ORDER OF BUSINESS - REGULAR MEETING
Wednesday, March 9, 2016
Closed Session 4:00 p.m.
Public Session 6:00 p.m.
Second Closed Session
(Immediately Following Public Session if Necessary)

Educational Services Center
Board Room – First Floor
770 Wilshire Blvd.
Los Angeles, CA 90017

I. Roll Call (4:00 p.m.) Location: Board Room

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: Hearing Room

IV. Reconvene Regular Meeting (6:00 p.m.)
Location: Board Room

V. Roll Call

VI. Flag Salute

VII. Report of Actions Taken in Closed Session – March 9, 2016

VIII. Approval of Minutes
   - Special Meeting and Closed Session – December 16, 2015
   - Regular Meeting and Closed Session – February 10, 2016
   - Regular Meeting and Closed Session – February 24, 2016

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

X. Announcements from the College Presidents
XI. Recess to Committee of the Whole
   A. Roll Call
   B. Public Speakers
   C. Presentation/Reports
      • Professional Development: Moving the Needle on Student Success
   D. Other Business
   E. Adjournment

XII. Reconvene Regular Meeting

XIII. Public Agenda Requests
   A. Oral Presentations
   B. Proposed Actions

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

XV. Reports and Recommendations from the Board
   • Reports of Standing and Special Committees
   • Proposed Actions
      BT1. Resolution – District Classified Employees Retirement
      BT2. Resolution – Child Abuse Prevention Month
      BT3. Resolution – Day of Remembrance: Armenian Genocide
      BT4. Resolution – Cesar E. Chavez
      BT5. Board Travel Authorization/Ratification
      BT6. Student Board Member Absence Ratification

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

XVII. 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 and Service Agreements
      FPD3. Adopt Resolution Authorizing Implementation of Design-Build System of Project Delivery for the School of Math and Science at Los Angeles Southwest College; Ratifying Request for Qualifications and Proposal Process; and Authorizing the Award of a Design-Build Agreement
FPD4. Adopt Resolution Approving the Second Addendum to West Los Angeles College 2005 Facilities Master Plan Final Environmental Impact Report and 2010 Supplemental Environmental Impact Report and Adopt Resolution Approving the 2013 West Los Angeles College Master Plan Update

HRD1. Personnel Services Routine Actions
HRD2. Employment Actions Regarding Academic Employees
ISD1. Approve New Educational Courses and Programs
PC1. Personnel Commission Actions
• Correspondence

XVIII. Recommendations from the Chancellor

General Matters
• Public Hearing to Adopt a Resolution to Convey to the City of Los Angeles an Easement at Los Angeles Trade-Technical College

FPD5. Adopt a Resolution to Convey to the City of Los Angeles an Easement at Los Angeles Trade-Technical College

CH1. Amend Board Rule Chapter VII, Article IX
CH2. Amend Board Rules, Chapter II Article X – Student Trustee Election Procedures
CH3. Amend Board Rules, Chapter XV – Prohibited Discrimination, Unlawful Harassment, and Sexual Misconduct (Title IX)
CH4. Appointment of the Vice Chancellor of Finance and Resource Development
CH5. Resolution – Exception to the 180-Day Wait Period Government Code Sections 7522.56 and 21224

Matters Requiring a Super Majority Vote – None

XIX. Notice Reports and Informatives
BF/A. [Informative] 2015-2016 Second Quarter Financial Status Report
ISD/A. [Informative] Notification of Out-of-State Student Travel

XX. Announcements and Indications of Future Proposed Actions by Members of the Board of Trustees

XXI. Adjournment
Next Regularly Scheduled Board Committee Meetings
Educational Services Center
770 Wilshire Blvd.
Los Angeles, CA 90017
Wednesday, March 23, 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

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, March 9, 2016

Educational Services Center
Hearing Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017

I. Public Employee Evaluation
(pursuant to Government Code section 54957)

A. Position: Chancellor

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

III. Conference with Legal Counsel - Existing Litigation
(pursuant to Government Code section 54956.9(d)(1))

A. Norma Reyes v. LACCD and Fernando Sosa
B. Deonte Williams v. LACCD
C. Elizabeth Oved v. LACCD

IV. Conference with Legal Counsel - Anticipated Litigation
(pursuant to Government Code section 54956.9(d)(2) and (e)(1))

A. Potential litigation – 3 matters

V. Conference with Legal Counsel - Anticipated Litigation
(pursuant to Government Code section 54956.9(d)(2) and (e)(2))

A. Proposed settlement with Sinanian Development, Inc. relating to projects at West Los Angeles College and Pierce College
B. Claim for professional services rendered at the Educational Services Center
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
<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>Hoult</td>
<td>Elizabeth</td>
<td>Admissions &amp; Records Evaluation Technician</td>
<td>41</td>
<td>Valley</td>
<td>12/1/2015</td>
</tr>
<tr>
<td>Kinzel</td>
<td>Dean</td>
<td>Lead Electrician</td>
<td>41</td>
<td>Pierce</td>
<td>2/1/2016</td>
</tr>
<tr>
<td>Motonaga</td>
<td>Linda</td>
<td>Instructional Assistant – CAOT</td>
<td>40</td>
<td>City</td>
<td>2/6/2016</td>
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<tr>
<td>Pham</td>
<td>Thuychau</td>
<td>Computer &amp; Network Support Specialist</td>
<td>27</td>
<td>West</td>
<td>2/9/2016</td>
</tr>
<tr>
<td>Williams</td>
<td>Lawrence</td>
<td>Custodian</td>
<td>22</td>
<td>Trade Technical</td>
<td>2/2/2016</td>
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<tr>
<td>Holmes</td>
<td>Darryl</td>
<td>Physical Education/Athletics Facilities Assistant(M)</td>
<td>21</td>
<td>Southwest</td>
<td>1/30/2016</td>
</tr>
<tr>
<td>Hall</td>
<td>Lynda</td>
<td>Financial Aid Manager</td>
<td>20</td>
<td>Southwest</td>
<td>2/4/2016</td>
</tr>
<tr>
<td>Gallego</td>
<td>Josephine</td>
<td>Financial Aid Technician</td>
<td>10</td>
<td>Valley</td>
<td>1/30/2016</td>
</tr>
</tbody>
</table>
RESOLUTION – CHILD ABUSE PREVENTION MONTH

The following resolution is presented by Board Members Svonkin, Eng, and Fong:

WHEREAS, April has been designated "Child Abuse Prevention Month." It serves as a reminder that we should never relax our vigilance in the fight against child abuse—one of the most tragic criminal justice and social issues of our time; and

WHEREAS, For the past several years, the blue ribbon has been widely recognized as the national symbol of child abuse awareness. The movement began in 1989, when a concerned grandmother took a stand against child abuse after the death of her grandson; and

WHEREAS, Child abuse remains a serious and growing problem. More than three million suspected cases of child abuse and neglect are reported each year, and many, many more go unreported. It is extremely important for the public to know that everyone can do something to help prevent child abuse. We should all know the warning signs and how to report a suspected case; and

WHEREAS, Child abuse is a tragedy that comes in a variety of forms—physical and emotional pain, sexual abuse, and neglect and is found in all cultural, ethnic, occupational, and socio-economic groups; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby encourages every person to increase their awareness of child abuse and work to put a stop to these horrendous crimes by sending the message that abuse of children will not be tolerated, by learning something about child abuse, and by sharing with others what you have learned; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby encourages the spirit of the blue ribbon by wearing one and to support child abuse prevention activities in our colleges and communities.

Chancellor and
Secretary of the Board of Trustees

By ____________________________ Date ____________________________
Subject: RESOLUTION - DAY OF REMEMBRANCE: ARMENIAN GENOCIDE

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

WHEREAS, In the early part of the twentieth century, a systematic destruction of thousands of Armenian communities, through massacres and death marches in which some 1.5 million Armenians perished and hundreds of thousands more were uprooted from their homes and ancient homeland, was carried out from 1915 to 1923; and

WHEREAS, Any such systematic destruction of a culture must be remembered and acknowledged in the hope of preventing all such events in the future; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby designates April 24 of each year as “Day of Remembrance for the Armenian Genocide of 1915 to 1923”; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby encourages the colleges and all of the employees and students to commemorate this historic tragedy and to learn from it.
Subject: RESOLUTION – CESAR E. CHAVEZ

The following resolution is presented by Board Members Svonkin, Eng, and Moreno:

WHEREAS, March 31 has been designated as a day of honor commemorating the birthday of Cesar Chavez; and

WHEREAS, Cesar Chavez founded the United Farm Workers Union (UFW) and dedicated his life to making a better world for migrant farm workers; and

WHEREAS, The united farm worker of the UFW has become part of the history of American labor through its struggles for basic workers’ rights in California’s fields and vineyards; and

WHEREAS, Cesar Chavez was a nonviolent human being who would fast in order to inspire members of the UFW to commit themselves to nonviolence in their struggle to win recognition and justice and to focus the world’s attention on the suffering that migrant farm workers had endured for many generations; and

WHEREAS, Cesar Chavez was a labor leader who represented a union composed of a multicultural constituency of rank-and-file workers; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby honors Cesar Chavez as a national civil rights leader who worked against poverty and injustice; and be it further

RESOLVED, That the Los Angeles Community College District joins in celebrating the many accomplishments of Cesar Chavez that stand as an example to all people who struggle for social justice and nonviolent change.
Subject: BOARD TRAVEL AUTHORIZATIONS/RATIFICATION

I. Travel Authorizations

A. Authorize change of travel location for Scott J. Svonkin, member of this Board of Trustees, to attend the College Promise Campaign's National Advisory Board quarterly meeting to be held on April 27, 2016 in New York City, New York.

   Background: Board Member Svonkin's travel for the National Advisory Board will be paid out of the 2015-16 Chancellor's Reserve account. The meeting was initially scheduled to be held in Washington, D.C.

B. Authorize payment of necessary expenses for Sydney K. Kamlager, member of this Board of Trustees, to attend the Los Angeles Regional Test Score Conference to be held on March 31-April 1, 2016 in Los Angeles, California.

   Background: Board Member Kamlager will be reimbursed from her 2015-16 Board travel allocation.

II. Ratification

Ratify payment of necessary expenses for Mike Eng, member of this Board of Trustees, to have attended the meeting of the Los Angeles County School Trustees Association (LACSTA) held on February 29, 2016 in Downey, California.

   Background: Board Member Eng will be reimbursed from his 2015-16 Board travel allocation and is the Los Angeles Community College District (LACCD) Trustee Representative to LACSTA.
Subject: **STUDENT 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 February 24, 2016 despite his absence pursuant to Board Rule 2104.14 Absence - Hardship.

**Background:** Student Trustee Anderson’s presence was not required for the Regular Board meeting of February 24, 2016 as it was scheduled as Closed Session only.
RATIFY BUDGET REVISIONS AND APPROPRIATION TRANSFERS

Ratify acceptance of $9,698,149 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).
BUDGET REVISIONS AND APPROPRIATION TRANSFERS
ALL FUNDS, EXCLUDING BUILDING BOND FUND
March 9, 2016

NEW INCOME (Attachment I)

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td>810000-849999</td>
</tr>
<tr>
<td>State</td>
<td>860000-869999</td>
</tr>
<tr>
<td>Local</td>
<td>870000-889999</td>
</tr>
<tr>
<td>Interfund Transfer In</td>
<td>891000-899999</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>
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</table>

EXPENDITURES

<table>
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<tr>
<th>ACCOUNT</th>
<th>Approved Budget</th>
<th>Budget Revisions</th>
<th>Appropriation Transfers</th>
<th>Revised Budget</th>
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<tbody>
<tr>
<td>Certificated Salaries</td>
<td>100000-199999</td>
<td>315,888,633</td>
<td>575,605</td>
<td>2,345,036</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>200000-299999</td>
<td>175,590,048</td>
<td>495,833</td>
<td>2,306,390</td>
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<tr>
<td>Employee Benefits</td>
<td>300000-399999</td>
<td>158,234,466</td>
<td>186,708</td>
<td>78,930</td>
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<td>Books/Supplies</td>
<td>400000-499999</td>
<td>41,410,878</td>
<td>110,272</td>
<td>298,795</td>
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<td>Contract Services</td>
<td>500000-599999</td>
<td>169,348,725</td>
<td>2,419,819</td>
<td>1,819,865</td>
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<tr>
<td>Capital Outlay</td>
<td>600000-699999</td>
<td>26,760,814</td>
<td>4,684</td>
<td>115,438</td>
</tr>
<tr>
<td>Other Outgo</td>
<td>700000-799999</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other Debt Services</td>
<td>710000-719999</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Tuition Transfers</td>
<td>720000-729999</td>
<td>14,926,698</td>
<td>-</td>
<td>2,084,000</td>
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<td>Interfund Transfers</td>
<td>730000-739999</td>
<td>-</td>
<td>-</td>
<td>700</td>
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<tr>
<td>Direct Support/Indirect Costs</td>
<td>740000-749999</td>
<td>12,801,227</td>
<td>5,890,403</td>
<td>(9,000,391)</td>
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<tr>
<td>Loan/Grants</td>
<td>750000-759999</td>
<td>261,561,596</td>
<td>14,725</td>
<td>(46,663)</td>
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<td>Other Financing Sources (Except 7902)</td>
<td>760000-799999</td>
<td>138,576,666</td>
<td>5,890,403</td>
<td>(9,000,391)</td>
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<td>Reserve for Contingency*</td>
<td>790000</td>
<td>23,416,080</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>1,315,168,425</strong></td>
<td><strong>9,698,149</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>W-0344</td>
<td><strong>TRIO Educational Opportunity Center</strong></td>
<td>$230,000</td>
</tr>
<tr>
<td></td>
<td>To establish funding to help first-time or re-entry students transition into postsecondary education. Services include academic assistance, financial aid assistance, academic counseling and career exploration. Program goals include enrollment into continuing education programs, postsecondary admissions, enrollment and financial aid enrollment. The program serves one thousand (1,000) participants who are socio-economically and educationally disadvantaged within the Los Angeles County service area. Target populations come from various feeder Los Angeles Unified School District (LAUSD) middle and high schools and other community agencies. Funding is from the United States Department of Education.</td>
<td></td>
</tr>
<tr>
<td>W-0303</td>
<td><strong>TRIO Upward Bound</strong></td>
<td>290,430</td>
</tr>
<tr>
<td></td>
<td>To establish funding to serve high school students from low-income families and from families in which neither parent holds a bachelor's degree. This program provides fundamental support to participants in their college entrance preparation and opportunities to succeed in their pre-college performance and higher education pursuits. The goal is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. Each year the program is funded to serve seventy (70) students from Crenshaw High and Dorsey High schools. Funding is from the United States Department of Education.</td>
<td></td>
</tr>
<tr>
<td>P-0178</td>
<td><strong>University of California Los Angeles (UCLA) Bridges to Baccalaureate Program</strong></td>
<td>56,369</td>
</tr>
<tr>
<td></td>
<td>To increase funding to augment the number of students from underrepresented minority (URM) groups who successfully transfer to University of California, Los Angeles (UCLA), complete their baccalaureate degrees in the sciences, and pursue more advanced degrees in biomedical sciences. The new Bridges Program will increase the average number of URM transfers into life science majors at UCLA. The average number of URM transfers from Pierce College and Los Angeles Valley College into life science majors at UCLA will be increased from three to fifteen (3-15) per year. Funding is from the National Institutes of Health (NIH).</td>
<td></td>
</tr>
</tbody>
</table>
**Trade Adjustment Assistance Community College and Career Training (TAACCCT) - Los Angeles Healthcare Competency to Career Consortium (LA H3C)**

To increase funding to create a multi-college consortium project for all nine colleges in the Los Angeles Community College District. A consortium of the community colleges, sector intermediaries, the workforce system, and employers in the healthcare industry sector will join forces to create an innovative training model for trade-impacted workers and other long-term unemployed residents in the Greater Los Angeles area. The primary focus of the project will be to build upon the progress of prior-year TAACCCT grant projects to develop competency-based, stacked and latticed programs of study, including a common foundation credential, certificates of achievement, and Associate of Arts/Associate of Science (A.A./A.S.) degrees related to the health science professions. A total of seven thousand eight hundred (7,800) students will directly benefit from this program. Funding is from the United States Department of Labor.

**TOTAL FEDERAL**

$669,048

**State**

**California Apprenticeship Initiative**

To establish funding to develop a gateway for workforce preparedness that addresses the growing demand for medical records and health information technicians. Over a two-year period, twenty-four (24) apprentice trainees will: (a) complete education/training activities that receive a degree/certificate; (b) be placed into unsubsidized employment; and (c) be retained as employees in the first and second quarters following initial placement. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

$479,998

**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 twenty-four to sixty (24-60) students will be enrolled in the program. Benefits include financial assistance/stipends to students. Funding is from the California Department of Education.

8,725
### Adult Education Block Grant

To establish funding to allow the Los Angeles Community College District (LACCD) to follow the adult education plan that was developed under the Los Angeles Regional Adult Education Consortium (LARAEC) AB 86 planning grant. Through this grant, LACCD and its community colleges will sustain, expand and improve adult education and work with local unified school districts to create seamless programs and pathways to workforce and higher education that are regionally relevant, efficient and comprehensive. This grant will supplement community resources through a structured and collaborative interagency approach. Funding is from the California Community Colleges Chancellor’s Office (CCCCO). *(NOTE: This is 90% of the total allocation to the LARAEC. The remaining 10% will be processed by the CCCCCO within the month of March 2016.)*

| TOTAL STATE | $6,788,723 |

#### Local

**Bookstore**

To accept additional revenue collected from Material Fees to cover the costs of office supplies in the Bookstore Fund at Pierce College.

**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 CB Fleet, Construction, Maintenance & Utilities (CMU) Department fees, Cosmetology Department fees, DEAM, Foundation for California Community Colleges, NCS Pearson, Peralta Colleges Foundation, and PSI.

**Foster Care Counts/Guardian Scholars Program**

To accept funding at Los Angeles Trade-Technical College to provide financial, educational, and technical assistance to qualified emancipated foster youth via the Guardian Scholars Program. The funds will be used to cover books, supplies, transportation, food, temporary shelter needs and specialized tutors. Funding is from Foster Care Counts.

**Foster Care Counts/Cougar’s Guardian Scholars Program**

To accept additional funding to provide comprehensive services to current and former foster youth as they develop and pursue their educational or vocational goals so that they earn degrees, transfer to four-year institutions, and/or learn vocational skills. Funding is from Foster Care Counts.
**Cougar's Guardian Scholars Program**

To accept additional funding to improve the quality of educational outcomes for current and former foster youth in the Southwest region of Los Angeles. Eligible students will include current and former foster youth age sixteen (16) to twenty-four (24) who are currently enrolled in Washington Prep/Duke Ellington High School or Los Angeles Southwest College. Funding is from the Anthony & Jeanne Pritzker Family foundation.

**Guardian Scholars Program**

To accept funding at Los Angeles Trade-Technical College to provide financial, educational, and technical assistance to qualified emancipated foster youth. The services include mentoring and counseling for both academics and careers, assisting with finding affordable housing, providing transportation assistance, and so on. This program will serve up to one hundred (100) participants. Funding is from the Anthony & Jeanne Pritzker Family foundation.

**Journalism**

To augment the Other Expense account in the Journalism Fund at Los Angeles City College from income generated by the Journalism Program.

**TOTAL LOCAL**

$156,378

**OTHERS:**

**Interfund**

- **Increase – Special Reserve Fund from General Fund (Deferred Maintenance Reserve)**
  - To set up an Interfund transfer for the "LAPC-Physical Education Building Boiler Replacement" project 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.
  - $169,000

- **Increase – Special Reserve Fund from General Fund (Deferred Maintenance Reserve)**
  - To set up an Interfund transfer for the "LAPC-Removal of Trees (Bark Beetle)" project 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.
  - 310,000

- **Increase – Special Reserve Fund from General Fund (Deferred Maintenance Reserve)**
  - To set up an Interfund transfer for the new projects "Repair ESC Roof" and "Repair ESC Electrical System" as requested by the Facilities Planning and Development Department. These funds will be transferred from the Deferred Maintenance Reserve to the Special Reserve Fund.
  - 1,605,000
Fund Redistribution

**M-0250, T-0314, V-0336**

*Extended Opportunity Programs and Services (EOPS)*

To redistribute funds from EOPS fund number 20489 to EOPS fund number 10489 at Los Angeles Mission College, Los Angeles Trade-Technical College, and Los Angeles Valley College.

**M-0251, T-0315, V-0337**

*Extended Opportunity Programs and Services (EOPS)*

To accept redistributed funds from EOPS fund number 20489 to EOPS fund number 10489 at Los Angeles Mission College, Los Angeles Trade-Technical College, and Los Angeles Valley College.

**T-0339**

*Extended Opportunity Programs and Services-Cooperative Agencies Resources for Education (EOPS-CARE)*

To redistribute funds from EOPS-CARE fund number 20868 to EOPS-CARE fund number 10868 at Los Angeles Trade-Technical College.

**T-0340**

*Extended Opportunity Programs and Services-Cooperative Agencies Resources for Education (EOPS-CARE)*

To accept redistributed funds from EOPS-CARE fund number 20868 to EOPS-CARE fund number 10868 at Los Angeles Trade-Technical College.

**TOTAL OTHERS**

$2,084,000

**TOTAL INCOME**

$9,698,149
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**

869 issued from January 4, 2016 to January 29, 2016 which totaled $2,500,687.

B. **FACILITIES ORDER FORMS**

58 issued from January 1, 2016 to January 31, 2016 which totaled $242,039.

C. **AGREEMENT FOR ART MODELING SERVICES**

7 issued which totaled $4,624.

D. **AGREEMENT FOR ATHLETIC OFFICIATING SERVICES**

2 issued which totaled $973.

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

1. 6 issued from January 1, 2016 to January 31, 2016 for a total income of $55,498 at City

2. 9 issued from January 1, 2016 to January 31, 2016 for a total income of $36,905 at Harbor

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees
3. 1 issued from January 1, 2016 to January 31, 2016 for a total income of $300 at Pierce.

4. 1 issued from January 1, 2016 to January 31, 2016 for a total income of $7,760 at Southwest

5. 19 issued from November 18, 2015 to February 5, 2016 for a total income of $24,943 at Valley.

Total Income of Section E: $125,406

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

4500222868 City. 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 to December 28, 2016, inclusive. **Total income: $38,000.**

4500222866 East. Agreement with About Time Catering for the use of a designated site to sell food and refreshments, Monday through Friday at designated hours during Fall and Spring semesters $120 per day Mondays through Thursdays, and $50 per day on Fridays: During Winter and Summer semesters, $75 per day Mondays through Thursdays and $50 per day on Fridays during the period April 12, 2015 to December 31, 2016, inclusive. **Total income: $15,000.**

Total Income of Section F: $53,000

G. LEASE OF FACILITIES FOR DISTRICT USE

4500221708 East. No cost. Correct Permit from Warren High School to Downey High School as ratified by Los Angeles Community College District the Board of Trustees on February 2016 (Com. No. BSD1) for use of classrooms for 60 students to attend the East Los Angeles College Jaime Escalante Math Program.

4500222355 East. Use agreement with The Salvation Army for use of Pine Summit Camp grounds providing for 56 students and counselors to attend the MESA program conference to promote STEM study skills under the auspices of the Office of Academic Affairs during the period April 15, 2016 to April 17, 2016, inclusive. **Total cost: $7,904.**

4500222908 East. No cost. Use agreement with the Whittier Unified School District for use of classrooms at Pioneer High School providing for students to attend six classes of the East Los Angeles
College Jaime Escalante Math Program free of cost during the period June 06, 2016 to July 14, 2016.

4500222910 East. No cost. Use agreement with KIPP LA District for use of classrooms at KIPP LA providing for students to attend the East Los Angeles College Jaime Escalante Math Program free of cost during the period June 06, 2016 to August 5, 2016.

4500222912 East. No cost. Use agreement with El Rancho Unified School District for use of classrooms at El Rancho High School providing for students to attend the East Los Angeles College Jaime Escalante Math Program free of cost during the period June 9, 2016 to July 25, 2016.

4500222914 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 February 2, 2016 to April 30, 2016, inclusive.

Total Cost of Section G: $7,904

H. LICENSE AGREEMENT

4500199097 Southwest. Amendment No. 1 to renew agreement with Sars Software Products, Inc. to provide software license and technical support for SARS-GRID (Scheduling and Recording Software) during the period January 22, 2015 to January 21, 2017, inclusive. Total cost: $6,000.

Total Cost of Section H: $6,000

I. LOAN AGREEMENT

4500223279 Educational Services Center. No-cost agreement with Lenovo, Inc. to evaluate Lenovo storage technology for possible use in the server storage environment of the Office of Information Technology during the period March 11, 2016 to May 31, 2016, inclusive.

Total Cost of Section I: $0

J. MAINTENANCE AGREEMENTS

4500173130 City. Amendment No. 4 to renew agreement with Doortech to provide maintenance services for all automatic doors on campus as needed for the Facilities Department during the period April 1, 2016 to March 31, 2017, inclusive. Total cost: $12,500.
City. Agreement with Gruber Power Services to provide monthly preventative maintenance service on uninterrupted power supply battery back-up system for the Facilities Department during the period March 1, 2016 to February 28, 2017, inclusive. Total cost: $19,850.

City. Agreement with Datalink to provide support on the Cisco systems and network core devices such as the PBX phone system and routers that extend to the satellite locations for the Information Technology department during the period March 22, 2016 to March 21, 2017, inclusive. Total cost: $15,431.

Harbor. Amendment No. 2 to renew agreement with Harland Technology Services to provide maintenance and support services on the Scanmark, test scoring equipment and Parscore software program for the Nursing department during the period February 1, 2016 to January 31, 2017. Total cost: $2,671.

Mission. Agreement with Steris Corporation for maintenance of two LAB250 Vac SD Cab ESG 480V SEIS autoclave in the Life Science Department during the period March 1, 2016 to February 28, 2017, inclusive. Total cost: $6,750.

Pierce. Amendment No. 2 to renew agreement with Specialty Fitness, Inc. for repairs and maintenance of various exercise equipment in the Athletic Training Room during the period March 1, 2016 to February 28, 2018, inclusive. Total cost: $10,000.

Various

Four agreements with Canon Solutions America, Inc. Total cost: $3,094.

Agreement with Canon Solutions America, Inc. for maintenance of Canon IP F8000S copier located in the Pierce Receiving Department during the period January 14, 2016 to January 13, 2017, inclusive. Total cost: $1,482.

Agreement with Canon Solutions America, Inc. for maintenance of a Canon IR3245 copier located in the Pierce Business Education Building during the period January 1, 2016 to December 31, 2016, inclusive. Total cost: $850.

Agreement with Canon Solutions America, Inc. to allow for overages of four Canon IR 4245 copiers located in the Pierce Music, Math, Theatre Arts and Art Buildings during the period January 1, 2016 to December 31, 2016, inclusive. Total cost: $10.
4500222157 – Agreement with Canon Solutions America, Inc. for maintenance of three Canon IR1435IF copiers located in the Pierce South Gym for the Athletics Department during the period November 30, 2015 to November 29, 2016, inclusive. Total cost: $752.

Total Cost of Section J: $70,296

K. STUDENT INTERN AGREEMENTS

4500214541 East. No-cost agreement with Tender Care Home Health to provide clinical training for students enrolled in the Health Information Technology Program during the period May 1, 2015 to April 30, 2020, inclusive.

4500223112 East. No-cost agreement with The Regents of UCLA to provide clinical training for students enrolled in the Nursing Program during the period April 1, 2016 to March 31, 2021, inclusive.

4500222764 Harbor. No-cost agreement with The Canterbury to provide clinical training for students enrolled in the Nursing program during the period February 7, 2016 to February 6, 2021, inclusive.

4500221900 Trade-Technical. No-cost agreement with Keiro Senior Healthcare to provide clinical training for students enrolled in the Nursing Program during the period February 1, 2016 to January 31, 2017, inclusive.

4500222216 West. No-cost agreement with Allergy Asthma Sinus Medical Center to provide clinical training for students enrolled in the Nursing Program during the period September 1, 2015 to August 31, 2020, inclusive.

Total Cost of Section K: $0

L. SERVICE AGREEMENTS

4500220650 City. Agreement with Ann Zumwinkle dba Zumwinkle.com to implement Kentico CMS system and migrate current college web platform to this system during the period November 1, 2015 to June 30, 2016, inclusive. Total cost: $82,960.

4500222277 City. Agreement with Outfront Media LLC to provide bus wrapping advertising by partnering with Los Angeles Trade Tech College to promote campus enrollment during the period July 6, 2015 to July 3, 2016, inclusive. Total cost: $35,000.
4500222281  City. Agreement with Corner Bakery Café to provide catering services for various training and conferences for the Student Services Department during the period January 21, 2016 to June 30, 2016, inclusive. Total cost: $1,000.

4500222334  City. Agreement with South Bay Center for Counseling to recruit and provide support services to 56 Workforce Innovation and Opportunity Act eligible youth ages 17-24 who reside in the City of Los Angeles and seeking to receive high school diploma, high school equivalency or employment as allowed by the Harbor Youthsource program grant during the period November 1, 2015 to June 30, 2016, inclusive. Total cost: $80,000.

4500222348  City. Agreement with Manisha Javeri to provide evaluation reports on the outcome of the goals and objectives of the Collaborative Undergraduate Research in Energy Program by monitoring the participation of students in the various activities and research projects at the Jet Propulsion Laboratory in Pasadena under the auspices of the National Science Foundation grant during the period August 1, 2015 to July 31, 2018, inclusive. Total cost: $23,025.

Various  City. Three agreements with the following contractors from participating community colleges who are Physics faculty members to act as local advisors to the Consortium for Undergraduate Research Experience Program; to help recruit, train and supervise students in the internships at the Jet Propulsion Laboratory in Pasadena under the auspices of the National Science Foundation grant during the period August 1, 2015 to July 31, 2018, inclusive. Total cost: $18,000.

4500222351  James Somers $6,000
4500222364  John Sepikas $6,000
4500222370  Michael Butros $6,000

4500222638  Districtwide. Agreement with the California Community Colleges Chancellor’s Office (C CCCO) to provide data and calculated metrics for LACCD colleges to the Integrated Postsecondary Educational Data System (IPEDS), to meet federal accountability requirements including those mandated under the Student Right to Know Act. IPEDS is a system of interrelated surveys conducted annually by the U.S. Department’s National Center for Education Statistics (NCES). The Higher Education Act of 1965, as amended, requires that institutions that participate in federal student aid programs report data on enrollments, program completions, graduation rates, faculty and staff, finances, institutional prices, and student financial aid. The CCCCO provides data and
calculated metrics to IPEDS through its Management Information System (MIS) for all California Community Colleges, thereby ensuring that information for LACCD colleges is reported consistently and is comparable to other community colleges statewide. This is a participation agreement for the period July 1, 2015 to June 30, 2017, under the auspices of the Office of Educational Programs and Institutional Effectiveness. Total annual cost: $35,100.

4500220467 | East | Agreement with eLumen Collaborative, LLC to provide software to track student academic progress used in Academic Affairs during the period September 1, 2015 to August 31, 2016, inclusive. Total cost: $27,043.

4500221511 | East | Agreement with Brustein and Manasevit to conduct a workshop covering new grant management requirements adopted by the U. S. Department of Education for Perkins Programs to be held on February 24, 2016. Total cost: $5,050.

4500222513 | East | Agreement with Edmentum to provide on-line basic skills modules to improve student comprehension of English, Math and Science during the period December 1, 2015 to November 30, 2016, inclusive. Total cost: $9,850.

4500222573 | East | Agreement with Robert Blagg, Ph.D. to provide grant evaluation services for the National Science Foundation STEM Program during the period January 1, 2016 to December 31, 2020, inclusive. Total cost: $15,000.

4500222574 | East | Agreement with Inquiry Blooms to provide workshops on the use of standardized assessment tools required by the U.S. Department of Education during the period February 10, 2016 to June 30, 2016, inclusive. Total cost: $8,000.

4500222814 | East | Agreement with American Transportation Systems to provide shuttle bus transportation for the South Gate Educational Center during the period February 8, 2016 to June 2, 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: $66,072.

4500208065 | Educational Services Center | Amendment No. 1 to agreement with Hewlett Packard Enterprise for license to use its Campuswide Software License Grant software which is required to operate the current Student Information System (SIS), under the auspices of the Office of Information Technology, during the period January 1, 2016 to December 31, 2016, inclusive. Total cost: $8,030.
4500209624  Educational Services Center. Amendment No. 1 to renew agreement with Dice Career Solutions, Inc. for placement of job postings for the Personnel Commission Office during the period March 5, 2016 to March 4, 2017, inclusive. Total cost: $6,700.

4500215130  Educational Services Center. Agreement with Experian information Solutions, Inc. and District's Central Financial Aid Unit for credit information exchange and reporting subscription services on delinquent and defaulted student loans for yearly membership fee of $250 and a per transaction inquiry fee during the period January 1, 2016 to December 31, 2021, inclusive. Total cost not to exceed: $1,000.

4500216170  Educational Services Center. No cost. Agreement with the Regents of the University of California Office of Contract and Grant Administration to conduct external evaluation of the coordination provided by the regional networks of the statewide Basic Skills Initiative (BSI), and evaluation of the direct support furnished to the colleges participating in each SI regions, as well as of the statewide oversight provided by the District, as part of the District's $1.6 million ESL/Basic Skills Professional Development grant through the California Community Colleges Chancellor's Office, during the period July 1, 2015 to June 30, 2016, inclusive.

4500217390  Educational Services Center. No Cost. Revision to correct the period of performance dates for the COTOP agreement which provides that the Chancellor agrees to act on behalf of the District for the purpose of collecting through the State Franchise Tax Board's Interagency Offset Program, outstanding student financial aid and proper non-financial aid obligations owed to the District, during the period October 1, 2015 to December 31, 2016.

4500221582  Educational Services Center. Agreement with Administrative Concepts, Inc. to provide benefits in case of an injury incurred as the result of an accident occurring the practice or play of intercollegiate sport or on-campus accident for individuals insured under LACCD's insurance policy, during the period August 1, 2015 to July 31, 2016, inclusive. Total Cost: $72,000.

4500223054  Educational Services Center. Correction to contract number of No-cost agreement with Educational Results Partnership and the California Community Colleges Chancellor's Office to enable LACCD participation in the Cal-PASS Plus inter-segmental data-sharing program. Agreement number
approved by the Board of Trustees on December 9, 2015 as 4500220226 was incorrect. This agreement is under the auspices of the Office of Educational Programs and Institutional Effectiveness during the period September 1, 2015 to August 31, 2020, inclusive.

**4500223168** Educational Services Center. Agreement with Hewlett Packard Enterprise to migrate LACCD's SAP Human Resources, SAP Financials, Student Records and Information SIS systems from the HP Enterprise Virtual Array (EVA) storage hardware to the 3PAR Storage hardware, and to provide a certification of successful data migration and knowledge transfer for the Office of Information Technology during the period February 29, 2016 to August 29, 2016, inclusive. Total cost: $22,618.

**4500222587** Harbor. Agreement with Golden Star Technology, Inc. to supply, install and configure Utelogy software for the audio visual system control in the Child Development Center during the period February 8, 2016 to February 26, 2016, inclusive. Total cost: $6,891.

**4500222798** Harbor. No cost agreement with Mathematica Policy Research as the data evaluator for the Achieving the Dream under the Working Student Success Network initiative. Evaluation to include two key components: formative and summative data collection, analysis, and reporting to inform stakeholders' the progress of the educational, financial, and career services available to low-income students and students of color during the period February 16, 2016 to December 31, 2017, inclusive.

**4500222617** Harbor. Agreement with Los Angeles Unified School District/Harbor Teacher Preparation Academy (HTPA) to provide services to establish HTPA Teaching Project to stimulate interest in STEM specialties under the Middle College High School grant in order to meet performance outcomes and attend the Middle College National Consortium conference during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $3,900.

**4500203623** Pierce. Amendment No. 2 to extend agreement with Niaz Khani, Psy.D. to conduct workshops titled “Stress Management” and “Sleep Hygiene” for the ASAP (Algebra Success at Pierce) and Summer Bridge Programs for the Center for Academic Success Department during the period January 1, 2016 to June 30, 2016, inclusive. Total cost: $10,000.
4500216391 Pierce. Agreement with CDW Government LLC to provide EMC VNX5300 upgrade implementation services for the Information Technology Department during the period April 1, 2016 to July 31, 2016, inclusive. Total cost: $5,595.

4500219565 Pierce. Correct the ending date of agreement with Outfront Media LLC to provide bus interior and shelter advertising for the college's recruitment from December 31, 2015 to January 31, 2016. No additional cost.

4500222027 Pierce. Agreement with Hilton Woodland Hills to reserve 11 rooms and one conference room for four nights for the 2016 ACCJC accreditation visiting team during the period March 6, 2016 to March 10, 2016, inclusive. Total cost: $8,500.

4500205480 Southwest. Agreement with Innovative Educators to provide a series of interactive on-demand workshops action plans and valuable resources focused on helping students achieve their academic, personal and career goals as allowed by the Perkins IV Title grant during the period August 1, 2015 to July 31, 2016, inclusive. Total cost: $11,995.

4500222271 Southwest. 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 October 20, 2015 to June 30, 2016, inclusive. Total cost: $8,190.

4500211051 Trade-Technical. Amendment No. 1 to renew agreement with Glendale Community College to implement Proposition 39 Program Improvement funds that were allocated to strengthen existing energy efficiency and clean energy programs for students working toward certificates and degrees related to careers in the energy field during the period April 1, 2015 to June 30, 2016, inclusive. Total cost: $6,960.

4500211055 Trade-Technical. Amendment No. 1 to renew agreement with Santa Monica College to implement Proposition 39 Program Improvement funds that were allocated to strengthen existing energy efficiency and clean energy programs for students working toward certificates and degrees related to careers in the energy field during the period April 1, 2015 to June 30, 2016, inclusive. Total cost: $9,048.

4500211060 Trade-Technical. Amendment No. 1 to renew agreement with Mount San Antonio College to implement Proposition 39 Program Improvement funds that were allocated to strengthen existing energy efficiency and clean energy programs for
students working toward certificates and degrees related to careers in the energy field during the period April 1, 2015 to June 30, 2016, inclusive. Total cost: $54,984.

4500217609 Trade-Technical. Agreement with TargetX.Com, LLC to provide network inside of Trade’s Facebook page used by students to increase engagement with college educational matters during the period August 15, 2015 to August 14, 2016, inclusive. Total cost: $10,900.

4500219589 Trade-Technical. Agreement with Alsco to provide laundry services for shop towels used in the Transportation Department during the period July 1, 2015 to June 30, 2020, inclusive. Total cost: $6,000.

4500222354 Trade-Technical. Agreement with Unifirst Corporation to provide shirt, mat and dust mop services for the Physical Plant during the period February 15, 2016 to February 14, 2019, inclusive. Total cost: $35,400.

4500222869 Trade-Technical. Agreement with Portfolium, LLC to provide cloud based e-Portfolio website for students to continue to develop their own portfolio education and work experience that is transferrable to CSU/UC e-Portfolio systems during the period December 1, 2015 to November 30, 2016, inclusive. Total cost: $10,000.

4500223327 Trade-Technical. Agreement with Rio Hondo Community College to implement Proposition 39 Program Improvement funds that were allocated to strengthen existing energy efficiency and clean energy programs for students working toward certificates and degrees related to careers in the energy field during the period April 1, 2015 to June 30, 2016, inclusive. Total cost: $106,952.

4500177725 Valley. Amendment No. 8 to extend agreement with Enterprise Rent-A-Car for rental of 8-15 passenger vans for the Athletics Department’s intercollegiate competitions; rental rates are per State of California Department of General Services Agreement No. 5-11-99-01 corporate rates; all vehicles must meet California Standards for both safety and emissions; all operators of a 15-passengers van conduct a pre-trip inspection of the vehicle during the period January 1, 2016 to June 30, 2016, inclusive. Total cost: $15,395.

4500221854 Valley. Agreement with Scantron Corporation to provide on-site training to operate the Par Test, Par Score and Par Test Online software for the Health Science Department during the
period February 1, 2016 to February 5, 2016, inclusive. Total cost: $5,295.

4500195297 Van de Kamp Innovation Center. Amendment No. 1 with Isotech Pest Management for integrated pest management services during the period January 1, 2016 to June 30, 2016, inclusive. Total cost: $12,900.

4500207650 West. Amendment No. 1 to renew agreement with Mission School Transportation, Inc. to provide transportation for students involved in the TRIO Program during the period January 1, 2016 to June 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: $65,000.

4500208868 West. Amendment No. 1 to renew agreement with AT&T Mobility to provide service for eight cell phones and iPhones used by Academic Services during the period March 1, 2016 to February 28, 2017, inclusive. Total cost: $7,000.

4500222214 West. Agreement with KTWV-FM Warner Cable Media, Inc. to provide radio advertising for Winter and Spring classes during the period December 26, 2015 to January 31, 2016, inclusive. Total cost: $9,150.

4500222215 West. Agreement with KPWR-FM to provide radio and on-line advertising for Winter and Spring classes during the period December 7, 2015 to February 8, 2016, inclusive. Total cost: $13,000.

4500222505 West. Agreement with Hebaragi and Lemi Bus, Inc. to provide transportation for the Athletics Department away football games during the period January 1, 2016 to August 31, 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: $12,000.

4500222591 West. Agreement with Time Warner Cable Media, Inc. to provide cable advertising for Winter and Spring classes during the period December 28, 2015 to February 7, 2016, inclusive. Total cost: $8,000.

4500222593 West. Agreement with Work Ed Consulting, LLC to provide grant consulting and evaluation services for the Department of Labor, Commerce and National Science Foundation grants during the period January 1, 2016 to December 31, 2017, inclusive. Total cost: $60,000.
M. SPECIAL GRANT FUNDED AGREEMENTS

4500222333  City. Agreement with California Community Colleges Chancellor's Office for that agency to fund the special allocation on Commercial Sexual Exploitation of Children in Foster and Kinship Education Program during the period July 1, 2015 to June 30, 2016, inclusive. **Total income:** $3,750.

4500217052  East. Amendment No. 1 to agreement with Los Angeles County Department of Education for that agency to fund the Computer Applications and Office Technologies program at the College, for up to 50 students, during the period August 5, 2015 to June 30, 2016, inclusive. **Total income:** $39,140.

4500223328  Educational Services Center. Agreement with the California Community Colleges Chancellor's Office to allow the Los Angeles Community College District (LACCD) to follow the adult education plan that was developed under the Los Angeles Regional Adult Education Consortium (LARAEC) AB 86 planning grant by which, LACCD and its community colleges will sustain, expand and improve adult education and work with local unified school districts to create seamless programs and pathways to workforce and higher education that are regionally relevant, efficient, comprehensive, and that leverage community resources through a structured and collaborative interagency approach under the auspices of the Economic and Workforce Development department, during the period July 1, 2015 to June 30, 2016, inclusive. **Total:** $7,000,000.

4500136623  Mission. Amendment No. 14 to agreement with California Community Colleges Chancellor's Office for that agency to fund the Foster and Kinship Care Education Program to provide 700 to 715 hours of training to licensed foster parents, to increase the total contract amount from $241,002 to $245,752, during the period July 1, 2015 to June 30, 2016, inclusive. **Total increase:** $4,750.

4500147645  Mission. Amendment No. 10 to agreement with California Department of Education for that agency to fund the Family Child Care Homes Network Program, to increase the total contract amount from $604,231 to $643,286, during the period July 1, 2015 to June 30, 2016, inclusive. **Total increase:** $39,055.
Southwest. Agreement with The Regents of the University of California for that agency to fund the Puente Project to help prepare educationally disadvantaged students who enroll in 4-year college and universities, earn degrees and return to the community as leaders and mentors; funding is for mentor activities such as field trips, meetings and orientations, including food for participants during the period July 1, 2015 to June 30, 2017, inclusive. Total income: $3,000.

Trade-Technical. Amendment No. 4 to agreement with Foster Care Counts for that agency to fund the Foster and Kinship Care Guarding Scholars program at the College, for up to 50 students, during the period December 1, 2015 to November 30, 2016, inclusive. Total income: $15,000.

Total Income of Section N: $7,104,695

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

City. Amendment No. 1 to increase the contract amount on agreement with Mission School Transportation, Inc. to provide bus transportation for Upward Bound students and staff to California State University, Channel Islands for a campus tour on February 15, 2016. 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: $620.

City. Amendment No. 1 to increase the contract amount on agreement with Palermo Italian Restaurant to provide catering services for Care workshop participants as allowed by the EOP&S Care program grant during the period January 27, 2016 to June 6, 2016, inclusive. Total cost: $833.

City. Amendment No. 1 to increase the contract amount on agreement with Panda Express to provide catering services for the EOP&S Care workshop as allowed by the program grant during the period January 26, 2016 to June 6, 2016, inclusive. Total cost: $646.

City. Agreement with Ricoh Americas Corporation to provide maintenance support to include service and parts on copier located in the EOP&S Department during the period October 17, 2015 to June 30, 2016, inclusive. Total cost: $3,355.

City. Agreement with Pacific Parking Systems to provide preventative maintenance service to include support, training,
<table>
<thead>
<tr>
<th>Agreement Number</th>
<th>Division</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4500222130</td>
<td>Business Services</td>
<td><strong>City</strong>: Agreement with Roubo’s Place Restaurant to provide catering services for Care workshop participants as allowed by the EOP&amp;S Care program grant on January 25, 2016. <strong>Total cost</strong>: $531.</td>
</tr>
<tr>
<td>4500219361</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Scrip Safe Security to provide Diploma on Demand Program during the period November 15, 2015 to November 14, 2016, inclusive. <strong>Total cost</strong>: $300.</td>
</tr>
<tr>
<td>4500220368</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Star Montana to provide guest speaker services on art history for the Art Department to be held on October 6, 2015. <strong>Total cost</strong>: $100.</td>
</tr>
<tr>
<td>4500221992</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Bentley Systems, Inc. to provide Academic Select software program used in the Engineering Department during the period August 31, 2015 to August 31, 2016, inclusive. <strong>Total cost</strong>: $1,500.</td>
</tr>
<tr>
<td>4500220473</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Canon Solutions America, Inc. to provide maintenance for one Canon IRC3235i located in the Non-Credit Department during the period July 1, 2015 to June 30, 2016, inclusive. <strong>Total cost</strong>: $1,200.</td>
</tr>
<tr>
<td>4500220750</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Jerry Tello to provide guest speaker services for the Greater East Los Angeles Fatherhood and Family workshop honoring fathers held on December 12, 2015. <strong>Total cost</strong>: $1,500.</td>
</tr>
<tr>
<td>4500220897</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Robert Verdugo to provide guest speaker services for the Greater East Los Angeles Fatherhood and Family workshop honoring fathers held on December 12, 2015. <strong>Total cost</strong>: $650.</td>
</tr>
<tr>
<td>4500221404</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Golden Star Technology to provide Faronics Deep Freeze program used on academic computers in classrooms and labs to ensure that unauthorized program changes are not made during the period January 21, 2016 to January 20, 2017, inclusive. <strong>Total cost</strong>: $2,700.</td>
</tr>
<tr>
<td>4500222369</td>
<td>East</td>
<td><strong>East</strong>: Agreement with Pyramid Technology Services for maintenance and warranty support of the Power Edge administrative system hardware during the period February 1, 2016 to January 31, 2017, inclusive. <strong>Total cost</strong>: $3,100.</td>
</tr>
</tbody>
</table>
East Agreement with California Office Systems to provide maintenance for one Rizo Duplicator located in the Math Department during the period November 28, 2015 to November 27, 2016, inclusive. Total cost: $1,700.

East Agreement with Canon Solutions America, Inc. to provide maintenance for one IR2880i copier located in the Athletics Department during the period February 28, 2016 to February 27, 2017, inclusive. Total cost: $1,000.

East Agreement with Buddy’s Allstars, Inc. to provide maintenance of football equipment used in the Athletics Department during the period February 9, 2016 to February 8, 2017, inclusive. Total cost: $4,996.

East Agreement with Tutorcast to provide tutoring program used by students enrolled in the Math, Engineering, Science Achievement program during the period December 14, 2015 to June 6, 2016. Total cost: $3,500.

East Agreement with Tunde Oyefeso to provide workshops on medical coding for students enrolled in the Health Information Technology program during the period January 1, 2016 to March 20, 2016, inclusive. Total cost: $3,000.

Educational Services Center Agreement with RehabWest for employer consultation, report and services of Health Practitioners, for the Office of Deputy Chancellor, during the period December 17, 2015 to December 18, 2015. Total cost: $769

Educational Services Center Agreement with Matthew Luskey to provide training on the Threshold Project series of workshops for approximately 40 faculty from various community colleges throughout the state as part of a mandatory partnership under the Reading Apprenticeship initiative of 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 December 1, 2015 to June 30, 2016 inclusive. Total cost: $1,635.

Educational Services Center Agreement with Robin Parent to provide training on the Threshold Project series of workshops for approximately 40 faculty from various community colleges
throughout the state as part of a mandatory partnership under the Reading Apprenticeship initiative of 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 December 1, 2015 to June 30, 2016 inclusive. Total cost: $1,635.

4500221115 Educational Services Center. Agreement with Yvonne Meulemans to provide training on the Threshold Project series of workshops for approximately 40 faculty from various community colleges throughout the state as part of a mandatory partnership under the Reading Apprenticeship initiative of 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 December 1, 2015 to June 30, 2016 inclusive. Total cost: $1,635.

4500221156 Educational Services Center. Agreement with Zest Business Consulting to provide personal development training with services including, but not limited to, a 45 minute presentation titled, “Easy, Empowered Effective Communication Skills,” and teamwork training from LACCD CalWORKS, as allowed by the Community College CalWORKS Program Funds, on January 22, 2016 from 10:45 a.m. to 2:30 p.m. at Griffith Park for a CalWORK’s Team Building Retreat. Total cost: $2,100.

4500221575 Educational Services Center. Agreement with Yosemite Community College for the rental of display booths and providing lunches in support of the CCC Registry Job Fair under the auspices of the Office for Diversity, Equity and Inclusion during the January 12, 2016 to February 16, 2016. Total cost: $3,100

4500222014 Harbor. Agreement with Hewlett Packard to provide hardware and software support on HP equipment located in the library during the period February 1, 2016 to January 31, 2017, inclusive. Total cost: $3,149.

4500222564 Harbor. Agreement with Jill Gray to provide lecture on nutritional concepts and application for the Nursing students as allowed by the Health Services Tutoring and Mentoring program grant on August 19, 2015. Total cost: $75.
4500221500 Mission. Agreement with Harland Technology Services Division of Scantron to provide onsite maintenance on a Scanmark ES2260 Scantron machine in the Citizenship Center during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $1,027.

4500221676 Mission. Agreement with RMZ Consulting to conduct a workshop on interviewing and job skills for the CARE Program participants during the period November 2, 2015 to December 15, 2015, inclusive. Total cost: $3,000.

4500222306 Mission. Agreement with Harland Technology Services Division of Scantron to provide onsite maintenance on a Scanmark ES2260 Scantron machine in the Assessment Center during the period January 1, 2016 to March 31, 2016, inclusive. Total cost: $257.

4500221282 Pierce. Agreement with Sea Clear Pools, Inc. to troubleshoot the pool’s chemical pump for the Kinesiology Department on July 30, 2015. Total cost: $2,410.

4500221285 Pierce. Agreement with Mt. San Jacinto College to conduct two online “Teaching & Learning” training for Distance Education Program during the period January 3, 2016 to April 1, 2016, inclusive. Total cost: $4,000.

4500221441 Pierce. Agreement with On-Site Lasermedic to provide preventive maintenance for various printers for the Information Technology Department during the period December 31, 2015 to December 30, 2016, inclusive. Total cost: $2,500.

4500222158 Pierce. Agreement with Woodland Hills Camera for repair of photography equipment in the Photography Department during the period November 1, 2015 to June 30, 2016, inclusive. Total cost: $555.

4500221496 Southwest. Agreement with Subway Sandwich to provide catering service for training classes for 35 PS-MAPP participants as allowed by the PS-MAPP grant on October 6, 2015. Total cost: $400.

4500221571 Southwest. Agreement with Subway Sandwich to provide catering service for training classes for 35 PS-MAPP participants as allowed by the PS-MAPP grant on August 17, 2015. Total cost: $651.
4500221834  **Southwest.** Agreement with 93.5 K-Day to provide radio advertising and one 2-hour van hit for on-campus event to promote Spring semester enrollment during the period January 12, 2016 to February 20, 2016, inclusive. **Total cost: $2,950.**

4500221836  **Southwest.** Agreement with KJLH 102.3 FM Radio to provide radio advertising to promote 2016 Spring semester enrollment during the period January 12, 2016 to February 5, 2016, inclusive. **Total cost: $2,900.**

4500218822  **Trade-Technical.** Agreement with Stuart Cooley to provide workshops for the Best Seminar during the period January 5, 2016 to January 9, 2016, inclusive. **Total cost: $600.**

4500219360  **Trade-Technical.** Agreement with Sagecom Canada to provide maintenance for the Xmedius FAX System used in the Information Technology Department during the period November 2, 2015 to November 1, 2016, inclusive. **Total cost: $4,968.**

4500220185  **Trade-Technical.** Agreement with Celtis Ventures, LLC to create an identifiable brand for the Advanced Transportation Institute Project at the college during the period November 23, 2015 to December 23, 2015, inclusive. **Total cost: $4,800.**

4500220909  **Trade-Technical.** Agreement with Tee and Associates, LLC to provide on-line web scheduling application to link with current system used in the Information Technology Department during the period September 1, 2015 to August 30, 2016, inclusive. **Total cost: $4,150.**

4500221082  **Trade-Technical.** Agreement with Alsco to provide laundry services for shop towels used in the Cosmetology Department during the period March 1, 2015 to February 28, 2017, inclusive. **Total cost: $2,400.**

4500221693  **Trade-Technical.** Agreement with My Child Says Daddy to provide guest speaker services for the Foster Care and Kinship held on October 28, 2015. **Total cost: $300.**

4500205690  **Valley.** Amendment No. 1 to agreement with Andy Gump, Inc. for rental and maintenance of one Andy Gump Deluxe portable toilet located at the Gold Creek Ecological Preserve, to increase the total contract amount from $934 to $972, during the period September 12, 2014 to September 11, 2015, inclusive. **Total additional cost: $38.**
4500221801  Valley. Agreement with Sharky's Woodfired Mexican Grill to provide lunch for CARE Program participants as allowed by the EOPS/CARE Program during the period February 5, 2016 to March 18, 2016, inclusive. Total cost: $700.

4500222000  Valley. Agreement with Action Auto Glass for replacing the windshield and back glass of a 2007 Chevrolet Uplander minivan for the Maintenance and Operations Department during the period August 18, 2015 to September 18, 2015, inclusive. Total cost: $569.

4500222469  Valley. Agreement with Red Canyon Systems for license to use its Center Fit software including telephone support and program updates for the Fitness Center during the period January 15, 2016 to June 30, 2016, inclusive. Total cost: $355.

4500222477  Valley. Agreement with Harland Technology Services Division of Scantron to provide onsite maintenance of IN/20 and STX103 scanners including software maintenance and upgrade in the Health Science Department during the period July 10, 2015 to July 9, 2016, inclusive. Total cost: $2,603.

4500222585  Valley. Agreement with VPLS Solutions LLC to upgrade, restructure and integrate SAN (Storage Area Network) with VMWare virtual server environment in Omega Data Center and Alpha Data Center to optimize availability and performance of technological services for the Information Technology Department during the period February 28, 2016 to May 31, 2016, inclusive. Total cost: $4,625.

4500218586  Van De Kamp Innovation Center. Agreement with 1-800-Timeclocks to install and configure a “TA100 Lite” time clock with attendance software, provide training and other services including, but not limited to, technology support for the time clock for the period October 12, 2015 to June 30, 2016 inclusive. Total cost: $2,535.

4500220622  Van De Kamp Innovation Center. Agreement with Pronto Gym Services to repair and/or replace various parts including, but not limited to, a vinyl pad, cable, and batteries for two units of exercise equipment in the Van De Kamp Fitness Center for the period December 4, 2015 to February 28, 2016 inclusive. Total cost: $757.

4500219410  West. Agreement with Mission School Transportation to provide transportation for the TRIO Talent Search program during the period October 15, 2015 to August 31, 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: $4,080.

4500221783 West. Agreement with Manuel Aubrey to provide workshops for the Foster Care and Kinship Program during the period September 10, 2015 to June 30, 2016, inclusive. Total cost: $3,000.

4500222149 West. Agreement with RSS Partners, Inc. to provide maintenance for the Banker Money Counting System located in the Bookstore during the period January 1, 2016 to December 31, 2016, inclusive. Total cost: $275.

Total Cost of Section O: $104,390

O. SETTLEMENT OF CLAIMS

15V10402 Pierce. Settlement of claim for witness expenses in the amount of $29.87.

Background: Settlement of a claim for witness expenses in a small claims case.

BC557678 West. Settlement of a lawsuit in the amount of $47,000.

Background: Settlement of a lawsuit by a student alleging disability discrimination.

Total Cost of Section P: $47,029.87
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. AUTHORIZE LICENSE, MAINTENANCE AND SUPPORT, AND HOSTING AGREEMENTS

Authorize agreement with TouchNet Information Systems to provide credit card processing middleware software, hosting services and support services for a one-year period beginning approximately March 10, 2016, at a total amount not to exceed $364,131.

Background: This agreement is for software and services required to serve as a bridge between the new PeopleSoft student information system (SIS) and the third party credit card processing company, ELAVON, which enables student payments online for enrollment and other fees. This procurement is a necessary component of the SIS and is similar to that of the contract in place for the District’s legacy system. RFP 15-11 was advertised and posted on LACCD website and one proposal was received and evaluated by college and Educational Services Center staff. Software license fee is $221,200 and the one-time system setup fee is $58,875. Software maintenance and hosting services fee is $84,056 for one year. This contract can be cancelled for cause at any time. Funding is through District Wide SIS Funds for the Student Information System (SIS) modernization project.

II. AUTHORIZE SERVICE AGREEMENTS

A. Authorize agreement with Network Kinections LLC to provide workforce intermediary services for the H-1B Technical Skills Training project at Los Angeles Southwest College during the period April 1, 2016 to October 1, 2016, inclusive. Total cost: $125,559.

Background: Under the terms of the Los Angeles Engineering Collaborative Project and approval from the Department of Labor, the College will partner with Network Kinections LLC to recruit 60...
unemployed/underemployed individuals and Veterans into work-based internship training programs and unsubsidized employment in the high growth field of engineering. Funding is through the H-1B Technical Skills Training grant under the auspices of the U.S. Department of Labor.

B. Authorize agreement with International Trade Education Programs (ITEP) as an intermediary partner in the LA Regional Pathways Consortium at Los Angeles Harbor College to establish career pathways from K-12 through secondary and post-secondary education in International Trade/Global Logistics during the period July 1, 2015 to June 30, 2016, inclusive. Total cost: $200,000.

Background: The Los Angeles Community College District (LACCD) has developed the LA Regional Career Pathways to unite regional partners and leverage resources to help LACCD address the education needs of local high school students to address the workforce needs of business and industry, and to align local economic and workforce development agencies with the educational system. ITEP will work in collaboration with Narbonne High School and San Pedro High to provide support by developing and maintaining networks of industry partners to support secondary and postsecondary industry awareness and career pathway programs. Funding is through the Careers Pathways grant.

C. Authorize an agreement with Charles Dunn Real Estate Services, Inc., for property management services for 770 Wilshire Boulevard, Los Angeles, for an additional six (6) months of services during the period April 1, 2016 through September 30, 2016 inclusive during which time a Request for Proposal will be issued and finalized for Board of Trustee authorization. Monthly cost: $120,000 and for extraordinary and unforeseen costs to correct necessary safety and operational situations of the building an estimated cost of an additional $100,000 for this period.

Background: The previous agreement was authorized by the Board of Trustees on November 4, 2015. The monthly management fee is $3,950. The balance of the contract amount will be for pass-through operating and administrative costs for the building. This amendment will provide for the continued effective operations of the Educational Services Center facility. Funding is through the District Office General Fund.

III. RATIFY FOUNDATION AGREEMENT

Ratify an agreement between the District on behalf of the Los Angeles Pierce College and the Foundation for Pierce College for the purpose of promoting the College, receiving property and gifts for the benefit of the College, establishment of scholarships, and support for alumni activities and the enhancement of the College through public relations outreach programs, in exchange for said services, the College will provide the Foundation with necessary and appropriate support, such as the loan of staff, office space, and related like-kind operational necessities, to realize the successful continuation
of the Foundation, during the period January 1, 2016 to July 1, 2017, inclusive. The Foundation may reimburse the District for these expenditures either monetarily or by providing equivalent services to the District of College; however, no more than 50% of the reimbursement may be made in the form of non-monetary benefits. The non-monetary benefits shall be assigned a good faith reimbursement value by the District.

Background: The Foundation for Pierce College will focus on issues and activities of a college-wide nature and on an as needed basis. The recommended agreement will be in compliance with existing Board policy (13100 et seq.) involving the establishment of auxiliary organizations.

IV. AUTHORIZE PAYMENTS

Authorize payments of the following expenditures:

A. $2,325 to Xerox Corporation for monthly maintenance service on the copier located in the Admissions Office at Los Angeles City College during the period March 30, 2015 to February 14, 2016, inclusive.

Background: The College did not return the copier after the contract ended. The copier was not on a contract until services was needed. The College recently was able to establish funds to cover the expense. Funding is through the General Fund.

B. $350 to Harry Filkorn, Physics & Planetary Sciences Instructor at Los Angeles Pierce College, in reimbursement of expense incurred for Geology 22D class field trip to Death Valley during the October 9, 2015 to October 11, 2015, inclusive.

Background: Mr. Filkorn purchased gasoline for three rented vans used on a class field trip to Death Valley. Funding is through the College General fund.

V. RATIFY ACCEPTANCE OF DONATION

Ratify the following donation and express appreciation to the donor for its contribution to the District's educational program.

Los Angeles Mission College

Five Vernier radiation monitors, from Nadya Donikian, valued by the donor at $845, to be used in the Physics Lab.
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. RATIFY NAME CHANGE

Ratify use of a change of name to Agreement No. 33057 with Howard, Needles, Tammen & Bergendoff California Architects, P.C. to now use the formal and legal business name HNTB Corporation (No cost).

II. AUTHORIZE PROFESSIONAL SERVICES AGREEMENT

Authorize an agreement with Alliant Insurance Services, Inc. to provide Owner Controlled Insurance Program ("OCIP") Broker and Administrator Services for the Bond program's construction related activities (Amount requested $1,200,000).

III. AUTHORIZE AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

Authorize Amendment No. 2 to Agreement No. 33668 with gkkworks to provide additional design services for the Jefferson Hall Modernization project at Los Angeles City College (Amount requested $8,550).

Recommended by: Adriana D. Barrera, Deputy Chancellor
Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________
IV. AUTHORIZE ADOPTION OF CONSTRUCTION PLANS AND SPECIFICATIONS

Authorize the adoption of plans and specifications for the Transportation and Accessibility Improvements project 40J.5702.03.01 at Los Angeles Trade Technical College (No cost).

V. AUTHORIZE CONSTRUCTION CONTRACT

A. Authorize a contract with Neubauer Electrics, Inc. to provide general construction services for the Exterior Lighting project at Los Angeles Pierce College (Amount requested $179,000).

B. Authorize a contract with Xcel Mechanical to provide general construction services for the Tech Ed Re-Plumb Chilled & Hot Water Lines project at Los Angeles Southwest College (Amount requested $689,636).

C. Authorize a contract with Southern California Trane Company to provide general construction services for the Refurbishment of Chillers at Cedar Hall project at Los Angeles Trade-Technical College (Amount requested $145,840).

VI. 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. 1 to Construction Contract No. 4500213727 with South Coast Mechanical for additional construction services for the Central Plant Boiler Replacement project at Los Angeles City College (Amount requested $21,175).

B. Ratify Change Order No. 10 to Construction Contract No. 33850 with Masters Contracting Corporation for additional construction services for the Roadway, Walkway, Grounds, Parking Lot (RWGPL) – Red Line Pedestrian Corridor project at Los Angeles City College (Amount requested $28,067).

C. Ratify Change Order No. 1 to Construction Contract No. 4500217681 with Sea Clear Pools, Inc. for additional rigid conduit installation services for the Replacement of Pool Covers project at Los Angeles Trade-Technical College (Amount requested $8,272).

VII. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACTS

A. Authorize Acceptance of Completion of Contract No. 4500213727 with South Coast Mechanical to provide general construction services for the
Central Plant Boiler Replacement project at Los Angeles City College (No cost).
B. Authorize Acceptance of Completion of Contract No. 4500217130 with Compactor Rental Service to provide general construction services for the Replace Campus Trash Compactors project at Los Angeles Harbor College (No cost).
C. Authorize Acceptance of Completion of Contract No. 4500210931 with Pinnacle Window Coverings Inc. to provide general construction services for the Window Blinds Replacement project at Los Angeles Mission College (No cost).
D. Authorize Acceptance of Completion of Contract No. 4500215655 with Control Maintenance and Repair, Inc. to provide general construction services for the Variable Speed Drive Replacement Phase II project at Los Angeles Pierce College (No cost).
E. Authorize Acceptance of Completion of Contract No. 4500196811 with Southern California Trane Company to provide general construction services for the Refurbishment of Central Plant Chillers project at Los Angeles Pierce College (No cost).
F. Authorize Acceptance of Completion of Contract No. 4500213230 with Express Energy Services, Inc. to provide general construction services for the High Bay Lighting project at Los Angeles Southwest College (No cost).
G. Authorize Acceptance of Completion of Contract No. 4500207307 with Express Energy Services, Inc. to provide general construction services for the Roadway Exterior Lighting Retrofit project at Los Angeles Southwest College (No cost).
H. Authorize Acceptance of Completion of Contract No. 4500217681 with Sea Clear Pools to provide general construction services for the Installation of Pool Covers project at Los Angeles Trade-Technical College (No cost).
I. Authorize Acceptance of Completion of Contract No. 4500200770 with Chapman Coast Roof Co., Inc. to provide general construction services for the Repair Arcade Main Entrance Roof project at Los Angeles Valley College (No cost).

VIII. AUTHORIZE AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Authorize Amendment No. 12 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 $253,747).
B. Authorize Amendment No. 8 to Design-Build Agreement No. 33801 with Harper Construction Company for additional Design-Build services for the
Science Career & Mathematics Complex project at East Los Angeles College (Amount requested $99,957).

IX. RATIFY AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Ratify Amendment No. 11 to Design-Build Agreement No. 33116 with Edge Construction LLC for additional Design-Build services for the Campus Student Center Bookstore project at East Los Angeles College (Credit of $21,200).

B. Ratify Amendment No. 9 to Design-Build Agreement No. 32527 with Masters Contracting Corporation for additional Design-Build services for the Campus Modernization Phase I project at Los Angeles Mission College (Amount requested $243,427).

C. Ratify Amendment No. 7 to Agreement No. 33388 with Charles Pankow Builders, Ltd. for additional Design-Build services for the Multipurpose Community Services Center project at Los Angeles Valley College (Amount requested $317,797).

X. AUTHORIZE ACCEPTANCE OF COMPLETION OF DESIGN-BUILD AGREEMENT

Authorize Acceptance of Completion to Design-Build Agreement No. 33376 with KPRS Construction Company, Inc. for the Campus Wide Improvements General – Phase 3 project at Los Angeles Trade-Technical College (No cost).

XI. RATIFY AMENDMENT TO LEASE LEASE-BACK AGREEMENT

Ratify Amendment No. 4 to Lease Lease-Back Agreement No. 33833 with Clark Construction Group - California LP for additional construction services for the Athletic Training Facility project at Los Angeles Valley College (Amount requested $281,595).

XII. AUTHORIZE PURCHASE ORDER

A. Authorize a purchase order with IDN-West, Inc. to provide door hardware (EL2-9) for the Phase II Renovations - Administration Building - Interior & Exterior project at Pierce College (Amount requested $17,843).

B. Authorize the purchase of a utility vehicle under the authority of the League of Oregon Cities (LOC)/Deere & Company Contract No. AS10174 for the Athletic Training Facility project at Los Angeles Valley College (Amount requested $6,433).
XIII. RATIFY SETTLEMENT OF CLAIM

Ratify the Settlement of Claim for compensation related to additional design services provided and reimbursable expenses incurred outside of the approved contract amount related to Pierce College Contract No. 31462 (Amount requested $43,429.15).

XIV. AUTHORIZE PURCHASE OF BUILDING PROGRAM INSURANCE COVERAGE

Authorize the purchase of a Builder’s Risk Insurance Policy in support of the Bond funded Building Program with Zurich American Insurance Company (Amount requested $1,410,000).

XV. AUTHORIZE AGREEMENT FOR SERVICES

Authorize agreement with KYA Services to provide flooring, installation and repair services at Los Angeles Southwest College Gymnasium (Amount requested $100,000).
Subject: AUTHORIZE MASTER PROCUREMENT AND SERVICE AGREEMENTS

1. Janitorial Equipment and Supplies

Action

Authorize Master Procurement Agreements for the entire catalog, with Interline Brands, Inc. dba Supplyworks, Empire Cleaning Supply and Signal Hill Auto Enterprises, Inc. dba Supply Solutions for Janitorial Equipment and Supplies for use District-wide for three (3) base years, plus two (2) one (1) year option periods from start date of March 10, 2016 or as soon thereafter as possible in consideration of the guaranteed individual unit pricing as stated.

**AGREEMENT WITH: INTERLINE BRANDS, INC. D/B/A SUPPLYWORKS**

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Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ____________________________ Date __________
# AGREEMENT WITH: INTERLINE BRANDS, INC. D/B/A SUPPLYWORKS

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<td>Down Press Wringer, Bucket Combo</td>
<td>$61.15</td>
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<td>11</td>
<td>Broom</td>
<td>$3.97</td>
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<tr>
<td>12</td>
<td>Mop</td>
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<tr>
<td>13</td>
<td>Mop Stick</td>
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<tr>
<td>14</td>
<td>Wet Floor Sign</td>
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<tr>
<td>15</td>
<td>Low Density Can Liner</td>
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<td>Dual Surface Brush</td>
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<td>19</td>
<td>Floor Squeegee, 18&quot; Red</td>
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<td>20</td>
<td>Grout and Crevice Brush</td>
<td>$0.94</td>
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<tr>
<td>21</td>
<td>Long Handle Scraper</td>
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<td>25</td>
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<td>26</td>
<td>Microfiber Towel, Yellow</td>
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### AGREEMENT WITH: EMPIRE CLEANING SUPPLY

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<td>32</td>
<td>Spotting Solution</td>
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<tr>
<td>34</td>
<td>Non-Acid Disinfectant Bathroom Cleaner</td>
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### AGREEMENT WITH: SIGNAL HILL AUTO ENTERPRISES, INC. D/B/A SUPPLY SOLUTIONS

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<td>6</td>
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<td>8</td>
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<td>Broom</td>
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</tr>
<tr>
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<td>Mop Stick</td>
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<tr>
<td>14</td>
<td>Wet Floor Sign</td>
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</table>
AGREEMENT WITH: SIGNAL HILL AUTO ENTERPRISES, INC. D/B/A SUPPLY SOLUTIONS

<table>
<thead>
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<th>Bid Item Description</th>
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</thead>
<tbody>
<tr>
<td>15</td>
<td>Low Density Can Liner</td>
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<td>16</td>
<td>Scrub Brush</td>
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<td>17</td>
<td>Toilet Plunger</td>
<td>$3.09</td>
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<td>18</td>
<td>Dual Surface Brush</td>
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</tr>
<tr>
<td>19</td>
<td>Floor Squeegee, 18&quot; Red</td>
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<td>20</td>
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<td>21</td>
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<td>Putty Knife</td>
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<td>24</td>
<td>Tapered Wooden Handle</td>
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<tr>
<td>25</td>
<td>Carpet Blower</td>
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<tr>
<td>26</td>
<td>Microfiber Towel, Yellow</td>
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<td>28</td>
<td>Microfiber Towel, Blue</td>
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<td>Acrylic Seal</td>
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<td>Floor Coating</td>
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<tr>
<td>31</td>
<td>Carpet Cleaner</td>
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<tr>
<td>32</td>
<td>Spotting Solution</td>
<td>$6.92</td>
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<td>33</td>
<td>Nitrile Gloves</td>
<td>$5.73</td>
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<tr>
<td>34</td>
<td>Non-Acid Disinfectant Bathroom Cleaner</td>
<td>$12.19</td>
</tr>
</tbody>
</table>

Background

These proposed Agreements are identified for award at the not to exceed amount of $2,000,000 to three (3) vendors because they are Catalogue Agreements.

Catalogue Agreements are the result of formal competitive bidding and are priced at the responsive bids received using the price for benchmark items, discount from the bidders' catalogue and warranty
coverage. Participants in the bidding process are advised in advance of this selection process and they must agree to abide by it in order to participate. Catalogue Agreements may be awarded to more than one bidder.

There were nine (9) bidders and the awardees are:

- Interline Brands, Inc. d/b/a Supplyworks
- Empire Cleaning Supply
- Signal Hill Auto Enterprises, Inc. d/b/a Supply Solutions

The award is for thirty-four (34) items.

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 Janitorial Equipment and Supplies. #FE-05-16-D. 40J.5J55.05, FF&E. All Phases.

2. Modular Millwork

Action

Authorize Master Procurement Agreements for the entire catalog, with McMurray Stern, Inc., MTM Business Systems d/b/a Vital Valt and Olpin Group Inc. for Modular Millwork for use District-wide for three (3) base years, plus two (2) one (1) year option periods, from start date of March 10, 2016 or as soon thereafter as possible in consideration of the guaranteed individual unit pricing as stated.
## AGREEMENT WITH: MCMURRAY STERN, INC.

<table>
<thead>
<tr>
<th>Item No</th>
<th>Bid Item Description</th>
<th>Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobile Material Sorting Units</td>
<td>$843.05</td>
</tr>
<tr>
<td>2</td>
<td>Mobile Order Fulfillment Centers</td>
<td>$1,579.50</td>
</tr>
<tr>
<td>3</td>
<td>Shipping Station</td>
<td>$1,259.05</td>
</tr>
<tr>
<td>4</td>
<td>Upper Cabinets, Solid Doors, Lockable</td>
<td>$336.70</td>
</tr>
<tr>
<td>5</td>
<td>Lower Cabinets, Solid Doors, Lockable</td>
<td>$837.88</td>
</tr>
<tr>
<td>6</td>
<td>Upper and Lower Cabinet Accessories</td>
<td>$78.00</td>
</tr>
<tr>
<td>7</td>
<td>Work surfaces (Laminate, Stainless Steel, Solid Surfacing)</td>
<td>$1,560.00</td>
</tr>
<tr>
<td>8</td>
<td>Freestanding Retail Display Unit w/Accessories of Shelves, Rail, etc.</td>
<td>$1,235.65</td>
</tr>
<tr>
<td>9</td>
<td>Student Storage Cubbies, Low</td>
<td>$761.15</td>
</tr>
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<td>10</td>
<td>Transaction Counter Units</td>
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<td>11</td>
<td>Point of Sale Desk Units</td>
<td>$1,229.80</td>
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<tr>
<td>12</td>
<td>Upper Cabinets, Glass Doors, Lockable</td>
<td>$668.95</td>
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<td>13</td>
<td>Lower Cabinets, Drawer Configurations, Lockable</td>
<td>$1,394.25</td>
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<td>14</td>
<td>Work surfaces w/Integral Sink, Solid Surface, Faucet Units</td>
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<td>15</td>
<td>Document workstation w/Riser, Sorter</td>
<td>$2,030.60</td>
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<tr>
<td>16</td>
<td>Storage Units, Full Height</td>
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<tr>
<td>17</td>
<td>Bottle &amp; Instrument Drying Racks, Wall Mounted</td>
<td>$705.63</td>
</tr>
<tr>
<td>18</td>
<td>Bactericidal Lab work surfaces</td>
<td>$312.00</td>
</tr>
<tr>
<td>19</td>
<td>Resin Lab work surfaces w/Integral Sink, Faucet</td>
<td>$1,086.80</td>
</tr>
<tr>
<td>20</td>
<td>Stainless Steel Sink Units w/Base, Faucet</td>
<td>$918.45</td>
</tr>
<tr>
<td>21</td>
<td>Mail Sorting Units w/Stand available with &quot;Smart Top&quot; and Riser Options</td>
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<tr>
<td>22</td>
<td>Electronic Mailboxes</td>
<td>$70,000.00</td>
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## AGREEMENT WITH: MTM BUSINESS SYSTEMS D/B/A VITAL VALT

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<tbody>
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<td>3</td>
<td>Shipping Station</td>
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</tr>
<tr>
<td>4</td>
<td>Upper Cabinets, Solid Doors, Lockable</td>
<td>$578.76</td>
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<tr>
<td>5</td>
<td>Lower Cabinets, Solid Doors, Lockable</td>
<td>$785.40</td>
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<td>6</td>
<td>Upper and Lower Cabinet Accessories</td>
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<td>Work surfaces (Laminate, Stainless Steel, Solid Surfacing)</td>
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<td>Upper Cabinets, Glass Doors, Lockable</td>
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<td>Bottle &amp; Instrument Drying Racks, Wall Mounted</td>
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<td>Bactericidal Lab work surfaces</td>
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<td>Resin Lab work surfaces w/Integral Sink, Faucet</td>
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<td>Stainless Steel Sink Units w/Base, Faucet</td>
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<td>Mail Sorting Units w/Stand available with &quot;Smart Top&quot; and Riser Options</td>
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### AGREEMENT WITH: MTM BUSINESS SYSTEMS D/B/A VITAL VALT

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### AGREEMENT WITH: TBD

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<tr>
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<td>Mobile Order Fulfillment Centers</td>
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<td>Shipping Station</td>
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<td>Upper Cabinets, Glass Doors, Lockable</td>
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<td>Lower Cabinets, Drawer Configurations, Lockable</td>
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<td>Document workstation w/Riser, Sorter</td>
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<td>16</td>
<td>Storage Units, Full Height</td>
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<td>Bottle &amp; Instrument Drying Racks, Wall Mounted</td>
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<td>18</td>
<td>Bactericidal Lab work surfaces</td>
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AGREEMENT WITH: TBD

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<th>Bid Item Description</th>
<th>Unit Price</th>
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<tbody>
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<td>19</td>
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<td>Stainless Steel Sink Units w/Base, Faucet</td>
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<tr>
<td>21</td>
<td>Mail Sorting Units w/Stand available with &quot;Smart Top&quot; and Riser Options</td>
<td>$3,691.00</td>
</tr>
<tr>
<td>22</td>
<td>Electronic Mailboxes</td>
<td>$84,657.00</td>
</tr>
</tbody>
</table>

Background

These proposed Agreements are identified for award at the not to exceed amount of $5,000,000 to three (3) vendors because they are Catalogue Agreements.

Catalogue Agreements are the result of formal competitive bidding and are priced at the responsive bids received using the price for benchmark items, discount from the bidders’ catalogue and warranty coverage. Participants in the bidding process are advised in advance of this selection process and they must agree to abide by it in order to participate. Catalogue Agreements may be awarded to more than one bidder.

There were three (3) bidders and the awardees are:

- McMurray Stern, Inc.
- MTM Business Systems d/b/a Vital Valt
- Olpin Group Inc.

The award is for twenty-two (22) items.

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 modular millwork #FE-02-16-D. 40J.5J55.05, FF&E. All Phases.
SUBJECT: ADOPT RESOLUTION AUTHORIZING IMPLEMENTATION OF DESIGN-BUILD SYSTEM OF PROJECT DELIVERY FOR THE SCHOOL OF MATH AND SCIENCES AT LOS ANGELES SOUTHWEST COLLEGE; RATIFYING REQUEST FOR QUALIFICATIONS AND PROPOSAL PROCESS; AND AUTHORIZING THE AWARD OF A DESIGN-BUILD AGREEMENT

Action

Adopt a resolution (Attachment 1) for the School of Math & Sciences project at Los Angeles Southwest College that:

1. Ratifies implementation of the Design-Build system of project delivery;
2. Ratifies the Request for Qualifications and Proposal process (Procurement Number CS-03-16-S) conducted by staff;
3. Authorizes the award of the Design-Build Agreement to the single Design-Build Entity (“DBE”) Harper Construction Company, Inc., in the amount of $15,749,000 which covers the Design, Agency Approvals, and Construction for the Project and includes a District controlled contingency of $250,000; and
4. Authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive and/or the Director, Facilities Planning and Development, to enter into said Design-Build Agreement for the School of Math & Sciences Project at Los Angeles Southwest College.

Recommended by: Adriana D. Barrera, Deputy Chancellor
Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By: ___________________________ Date: ___________________________
Background

I. Project Description

The Project consists of the design and construction of a new single story building that will be approximately 27,000 square feet. The new building will include classrooms and laboratories in support of the Geology, Microbiology, Physics and General Sciences departments.

II. Design-Build Delivery Method:

A. District's Prior Adoption and Recognition of the Design-Build Delivery Method.

The Design-Build system of project delivery method was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a delivery option District-wide.

Education Code sections 81700 et seq. specifically authorize community college districts to utilize the Design-Build system of project delivery method as a safe and cost efficient alternative to competitive bidding because the Legislature has determined that it can produce accelerated completion of projects, provide for cost containment, reduce construction complexity, and reduce exposure to risk for community college districts. The Legislature has also determined that the cost-effective benefits to community college districts are achieved by shifting the liability and risk for cost containment and project completion to the Design-Build Entity.

The foregoing Code sections also: A) recognize and permit that the full scope of design, construction, and equipment awarded to a Design-Build Entity under the applicable Code sections can be authorized in a single funding phase and that a community college district can award Design-Build agreements on a "best value" (qualitative selection) basis; and B) require that the governing Board of a community college district make written findings that use of the Design-Build process will accomplish one of the following objectives: (i) reduce comparable project costs; (ii) expedite the project's
completion, or (iii) provide features not achievable through the traditional design-bid-build method.

B. District’s Evaluation and Written Findings regarding the Statutory Requirements to Use the Design-Build System of Project Delivery Method for the Subject Project.

Subsequent to review of the objectives, the Design-Build system of project delivery method should be used for this procurement because it will: A) expedite the project’s completion; and provide features not achievable through the traditional design-bid-build method including cost containment, B) reduce construction complexity, and C) reduce exposure to risk for the District, for the reasons expressed in Lead Construction Counsel’s Memorandum which accompanies this Report.

C. Pre-Qualification Process for Design-Build Entities and Award of the Design-Build Agreement

As permitted by the applicable Code sections, the District’s Pre-Qualification process was utilized which was then followed by the solicitation of pricing proposals from those Pre-Qualified Design-Build Entities for this procurement seeking the “best value” proposal for the procurement.

Utilizing the foregoing processes, a proposed awardee for this procurement which will provide the best value to the District is identified in this report for the reasons stated above and below.

The applicable Code sections also require the District’s governing Board to issue a written decision supporting its award and stating in detail the basis of the award as set forth in the proposed Resolution (Attachment 1). By way of adoption of the proposed Resolution, the Board will announce its award by: (1) identifying the successful Design-Build Entity; (2) stating the winning DBE’s price proposal amount; (3) stating the winning DBE’s overall combined rating on the Request for Proposal evaluation factors; (4) set forth the winning DBE’s price proposal amount and rating as compared to all other responsive proposers and their
respective price proposals and rankings; and (5) a summary of the District’s rationale for the award.

The successful DBE is: Harper Construction Company, Inc.

The DBE’s Price Proposal Amount is $15,499,000. This amount includes the cost for Design, Agency Approvals and Construction of the Project.

The price proposal amounts from the other proposers were: $17,994,234 and $17,066,090 respectively.

The DBE’s overall combined rating on the Request for Proposal evaluation factors out of a possible score of 700 maximum points is: 654, versus the other two proposers with scores of 612, and 573, respectively.

The written findings summarized above and as set forth in Lead Construction Counsel’s Memorandum which accompanies this Report form the basis for Staff’s recommendations found herein below. Further particulars are set forth in the proposed Resolution (Attachment 1) and should be considered by the Board to be recommendations of Staff as if set forth at length hereat.

III. Award – Staff Recommendation:

Staff recommends the Board adopt a Resolution (Attachment 1) that 1) Ratifies implementation of the Design-Build system of project delivery; 2) Ratifies the Request for Qualifications and Proposal process (Procurement Number CS-03-16-S) conducted by staff; 3) Authorizes the award of the Design-Build Agreement to the single Design-Build Entity (“DBE”) Harper Construction Company, Inc., in the amount of $15,749,000 which covers the Design, Agency Approvals, and Construction for the Project and includes a District controlled contingency of $250,000; and 4) Authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive and/or the Director, Facilities Planning and Development, to enter into said Design-Build Agreement for the School of Math & Sciences Project at Los Angeles Southwest College.
IV. Award History

This Agreement represents the 10th award to this company through the Bond Program and a cumulative original total of $229,106,264. Other awards include the Holmes Hall Modernization project at Los Angeles City College and the Sciences Career and Mathematics Complex project at East Los Angeles College.

V. Funding and Development Phase

Funding is through Measure J Bond proceeds. School of Math & Sciences 36S.5618.03.01. Design and Construction Phases.
RESOLUTION AUTHORIZING IMPLEMENTATION OF DESIGN-BUILD SYSTEM OF PROJECT DELIVERY FOR THE SCHOOL OF MATH AND SCIENCES PROJECT AT LOS ANGELES SOUTHWEST COLLEGE; RATIFYING REQUEST FOR QUALIFICATIONS AND PROPOSAL PROCESS; AND AUTHORIZING THE AWARD OF A DESIGN-BUILD AGREEMENT

WHEREAS, The Los Angeles Community College District, under Education Code Section 81700, et seq., may utilize a Design-Build project delivery method on capital projects; and

WHEREAS, The Design-Build system of project delivery method was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a delivery option District-wide; and

WHEREAS, The District intends to build a Project at Los Angeles Southwest College, using the Design-Build system of project delivery method (hereinafter the “Project”); and

WHEREAS, The Design-Build Agreement is in the lump sum amount of $15,749,000 which covers the cost for: Design; Agency Approvals; Construction and a District controlled contingency of $250,000. This amount is in excess of the minimum amount required by applicable law for use of the Design-Build system of project delivery method under Education Code Section 81700, et seq.; and

WHEREAS, Staff has reviewed the requisite statutory objectives and determined that use of the Design-Build system of project delivery will:

(A) expedite the project’s completion because using the design-bid-build delivery method (i.e., lowest competitive bid), the project would take approximately 40 months to complete versus using the Design-Build system of project delivery method which will take approximately 37 months, a savings of 3 months or approximately $925,000; and

(B) use of the Design-Build system of project delivery method here will result in cost containment; reduced construction complexity; and/or reduced exposure to risk for the reasons stated in Staff’s Report and the Memorandum from Lead Construction Counsel that accompanied Staff’s Report; and

WHEREAS, As permitted by the applicable Code sections, the District’s Pre-Qualification process was utilized which was then followed by the solicitation of pricing proposals from those Pre-Qualified Design-Build Entities seeking the “best value” proposal for the procurement; and

WHEREAS, In utilizing the foregoing processes, Staff has identified a proposed awardee for this procurement as listed below, which in Staff’s opinion will provide the best value to the District for the reasons stated above and herein below; and
WHEREAS, Education Code Section 81700, et seq. requires the Board to issue a decision supporting its award and stating in detail the basis of the award which: (i) identifies the successful Design-Build Entity; (ii) states the winning DBE’s price proposal amount; (iii) states its overall combined rating on the Request for Proposal evaluation factors; (iv) states the winning DBE’s price proposal amount and rating as compared to all other responsive proposers and their respective price proposals and rankings, and (v) a summary of the District’s rationale for the award; and

WHEREAS, The Request for Qualifications and Proposal Process required the Pre-Qualified Design-Build Entities to submit a Pricing Proposal that includes lump sum amounts for: Design; Agency Approvals; Construction; and

WHEREAS, Staff has made the following determinations: (i) the successful Design-Build Entity being proposed is Harper Construction Company, Inc., (“DBE”); (ii) the winning DBE’s Price Proposal is $15,499,000; (iii) the successful DBE’s overall combined rating on the request for proposal evaluation factors is 654 out of a possible 700 points; (iv) the successful DBE’s ranking in relation to all other responsive proposers and their respective price proposals is first out of three with the other proposer’s rankings on points being 612 out of 700, and 573 out of 700 respectively, with the other proposer’s Pricing Proposals being $17,994,234, and $17,066,090 respectively. The District’s rationale for the award to the successful DBE is it will provide the best value to the District as its proposal best meets the selection and scoring criteria developed by the District for this project and is as was set forth in the Request for Proposal; and

WHEREAS, The results achieved are consistent with, or exceed the experience of the industry with regard to cost and schedule savings, and shifting of the risk of loss regarding the Project’s design, achieved by using the system of Design-Build project delivery methodology versus design-bid-build methodology; now, therefore, be it

RESOLVED, that the Board of Trustees of the Los Angeles Community College District hereby finds that it is in the best interests of the District to utilize the system of Design-Build project delivery method for the School of Math and Sciences Project at Los Angeles Southwest College; and

RESOLVED, that the Board adopts, as the Board’s own findings, Staff’s findings regarding why the system of Design-Build project delivery method should be used for this Project, including those findings set forth in Staff’s Report and Lead Construction Counsel’s Memorandum, and hereby finds that the use of the Design-Build system of project delivery will (i) expedite the project’s completion, and (ii) provide features not achievable through the traditional design-bid-build method, to wit (a) ensure cost containment; (b) reduce construction complexity; and/or (c) reduce exposure of risk to the District, all for the reasons stated in Staff’s Report and the Memorandum from Lead Construction Counsel which are incorporated herein as if set forth at length hereat; and; be it further
RESOLVED, The Board ratifies Staff’s use of the Request for Qualifications and Proposal process for this procurement which has identified a Design-Build Entity using a “best value” selection method for the reasons stated above which the Board hereby adopts as its findings; and be it further

RESOLVED, The Board hereby authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive and/or the Director, Facilities Planning and Development, to enter into a Design-Build Agreement with Harper Construction Company, Inc. for the Project at Los Angeles Southwest College based on the terms, conditions and provisions set forth in the Request for Qualifications and Proposal process for this procurement for an amount of $15,749,000.

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 9th day of March, 2016.

____________________  ______________________
Member, Board of Trustees   Member, Board of Trustees

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Member, Board of Trustees   Member, Board of Trustees

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Member, Board of Trustees   Member, Board of Trustees

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President, Board of Trustees
Subject: ADOPT RESOLUTION APPROVING THE SECOND ADDENDUM TO WEST LOS ANGELES COLLEGE 2006 FACILITIES MASTER PLAN FINAL ENVIRONMENTAL IMPACT REPORT AND 2010 SUPPLEMENTAL ENVIRONMENTAL IMPACT REPORT AND ADOPT RESOLUTION APPROVING THE 2013 WEST LOS ANGELES COLLEGE MASTER PLAN UPDATE

Action

The following actions are required in association with the proposed 2013 West Los Angeles College Facilities Master Plan Update:

- Adopt a resolution (Attachment 1) approving the Second Addendum to the 2005 Facilities Master Plan Final Environmental Impact Report and the 2010 Supplemental Environmental Impact Report; and
- Adopt a resolution (Attachment 2) approving the 2013 West Los Angeles College Facilities Master Plan Update.

Background

A Facilities Master Plan was approved in 2005 (2005 Master Plan) and subsequently amended in 2010 (2010 Master Plan). An EIR was prepared and certified in 2005 (2005 FEIR) and a Supplemental EIR was prepared and certified in 2010 (2010 SEIR). The 2005 FEIR was certified (and the 2005 Master Plan approved) by the Los Angeles Community College District (LACCD) Board of Trustees in January 2005.

After preparation of the 2010 SEIR a number of conditions changed and based thereon, the LACCD Board of Trustees approved the 2013
After preparation of the 2010 SEIR a number of conditions changed and based thereon, the LACCD Board of Trustees approved the 2013 Master Plan Update (including proposed changes to staging areas) in January 2014.

It is anticipated that the updated 2013 Master Plan Update will be completed in 2018. In addition to changing the timing of completion of construction activities, a few minor changes have been made in the updated 2013 Master Plan Update.

While CEQA (Public Resources Code Sections 21000 et seq.) and State CEQA Guidelines (California Code of Regulations Sections 15000 et seq., hereinafter referred to as "Guidelines"), would not require preparation of an Addendum, in order to document anticipated changes in schedule and the lack of effect to environmental impacts, this Second Addendum to the 2010 SEIR has been prepared.

LACCD and the City of Culver City signed a Settlement Agreement (Amendment No. 1 was signed in 2010 in connection with the 2010 SEIR) that included a number of mitigation actions that LACCD agreed to undertake to reduce environmental impacts on Culver City residents. All the mitigation measures will continue to apply to the updated project/schedule.

The Second Addendum (2015 Addendum) is being prepared to document minor changes identified in the 2013 Master Plan Update including removal of the 10100 Jefferson Boulevard property from the Master Plan (excluding College Boulevard).

According to Section 15164(a) of the CEQA Guidelines, "the lead agency or a responsible agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred." Similarly, an addendum may be prepared if only minor technical changes or additions are necessary. A brief explanation of the decision not to prepare a subsequent EIR must also be provided in the addendum, findings or the public record.

The proposed 2015 Modifications to the West Los Angeles College Facilities Master Plan (2013 Facilities Master Plan Update) have been reviewed by LACCD in light of Section 15162 of the CEQA Guidelines.
LACCD has assessed each of the issues addressed in the 2010 Final SEIR with respect to how impacts would change with the currently proposed 2013 Facilities Master Plan. As the CEQA Lead Agency, LACCD has determined that none of the conditions apply that would trigger a Supplemental or Subsequent EIR and that an Addendum to the certified 2010 Final SEIR is the appropriate environmental documentation for the currently proposed 2013 Facilities Master Plan.

On February 24, 2016, the Facilities Master Planning and Oversight Committee received a presentation on this matter and voted to recommend approval to the Board of Trustees.

Before considering approval of the 2013 Facilities Master Plan Update, the Board must first approve the Addendum.

After the Board adopts the attached resolutions, District staff will file a Notice of Determination with the Los Angeles County Clerk and the State Clearinghouse.
RESOLUTION APPROVING THE SECOND ADDENDUM TO THE 2005 FACILITIES MASTER PLAN ENVIRONMENTAL IMPACT REPORT AND THE 2010 SUPPLEMENTAL ENVIRONMENTAL IMPACT REPORT FOR THE 2013-2036 WEST LOS ANGELES COLLEGE FACILITIES MASTER PLAN UPDATE

WHEREAS, the West Los Angeles College ("West" or "the College") is part of the Los Angeles Community College District ("District"); and

WHEREAS, A Facilities Master Plan was approved in 2005 and subsequently amended in 2010 and 2013 and certified by the District's Board of Trustees ("Board") January 2005, August 2010 and January 2014 respectively; and

WHEREAS, An Environmental Impact Report was prepared and certified in January 2005 (2005 EIR), a Supplemental EIR was prepared and certified in August 2010 (2010 SEIR), and an Addendum was approved in January 2014 (2014 Addendum); and

WHEREAS, the District has prepared the 2013 Facilities Master Plan ("2013 Update" or "proposed project") to set forth the projects that continue to carry forward the concepts of providing state-of-the-art learning environments, enhanced infrastructure, improved safety, and adequate convenient parking. The 2013 Update includes the addition of new facilities, renovation work and the removal of the 10100 Jefferson Boulevard property (with the exception of College Boulevard); and

WHEREAS, the District, as lead agency, has caused to be prepared pursuant to the provisions of the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq. ("CEQA")); and the State CEQA Guidelines (Title 14, Cal. Code of Regs., § 15000 et seq. ("State CEQA Guidelines")); a 2nd Addendum to the 2005 Facilities Master Plan EIR; the 2010 Supplemental Environmental Impact Report and the 2014 Addendum; and

WHEREAS, the 2nd Addendum demonstrates that no new significant environmental impacts would occur and no substantially increased significant impacts disclosed in the 2005 EIR, the 2010 SEIR or the 2014 Addendum would occur as a result of the 2013 Update; and

WHEREAS, since no new or substantially increased significant impacts would occur as a result of the proposed 2013 Update, the preparation of a subsequent or supplemental environmental impact report is not required or permitted; and

WHEREAS, the 2nd Addendum for the 2013 Update was prepared pursuant to and in accordance with CEQA and the State CEQA Guidelines; and
WHEREAS, the Board has independently reviewed and analyzed the information contained in the 2nd Addendum together with the 2005 EIR, the 2010 SEIR, and the 2014 Addendum and has determined that the conclusions of the 2nd Addendum reflects the independent judgment of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Los Angeles Community College District, at a meeting held on March 9, 2016, the following:

RESOLVED, that the above recitals are true and correct; and be it further

RESOLVED, based on the 2005 EIR, the 2010 SEIR, the Addendum, the 2nd Addendum and all related information presented to the Board, the Board finds that the preparation of a subsequent or supplemental EIR is not required for the 2013 Update because it does not include the addition of any new facilities or demolition work, or other unanalyzed changes to the physical environment and so: (1) does not constitute a substantial change to the project that will require major revisions of the 2005 EIR or 2010 SEIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; (2) does not constitute a substantial change with respect to the circumstances under which the project is undertaken that will require major revisions of the 2005 EIR or 2010 SEIR due to the involvement of new significant environmental effects or a substantial increase in the severity of the previously identified significant effects; and (3) does not contain new information of substantial importance that was not known and could not have been known with the exercise of reasonable diligence at the time the 2005 EIR or 2010 SEIR were certified, that shows any of the following: (a) the project will have one or more significant effects not discussed in the 2005 EIR or 2010 SEIR; (b) significant effects previously examined will be substantially more severe than shown in the 2005 EIR or 2010 SEIR; (c) mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project, but the lead agency declined to adopt such measures; or (d) mitigation measures or alternatives considerably different from those analyzed in the 2005 EIR or 2010 SEIR would substantially reduce one or more significant effects on the environment, but which the lead agency declined to adopt; and be it further

RESOLVED, that the 2nd Addendum has been completed in accordance with CEQA and the State CEQA Guidelines; and be it further

RESOLVED, that the Board has reviewed and considered the 2nd Addendum in light of the 2005 EIR, 2010 SEIR, and 2014 Addendum, and the information contained therein prior to deciding whether to approve the proposed 2nd Addendum and the 2013 Update; and be it further
RESOLVED, that the Board hereby finds that the 2nd Addendum, its reference documents, the staff report, and the whole of the record of proceedings, and this Resolution reflect the independent judgment and analysis of the Board and the District; and be it further

RESOLVED, that these actions recited herein having been taken and findings having been made, the Board hereby approves the 2nd Addendum; and be it further

RESOLVED, that the 2nd Addendum and the record of this proceeding are on file and available at the District Education Services Center, 770 Wilshire Boulevard, Los Angeles, CA 90017.

IN WITNESS of the passage of this Resolution, as prescribed by law, we the members of said Board of Trustees, present and voting thereon, have hereunto set our hands this 9th day of March 2016.

____________________________________  ______________________________________
Member, Board of Trustees  Member, Board of Trustees

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Member, Board of Trustees  Member, Board of Trustees

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Member, Board of Trustees  Member, Board of Trustees

____________________________________
President, Board of Trustees
RESOLUTION APPROVING THE 2013 WEST LOS ANGELES
COLLEGE FACILITIES MASTER PLAN UPDATE

WHEREAS, the proposed 2013 Facilities Master Plan Update (2013 Update) sets forth the projects that continue to carry forward the concepts of providing state-of-the-art learning environments, enhanced infrastructure, improved safety, and adequate convenient parking. The 2013 Update does not include the addition of any new facilities or demolition work beyond those proposed and analyzed in the 2005 Facilities Master Plan EIR, the 2010 Supplemental EIR and/or the 2014 Addendum; and the 2nd Addendum that has been prepared in conjunction with the 2013 Update to the Facilities Master Plan; and

WHEREAS, The 2013 Update to the Facilities Master Plan and most recent 2nd Addendum to the 2005 Facilities Master Plan EIR and/or the 2010 Supplemental EIR respects the original goals of the and vision from the original Facilities Master Plan and provides modifications to the College campus that reflect the priorities of the College and ensure that all new construction and physical changes to the College campus occur in a cohesive and efficient manner; and

WHEREAS, on March 9, 2016, the Los Angeles Community College District Board of Trustees ("Board") adopted the Resolution Approving the 2nd Addendum to the 2005 Facilities Master Plan EIR and/or the 2010 Supplemental EIR; and

WHEREAS, with the completion of the requirements under the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq. “CEQA”) and the State CEQA Guidelines (Title 14, Cal. Code of Regs., § 15000 et seq. “State CEQA Guidelines”) the Board is authorized to approve the proposed 2013 Facilities Master Plan Update; and

WHEREAS, the Board now determines it is appropriate to approve and move forward with the proposed 2013 Facilities Master Plan Update.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Los Angeles Community College District, at a meeting held on March 9, 2016, the following:

RESOLVED, that the above recitals are true and correct; and be it further

RESOLVED, that the Board does hereby find that the environmental impacts of the proposed 2013 Facilities Master Plan Update have been analyzed in accordance with CEQA and the State CEQA Guidelines via the concurrently-adopted 2nd Addendum to the 2005 Facilities Master Plan EIR and/or the 2010 Supplemental EIR; and be it further
RESOLVED, that the Board does hereby find that the 2013 Facilities Master Plan Update is necessary to set forth and clarify those aspects of the Facilities Plan that remain to be implemented to meet the projected facilities needs of the West Los Angeles College; and be it further.

RESOLVED, that the Board does hereby approve the 2013 Facilities Master Plan Update; and be it further.

RESOLVED, that the Board directs staff to prepare, execute, and file a Notice of Determination with the Los Angeles County Clerk within five (5) working days of the passage and adoption of this Resolution.

IN WITNESS of the passage of this Resolution, as prescribed by law, we the members of said Board of Trustees, present and voting thereon, have hereunto set our hands this 9th day of March 2016.

________________________________________  _______________________________________
Member, Board of Trustees                  Member, Board of Trustees

________________________________________  _______________________________________
Member, Board of Trustees                  Member, Board of Trustees

________________________________________  _______________________________________
Member, Board of Trustees                  Member, Board of Trustees

________________________________________  _______________________________________
Member, Board of Trustees                  Member, Board of Trustees

________________________________________
President, Board of Trustees
Subject: HOLD A PUBLIC HEARING AND ADOPT A RESOLUTION TO CONVEY TO THE CITY OF LOS ANGELES AN EASEMENT AT LOS ANGELES TRADE TECHNICAL COLLEGE

Action

Open and conduct a public hearing at the regularly scheduled meeting of the Board of Trustees to adopt a Resolution (Attachment 1), pursuant to Education Code Sections 81310-81314, to convey to the City of Los Angeles for the benefit of the public a non-exclusive easement over certain real property owned by the Los Angeles Community College District. The District’s affected real property and easement are identified in the Legal Description found in Exhibit A to Attachment 1. The purpose of the conveyance is to maintain 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 TO CONVEY EASEMENT TO THE CITY OF LOS ANGELES AT LOS ANGELES TRADE TECHNICAL COLLEGE

WHEREAS, The dedication of this easement is one of the conditions required by the City of Los Angeles for approving the Street Vacation of 22nd Street between Grand Avenue and Olive Street at Los Angeles Trade Technical College ("Vacating");

WHEREAS, In exchange for the City of Los Angeles Vacating 22nd Street, which will result in that real property being folded into the premises of Los Angeles Trade Technical College, the City of Los Angeles requires the District to convey a non-exclusive easement for the benefit of the public to maintain a public sidewalk and access ramp at the intersection of 23rd Street and Grand Avenue ("Easement"). 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 and is more specifically identified in the “Legal Description” attached hereto as Exhibit A and as shown on Exhibit B attached hereto;

WHEREAS, Education Code Section 81311 requires that before the District’s Board of Trustees can convey the Easement, it must first adopt a Resolution of its Intent to Convey the Easement at a regularly scheduled meeting;

WHEREAS, At a regularly scheduled meeting of the District’s Board of Trustees on February 10, 2016, the Trustees: adopted a Resolution of its Intent to Convey the Easement; set a Public Hearing on the issue for 6:00 p.m. on March 9, 2016 at the District’s Educational Services Center located at 770 Wilshire Boulevard, Los Angeles, California 90017, Board Room; ordered Notice of the Public Hearing to be posted at three locations throughout the District at least ten days in advance thereof; and also ordered that the Notice of the Public Hearing be published in a newspaper of General Circulation within the District at least five days in advance thereof, all of the foregoing action taken pursuant to Education Code Sections 81310 through 81314;

WHEREAS, The three Notices of the Public Hearing were posted on February 29, 2016 at the following three locations: 1) LACCD Educational Services Center, 770 Wilshire Boulevard, Los Angeles, CA 90017; 2) Los Angeles Trade Technical College, 400 West Washington Blvd, Los Angeles CA 90015; and 3) Los Angeles Mission College, 13356 Eldridge Avenue, Sylmar, CA 91342; and, the Notice of the Public Hearing was published on March 4, 2016 in The Daily Journal, a newspaper of General Circulation, pursuant to Education Code Section 81312;
WHEREAS, Pursuant to Education Code section 81313, the Board of Trustees has held a Public Hearing on or after 6:00 p.m. on this 9th day of March 2016 at the District’s Educational Services Center located at 770 Wilshire to discuss the issue of whether to convey the Easement or not; and said discussion being had; and no protest having been made or presented against the conveyance of the Easement;

NOW THEREFORE BE IT:

RESOLVED, That the Los Angeles Community College District Board of Trustees has approved conveyance of the Easement to City of Los Angeles as described herein above pursuant to Education Code sections 81310 through 81314; and

BE IT FURTHER RESOLVED, That the Board hereby delegates its authority, as permitted by Education Code section 81313, to the following individuals to sign and deliver a deed of conveyance of the Easement to the City of Los Angeles: (1) Board President; and/or (2) any Member of the Board; and/or (3) the Board Secretary.

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 9th day of March 2016.
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 767 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

J BRALEY
P.L.S. NO. 8446
REG. EXP: 12/31/16

09/24/15

J EDWARD BRALEY
P.L.S. NO. 8446
REG. EXP: 12/31/16

STATE OF CALIFORNIA

Exp.
**Subject:** PERSONNEL SERVICES ROUTINE ACTIONS

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**DATE RANGE:** January 15, 2016 – February 10, 2016  
**EER:** Case #705

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. Roman, Vice Chancellor  
Human Resources

Kareem Martin, Personnel Director  
Personnel Commission

Recommended by: Adriana D. Barrera, Deputy Chancellor  
Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ______________________  Date ____________________
Subject: EMPLOYMENT ACTIONS REGARDING ACADEMIC EMPLOYEES

I. MARCH 15 NOTICE REGARDING NONGRANTING OF TENURE FOR ACADEMIC EMPLOYEE

Adopt a decision to not employ fourth-year probationary employee EN 1040474 as a tenured employee pursuant to Education Code section 87609.

Background: The above recommendation is in accordance with procedures listed in Education Code section 87609, which states, "If a contract employee is employed under his or her third consecutive contract entered into pursuant to Section 87608.5, the governing board shall elect one of the following alternatives:

(a) Employ the probationary employee as a tenured employee for all subsequent academic years.
(b) Not employ the probationary employee as a tenured employee."

The employee will be given notice pursuant to the provisions of Education Code section 87610. Evidence is on file in the Employer-Employee Relations Office of Human Resources to support the above recommendation.

Recommended by:
Albert J. Roman, 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 _____________
II. MARCH 15 NOTICE REGARDING NON RENEWAL OF CONTRACT FOR FIRST-YEAR PROBATIONARY EMPLOYEES

A. Adopt decision to not enter into a contract for the following academic year for first-year probationary employee EN 1053233 assigned to Los Angeles Valley College pursuant to Education Code section 87608.

B. Adopt decision to not enter into a contract for the following academic year for first-year probationary employee EN 1038886 assigned to Los Angeles Trade-Technical College pursuant to Education Code section 87608.

Background: The above recommendations are in accordance with procedures listed in Education Code section 87608, which states, "If a contract employee is working under his or her first contract, the governing board, at its discretion and not subject to judicial review except as expressly provided in Sections 87610.1 and 87611, shall elect one of the following alternatives:

(a) Not enter into a contract for the following academic year.
(b) Enter into a contract for the following academic year.
(c) Employ the contract employee as a regular employee for all subsequent academic years."

Each employee will be given notice pursuant to the provisions in Education Code section 87610. Evidence is on file in the Employer-Employee Relations Office of Human Resources to support the above recommendations.

III. MARCH 15 NOTICE REGARDING ACADEMIC ADMINISTRATOR

Authorize and direct the Chancellor to issue a March 15th notice to EN 1053233, an academic administrator assigned to East Los Angeles College, informing the individual that he/she will not be retained in his/her current administrative assignment beyond June 30, 2016.

Background: To effect changes in the terms and conditions under which academic administrators are employed, an academic administrator in the District must receive timely notice that he or she may not be retained in his/her current administrative position beyond June 30. This action authorizes and directs the Chancellor to issue the appropriate notice to this individual.
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>CAOT</td>
<td>Technology in Global Logistics (1 Unit) HARBOR</td>
<td>NT</td>
</tr>
<tr>
<td>EARTH</td>
<td>Earth Science Lecture and Laboratory (4 Units) PIERCE</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN</td>
<td>Olympic Weightlifting (1 Unit) PIERCE</td>
<td>CSU</td>
</tr>
<tr>
<td>ART</td>
<td>Introduction to Modern and Contemporary Asian Art (3 Units)</td>
<td>CSU</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>Intermediate Reading and Composition (5 Units) VALLEY</td>
<td>NT</td>
</tr>
<tr>
<td>KIN</td>
<td>Table Tennis IV (1 Unit) VALLEY</td>
<td>CSU</td>
</tr>
</tbody>
</table>

Recommended by: Donald Gauthier, President, DAS

Recommended by: Adriana D. Barrera, Deputy Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ______________________  Date ______________

Page 1 of 3
II. RATIFY ADDITIONS TO EXISTING COURSES

The following are college additions of individual 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>PHOTO 035</td>
<td>Travel Photography (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>PHOTO 036</td>
<td>Documentary Photography (3 Units) EAST</td>
<td>CSU</td>
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<tr>
<td>PHOTO 037</td>
<td>Visual Journalism: Photography, Video and Multimedia (4 Units) EAST</td>
<td>CSU</td>
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<tr>
<td>COUNSEL 001</td>
<td>Introduction to College (1 Unit) HARBOR</td>
<td>CSU</td>
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<tr>
<td>COUNSEL 002</td>
<td>The Transfer Process (1 Unit) HARBOR</td>
<td>CSU</td>
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<tr>
<td>ESL NC 023CE</td>
<td>English as a Second Language – Speech I (0 Units) MISSION</td>
<td>NT</td>
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<tr>
<td>KIN 350-2</td>
<td>Weight Training II (1 Unit) MISSION</td>
<td>CSU</td>
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<tr>
<td>KIN 350-3</td>
<td>Weight Training III (1 Unit) MISSION</td>
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<td>HLTHOCC 062</td>
<td>Skill Set for the Health Care Professional (2 Units) PIERCE</td>
<td>NT</td>
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<tr>
<td>HLTHOCC 065</td>
<td>Fundamentals for the Health Care Professional (2.5 Units) PIERCE</td>
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<td>CHEM 066</td>
<td>Organic and Biochemistry for Allied Health (5 Units) WEST</td>
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<tr>
<td>COMM 122</td>
<td>Intercultural Communication (3 Units) WEST</td>
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### RATIFY ADDITIONS TO EXISTING COURSES (continued)

<table>
<thead>
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<tr>
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<tr>
<td>DANCETQ 172</td>
<td>Hip Hop Dance Techniques II (1 Unit) WEST</td>
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<tr>
<td>DANCETQ 173</td>
<td>Hip Hop Dance Techniques III (1 Unit) WEST</td>
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<tr>
<td>DANCETQ 174</td>
<td>Hip Hop Dance Techniques IV (1 Unit) WEST</td>
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<td>GEOLOGY 012</td>
<td>Introduction to the Geology of California (3 Units) WEST</td>
<td>CSU</td>
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<tr>
<td>KIN ATH 549</td>
<td>Intercollegiate Cheer/Yell Leaders (3 Units) WEST</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN MAJ 127</td>
<td>Advanced Athletic Training (3 Units) WEST</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN MAJ 128</td>
<td>Care and Prevention of Athletic Injuries (3 Units) WEST</td>
<td>CSU</td>
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</tbody>
</table>

### III. APPROVE NEW EDUCATIONAL PROGRAMS

Los Angeles Pierce College

A. Associate in Science in Film, Television, and Electronic Media for Transfer Degree — A.S.-T. (60 Units)
Subject: PERSONNEL COMMISSION ACTIONS

I. Classification Studies

Concur with the action of the Personnel Commission to reclassify EN 764803 from College Store Supervisor to College Store Manager, effective February 2, 2015; and EN 794019 from College Store Supervisor to College Store Manager, effective September 12, 2014.

<table>
<thead>
<tr>
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<td>College Store Supervisor</td>
<td>$4,347.60</td>
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<td>$52,171.20</td>
<td>$55,040.64</td>
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<td>College Store Manager</td>
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<td>$6,672.20</td>
<td>$7,039.16</td>
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<td>$71,935.68</td>
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<td>$80,066.40</td>
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BACKGROUND: In response to classification issues and concerns voiced by the SEIU, Local 721 bargaining representative about College Store Supervisor positions within the District, staff distributed a position questionnaire and conducted position audits of the two employees’ positions addressed in this report and found that the employees had gradually assumed duties consistent with the class of College Store Manager. EN 764803 is assigned to the College Enterprise Department at Los Angeles Pierce College. The reclassification costs for this position for fiscal years 2014-2015 and 2015-2016 are approximately $2,920.5 and $7,304.88, respectively. EN 794019 is assigned to the College Store at Los Angeles Valley College. The reclassification costs for this position for fiscal years 2014-2015 and 2015-2016 are approximately $5,548.95 and $7,304.88, respectively.

Recommended by: Karen J. Martín, Personnel Director
SUBJECT: AMEND BOARD RULE CHAPTER VII, ARTICLE IX

ARTICLE IX

DISTRICT AUDIT CHARTER

7900. POLICY

Internal Audit Department (IAD) is an independent appraisal function established within the Los Angeles Community College District to provide an independent, objective assurance and consulting services to examine and evaluate the activities of the District. The objective of Internal Audit IAD is to assist the Board of Trustees and executive management in the effective discharge of their responsibilities. To this end IAD will furnish the Board of Trustees and executive management with analyses, appraisals, recommendations, counsel and information concerning the activities reviewed.

To yield independent, objective internal audit results within the District, it is the responsibility of the Manager Director of Internal Audit IAD to ensure the Internal Audit Unit IAD complies with auditing standards issued by the Comptroller General of the United States and The International Standards for the Professional Practice of Internal Auditing published by the Institute of Internal Auditors, Inc. Compliance with those standards requires the Internal Audit Unit IAD be independent in fact and in appearance to the activities under audit. To meet this requirement, Internal Audit Unit IAD will report audit findings to the Board of Trustees’ Audit/Budget Committee no less than annually. The Internal Audit Unit IAD will report, functionally, through the Vice-Chancellor. IAD will have full Business Services, who is to ensure the Internal Audit Unit is granted access to all information necessary to fulfill its audit obligations. The Director of IAD also the Chief Audit Officer (CAE) is responsible for the internal audit activity at the district as a whole.

The Internal Audit Unit IAD will be maintained to provide assurance to the Board of Trustees through this Audit Charter that:

7900.10 Financial statements and reports comply with Board policy, applicable government regulations and generally accepted accounting principles;

7900.11 Internal accounting controls are adequate and effective in ensuring compliance with Federal, State and County laws and regulations and in protecting the assets of the District; and

Approved by Francisco C. Rodriguez, Chancellor

Chancellor and Secretary to the Board of Trustees

By: __________________________ Date __________________________
Board of Trustees
Los Angeles Community College District

7900.12 Operational policies promoting compliance with regulations and efficient use of available resources are enforced.

7900.13 The District maintains a Risk assessment database to mitigate the financial and operation impact of these potential risks.

7900.14 Investigate and report incidents of fraud, waste and abuse to ensure efficiency and effective use of District funds; and

7900.15 Manage whistle blower hotline, including assigning hotline incidence reports to staff audit investigators.

7901. AUTHORITY AND RESPONSIBILITY

The Director of IAD/CAE The Vice Chancellor of Business Services is responsible for providing direction in carrying out the District policy regarding the District Audit function.

7902. WHISTLEBLOWER COMPLAINT PROCESS

A. General Principles

1. Definition: A "Whistleblower Complaint" is a good faith question or complaint that there has been an illegal order or improper governmental activity as defined by Education Code section 87162(b) and (c). This definition shall apply as it may be amended and as it presently reads as follows:

"(b) ‘Illegal order’ means any directive to violate or assist in violating a federal, state, or local law, rule, or regulation or an order to work or cause others to work in conditions outside of their line of duty that would unreasonably threaten the health or safety of employees or the public..."

(c) ‘Improper governmental activity’ means an activity by a community college or by an employee that is undertaken in the performance of the employee’s official duties, whether or not that activity is within the scope of his or her employment, and that meets either of the following descriptions:

(1) The activity violates a state or federal law or regulation, including, but not limited to, corruption, malfeasance, bribery, theft of government property, fraudulent claims, fraud, coercion, conversion, malicious prosecution, misuse of government property, or willful omission to perform duty.

(2) The activity is economically wasteful or involves gross
misconduct, incompetency, or inefficiency.

2. A Whistleblower Complaint may also include an allegation of making a deliberately false complaint under this policy. A Whistleblower Complaint does not include grade grievances, matters grievable pursuant to an employee grievance policy or allegations of unlawful discrimination.

3. No unlawful retaliation – Employees, students, vendors, volunteers and others will be entitled to raise Whistleblower Complaints without unlawful retaliation.

4. Potential mitigation – The submission of a Whistleblower Complaint does not operate to absolve an individual for his or her respective responsibility and conduct, but may be considered as a mitigating factor for purposes of any actions to be taken against the whistleblower.

B. Complaint Process/Alternate Reporting

1. Hotline
   a. The Internal Audit Unit will maintain a whistleblower telephone hotline that can be reached 24 hours a day, 7 days a week.
   b. The telephone hotline will be accessible only to the Director of Internal Audit ("DIA"), who will keep an appropriate and secure log of calls received and the disposition of those calls.
   c. Complainants who wish to remain anonymous will be able to telephone the hotline during business hours and be given a unique identifier number. To the extent resources become available to establish a like process for calls outside of business hours, the DIA will pursue such a process.

2. To the extent possible, the DIA will establish an Internet-based portal for submission of anonymous complaints, with a warning that reads, "The District will not trace the source of an electronic submission except in the case of exigent circumstances to protect life or property. You are cautioned that electronic transactions are generally traceable and the District cannot guarantee that others will not seek to do so. Complainants may also make complaints by telephoning [provide number] during business hours and obtaining a unique, anonymous identifier number." or comparable language as may be appropriate. Complainant Identity – The DIA will have a responsibility to protect the identity of any complainant in the role of whistleblower as confidential and may not reveal that information to anyone except as may be compelled by Court
order. To the extent that a complainant becomes identified as a witness or other interested party in the course of an investigation, the complainant’s identity in that capacity may be confidential during the course of the investigation, but cannot be confidential in the event of actions taken which require the revelation of the witness’ or other interested party’s identity for purposes of due process.

3. Alternate Reporting for Conflicts of Interest

   a. In the event that the matter involves conduct by the applicable College President or Deputy Chancellor or any other person who reports directly to the Chancellor, the report will be referred to the Chancellor.

   b. Complaints against the Internal Audit Unit may be made to the Chief Financial Officer, who will act in the role of the DIA under this policy.

   c. Complaints made regarding the Board of Trustees acting as a whole will be referred to the State Chancellor’s Office. In the event that the report involves conduct by the Chancellor or an individual Trustee, the report will be delivered to the General Counsel, who will have the responsibility to place it on the next available Board agenda for a report to the Board of Trustees as a whole.

C. Disposition

   1. Initial Assessment – The DIA will make an initial assessment of any given report. The DIA will have discretion to determine that the allegations, if true, would not constitute inappropriate conduct or inappropriate failure to act on behalf of the District, and dispose of the matter without further action. The DIA in consultation with his supervisor, the Chief Financial Officer/Treasurer, will have discretion to determine the relative priority of complaints, and the discretion to determine that additional resources are necessary.

   2. Investigation – The DIA or his or her designee will investigate complaints which, if true, would constitute an illegal order or improper governmental activity as defined by Education Code section 87162(b) and (c).

   3. Reporting – The DIA will report quarterly to the Review Committee regarding all complaints made utilizing only identifier numbers and the disposition of those complaints. The Review Committee may make recommendations to the Chancellor regarding any of the dispositions.
D. Review Committee

1. Submission to Review Committee – If the DIA’s investigation determines that there is evidence of illegal order or improper governmental activity as defined by Education Code section 87162(b) and (c) by people acting on behalf of the District that warrants corrective action the DIA will submit a written report to the Review Committee. The Review Committee will be made up of three employees designated by the Chancellor, with designated alternates in the event of a conflict of interest. The Review Committee members will be employees with diverse knowledge and skills, and be expected to serve for a two-year period. Neither the DIA nor the Review Committee will determine or recommend the appropriate discipline or action to be taken.

2. Legal Counsel – The Office of General Counsel will provide legal advice to the Review Committee if necessary. If the allegations involve the Office of General Counsel, the DIA will be authorized to obtain legal advice from an outside firm designated in advance through an appropriate selection process.

3. Referral – If the Review Committee concurs that corrective action is warranted the report will be referred to the applicable College President, Chancellor or Deputy Chancellor that has management authority regarding the area (“Receiving Authority”). The Receiving Authority will have a duty to take appropriate and prompt corrective action. In the event that student or employee discipline is involved, the student or employee will be entitled to any and all due process rights related to the imposition of any discipline, including the right to review the report, and including any applicable rights of appeal or challenge.

4. Action by the Receiving Authority – The Receiving Authority will have a duty to address the matter promptly and report to the DIA within sixty (60) days. If no actions are taken or reported, the DIA will have a duty to report the inaction to successively higher levels of authority in the organization every thirty (30) days that no action is taken unless or until there is a final disposition by the Board of Trustees.

E. Reporting to Complainant

1. Confirmation to Complainant – The DIA will provide a confirmation of receipt of the complaint to the complainant within five business days, or as soon thereafter as is practical.

2. Follow-up with Complainant – Within ninety (90) days from the receipt of a complaint, the DIA will have the responsibility to advise the complainant of the status or disposition of the complaint. In the event that a complaint requires additional time to
address, the DIA will provide status reports each thirty (30) days
thereafter until the matter is resolved. Since both students and
employees have rights of privacy under applicable laws, the
complainant is entitled only to a summary of the factual findings.

3. Follow-up by Complainant – If the complainant refuses to provide contact
information, the DIA will have no duty to report to the complainant. If the
complainant has been given a unique identifier number to remain
anonymous, the complainant may use that identifier number to contact
the DIA regarding the status.

F. Evaluation of Policy

1. The Chancellor or his or her designee will report annually to the Board of
Trustees or an appropriate Board committee regarding this policy.
Subject: AMEND BOARD RULES, CHAPTER II ARTICLE X - STUDENT TRUSTEE ELECTION PROCEDURES

ARTICLE X
STUDENT TRUSTEE ELECTION PROCEDURES

21000. OVERALL PROCEDURES. The Board of Trustees of the Los Angeles Community College District has established that within its membership there shall be one nonvoting Student Board Member. The term of office of the Student Board Member shall be one year commencing on June 1st and ending on May 31st.

21001. QUALIFICATIONS

21001.10 Candidate Requirements.

Candidates for Student Trustee must:

a. Be currently enrolled and in good standing (i.e., not on academic or progress probation) at one or more colleges in the District.

b. Be currently enrolled in a minimum of five (5) units.

c. Have completed a minimum of 12 units in the Los Angeles Community College District and a maximum of 80 transferable units of college work within the Los Angeles Community College District.

Exceptions on the maximum units requirement may be made for students enrolled in Los Angeles Community College District degree, certificate or transfer programs where the combination of program requirements and prerequisites may result in the student exceeding the 80 transferable unit limit.

Exceptions will be decided by the Chancellor or designee based upon recommendations made by the Chief Student Services Officer or designee at the student’s primary college of attendance.

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ____________________ Date ____________
In order to be considered for an exemption, a student who exceeds the requisite 80 transferable unit maximum must satisfy at least one of the following conditions:

1) The requirements of the student's declared associate degree major, certificate and/or transfer objective, as specified in the catalog at the student's primary college of attendance, caused the student to enroll in courses that exceeded the 80 transferable unit maximum.

2) Program prerequisites, as specified in the catalog at student's primary college of attendance, caused the student to exceed the 80 transferable unit maximum.

3) A returning student, who has already completed a college degree or certificate, and is enrolled in courses that are specifically required for the student's declared certificate, associate degree or transfer objective, as specified in the catalog at student's primary college of attendance.

21001.11 Requirements of Office.

While in office Student Trustee must:

a. Maintain eligibility, as defined in Section 21001.10(a)(b) and (c) above, during his/her term of office.

b. Students who exceed the unit maximum of 21001.10(c), and are granted an exception, must be enrolled in courses that are specifically required for his or her declared associate degree, certificate or transfer objective requirements, as specified in the catalog at the student's primary college of attendance.

c. Not hold any other elected or appointed ASO positions at any of the District's colleges.

21001.12 Disqualification from Office.

a. Automatic and immediate forfeiture of office, including all rights as privileges thereof, will be required if the Student Trustee:

1) does not maintain the requirements of office contained in Section 21001.11; or

2) is suspended for more than ten (10) days, in keeping with the provisions of Board Rule 91101 et seq., from one or more classes, activities, services, programs, or specific locations at any college in the Los Angeles Community College District.

b. A student disqualified from office under the provisions above, shall be liable for any compensation received after he or she became ineligible for office.
c. Upon disqualification from office, the student must immediately return all District property provided to them while in office.

21001.13 Term of Office.

a. The term of the Student Trustee is one year (June 1 through May 31).

b. A Student Trustee who has held office for a full term, or who is disqualified from office under the provisions of this Board Rule 21002, may not run for a second term.

21002. APPLICATION PROCESS

21002.10 Applications for candidacy will be available and must be filed in the Office of Student Activities or in the Office of Student Services at the student's primary college of attendance and will include a brief description of qualifications for the position contained in Board Rules 21001.

21002.11 Applications will be made available on the first working Monday in February. Applications must be returned and filed no later than March 15th or the first working Monday thereafter.

21002.12 Applications returned and filed between March 15th and March 31st shall be eligible as a write-in candidate. All qualifications and eligibility requirements are still applicable.

21002.13 An application must be completed by each candidate (see attached Form ST-1). The completed application must include the following:

1. the candidate's name, address and phone number;
2. certification that the applicant meets the qualifications requirement, cumulative grade point average, list of college activities, and a statement as to why the applicant wishes to be a student Board Member;
3. a letter of recommendation written by a member of the college community (student, faculty, or administrator); and
4. a petition with one hundred (100) signatures of currently enrolled students.

21002.14 Applicant qualifications must be verified by the Chief Student Services Officer or designee, including write-in applicants.

21002.15 Applicants filing as write-in candidates must meet all of the qualifications and eligibility as outlined in 21001.10 and 21001.11.

21002.16 Applications received after March 31st will not be eligible as write-in candidates.

21003. PUBLICITY
Each campus shall post notice of the availability of applications and the qualifications for the Student Trustee position by the first working Monday in February.

All candidates, including write-in candidates, will follow one set of election campaign rules and regulations for all nine campuses.

The District Office of Student Services shall coordinate candidate forums at each of the nine colleges in the District. The forums will be coordinated with the ASO advisors who in turn will coordinate with the ASO and/or ASO Council, based on a list of proposed dates.

The District Office of Student Services shall prepare an electronic camera-ready document containing a complete description of the responsibilities of the Student Trustee, the campaign rules, the appeal process, and the candidates' campaign statements as outlined in their application pursuant to Board Rule 21004.12. The document shall be provided to the ASO advisors for distribution at the candidate forums at each of the nine colleges in the District.

Write-in candidates names and campaign statements will not appear in the camera-ready documents that are distributed at the candidate forum, but the candidates will be notified of the forums and are eligible to participate.

There shall be an online general election at each campus. All eligible candidates districtwide shall be placed on one electronic ballot at each campus. Write-in candidates names will not appear on the ballot, but an adequate number of blank lines will be on the ballot for voters to write-in candidates names. In lieu of an online election, the Chancellor may authorize an election using paper ballots, to be conducted pursuant to administrative regulations issued by the Chancellor.

A Districtwide Elections Committee shall be formed to oversee the counting of the ballots and review any appeals that may arise. It shall consist of:

1. three of the nine ASO Presidents or their designees, none of whom can be a candidate for the Office of Student Trustee;
2. the Associate Vice Chancellor of Instructional and Student Services or designee (who shall serve as the committee's chair);
3. a minimum of one (1) ASO Advisor from one of the nine campuses, not representing the same campus that the ASO president represents;
4. a minimum of one Chief Student Services Officer from one of the nine campuses, other than that of the Advisor;
5. the current Student Board Member; and
6. All members of the committee shall be notified of the intention of the counting of the ballots fourteen days prior to the date of the counting by writing. Furthermore, the notice shall be posted at each campus that anyone may attend the counting of the ballots.

A quorum of the Districtwide Elections Committee (i.e., a majority of its members) shall be sufficient for conducting the duties of the committee.

21004.11 By March 22 or the first working Monday thereafter, the Chief Student Services Officer shall forward to the District Office of Student Services the names of all eligible candidates at his or her campus. Applications received after March 22nd shall be forwarded, by the Chief Student Services Officer, to the District Office by April 1st or the first working Monday thereafter. All applications received after April 1st will not be eligible as write-in candidates. The District Office of Student Services shall place the names of the candidates on the districtwide ballot. The names of the candidates shall be listed on the ballot without a college designation as to the campus of origin. The District Office of Student Services shall forward camera-ready ballots and the electronic brochures containing a complete description of the responsibilities of the student trustee, the campaign rules, the appeal process, and the candidates' campaign statements to the colleges no later than April 1, or the first working Monday thereafter. Write-in candidates names will not appear on the ballot, but an adequate number of blank lines will be on the ballot for voters to write-in candidate names.

21004.12 The ballots for all candidates at each college shall be forwarded to the Associate Vice Chancellor of Instructional and Student Services or designee no more than two working days after the conclusion of the campus elections.

21004.13 The successful candidate, including eligible write-in candidates, shall have received a plurality of all the votes.

21004.14 In the event of a tie, a run-off election shall be conducted at each of the campuses within five (5) days of the election count. The expenses for conducting the run-off election shall be paid by the District.

21004.15 The Board of Trustees shall make the appointment of the Student Trustee upon the results of the general election no later than May 31.

21005. ELECTIONS PROCEDURES ON-CAMPUS

21005.10 General Procedures.

a. The voting shall be open to all currently enrolled students, at each campus. To be eligible to vote, a student must present proof of current enrollment. The election will be an annual two-day election held no later than April 30, and concurrent with the campus-Associated Student Organization elections.
b. Each student shall be provided, via their official LACCD email account, a unique one-time logon to vote electronically. The ballots for Student Trustee shall be forwarded to the District Office of Student Services within two working days of the election to be counted in keeping with the provisions of Section 21005.13 of these procedures.

21005.11 Election Procedures.

a. Ballots — The camera-ready ballots shall be printed by the District Office of Student Services and shall be sent to each of the colleges for printing. Write-in candidates' names will not appear on the ballot, but there shall be an adequate number of blank lines printed for write-in.

b. Polling hours shall be for a total of 8 hours per day, allowing access to both day and evening students.

c. The location of the polls and hours shall remain the same on both days of the election. A campus law enforcement officer and/or campus administrators shall deliver the voting boxes to the polling places each day and collect them at the appropriate closing time.

d. A certificate that the ballot boxes were empty just prior to the first person voting shall be signed and deposited by the supervisors at each polling place.

e. The ASO may appoint official observers to witness all aspects of the Student Trustee Election at the college. These observers shall not be candidates for Student Trustee or any elected college ASO officer.

21005.12 The Chief Student Services Officer or designee shall ensure that polls are properly staffed and supervised, and that the following requirements are met:

a. Must verify current enrollment of each student voting by reviewing the master enrollment list and supporting picture identification;

b. Each student voting must sign the master list to account for the vote;

c. Must ensure that the ballots are placed in the ballot box;

d. May encourage students to vote but shall not endorse any of the candidates;

e. If a poll worker is charged with endorsing a candidate, he/she shall be removed immediately; and

f. There shall be no campaigning by a candidate or any other person on a candidate's behalf within 50 feet of the polling place. The poll shall not be placed in the free speech area.
21005.13 Observation of the Vote Results Counting of Ballots

Once the election is completed, the Chief Student Services Officer will certify in writing as to the number of students voting in the election and the number of ballots in the Student Trustee ballot box. The Chief Student Services Officer will place the Student Trustee ballots and the certification in an envelope, seal and sign the envelope and forward it to the Districtwide Elections Committee.

Once the all elections period has been set, dates have been scheduled at the colleges the District Office of Student Services will notify members of the Districtwide Elections Committee in writing as to the meeting date at which the results will be observed ballots will be counted.

The Office of Student Services will retain all of the sealed envelopes and shall not open them until the ballots are received from all of the colleges until they are in the presence of the Elections Committee.

Once the enveloped containing the ballots are received from all the campuses, the ballots will be counted by the Districtwide Elections Committee.

Within five (5) working days after the close of the elections period, completion of the last college election, members of the Student Affairs Committee and all eligible candidates, including write-in candidates, will be invited in writing to be present at the observation of the results counting of the ballots. Notification shall also be sent to the Chief Student Services Officer at each college who shall post the notification in public access areas.

21005.14 Complaint Process.

Any complaints relating to the election process shall be made to the Elections Committee within five (5) day(s) after the incident causing the complaint occurred. Complaints may be filed by a candidate, a student, or a college employee who alleges that an irregularity occurred during the election process.

a. All complaints must be presented in writing and must include:

1) Specific facts constituting the violation.
2) Evidence supporting the allegation.
3) Evidence from supporting witnesses, if appropriate.
4) Remedy requested.
b. If the allegations would constitute a violation of the election process, the Associate Vice Chancellor of Instructional and Student Support Services shall investigate or request that the President or designee at the college or colleges where the alleged incident occurred conduct an investigation. **Such investigation shall include interviews with the Administrator supervising the polls at the time the incident occurred, any ASO observers as well as any available witnesses at the poll locations.** The President or designee will provide a written report on the outcome of that investigation. If the investigation determines that the procedures contained in these Board Rules were not followed, the Associate Vice Chancellor of Instructional and Student Support Services shall convene the Districtwide Election Committee, which shall make a recommendation to the Chancellor on what steps should be taken.

c. The Chancellor shall review the recommendations and make a decision regarding any action to be taken. Potential actions include, but are not limited to, student discipline, disqualification of a candidate, and/or ordering that the election be re-held either Districtwide or at a specific college. After his/her review, the Chancellor's decision shall be final.

21006. **RECALL PROCEDURES.**

a. Petitions calling for the recall must be signed by 35% of the number of students voting in the previous Student Trustee election at all of the LACCD colleges and delivered to the District Associate Vice Chancellor of Instructional and Student Support Services.

Each signature on the petition will include the student's identification number, and must be certified as to verification of student enrollment by an administrative official from each college. Upon receipt of such certified petitions, the Associate Vice Chancellor of Instructional and Student Support Services, or designee will implement a recall election.

21007. **SELECTION OF A REPLACEMENT.** If a Student Trustee position becomes vacant due to removal, recall, resignation, or other reason, a successor shall be appointed by the Board of Trustees. The Board shall either order an election or make a provisional appointment to fill the vacancy within 60 days. All rules of eligibility shall apply.

21008. **DEFINITIONS**

21008.10 **Primary College of Attendance:** College where the student is currently enrolled. If the student is enrolled at more than one college, the college where the student is enrolled in the majority of units.
21009. ACCOMMODATIONS

Any candidate, including write-in candidates, or Student Trustee with a disability may request an accommodation for the requirements of Subsection 21001.10 and/or 21001.11.

A. The approval of the accommodation for candidates with a disability will be made in individual instances on a case-by-case basis by the Chief Student Services Officer in consultation with the college Compliance Officer, Director of the Disabled Student Programs and Services (DSP&S) in compliance with Section 504 of the Rehabilitation Act and Title II of the Americans with Disabilities Act as appropriate.

B. Qualification for an accommodation will be based on the impact of the disability on the candidate's/Student Trustee's ability to take 6 units.

C. Procedures for requesting an accommodation:

1. Candidates/officers must complete a written request form for accommodation available in the college's Student Services Office, and return it to the Chief Student Services Officer.

2. Each candidate or officer must present written documentation verifying the disability. Acceptable documentation includes, but is not limited to, written notice from the college DSP&S office or a certified or licensed professional, such as a doctor, psychologist, rehabilitation counselor, occupational or physical therapist.

21010. STUDENT TRUSTEE ELECTION TIMELINES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications available at colleges</td>
<td>Second working Monday in February</td>
</tr>
<tr>
<td>Applications submission date</td>
<td>March 15th or the first working Monday thereafter</td>
</tr>
<tr>
<td>Write-in applications Submission date</td>
<td>March 31st or the first working Monday thereafter</td>
</tr>
<tr>
<td>District Office submission date for completed and verified applications</td>
<td>March 22 or the first working Monday thereafter</td>
</tr>
<tr>
<td>Camera-ready ballots and Candidate information forwarded to colleges</td>
<td>April 1, or the first working Monday thereafter</td>
</tr>
<tr>
<td>Event</td>
<td>Dates</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>ASO-and Student Trustee Elections</td>
<td>April 18-30</td>
</tr>
<tr>
<td>Districtwide Elections Committee, Student Affairs Committee and candidates notified of date ballots will be counted</td>
<td>Once all election dates have been scheduled at the colleges</td>
</tr>
<tr>
<td>Ballots counted</td>
<td>One week after completion of last college election</td>
</tr>
<tr>
<td>Student Trustee sworn in</td>
<td>Board meeting preceding May 31.</td>
</tr>
</tbody>
</table>
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.

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
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.
Subject: 

APPOINTMENT OF THE VICE CHANCELLOR OF FINANCE AND RESOURCE DEVELOPMENT

Approve appointment of Dr. Robert Miller as the Vice Chancellor of Finance and Resource Development at fifth step ($19,195.12) of the established salary schedule and with the established transportation allowance for executives of $500 per month, effective April 1, 2016.

BACKGROUND: The Personnel Commission conducted a nation-wide search to attract the most qualified candidates for the Vice Chancellor of Finance and Resource Development position. All qualified candidates went through a competitive recruitment and examination process which included assistance from DHR International, an executive recruitment firm, and community college colleagues with executive-level expertise in educational administration, finance, business, and foundation management.

Dr. Miller holds a PhD. in Public Administration, a Masters in Public Administration, a Bachelors degree in Business, and an Associate Degree in Telecommunications.

He is currently the Assistant Superintendent and Senior Vice President of Business and College Services at Pasadena Area Community College District. At Pasadena City College, in addition to his current position, he has held the positions of Instructor, Instructional Designer, Manager of Media Services, Assistant Dean of Instruction and Learning Resources, Associate Dean of Academic Support, Interim Dean of Educational Services, Vice President of Educational Services, and Acting and Interim Superintendent/President. Outside of education, he has held the positions of Vice President of Marketing and Sales and Vice President of Development with Intelecom, Intelligent Telecommunications and Vice President, Property Operations and Vice President of Property Management with David N. Schultz, Inc.

Dr. Miller has been and is active in a number of community and educational organizations. He is a 32-year member of the Pasadena Tournament of Roses Association and has served on the Association’s Executive Committee since 2003.

Approved by: Francisco Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________
SUBJECT: RESOLUTION – EXCEPTION TO THE 180-DAY WAIT PERIOD GOVERNMENT CODE SECTIONS 7522.56 AND 21224

WHEREAS, Government Code Section 7522.56 requires that post-retirement employment of a CalPERS retired annuitant with a CalPERS employer commence no earlier than 180 days after the retirement date, which is the 181st day after retirement; and

WHEREAS, An employer may seek exception to the 180-day wait period prescribed by Government Code Sections 7522.56 and 21224 upon adoption of a resolution by the governing board of the employer certifying the appointment is necessary to fill a critically needed position before 180 days has passed; and

WHEREAS, Cheuk Yim Fong, XXX-XX-0041, retired from the Los Angeles Community College District in the position of Senior Programmer Analyst, effective January 18, 2016 and will not reach his 181st day of retirement until July 17, 2016; and

WHEREAS, The District has a critical need in conjunction with implementation of its new PeopleSoft Student Information System – specifically maintenance of the legacy COBOL financial aid system, continued timely distribution of financial aid funds to students, and quality control of data transfers between systems pending go-live of the new system; and

WHEREAS, Cheuk Yim Fong is uniquely qualified to fill this critical need having served as primary Senior Programmer Analyst supporting daily operations of the legacy financial aid information system for approximately 30 years prior to retirement and is expert in COBOL programming, a disappearing labor market skill; now, therefore, be it

RESOLVED, That the Los Angeles Community College District hereby appoints Cheuk Yim Fong as an extra help retired annuitant to perform the duties of a Senior Programmer Analyst for the Los Angeles Community College District under Government Code Section 21229, effective March 10, 2016; and be it further

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________
RESOLVED, That consistent with the District’s current salary schedule for employees assigned to the class of Senior Programmer Analyst, ($6,645.08 - $8,232.08), Cheuk Yim Fong shall be compensated at the monthly rate of $8,232.08; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby certifies the following as required by Government Code Section 7522.56:

- Cheuk Yim Fong has not and will not receive a Golden Handshake or any other retirement-related incentive; and
- Cheuk Yim Fong has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to his hourly pay rate;
- Cheuk Yim Fong shall be limited to 960 hours per fiscal year; and
- the appointment document between Cheuk Yim Fong and the Los Angeles Community College District has been reviewed and is attached herein.

Background:

On February 24, 2016 the standing Budget & Finance Committee of the Board of Trustees received the Quarterly Presentation on SIS Implementation Project. During the presentation, challenges related to implementation of the financial aid module of the Student Information System were voiced by the Bond Project Manager. In a follow-up meeting with administrative representatives, including the Deputy Chancellor, Chief Financial Officer/Treasurer, and Chief Information Officer with financial aid personnel from throughout the District, the challenges were discussed and corrective actions identified. The need to ensure that there would be no disruption of financial aid funds to students via the legacy system during the transition to the new system was considered critical. The short term, limited employment of Mr. Fong, who was responsible for the programming of the legacy system and troubleshooting of system problems for 30 years and is an expert COBOL programmer, was identified as part of the solution.
Subject: 2015-2016 SECOND QUARTER FINANCIAL STATUS REPORT

In accordance with Title 5, California Code of Regulations, Section 58310, each district is required to report the financial and budgetary conditions of the District at least once every three months. Following this summary is a copy of the report filed with the State (Attachment I). This report provides a status of cash balances and quarterly revenue and expenditure activity. It also allows districts an opportunity to identify significant events affecting their financial condition.


**Quarterly Financial Status Report, CCFS-311Q**

**VIEW QUARTERLY DATA**

**District:** (740) LOS ANGELES

**Quarter Ended:** (Q2) Dec 31, 2015

**Fiscal Year:** 2015-2016

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

<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1</td>
<td>Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>495,519,617</td>
<td>529,143,921</td>
<td>567,193,880</td>
<td>670,145,736</td>
</tr>
<tr>
<td>A.2</td>
<td>Other Financing Sources (Object 8900)</td>
<td>294,758</td>
<td>1,058,800</td>
<td>107,659</td>
<td>7,304</td>
</tr>
<tr>
<td>A.3</td>
<td>Total Unrestricted Revenue (A.1 + A.2)</td>
<td>496,814,375</td>
<td>530,202,721</td>
<td>576,851,539</td>
<td>677,453,030</td>
</tr>
<tr>
<td>B.1</td>
<td>Unrestricted General Fund Expenditures (Objects 1000-6000)</td>
<td>498,969,352</td>
<td>523,748,884</td>
<td>567,284,651</td>
<td>619,179,763</td>
</tr>
<tr>
<td>B.2</td>
<td>Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>8,928,047</td>
<td>15,630,203</td>
<td>15,408,526</td>
<td>14,212,061</td>
</tr>
<tr>
<td>B.3</td>
<td>Total Unrestricted Expenditures (B.1 + B.2)</td>
<td>507,897,399</td>
<td>539,379,087</td>
<td>582,693,177</td>
<td>633,391,824</td>
</tr>
<tr>
<td>C.1</td>
<td>Revenues Over(Under) Expenditures (A.3 - B.3)</td>
<td>22,565,717</td>
<td>-9,070,274</td>
<td>-5,241,378</td>
<td>36,761,206</td>
</tr>
<tr>
<td>D.1</td>
<td>Prior Year Adjustments + (-)</td>
<td>7,488,627</td>
<td>15,793,255</td>
<td>15,310,915</td>
<td>13,497,555</td>
</tr>
<tr>
<td>D.2</td>
<td>Adjusted Fund Balance, Beginning (D + D.1)</td>
<td>66,699,483</td>
<td>73,310,915</td>
<td>76,309,826</td>
<td>89,979,525</td>
</tr>
<tr>
<td>E.1</td>
<td>Fund Balance, Ending (C. + D.2)</td>
<td>66,699,483</td>
<td>73,310,915</td>
<td>76,309,826</td>
<td>113,606,731</td>
</tr>
<tr>
<td>E.2</td>
<td>Percentage of GF Fund Balance to GF Expenditures (E.1 / B.3)</td>
<td>13.1%</td>
<td>13.6%</td>
<td>13.4%</td>
<td>17.9%</td>
</tr>
</tbody>
</table>

**Annualized Attendance FTES:**

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>G.1</td>
<td>Annualized FTES (excluding apprentice and non-resident)</td>
<td>97,656</td>
<td>103,363</td>
<td>104,995</td>
<td>109,190</td>
</tr>
</tbody>
</table>

**Total General Fund Cash Balance (Unrestricted and Restricted):**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>H.1</td>
<td>Cash, excluding borrowed funds</td>
<td>160,320,446</td>
<td>263,263,658</td>
<td>183,203,388</td>
<td>0</td>
</tr>
<tr>
<td>H.2</td>
<td>Cash, borrowed funds only</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>H.3</td>
<td>Total Cash (H.1 + H.2)</td>
<td>160,320,446</td>
<td>263,263,658</td>
<td>183,203,388</td>
<td>0</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Adopted Budget (Col. 1)</th>
<th>Annual Current Budget (Col. 2)</th>
<th>Year-to-Date Actuals (Col. 3)</th>
<th>Percentage (Col. 3 / Col. 2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.1</td>
<td>Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>669,030,861</td>
<td>671,845,735</td>
<td>324,287,769</td>
<td>48.3%</td>
</tr>
<tr>
<td>I.2</td>
<td>Other Financing Sources (Object 8900)</td>
<td>0</td>
<td>7,294</td>
<td>7,294</td>
<td>100%</td>
</tr>
<tr>
<td>I.3</td>
<td>Total Unrestricted Revenue (I.1 + I.2)</td>
<td>669,030,861</td>
<td>671,852,029</td>
<td>324,287,769</td>
<td>48.3%</td>
</tr>
<tr>
<td>J.1</td>
<td>Unrestricted General Fund Expenditures (Objects 1000-6000)</td>
<td>738,933,741</td>
<td>733,940,494</td>
<td>268,256,561</td>
<td>36.6%</td>
</tr>
<tr>
<td>J.2</td>
<td>Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>6,244,672</td>
<td>14,212,063</td>
<td>6,523,503</td>
<td>40%</td>
</tr>
<tr>
<td>J.3</td>
<td>Total Unrestricted Expenditures (J.1 + J.2)</td>
<td>745,178,413</td>
<td>748,152,555</td>
<td>274,779,064</td>
<td>36.7%</td>
</tr>
<tr>
<td>K.1</td>
<td>Revenues Over(Under) Expenditures (I.3 - J.3)</td>
<td>76,147,555</td>
<td>76,299,525</td>
<td>46,504,097</td>
<td>60%</td>
</tr>
<tr>
<td>L.1</td>
<td>Adjusted Fund Balance, Beginning</td>
<td>76,147,555</td>
<td>76,299,525</td>
<td>76,299,525</td>
<td>100%</td>
</tr>
<tr>
<td>M.1</td>
<td>Fund Balance, Ending (C. + D.2)</td>
<td>76,147,555</td>
<td>76,299,525</td>
<td>76,299,525</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Percentage of GF Fund Balance to GF Expenditures (C. + D.2) |

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

**YES**
If yes, complete the following: *(If multi-year settlement, provide information for all years covered.)*

<table>
<thead>
<tr>
<th>Contract Period Settled</th>
<th>Management</th>
<th>Permanent</th>
<th>Academic</th>
<th>Temporary</th>
</tr>
</thead>
<tbody>
<tr>
<td>YYYY-YY</td>
<td>Total Cost Increase</td>
<td>%</td>
<td>Total Cost Increase</td>
<td>%</td>
</tr>
<tr>
<td>a. SALARIES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 1: 2014-15</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 2: 2015-16</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 3: 2016-17</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. BENEFITS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 1: 2014-15</td>
<td>411,266</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 2: 2015-16</td>
<td>415,672</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 3: 2016-17</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*As specified in Collective Bargaining Agreement or other Employment Contract*

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

The District has set funding aside at the inception of the fiscal year for the anticipated salary increase for Fiscal Year 2015-16. These additional costs will be covered by the set-asides. Funding was set aside and accrued in the prior fiscal year for the 2014-15 salary increase that was settled and paid during this quarter.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **YES**

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

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

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)
CAUCIFORM COMMUNITY COLLEGE
CHANCELLOR'S OFFICE

Quarterly Financial Status Report.
CCFS-311 Q

District: (740) LOS ANGELES

Fiscal Year: 2016-2017
Quarter Ended: (Q2) Dec 31, 2015

Your Quarterly Data is Certified for this quarter:

Chief Business Officer
CBO Name: Jeanette L. Gordon
CBO Phone: 213-891-2080
CBO Signature:
Date Signed:
Chief Executive Officer Name: Dr. Francisco Rodriguez
CEO Signature:
Date Signed:

District Contact Person
Name: Deborah La Teer
Title: Director of Budget and Management Analysis
Telephone: 213-891-2085
Fax: 213-891-2413
E-Mail: LateerDA@email-lacccd.edu

Electronic Cert Date: 02/12/2016

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1800 Q Street, Suite 4550
Sacramento, California 95814

California State Board of
Community Colleges [Board No. 101-008-037] and [Board No. 101-008-038]
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NOTIFICATION OF OUT-OF-STATE STUDENT TRAVEL

I. Los Angeles City College

Three students will travel to the 2016 National Conference on Undergraduate Research at the University of North Carolina in Asheville, North Carolina during the period of April 6 to April 10, 2016.

Background: The purpose of the trip is to allow three Consortium for Undergraduate Research Experiences (CURE) program interns to present the results of their summer 2015 Jet Propulsion Laboratory research projects at this national conference.

FISCAL IMPLICATION: The total estimated cost of the trip is $5,100.00. SFP/Categorical Program funds from the National Science Foundation grant for the CURE internship program will be used for this travel. No District funds will be used for this travel.

II. Los Angeles Pierce College

A. Twenty-five students and one faculty member will travel to Estero de Punta Banda, Baja California, Mexico during the period of March 18 to March 20, 2016.

Background: The purpose of this trip is to allow the students enrolled in this field study course, Biology 11C, an opportunity to examine the ecology of the wetlands environment of the Punta Banda (Ensenada region), adjacent to the Estero Beach Hotel, Ensenada, and the immediate surrounding area of the Baja California peninsula.

FISCAL IMPLICATION: The total estimated cost of the trip is $3,250.00. Each participant will pay for their own expenses for this travel. No District funds will be used for this travel.
Los Angeles Pierce College (continued)

B. Twenty-five students and one faculty member will travel to Bahia de los Angeles, Baja California, Mexico during the period of July 16 to July 29, 2016.

Background: The purpose of this trip is to allow the students enrolled in this field study course, Biology 123, an opportunity to examine the ecology of the midriff island ecosystem of the Sea of Cortez. Students will learn the principles of biological oceanography of this system, including the ecology of birds, marine and desert plants, fishes and invertebrates, and whales and dolphins. An emphasis is placed on fisheries, conservation biology and the unique circumstances of underdeveloped countries in these respects.

FISCAL IMPLICATION: The total estimated cost of the trip is $3,750.00. Each participant will pay for their own expenses for this travel. No District funds will be used for this travel.
I. RATIFY NAME CHANGE

Action

Ratify use of a change of name to Agreement No. 33057 with Howard, Needles, Tammen & Bergendoff California Architects, P.C. to now use the formal and legal business name HNTB Corporation. There are no other changes.

Background

This agreement was ratified on March 12, 2009 by the Board of Trustees on July 28, 2010 (Comm. No. FPD1). Pursuant to notification from the company previously known as Howard, Needles, Tammen & Bergendoff California Architects, P.C. this item authorizes staff to revise the legal business name to HNTB Corporation.

II. AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS

Action

Authorize an agreement with Alliant Insurance Services, Inc. to provide Owner Controlled Insurance Program ("OCIP") Broker and Administrator Services for the Bond program’s construction related activities for three (3) base years plus two (2) one (1) year option periods on a Task Order basis with specific assignments to be issued incrementally at the direction of the Program Manager on an as-needed basis beginning on March 10, 2016 at a not to exceed cost of $1,200,000 inclusive of eligible reimbursable expenses.

Background

Alliant Insurance Services, Inc. has been selected through a competitive Request for Proposal process that was advertised for two weeks.

The purpose of this Agreement is to obtain OCIP Broker and Administrator Services to be provided under individual Task Orders issued by the Program Management Office as needed.

One proposal was received, determined to be responsive, and was evaluated by the District-wide OCIP Brokerage and Administrative Services Selection Committee. This Committee is composed of the LACCD Risk Manager, OCIP Risk Management Consultants, and the PMO Dispute and Risk Manager. As a result of this comprehensive review and selection process, Alliant Insurance Services, Inc. is recommended for award of this Agreement.
Award History

This agreement represents the fifth awarded to this firm through the Bond Program and a cumulative original award total of $10,374,865. The fee is within the Design and Specialty Consultant Fee Guidelines.

Funding and Development Phase

Funding is through Proposition A/AA and or Measure J Bond proceeds and/or various non-Bond funding sources. Specific assignments to be made as needed by Task Order. All Phases.

III. AUTHORIZE AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

Action

Authorize Amendment No. 2 to Agreement No. 33668 with gkkworks to provide additional design services for the Jefferson Hall Modernization project at Los Angeles City College within the existing term of the Agreement from March 10, 2016 through January 31, 2018 at a cost not to exceed $8,550 inclusive of eligible reimbursable expenses.

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Inclusive of this proposed Amendment, the total amount of this agreement approved by the Board of Trustees is $177,842.

Background

This agreement was authorized by the Board of Trustees on March 6, 2013 (Com. No. FPD1) with gkkworks to continue to serve as the Architect of Record for this project subsequent to the expiration of a previous agreement that had reached its five year maximum term. It is requested the agreement be amended to allow additional design services at additional cost regarding a pull test required by the Division of the State Architect (DSA) for the fire sprinkler line supporting brackets. Fees shall be within the District guidelines established for these services.
Funding and Development Phase

Funding is through Measure J Bond proceeds. Jefferson Hall Modernization 31C.5111.03. Construction Phase.

IV. AUTHORIZE ADOPTION OF CONSTRUCTION PLANS AND SPECIFICATIONS

Action

Authorize the adoption of plans and specifications as follows:

Project Name: Transportation and Accessibility Improvements.
Project Number: 40J.5702.03.01.
Location: Los Angeles Trade Technical College.
Scope: Campus wide path of travel accessibility improvements and accessibility improvements to instructional spaces/restroom facilities in Oak Hall, Laurel Gymnasium, Willow Hall, and Cedar Hall.

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. This project does not require review by the Facilities Master Planning and Oversight Committee because it is less than $5,000,000 in value.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Bid Phase.

V. AUTHORIZE CONSTRUCTION CONTRACTS

A. Action

Authorize a contract with Neubauer Electrics, Inc. to provide general construction services for the Exterior Lighting project at Los Angeles Pierce College at a cost of $179,000. Consistent with Board Rule 7100.10, 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 formal competitive bidding. Twelve contractors requested bid packets. Two responsive bids were received ranging from $179,000 to $254,813. This construction contract is to provide labor, equipment, and materials needed for the installation of exterior light fixtures provided by the College at certain locations.

Funding and Development Phase


B. Action

Authorize a contract with Xcel Mechanical to provide general construction services for the Tech Ed Re-Plumb Chilled & Hot Water Lines project at Los Angeles Southwest College at a cost of $689,636. Consistent with Board Rule 7100.10, 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 formal competitive bidding. Three contractors requested bid packets. Three responsive bids were received ranging from $689,636 to $1,178,171. This construction contract is for replacement of existing chilled and hot water piping.

Funding and Development Phase


C. Action

Authorize a contract with Southern California Trane Company (Trane) to provide general construction services for the Refurbishment of Chillers at Cedar Hall project at Los Angeles Trade-Technical College at a cost of $145,840. Consistent with Board Rule 7100.10, 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 was procured subsequent to a Waiver on Restrictive Specifications approved by the Board of Trustees on February 10, 2016 (Com. No. FPD1). This construction contract is for refurbishment of chillers at Cedar Hall through Trane’s CenTraVac Renewal program.

Funding and Development Phase

Funding is through Scheduled Maintenance Funds. Refurbishment of Chillers at Cedar Hall. Work Order No. 40000736. Construction Phase.

VI. 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. 1 to Construction Contract No. 4500213727 with South Coast Mechanical for additional construction services for the Central Plant Boiler Replacement project at Los Angeles City College at a cost not to exceed $21,175 inclusive of eligible reimbursable expenses.

Inclusive of this change order, the total cost of this Construction Contract is $234,655.

Background

This agreement was authorized by the Board of Trustees on May 13, 2015 (Com. No. FPD1) with South Coast Mechanical to provide boiler replacement services. This change order represents 9.9% of the original contract value of $213,480. The negotiated reduction from contractor demand is $1,000.

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

Due to unforeseen conditions:
After the project began, the existing piping to connect to the new boilers was discovered to be sub-standard. The condition was not identified during the site survey.

Funding and Development Phase


B. Action

Ratify Change Order No. 10 to Construction Contract No. 33850 with Masters Contracting Corporation for additional construction services for the Roadway, Walkway, Grounds, Parking Lot (RWGPL) – Red Line Pedestrian Corridor project at Los Angeles City College at a cost $28,067.

Inclusive of these change orders, the total cost of this Construction Contract is $5,561,126.

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 0.52% of the original contract value of $5,397,000.

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

Due to additional requirements:

- Obtain permit for the relocation of a fire hydrant from the Los Angeles Department of Water and Power per the City of Los Angeles Bureau of Engineering.

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.
C. Action

Ratify Change Order No. 1 to Construction Contract No. 4500217681 with Sea Clear Pools, Inc. for additional rigid conduit installation services for the Replacement of Pool Covers project at Los Angeles Trade-Technical College at a cost not to exceed $8,272 inclusive of eligible reimbursable expenses.

Inclusive of this change order, the total cost of this Construction Contract is $114,122.

Background

This agreement was authorized by the Board of Trustees on September 2, 2015 (Com. No. FPD1) with Sea Clear Pools Inc. to provide Pool Cover Installation services for this project. This change order represents 7.8% of the original contract value of $105,850. The negotiated reduction from contractor demand is $1,000.

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

Due to requests by the college:

- Provide additional rigid conduit installation.

Funding and Development Phase


VII. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACT

A. Action

Authorize Acceptance of Completion of Contract No. 4500213727 with South Coast Mechanical to provide general construction services for the Central Plant Boiler Replacement project at Los Angeles City College with a substantial completion date of February 20, 2016.
Background

This contract was authorized by the Board of Trustees on May 13, 2015 (Com. No. FPD1).

The total cost of this contract is $234,655.

Funding and Development Phase


B. Action

Authorize Acceptance of Completion of Contract No. 4500217130 with Compactor Rental Service to provide general construction services for the Replace Campus Trash Compactors project at Los Angeles Harbor College with a substantial completion date of January 15, 2016.

Background

This contract was authorized by the Board of Trustees on June 24, 2015 (Com. No. FPD1).

The total cost of this contract is $93,937.

Funding and Development Phase


C. Action

Authorize Acceptance of Completion of Contract No. 4500210931 with Pinnacle Window Coverings Inc. to provide general construction services for the Window Blinds Replacement project at Los Angeles Mission College with a substantial completion date of September 18, 2015.

Background

This contract was authorized by the Board of Trustees on March 11, 2015 (Com. No. FPD1).
The total cost of this contract is $156,000.

**Funding and Development Phase**

Funding is through 2014 – 2015 Scheduled Maintenance Funds. Window Blinds Replacement. Work Order No. 40000422. **Construction Phase.** Non-Bond project.

**D. Action**

Authorize Acceptance of Completion of Contract No. 4500196811 with Southern California Trane Company to provide general construction services for the Refurbishment of Central Plant Chillers project at Los Angeles Pierce College with a substantial completion date of January 28, 2016.

**Background**

This contract was ratified by the Board of Trustees on November 4, 2015 (Com. No. FPD1).

The total cost of this contract is $136,264.

**Funding and Development Phase**

Funding is through 2013 – 2014 Scheduled Maintenance funds. Refurbishment of Central Plant Chillers. Work Order No. 40000086. **Construction Phase.** Non-Bond project.

**E. Action**

Authorize Acceptance of Completion of Contract No. 4500213230 with Express Energy Services, Inc. to provide general construction services for the High Bay Lighting project at Los Angeles Southwest College with a substantial completion date of January 25, 2016.

**Background**

This contract was authorized by the Board of Trustees on May 13, 2015 (Com. No. FPD1).

The total cost of this contract is $59,466.
Funding and Development Phase


F. Action

Authorize Acceptance of Completion of Contract No. 4500207307 with Express Energy Services, Inc. to provide general construction services for the Roadway Exterior Lighting Retrofit project at Los Angeles Southwest College with a substantial completion date of January 25, 2016.

Background

This contract was authorized by the Board of Trustees on December 3, 2014 (Com. No. FPD1).

The total cost of this contract is $146,955.

Funding and Development Phase


G. Action

Authorize Acceptance of Completion of Contract No. 4500217681 with Sea Clear Pools to provide general construction services for the Installation of Pool Covers project at Los Angeles Trade-Technical College with a substantial completion date of January 10, 2016.

Background

This contract was authorized by the Board of Trustees on September 2, 2015 (Com. No. FPD1).

The total cost of this contract is $114,122.

Funding and Development Phase

H. Action

Authorize Acceptance of Completion of Contract No. 4500200770 with Chapman Coast Roof Co., Inc. to provide general construction services for the Repair Arcade Main Entrance Roof project at Los Angeles Valley College with a substantial completion date of September 11, 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 $58,187.

Funding and Development Phase


VIII. AUTHORIZE AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Action

Authorize Amendment No. 12 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 $253,747 inclusive of eligible reimbursable expenses:

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Inclusive of this amendment, the total cost of this Design-Build agreement is $42,149,650.

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:
   - Provide six-inch (6") rubber base at junction of floors and walls throughout the Student Services Building in lieu of four-inch (4") rubber base for enhanced maintenance purposes.

2. Due to unforeseen conditions:
   - Add eight-inch (8") thick shotcrete walls at interior corridors to support footings in the basement not shown on as-built drawings to be structurally deficient.
   - Improve interior plaster walls in non-corridor rooms discovered to be deficient during the demolition stage of construction and not shown on as-built drawings.
   - Replace below-grade storm water drains on the west side of the building discovered to be clogged when tested prior attaching to new above ground drain system.
   - Replace below-grade waste water drains to the first floor restroom discovered to be leaking when they were tested prior to attachment to the new restroom waste system.
   - Remove an abandoned concrete duct bank and replace below-grade storm water drains on the east side of the building discovered when the footings were dug for the new Lecture Hall Lobby.

3. Due to additional requirements:
   - Provide additional exit signs at doors to meet Building Code per the Architect of Record (AOR). Provide elevator shaft access to allow inspection of elevator guide rail welding per the Inspector of Record (IOR).
   - Modify design drawings for the installation of structural steel at the operable walls to allow proper clearance for the concealment of the walls in a closed position per AOR.

Amendment No. 12 to Agreement No. 33741 includes Change Order No. 17-HH, 11-SS, and 12-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 Amendment No. 8 to Design-Build Agreement No. 33801 with Harper Construction Company for additional Design-Build services for the Science Career & Mathematics Complex project at East Los Angeles College for a credit of ($327,60) and a cost of $132,717 for a total cost not to exceed $99,957 inclusive of eligible reimbursable expenses.

<table>
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Inclusive of this amendment, the total cost of this Design-Build agreement is $58,198,689.

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 July 11, 2012 (Com. No. FPD1). This Design-Build agreement with Harper Construction Company was authorized by the Board of Trustees on April 23, 2014 (Com. No. FPD1).

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

1. Due to requests by the college:
   - Add four (4) floor drains at eye wash and shower stations.

2. Due to additional requirements:
   - Upgrade and install panic hardware on ninety (90) doors to meet Building Code requirements per the Architect of Record (AOR).
- Design and install additional framing at curtain wall per the Engineer of Record (EOR).
- Delete fifty (50) fire and smoke dampers no longer needed to comply with the current fire code per AOR.
- Install standard water heaters in lieu of tankless water heaters to supply the building with hot water supply to meet high demand per the AOR.
- Design, install, and obtain certification by the Division of the State Architect for a pipe and duct support roof system per EOR.

Amendment No. 8 to Agreement No. 33801 includes Change Order No. 13.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Science Career & Mathematics Complex 32E.5222.02.03, 32E.5222.02.04. Construction Phase.

IX. RATIFY AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Action

Ratify Amendment No. 11 to Design-Build Agreement No. 33116 with Edge Construction LLC for additional Design-Build services for the Campus Student Center Bookstore project at East Los Angeles College for a credit of $(21,200) inclusive of eligible reimbursable expenses.

| Original Agreement | $28,293,806 |
| Approved Amendments | + $1,713,468 |
| Sub Total | $30,007,274 |
| Proposed Amendment | - $(21,200) |
| Total | $29,986,074 |

Inclusive of this amendment, the total cost of this Design-Build agreement is reduced to $29,986,074.

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 Edge Construction LLC was authorized by the Board of Trustees on October 6, 2010 (Com. No. FPD1).

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

Due to reduced requirements:

- Rescind the authorization of the Board (Com. No. FPD1 August 5, 2015 Item VI. A.) which would have expanded the scope of work to include additional design and engineering on-site services subsequently identified to no longer be required for compliance with Division of State Architect Inspection Card procedures and resulting in a credit to the project.
- Provide a credit to the project for the cost of an additional inspection of the window wall system no longer necessary.

Amendment No. 11 to Agreement No. 33116 includes Change Order No. 12.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Campus Student Center Bookstore 32E.5231.02. Construction Phase.

B. Action

Ratify Amendment No. 9 to Design-Build Agreement No. 32527 with Masters Contracting Corporation for additional Design-Build services for the Campus Wide Accessible Improvements (Campus Modernization Phase 1) project at Los Angeles Mission College at a cost not to exceed $243,427 inclusive of eligible reimbursable expenses.

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Inclusive of this amendment, the total cost of this Design-Build agreement is $16,405,323.
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 April 15, 2009 (Com. No. FPD1). This Design-Build agreement with Masters Contracting Corporation was authorized by the Board of Trustees on June 24th, 2009 (Com. No. FPD1).

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

1. Due to unforeseen conditions:
   - Install fire smoke dampers and replace discovered damaged fireproofing in corridor walls of restrooms of the Instructional Administration building.
   - Demolish the existing gypsum board ceiling discovered to be non-code compliant during demolition and install a new compliant ceiling in faculty restrooms of the Instructional Administration Building.

2. Due to additional requirements:
   - Install additional door hardware and electrical wiring for fire code compliance for three doors in the Instructional Administration building and for two doors in the Campus Center per the Architect of Record.

Amendment No. 9 to Agreement No. 32527 includes Change Order No. 13.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Campus Modernization Phase 1 (Campus Wide Accessible Improvements) 34M.5419.03. Design and Construction Phases.

C. Action

Ratify Amendment No. 7 to Agreement No. 33388 with Charles Pankow Builders, Ltd. for additional Design-Build services for the Multipurpose
Community Services Center project at Los Angeles Valley College at a cost not to exceed $317,797 inclusive of eligible reimbursable expenses.

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Inclusive of this amendment, the total cost of this Design-Build agreement is $21,335,613.

**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 November 3, 2010 (Com. No. FPD1). This Design-Build agreement with Charles Pankow Builders, Ltd was authorized by the Board of Trustees on September 11, 2007 (Com. No. FPD1).

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

Due to college request:

- Re-sequenced demolition of existing Athletic Department facilities.

Amendment No. 7 to Agreement No. 33388 includes Change Order No. 9.

**Funding and Development Phase**

Funding is through Measure J Bond proceeds. Multipurpose Community Services Center 38V.5839.02. Design and Construction Phases.

**X. AUTHORIZE ACCEPTANCE OF COMPLETION OF DESIGN-BUILD AGREEMENT**

**Action**

Authorize Acceptance of Completion to Design-Build Agreement No. 33376 with KPRS Construction Company, Inc. for the Campus Wide Improvements General – Phase 3 project at Los Angeles Trade-Technical College with a substantial completion date of May 9, 2014.
The total cost of this Design-Build Agreement was $7,186,410.

Background

This agreement was authorized by the Board of Trustees on August 10, 2011 (Com. No. FPD3).

The project scope of work included site work, renovation and modification to multiple existing facilities for compliance with the Division of the State Architect, construction of way finding signage and upgrading of campus communication systems.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Campus Wide Improvements General – Phase 3 37T.5779.03.13. Design and Construction Phase.

XI. RATIFY AMENDMENT TO LEASE LEASE-BACK AGREEMENT

Action

Ratify Amendment No. 4 to Lease Lease-Back Agreement No. 33833 with Clark Construction Group - California LP for additional construction services for the Athletic Training Facility project at Los Angeles Valley College for a credit of ($107,929) and a cost of $389,524 for a total cost not to exceed $281,595 inclusive of eligible reimbursable expenses.

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Inclusive of this amendment, the total cost of this Lease Lease-Back agreement is $25,274,784.

Background

This Lease Lease-Back agreement with Clark Construction Group - California LP was authorized by the Board of Trustees on August 6, 2014 (Com. No. FPD2).
1. Due to unforeseen conditions:

- Removed hidden asphalt debris in existing dirt stockpile and imported soil to make up resulting shortfall needed for site grading.
- Reinstalled existing domestic water line for existing bleachers and tennis courts discovered during grading operations.

2. Due to additional requirements:

- Installed backing for metal panels at Field House exterior soffit, due to differences in alignment of panels and metal studs for soffit per Architect of Record (AOR).
- Provided and installed bases at ball fields and bull pen that were not shown on drawings per AOR.
- Installed changed audio visual equipment per AOR.
- Increased conductor sizes for electrical feeder 800-4 per design team direction per AOR.
- Rerouted dugout drains to connect to storm drain system instead of sanitary sewer per AOR.
- Relocated exterior light poles and foundations that conflicted with storm drain line per AOR.
- Installed copper down spouts inside 8 inch structural steel pipe columns at five locations per AOR.
- Deletion of the scope of work for the installation of a wood slat ceiling in the Weight Room and modified HVAC ducts, fans and fire sprinkler piping due to design conflicts per AOR.
- Installed additional metal framing and ceiling to conceal exposed overhead utilities and structural elements per AOR.
- Changed size and location of lint interceptor for automatic washers in Laundry Room per AOR.
- Installed area drain to address ponding issue near existing bleachers per AOR.
- Modified details for display case, due to design conflicts per AOR.

Amendment No. 4 to Agreement No. 33833 includes Change Order Nos. 9, 10, 11, and 12.

**Funding and Development Phase**

Funding is through Measure J Bond proceeds. Athletic Training Facility 38V.5837.02. Construction Phase.
XII. AUTHORIZE PURCHASE ORDER

A. Action

Authorize a purchase order with IDN-West, Inc. to provide door hardware (EL2-9) for the Phase II Renovations - Administration Building - Interior & Exterior project at Pierce College at a cost of $17,843. If applicable, all sales tax shall be paid.

Background

IDN-West, Inc. provided the low quote from among three (3) written quotes ranging from $17,843 to $21,974. Delivery is included.

Funding and Development Phase

Funding is through Proposition A Bond proceeds. Phase II Renovations - Administration Building - Interior & Exterior 05P.6505.03.02. Construction Phase.

B. Action

Pursuant to Public Contract Code 20653, a) find it is in the best interest of the District to procure under the authority of the League of Oregon Cities (LOC)/Deere & Company Contract No. AS10174, and b) authorize the purchase of a utility vehicle for the Athletic Training Facility project at Los Angeles Valley College at a cost of $6,433. If applicable, all sales tax shall be paid.

Background

LACCD is authorized to utilize the above contract through LOC, an Oregon State supported program that was created to provide an equipment purchasing vehicle for publicly funded agencies. Delivery and setup are included.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Athletic Training Facility 38V.5837.02. Construction Phase.
XIII. RATIFY SETTLEMENT OF CLAIM

In accordance with Board Rule 7313, ratify the Settlement of Claim for compensation related to additional design services provided and reimbursable expenses incurred outside of the approved contract amount, related to Pierce College Contract No. 31462, in the amount of $43,429.15 to be paid to design consultant as final claim settlement.

XIV. AUTHORIZE PURCHASE OF BUILDING PROGRAM INSURANCE COVERAGE

Action

Authorize the purchase of a Builder's Risk Insurance Policy in support of the Bond funded Building Program with Zurich American Insurance Company for premium cost of $1,410,000 maximum for a two year period starting April 1, 2016 through April 1, 2018.

Background

The Builder's Risk Insurance is one of the various insurances provided through the program-wide Owner Controlled Insurance Program (OCIP). The Builder's Risk Insurance policy is required to provide coverage for Bond related construction projects and covers physical damage to property. Projects are added to the policy as construction begins and as property under construction is at risk.

The current Builder's Risk Insurance policy expires April 1, 2016. In December 2015 the District's OCIP Broker solicited proposals for Builder's Risk Insurance coverage from the insurance markets. Zurich American Insurance Company provided the lowest premium rate schedule for maximum coverage with the most favorable terms and conditions to the District.

Given the project specific policies, the total value of the aggregate policy premium can vary from a $0 minimum total policy premium to $1,410,000.00 maximum total policy premium. The total policy premium is based on the number of projects, project types, project values and the project durations that start construction during the policy period.

Policy coverage for projects that commence during the two (2) years beginning on April 1, 2016, may be extended beyond the (2) year policy period, if needed.
The Builder's Risk Insurance maximum premium indicated above is estimated to be sufficient to cover (through completion) those projects that start during the next two (2) years under the new policy based on expected construction value.

Funding and Development

Funding is through Measure J Bond proceeds. Projects to be assigned as needed with charges allocated to each project. Construction Phase.

XV. AUTHORIZE AGREEMENT FOR SERVICES

Action

Authorize agreement with KYA Services to provide flooring, installation and repair services at Los Angeles Southwest College Gymnasium in an amount not to exceed $100,000 from March 10, 2016 to April 22, 2016.

Background

As a result of damage caused by a contractor replacing lights in the Gymnasium, a portion of the wood floors must be repaired and replaced to allow the continuance of planned classes and sporting events. Under Public Contract Code section 20661, the Chancellor for the California Community Colleges is authorized to enter into contracts on behalf of one or more community college Districts. Currently, the Foundation for the Community Colleges in exercising its delegated contracting and purchasing authority from the State Chancellor has a contract (CB# 14-206) with KYA Services to provide flooring materials, repair and installation services. The District will be utilizing this existing contract to undertake the work necessary to repair the floors. It is anticipated that the District will seek and obtain reimbursement from the lighting contractor for the expenses in repairing the gymnasium floors. Non-Bond project.