

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: CONSENT CALENDAR - HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2023-2024

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Christina Squellati-Lee	Director of Marketing and Communications and Public Information	06/10/2024
Veronica Zuleyma Guzman	Custodian	06/06/2024

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Gema Leon	From ASTC Specialist to Administrative Assistant IV-School of Social and Behavioral Science	05/28/2024

Temporary Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Sylvia Ramirez	From Accountant to Interim Assistant Controller	06/01/24-06/30/24

Salvatore Abbate
Human Resources

May 24, 2024
Date Submitted

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

June 5, 2024
Date Approved

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
LaTanya Edington	Financial Aid Specialist Temp	General	06/06/24-06/30/24	\$20.62/hr.
Joseph Fuquay	Custodian	General Fund	06/06/24-06/30/24	\$16.00/hr.
Douglas Green	Faculty – ADV M Tours	Strong Workforce	01/10/24-06/01/24	\$78.90/hr.
Chaz Holmes	Custodian	General	06/06/24 -06/30/24	\$16.00/hr.
Tia Kawazoe	ELC Assistant	General Childcare	06/06/24-06/30/24	\$18.91/hr.
John Kuta	Student Services Assistant II Temp	General	05/27/24-06/30/24	\$18.91/hr.
Randi Pechacek	Journey Level Assistant	General	06/06/24 -06/30/24	\$26.00/hr.

EMPLOYMENT 2024-2025**Regular Assignment**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Angel Iqueda	EMT Instructor (Tenure Track)	08/08/2024
Freeman Lo	Computer Science Instructor (Tenure Track)	08/08/2024

Adjunct Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Judith Bodolla Tate	Adjunct Instructor Sociology (not to exceed 67%)	08/08/24-12/13/24
Malorie Branch	Adjunct Counselor (EOPS/NextUp/CARE)	07/01/24-12/13/24
Steven Chamow	Adjunct Instructor Biotechnology (not to exceed 67%)	01/09/25-05/22/25
Shelley Dykstra	Adjunct Instructor Spanish (not to exceed 67%)	08/01/24-12/13/24
Christopher Knight	Adjunct Instructor 2D Art (not to exceed 67%)	08/01/24-12/13/24
Diego Reyes	Adjunct Instructor Kinesiology (not to exceed 67%)	07/01/24-12/13/24
Elizabeth Roark	Adjunct Instructor Kinesiology (not to exceed 67%)	07/01/24-12/13/24
Abel Rodriguez	Adjunct Instructor 2D Art (not to exceed 67%)	08/01/24-12/13/24
Kyle Stafford	Adjunct Instructor Kinesiology (not to exceed 67%)	07/01/24-12/13/24
Nicole Westbrook	Adjunct Counselor (EOPS/NextUp/CARE)	07/01/24-12/13/24
Ali Yates	Adjunct Counselor (EOPS/NextUp/CARE)	07/01/24-12/13/24

Faculty Reassigned Time

<u>Name</u>	<u>Assignment</u>	<u>Percentage</u>	<u>Effective</u>
Sarah Barsness	Curriculum Committee Chair	30%	08/14/23-05/21/26
Laura Maghoney	Distance Education Coordinator	40% Spring 20% Fall	01/16/24-05/21/26
Nazia Mostafa	Professional Development Coordinator	30%	08/12/24-05/31/27
Commodore St. Germain	MESA Faculty Sponsor	10%	02/01/24-06/30/26 (revised)
Lauren Taylor Hill	ASTC Faculty Coordinator	30%	08/0/24-05/23/24

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Anna Marie Troupe	From Financial Aid System Analyst to Financial Aid Supervisor	07/01/2024

Temporary Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Sylvia Ramirez	From Accountant to Interim Assistant Controller	07/01/24-12/31/24

Out of Class Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Rebecca Borden	Account Technician	07/01/24-12/21/24
Tanya Harris	Admissions and Records Technician	07/01/24-06/30/25
Darah Macaraeg	EOPS/CARE Coordinator	07/01/24-06/30/25

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Isaiah Mercado Acosta	Student Services Generalist Temp	EOPS	07/01/24 -06/30/25	\$18.91/hr.
Diana Alderfer	Teaching Apprentice	SEA	07/01/24 -06/30/25	\$22.00/hr.
Sandra Atoigue	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Larry Bartlow	Temp TA	SEA	07/01/24 -06/30/25	\$22.00/hr.
Delfa Bell	Sudent Services Generalist Temp	SEA	07/01/24 -06/30/25	\$18.91/hr.
Attica Bowden	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Attica Bowden	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$57.74/hr.
Robert Brown	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Reigh Ellis	Student Services Generalist Temp	SEA	07/01/24 -06/30/25	\$18.91/hr.
Scott Ferguson	Special Projects Soar Academic Support	SEA	07/01/24 -06/30/25	\$26.00/hr.
Allen Fleming	Speciale Projects	SEA	07/01/24 -06/30/25	\$26.00/hr.
Joseph Fuquay	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Laura Gallegos	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Deborah Garcia	Special Project High School Articulation Liason	Perkins	08/01/24-06/30/25	\$45.00/hr.
Adrian Hairston	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Adrian Hairston	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$71.57/hr.
Emily Hendrix	ASTC Tutor	SEA	07/01/24 -06/30/25	\$17.50/hr.
Chaz Holmes	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Nathan Hudack	Grounds	General	07/01/24 -06/30/25	\$16.00/hr.
Angel "Adam" Iqueda	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Angel Iqueda	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$76.18/hr.
Ricardo Irizarry	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$57.74/hr.

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Ricardo Irizarry	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Wamuiru Irvin	Special Project	General	07/01/24 -06/30/25	\$35.00/hr.
John Jansen	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
John Jansen	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$69.35/hr.
Deborah Jojola	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
John Kuta	Student Services Assistant II Temp	General	07/01/24 -06/30/25	\$18.91/hr.
Anastacia Lamba	Administrative Assistant III Temp	Rising Scholars	07/01/24 -06/30/25	\$18.91/hr.
Kimberly Landes	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Zyra Larot	Financial Aid Systems Analyst Temp	BFAP 2%	07/01/24 -06/30/25	\$21.58/hr.
Isaiah Littlejohn	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Clitdell 'Cle' Long	Administrative Assistant III	General	07/01/24 -06/30/25	\$18.91/hr.
Laura Maghoney	DE Coordinator Spring/Summer (July-Aug)	General	7/01/24-08/02/24	\$78.90/hr.
Edgar Mangubat	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Terri Martin	Temp Student Affairs Specialist	SEA	07/01/24 -06/30/25	\$20.62/hr.
Amy Meachum	Spec. Projects Documentation of Processes	General	07/01/24 -06/30/25	\$50.00/hr.
Terrance McCullough	Student Services Generalist Temp	SEA	07/01/24 -06/30/25	\$18.91/hr.
Samuel McKinney	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Tom McMullen	Physics Lab Technician Consultant	General	07/01/24 -05/30/25	\$45.00/hr.
Ayleen Michel	Student Services Generalist Temp	EOPS	07/01/24 -06/30/25	\$18.91/hr.
Dao Nguyen	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Hoi Nguyen	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Marilyn Nguyen	Temp T.A.	SEA	07/01/24 -06/30/25	\$22.00/hr.
Marthen Nodado	Student Services Generalist Temp	EOPS	07/01/24 -06/30/25	\$18.91/hr.
Lillianna Ojeda	Student Services Generalist Temp	SEA	07/01/24 -06/30/25	\$18.91/hr.
Randi Pechacek	Journey Level Assistant	General	07/01/24 -06/30/25	\$26.00/hr.
Jacob Perez	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Matthew Pulanco	Outreach Specialist	SEA	07/01/24 -06/30/25	\$19.75/hr.
Cherry Quitugua	Administrative Assistant III Temp	Rising Scholars	07/01/24 -06/30/25	\$18.91/hr.
Sara Carolina Rico	A&R/ Student Services Generalist	General	07/01/24 -06/30/25	\$18.91/hr.
Jarrett Robinson	Special Projects	General	07/01/24 -06/30/25	\$26.00/hr.
Cristina Sanchez	Special Projects	Dreamer Res Liaison	07/01/24 -06/30/25	\$26.00/hr.
Sarah Seguin	Temp T.A.	SEA	07/01/24 -06/30/25	\$22.00/hr.
Ramon Taniegra	Custodian	General	07/01/24 -06/30/25	\$16.00/hr.
Rebecca Tili	Student Services Generalist Temp	SEA	07/01/24 -06/30/25	\$18.91/hr.
Geraldine Tionsgon	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Joseph Torres	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Joseph Torres	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$60.05/hr.
Gianna Valencia	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Amanda Vicario	Temp Student Affairs Specialist	Basic Needs	07/01/24 -06/30/25	\$20.62/hr.
Alexander Vidal-Baquero	Special Projects	SEA	07/01/24 -06/30/25	\$26.00/hr.

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Alexandra Weatherbee	Biology Laboratory Technician	General	07/01/24 -06/30/25	\$20.17/hr.
Vincent Webster	Journey Level Assistant - EMT	General	07/01/24 -06/30/25	\$26.00/hr.
Vincent Webster	Adj Instructor & EMT Orientation	General	07/01/24-06/30/25	\$78.90/hr.
Roxana Zeedyk	Student Services Generalist Temp	NextUp	07/01/24 -06/30/25	\$18.91/hr.

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

TO: MEMBERS OF THE GOVERNING BOARD

**SUBJECT: PERSONAL SERVICES AGREEMENTS AND CONTRACTS
UNDER \$50,000**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

CONTRACT SERVICES AGREEMENTS

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

<u>Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
Desktop Remedy	Vendor to provide 50 hours of consulting services to assist with implementation of Identity Management and Security initiatives for Employees and Students including but not limited to Active Directory, Self-Service Password Reset and Ethos User Provisioning.	06/01/24-06/30/24	Not to Exceed \$8,750.00
Remind	Vendor to provide renewal of a one-year subscription of Remind Base Plan which allows LMS integration, advanced messaging, and enhanced data dashboard.	07/01/24-06/30/25	Not to Exceed \$39,380.00
Runner Enterprise Data Quality	Vendor to provide renewal of a one-year subscription of CLEAN_Address Basic Suite software for up to 8,000 student FTE. Data to be uploaded bimonthly. Cost includes subscription, support, and maintenance.	07/01/24-06/30/25	Not to Exceed \$7,204.65
Solano County Fleet Management	Rental of county vehicles for use by the Athletics Department in fiscal year 2024-2025	07/01/24-06/30/25	Not to Exceed \$38,477.00

Susan Wheat
Vice President,
Finance & Administration

May 24, 2024
Date Submitted

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

June 5, 2024
Date Approved

PERSONAL SERVICES AGREEMENTS

Human Resources Manager
Salvatore Abbate

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Mary Jones	Provide consultation services regarding human resources issues, IBA Training and facilitation, and bargaining contract negotiation support including MOU's.	07/01/24-06/30/25	Not to Exceed \$75,000.00

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

TO: Members of the Governing Board

SUBJECT: DONATIONS

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

SUMMARY:

<u>Name & Address</u>	<u>Item & Estimated Value</u>
Swinerton Management & Consulting 260 Townsend Street San Francisco, CA 94107	Cash Donation - \$1200.00

Acceptance of this donation is recommended at this time.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>Board Policy: 3350</i>	<i>Estimated Fiscal Impact: \$ In Kind Gifts</i>
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SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7299

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: MEMBERS OF THE GOVERNING BOARD

SUBJECT: DISPOSITION, TRANSFER OR TRADE-IN OF CAMPUS EQUIPMENT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

In compliance with the 81000 series of the California Education Code for appropriate disposition methods and/or restrictions, staff is requesting approval of authorizing the disposal the equipment identified below which are unsatisfactory for retention and no longer suitable for school use.

SUMMARY:

<u>Asset Number</u>	<u>Description</u>	<u>Location</u>	<u>Original Value</u>
2484	Dryer	1700	Unknown
Unknown	IV Poles (Quantity 7)	800	Unknown
Unknown	Table	800	Unknown
Unknown	Scale	800	Unknown

Acceptance of this disposal is recommended at this time.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>Board Policy: 3350</i>	<i>Estimated Fiscal Impact: N/A</i>
SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> TABLE

Susan Wheet
Vice President,
Finance & Administration

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

May 24, 2024

Date Submitted

June 5, 2024

Date Approved

SOLANO COMMUNITY COLLEGE DISTRICT

Disposition, Transfer or Trade-In of College Equipment

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:
(check only one reason)

- ☐ Returned to vendor (attach to yellow copy of approved form)
☐ Lost or stolen (attach copy of theft report form)
☐ To be sold as surplus
☐ To be destroyed or broken up for parts
☐ Trade-in or sale in lieu of trade-in list P.O. number and vendor

_____ Transfer to (location)

Bldg No. _____ Room No. _____

Comment _____

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.

Action Performed by _____ Date _____

Division or Organizational Unit _____

Approved by _____
Unit Manager or Division Dean

Distribution :

Original to District Director of Facilities

Duplicate for your files

For District Facilities Office Use

For Surplus Items:

Board authorization to sell _____

Invoice/receipt number and date _____

Fixed Asset - 02
8.00

SOLANO COMMUNITY COLLEGE DISTRICT

Disposition, Transfer or Trade-In of College Equipment

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:
(check only one reason)

- ☐ Returned to vendor (attach to yellow copy of approved form)
☐ Lost or stolen (attach copy of theft report form)
☐ To be sold as surplus
☒ To be destroyed or broken up for parts
☐ Trade-in or sale in lieu of trade-in list P.O. number and vendor

Transfer to (location)

Bldg No. **800** Room No. **807**

Comment

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
	7 broken IV poles		
	1 table		
	1 scale (broken)		

Action Performed by Date

Division or Organizational Unit **Health Sciences - Nursing**

Approved by *Shirley Hudson* 5/6/24
Unit Manager or Division Dean

Distribution :

Original to District Director of Facilities

Duplicate for your files

For District Facilities Office Use

For Surplus Items:

Board authorization to sell

Invoice/receipt number and date

Fixed Asset - 02
8.00

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: NOTICE OF COMPLETION FOR CONSTRUCTION
SERVICES FOR THE FAIRFIELD CAMPUS POOL DECK
REPLACEMENT PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☒ Consent OR ☐ Non-Consent

SUMMARY:

Board approval is requested for the Fairfield Campus Pool Deck Replacement Project Notice of Completion. On April 5, 2023, a contract for the amount of \$2,073,457.50 was awarded to Waterworks Industries, Inc. for the Fairfield Campus Pool Deck Replacement Project. The scope of work included the replacement of the existing swimming pool deck and miscellaneous upgrades.

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

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

STUDENT SUCCESS IMPACT:

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

Ed. Code: N/A Board Policy: N/A Estimated Fiscal Impact: \$0

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

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

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

When recorded mail to:

Lucky Lofton, V.P, Facilities & Executive Bonds Manager
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Notice of Completion

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

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

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

NAMES

ADDRESSES

-
6. Work of modernization on the property hereinafter described was completed on: 06/05/2024
 7. The Project Name is: Fairfield Campus Pool Deck Replacement Project
 8. DSA Number (if applicable): 02-120573
 9. The contractor for such work of modernization is: Waterworks Industries Inc.
 10. The name of the contractor's Surety Co. is: Everest Reinsurance Company
 11. The date of contract between the contractor and the above owner is: 04/05/2023
 12. The street address of said property is: 4000 Suisun Valley Road, Fairfield, California 94534
 13. APN #: 0027-242-110
 14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Removal and replacement of existing concrete deck and associated work.

Date

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

Verification

I, undersigned, say:

I am _____

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

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

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

Executed on _____, at Fairfield, California.
(City or Town where signed)

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 23/24-14 SPECIFICATIONS OF
THE ELECTION ORDER FOR A CONSOLIDATED
BOARD MEMBER ELECTION – SOLANO COUNTY

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Pursuant to Elections Code Section 1302 and Education Code Section 5000 the Governing Board of Solano Community College District is required to adopt a resolution stating that an election is ordered for November 5, 2024, for the purpose of electing persons to fill the office of three members for a four-year term to the office of community college trustee. This election shall be consolidated with the election to be held on November 5, 2024.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

*Government Code: EC Section 5000; 5420 Board Policy: 1008 Estimated Fiscal Impact: \$180,000
Elections Code Section 1302*

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7299

TELEPHONE NUMBER

Administration
ORGANIZATION

May 28, 2024

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

June 5, 2024
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 23/24-14 SPECIFICATIONS OF
THE ELECTION ORDER FOR A CONSOLIDATED
BOARD MEMBER ELECTION – SOLANO COUNTY**

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

Candidates, including incumbents, shall pay the costs of the publication of the optional candidate's statement. The candidate's statement shall not exceed 200 words.

The District agrees to reimburse the Registrar of Voters for Solano County in accordance with the provisions of the Education Code.

The estimated fiscal impact is determined by the recommendation from the Registrar's Office to allot \$5 - \$10 per voter depending on the area. If candidates run unopposed, costs would be less.

Governing Board members whose terms expire in 2024 are:

Trustee **Area No. 3:** Rosemary Thurston
Trustee **Area No. 5:** Quinten R. Voyce
Trustee **Area No. 7:** Amanda Lopez-Lara

It is recommended that the Governing Board adopt Resolution No. 23/24-14.

SOLANO COMMUNITY COLLEGE
GOVERNING BOARD

RESOLUTION NO. 23/24-14

SPECIFICATIONS OF THE ELECTION ORDER FOR A
CONSOLIDATED BOARD MEMBER ELECTION

WHEREAS, pursuant to Elections Code section 1302 and Education Code section 5000, a regular biennial election for members of the Solano Community College Governing Board will be conducted on November 5, 2024, for the purpose of electing persons to fill the offices of members of the Board whose terms expire December 13, 2024.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT:

1. Pursuant to Education Code section 5304, a governing board member election is hereby ordered for November 5, 2024, for the purpose of electing persons to fill the offices of members whose terms expire December 13, 2024; and
2. Pursuant to Education Code sections 5340 through 5345, said governing board member election shall be consolidated with any other school district, community college, county board of education, or other election to be held on November 5, 2024; and
3. The Solano County Superintendent of Schools, pursuant to Education Code section 5302, shall call said governing board member election in accordance with the provisions of this resolution and order; and
4. The form of the matter to be voted upon, as it shall appear on the ballot is as follows:

SOLANO COMMUNITY COLLEGE Trustee Area No. 3	Vote for One
<hr/>	
<hr/>	

SOLANO COMMUNITY COLLEGE Trustee Area No. 5	Vote for One
<hr/>	
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SOLANO COMMUNITY COLLEGE Trustee Area No. 7	Vote for One
<hr/>	
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5. The candidates, including incumbents, will pay the costs of the publication of the optional candidate's statement to be included in the sample ballot, pursuant to Elections Code section 13307, and the candidate's statement shall not exceed 200 words; and

6. The Governing Board of the Solano Community College agrees to reimburse the Registrars of Voters in Solano and Yolo Counties for actual costs accrued for this election, such costs to be calculated by the proration method set forth in each County's current Election Costs Allocation Procedures on the basis of the amount of services provided to the Solano Community College in accordance with the California Education Code; and

7. The Registrars of Voters in Solano and Yolo Counties, as applicable, are authorized to canvass the returns of the election, and the consolidation shall be governed by Education Code section 5342, regarding election procedures; and

8. A certified copy of this resolution shall be sent to the Solano County Superintendent of Schools as required by Education Code section 5322.

PASSED AND ADOPTED by the Governing Board of the Solano Community College of Solano County, California, this 5th day of June 2024, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

CERTIFICATION

I, Dr. Celia Esposito-Noy, do hereby certify that I am Secretary of the Governing Board of the Solano Community College of Solano County, California, and that the foregoing is a true and correct copy of a resolution passed and adopted by said Board at a regular meeting thereof at the time and by the vote above stated, which resolution is on file in the administrative offices of said school district.

Celia Esposito-Noy, Ed.D. Board Secretary
Solano Community College District

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

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 23/24-15 SPECIFICATIONS OF
THE ELECTION ORDER FOR A CONSOLIDATED
BOARD MEMBER ELECTION – YOLO COUNTY

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:
Pursuant to Elections Code Section 1302 and Education Code Section 5000 the Governing Board of Solano Community College District is required to adopt a resolution stating that an election is ordered for November 5, 2024, for the purpose of electing persons to fill the office of three members for a four-year term to the office of community college trustee. This election shall be consolidated with the election to be held on November 5, 2024.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

Government Code: EC Section 5000; 5420 Board Policy: 1008 Estimated Fiscal Impact: \$180,000
Elections Code Section 1302

SUPERINTENDENT’S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

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

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7299

TELEPHONE NUMBER

Administration

ORGANIZATION

May 28, 2024

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

June 5, 2024

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 23/24-15 SPECIFICATIONS OF
THE ELECTION ORDER FOR A CONSOLIDATED
BOARD MEMBER ELECTION – YOLO COUNTY**

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

Candidates, including incumbents, shall pay the costs of the publication of the optional candidate's statement. The candidate's statement shall not exceed 200 words.

The District agrees to reimburse the Registrar of Voters for Yolo County in accordance with the provisions of the Education Code.

The estimated fiscal impact is determined by the recommendation from the Registrar's Office to allot \$5 - \$10 per voter depending on the area. If candidates run unopposed, costs would be less.

Governing Board members whose terms expire in 2024 are:

Trustee **Area No. 3:** Rosemary Thurston
Trustee **Area No. 5:** Quinten R. Voyce
Trustee **Area No. 7:** Amanda Lopez-Lara

It is recommended that the Governing Board adopt Resolution No. 23/24-15.

SOLANO COMMUNITY COLLEGE
GOVERNING BOARD

RESOLUTION NO. 23/24-15

SPECIFICATIONS OF THE ELECTION ORDER FOR A
CONSOLIDATED BOARD MEMBER ELECTION

WHEREAS, pursuant to Elections Code section 1302 and Education Code section 5000, a regular biennial election for members of the Solano Community College Governing Board will be conducted on November 5, 2024, for the purpose of electing persons to fill the offices of members of the Board whose terms expire December 13, 2024.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT:

1. Pursuant to Education Code section 5304, a governing board member election is hereby ordered for November 5, 2024, for the purpose of electing persons to fill the offices of members whose terms expire December 13, 2024; and
2. Pursuant to Education Code sections 5340 through 5345, said governing board member election shall be consolidated with any other school district, community college, county board of education, or other election to be held on November 5, 2024; and
3. The Solano County Superintendent of Schools, pursuant to Education Code section 5302, shall call said governing board member election in accordance with the provisions of this resolution and order; and
4. The form of the matter to be voted upon, as it shall appear on the ballot is as follows:

SOLANO COMMUNITY COLLEGE Trustee Area No. 3	Vote for One

SOLANO COMMUNITY COLLEGE Trustee Area No. 5	Vote for One

SOLANO COMMUNITY COLLEGE Trustee Area No. 7	Vote for One
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5. The candidates, including incumbents, will pay the costs of the publication of the optional candidate's statement to be included in the sample ballot, pursuant to Elections Code section 13307, and the candidate's statement shall not exceed 200 words; and

6. The Governing Board of the Solano Community College agrees to reimburse the Registrars of Voters in Solano and Yolo Counties for actual costs accrued for this election, such costs to be calculated by the proration method set forth in each County's current Election Costs Allocation Procedures on the basis of the amount of services provided to the Solano Community College in accordance with the California Education Code; and

7. The Registrars of Voters in Solano and Yolo Counties, as applicable, are authorized to canvass the returns of the election, and the consolidation shall be governed by Education Code section 5342, regarding election procedures; and

8. A certified copy of this resolution shall be sent to the Yolo County Elections Department as required by Education Code section 5322.

PASSED AND ADOPTED by the Governing Board of the Solano Community College of Solano County, California, this 5th day of June 2024, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

CERTIFICATION

I, Dr. Celia Esposito-Noy, do hereby certify that I am Secretary of the Governing Board of the Solano Community College of Solano County, California, and that the foregoing is a true and correct copy of a resolution passed and adopted by said Board at a regular meeting thereof at the time and by the vote above stated, which resolution is on file in the administrative offices of said school district.

Celia Esposito-Noy, Ed.D. Board Secretary
Solano Community College District

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

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

<u>Name</u>	<u>Assignment & Years of Service</u>	<u>Effective</u>
Celia Esposito-Noy	Superintendent/President 8 years 6 months service with SCC	06/30/2024

STUDENT SUCCESS IMPACT:

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

Ed. Code: 24205

Board Policy: 4400

Estimated Fiscal Impact: N/A

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

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

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

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

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

TO: Members of the Governing Board

**SUBJECT: NEW SUPERVISOR JOB DESCRIPTION: RISING
SCHOLARS PROGRAM**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The following job description is presented for Governing Board approval. It establishes a new supervisor position. This position will supervise and coordinate assigned staff, programs, services, and activities at one or more correctional facilities, including the California State Prison – Solano (CSPS), California Medical Facility (CMF), and Solano County Jail (SCJ). RSS Collaborates with relevant stakeholders and colleagues including Solano Community College (SCC) staff and faculty, correctional facility staff, students, vendors, governmental agencies, and organizations related to providing services for justice-impacted communities assists. This position is funded with the Rising Scholars grant and will be placed on the Supervisor salary schedule at range 35.

STUDENT SUCCESS IMPACT:

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

Ed. Code: 88009 Board Policy: 4010, 4720 Estimated Fiscal Impact: \$69,093.73 Plus Benefits Yearly

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COUNTY COMMUNITY COLLEGE DISTRICT

CLASS TITLE: RISING SCHOLARS SUPERVISOR

GRANT FUNDED

BASIC FUNCTION:

Under the direction of the assigned supervisor, the Rising Scholars Supervisor (RSS) will supervise and coordinate assigned staff, programs, services, and activities at one or more correctional facilities, including the California State Prison – Solano (CSPS), California Medical Facility (CMF), and Solano County Jail (SCJ). RSS Collaborates with relevant stakeholders and colleagues including Solano Community College (SCC) staff and faculty, correctional facility staff, students, vendors, governmental agencies, and organizations related to providing services for justice-impacted communities. RSS ensures justice-impacted students enrolled in college courses provided by SCC have comparable services to campus-based students, and provides weekly, monthly, and annual reports on the status of the Rising Scholars programs, including incarcerated (correctional facilities) and formerly incarcerated (SCC campus) programs. RSS maintains daily communication with correctional facility staff and acts as a liaison between the correctional facilities and SCC departments such as Admissions and Records, Financial Aid, the Accessibilities Service Center (ASC), and Counseling. RSS provides and maintains student records, program data, budgets, and the management of relevant grants. RSS oversees daily administrative duties for the SCC Rising Scholars program.

ESSENTIAL FUNCTIONS:

Coordinates and supervise the daily administrative activities of the Rising Scholars program on campus and at each correctional facility as directed by the Dean. This includes assignment tasks and schedules to support the program; managing phone calls and emails; interviewing and training temporary and student employees, reporting maintenance needs, and ensuring that job assignments are completed on time and accurately.

Ensures the efficient operation of all support services connected with the program.

Consults with the Dean regarding course schedules at the correctional facilities that meet the diverse needs of incarcerated students.

Coordinates administrative work schedules and duty assignments.

Participates in recruiting, training, and evaluating temporary and student employees.

Manages all printing, distribution, and inventory of material resources used for the Rising Scholars courses.

Performs orientation and training for temporary and student workers.

Prepares and manages reports, manuals, correspondence, and other documents.

Maintains the Rising Scholars Canvas shell and collaborates with the appropriate departments and service providers to keep the Rising Scholars website up-to-date.

Reviews reports and records pertaining to payroll, purchasing, and grants for the purposes of evaluating program performance.

Keeps records and reports regarding inventory, personnel, and communication with stakeholders.

Meets with staff to identify and resolve issues and recommend workflow or procedural improvements.

Assist the Dean in preparing, reviewing, and implementing department policies, rules, and procedures.

Serves as the primary administrative contact and liaison between SCC, the correctional facilities, and related service providers.

Collects and analyzes data related to the Rising Scholars program, including, but not limited to student success, enrollments, degree achievement, and other success metrics.

Assists the Dean with managing and procuring grants for the program.

Screens calls, visitors, mail, and electronic correspondence for direction to the appropriate staff or department.

Works with the Dean in the development, coordination, monitoring, and management of departmental budgets.

Performs basic accounting duties in support of the department including payroll documents and tracking, requisitions, purchases, and inventory.

Organizes and maintains complex departmental filing systems and records ensuring sensitive data are protected.

Initiates, develops, organizes, and participates in departmental activities, including but not limited to events onsite at the correctional facilities, on campus, and special projects as assigned by the Dean.

Maintains an accurate inventory of equipment and supplies; assess and report the need for equipment repair or replacement.

Maintains relationships with community agencies including California State Prison – Solano

(CSP-S), California Medical Facility (CMF), Solano County Jail (SCJ), Solano County Juvenile Detention Facility (JDF), probation departments, and other agencies connected with justice-impacted students or education.

Provides staff training on policies and procedures, government regulations, and communicate changes, as needed.

Provides technical information and assistance to employees and others where professional judgment, knowledge, and understanding of procedures and regulations are needed.

Operates a variety of current office equipment, and software applications, including Banner, Microsoft Office Suite, Canvas, Filmora, Kapwing, UniConverter, Tableau, and similar applications.

Assists in maintaining a fair and collaborative work environment and commitment to teamwork, mutual trust, and respect.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS: To be successful in this job an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Successful candidates will have:

Bachelor's degree from a regionally accredited college or university completed prior to employment date.

OR

4 years administrative experience

AND

Demonstrated sensitivity, knowledge, and understanding of the diverse academic, socioeconomic, gender, cultural, disability, and ethnic background of groups historically underrepresented, and groups who may have experienced discrimination,

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Principles and practices of effective supervision and training within justice-impacted educational programs.
- Effective communication and interpersonal skills including tact, patience, and courtesy.
- Shared governance and collegial consultation.
- Effective record-keeping and data analysis techniques.
- Policies, procedures, and objectives of the SCC Rising Scholars program.
- California State Education Code, employee contracts, and policies and procedures.
- Knowledge of computer software programs such as NOVA, Canvas, Vision Resource Center, and Banner
- Knowledge of the operational characteristics, services, activities, functions, and administration of higher education programs for incarcerated and formerly incarcerated persons
- Efficiency in principles and procedures of record keeping and basic bookkeeping practices
- Knowledge of college-level programs, departments, and enrollment processes

ABILITY TO:

- Plan, organize, and coordinate the day-to-day administrative operations of a correctional education program.
- Establish priorities and adjust assignments to ensure the timely completion of work.
- Use independent judgment and decision-making skills to resolve issues that occur.
- Understand and articulate the impact of changes in College and State regulations as they affect daily operational activities.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Compile and verify data and prepare reports.
- Prioritize and schedule work.
- Train, supervise, and evaluate personnel as directed by the Dean.
- Read, interpret, apply and explain rules, regulations, policies, and procedures.
- Maintain current knowledge of program rules, regulations, requirements, and restrictions.
- Ability to assess and understand qualitative and quantitative data
- Expertise in modern office procedures, methods, and equipment

CERTIFICATES, LICENSES, REGISTRATION:

Valid California Driver's License and proof of vehicle insurance coverage must be provided and maintained throughout employment; eligible to work in California prior to the first date of employment.

Must not be prohibited from legal entry into a correctional institution or secondary school.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties outlined in this classification, the employee in this classification is regularly required to sit for long periods of time, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, stoop or kneel or crouch to file, speak clearly and distinctly to answer telephones and to provide information; and hear and understand voices over telephone and in person. The employee in this classification is frequently required to conduct work at other campus locations.

The employee assigned to this classification must regularly lift, carry and/or move objects weighing up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work assigned to this classification is typically performed in an administrative office environment. Periodic travel to/from the correctional facilities and main campus will be required. While performing the duties of this classification, the employee regularly works at a computer for long periods and is regularly exposed to interruptions and the hazards of working with video display terminals.

Hours may include early mornings, evenings, and weekends.

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR
THE BUILDING 800 NURSING AND EMT ROOM
RENOVATIONS PROJECT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to AEDIS Architects for architectural and engineering services for the Building 800 Nursing and EMT Room Renovations Project on the Fairfield Campus. On February 15, 2023 the Board approved a contract for AEDIS Architects to conduct an Initial Study/Assessment to determine the feasibility of this project. The study has since been completed and reviewed by the District. It was determined that this project should move forward.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Modernization of existing instructional space.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$ 77,510 Strong Workforce Funds

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR
THE BUILDING 800 NURSING AND EMT ROOM
RENOVATIONS PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Based on the needs of the program, and with a goal of improving the learning environment, it was determined that modernization of select rooms used by the Nursing and EMT programs would be appropriate. Improvements to the buildings will include a modernization of rooms 808, 809 and 911.

The Consultant's scope of work includes full architectural and engineering services for the completion of the Design Documents, Construction Administration, and Project Closeout.

A proposal was requested from AEDIS Architects based upon their understanding of the District's Design and Construction Standards, and familiarity with the Fairfield Campus. AEDIS Architects is part of the District's approved Architectural Pool, which was Board-approved at the April 17, 2019 Board Meeting.

AEDIS Architects is recommended for award of this contract for the Building 800 Nursing and EMT Room Renovations Project.

The Board is asked to approve a professional services contract to AEDIS Architects in the amount not to exceed \$77,510.

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

April 29, 2024

Mr. Jason Yi
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Subject: Solano Community College – Fairfield Campus
Architectural Services – Design Assist for Building 800 EMT Training & Sim Lab

Dear Jason,

Thank you for the opportunity to submit this proposal for architectural services for the subject project. The nursing program is reconfiguring their existing spaces. This proposal is to assist with creating a bid package for finishes and non-structural work. The program will require phased construction and be completed over approximately 6 months. The scope of work is as follows:

Room 809

- Remove existing casework and finish wall to accept new wrap.
- Remove existing vinyl wall coverings and tack board and prep walls for new wrap.
- Install security film or replace glazing with security glazing. Provide one way film so you can't see in from the outside.
- Add electrical outlets for 6 stations similar to what is currently in room 808. Include electrical for observation room connection.
- Existing sink, cabinet and trim to remain. Install new solid surface countertop.
- Install 9 access panels in the ceiling for new cameras. Data and infrastructure to be provided by the district.
- Paint existing ceiling.
- Relocate wall mounted TV's computer monitors and oxygen dispensing system.
- Relocate projection screen from 808 to 809.
- 2x4 lighting to be updated with new more contemporary fixtures. No other changes to the lighting system.

Room 811

- Add base cabinet and sink to Interior Refresh project to get approval by DSA under that project. Sink to be connected to adjacent restroom plumbing.
- Add 20Amp power for Rig Simulator. Rig Sim to be placed in corner next to restrooms, with the door facing the exterior door.
- 2x4 lighting to be updated with new more contemporary fixtures. No other changes to the lighting system.
- Replace ceiling tiles with new. No other changes to TBar ceiling will be made.
- Install security film or replace glazing with security glazing. Provide one way film so you can't see in from the outside.
-

Room 808

- 2x4 lighting to be updated with new more contemporary fixtures. No other changes to the lighting system.
- Replace ceiling tiles with new. No other changes to TBar ceiling will be made.
- Restore classroom for observation purposes.
- Provide TV and projector
- Patch holes from all equipment and replace wrap where needed.

Assumptions and Clarifications:

- No low voltage
- No electrical upgrades
- Data and infrastructure for video to be designed and installed by District.
- No fire alarm relocation or upgrades.
- Modifications for HVAC or additional exhaust are not included.
- Replacement of existing flooring in all three rooms will be a alternative line item at bid time.
- No work in Room 806
- No work outside the building or outside of the spaces listed is included in this proposal.

The project will be completed in two phases. The first phase will be room 809; then 808 and 811 will be completed in phase 2. This project will not go to DSA.

BASIC SERVICE

We will provide basic design service, which includes the normal structural, mechanical/plumbing, electrical engineering services, covering the following phases:

Design Phase

We will review and evaluate the Owner-furnished program as well as schedule and budget requirements. Based on this information, we will prepare Design documents, which include drawings.

Construction Documents

Upon the Owner's approval of Design Development documents, we will prepare Construction Documents consisting of drawings and specifications, setting forth in detail the requirements for the construction of the Project. On behalf of the Owner, we will seek the appropriate approval from state and local agencies of these documents and will assist the Owner in connection with the Owner's responsibility for filing other required documents. We will provide a professional cost estimate in the early phase of construction documents to verify the project scope is in line with the District's budget.

We will assist the Owner in the preparation of the necessary bidding information, bidding forms, the Conditions of the Contract, and the form of Agreement between the Owner and Contractor.

Construction Phase

Our responsibility to provide Basic Services for the Construction Phase commences with the award of the Contract for Construction and terminates at the earlier of the issuance to the Owner of the final Certificate for Payment or 60 days after the date of Substantial Completion of the Work. Since this is a design assist project, Aedis and our

consultants will answer RFI's and review submittals, and change orders. We anticipate visiting the site only couple times during each phase to review the progress and a punchlist. No weekly meetings (virtual or onsite) are included in this proposal.

Schedule

We propose the following preliminary schedule for the project:

<u>PHASE</u>	<u>SCHEDULE</u>	
Design Phase Completion	May 31, 2024	
Construction Documents Completion:	July 26, 2024	
Bidding Date	August 22, 2024	
Phase 1 - <i>Room 809</i> Construction (2 Mo)	Sept 2024- Oct 2024	
Phase 2 – <i>Room 808 & 811</i> Construction (2 Mo)	Nov 2024 – January 3, 2025	
Move in	Jan 6, 2025	
Start of School	Jan 13, 2025	
Close-Out (1 Mo):	Feb 2025	

BASIC COMPENSATION

Compensation for this scope of work based on the breakdown below.

We recommend a contingency of about 10% to our contract/purchase order of approximately \$7,000 for any design changes, and/or District requested changes.

Compensation for the above Basic Service will be computed as follows:

Design & Verification Phase:	\$13,530.00	
Construction Documents:	\$39,160.00	
Bidding and Procurement:	\$1,900.00	
Construction Administration:	\$15,920.00	
Total Architectural Fee:		\$70,510.00
Owners Allowance:	\$7,000.00	
Total Contract:		\$77,510.00

ADDITIONAL SERVICES

Services beyond Basic Service described above will be invoiced based upon standard hourly rates listed in Attachment D.

REIMBURSABLE EXPENSES

Reimbursable expenses are in the cost of our proposal as allowed by our master agreement.

PAYMENT SCHEDULE

The payment schedule for basic compensation will be as broken down above. Invoices will be submitted monthly based on the percentage of completion of each phase of service.

Based on our discussions with the District, and the urgency to get this project into DSA for the summer 2024 construction, we request your immediate approval of this Proposal. Please do not hesitate to call us if you require additional clarification on any of the above points. We ask that you indicate your acceptance of this Proposal by signing the enclosed copy of this letter, which will become our working agreement, and return an electronic copy to our office.

We thank you for the opportunity to be of service.

Sincerely yours,
AEDIS, Inc.

Accepted:



Joe Vela, AIA
Managing Principal – Central Valley

For Solano Community College District

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AGREEMENT WITH LAERDAL MEDICAL
CORPORATION FOR MEDICAL SIMULATION
EQUIPMENT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY: Board approval is requested for the Contract Agreement with Laerdal Medical Corporation to SimCapture Simulation software and equipment. Vendor will also provide virtual training for one year and cloud storage.

The benefits to purchasing this equipment include:

- Immersive training for emergency care procedures
- Provides learners with experience representing real-world situations

Contract to be paid using Strong Workforce Funds.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$91,594.33</i>
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SUPERINTENDENT'S RECOMMENDATION: ☒ **APPROVAL** ☐ **DISAPPROVAL**
☐ **NOT REQUIRED** ☐ **TABLE**

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

ATTACHMENT D
Owner Architect Agreement

ARCHITECT'S SCHEDULE OF HOURLY RATES *

Client: Solano Community College District
Project: Building 800 Sim Lab
Date: January 2, 2024

(Effective 1/1/2024 to 12/31/2024)

President / CEO	\$ 260.00 / hr
Principal	\$ 250.00 / hr
Associate Principal	\$ 235.00 / hr
Director of Educational Planning	\$ 210.00 / hr
Senior Project Manager	\$ 210.00 / hr
Project Architect/Project Manager	\$ 190.00 / hr
Senior Contract Administrator	\$ 210.00 / hr
Contract Administrator	\$ 180.00 / hr
Senior Designer	\$180.00 / hr
Assistant Project Manager	\$ 160.00 / hr
Designer	\$ 135.00 / hr
Interior Designer 1	\$ 160.00 / hr
Interior Designer 2	\$ 135.00 / hr
Office Manager	\$ 150.00 / hr
Administrator	\$ 123.00 / hr

*These hourly rates are subject to change and increase after the effective dates listed above.

Laerdal Medical Corporation

167 Myers Corners Road
 Wappingers Falls, NY 12590
 Order to: 877-LAERDAL
 Fax Order To: (800) 227-1143
 Email: customerservice@laerdal.com



Laerdal®
 helping save lives

Territory Manager

Luis Martinez
 (845)296-6788
 luis.martinez@laerdal.com

Enterprise Solutions And Bid Specialist

Natalie Holloway
 natalie.holloway@laerdal.com

Instructions

To prevent any delays in processing your purchase, please include your quote # when ordering.

DATE: 05-10-2024

ATTN: Stephen Lepera MSN
 +17077619176
 stephen.lepera@solano.edu

QUOTE NUMBER: Q-829379

CREDIT TERMS: 30 days

EXPIRATION DATE: 06-25-2024

PO NUMBER:

BILL TO: 00108432

SOLANO COMMUNITY COLLEGE
 4000 SUISUN VALLEY ROAD
 FAIRFIELD CA 94534

SHIP TO:

Stephen Lepera
 4000 SUISUN VALLEY ROAD
 FAIRFIELD CA 94534

FCCC Contract 00004233 pricing applied

SimCapture Cloud Pro

Qty	Description	List Price	Term	Unit Price	Total
2	227-00950 SimCapture Pro Cloud Annual Subscription Includes: SimCapture Node with warranty and support, Cloud based storage and access, software support and maintenance, and SimCapture Mobile App. Internet access required for operation.	\$21,745.00	60	\$19,266.07	\$38,532.14
1	227-B-86050 SimCapture Pro Cloud Implementation Includes Software set up and Educational Services for all SimCapture Form Factors quoted.	\$6,898.00		\$6,483.18	\$6,483.18

SimCapture Cloud Pro

Qty	Description	List Price	Term	Unit Price	Total
	Include: 227-83550 QTY: 2 SimCapture Pro Cloud Installation Includes installation of Node end points, configuration of networked SimCapture devices, integration with installed audio and video components, LLEAP integration, integration with our cloud provider, end to end system testing, and control room demonstration.				
	Include: 227-VT1015SC-PC QTY: 1 Utilizing SimCapture Pro Cloud Admin Setup This 2-hour course is on the understanding of Configuration, Users and Security, and Recording and Sessions that are available to an organization. This course is intended for System Administrators or those responsible for system set-up and administration.				
	Include: 227-VT2025SC-PC QTY: 1 Utilizing SimCapture Pro Cloud Features & Functions Upon completion of this training, participants should possess the skill necessary to operate the SimCapture system. This training is targeted toward Faculty and is focused on providing the tools necessary to support and advance their educational goals based on current operational abilities.				
6	227-40850 HDMI to IP Encoder Pkg This package will include a HDMI Video Encoder that converts the video output of a device or computer into an IP stream for SimCapture to record.	\$419.00		\$393.86	\$2,363.16
TOTAL:					\$47,378.48

SimCapture AV

Qty	Description	List Price	Term	Unit Price	Total
1	227-B-Install SimCapture AV Installation	\$0.00		\$0.00	\$0.00

SimCapture AV

Qty	Description	List Price	Term	Unit Price	Total
1	227-83025 SimCapture Site Survey When purchasing a SimCapture Turnkey solution a Laerdal representative is required to assess the customer's environment virtually or in-person to map out the device and networking needs. We will discuss all aspects and usage of your installation and requirements for your site.	\$3,249.00		\$2,960.06	\$2,960.06
1	227-51150 Advanced Audio Package for Ceiling-Mount Installation This package includes the ceiling mount installation of: (2) Overhead Microphones, (1) PoE+ Digital Signal Processor (DANTE) and Ethernet, (1) PoE Audio Module, (1) Ceiling Tile Rack. This package requires Customer installation of (1) PoE+, (1) PoE, and (1) Ethernet (for DANTE) data drop in the plenum space per package.	\$7,699.00		\$7,699.00	\$7,699.00
1	227-54150 Hardware Paging Speaker Package for Ceiling-Mount Installation This package includes the ceiling mount installation of: (1) Ceiling Speaker, (1) POE+ Speaker Amp (DANTE). This package requires Customer installation of (1) PoE+ in the plenum space per package.	\$1,299.00		\$1,299.00	\$1,299.00
8	227-56150 PTZ Camera Package This package includes the installation of: (1) Pan/Tilt/Zoom (PTZ) Camera. This package requires Customer installation of (1) PoE data drop in the plenum space per package.	\$2,549.00		\$2,549.00	\$20,392.00

SimCapture AV

Qty	Description	List Price	Term	Unit Price	Total
1	227-57150 Hardware Paging Station Package This package includes the installation and programming of: (1) Desktop Microphone, (1) Closed-back Headphones, (1) Digital Signal Processor. This package requires Customer installation of (1) PoE+ and (1) Ethernet (for DANTE) data drop in the plenum space per package.	\$6,199.00		\$6,199.00	\$6,199.00
2	227-51450 Additional Microphone for Advanced Audio Package This package includes the installation of: (1) Additional Overhead Microphone (up to a maximum of 2 additional per advanced audio package).	\$719.00		\$719.00	\$1,438.00
TOTAL:					\$39,987.06

ITEM TOTAL:	\$87,365.54
SHIPPING/HANDLING:	\$858.00
ADDITIONAL CHARGE/CREDIT:	
TAX:	\$3,370.79
TOTAL:	\$91,594.33

There are various payment options; please see bottom of your quote for further clarification.
 Appropriate Sales Tax will be added to invoice - Pricing and Availability are subject to change
 Shipping/Handling costs will be added to invoice

By Accepting this Quote, the following terms are hereby incorporated into customer's order:

Products:

Products that are currently on contract will be removed immediately if manufacturing or distribution of the product is discontinued.

Payment:

Net 30 Days for approved open accounts; CIA; Credit Cards accepted. Financing options now available – sample leasing payment terms follow.

Warranty:

One(1) year warranty on manufactured products and 90 day warranty on refurbished products
 Two(2) year parts replacement warranty with technical assistance by phone on all Hill-Rom refurbished products

Delivery:

Delivery of product to a specific location within your building, if requested is at an additional charge and not included in this quote

Training/Education:

Onsite and Virtual Education will expire one (1) year from date of purchase. Exceptions include:

- Educational Pathway trainings will expire two (2) years from date of purchase. Five (5) or more Ed Path Training days will expire in five (5) years.
- Contracts/Technology Sustainment Program (TSP)
- Advanced Care & Maintenance Courses

CANCELLATION or RESCHEDULING of EDUCATIONAL or TECHNICAL SERVICES WILL RESULT IN CANCELLATION/RESCHEDULING FEES.

7 DAYS OR LESS: 100% of Course / Service Cost

8 DAYS to 2 WEEKS: 75% of Course / Service Cost

15 DAYS to 20 DAYS: 50% of Course / Service Cost

3 WEEKS or MORE: NO FEE

Customer will be required to submit a new PO to reschedule a cancelled course / service.

Confidential

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: TENTATIVE DISTRICT BUDGETS AND PROPOSED
TIME AND PLACE FOR THE PUBLIC HEARING AND
ADOPTION OF THE OFFICIAL DISTRICT BUDGETS
FOR 2024-2025

REQUESTED ACTION:

☐ Information

OR

☒ Approval

☐ Consent

OR

☒ Non-Consent

SUMMARY:

Susan Wheat, Vice President of Finance and Administration, will present for acceptance the District’s Tentative 2024-2025 Budgets and the dates to establish the public hearing and formal adoption of the 2024-2025 budgets.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
- ☐ Basic skills education
- ☐ Workforce development and training
- ☐ Transfer-level education
- ☒ Other: Budgetary Planning

Ed. Code: (CCR) Title 5, Section 58301

Board Policy: 3000,3005

Estimated Fiscal Impact: N/A

SUPERINTENDENT’S RECOMMENDATION:

☒ APPROVAL

☐ DISAPPROVAL

☐ NOT REQUIRED

☐ TABLE

Susan Wheat

Vice President, Finance & Administration

PRESENTER’S NAME

4000 Suisun Valley Road

Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheat

Finance & Administration

VICE PRESIDENT APPROVAL

May 24, 2024

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

Celia Esposito-Noy, Ed.D.

Superintendent-President

June 5, 2024

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

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

TO: Members of the Governing Board

**SUBJECT: TENTATIVE DISTRICT BUDGETS AND PROPOSED
TIME AND PLACE FOR THE PUBLIC HEARING AND
ADOPTION OF THE OFFICIAL DISTRICT BUDGETS
FOR 2024-2025**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The public hearing and adoption of the official 2024-2025 budgets, in accordance with California Code of Regulations, Title 5, Section 58301, are tentatively scheduled for the Board meeting on Wednesday, September 4, 2024, in the Denis Honeychurch Board Room of the Solano Community College District, 4000 Suisun Valley Road, Fairfield, CA.

Copies of the District's 2024-2025 Tentative Budget were provided to the Board under separate Cover. Copies are available from the Office of the Vice President of Finance and Administration, and online at: http://solano.edu/finance_admin/district_budget.php



SOLANO

SERVING SOLANO COUNTY AND THE CITY OF WINTERS, CALIFORNIA

TENTATIVE BUDGET 2024-25
Governing Board Meeting
June 5, 2024

TRANSFORMING STUDENTS' LIVES



SOLANO
COMMUNITY COLLEGE

REPORT BY:

Susan Wheet

VICE PRESIDENT, FINANCE & ADMINISTRATION

With the hard work of the Fiscal Team:

Shannon Beckham

DIRECTOR OF BUSINESS SERVICES

Virgie Bender · Edith Sanchez

ASSISTANT CONTROLLERS

Janice David · Haley Howells · Zhiyan Huang · Sylvia Ramirez

ACCOUNTANTS

SOLANO COMMUNITY COLLEGE DISTRICT

GOVERNING BOARD

Denis Honeychurch, J.D.
PRESIDENT & Area #4

Amanda Lopez-Lara
VICE PRESIDENT & Area # 7

Karimah Karah, J.D.
Area # 1

A. Marie Young
Area # 2

Rosemary Thurston
Area #3

Quinten Voyce
Area # 5

Amber Cargo-Reed
Area # 6

Sriya Srinivasan
STUDENT TRUSTEE

Celia Esposito-Noy, Ed.D.
BOARD SECRETARY

SUPERINTENDENT-PRESIDENT'S CABINET

Celia Esposito-Noy, Ed.D.
SUPERINTENDENT-PRESIDENT

Lucky Lofton
VICE PRESIDENT, Facilities & Bonds

Lisa Neeley, MFA
VICE PRESIDENT, STUDENT SERVICES

Susan Wheet, MBA
VICE PRESIDENT, FINANCE & ADMINISTRATION

David Williams, Ph.D.
VICE PRESIDENT, ACADEMIC AFFAIRS

Salvatore Abbate
DIRECTOR OF HUMAN RESOURCES

Sandra Therrien
EXECUTIVE COORDINATOR, SUPERINTENDENT-PRESIDENT'S OFFICE

SOLANO COMMUNITY COLLEGE DISTRICT

Mission Statement

MISSION:	Solano Community College's mission is to educate a culturally and academically diverse student population drawn from our local communities and beyond. We are committed to student learning and achievement and to helping our students achieve their educational, professional, and personal goals. Solano transforms students' lives with undergraduate education, transfer courses, career and technical education, certificate programs, workforce development and training, basic-skills education, and lifelong-learning opportunities.
VISION:	Solano Community College will be a recognized leader in educational excellence – transforming students' lives.

STRATEGIC GOALS: *(from the 2019-2022 strategic plan)*

Goal 1:	Honor and empower students by helping them succeed in achieving their educational or career goals
Goal 2:	Honor and empower students to transfer in a timely fashion
Goal 3:	Honor and empower students to attain their education goals in a timely fashion while embracing the process of learning
Goal 4:	Honor and empower students to gain meaningful employment/careers in their chosen field of study
Goal 5:	Honor and empower student equity and success by eliminating equity gaps with a focus on disproportionately impacted populations
Goal 6:	Strengthen ties to the community and local school districts to ensure access to college for all students
Goal 7:	Honor and empower the college community by maintaining adequate and sustainable financial resources to create an environment that supports teaching and learning
Goal 8:	Maintain a campus culture that honors and empowers teaching and learning

CALIFORNIA STATE BUDGET (COMMUNITY COLLEGES)

The Governor's "May Revise" budget proposal for 2024-25 offers budget stability for California Community Colleges in order to focus on the Roadmap to the Future and Vision 2030. Although the overall State General Fund budget is approximately \$25 billion less than 2023-24, California Community College funding remains steady. The information below and the tables on the next few pages summarize the Governor's proposed 2024-25 budget:

- The budget proposal for the California Community Colleges focuses on stability in the context of the significant budget deficit. It includes no major core reductions to programs or services, instead drawing on reserves and operational savings to bring the overall budget in balance. Overall, funding increases slightly compared to the current year enacted budget.
- Revised proposals for ongoing spending include about \$100 million for a 1.07% cost-of-living adjustment (COLA) for community college apportionments, \$31 million more than the Governor's original proposed COLA of 0.76% in the January budget proposal. The proposal also includes an additional \$13 million for COLAs and adjustments to certain categorical programs, and \$28 million for systemwide enrollment growth of 0.5%.
- One-time funding in the revised proposal remains limited but retains the previously proposed \$60 million for expansion of nursing program capacity from the Governor's Budget and adds \$35 million for several projects related to the system's Vision 2030 priorities, including Low-Income Workers Project, Mapping Credit for Prior Learning Pathways, Common Cloud Data Platform Project, and e-Transcripts.

Changes in Prop-98 Funding (in millions):

	Governor's Budget	May Revision	Change from Governor's Budget
POLICY ADJUSTMENTS			
Ongoing (Proposition 98)			
Provide 1.07% COLA for SCFF	\$69.15	\$100.22	\$31.07
Provide for 0.5% enrollment growth	\$29.59	\$28.09	-\$1.49
Provide 1.07% COLA for Adult Education Program	\$4.91	\$6.92	\$2.00
Provide 1.07% COLA for Extended Opportunity Programs and Services (EOPS)	\$1.40	\$1.96	\$0.56
Adjustments for financial aid administration	\$1.53	\$1.93	\$0.40
Provide 1.07% COLA for Disabled Students Programs and Services (DSPS)	\$1.31	\$1.85	\$0.54
Provide 1.07% COLA for Apprenticeship (community college districts RSI)	\$0.24	\$0.35	\$0.11
Provide 1.07% COLA for CalWORKs student services	\$0.42	\$0.59	\$0.17
Provide 1.07% COLA and an enrollment-based adjustment for Mandates Block Grant and reimbursements	\$0.94	\$0.52	-\$0.42
Provide 1.07% COLA for Cooperative Agencies Resources for Education (CARE)	\$0.25	\$0.36	\$0.11
Provide 1.07% COLA for Childcare tax bailout	\$0.03	\$0.05	\$0.01
Subtotal Ongoing (Proposition 98) Policy Adjustments	\$109.78	\$142.82	\$33.04
One-Time (Proposition 98)			
Expand nursing program capacity	\$60.00	\$60.00	\$0.00
Expand eTranscript California	\$0.00	\$12.00	\$12.00
Common cloud data platform demonstration project	\$0.00	\$12.00	\$12.00
Mapping pathways for Credit for Prior Learning	\$0.00	\$6.00	\$6.00
Pathways for low-income workers demonstration project	\$0.00	\$5.00	\$5.00
Subtotal One-Time Policy Adjustments	\$60.00	\$95.00	\$35.00
Subtotal Technical Adjustments	-\$111.92	-\$120.69	-\$8.77
TOTAL CHANGES	\$57.86	\$117.13	\$59.27

Proposed Student Centered Funding Formula Rates (Rounded):

Allocations	2023-24 Rates*	Proposed 2024-25 Rates	Estimated Change from 2023-24 (Amount)	Estimated Change from 2023-24 (Percent)
Base Credit*	\$5,238	\$5,294	\$56	1.07%
Incarcerated Credit*	7,346	7,425	79	1.07%
Special Admit Credit*	7,346	7,425	79	1.07%
CDCP	7,346	7,425	79	1.07%
Noncredit	4,417	4,465	47	1.07%
Supplemental Point Value	1,239	1,252	13	1.07%
Student Success Main Point Value	730	738	8	1.07%
Student Success Equity Point Value	184	186	2	1.07%
Single College District				
Small College	6,439,546	6,508,449	68,903	1.07%
Medium College	8,586,065	8,677,936	91,871	1.07%
Large College	10,732,581	10,847,420	114,839	1.07%
Multi College District				
Small College	6,439,546	6,508,449	68,903	1.07%
Medium College	7,512,806	7,593,194	80,387	1.07%
Large College	8,586,065	8,677,936	91,871	1.07%
Designated Rural College	2,048,172	2,070,088	21,915	1.07%
State Approved Centers	2,146,516	2,169,484	22,968	1.07%
Grandparented Centers				
Small Center	268,316	271,187	2,871	1.07%
Small Medium Center	536,629	542,371	5,742	1.07%
Medium Center	1,073,257	1,084,741	11,484	1.07%
Medium Large Center	1,609,886	1,627,112	17,226	1.07%
Large Center	2,146,516	2,169,484	22,968	1.07%

* Ten districts receive higher credit FTE rates, as specified in statute.

Ongoing funds (in millions):

Program	2023-24 Revised	2024-25 Proposed	Change Amount	Percent Change	Explanation of Change
Student Centered Funding Formula	\$ 9,563.70	\$ 9,571.33	\$ 7.62	0.08%	2023-24 updated as of May Revise. 2024-25 adjusted for COLA, growth, and other base adjustments
Adult Education Program – Main ^b	652.22	659.14	6.91	1.06%	COLA
Student Equity and Achievement Program	523.98	523.98	0.00	0.00%	
Student Success Completion Grant	362.60	412.60	50.00	13.79%	Adjust for revised estimate of recipients
Part-time faculty health insurance	200.49	200.49	0.00	0.00%	
Strong Workforce Program	290.40	290.40	0.00	0.00%	
Extended Opportunity Programs and Services (EOPS)	183.08	185.04	1.96	1.07%	COLA
Disabled Students Programs and Services (DSPS)	172.82	174.67	1.85	1.07%	COLA
Full-time faculty hiring	150.00	150.00	0.00	0.00%	
California College Promise (AB 19)	91.21	91.21	0.00	0.00%	
Integrated technology	89.50	89.50	0.00	0.00%	
Financial aid administration	78.49	80.42	1.93	2.46%	Waived fees and per unit adjustments
CalWORKs student services	55.05	55.64	0.59	1.07%	COLA
NextUp (foster youth program)	54.11	54.11	0.00	0.00%	
Basic needs centers	43.29	43.29	0.00	0.00%	
Institutional effectiveness initiative	41.50	27.50	-14.00	-33.73%	Removal of one-time funds
Mathematics, Engineering, Science Achievement (MESA)	39.42	39.42	0.00	0.00%	

Ongoing funds (in millions) - continued:

Mandates Block Grant and reimbursements	38.29	38.80	0.51	1.32%	COLA and enrollment-based adjustment
Apprenticeship (community college districts)	34.34	34.69	0.35	1.01%	COLA and technical adjustment
Cooperative Agencies Resources for Education (CARE)	33.48	33.84	0.36	1.07%	COLA
Student mental health services	32.47	32.47	0.00	0.00%	
CA Apprenticeship Initiative	30.00	30.00	0.00	0.00%	
Part-time faculty compensation	26.54	26.54	0.00	0.00%	
Rising Scholars Network	25.00	25.00	0.00	0.00%	
Part-time faculty office hours	23.63	23.63	0.00	0.00%	
Economic and Workforce Development	22.93	22.93	0.00	0.00%	
Homeless and Housing Insecurity Program ("Rapid Rehousing")	20.56	20.56	0.00	0.00%	
California Virtual Campus	20.00	20.00	0.00	0.00%	
California Online Community College (Calbright College)	15.00	15.00	0.00	0.00%	
Equal Employment Opportunity Program	17.08	13.88	-3.21	-18.76%	Includes \$12.77 million ongoing and adjustments for annual one-time funds sourced from faculty obligation penalties.
Nursing grants	13.38	13.38	0.00	0.00%	
Puente Project	13.33	13.33	0.00	0.00%	
Lease revenue bond payments	12.80	12.79	-0.01	-0.08%	Lease Revenue Debt Service adjustments
Dreamer Resource Liaisons	11.60	11.60	0.00	0.00%	
Veterans Resource Centers	10.82	10.82	0.00	0.00%	
Immigrant legal services through CDSS	10.00	10.00	0.00	0.00%	

Ongoing funds (in millions) - continued:

Classified Employee Summer Assistance Program	10.00	10.00	0.00	0.00%	
LGBTQ+ Student Support	10.00	10.00	0.00	0.00%	
Umoja	9.18	9.18	0.00	0.00%	
Asian American and Native Hawaiian and Pacific Islander (AANHPI) Student Achievement Program	8.00	8.00	0.00	0.00%	
Foster Parent Education Program	6.15	6.15	0.00	0.00%	
Childcare tax bailout	4.28	4.32	0.05	1.08%	COLA
Digital Course Content for Inmates	3.00	3.00	0.00	0.00%	
Middle College High School Program	1.84	1.84	0.00	0.00%	
Academic Senate	1.80	1.80	0.00	0.00%	
Historically Black Colleges and Universities (HBCU) Transfer Pathway project	1.38	1.38	0.00	0.00%	
African American Male Education Network and Development (A2MEND)	1.10	1.10	0.00	0.00%	
FCMAT	0.85	0.77	-0.08	-8.88%	Removal of one-time funds
Transfer education and articulation (excluding HBCU Transfer Pathway project)	0.70	0.70	0.00	0.00%	
Total	\$13,061.38	\$13,116.21	\$54.83	0.42%	

STATE BUDGET IMPACT ON SOLANO COMMUNITY COLLEGE DISTRICT

Cash Impacts

Operational Impacts

The overall impact on Community Colleges is estimated as an increase of 1.07% in total state revenues. While we wait for the final State budget to be adopted at the end of June, this budget assumes a conservative 0% increase in most revenues until the final State Budget is approved.

State Structural Deficits

Assembly Bill 106, passed in April, amended the Budget Act of 2023 to reduce the expected \$45 billion shortfall by \$17.3 billion. The early action agreement included a mix of \$3.6 billion in reductions (primarily to one-time funding), \$5.2 billion in revenue and borrowing, \$5.2 billion in delays and deferrals, and \$3.4 billion in shifts of costs from the General Fund to other state funds. The primary higher education-related issue included in the early action plan was a \$499 million deferral of the expected five percent increase in funding for the University of California (UC) and California State University (CSU) systems under the Compacts. While no changes to CCC funding were included in the plan, the bill's language authorizes the Administration to freeze additional one-time funding from the 2021, 2022, or 2023 Budget Acts.

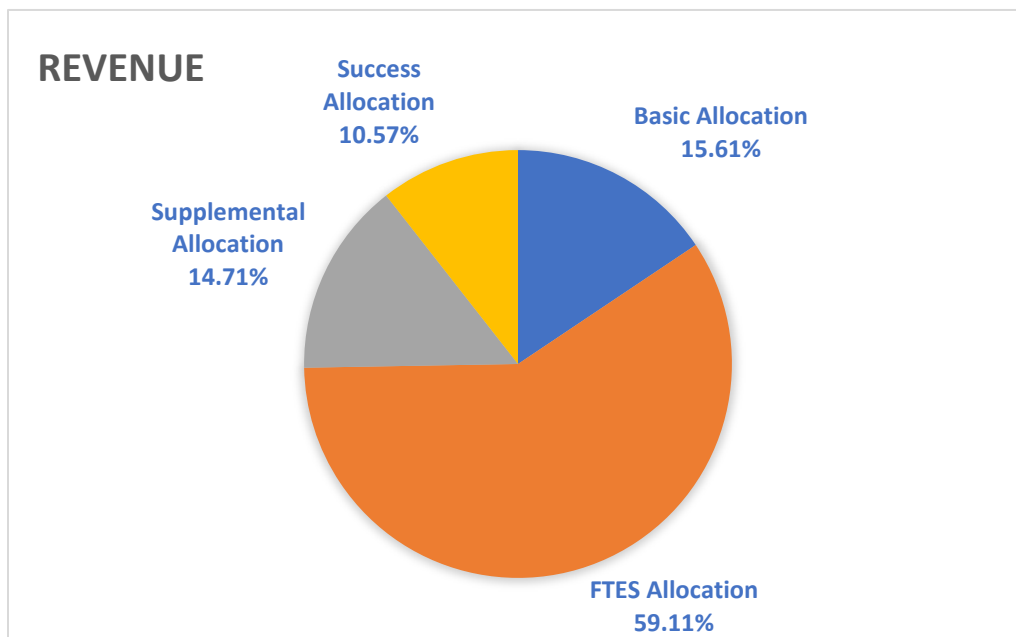
Solano CCD Structural Deficits

The district expects to have deficit spending over the next several years due to increases to salaries and expenses to returning more in-person classes. This spending is planned as a way of reducing the ending fund balance.

2024-25 REVENUE ASSUMPTIONS

Revenue assumptions in the unrestricted general fund are conservative and are showing a 0% in 2024-25. The final budget for 2024-25 is likely to differ after debate in the State Legislature and signature of the Governor in late June. The May Revise projects a 1.07% increase. Any changes from these amounts will be included in the 2024-25 Solano adopted budget, which will be adopted in September. The primary source of revenues, known as apportionment revenue, is shown below:

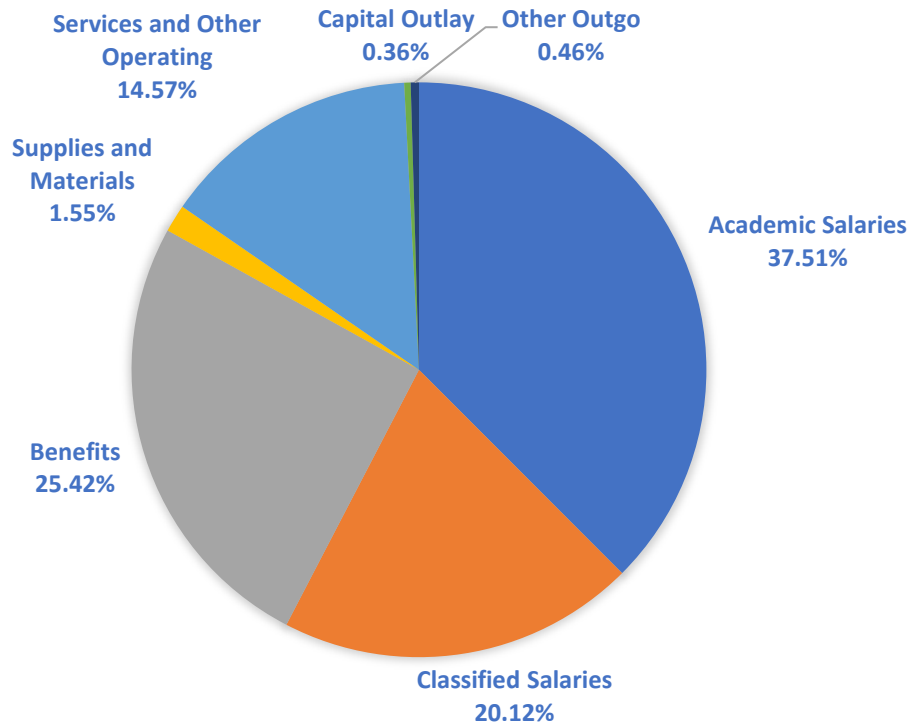
Basic Allocation	FTES Allocation	Supplemental Allocation	Success Allocation	Total Allocation
\$10,127,011	\$38,346,148	\$9,539,392	\$6,858,215	\$64,870,766



2024-25 EXPENDITURE ASSUMPTIONS

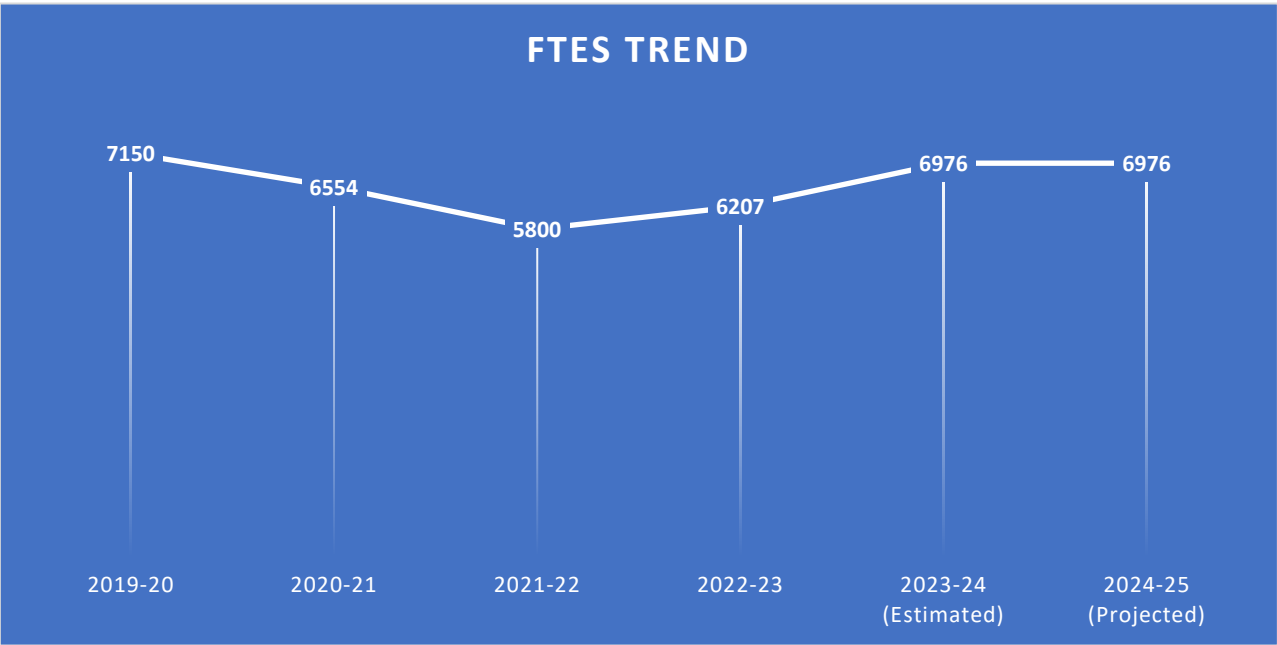
Salaries & Benefits	2.97% Decrease (Due to one-time payout in 2023-24)
Supplies, Services, Equipment	3.07% Decrease (Mainly due to proposed solar savings)
OPEB contribution	\$320,000 (zero change)

EXPENSES



FULL-TIME EQUIVALENT STUDENTS & HOLD HARMLESS

Assuming no change in SCFF metrics, beginning in 2024-25 District revenues will be the new base amount for future increases. The District has experienced several years of stable enrollments. The 2024-25 conservative projection is maintaining the same rate as 2023-24.



DISTRICT FUNDS

1. GENERAL FUNDS

- a. Unrestricted [11x]
- b. Restricted – Federal [12x]
- c. Restricted – State [13x]
- d. Local [14x]

2. DEBT SERVICE FUNDS

- a. Measures G & Q Bond Interest & Redemption [21x]

3. SPECIAL REVENUE FUNDS

- a. Child Development [33x]

4. CAPITAL PROJECTS FUNDS

- a. Capital Outlay [411]
- b. State Funded Project-Library Construction [41601]
- c. Measure Q – Construction [421x]

5. FIDUCIARY FUNDS

- a. TRUST FUNDS
 - i. Student Financial Aid [74x]
 - ii. CCLC Retiree Health Benefit JPA [84x]

GENERAL FUND: UNRESTRICTED [11x]

		<i>after 3/31</i>	
		Budget Update end of Qtr 3	Tentative/ TEMP Budget
		2023-24	2024-25
REVENUES:			
Base Allocation (FTES & Basic Alloc.)	\$	47,205,957	\$ 48,473,159
Supplemental Allocation	\$	9,467,440	\$ 9,539,392
Student Success Allocation	\$	6,754,470	\$ 6,858,215
Sub Total	\$	63,427,867	\$ 64,870,766
22/23 FY State General Apportionment Adj.	\$	752,317	
Other State Revenue	\$	858,546	\$ 1,270,000
GFU-Pell Admin & Interest	\$	45,877	\$ 14,025
BFAP 2%	\$	410,669	\$ 294,418
TOTAL REVENUES	\$	65,495,276	\$ 66,449,209
EXPENDITURES:			
Academic Salaries	\$	27,460,978	\$ 25,954,883
Classified Salaries	\$	14,527,924	\$ 13,923,113
Benefits	\$	17,236,262	\$ 17,588,400
Supplies and Materials	\$	1,112,702	\$ 1,075,410
Services and other Operating	\$	10,380,856	\$ 10,081,836
Capital Outlay	\$	273,670	\$ 249,300
Other Outgo	\$	340,000	\$ 320,000
Contingency appropriation	\$	250,000	\$ 250,000
GFU-Pell Admin	\$	45,877	\$ 14,025
BFAP 2%	\$	410,669	\$ 294,418
TOTAL EXPENDITURES	\$	72,038,938	\$ 69,751,385
NET FUND BALANCE INCREASE (DECREASE)	\$	(6,543,663)	\$ (3,302,176)
FUND BALANCE INCREASE (DECREASE)			
BEGINNING FUND BALANCE	\$	37,890,826	\$ 31,347,163
ENDING FUND BALANCE	\$	31,347,163	\$ 28,044,987
FUND BALANCE COMPOSITION/RATIO:			
Salary Improvements 2022-23 (taken from reserve over 5 years)	\$	5,400,000	\$ 3,600,000
Technology/ Non- Capitol Expense Reserve	\$	869,212	\$ 869,212
STRS/PERS Premium Reserve	\$	4,525,000	\$ 4,525,000
Designated Reserve: OPEB Liability	\$	4,000,000	\$ 4,000,000
Board Required Minimum 5% Reserve	\$	3,601,947	\$ 3,459,647
Stability Reserve	\$	12,951,004	\$ 11,591,128
ENDING FUND BALANCE	\$	25,947,163	\$ 24,444,987
Fund Balance / Reserve Ratio		44%	35%
Required + Stability Reserve Ratio		23%	22%

NOTE: Fund Balances subject to change.

GENERAL FUND: RESTRICTED - FEDERAL [12x]

	<i>after 3/31</i> Budget Update end of Qtr 3	GROSS ESTIMATED Carryover (Avail. Bal. as of 3/31/2024)	GROSS ETIMATED New allocation 25 FY	Tentative/ TEMP Budget
	2023-24			2024-25
REVENUES:				
Federal Sources	\$ 772,618	\$ 120,965	\$ 733,291	\$ 854,256
EXPENDITURES:				
Federal Programs -				
College Work Study	\$ 175,855	\$ 96,187	\$ 164,270	\$ 260,457
Perkins	\$ 448,867	\$ -	\$ 443,272	\$ 443,272
TANF/Calworks	\$ 42,453	\$ -	\$ 47,527	\$ 47,527
Veterans 38	\$ 24,778	\$ 24,778	\$ -	\$ 24,778
FCKE	\$ 80,665	\$ -	\$ 78,222	\$ 78,222
TOTAL Federal Programs	\$ 772,618	\$ 120,965	\$ 733,291	\$ 854,256

Note: Fund Balances subject to change

GENERAL FUND: RESTRICTED - STATE [13x]

	after 3/31 Budget Update end of Qtr 3	GROSS ESTIMATED Carryover (Avail. Bal. as of 3/31/2024)	GROSS ESTIMATED New allocation 25 FY	Tentative/ TEMP Budget
	2023-24			2024-25
REVENUES:				
State Sources	\$ 43,057,745	\$ 26,436,223	\$ 12,345,959	\$ 38,782,182
EXPENDITURES:				
State Programs -				
Student Equity & Achievement	\$ 7,085,071	\$ 4,808,391	\$ 3,097,869	\$ 7,906,260
Strong Workforce (Local)	\$ 4,919,019	\$ 3,906,883	\$ 1,340,046	\$ 5,246,929
Strong Workforce (Regional)	\$ 2,360,352	\$ 1,731,896	\$ 711,857	\$ 2,443,753
Physical Plant & Instructional Support	\$ 3,785,024	\$ 380,209	\$ -	\$ 380,209
EOPS	\$ 1,121,697	\$ 672,017	\$ 552,657	\$ 1,224,674
DSPS	\$ 870,857	\$ 304,378	\$ 626,841	\$ 931,219
College Promise	\$ 1,654,841	\$ 986,655	\$ 799,419	\$ 1,786,074
Interfund Transfers/Other Outgo	\$ 349,765	\$ 91,852	\$ 247,992	\$ 339,844
Financial Aid Administration (SFAA-BFAP)	\$ 371,290	\$ -	\$ 336,526	\$ 336,526
Lottery	\$ 1,847,397	\$ 1,368,759	\$ 85,742	\$ 1,454,501
Covid Recovery Block Grant (one time fund)	\$ 1,767,988	\$ 9,261	\$ -	\$ 9,261
LAEP	\$ 1,200,630	\$ 1,194,680	\$ -	\$ 1,194,680
Undocumented Rrscs Liaisons	\$ 243,692	\$ 223,208	\$ 72,594	\$ 295,802
NextUp	\$ 1,351,276	\$ 1,240,328	\$ 691,931	\$ 1,932,259
EEO	\$ 176,758	\$ 161,232	\$ -	\$ 161,232
Equal Employment Opportunity	\$ 261,269	\$ 125,134	\$ 127,222	\$ 252,356
FCKE	\$ 169,625	\$ 8,999	\$ 135,065	\$ 144,064
Local Systemwide Tech Data Security	\$ 510,000	\$ 431,929	\$ 255,000	\$ 686,929
CARE	\$ 267,141	\$ 183,139	\$ 115,831	\$ 298,970
Culturally Responsive Pedagogy & Practices	\$ 296,490	\$ 207,512	\$ -	\$ 207,512
Culturally Comp-Faculty Prof Dev (one-time)	\$ 2,461	\$ 560	\$ -	\$ 560
Culturally Comp-Faculty Prof Dev	\$ 150,000	\$ 150,000	\$ -	\$ 150,000
Nursing	\$ 178,670	\$ -	\$ 203,894	\$ 203,894
Student Retention and Outreach	\$ 1,102,894	\$ 574,027	\$ 353,630	\$ 927,657
MESA	\$ 1,552,039	\$ 1,389,781	\$ -	\$ 1,389,781
Adult Block Ed	\$ 44,784	\$ 44,784	\$ 40,081	\$ 84,865
Zero Textbook (One-time)	\$ 180,000	\$ 157,425	\$ -	\$ 157,425
SUBTOTAL PAGE 1	\$ 33,821,030	\$ 20,353,039	\$ 9,794,197	\$ 30,147,236

GENERAL FUND: RESTRICTED - STATE [13x]

CONTINUED

	after 3/31 Budget Update end of Qtr 3	GROSS ESTIMATED Carryover (Avail. Bal. as of 3/31/2024)	GROSS ETIMATED New allocation 25 FY	Tentative/ TEMP Budget
	2023-24			2024-25
SUBTOTAL PAGE 1	\$ 33,821,030	\$ 20,353,039	\$ 9,794,197	\$ 30,147,236
Asian-American, Native Hawaiian & Pacific Islander	\$ 280,297	\$ 279,643	\$ 140,148	\$ 419,791
Financial Aid Technology	\$ 164,568	\$ 134,568	\$ 48,254	\$ 182,822
Student Success Completion	\$ 1,635,072	\$ 369,928	\$ 812,730	\$ 1,182,658
Guided Pathways	\$ 308,004	\$ 122,522	\$ -	\$ 122,522
Mental Health Services	\$ 354,959	\$ 217,888	\$ 201,281	\$ 419,169
Classified Prof Development (One-time)	\$ 12,892	\$ 8,619	\$ -	\$ 8,619
Basic Needs Services	\$ 159,393	\$ 54,073	\$ -	\$ 54,073
Basic Needs Center	\$ 569,234	\$ 357,645	\$ 284,617	\$ 642,262
Student Food & Housing Supp	\$ 689,580	\$ 515,011	\$ 240,107	\$ 755,118
Rising Scholars	\$ 284,530	\$ 140,042	\$ 154,000	\$ 294,042
Textbook Reimb-Teaching Incar (one-time)	\$ 250,000	\$ -	\$ 200,000	\$ 200,000
LGBTQ+	\$ 129,243	\$ 112,302	\$ -	\$ 112,302
CCC Equitable Placement & Completion	\$ 504,623	\$ 500,329	\$ -	\$ 500,329
Deaf and Hard of Hearing	\$ 110,833	\$ 110,833	\$ -	\$ 110,833
Transfer Ed amd Articulation - Seamless Transfer	\$ 48,695	\$ 24,487	\$ -	\$ 24,487
Instructional Equipment One-Time	\$ 107,562	\$ 51,847	\$ -	\$ 51,847
RERP	\$ 59,692	\$ 59,692	\$ -	\$ 59,692
Rancho Santiago CCD	\$ 18,578	\$ 18,578	\$ -	\$ 18,578
Systemwide Technology and Data Security	\$ 59,138	\$ 59,138	\$ 50,000	\$ 109,138
Hunger Free Campus	\$ 11,631	\$ 10,516	\$ -	\$ 10,516
Zero Textbook Cost	\$ 21,879	\$ 21,423	\$ -	\$ 21,423
Veterans Resource Center (one time)	\$ 40,373	\$ 11,957	\$ -	\$ 11,957
Veterans Resource Center (on-going)	\$ 329,025	\$ 273,149	\$ 108,125	\$ 381,274
Cal LAW	\$ 99,000	\$ 98,990	\$ -	\$ 98,990
A2MEND	\$ 37,024	\$ 20,200	\$ -	\$ 20,200
Hire UP Program	\$ 1,750,000	\$ 1,330,248	\$ -	\$ 1,330,248
Rising School Juvenile Justice	\$ 607,954	\$ 587,716	\$ 312,500	\$ 900,216
Student Transfer Achievement	\$ 565,217	\$ 564,120	\$ -	\$ 564,120
	\$ 27,719	\$ 27,719	\$ -	\$ 27,719
TOTAL State Programs	\$ 43,057,745	\$ 26,436,223	\$ 12,345,959	\$ 38,782,182

Note: Fund Balances subject to change

GENERAL FUND: LOCAL [14x]

	<i>after 3/31</i>	
	Budget Update end of Qtr 3	<i>Tentative/ TEMP Budget</i>
	2023-24	2024-25
REVENUES:		
Local Sources - actual	\$ 5,246,235	\$ 5,716,079
Local Sources - projected/future awards	\$ 1,940,382	\$ 1,940,382
TOTAL REVENUES	\$ 7,186,617	\$ 7,656,461
EXPENDITURES:		
Local Programs -		
Facilities-Campus Reservations	\$ 342,621	\$ 377,080
President's SCC-Local Funds	\$ 733,630	\$ 786,798
Health Center	\$ 1,259,249	\$ 1,309,535
Parking	\$ 836,044	\$ 933,087
Graphics Dept	\$ 84,970	\$ 113,293
SCC Theatre	\$ 63,494	\$ 63,494
UC Berkeley-Puente	\$ 46,078	\$ 46,078
Athletic Teams	\$ 81,141	\$ 85,929
CIRM (5-year grant) - reimbursable	\$ 2,812,443	\$ 2,812,443
NIIMBL - reimbursable	\$ 46,362	\$ 46,362
Other Local Programs	\$ 880,585	\$ 1,082,362
TOTAL EXPENDITURES	\$ 7,186,617	\$ 7,656,461

NOTE: Fund Balances subject to change.

DEBT SERVICE: MEASURE G and Q- BOND INTEREST & REDEMPTION [21x]

		after 3/31 Budget Update end of Qtr 3	Tentative/ TEMP Budget
		2023-24	2024-25
REVENUES:			
Local Sources			
Other Sources		\$ 17,367,928	\$ 19,130,553
TOTAL REVENUES		\$ 17,367,928	\$ 19,130,553
EXPENDITURES:			
GOB 2006 Series-Series B		\$ 4,073,588	\$ 5,050,381
GOB Measure Q-Series A -QA		\$ 100,833	\$ -
SCC GOB Measure Q-Series B (485)-QB		\$ 90,833	
SCC GORB 2014 Series A (487) Meas G		\$ 1,444,167	
GOB Measure Q-Series C -QC		\$ 158,333	\$ 327,500
2019 GenOb Refunding Bonds-Series A		\$ 532,500	\$ 785,833
2021 GenOb Ref Bonds-Series A (437)		\$ -	\$ 1,023,333
SCC GOB Measure Q-Series E (436)-QE		\$ 345,000	\$ 166,667
Sub-Total (Principal)		\$ 6,745,254	\$ 7,353,714
GOB 2006 Series-Series B		\$ 2,793,896	\$ 2,724,208
GOB Measure Q-Series A -QA		\$ 778,313	\$ 847,418
SCC GOB Measure Q-Series B (485)-QB		\$ 1,567	
SCC GORB 2014 Series A (487) Meas G		\$ 36,104	
GOB Measure Q-Series C -QC		\$ 1,450,150	\$ 1,441,442
2019 GenOb Refunding Bonds-Series A		\$ 3,396,811	\$ 3,374,736
SCC GOB Measure Q-Series D (424)-QD		\$ 698,100	\$ 691,200
2021 GenOb Ref Bonds-Series A (437)		\$ -	\$ 1,267,596
SCC GOB Measure Q-Series E (436)-QE		\$ 1,456,806	\$ 1,420,140
Sub-Total (Interest)		\$ 10,611,747	\$ 11,766,739
Other Fees		\$ 10,926	\$ 10,100
TOTAL EXPENDITURES		\$ 17,367,927	\$ 19,130,553

NOTE: Fund Balances subject to change.

CHILD DEVELOPMENT [33x]

		<i>after 3/31</i>	
		Budget Update end of Qtr 3	Tentative Budget
		2023-24	2024-25
REVENUES:			
	TOTAL REVENUES	\$ 1,624,341	\$ 1,650,009
EXPENDITURES:			
CSPP- CA State PreSchool Program		\$ 821,518	\$ 810,000
CCTR- Child Center		\$ 564,605	\$ 537,000
Child Care Food Program		\$ 60,000	\$ 60,000
Child Dev Training Consortium		\$ -	\$ 375
Reserves-CCTR and CSPP		\$ 221	\$ 200
SCOE-Qlty Rating Impr Sys (QRIS)			\$ 4,767
ARPA-State Stipends (AB131) CSPP			\$ 13,052
CCL Stipends			\$ 11,500
CDSS Stipend FY24		\$ 24,466	\$ 24,466
ARPA- State Stipends (AB131)		\$ 3,750	\$ 3,750
One-time rate Supplement AB 185		\$ 37,472	\$ 37,472
AB110 Temp Rate Increase		\$ 95,441	\$ 95,441
CDSS Stipends and Rate Supplements		\$ 3,575	\$ 3,575
State Stipends AB140 CCTR		\$ 13,293	\$ 13,293
Cost of Care CSPP		\$ -	\$ 29,118
SB140 Center One-time payment CSPP		\$ -	\$ 3,000
SB140 2nd Quarter One-time payment CSPP		\$ -	\$ 3,000
	TOTAL EXPENDITURES	\$ 1,624,341	\$ 1,650,009
FUND BALANCE INCREASE (DECREASE)			\$ -
OTHER FINANCING SOURCES (USES):			
Due from Other Sources			
Due to Other Sources		\$ 19,280	\$ -
	TOTAL OTHER SOURCES (USES)	\$ 19,280	\$ -
BEGINNING FUND BALANCE		\$ 157,713	\$ 138,433
ENDING FUND BALANCE		\$ 138,433	\$ 138,433

NOTE: Fund Balances subject to change.

CAPITAL OUTLAY [411]

		<i>after 3/31</i>	
		Budget Update end of Qtr 3	Tentative Budget
		2023-24	2024-25
REVENUES:			
Federal Sources			
State Sources			
Local Sources		\$ 990,000	\$ 1,140,000
TOTAL REVENUES		\$ 990,000	\$ 1,140,000
EXPENDITURES:			
Services & Other Operating- 411		\$ 600,000	\$ 620,000
Other Staff Salaries-41601		\$ -	\$ -
TOTAL EXPENDITURES		\$ 600,000	\$ 620,000
NET FUND BALANCE INCREASE (DECREASE)		\$ 390,000	\$ 520,000
OTHER FINANCING SOURCES (USES):			
Due from Other Sources		\$ -	
Due to Other Sources		\$ -	
BEGINNING FUND BALANCE		\$ 6,405,743	\$ 6,434,114
ENDING FUND BALANCE		\$ 6,795,743	\$ 6,954,114

NOTE: Fund Balances subject to change.

MEASURE Q CAPITAL PROJECTS [421x]

	<i>after 3/31</i>	
	Budget Update end of Qtr 3	Tentative Budget
	2023-24	2024-25
REVENUES:		
Measure Q - Series B	\$ 250,000	\$ 435,000
Measure Q - Series C	\$ 82,000	\$ 120,000
Measure Q - Series D	\$ 315,000	\$ 246,000
Measure Q - Series E	\$ 1,124,000	\$ 1,776,000
Measure Q - Series F	\$ 30,000,000	\$ 132,000
TOTAL REVENUES	\$ 31,771,000	\$ 1,771,000
EXPENDITURES:		
Measure Q - Series B	\$ 1,067,169	\$ 1,081,860
Measure Q - Series C	\$ 2,134,627	\$ 1,085,987
Measure Q - Series D	\$ 5,647,908	\$ 2,346,343
Measure Q - Series E	\$ 29,645,869	\$ 18,476,931
Measure Q - Series F	\$ 125,000	\$ 20,932,495
TOTAL EXPENDITURES	\$ 38,620,573	\$ 43,923,616
NET FUND BALANCE INCREASE (DECREASE)	\$ (6,849,573)	\$ (42,152,616)
FUND BALANCE		
Measure Q - Series B Fund Balance	\$ 10,784,495	\$ 9,967,326
Measure Q - Series C Fund Balance	\$ 3,018,614	\$ 965,987
Measure Q - Series D Fund Balance	\$ 7,433,251	\$ 2,100,343
Measure Q - Series E Fund Balance	\$ 45,222,800	\$ 16,700,931
Measure Q - Series F Fund Balance	\$ -	\$ 29,875,000
BEGINNING FUND BALANCE (Total)	\$ 66,459,160	\$ 59,609,587
Adjusted Beginning Fund Balance		
Measure Q - Series B Fund Balance	\$ 9,967,326	\$ 9,320,466
Measure Q - Series C Fund Balance	\$ 965,987	\$ -
Measure Q - Series D Fund Balance	\$ 2,100,343	\$ -
Measure Q - Series E Fund Balance	\$ 16,700,931	\$ -
Measure Q - Series F Fund Balance	\$ 29,875,000	\$ 9,074,505
ENDING FUND BALANCE	\$ 59,609,587	\$ 17,141,271

NOTE: Fund Balances subject to change.

FINANCIAL AID [74]

	<i>after 3/31</i>	
	Budget Update end of Qtr 3	Tentative/ TEMP Budget
	2023-24	2024-25
REVENUES:		
Federal/State Sources		
PELL (estimate)	\$ 9,031,689	\$ 9,000,000
FSEOG-Fed.Supp.Educ.Oppor.Grant	\$ 169,485	\$ 260,735
Federal Direct Loan (estimate)	\$ 1,371,834	\$ 1,400,000
Chafee	\$ 25,000	\$ 30,000
CalGrant AB/C (estimate)	\$ 1,319,851	\$ 1,274,040
Emergency Financial Assistance	\$ 892,221	\$ 701,480
Emerg Financial Assist-Supp	\$ 121,426	\$ 121,426
TOTAL REVENUES	\$ 12,931,506	\$ 12,787,681
EXPENDITURES:		
Federal/State Sources		
PELL (estimate)	\$ 9,031,689	\$ 9,000,000
FSEOG-Fed.Supp.Educ.Oppor.Grant	\$ 169,485	\$ 260,735
Federal Direct Loan (estimate)	\$ 1,371,834	\$ 1,400,000
Chafee	\$ 25,000	\$ 30,000
CalGrant AB/C (estimate)	\$ 1,319,851	\$ 1,274,040
Emergency Financial Assistance	\$ 892,221	\$ 701,480
Emerg Financial Assist-Supp	\$ 121,426	\$ 121,426
Other uses		
TOTAL EXPENDITURES	\$ 12,931,506	\$ 12,787,681
NET FUND BALANCE INCREASE (DECREASE)	\$ -	\$ -

RETIREE HEALTH BENEFIT JPA [8401]

		<i>after 3/31</i>	
		Budget Update end of Qtr 3	Tentative/ TEMP Budget
		2023-24	2024-25
REVENUES:			
Contributions		\$ 320,000	\$ 320,000
Interest		\$ 180,000	\$ 200,000
TOTAL REVENUES		\$ 500,000	\$ 520,000
EXPENDITURES:			
Withdrawals		\$ -	\$ -
Portfolio Fees		\$ 8,187	\$ 8,200
TOTAL EXPENDITURES		\$ 8,187	\$ 8,200
EXCESS REVENUES (EXPENDITURES)		\$ 491,813	\$ 511,800
OTHER FINANCING SOURCES (USES):			
Change in Market Value		\$ 635,000	\$ 400,000
TOTAL OTHER SOURCES (USES)		\$ 635,000	\$ 400,000
FUND BALANCE INCREASE (DECREASE)		\$ 635,000	\$ 400,000
BEGINNING FUND BALANCE		\$ 6,030,623	\$ 6,665,623
ENDING FUND BALANCE		\$ 6,665,623	\$ 7,065,623
Additional Board Reserve (General Budget)		\$ 4,000,000	\$ 4,000,000
TOTAL OPEB RESERVE		\$ 10,665,623	\$ 11,065,623
Total Liability as of 6/30/2023		\$ 13,762,283.00	\$ 13,762,283.00
% Funded		77.50%	80.41%

NOTE: Fund Balances subject to change.

GENERAL FUND: UNRESTRICTED [11], MULTI-YEAR BUDGET

	Budget as of end of 3rd 2023-24	Tenative Budget 2024-25	Projected Budget 2025-26	Projected Budget 2026-27	Projected Budget 2027-28	Projected Budget 2028-29
REVENUES:						
SCFF	63,427,867	64,870,766	67,813,739	70,154,469	72,618,785	74,797,349
Other	2,067,409	1,578,443	1,095,000	1,095,000	1,095,000	1,095,000
TOTAL REVENUES	65,495,276	66,449,209	68,908,739	71,249,469	73,713,785	75,892,349
EXPENDITURES:	72,038,938	69,751,385	71,172,766	71,200,449	73,328,962	75,521,331
NET INCREASE (DECREASE) IN FUND BALANCE	(6,543,663)	(3,302,176)	(2,264,027)	49,020	384,823	371,018
Beginning Fund Balance	37,890,826	31,347,163	28,044,986	25,780,960	25,829,980	26,214,803
Estimated Ending Balance	31,347,163	28,044,986	25,780,960	25,829,980	26,214,803	26,585,821
Fund Balance / Expenditures Ratio	43.5%	40.2%	36.2%	36.3%	35.7%	35.2%
FUND BALANCE COMPOSITION						
Salary Improvements 2022-23 (taken from reserve over 5 years)	5,400,000	3,600,000	1,800,000	-	-	-
Technology/ Non- Capitol Expense Reserve	869,212	869,212	89,212	99,016	175,981	250,184
STRS/PERS Premium Reserve	4,525,000	4,525,000	4,525,000	4,525,000	4,525,000	4,525,000
Designated Reserve: OPEB Liability	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Board Required Minimum 5% Reserve	3,601,947	3,459,647	3,558,638	3,560,022	3,666,448	3,776,067
Stability Reserve	12,951,004	11,591,128	11,808,110	13,645,942	13,847,375	14,034,570
ENDING FUND BALANCE	\$ 31,347,163	\$ 28,044,987	\$ 25,780,960	\$ 25,829,980	\$ 26,214,803	\$ 26,585,821
Fund Balance Reserve Ratio	44%	40%	36%	36%	36%	35%
Required + Stability Reserve Ratio	23%	22%	22%	24%	24%	24%

GANN

California Community Colleges Gann Limit Worksheet Budget Year 2024-25

DISTRICT: SOLANO
DATE: July 1, 2024

I. Appropriations Limit:

A. Appropriations Limit			\$ 55,304,698
B. Price Factor:		<u>1.0362</u>	
C. Population factor:			
1 2022-23	Second Period Actual FTES	<u>6,164.1700</u>	
2 2023-24	Second Period Actual FTES	<u>6,753.2100</u>	
	Population Change Factor	<u>1.0956</u>	
	(C.2. divided by C.1.)		
D. Limit adjusted by inflation and population factors			\$ 62,785,251
	(line A multiplied by line B and line C.3.)		
E. Adjustments to increase limit:			
1 Transfers in of financial responsibility		
2 Temporary voter approved increases		
3 Total adjustments - increase			-
F. Adjustments to decrease limit:			
1 Transfers out of financial responsibility		
2 Temporary voter approved increases		
3 Total adjustments - decrease			-
G. Appropriations Limit			\$ 62,785,251

II. Appropriations Subject to Limit

A. State Aid ¹	\$ 39,225,953
B. State Subventions²	
C. Local Property taxes	21,962,420
D. Estimated excess Debt Service taxes	
E. Estimated Parcel taxes, Square Foot taxes, etc.	
F. Interest on proceeds of taxes	
G. Less: Costs for Unreimbursed Mandates³	
H. Appropriations Subject to Limit	\$ 61,188,373

Please contact Jubilee Smallwood, jsmallwood@cccco.edu, for any instructions regarding the Gann Limit.

¹ Includes Unrestricted General Apportionment, Apprenticeship Allowance, Prop 55 Education Protection Account tax revenue, Full-Time Faculty, Part-Time Faculty Compensation, Part-Time Health Benefits, Part-Time Faculty Office Hours

² Home Owners Property Tax Relief, Timber Yield Tax, etc...

³ Local Appropriations for Unreimbursed State, Court, and Federal Mandates. This may include amounts of district money spent for unreimbursed mandates such as the federally-required Medicare payments and Social Security contributions for hourly, temporary, part-time, and student employees not covered by PERS or STRS.

Proposition 30 EPA (Education Protection Account) Report

(Part of Unrestricted General Fund)

CALIFORNIA COMMUNITY COLLEGES Annual Financial and Budget Report SUPPLEMENTAL DATA		Schools and Local Public Safety Protection Act Prop 30 EPA Expenditure Report			
FY: 2023-24 Budget Year: 2024-25		DISTRICT ID: 280		Name: Solano CCD	
ACTIVITY CLASSIFICATION	ACTIVITY CODE			UNRESTRICTED	
EPA Proceeds:	8630			10,128,912	
ACTIVITY CLASSIFICATION	ACTIVITY CODE	SALARIES & BENEFITS (1000-3000)	OPERATING EXPENSES (4000-5000)	CAPITAL OUTLAY (6000)	TOTAL
Instructional Activities	0200-5900	10,128,912			10,128,912
Other Support Activities (list below)	6XXX				
Total Expenditures for EPA*					10,128,912
Revenue less Expenditures					0
*Total Expenditures for EPA may not include Administrator Salaries or other administrative costs. Note: using CCCCC Exhibit A, 23/24 FY, P1 (3/25/2024).					

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

TO: Members of the Governing Board

**SUBJECT: VENDOR AGREEMENT WITH GREATER GOOD
VENDING LLC**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY: The Associated Students of Solano College (ASSC) advertised a Request for Proposal (RFP) on March 13, 2024 and March 20, 2024 in the Fairfield Daily Republic, Vacaville Reporter, and the Vallejo Times Herald. Additionally, the request was sent to known food vendor service entities. All proposals were reviewed by VP Wheat before being sent to the ASSC for final review and approval. Board approval is therefore requested for a three-year Food Vending Services Agreement with Greater Good Vending LLC. The agreement shall commence on July 1, 2024 through June 30, 2027.

The contract provides for the following items:

- Commissionable sales of 20% of net receipts
- Donation to ASSC of 1% of net profits

A copy of the contract with full details is attached.

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>N/A</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$</i>
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SUPERINTENDENT'S RECOMMENDATION: ☒ **APPROVAL** ☐ **DISAPPROVAL**
☐ **NOT REQUIRED** ☐ **TABLE**

Susan Wheat
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheat
Finance & Administration

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

VENDING SERVICES AGREEMENT

This Vending Services Agreement (“Agreement”) made this 15th day of May, 2024 (“Effective Date”) by and between Solano Community College (“Client”) and GREATER GOOD VENDING LLC (“Contractor”).

RECITALS

1. The Contractor is a California limited liability company with a principal office and place of business at 600 Kentucky Street #3353, City of Fairfield, State of California, and is engaged in the business of installing and operating automatic vending machines at various business locations and selling articles of food, snack, and beverage (“Goods”) to the public through such machines.
2. The Client is a community college located at 4000 Suisun Valley Road, City of Fairfield, State of California.
3. The Client desires to install one or more automatic vending machines on the premises of the Client for the sale of Goods as described in “Exhibit A,” attached hereto. The Client desires to grant the Contractor the appropriate permissions, privileges, or licenses for such purpose on the terms and conditions contained in this Agreement.

THEREFORE, considering the mutual covenants and promises herein, it is agreed:

AGREEMENT

I. Term, Grant, and Compensation

1.1. Term. This Agreement shall commence on the date on which it is signed by both Parties and shall be for three (3) years, and the Client shall have the option to renew for additional one-year terms, provided that notice is given to the Contractor at least 60 days before the end of the term. The initial term of this agreement shall be from July 1, 2024 to June 30, 2027.

1.2. Grant. The Client hereby grants to the Contractor an exclusive right and privilege to install, operate, and maintain one or more vending machines on the premises owned [*or* leased *or* operated] by the Client for the purpose of selling “Goods” as specified in Exhibit “A” hereto.

1.3. Compensation. For the right and privilege to sell its Goods on those specific locations at the described premises, the Contractor shall pay the Client twenty percent (20%) of the net receipts from net receipts (“Fee”). Contractor agrees to donate 1% of net profits to the Associated Students of Solano College (ASSC) on a monthly basis. The Contractor agrees to pay the Fee on the 30th day of each month for its share of the net receipts of the previous calendar month or as agreed to by the Parties.

II. Termination

2.1. Termination.

- a. Termination For Cause. If either party commits an Event of Breach (a breach of any of the covenants, terms and/or conditions of this Agreement), the non-breaching party shall deliver written notice of such Event of Breach to the breaching party. Such notice must specify the nature of the Event of Breach and inform the breaching party that unless the Event of Breach is cured within ten (10) business days of receipt of the notice, additional steps may be taken to terminate this Agreement. If the breaching party begins a good faith attempt to cure the Event of Breach within ten (10) business days, then and in that instance, the ten (10) business day period may be extended by the non-breaching party, so long as the breaching party continues to prosecute a cure diligently to completion and continues to make a good faith attempt to cure the Event of Breach. If, in the opinion of the non-breaching party, the breaching party does not cure the breach within ten (10) business days or otherwise fails to make any diligent attempt to correct the Event of Breach, the breaching party shall be deemed to be in breach. In addition to seeking the remedies available hereunder and under the law, the non-breaching party may terminate this Agreement.
- b. Termination for Convenience. Either Party may terminate the agreement upon 30-day notice to the other Party of the decision to terminate. If an advance notice of termination is given, the Contractor agrees to abide by and perform all contract provisions until the termination date specified in the written notice
- c. Effect of Termination. Upon termination of this Agreement, neither party shall have any further rights or obligations hereunder except for rights and obligations accruing prior to such effective date of termination or arising as a result of any breach of this Agreement.

III. Contractor's Obligations

3.1. Start of Service. The Contractor shall be required to have all machines installed and fully operational at Sites, within thirty (30) days of Agreement execution unless otherwise agreed.

3.2 Locations. The Contractor shall install the machines on the Client premises at locations mutually agreed upon by the parties and as specified in **Schedule 1, "Installation of Machines,"** attached hereto.

3.3. Removal or Replacement of Machines. The Contractor shall have sole discretion to remove any machines installed on the Client's premises under this Agreement at any time and for any reason, and the right to replace any such machine with a vending machine of similar type, quality, and appearance.

3.4. Increase or Decrease in Number of Machines. The Contractor shall have the right to increase or decrease the number of machines installed on the premises of the Client to adjust to

changes in demand, sales, or economic conditions, provided, however, that at least one machine shall always be provided during the term of this Agreement. The Client shall have the right to impose reasonable restrictions on the number or placement of machines if such number or placement would interfere with the normal operation of the Client's business.

3.5. Records and Statements. The Contractor shall maintain a complete and accurate record of all sales made through the vending machines located on the premises of the Client and covered by this Agreement and shall, within ten (10) days after the end of each month, submit to the Client a statement of such percentage of net receipts due the Client under Paragraph 1 of this Agreement.

3.6. Ownership of Machines. It is agreed by the parties that the vending machines installed on the premises of the Client by the Contractor shall remain the property of the Contractor. On termination of this Agreement by any means, the Contractor shall have the right, without further notice to the Client, to remove all the vending machines belonging to the Contractor that have been installed on the premises of the Client.

3.7. Servicing and Supplying the Machines. The Contractor shall keep the machines always stocked with sufficient quantities of Goods to ensure continuous service to the Client. The Contractor and Client shall mutually agree upon selecting brands of Goods for sale through the vending machines and the prices at which they are offered for sale. Still, the Contractor shall seek, to the extent possible, to offer the Client a wide selection of brands at competitive prices. However, for clarity, Contractor shall reserve the right to change prices and products depending on availability.

3.8. Responsibility for the Machines. The Contractor assumes the full risk and responsibility for any loss, destruction, or damage occurring to the vending machines unless caused by the negligence of the Client's officers or employees while acting within the scope of their employment.

3.9. Maintenance and Service. The Contractor shall regularly service, clean, and maintain the described vending machines and promptly repair or replace faulty or defective parts, equipment, or broken glass at its own expense.

3.10. Duty to Notify of a Machine Failure. The Client agrees to notify the Contractor promptly of any failure of the vending machines to function properly and further agrees to permit only authorized agents of the Contractor to remove, open, or tamper with the machines.

3.11. Operating Notices. The Contractor will affix to all Equipment a prominent notice containing instructions on how to (1) operate Equipment, (2) report malfunctions, (3) comment on product quality or provide general feedback, and (4) request refunds.

3.12. Student Evaluation (applicable to University/College Clients). The Contractor will comply with all University/College Rules regarding students' involvement in the evaluation of the performance of the Contractor, by periodically holding meetings or forums to provide the University/College's students with a reasonable opportunity to discuss the Contractor's performance. The Contractor will obtain the University/College's prior written approval concerning the date, time, and location for each meeting or forum at least thirty (30 days in advance).

3.13. Utilities. The Client shall furnish and bear the cost of all utilities necessary for the operation of the vending machines installed under this agreement and shall furnish suitable electrical outlets for those machines unless otherwise agreed to by the parties.

3.14. License Fees and Taxes. The Contractor shall be responsible for and shall pay all state, county, and city license fees, and sales taxes that may be imposed on the sales of Goods through its vending machines.

3.15. Refund Policy. Refunds will be considered only for malfunctioning vending machines that fail to dispense products as intended. Customers must report vending machine malfunctions within 48 hours of the issue to be eligible for a refund. Upon notification, the vending machine operator will investigate the issue within 48 hours. A refund will be processed within 7 business days if the malfunction is confirmed. Refunds will be issued in the same form of payment used for the vending machine transaction. Refunds for customer dissatisfaction with product taste, appearance, or availability will not be granted. Attempted tampering or vandalism of the vending machine will void any refund eligibility. Contact information shall be affixed to the machines.

IV. Indemnification and Insurance

4.1. Indemnification. Both Parties agree to indemnify, hold harmless, and defend the other Party and any employee or agent thereof from any costs, claims, damages, or expenses arising from all claims arising from the other Party's breach of warranties hereunder. The Indemnitor's obligation to indemnify shall survive the expiration or termination of this Agreement by either party for any reason. The Indemnitor shall conduct the defense in any such third-party action arising as described herein with counsel reasonably acceptable to the Indemnatee. The Indemnatee shall cooperate with such defense.

4.2. Contractor's Insurance. The Contractor shall obtain and maintain insurance for the following risks in such amounts under such policies as appropriate: commercial general liability (including contractual and products-completed operations liability) in an amount not less than One Million Dollars (\$1,000,000) each occurrence and Two Million Dollars (\$2,000,000) general aggregate; business automobile coverage in an amount not less than One Million Dollars (\$1,000,000) each accident; and workers' compensation (including employers'

liability coverage in an amount not less than One Million Dollars (\$1,000,000) (each accident/each employee/policy limit) in an amount not less than that required by applicable statute. Client shall obtain and maintain commercial general liability insurance with policy limits of not less than One Million Dollars (\$1,000,000) per occurrence, with excess coverage in an amount not less than Five Million Dollars (\$5,000,000) to cover claims in the aggregate, as well as property insurance against risks covered by standard forms of fire, theft and extended coverage in such amounts under such policies as appropriate.

V. Dispute Resolution

5.1. Disputes. In the event of a dispute in any manner relating to or arising out of this Agreement, the parties shall meet, confer, and negotiate in good faith to resolve the dispute. In the event the parties are unable to resolve the dispute themselves, the dispute shall be resolved first through mediation and, if mediation does not result in resolution, second through binding arbitration conducted by a single qualified and experienced arbitrator under the Commercial Rules of Arbitration of the American Arbitration Association conducted in San Francisco, California. In arbitrating any issue arising under this Agreement, the power and authority of the arbitrator shall include the power and authority to grant such equitable relief (including injunctive relief) as may be appropriate under the circumstances, in accordance with California law. The decision or award of the arbitrator shall be strictly in accordance with the laws of the State of California, shall be binding upon the parties, and shall be enforceable by judgment entered in a court having jurisdiction. If the arbitrator determines a prevailing party in the arbitration, the prevailing party shall recover from the losing party all costs of arbitration, including all fees of the arbitrator and all attorneys' fees reasonably incurred by the prevailing party. The arbitrator shall be able to order such limited discovery as the arbitrator deems relevant and appropriate.

THE PARTIES ACKNOWLEDGE AND AGREE THAT THE FOREGOING DISPUTE RESOLUTION AGREEMENTS RESULT IN EACH PARTY GIVING UP HIS, HER, OR ITS RIGHT TO A JURY TRIAL OF ALL ISSUES. EACH PARTY HEREBY EXPRESSLY WAIVES HIS, HER, OR ITS RIGHT TO A JURY TRIAL WITH RESPECT TO ANY AND ALL DISPUTED ISSUES IN ANY MANNER RELATING TO OR ARISING OUT OF THE TERMS AND CONDITIONS OR PERFORMANCE OR NON-PERFORMANCE OF TERMS AND CONDITIONS OF THIS AGREEMENT.

VI. Miscellaneous

6.1. Force Majeure. If the party obligated to perform is prevented from performance by an act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of said party, the other party shall grant such party relief from the performance of this Agreement. The burden of proof for the need for such relief shall rest upon the party obligated to perform. To obtain release based on force majeure, the party obligated to perform shall file a written request with the other party.

6.2. Severability. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed

in all respects as if such invalid or unenforceable provision was omitted, so long as the material purposes of this Agreement can still be determined and effectuated.

6.3. Confidentiality. Except as may otherwise be required by law or legal process, neither party hereto shall disclose to any third party the terms and conditions of this Agreement or any information respecting sales or revenue during the term or thereafter. This obligation shall survive termination of this Agreement.

6.4. Contractor's Intellectual Property. The Client agrees that the Contractor shall be permitted to use its trademark, logo, service mark, and any other branding mark ("Contractor's IP") related to the Contractor's service on its machines. However, the Client may not use the Contractor's IP for any purpose without the prior express written authorization of the Contractor.

6.5. Independent Contractor. It is the intention of the parties that the Contractor be an independent contractor and that no agency, partnership, or employment relationship be created by this Agreement.

6.6. Governing law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

6.7. Assignment/Modification. This Agreement shall not be assignable by either party or modified without the prior written consent of the other party. Subject to this limitation, this Agreement is binding on the successors and assigns of the respective parties.

6.8. Entire Agreement. This Agreement constitutes the parties' entire agreement with respect to the subject matter of the agreement and supersedes all other agreements, either oral or in writing.


6.9. Counterparts. This Agreement may be executed in counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Any party may electronically sign this agreement.

(Signature Page Follows)

This Agreement shall be effective as of the Effective Date.

CLIENT

Solano Community College

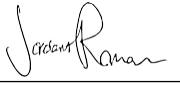
By:  05/23/2024

Name: Susan Wheet

Title: VP of Finance & Administration

CONTRACTOR

Greater Good Vending LLC

By:  _____

Name: Jordana Roman

Title: owner

Exhibit “A”

VENDING SERVICES—COMMISSIONS

Product	Initial Unit Selling Price	Commission Percentage Rate
Candy	\$2.00-\$2.75	20%
Chips & Bagged Snacks	\$2.00-\$3.25	20%
Cookies	\$1.50-\$2.25	20%
Can Soda	\$2.00	20%
Protein Drinks	\$3.75	20%
Bottled Water	\$2.00	20%
Bottled Juice/Gatorade	\$2.00-2.50	20%
Energy Drinks	\$3.50-\$3.75	20%
Fresh Pastry	\$2.00-\$2.50	20%
Protein Bars	\$2.75-\$3.75	20%
Granola Bars	\$1.50	20%
Nut Products	\$2.00-\$3.75	20%
Crackers	\$1.25-\$1.75	20%
Good For You Beverages	\$3.25	20%
Good For You Snacks	\$2.50	20%
Beef Jerky	\$3.00	20%
Food	\$8.00	0%

Subject to the payment of commissions to Client as further set forth herein, Contractor will provide the Vending Services on a profit and loss basis, whereby Contractor shall retain all income derived and bear all costs of operation (unless such costs of operation are otherwise a Client obligation pursuant to Section 2), resulting from the provision of Vending Services.

Commissions shall be computed monthly (based on Contractor’s fiscal calendar) based upon Net Vending Sales on Client Premises. The report detailing commissions due Client will accompany payment which shall be forwarded within thirty (30) days of month end. Costs of providing cashless payment options (e.g. credit and debit card readers) including, but not limited to wireless communications charges, bank or credit card fees, etc. shall be deducted from Client commissions earned. Net Vending Sales are defined as the reported units sold multiplied by the selling prices (excluding cold food machine sales) less applicable sales taxes, California Redemption Value (if applicable), and container deposits. Payments of commissions will be made to Client at the Notice address herein or such other place as Client may from time to time designate to Contractor in writing. The commission rate(s) and prices are based, in part, on assumptions regarding population, hours of operation, other conditions, labor costs (including, but not limited to benefits and insurance), product costs, fuel costs, Federal, state, and local tax structure, any change in Federal, state or local law including regulatory or legislative mandates, and any other levy or tax that impacts Contractor’s services (Factors). If there are changes in such Factors, Contractor may modify the commission rate(s) and/or prices, which shall be noted on commission statements and/or the remittance advice. Notwithstanding the foregoing, Product prices may be adjusted by Contractor annually at a rate equal to the greater of the then-current, relevant rate published for the Employment Cost Index (ECI) or the national or regional Consumer Price Index (CPI). Contractor and Client will work together regarding the implementation of the price increases.

Schedule 1

Installation of Machines (not all-inclusive and subject to change)

Serial number	Type	Location
	Snack	Auto Tech – Vallejo
	Drink	Auto Tech – Vallejo
	Snack	1400 Building - Fairfield
	Drink	1400 Building - Fairfield
	Drink	1400 Building - Fairfield
	Snack	1600 Building - Fairfield
	Gatorade	1700 Gym - Fairfield
	Snack	100 Building (ASTC) - Fairfield
	Snack	100 Building (L113-Lounge) - Fairfield
	Drink	100 Building (L113-Lounge) - Fairfield
	Drink	2700 Building - Fairfield
	Snack	2700 Building - Fairfield
	Snack	Biotech - Vacaville
	Drink	Biotech - Vacaville
	Snack	Main-Downstairs - Vacaville
	Drink	Main – Downstairs - Vacaville
	Drink	Main – Upstairs - Vacaville

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: ADDENDUM TO CONTRACT WITH SOLANO COUNTY
OFFICE OF EDUCATION TO SUPPLY PRINT SHOP AND
COURIER SERVICES

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY: The Board is being asked to approve an addendum to the contract with Solano County Office of Education. They will provide courier services and oversee the duplicating activities for Solano Community College. The amendment details the changes in section 2.1 with regard to the contract terms.

Attached is a copy of the Addendum.

STUDENT SUCCESS IMPACT:

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

Government Code:	N/A	Board Policy:	Estimated Fiscal Impact:
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SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Susan Wheet
Finance & Administration

VICE PRESIDENT APPROVAL

May 24, 2024

DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

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

June 5, 2024

DATE APPROVED BY
SUPERINTENDENT-PRESIDENT

**Addendum
to
Agreement for Duplicating and Courier Services
between
Solano Community College District
and
Solano County Office of Education**

This Addendum is for the Agreement dated July 1, 2023, between the Solano Community College District and Solano County Office of Education. The following sections are amended. All other terms and conditions remain in effect.

Section 2.1 Term:

This addendum shall govern the relationship between Solano Community College District and Solano County Office of Education with regards to Duplicating and Courier Services.

The term of this Agreement shall continue from July 1, 2024 to June 30, 2025, with three (3) one-year terms, hereafter with the provision that either party upon not less than ninety (90) days written notice to the other may terminate this Agreement at any time. Immediately following the initial term, the Superintendent/President, with the Governing Board approval, may extend the term of the Agreement.

SIGNED:

District:

By: 

Name: Susan Wheet

Title: VP of Finance & Administration

Date: 05/08/2024

Solano County Office of Education:

By: 

Name: Michelle Henson

Title: Deputy Superintendent, Admin Svcs.

Date: May 8, 2024

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

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #28

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

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

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

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

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: MEASURE Q BOND SPENDING PLAN UPDATE #28

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Update #1 March 4, 2015	Update #5 March 1, 2017	Update #9 January 17, 2018
Update #2 March 16, 2016	Update #6 April 19, 2017	Update #10 March 21, 2018
Update #3 October 19, 2016	Update #7 December 6, 2017	Update #11 June 6, 2018
Update #4 January 18, 2017	Update #8 December 20, 2017	Update #12 June 20, 2018
Update #13 July 18, 2018	Update #14 September 5, 2018	Update #15 December 5, 2018
Update #16 February 6, 2019	Update #17 May 1, 2019	Update #18 November 20, 2020
Update #19 March 18, 2020	Update #20 October 7, 2020	Update #21 February 17, 2021
Update #22 November 17, 2021	Update #23 April 20, 2022	Update #24 March 1, 2023
Update #25 August 2, 2023	Update #26 September 6, 2023	Update #27 May 15, 2024

On April 2, 2014 the Board approved a Facilities Master Plan (FMP) and as stated at that time, periodic updates would be required. The Board also adopted the ten-year 2020-2030 updated FMP. This plan accounted for recent updates to the District Strategic Plans as well as State policy changes. The goal of this FMP was to provide focus for both Facilities and the Bond Program over the next ten years. In response to the FMP Update, adopted by the Board on December 2, 2020, various changes to the BSP were recommended to implement the Facilities Master Plan Update 2020. Since the last BSP update on May 15, 2024, project work has proceeded and project schedules, spending and anticipated cashflows have been reviewed related to meeting the Series E 85% spend down requirement, which occurs in September 2024. As a key strategy to meet the required spend down, the changes reflected in BSP #28 are funding re-classifications. Some project spending previously assigned to Scheduled Maintenance funds is being re-classified to Measure Q Series E bond funds. These re-classifications need to be completed within this fiscal year. The Scheduled Maintenance funds, which have later encumbrance and spending deadlines, will be re-allocated to Measure Q projects with later spending and completion timeframes. Bond Spending Plan Update #28 includes the following:

- Replace/Reallocate Scheduled Maintenance funds and Measure Q bond funds for the B300 Renovation Project, Replace Substations #3 and #4 Project, Pool Deck Replacement Project, and several projects within the Small Capital Projects category. These reallocations do not result in any increases or reductions to any overall project budget or spending category when considering spending across all funding sources.

The Board is asked to approve the proposed revisions as described above and indicated in the Bond Spending Plan Update #28, which follows.

BOND SPENDING PLAN

	UPDATE 27		UPDATE 28	
PROJECT NAME	08/20/14 BOT APPROVED BSP	05/15/2024 APPROVED BSP	06/05/2024 PROPOSED REVISION	06/05/2024 PROPOSED BSP
FF CAMPUS	\$ 87,800,000	\$ 85,628,693		\$ 84,928,693
Performing Arts Building (Phase 1 B1200 Renovation)	\$ 6,200,000	\$ 6,229,718	\$ -	\$ 6,229,718
Science Building (Phase I)	\$ 33,100,000	\$ 35,005,734	\$ -	\$ 35,005,734
Agriculture (Horticulture)	\$ 2,000,000	\$ 1,348,467	\$ -	\$ 1,348,467
Library/Learning Resource Center	\$ 21,800,000	\$ 23,097,573	\$ -	\$ 23,097,573
Building 300 (Science & Math Building Phase 2)	\$ 8,000,000	\$ 2,992,000	\$ -	\$ 2,992,000
Performing Arts Building (Phase 2)/Costume Shops	\$ 13,700,000	\$ 33,151	\$ -	\$ 33,151
Building 1600 Modernization	\$ -	\$ 10,500,000	\$ -	\$ 10,500,000
Career Technology Building (B1800 Mod)	\$ 3,000,000	\$ 400,000	\$ -	\$ 400,000
Modernization B1400 (includes kitchen mod)	\$ -	\$ 2,022,050	\$ (700,000)	\$ 1,322,050
Early Learning Center Expansion	\$ -	\$ 4,000,000	\$ -	\$ 4,000,000
VV CAMPUS	\$ 80,200,000	\$ 47,309,138		\$ 47,309,138
VV Classroom Building Purchase & Renovation	\$ 8,200,000	\$ 7,247,624	\$ -	\$ 7,247,624
VV Annex HVAC/Roof Upgrade	\$ -	\$ 2,697,000	\$ -	\$ 2,697,000
Biotechnology & Science Building	\$ 28,000,000	\$ 33,315,666	\$ -	\$ 33,315,666
Aeronautics & Workforce Development Building	\$ 15,000,000	\$ 1,898,543	\$ -	\$ 1,898,543
Student Success Center/LRC	\$ 22,000,000	\$ -	\$ -	\$ -
Fire Training	\$ 7,000,000	\$ -	\$ -	\$ -
Vacaville Center HVAC Upgrade	\$ -	\$ 2,150,306	\$ -	\$ 2,150,306
VJ CAMPUS	\$ 80,200,000	\$ 37,836,954		\$ 37,836,954
Vallejo Prop Purchase Belvedere	\$ 4,800,000	\$ 4,794,343	\$ -	\$ 4,794,343
Autotechnology Building	\$ 19,600,000	\$ 23,735,961	\$ -	\$ 23,735,961
Site Improvements	\$ 5,100,000	\$ -	\$ -	\$ -
Vallejo Prop Purchase Northgate	\$ 6,800,000	\$ 6,871,471	\$ -	\$ 6,871,471
Student Success Center/LRC	\$ 22,000,000	\$ -	\$ -	\$ -
Career Technology Building/ECHS	\$ 21,900,000	\$ 300,000	\$ -	\$ 300,000
Vallejo Center HVAC Upgrade	\$ -	\$ 2,135,178	\$ -	\$ 2,135,178
INFRASTRUCTURE IMPROVEMENTS	\$ 37,800,000	\$ 76,416,170		\$ 78,745,028
IT Infrastructure Improvements	\$ 14,000,000	\$ 14,000,000	\$ -	\$ 14,000,000
Utility Infrastructure Upgrade (Energy)	\$ 23,800,000	\$ 24,671,331	\$ -	\$ 24,671,331
Solar Energy (5 Megawatt Solar Installation)	\$ -	\$ 14,000,000	\$ -	\$ 14,000,000
Replacement Substations 3 and 4	\$ -	\$ 8,019,839	\$ 1,933,593	\$ 9,953,432
Replacement Substations 5	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
Pool Deck Replacement	\$ -	\$ 1,225,000	\$ 395,265	\$ 1,620,265
Central Plant Replacement	\$ -	\$ 12,500,000	\$ -	\$ 12,500,000
Underground Hydraulnic Chilled & Hot Water Loops	\$ -	\$ 500,000	\$ -	\$ 500,000
ADA & CLASSROOM IMPROVEMENTS	\$ 19,200,000	\$ 50,926,506		\$ 49,297,648
Small Capital Projects	\$ 8,300,000	\$ 43,730,746	\$ (1,628,858)	\$ 42,101,888
ADA Improvements	\$ 10,900,000	\$ 7,195,760	\$ -	\$ 7,195,760
PLANNING, ASSESSMENTS & PROGRAM MGMT	\$ 25,400,000	\$ 55,322,551		\$ 55,322,551
Includes Program Management, Project PM/CM Services, District Staff, Professional Services, Assessments, Education Master Plan, Facilities Master Plan, District Standards & Updates, Bond Issuance	\$ 25,400,000	\$ 55,322,551	\$ -	\$ 55,322,551
RESERVE & INTEREST*	\$ 17,400,000	\$ 3,906,400		\$ 3,906,400
Program Reserve (5%)	\$ 17,400,000	\$ 3,229,597	\$ -	\$ 3,229,597
Treasury Fees (12/31/23)	\$ -	\$ 676,803	\$ -	\$ 676,803
TOTAL BOND SPENDING PLAN	\$ 348,000,000	\$ 357,346,412		\$ 357,346,412
Bond Interest Earned (12/31/23)		\$ -	\$ -	\$ -

LEGEND:

No Color - Closed Projects

Yellow Color - Projects in Progress

Green Color - Future Projects

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE ORDER #2 TO WATERWORKS INDUSTRIES,
INC. FOR THE FAIRFIELD CAMPUS POOL DECK
REPLACEMENT PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board Approval is requested for Change Order #2 to Waterworks Industries, Inc., for the Pool Deck Replacement Project. On April 5, 2023 the Board approved an agreement with Waterworks Industries, Inc. for the Fairfield Campus Pool Deck Replacement Project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

Ed. Code:	Board Policy:	Estimated Fiscal Impact: -\$62,780.50 Measure Q Funds
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SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P., Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER #2 TO WATERWORKS INDUSTRIES
INC. FOR THE FAIRFIELD CAMPUS POOL DECK
REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This project is now complete. There are unused allowance funds now being credited back to the District.

Following is a summary of the contract and impact of the Change Order if approved:

Original Contract Sum	\$ 2,073,457.50
Prior Change Orders	\$ 165,711.00
Proposed Change Order #2	<u>\$ (62,780.50)</u>
Proposed New Contract Amount	\$ 2,176,388.00

The Board is asked to approve Change Order #2 to Waterworks Industries, Inc., in the amount of (\$62,780.50) and to approve the time extension as reflected in the Change Order.

This document is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CHANGE ORDER #1 TO NET ELECTRIC, INC. FOR THE
VALLEJO CAMPUS VALLEJO CENTER SECURITY
ENHANCEMENT PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for Change Order #1 to the contract with Net Electric, Inc., the general contractor for the Vallejo Campus Vallejo Center Security Enhancement Project. On January 17, 2024, the Board approved a contract with Net Electric, Inc. for the above-mentioned project.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovating existing instructional space and equipment.

Ed. Code: N/A Board Policy: N/A Estimated Fiscal Impact: \$0 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CHANGE ORDER #1 TO NET ELECTRIC, INC. FOR THE
VALLEJO CAMPUS VALLEJO CENTER SECURITY
ENHANCEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Post contract award, the project schedule was impacted due to an extended onboarding process with the General Contractor. Net Electric, Inc's original construction start date was delayed. As a result, planned construction was pushed beyond the original contract term, to May 10, 2024. This Change Order is for a time extension only with no additional costs incurred.

Following is a summary of the contract and impact of the Change Order if approved:

\$ 460,900.00	Original Contract Amount
\$ 0.00	Prior Approved Change Orders
<u>\$ 0.00</u>	Proposed Change Order #1
\$ 460,900.00	Proposed New Contract Amount

The Board is asked to approve this no cost contract Change Order #1 to Net Electric, Inc. for a time extension through September 30, 2024.

This document is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #3 TO ALLANA BUICK & BERS, INC. FOR THE VACAVILLE WATER INTRUSION PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

On April 19, 2023 the Board approved a Professional Services contract to Allana Buick & Bers, Inc. (ABB). Scope of services for the project included providing on-site investigation of existing water intrusion throughout the facility and production of a comprehensive final report detailing remedies. Board Approval is now requested for Amendment #3, to extend the schedule duration.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovating existing instructional space and equipment.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$0.00 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #3 TO ALLANA BUICK &
BERS, INC. FOR THE VACAVILLE WATER INTRUSION
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The consultant's previous contract Amendment extended the agreement completion date through April 30, 2024. An additional time extension is now necessary to align the consultant's services Construction Administration term with the General Contractor's schedule. Board approval is requested for Amendment #3, which includes a time extension through September 30, 2024.

Agreement Summary:

\$ 175,760.00	Contract Amount Through Amendment #2
\$ 0.00	Proposed Amendment #3
\$ 175,760.00	New Contract Amount

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

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #5 WITH SALAS O'BRIEN
FOR PROFESSIONAL SERVICES ON THE VACAVILLE
ANNEX ENVIRONMENTAL PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

On May 5, 2021 the Board approved a professional services contract with Salas O'Brien for architectural and mechanical engineering services for the Vacaville Annex Environmental Improvement Project. Board approval is now requested for Amendment #5 to extend the schedule duration.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovating existing instructional space and equipment.

Ed. Code: N/A Board Policy: N/A Estimated Fiscal Impact: \$18,705 Measure Q Bond Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #5 WITH SALAS O'BRIEN
FOR PROFESSIONAL SERVICES ON THE VACAVILLE
ANNEX ENVIRONMENTAL PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The consultant's previous contract Amendment extended the agreement completion date through May 31, 2024. This Amendment is for additional onsite efforts to support additional design, submittal review, commissioning services, and project closeout services for the Server Room Mini Split system, and additional Project Site Visits needed during Mechanical startup. Amendment #5 extends the agreement completion date of services through August 31, 2024.

\$ 224,598.00 Contract Amount Through Amendment #4
\$ 18,705.00 Proposed Amendment #5
\$ 243,303.00 Proposed New Contract Amount

The Board is asked to approve this contract Amendment #5 with Salas O'Brien in the amount of \$18,705.00 with a revised project completion date of August 31, 2024.

This document is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO VALLEY RELOCATION AND
STORAGE FOR PROJECT MOVING SERVICES FOR THE
BUILDING 300 MODERNIZATION PROJECT**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested to award a professional services contract to Valley Relocation and Storage for moving services for the Building 300 Modernization Project. The scope of work of this contract includes providing services to move furniture and classroom supplies into temporary storage containers located in Parking Lot 3 prior to the start of construction.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovate instructional space and update equipment

<i>Ed. Code: N/A</i>	<i>Board Policy: N/A</i>	<i>Estimated Fiscal Impact: \$56,070 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P., Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P., Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO VALLEY RELOCATION AND
STORAGE FOR PROJECT MOVING SERVICES FOR THE
BUILDING 300 MODERNIZATION PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The Governing Board is asked to approve a contract to Valley Relocation and Storage in an amount not to exceed \$56,070.

The contract is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE
FAIRFIELD CAMPUS FIRE ALARM UPGRADE MASTER
PLAN PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to Aedis Architects for architectural and engineering services for the Fairfield Campus Fire Alarm Upgrade Master Plan Project. The Fairfield Campus' current Fire Alarm Control Panel (Edwards EST3) is no longer being manufactured and future installations will need to be upgraded to a newer panel version (Edwards EST4).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Modernization of existing instructional space.

Ed. Code: Board Policy: Estimated Fiscal Impact: \$71,055.00 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
V.P. Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
V.P. Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO AEDIS ARCHITECTS FOR THE
FAIRFIELD CAMPUS FIRE ALARM UPGRADE MASTER
PLAN PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The current Fire Alarm Control Panel is not compatible with the new panel version and cannot be interconnected, and as a result the existing panel will need to be phased out over time. During this phase out process the District will have two operational Fire Alarm Systems until the legacy system is completely removed. The Consultant's scope of work includes development of a master plan on how to adopt the new Fire Alarm Control Panel over time and phase out the existing version. As future construction projects replace the current Fire Alarm Control Panel in each building, this Master Plan will provide guidance.

A proposal was requested from Aedis Architects, as they are currently working on several construction projects that require upgrading to the new Fire Alarm Control Panel. This consultant also has a general understanding of the District's Design and Construction Standards, and familiarity with the Fairfield Campus. Aedis Architects is part of the District's approved Architect Pool, which was Board-approved at the April 17, 2019 Board Meeting.

Aedis Architects is recommended for award of this contract for the Fairfield Camus Fire Alarm Upgrade Master Plan Project.

The Board is asked to approve a professional services contract to Aedis Architects in the amount not to exceed \$71,055.00

This document is available online at: <https://welcome.solano.edu/measureq/approved-contracts/>

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

TO: Members of the Governing Board

**SUBJECT: APPROVAL OF REVISIONS OF ACADEMIC AFFAIRS
BOARD POLICIES**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. These policies were reviewed by College Governance Council and requesting Board approval

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy: 1000</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7117

TELEPHONE NUMBER

David Williams, Ph.D.
VICE PRESIDENT APPROVAL

May 25, 2024
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

PROGRAM DISCONTINUANCE

6105

POLICY: ~~Solano Community College shall establish procedures for the establishment, modification, continuance or discontinuance of courses or program. The institution's degree programs are congruent with its mission, are based on recognized higher education fields of study, are of sufficient content and length, are conducted at levels of quality and rigor appropriate to the degrees offered, and culminate in identified student outcomes.~~

~~Any approved procedures shall take into account the following issues: effects on students; college curriculum balance; educational and budget planning, including, but not limited to, the Education Master Plan, Facilities Master Plan, and the goals and objectives of the affected department; other relevant strategic planning documents; regional economics and training issues; and collective bargaining agreements.~~

~~The existence of these procedures should not be construed as an inducement to look for programs to discontinue or as a threat to avoid honest participation in an academic process such as Academic Program Review.~~

Solano Community College shall establish procedures for the consideration of discontinuance of programs not initiated by faculty through the regular curriculum processes. This process allows for a collaborative appraisal of factors such as enrollment, program completion, workforce currency and relevancy, institutional capacity, and budget constraints.

Approved procedures for invoking a program discontinuance review shall consider the following issues: effects on students; program redundancy; the goals and objectives of the affected department as identified in Program Review.

Possible outcomes of the Program Discontinuance include program modification or discontinuance.

**REFERENCES/
AUTHORITY:**

Title 5, Section 51022 and 551030

Education Code Section 78016

ACCJC Accreditation Standard II.A.15

ADOPTED:

June 20, 2007

REVISED:

March 1, 2017, **XXXXX**

SOLANO COMMUNITY COLLEGE DISTRICT

ACADEMIC FREEDOM

6430

BP 5580 protects freedom of expression of students, employees, and members of the public. The Solano Community College District **also** affirms its belief in the academic freedom of its ~~full and part-time~~ faculty and ~~students to engage in any campus or off-campus~~ teaching, studying, research, writing, and criticism deemed appropriate by such individuals to the spirit of free inquiry and the ~~pursuit of truth.~~ **in the following three areas, as laid out by the American Association of University Professors:**

Freedom in the classroom in discussing their subject, full freedom of research and in the publication of the results, and the freedom from institutional censorship or discipline in their extramural speech.

As stated in ~~American Freedom and Tenure, 1969~~ (Handbook of American Association of University Professors):

~~... academic freedom consists in the absence of, or protection from, such restraints or pressures—chiefly in the form of sanctions, threatened by the state or church authorities or by the authorities, faculties, or students of colleges and universities, but occasionally also by other power groups in society—as are designed to create in the minds of academic scholars (teachers, research workers, and students in colleges and universities) fears and anxieties that may inhibit them from freely studying and investigating whatever they are interested in, and from freely discussing, teaching, or publishing whatever opinions they have reached.~~

Since these rights of academic freedom carry responsibilities with them, each faculty member ~~and student~~ should strive to be accurate, ~~should exercise appropriate restraint~~, should show respect for the opinions of others, and will indicate that ~~he or she does~~ they do not speak, necessarily for the College.

AUTHORITY: California Code of Regulations, Title 5, Section 51023

ACCJC Accreditation Eligibility Requirement 20

ACCJC Accreditation Standard I.C.7

ADOPTED: December 19, 1984

REVISED: January 17, 2007; August 19, 2009; March 1, 2017, **XXXXX**

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

TO: Members of the Governing Board

**SUBJECT: AGREEMENT RENEWAL WITH NAPA COUNTY
LIBRARY FOR POLARIS SUBSCRIPTION AND UNITY
COURIER SERVICES**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

A agreement renewal between Solano Community College and Napa County Library for Polaris subscription and Unity Courier Services is being presented for review and approval by the Governing Board. The Polaris system is used to manage many of the library's circulation services. The term of this agreement is July 1, 2024 through June 30, 2025 with a total cost of \$78,179.00 for this 5-year term.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>
		\$78,179.00

SUPERINTENDENT'S RECOMMENDATION:

☐ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

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

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7117

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

May 22, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

NAPA COUNTY AGREEMENT NUMBER 250005B

MEMORADUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made on this 25th day of June, 2024, by and between NAPA COUNTY, a political subdivision of the State of California, hereinafter referred to as "COUNTY" on behalf of Napa County Library and Solano Community College (hereinafter referred to as "SCC") located at 4000 Suisun Valley Rd., Fairfield, CA 94534, on behalf of its Library and Learning Resource Center.

RECITALS

WHEREAS, on December 19, 2023, COUNTY entered into a contract with Innovative Technologies for Polaris, an Integrated Library system "ILS" and Unity Courier; and

WHEREAS, having an ILS system creates the need of courier services for library materials between the Napa County Library and SCC; and

WHEREAS, SCC's cost was built into the County's agreement with Innovative Technologies and Unity Courier; and

WHEREAS, the ILS system and cooperation between County and SCC creates opportunities to for services and products at cost savings for both libraries; and

WHEREAS, SCC requests that Napa County Library develop a pricing structure for Polaris and Unity Courier services and to purchase services and/or products on its behalf.

TERMS

NOW, THEREFORE, the parties agree as follows:

1. **Term of the Agreement.** The term of this Agreement shall commence on July 1, 2024, and shall expire on June 30, 2029, unless terminated earlier in accordance with Paragraph 5.
2. **Maximum Amount.** The Maximum payments under this Agreement shall be a total of seventy-eight thousand, one hundred seventy-nine dollars (\$78,179.00) for professional services and products based upon services actually rendered and expenses actually incurred.
3. **E-mail or Written Consent Required.** Upon the e-mail or written consent of the persons designated in Paragraph 6, Napa Valley Library, on behalf of COUNTY, may purchase library courier services and other products and services on behalf of SCC.
4. **Reimbursement for Services and Products.** Reimbursement for Services and Products will follow the formula outlined in Exhibit "A" attached hereto and incorporated by this reference herein.
5. **Termination.** This Agreement may be terminated by COUNTY or by SCC for any reason and at any time by giving prior written notice of such termination to the other party specifying the effective date thereof at least 30 days prior to the effective date for Unity

Courier services, or by March each fiscal year to cancel Innovative Interfaces Polaris subscription. Innovative Interfaces contract term runs from July 1st thru June 30th of each fiscal year with payment due in July. Innovative Interfaces requires 90 days' notice before annual billing to terminate services. However, SCC shall still be required to pay for the cost of products and services made pursuant to this agreement before the effective termination.

6. **Notices.** All notices required or authorized by this Agreement shall be in e-mail or in writing. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

COUNTY

Anthony Halstead
Director of Library Services
Napa County
580 Coombs Street
Napa, CA 94559
anthony.halstead@countyofnapa.org

SCC

David Williams
VP Academic Affairs
Solano Community College
4000 Suisun Valley Rd.
Fairfield, CA 94534
david.williams@solano.edu

7. **Indemnification/Hold Harmless.** To the full extent permitted by law, COUNTY and SCC shall each defend, indemnify and hold harmless each other as well as their respective officers, agents, employees, volunteers or representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind and description, including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising out of or connected with any acts or omissions of that party or its officers, agents, employees, volunteers, or contractors or their subcontractors, when performing any activities or obligations required of that party under this Agreement. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement, providing that nothing shall require either party to disclose any documents, records or communications that are protected under peer review privilege, attorney-client privilege, or attorney work product privilege.
8. **Amendments.** Except as specifically provided herein, this Agreement may be modified or amended only in writing and with the prior written consent of both parties.
9. **Insurance.** SCC shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the following insurance coverage:
- (a) **Workers' Compensation Insurance.** To the extent required by law during the term of this Agreement, SCC shall provide workers' compensation insurance for the performance of any of SCC's duties under this Agreement, including but not limited to, coverage for workers' compensation and employer's liability and a

waiver of subrogation, and shall provide COUNTY with certification of all such coverages upon request by COUNTY's Risk Manager.

- (b) Liability Insurance. Each party shall obtain and maintain in full force and effect during the term of this Agreement the following liability insurance coverages, **issued by a company admitted to do business in California and having an**

A.M. Best rating of A:VII or better or equivalent self-insurance:

(1) General Liability. Each party shall obtain and maintain in full force and effect during the term of this Agreement commercial or comprehensive general liability insurance coverage (personal injury and property damage) of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence, either issued by a company admitted to do business in the State of California and having an A.M. Best Rating of no less than A:VII or by self-insurance satisfactory to other party's risk manager or employee designated by that party to perform such function, or by a combination thereof, covering liability for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of that party under this Agreement except for acts or omissions performed in strict compliance with express direction the other party's governing board, officers or personnel. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

(2) Comprehensive Automobile Liability Insurance. Each party shall obtain and maintain in full force and effect during the term of this Agreement a comprehensive automobile liability insurance policy (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with that party's activities under this Agreement of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence.

- (c) Certificates of Coverage. Insurance coverages referenced in 7(b), above, shall be evidenced by one or more certificates of coverage or, with the consent of COUNTY's Risk Manager, demonstrated by other evidence of coverage acceptable to COUNTY's Risk Manager, which shall be filed by SCC with the Anthony Halstead prior to commencement of performance of any of SCC's duties.

(1) The certificate(s) or other evidence of coverage shall reference this Agreement by its COUNTY number or title and department; shall be kept current during the term of this Agreement; shall provide that COUNTY shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium; and shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

(2) Waiver of Subrogation and Additional Insured Endorsements. SCC shall file with the evidence of coverage an endorsement from the insurance provider naming COUNTY, its officers, employees, agents and volunteers as additional insureds and waiving subrogation for the Workers Compensation insurance coverage,

(3) The certificate or other evidence of coverage shall provide that if the same policy applies to activities of SCC not covered by this Agreement, then the limits in the applicable certificate relating to the additional insured coverage of COUNTY shall pertain only to liability for activities of SCC under this Agreement, and that the insurance provided is primary coverage to COUNTY with respect to any insurance or self-insurance programs maintained by COUNTY.

(4) Upon request by COUNTY's Risk Manager, SCC shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof.

(5) Deductibles/Retentions. Any deductibles or self-insured retentions shall be declared to COUNTY's Risk Manager.

10. **Interpretation.** This Agreement shall be governed by the laws of the State of California without regard to the choice of law or conflicts. This Agreement is made in Napa County, California. The venue for any legal action in state court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Napa, a unified court. The venue for any legal action in federal court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement lying within the jurisdiction of the federal courts shall be the Northern District of California.
11. **Conflict of Interest.** By executing this Agreement, the COUNTY hereby determines that SCC has been hired to perform a range of duties so limited in scope as to not be required to comply with such disclosure obligation.
12. **Third Party Beneficiaries.** Nothing contained in this Agreement shall be construed to create any rights in third parties and the parties do not intend to create such rights.
13. **Attorney's Fees.** In the event that either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action.
14. **Severability.** If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

15. **Entirety of Contract.** This Agreement, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, this Agreement was executed by the parties hereto as of the date first above written.

SOLANO COMMUNITY COLLEGE

By _____
DAVID WILLIAMS
Vice President of Academic Affairs
Solano Community College

“SCC”

NAPA COUNTY, a political subdivision of
the State of California

By _____
JOELLE GALLAGHER, Chair
Board of Supervisors

“COUNTY”

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <i>Susan B. Altman</i>, Deputy County Counsel</p> <p>Date: May 15, 2024</p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: _____</p> <p>Processed By: _____</p> <p>_____ Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors</p> <p>By: _____</p>
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EXHIBIT "A"
COMPENSATION

Unity Rate Schedule		Year 1	Year 2	Year 3	Year 4	Year 5
Location Name & Days:		7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028
Solano Community College (M&W)		\$ 360.00	\$ 374.00	\$ 389.00	\$ 405.00	\$ 421.00
Monthly Courier Cost		\$ 360.00	\$ 374.00	\$ 389.00	\$ 405.00	\$ 421.00
Annual Courier Cost		\$ 4,320.00	\$ 4,488.00	\$ 4,668.00	\$ 4,860.00	\$ 5,052.00
Annual Fuel Surcharge (Estimate)		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Total Cost:		\$ 5,520.00	\$ 5,688.00	\$ 5,868.00	\$ 6,060.00	\$ 6,252.00
Polaris Rate Schedule						
Term:	Polaris	NCL	NVC	SCC		
7/1/2024-6/30/2025	\$104,213.03	\$85,277.52	\$9,754.34	\$9,181.17		
7/1/2025-6/30/2026	\$106,667.26	\$87,285.82	\$9,984.06	\$9,397.39		
7/1/2026-6/30/2027	\$110,400.61	\$90,340.82	\$10,333.50	\$9,726.29		
7/1/2027-6/30/2028	\$114,264.63	\$93,502.75	\$10,695.17	\$10,066.71		
7/1/2028-6/30/2029	\$118,263.91	\$96,775.36	\$11,069.50	\$10,419.05		
Totals	\$553,809.44	\$453,182.26	\$51,836.56	\$48,790.61		
Polaris Licenses						
Napa County Library	81.83%					
Napa Valley College	9.36%					
Solano Community College	8.81%					
Service:	Year 1	Year 2	Year 3	Year 4	Year 5	Maximum
Unity Cost	\$ 5,520.00	\$ 5,688.00	\$ 5,868.00	\$ 6,060.00	\$ 6,252.00	\$ 29,388
Polaris Cost	\$9,181.17	\$9,397.39	\$9,726.29	\$10,066.71	\$10,419.05	\$ 48,791
	\$ 14,701.17	\$ 15,085.39	\$ 15,594.29	\$ 16,126.71	\$ 16,671.05	\$ 78,179

The Library Director or their designee are authorized to approve changes in categorical expenditures as long as the total contract amount does not exceed the Agreement Maximum

AGENDA ITEM 12.(s)
MEETING DATE June 5, 2024

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

TO: Members of the Governing Board

**SUBJECT: CHILD CARE CENTER PARTNERSHIP CONTRACT FOR HEAD
START AND EARLY HEAD START SERVICES PROVIDED AT
THE EARLY LEARNING CENTER**

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY: This annual renewal Agreement between Child Start, Inc. and Solano Community College Early Learning Center for 10 Head Start and 10 Early Head Start childcare slots commences August 1, 2024 and ends July 31, 2025. Both parties exercise the option to renew this contract on an annual basis for a period of five years through August 2024.

STUDENT SUCCESS IMPACT:

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

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i> N/A
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SUPERINTENDENT'S RECOMMENDATION: ☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lisa Neeley
Vice President, Student Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7159

TELEPHONE NUMBER

Lisa Neeley, M.F.A.

VICE PRESIDENT APPROVAL

May 22, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



CHILD CARE CENTER PARTNERSHIPS ANNUAL CONTRACT

This Agreement is by and between Child Start, Inc. hereinafter called "Child Start" a non-profit 501(c)(3) agency organized in the State in the California with a physical address of 439 Devlin Road, Napa, CA 94558 and Solano Community College, hereinafter referred to as the "Provider", a for-profit, licensed child care center with a physical address of 4000 Suisun Valley Road, Fairfield, CA 94534 with reference to the following:

Scope of Contract: Child Start agrees to contract with the Provider to provide the educational and comprehensive services of the Head Start (HS) / Early Head Start-Child Care Partnership (EHS-CCP) program to eligible families via 10 EHS-CCP and 10 HS full-day, full-year child care slots in Provider's existing child care center for dually eligible State and HS/EHS-CCP children between the ages of 0 to 3 years for EHS-CCP and 3 to 5 years for HS. Provider must offer at least 1,380 annual hours of planned class operations for all enrolled children.

Term: the term of this agreement shall commence on August 1, 2024 through July 31, 2025. The enrollment date for children, whereupon invoicing can begin is August 12, 2024. This agreement shall continue annually subject to the right of each party to terminate this agreement by notification in writing by either party providing at least 30 days of notice. Both parties may exercise an option to renew this contract on an annual basis for a period of five years through July 31, 2029.

Provisional Status: Child Start and any of its agents and/or funders (i.e., Child Care Community Care Licensing, Resource and Referral, CACFP and/or Office of Head Start) have the right to engage in ongoing monitoring and observations to determine whether Provider is making substantial gains towards meeting program goals and/or meeting his/her responsibilities pursuant to this Agreement. If a failure of the Provider to make substantial gains towards meeting program goals or a failure of the Provider to meet his/her responsibilities pursuant to this Agreement is documented, the Provider will be placed on a provisional status for a 30-day period at the end of which, Child Start will either terminate the contract, extend provisional status, or reinstate the original contract.

Terms and Conditions: Provider agrees to provide space, meals, supplies, supervision, and educational and child care services to children currently eligible for a State Funded Program or receiving a California State Child Care Subsidy. Eligible

children will be enrolled in the HS/EHS-CCP program operated by Child Start under the following terms and conditions.

The Provider agrees to:

Provider shall furnish a child development program and supervision of children between the ages of 0 – 5 years old (exact ages of children placed at Provider's center will be negotiated on a contract-by-contract basis), and agrees to furnish such services in compliance with all applicable federal, state or local laws, rules or regulations, including providing an alcohol and drug free and smoke free environment. As used in this Agreement, child development and supervision means the degree of child development and supervision that meet Head Start Performance Standards and Title 22 Childcare Regulations of the State of the California.

1. Provider will remain in compliance with applicable licensing laws and regulations. Provider will supply a copy of the following to be on file at the Child Start Administration Office location:
 - Childcare license issued by the State of California.
 - Proof of annual renewal of license (payment stub or receipt).
 - Proof of Liability Insurance in the amount of \$1,000,000 and endorsing Child Start as an additional insured under the Provider's liability policy.
 - Evidence of a tuberculosis clearance for the Provider and assistant(s) (if applicable) not older than 3 years prior to contract signing. If a Provider's employee is hired after contract signing, Provider must provide evidence of a tuberculosis clearance not older than 12 months for the new employee within 30 days of the date of hire.
 - Evidence of vaccination for pertussis and measles for the Provider and all employees. A statement from a physician that states the Provider and/or employee is already immune to measles/pertussis or that there is a medical reason not to vaccinate the Provider/employee may be accepted.
 - Live Scan clearance (for all caregivers) within the last two years.
 - Proof of Lead Testing Certification of water in licensed child care center and/or every 5 years after the date of the first test
2. Operate a child care center on a non-discriminatory basis, providing equal treatment and services without regard to race, color, creed, religion, national origin, ancestry, physical or mental disabilities, or sex.
3. Provide safe environments that meet the following Head Start performance standards:
 - Provider shall maintain an environment that is safe from hazards, and provides sufficient indoor and outdoor area for the number of children present.
 - The child care facility must be safely supervised by licensed providers or assistants at all times when children are present.
 - Provider shall provide and maintain a fire extinguisher that is certified annually and easily accessible; working smoke detectors located on each story,

corridors, sleeping rooms and recreation areas; a well-supplied first aid kit, and emergency and evacuation plans that are easily identifiable by adults.

4. Allow parents unlimited access to their children and to persons caring for their children during the normal hours of operation and whenever the children are in the care of Provider or Provider's employees.
5. Complete yearly training on Child Abuse Reporting. The Provider must supply documentation of completion. Provider must report any known or suspected child abuse or neglect to the appropriate agencies, as required by law.
6. Maintain records that are required by Title 22 of the California Code of Regulations and the Head Start Program Performance Standards. Provider shall make all such records available to Child Start representatives for program review, evaluation, audit and/or other purposes. Such records shall include, but are not limited to, attendance sheets, lesson plans, child observations and ongoing assessment, health/nutrition information, parent conference records, and other pertinent records that may be required by Child Start.
7. Allow access to, and cooperate with authorized Child Start representatives (staff, contractors and Providers) in the observation and evaluation of the child care classrooms, lesson plans, and other records. Visits will be scheduled or unannounced during posted hours of operation. If the Provider must cancel a scheduled visit, Provider must provide Child Start 24-hour notice.
8. Provide a program that will not include religious instruction or worship when serving HS/EHS-CCP program children.
9. Enroll in and adhere to the Child Care Food Program (Child and Adult Care Food Program – CACFP) guidelines and serve meals appropriate to age, developmental readiness, and meal spacing requirements.
10. Provide an individual space or container for children's personal belongings and take home materials.
11. Meet with Child Start staff at least weekly to ensure Provider is offering quality classroom environments, intentional teaching, and nurturing teacher-child interactions. During such meetings, Child Start can make available a substitute teacher, as needed, to maintain necessary child supervision ratios.
12. Work with Child Start staff on the required annual Program Self-Assessment and follow Child Start's adopted timeline. The Self-Assessment consists of, but is not limited to:
 - Results of Infant/Toddler Environment Rating Scale (ITERS)
 - Results of Parent Survey
 - Results of Desired Results Developmental Profile (DRDP)
 - Results of Child Start's Quality Visit and Monitoring Tools

13. Adhere to the following Head Start Performance Standards in the implementation of Educational and Family Services:

- Conduct developmental screenings on children within forty-five (45) days of enrollment, utilizing the ASQ screening tools; work with staff to meet ongoing health requirements.
- Provide child education on Pedestrian Safety within thirty (30) days of enrollment.
- Conduct a developmental assessment utilizing the DRDP on each HS/EHS-CCP enrolled child three (3) times per program year following Child Start's adopted timelines. Provide Child Start with a copy of the DRDP assessments within Child Start's adopted timelines.
- Plan at least two child goals per quarter based on the results of the ongoing, developmental assessment.
- Utilize an evidence-based curriculum to plan the developmentally appropriate experiences for children.
- Work with Child Start staff to conduct two home visits and two parent conferences per year to review family assessments and discuss the results of screenings and developmental assessments with parents.
- Be inclusive of children with disabilities, consistent with their Individual Family Service Plan (IFSP) or Individual Education Plan (IEP) and provide an appropriate environment and adult guidance for the participation of children with special needs.
- Utilize information obtained from monthly meetings with Child Start staff and enrolled parents to develop family goals and incorporate parent input from home visits into the weekly lesson plans and the Individual Child Portfolio.
- Provide parent engagement opportunities for families, including promoting Triple P parenting education events at Child Start.
- Work with Child Start staff to complete family orientation process to help explain Head Start services to families.

14. Provider will complete all attendance forms and records as required by the rules, regulations and guidelines of the HS/EHS-CCP program, and provide Child Start with a monthly accounting (due by the 10th of each month) of each child's attendance that includes the daily sign-in/out sheets with parent's full signature and daily attendance records indicating child's absences with parent's signature.

15. Adhere to all educational requirements, including but not limited to those required by Head Start Performance Standards, California Community Care Licensing regulations, and Child Start. Providers who do not currently meet these educational requirements must enroll in a program to obtain a Child Development Associate Teacher permit, or an Associate's or Bachelor's degree in child development or early childhood education within six (6) months of beginning service provision. The program must include three (3) infant/toddler units. In addition, providers must acquire the CDA credential, Associate's, or Bachelor's degree within 18 months of beginning service provision. If a Provider has an Assistant(s), the individual must meet the qualifications for a California Child Development Assistant Permit, and obtain the Permit within 12 months of contract signing.

16. Provider shall not transport HS/EHS-CCP program children at any time, except in the case of an emergency. An emergency would be due to fire or earthquake where home is damaged and children need to be moved to a safer location.
17. Licensing Visits and Type A Violations: Provider must notify the EHS-CCP Program Manager of any announced or unannounced licensing visit. If Provider receives a Type A Violation or is issued a Provisional License, Provider **must** notify Child Start within **one business day** of notification from Community Care Licensing. Provider becomes subject to an internal review by Child Start to determine a Provider's contract status, which can include Provisional Status or Termination.
18. Enrollment of Program Children: Provider shall enroll in his/her child care center no more children than the number authorized by his/her current Child Care Center License and Head Start Performance Standards. Provider agrees that Child Start is not obligated to fill any vacant slots not deemed part of the EHS-CCP or HS contract. Provider shall notify the Child Start representative within twenty-four (24) hours of any changes or status of children (such as a family losing subsidy, family drops from the program or requests extended leave) enrolled in the EHS-CCP or HS program.
- Early Head Start regulations concerning enrollment are as follows: No more than eight (8) children can be enrolled in each classroom and the teacher ratio must be equal to or less than one (1) teacher per four (4) children (1:4).
 - Head Start regulations concerning enrollment are as follows:
 - No more than seventeen (17) children can be enrolled in each classroom if the class serves a majority of three year old children and the teacher ratio must be equal to or less than two teachers per seventeen children (2:17).
 - No more than twenty (20) children can be enrolled in each classroom and the teacher ratio must be equal to or less than one (1) teacher per ten (10) children (1:10). A size waiver of 45 CFR 1302.21(b) to serve up to 24 Head Start four year old children in one classroom may be approved by the Office of Head Start, conditioned upon Provider meeting the following requirements:
 - Provider must maintain 35 square feet of space per child;
 - Provider must meet State DOE Title V State Preschool staffing requirements with a paid staff ratio of one adult for every eight children;
 - Provider must meet Head Start classroom teacher credentialing requirements prescribed by Section 648A of the Improving Head Start for School Readiness Act; and
 - Provider must ensure classrooms serve predominately four or five-year-old children throughout the school year.
 - Provider agrees to reserve any contracted HS/EHS-CCP slots for children and families who are dually eligible for State subsidy and HS/EHS for 15 days.

19. Provider agrees to the following statement of confidentiality: The use or disclosure of information of enrollees and/or their families will be limited to purposes directly connected with the administration of the HS/EHS-CCP program. Provider shall follow all State and Federal Guidelines.
20. Provider shall invoice Child Start monthly for services by the 10th day of the month following services. Child Start will pay Provider within 30 days of receipt of invoice. Monthly invoices shall document in-kind documentation to include number of volunteer hours provided by parents, the costs of supplies and materials provided by Provider not paid for by this contract, the cost of space donated for the use of these services and/or costs related to staffing.
21. Provider must not charge families enrolled in the HS/EHS-CCP program any program fees (such as fees for meals, enrollment or supplies), outside of those required by the State Funded Program.
22. If Child Start supports the Provider with making facility upgrades and/or purchasing materials to meet California Child Care Licensing and Head Start Performance Standards totaling over \$15,000, Provider agrees to repay Child Start based on the schedule provided in Exhibit C.
23. Provider agrees to provide to Child Start, assurances to verify that all construction and renovation projects and subcontracts financed with funds awarded under the HS/EHS-CCP program meet the requirements of the Davis-Bacon Act (40 U.S.C. 276a et seq.) and the Regulations of the Department of Labor, 29 CFR part 5. Such assurances must include verification that laborers and mechanics employed by contractors or subcontractors in the construction or renovation of the licensed child care facility in which enrolled HS/EHS-CCP children will be served, shall be paid wages at not less than those prevailing on similar construction in the locality, as determined by the Secretary of Labor.

Child Start agrees to:

1. Child Start agrees to pay the Provider the contracted rate for each enrolled child as defined in Exhibit B.
 - If a family enrolled in the HS/EHS-CCP program loses their California State Child Care Subsidy, Child Start agrees to pay the subsidy to Provider for up to one year as defined in *Table 2: Monthly Rate for Children without Child Care Subsidies*.
 - If a HS/EHS-CCP slot becomes vacant, Child Start will pay for the vacant slot for a 15-day calendar period as defined in *Table 3: Daily Rate for Vacancy or Partial Month of Service*. If a vacant slot is not filled within a 15-day period, Provider may enroll a non-HS/EHS-CCP qualified child and/or Child Start may redistribute the slot, at which time, the contract will be amended to reflect the most current number of HS/EHS-CCP slots contracted to the Provider.
 - If the Provider provides less than 11 days of service during any given month, Child Start will pay for each day of service based on the daily rates defined in *Table 3: Daily Rate for Vacancy or Partial Month of Service*.

2. Child Start agrees to pay for costs associated with meeting the EHS education qualifications and credential requirements of the Provider and/or Provider's staff working directly with HS/EHS-CCP children, not to exceed the amount of \$500.
3. In addition to the above payments, Child Start agrees to provide diapers, gloves, changing table paper, wipes and oral health supplies for the enrolled children. Furthermore, if a child has a diagnosed special need requiring special supplies or equipment, Child Start will provide the necessary supplies and equipment to the Provider.
4. Child Start agrees to make available ongoing training, support and evaluation to assist Provider in making substantial gains towards meeting program goals and/or meeting his/her responsibilities pursuant to this Agreement. This includes, but is not limited to regular visits (scheduled and unannounced) during hours of operation.
5. To provide copies of Head Start Performance Standards, forms and samples of record-keeping systems to ensure compliance with Head Start guidelines.
6. To assist in recruiting families in need of child care and Head Start/Early Head Start-Child Care Partnership services, as well as to verify HS/EHS-CCP eligibility and to conduct required HS/EHS enrollment paperwork of eligible families. In addition, Child Start agrees to provide information to parents that explain HS/EHS-CCP services, requirements and expectations. (For provider to be authorized to be paid for services, only authorized Child Start personnel may verify eligibility and enroll children in the HS/EHS-CCP program.)
7. To make available the following services to Provider:
 - Technical assistance, coaching and mentoring to Provider in the provision of educational services.
 - Include Provider and Provider's Staff in all Child Start Staff Development opportunities to include specialized training in curriculum and family advocacy.
 - Work in collaboration with Provider and Provider's Staff to assist with the referral process.
 - Provide support with all necessary emergency/safety plans.
 - Provide health resource information and ensure program Coordinators are available for support and technical assistance.
8. To provide Early Head Start parents the opportunity to enroll their children in another Child Start Early Head Start program, if the Provider is no longer contracting with Child Start.

General Provisions:


1. Child Start retains the right to terminate this Agreement at any time by providing written notice thereof if:
 - Provider fails to perform any covenants, obligations or duties under this Agreement or fails to comply with any law, rule, or regulation, guideline or

- directive established by the Federal Government, the State of California, the California Department of Education or the Head Start Performance Standards.
- Provider submits false information, including days and hours of child's attendance. Submission of false information may constitute fraud, and any fraudulent claims will be referred to the appropriate law enforcement agency for investigation.
 - Provider's conduct is rude, uncooperative, contentious, badgering, or verbally abusive to parents, children, Child Start representatives and/or agents, and/or representatives of any of Child Start's funders.
 - Provider fails to provide verification of current child care license or provide forms and records required of Provider that are necessary for the operation of the Child Care Center.
2. Notwithstanding the foregoing paragraph, either party may terminate this Agreement providing the other party with written notice at least thirty (30) days prior to the effective date thereof.
 3. It is expressly understood that Provider shall perform all acts as required under this Agreement as an independent provider and that Provider shall not be considered an officer, agent or employee of Child Start. As an independent provider, Provider shall not be entitled to any rights or benefits of employees of Child Start, including, but not limited to, unemployment insurance, worker's compensation, retirement benefits, state disability or other leave benefits. Nothing in this Agreement shall be construed to mean that Child Start retains any control over the manner and means by which Provider performs its services but only over the results of those services, notwithstanding the specificity required by the State of California and Federal Government to carry out this contract.
 4. Discipline of Children: California Codes prohibit the use of corporal punishment or unusual means of punishment. Discipline of children must be fair, reasonable and consistent, and must be related to the offense. Corporal punishment (spanking) is not permitted even though the child's parents may have given consent. Punishment connected with functions of living such, as eating, sleeping, or the elimination of human wastes shall not be used.
 5. Indemnification: Provider will defend, indemnify, and hold harmless Child Start and its affiliates, directors, officers, agents, representatives, and employees harmless from and against any and all claims, actions, costs (including attorney's fees and costs), losses, damages, and/or liabilities for injury, including death, to any person or damage to any property: (1) arising from Provider's operation of its child care facility under this Agreement; (2) arising from Provider's provision of services under this Agreement; (3) arising out of any injury or expenses suffered or incurred by Child Start in the review of Provider's performance of its duties and responsibilities under this Agreement; (4) arising out of Child Start's duties, acts, or omissions or those of its officers, employees, or agents pursuant to this Agreement, including any negligent or intentional acts on their part. This provision shall survive the performance of this Agreement and shall remain in full force and effect notwithstanding such performance.

6. Controlling Status: Attached hereto as Exhibit A and incorporated herein by reference are the additional Assurances governing contracts between the Provider and Child Start. The Parties to this Agreement shall abide by all of the terms and conditions set forth in the Assurances. Additionally, each provision and clause required by law to be inserted in this Agreement shall be deemed to have been inserted in this Agreement, and this Agreement shall be read and enforced as though each such provision were included. If through mistake or otherwise any such provision is not inserted or is not correctly inserted, this Agreement shall be amended to make such insertion upon the application of either Party.
7. The laws of the State of California shall govern this Agreement.

This Agreement of Services for Licensed Child Care Centers between the Child Start HS/EHS-CCP program and Solano Community College shall be effective on August 1, 2024 and shall remain in force until July 31, 2025.

APPROVED BY:
Child Start Incorporated


Juan Cisneros, Executive Director
439 Devlin Road
Napa, CA 94558
P: 707-252-8931 ext. 2854
E: jcisneros@childstartinc.org

Date: 5-13-2024

APPROVED BY:
Solano Community College

Celia Esposito-Noy, Superintendent President
4000 Suisun Valley Road,
Fairfield, CA 94534
P: 707-864-7120
E: celia.esposito-noy@solano.edu

Date: _____

EXHIBIT "A" ASSURANCES

Provider hereby assures and certifies to Child Start that it will comply with the regulations, policies, guidelines and requirements, including 45 CFR Part 87, 45 CFR Part 75 and 2 CFR Part 200 as they relate to the application, acceptance and use of federal funds for federally assisted project(s). To the extent applicable, Provider assures and certifies to Child Start that:

1. It possesses legal authority to enter into this Agreement; that a resolution, motion, or similar action has been duly adopted or passes as an official act of the applicant's governing body, authorizing the execution of this Agreement, including all understandings and assurances contained herein, and directing and authorizing the person identified as the official representative of the Provider to act in connection with the Agreement and to provide such additional information as may be required.
2. It, and any subcontractor hired by Provider to perform on its behalf hereunder, will comply with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246, relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
3. It, and any subcontractor hired by Provider to perform on its behalf hereunder, will comply with the provisions of the Hatch Act (5 U.S.C. §§ 1501 – 1508; and 7324 – 7328), which limits the political activity of the employee.
4. It, and any subcontractor hired by Provider to perform on its behalf hereunder, will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
5. It, and any subcontractor hired by Provider to perform on its behalf hereunder, will comply with the Copeland "Anti-Kickback" Act (18 U.S.C. § 874), as supplemented by the Department of Labor Regulations (29 C.F.R. Part 3, "Contractors and subcontractors on public building or public work financed in whole or in part by loans or grants from the United States").
6. It, and any subcontractor hired by Provider to perform on its behalf hereunder, will fully comply with all Federal statutes relating to the prohibition against forced child labor and severe forms of trafficking in persons. These include but are not limited to the Trafficking Victims Protection Act of 2000 (22 U.S.C. §§ 7104, et seq.) which authorizes the termination of grants, contracts and/or cooperative agreements, without penalty to the Federal awarding agency/department, if Provider or any of its subcontractors (i) engages in

severe forms of trafficking in persons; (ii) has procured a commercial sex act during the effective period of the contract; and/or (iii) uses forced labor in its performance of this Agreement.

7. It, and any subcontractor hired by Provider to perform on its behalf hereunder, will fully comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) which prohibits discrimination on the bases of race, color or national origin; Title VII of the Civil Rights Act of 1964, as amended, the California Fair Employment Practices Act; and any other Federal and State law and regulations hereinafter enacted which may apply to the application.

8. To the extent applicable, if Provider, including any subcontractor it hires to perform on its behalf hereunder, is awarded construction contracts of more than \$2,000, Provider agrees to comply with the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7) as supplemented by Department of Labor Regulations (29 CFR Part 5, "Labor standards provisions applicable to contracts governing federally financed and assisted construction"), including the requirement that the correct scale of wages to be paid be posted by the Contractor in a prominent and easily accessible location at the HHS funded worksite.

9. Regarding all negotiated contracts, excluding those for less than \$2,500, Child Start, the Federal Awarding Agency, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to a specific program for the purpose of making audits, examinations, excerpts and transcriptions.

10. It, and any subcontractor hired to perform on its behalf hereunder, will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

EXHIBIT "B"
CONTRACT RATES FOR CHILD CARE CENTERS

Table 1: Monthly Rate for Children with Child Care Subsidies

County	Birth to 3 Years EHS-CCP	3 through 5 Years Head Start
Napa County	\$571.88	\$416.10
Solano County	\$571.88	\$411.50

Table 2: Monthly Rate for Children without Child Care Subsidies

County	EHS-CCP	Head Start
Napa County (0 to 24 months)	\$1,992.18	\$0.00
Napa County (2 through 5 years)	\$1,527.40	\$1,1449.53
Solano County (0 to 24 months)	\$1,804.98	\$0.00
Solano County (2 through 5 years)	\$1,337.81	\$1,257.63

Table 3: Daily Rate for Vacancy or Partial Month of Service

County	Children without Subsidies	Children with Subsidies
Napa County (0 to 24 months)	\$104.14	\$25.99
Napa County (2 through 5 years)	\$76.68	\$18.91
Solano County (0 to 24 months)	\$91.53	\$25.99
Solano County (2 through 5 years)	\$64.81	\$18.70

*For vacancies, the daily rate is paid based on the actual number of service days that a slot is vacant with a maximum of 11 service days. If a vacant slot is filled within 15 calendar days, monthly rates apply.

**For partial months of service, the daily rate applies if less than 11 services days are offered in any given month. If a provider offers 11 or more days of service in a month, the monthly rate shall apply.

EXHIBIT "C"
**PROVIDER REPAYMENT SCHEDULE FOR FACILITY UPGRADES FUNDED BY
CHILD START**

Contract Duration After Facility Upgrade	Repayment Percentage
If Child Start or Provider terminate contract in less than one year (0 to 12 months)	100% repayment is due
If Child Start or Provider terminate or decide not to renew contract between 1 to 2 years	80% repayment is due
If Child Start or Provider terminate or decide not to renew contract between 2 to 3 years	60% repayment is due
If Child Start or Provider terminate or decide not to renew contract after 3 to 4 years	40% repayment is due
If Child Start or Provider terminate or decide not to renew contract after 4 to 5 years	20% repayment is due
If Child Start or Provider terminate or decide not to renew contract after 5 years	0% repayment is due

AGENDA ITEM 12.(t)
MEETING DATE June 5, 2024

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: TECHNICAL SUPPORT SERVICES CONTRACT
RENEWAL WITH ORACLE

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board approval is requested for renewal of the technical service and support contract with Oracle for the period of July 1, 2024 through June 30, 2025.

STUDENT SUCCESS IMPACT:

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

Government Code: N/A Board Policy: Estimated Fiscal Impact: \$101,866.67

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Jon Cornelison
Vice President, Technology Services & Support

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7209

TELEPHONE NUMBER

Jon Cornelison
Technology Services & Support

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**



16-Apr-24

Dear Claudia Tenty

Your technical support services are due for renewal.

Support Service Number: 2374261

Support Start Date: 1-Jul-24

Amount Due: USD 101,866.67 (excluding applicable tax)

To avoid any interruption in these services, please complete your renewal by 1-Jun-24.

Oracle would like to thank you for your continued business.

Have a question? Call 1-888-545-4577, [Chat on My Support Renewals](#), or [find answers and get help](#).



Technical Support Services Renewal Order

General Information

Customer: Solano Community College
Support Service Number: 2374261
Offer Expires: 30-Jun-24

Oracle: Oracle America, Inc.
Oracle Contact Information:
Oracle Premier Support Digital Renewal Center
Call 1-888-545-4577
[Chat on My Support Renewals](#)
[Click to find answers and get help](#)

Online Renewals can be viewed and accepted on [My Support Renewals](#)

Customer Quote To

Claudia Tenty
Solano Community College
4000 SUISUN VALLEY RD
FAIRFIELD
CA 94534
United States
707-864-7140
Claudia.Tenty@solano.edu

Customer Bill To

Accounts Payable
Solano Community College
Attn: Accounts Payable
4000 Suisun Valley Road
FAIRFIELD
CA 94534
United States
707-8647000
accountspayable@solano.edu

"You" and "Your" as used in this renewal order, refer to the Customer listed above.

Please ensure the Quote To and Bill To details above are correct, especially the email addresses, as Oracle will usually deliver communications, including Your invoice, to the respective email address.

Service Details

Program Technical Support Services

Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
Oracle Database Enterprise Edition - Named User Plus Perpetual	14839859	8059		FULL USE	1-Jul-24	30-Jun-25	46,391.73
Oracle Diagnostics Pack - Named User Plus Perpetual	14839859	8059		FULL USE	1-Jul-24	30-Jun-25	3,559.87
Oracle Internet Application Server Enterprise Edition - Named User Plus Perpetual	14839859	8059		FULL USE	1-Jul-24	30-Jun-25	34,793.80
Oracle Internet Developer Suite - Named User Plus Perpetual	14839859	2		FULL USE	1-Jul-24	30-Jun-25	1,969.20
Oracle Programmer - Named User Plus Perpetual	14839859	5		FULL USE	1-Jul-24	30-Jun-25	984.63
Oracle Tuning Pack - Named User Plus Perpetual	14839859	8059		FULL USE	1-Jul-24	30-Jun-25	3,555.51
Oracle Database Enterprise Edition - Named User Plus Perpetual	16374187	810		FULL USE	1-Jul-24	30-Jun-25	5,632.00
Oracle Diagnostics Pack - Named User Plus Perpetual	16374187	810		FULL USE	1-Jul-24	30-Jun-25	415.02
Oracle Internet Application Server Enterprise Edition - Named User Plus Perpetual	16374187	810		FULL USE	1-Jul-24	30-Jun-25	4,149.90
Oracle Tuning Pack - Named User Plus Perpetual	16374187	810		FULL USE	1-Jul-24	30-Jun-25	415.01

Program Technical Support Fees: USD 101,866.67

Total Price: USD 101,866.67

Excluding applicable tax

Notes

If Oracle accepts Your renewal order, the start date set forth in the Service Details table above shall serve as the commencement date of the technical support services and the technical support services ordered under this renewal order will be provided through the end date specified in the table for the applicable programs and/ or hardware ("Support Period").

If any of the fields listed in the Service Details table above are blank, then such fields do not apply to Your renewal.

Technical Support Services Terms

If the Customer and the Customer Quote To name identified in the General Information table above are not the same, Solano Community College represents that Customer has authorized Solano Community College to execute this renewal order on the Customer's behalf and to bind the Customer to the terms contained in this renewal order. Solano Community College agrees that the services ordered are for the sole benefit of Customer and shall only be used by Customer. Solano Community College agrees to advise Customer of the terms of this renewal order as well as any communications received from Oracle regarding the services.

If the Customer and the Customer Bill To name identified in the General Information table above are not the same, Customer agrees that: a) Customer has the ultimate responsibility for payments under this renewal order; and b) any failure of Solano Community College to make timely payment per the terms of this renewal order shall be deemed a breach by Customer and, in addition to any other remedies available to Oracle, Oracle may terminate Customer's technical support service under this renewal order.

Technical support is provided under Oracle's technical support policies in effect at the time the services are provided. The technical support policies are subject to change at Oracle's discretion; however, Oracle will not materially reduce the level of services provided for supported programs and/or hardware during the period for which fees for technical support have been paid, or for U.S. federal and public sector entities, the period for which services have been ordered. You should review the technical support policies prior to entering into this renewal order.

The current version of the technical support policies may be accessed at <http://www.oracle.com/us/support/policies/index.html>.

Regarding the inclusion of DFARS 252.204-7012, the parties agree that DFARS 252.204-7012, Safeguarding Covered Defense Information and Cyber Incident Reporting (OCT 2016), does not apply to the Commercial Off the Shelf (COTS) licenses or hardware, and does not apply to the associated technical support because Oracle will not process, collect, develop, receive, transmit, use, or store "covered defense information" on "covered contractor information systems" as defined in DFARS 252.204-7012, Safeguarding Covered Defense Information and Cyber Incident Reporting (OCT 2016), in performance of the associated technical support services ordered under this renewal quote, and the Government agrees that it will not provide "covered defense information" to Oracle in performance of the associated technical support services..

The technical support services renewed under this renewal order are governed by the terms and conditions of the US-OMA-1164550 ("agreement"). Any use of the programs and/or hardware, which includes updates and other materials provided or made available by Oracle as a part of technical support services, is subject to the rights granted for the programs and/or hardware set forth in the order in which the programs and/or hardware were acquired.

This renewal order incorporates the agreement by reference. In the event of inconsistencies between the terms contained in this renewal order and the agreement, this renewal order shall take precedence.

Renewal Processing Details

Your renewal order is subject to Oracle's acceptance. Your renewal is considered complete when You provide Oracle with payment details for the renewal as detailed below or an executed Oracle Financing contract. Once completed, Your renewal cannot be cancelled and Your payment is nonrefundable, except as provided in the agreement. Oracle will issue an invoice to You upon receipt of a purchase order or a form of payment acceptable to Oracle.

If You are U.S. federal government or public sector entity, Oracle will issue You an invoice quarterly in arrears after the services are performed.

Unless you are an U.S. federal government entity, Oracle's invoice includes applicable sales tax, GST, or VAT (collectively referred to as "tax"). If Solano Community College is a tax exempt organization and is not an U.S. federal government entity, a copy of Solano Community College's tax exemption certificate must be submitted with Solano Community College's purchase order, credit card, or other acceptable form of payment.

Technical Support fees are invoiced Quarterly in Arrears. All fees payable to Oracle are due within 30 NET from date of invoice.

You agree to pay any sales, value-added or other similar taxes imposed by applicable law, except for taxes based on Oracle's income. If Solano Community College is a tax exempt organization, a copy of Solano Community College's tax exemption certificate must be submitted with Solano Community College's purchase order, check, credit card or other acceptable form of payment.

Payment Details

Purchase Order

If You are submitting a purchase order for the payment of the renewal of the technical support services on this renewal order, the purchase order must be in a non-editable format (e.g., PDF) and include the following information:

- Support Service Number: 2374261
- Total Price: USD 101,866.67 (excluding applicable tax)
- Local Tax, if applicable

In issuing a purchase order, Solano Community College agrees that the terms of this renewal order and the agreement supersede the terms in the purchase order or any other non-Oracle document, and no terms included in any such purchase order or other non-Oracle document shall apply to the technical support services ordered under this renewal order.

Please contact Oracle per the General Information section above to issue Your purchase order.

Credit Card

If You wish to use a credit card to pay for the renewal of the technical support services on this renewal order, please contact Oracle per the General Information section above. Please note that Oracle is unable to process credit card transactions of USD \$100,000 or greater or transactions that are not in USD.

PayPal

If You wish to use PayPal to pay for the renewal of the technical support services on this renewal order, please contact Oracle per the General Information section above. Please note that Oracle is unable to process PayPal transactions of USD \$100,000 or greater or transactions that are not in USD.

eCheck

If You wish to use eCheck to pay for the renewal of the technical support services on this renewal order, please contact Oracle per the General Information section above. Please note that Oracle is unable to process eCheck transactions that are not in USD.

Check

If You are submitting a check for the payment of the renewal of the technical support services on this renewal order, the check must include the following information:

- Support Service Number: 2374261
- Total Price: USD 101,866.67 (excluding applicable tax)
- Local Tax, if applicable

In issuing a check, Solano Community College agrees that only the terms of this renewal order and the agreement shall apply to the technical support services ordered under this renewal order. No terms attached or submitted with the check shall apply.

Checks for technical support services ordered under this renewal order should be sent to:

AK, AZ, CA, HI, ID, NV, OR, UT, WA:

Oracle America, Inc
PO Box 884471
Los Angeles, CA 90088-4471

All Other States:

Oracle America, Inc
PO Box 203448
Dallas, TX 75320-3448

Payment Confirmation

If You cannot pay using any of the payment methods described above, please complete this payment confirmation and submit it to Oracle. Please initial the following statement that best applies to You.

____ Solano Community College does not issue purchase orders.

____ Solano Community College does not require a purchase order for the services ordered hereto.

Solano Community College certifies that the information provided above is accurate and complies with Solano Community College's business practices in entering into this renewal order, including obtaining all necessary approvals to release the funds for this renewal. In issuing this payment confirmation, Solano Community College agrees that the terms of this renewal order and the agreement shall apply to the technical support services ordered under this renewal order. No terms attached or submitted with the payment confirmation shall apply.

The signature below affirms Solano Community College's commitment to pay for the services ordered in accordance with the terms of this renewal order.


Solano Community College

Authorized Signature

Name

Title

Signature Date



Please contact Oracle per the General Information section above to issue Your Payment Confirmation.

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

TO: Members of the Governing Board

SUBJECT: APPROVAL OF INFORMATION SECURITY POLICY 3910

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

The purpose of this new Board Policy 3910 is to establish mandatory minimum information security requirements for the District and define responsibilities pertaining to information and infrastructure asset protection, risk management, event response, system monitoring, and awareness promotion.

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional, and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Protection of confidentiality, integrity, and availability of information and infrastructure assets. Assurance of a secure and stable IT environment as well as regulatory compliance.

Government Code:	N/A	Board Policy:	Fiscal Impact: N/A
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SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Jon Cornelison
Vice President, Technology Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7275

TELEPHONE NUMBER

Jon Cornelison
Technology Services

VICE PRESIDENT APPROVAL

April 30, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

May 15, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

INFORMATION SECURITY POLICY

3910

POLICY

This policy establishes the mandatory minimum information security requirements for the District and defines the responsibility to:

- Protect and maintain the confidentiality, integrity and availability of information and related infrastructure assets.
- Manage the risk of security exposure or compromise.
- Ensure a secure and stable information technology (IT) environment.
- Identify and respond to events involving information asset misuse, loss or unauthorized disclosure.
- Monitor systems for anomalies that might indicate compromise.
- Promote and increase the awareness of information security.

SCOPE

This policy applies to all people, including but not limited to employees, interns, volunteers, contractors, subcontractors, consultants, service providers, and other third-parties, that use or access any IT resource for which the District has administrative responsibility (“users”), including systems managed or hosted by third parties on behalf of the District.

This policy encompasses all systems, automated and manual, for which the District has administrative responsibility, including systems managed or hosted by third parties on behalf of the organization. It addresses all information, regardless of the form or format, which is created or used in support of business activities of the entities.

AUTHORITY

This policy has been authorized and approved by the District’s Board of Trustees (“the Board”).

The Board formally designates the person serving in the role of Vice President of Technology to be the District’s Information Security Officer (ISO). The ISO shall be responsible for overseeing,

implementing, and enforcing the District's written Information Security Program.

Under this authority, the ISO shall periodically, but no less than annually, provide an update on the status of the Information Security Program to the Board.

INFORMATION SECURITY PRINCIPLES

This policy acknowledges that the operation of an institute of higher education is dynamic, and that no Information Security Policy or Program can account for every possible occurrence. Therefore, this policy seeks to establish principles that shall be used to guide all decision-making. These principles shall apply to all subsequent information security policies, programs, procedures, and plans.

- **Defense in Depth** – The District shall follow a principle of Defense in Depth, meaning that the organization shall not rely on the application of any single safeguard to protect the confidentiality, integrity, and availability of the District's systems and data; instead, the District shall layer heterogeneous information security controls to ensure that the organization can prevent, detect, and/or recover from an information security event.
- **Least Privilege** – The District shall follow the Principle of Least Privilege, meaning that access to data and systems shall have only the minimum access feasible to perform the District's objectives. This principle shall apply to all access, whether individual or programmatic.
- **Non-repudiation** – The District shall set a standard of non-repudiation for all users, meaning that no user should have the ability to deny responsibility for performing a specific act on the District's systems or data.
- **Review of Key Controls** – The District shall periodically, but no less than annually, review the efficacy of key information security controls and safeguards identified in the District's Risk Assessment to ensure that they are functioning as designed and intended. This review may include both technical and non-technical testing of controls.
- **Risk Acceptance** – Executive Management, under the advisement of the ISO and based on the District's Risk Assessment and review of safeguards, shall be responsible for establishing the District's risk tolerance, as well as evaluating and accepting risk on behalf of the District.

- **Risk Assessment** – The District shall base the Information Security Program on a written risk assessment that identifies reasonably foreseeable internal and external risks to the security, confidentiality, integrity, and availability of District data and systems, and assesses the sufficiency of any safeguards in place to control these risks. The risk assessment shall be reviewed and updated periodically, but no less than annually.

ELEMENTS OF THE INFORMATION SECURITY PROGRAM

The District’s Information Security Program shall, at a minimum, include the following elements:

- Acceptable use of technology standards.
- Access control procedures and standards, including Multi-Factor Authentication (MFA).
- Change control procedures and standards.
- Continuity planning, including disaster recovery, business continuity, and cyber incident response.
- Data retention procedures and standards.
- Encryption standards for data in transit and at rest.
- Logging and monitoring procedures and standards.
- Physical and environmental security procedures and standards.
- Secure development practices for custom applications, whether developed by the District or by a third-party on behalf of the District.
- Secure system hardening procedures and standards.
- Security awareness training procedures, including anti-phishing training.
- Vendor and third-party risk management procedures and standards.
- Vulnerability and patch management procedures and standards.

REFERENCES

- The Gramm-Leach-Bliley Act (GLBA) Safeguards Rule ([16 C.F.R. 314.4](#)).
- NIST Special Publication [800-30 Revision 1](#), Guide for Conducting Risk Assessments.
- NIST Special Publication [800-37 Revision 2](#), Risk Management Framework for Information Systems and Organizations.

- NIST Special Publication [800-53 Revision 5](#), Security and Privacy Controls for Information Systems and Organization
- NIST Special Publication [800-171 Revision 2](#), Protecting Controlled Unclassified Information in Nonfederal Systems and Organizations.

ADOPTED:

REVISED:

REVIEWED:

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

TO: Members of the Governing Board

SUBJECT: FIRST READING OF BOARD POLICY 4305 VIOLENCE-FREE WORKPLACE (NEW)

REQUESTED ACTION:

☒ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time Human Resource Policy 4035, Violence-Free Workplace, is being presented for the first reading by the board.

STUDENT SUCCESS IMPACT:

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

Ed. Code: Board Policy: 1000 Estimated Fiscal Impact:

SUPERINTENDENT'S RECOMMENDATION:

☐ APPROVAL ☐ DISAPPROVAL
☒ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

May 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

Violence-Free Workplace

4305

The Solano Community College District is committed to providing for all employees a workplace that is free from threats and acts of violence. Though violence can result from problems and conditions beyond the District's control, the District hereby adopts a strict policy that prohibits actual or threatened violence by employees against co-workers or other persons. This policy applies to employees while on duty in the workplace or elsewhere, while on district-related business, and while operating any vehicle or other equipment owned or leased by the District. Workplace violence of any kind is unacceptable. Where evidence of workplace violence is found, appropriate corrective action shall be taken following the due process guidelines set forth in policy and bargaining unit agreements.

REFERENCES/

AUTHORITY: Labor Code (LC) section 6401.9

ADOPTED:

REVISED:

REVIEWED:

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

REQUESTED ACTION:

☒ Information OR ☐ Approval
☐ Consent OR ☐ Non-Consent

SUMMARY:

The Solano CCD Measure Q Quarterly Update Report is presented for Board information. This report includes an overview of program and project activities for the Measure Q Bond Program for the period of January 1, 2024 – March 31, 2024.

Measure Q expenditures during this reporting period were \$4,418,744. Total expended to March 31, 2024 was \$244,701,228 (percentage spent is 68.7%).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

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

Ed. Code: NA	Board Policy: NA	Estimated Fiscal Impact: \$0
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SUPERINTENDENT'S RECOMMENDATION: ☐ APPROVAL ☐ DISAPPROVAL
☒ NOT REQUIRED ☐ TABLE

Lucky Lofton
VP, Facilities and Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities and Executive Bonds Manager

VICE PRESIDENT APPROVAL

May 28, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

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

June 5, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sample of key activities this quarter:

Program: District staff and Bond Program team members continue to work on Consultant Pool refreshing. Design Standards revision/updates are continuing. Planning for and implementing the projects being funded by Series D, Series E and Series F funds proceeds.

Projects:

- Fairfield Campus Building 300 Modernization Project: This project was successfully re-bid and contract and submittals from the general contractor are in progress.
- Fairfield Campus Building 1400 Modernization (Phase 1): Roof work scope design was completed and is in the bidding phase. Aluminum storefront doors design is in DSA review.
- Fairfield Campus Building 1600 Modernization Project: DSA review is ongoing.
- Fairfield Campus Early Learning Center Expansion Project: Building interior work and sitework continues.
- Vacaville Annex HVAC/Roof Upgrade: All work is complete. Project financials in close out. Working to obtain DSA certification.
- Vacaville Center Water Intrusion Mitigation: Design work for additional mitigation measures was completed. Bidding is underway.
- Small Capital Projects – Fairfield Campus Building 1400 Lighting Upgrade – Contractor's bonding surety and District working on next steps to complete this Project.
- Small Capital Projects – Fairfield Campus Building 1800 Maker Space Awning – Design work continued. Scope is being reviewed and finalized.
- Small Capital Projects – Fairfield Campus Building 1900 Parking Lot and Storage Building - Design is in progress.
- Small Capital Projects – Fairfield Campus Main Entrance Improvement – Study/assessment continues. Report is being drafted for review.
- Small Capital Projects - Fairfield Campus Parking Lot Improvements – This project is now closed.
- Small Capital Projects - Fairfield Campus Quad Water Conservation – DSA approval received. Project was successfully bid. Construction has begun.
- Small Capital Projects - Campus Wide Interior Refresh (primarily Fairfield Campus) – Design work continues.

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

TO: Members of the Governing Board

**SUBJECT: MEASURE Q QUARTERLY PROGRESS UPDATE
REPORT TO THE GOVERNING BOARD**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sample of key activities this quarter (continued):

Projects:

- Small Capital Projects – Vallejo Autotech Exhaust System/Dynamometer Replacement – Design work has begun and continues.
- Small Capital Projects – Vallejo Autotech Vehicle Security – Punch list work is complete. Financial close out in process.
- Small Capital Projects - Vallejo Center Security – Project was successfully bid. Contract execution and document submittals are underway.

Districtwide Projects:

- Facilities Asset Management: Continue to identify, inventory, tag, and incorporate asset data into the preventative maintenance program and computerized maintenance management system (CMMS).
- IT Infrastructure Project (Phase 3): Implementation of Series D and Series E funded work continues. Equipment purchases and installations continue. Annual network upgrades continue. Gym Audio-Visual Enhancement work continues.
- IT Infrastructure Project (Phase 4): Planning and implementing projects associated with Series D and Series E funding, including equipment purchases and installations. Classroom tech upgrades and faculty/staff/student computer upgrades proceeding. Annual network upgrades ongoing. Printer and copier replacements continue. Gym Audio-Visual Enhancement work continues, as well as wireless refresh, Board Room audio-visual modernization, and B1400 audio-visual modernization.
- Infrastructure Improvements – Central Plant Replacement: Contractor has mobilized and work has begun on chiller demolition. Fabrication of long lead items in ongoing. Planning for temporary chiller is underway.
- Infrastructure Improvements – Replacement Substations #3 and #4: Coordination with adjacent projects continues. Work in the central plant building has begun. Extension of Substation #4 footprint is underway.
- Infrastructure Improvements – Solar Energy: Contractor has remobilized and is working on installation of new electrical equipment near Substation #1. Waiting on DSA approval for the BESS (battery system) design.
- Infrastructure Improvements – Swimming Pool Deck Replacement: All work is now complete. Punch list generated and being worked on.
- ADA Improvements (Phase 1): Work on the Self Evaluation Study of Policies and Procedures continues with District review.