and Los Angeles Trade-Technical College that the chillers be refurbished through Trane: (1) Consistent with Public Contract Code Section 3400 C Compatibility Issues: To ensure the system continues to operate correctly, it is necessary to use only parts and service authorized by Trane. Trane’s CentraVac Compressor R’n’ewal service program is conducted by Trane’s factory-authorized technicians that rebuild the machine using original Trane components that bring the chiller’s compressor to new condition. The service is backed with a Trane factory warranty on the chiller’s compressors and lubrication system under a new serial number. (2) Cost: The refurbished chillers will be a like new product with a warranty from the manufacturer at a fraction of the cost involved in replacement of the machines.

Based on the foregoing, it has been determined that it is necessary and appropriate to restrict the specifications in the contracting documents for the refurbishment of the chillers at Los Angeles Trade-Technical College exclusively to Trane.

Funding and Development Phase

The Funding is 100% through the 2013 – 2014 Scheduled Maintenance Program.