

**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

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Sarah Barsness	Faculty Mentor – Spring 2024	Culturally Comp- Faculty Prof Dev.	01/16/24–05/23/24	\$300.00 (Lump Sum)
Wini Hunton-Chan	Faculty Mentor – Spring 2024	Culturally Comp- Faculty Prof Dev.	01/16/24–05/23/24	\$1,700.00 (Lump Sum)
Erin Duane	Peer Online Course Reviewer	SEA (22-23)	01/16/24-05/23/24	\$1,200.00 (Lump Sum)
Jeanne Lorenz	Peer Online Course Reviewer	SEA (22-23)	01/16/24-05/23/24	\$1,500.00 (Lump Sum)
Sarah Nordin	Peer Online Course Reviewer	SEA (22-23)	01/16/24-05/23/24	\$1,500.00 (Lump Sum)
Michael Reilly	T4E Program Leadership	Teaching4Equity	08/01/23-05/01/24	\$5,00.00 (Lump Sum)
Genele Rhoads	Peer Online Course Reviewer	SEA (22-23)	01/16/24-05/23/24	\$1,500.00 (Lump Sum)
Josh Scott	Academic Senate	General	06/01/24-06/30/24	\$2,500.00 (Lump Sum)
Sheila Smith	T4E Program Leadership	Teaching4Equity	08/01/23-05/01/24	\$5,000.00 (Lump Sum)
Erika Stoffel	Welding Lab Tech	Strong Workforce	05/16/24-06/30/24	\$20.17/hr.
Robin Sytsma	Peer Online Course Reviewer	SEA (22-23)	01/16/24-05/23/24	\$1,200.00 (Lump Sum)

Salvatore Abbate
Human Resources

July 05, 2024

Date Submitted

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

Date Approved

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

July 17, 2024

Page 2

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jose “Rei” Leal	From Multimedia Lab Technician to Technology Specialist	06/01/2024

EMPLOYMENT 2024-2025

Regular Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Djenane Alcindor	Purchasing Technician	07/01/2024
Marlene Atoigue	Student Services Generalist = Counseling	07/08/2024
Danica Bravo	Rising Scholars Counselor FT – (Tenure Track)	08/01/2024
Shaunice Cole	Full-Time Faculty (Tenure Track) - Cosmetology	08/08/2024
Patrick Grant	Full-Time Faculty (Tenure Track) - Chemistry	08/08/2024
Zuleyma Veronica Guzman	Custodian	07/08/2024 (Revised)
Damien Hansen	Dir, Workforce Grants & Workforce Development	08/01/2024
Wamuiru Irvin	Vehicle and Equipment Mechanic	07/18/2024
Maria Kennedy	Full-Time Faculty (Tenure Track) - Cosmetology	08/08/2024
Maegan Moraes	Athletic Trainer	07/18/2024

Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Shanan Danley	From Outreach Specialist to Director, Juvenile Justice Program	07/01/2024

Temporary Change in Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Gail Rulloda	From Adjunct Counselor to Interim Dean, Counseling	07/07/24-06/30/25

Reclassification

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jennifer Low	4-Year Biotechnology Lab Technician	06/01/2024

Out of Class Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Cochea Bivins	Financial Aid Specialist	04/01/24-09/30/24
Tiffany Casimere	Executive Coordinator	07/01/24-08/31/24
Amber Cheatham	Executive Assistant	07/01/24-08/31/24
Handel Malone	Accountant	07/01/24-12/31/24

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

July 17, 2024

Page 3

Faculty Reassignment

<u>Name</u>	<u>Assignment</u>	<u>Percentage</u>	<u>Effective</u>
Atticus Frey	Zero Textbook Cost Coordinator	20%	08/12/24-05/22/25
Maria Isip-Bautista	AANHPI Student Achievement Program Coordinator	30%	08/12/24-12/13/24
LaNae Jaimez	Program Review Coordinator	30%	08/12/24-05/22/25
Amanda Morrison	Ethnic Studies Coordinator	20%	08/12/24-12/13/24
Joshua Scott	Academic Senate President	50%	08/12/24-05/21/26
Lauren Taylor Hill	ASTC Faculty Coordinator	0%	08/0/24-05/23/24 (Revised)
Chor Thao	Rising Scholars Faculty Coordinator	20%	8/12/24-5/22/25
Nicholas Turney	Rising Scholars Faculty Coordinator	20%	8/12/24-5/22/25
Andrew Wesley	Assessment Coordinator	10%	8/12/24-5/22/25
Curley Wikkeling-Miller	Center for Educational Excellence Coordinator	67%	8/12/24-5/21/26

Short-Term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Dorene Adams	Program Administration	General	07/15/24-08/09/24	\$2,000 .00 (Lump Sum)
Diane Aldefer	Special Project	Equitable Placement	07/18/24-12/30/24	\$26.00/hr.
Zachary Anderson	Special Project	General Fund	07/01/24-06/30/25	\$26.00/hr.
Michele Arce	DE Committee Member (Off-contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Marlene Atoigue	Student Services Generalist	SEA	07/01/24-07/07/24	\$18.91/hr.
Steven Ashby	Alternate Media Specialist	SEA	07/01/24-06/30/25	\$21.58/hr.
Harjot Bajwa	Public Safety Officer	General	07/01/24-06/30/25	\$26.00/hr.
Lani Bastidas	DE Committee Member (Off-contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Abigail Bayquen	Student Services Generalist	SEA	07/01/24-06/30/25	\$18.91/hr.
Penney Buxton	Custodian	General	07/18/24-06/30/25	\$16.00/hr.
Jacqueline Cao	Special Project	Equitable Placement	07/18/24-12/30/24	\$26.00/hr.
Erika Chuatakoon	Student Services Generalist	EOPS	07/22/24-06/30/25	\$18.91/hr.
David Cruz	Assistant Coach - Softball	General	07/18/24-06/30/25	\$22.00/hr.
Martha Elizalde De Pereira	POCR Shell Reviewee	Culturally Responsive Pedagogy	07/01/24-08/08/24	\$1,500.00 (Lump Sum)
Jane Ditona	Student Services Generalist	SEA	07/01/24-06/30/25	\$18.91/hr.
Sarah Donovan	Math Instructor ASTC	Equitable Placement (AB705)	08/12/24-06/30/25	\$78.90/hr.
Erin Duane	DE Committee Member (Off-contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
LaTayna Edington	Financial Aid Specialist	BFAP 2%	07/01/24-06/30/25	\$20.62/hr.
Mike Faulstitch	Assistant Coach - Softball	General	07/18/24-06/30/25	\$22.00/hr.
Christian Gella	Special Project	AANHPI	07/01/24-06/30/25	\$30.00/hr.

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

July 17, 2024

Page 4

Short-Term/Temporary/Substitute (continued)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Fred Gray	Public Safety Officer	General	07/01/24-06/30/25	\$26.00/hr.
Jennifer Grimes	Special Project LD testing	SEA	07/01/24-06/30/25	\$78.50/hr.
Brian Guinn	Assistant Coach - Baseball	General	07/18/24-06/30/25	\$22.00/hr.
Christopher Gulick	VA Coordinator	VRC	07/01/24-06/30/25	\$21.58/hr.
Elisa Gutierrez	ELC Programs Specialist	California State Preschool Program	07/01/24-06/30/25	\$19.75/hr.
Christopher Gulick	VA Coordinator	VRC	07/01/24-06/30/25	\$21.58/hr.
Julian Haddad	Special Project	SEA	07/01/24-06/30/25	\$28.00/hr.
Jon Harris	Assistant Coach - Baseball	General	07/18/24-06/30/25	\$22.00/hr.
Brian Houle	Assistant Coach - Baseball	General	07/18/24-06/30/25	\$22.00/hr.
Henry Ingle	Public Safety Officer	General	07/01/24-06/30/25	\$26.00/hr.
LaNae Jaimes	Rising Scholars PTK	Rising Scholars	07/01/24-06/30/25	\$81.95/hr.
LaNae Jaimes	Program Review Coordinator	General	07/01/24-06/30/25	\$81.95/hr.
Makayla Johnson	AAMP Outreach Specialist	SEA	07/18/24-06/30/25	\$19.75/hr.
Makayla Johnson	Assistant Coach - Volleyball	General	07/18/24-06/30/25	\$22.00/hr.
Bernadette Kawazoe	Administrative Assistant III	General 50%; SEA 50%	07/01/24-06/30/25	\$18.91/hr.
Kyle Keifer	Special Project	Equitable Placement	07/18/24-12/30/24	\$26.00/hr.
Kenneth Kramer	Special Project	General	07/01/24-06/30/25	\$75.00/hr.
Grace Lee	Assistant Athletic Coach - Soccer	General	07/01/24-06/30/25	\$22.00/hr.
Karen Leung	CIRM Grant Internship Director	CIRM	07/01/24-06/30/25	\$69.90/hr.
Rene Lindsey	Student Services Generalist	VRC	07/01/24-06/30/25	\$18.91/hr.
James Long	DE Committee Member (Off- contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Jeanne Lorenz	POCR Shell Reviewee	Culturally Responsive Pedagogy	07/01/24-08/08/24	\$1,500.00 (Lump Sum)
James Macmullen (correction)	Special Project	General	07/01/24-05/30/25	\$45.00/hr.
Laura Maghoney	DE Coordinator Summer (July/Aug)	General	07/01/24-08/08/24	\$78.90/hr.
Laura Maghoney	POCR Shell Reviewee	Culturally Responsive Pedagogy	07/01/24-08/08/24	\$1,500.00 (Lump Sum)
Laura Maghoney	DE Committee Member (Off- contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Lorna Marlow-Munoz	DE Committee Member (Off- contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Lorna Marlow-Munoz	POCR Shell Reviewee	Culturally Responsive Pedagogy	07/01/24-08/08/24	\$1,500.00 (Lump Sum)
Will Martinelli	Math Instructor in ASTC	Equitable Placement (AB705)	08/12/24- 06/30/25	\$78.90/hr.
Marcie McDaniels	Special Project	SEA	07/01/24-06/30/25	\$78.50/hr.
Samuel McKinney	Athletic Assistant	General	07/18/24-06/30/25	\$17.50/hr.
Quinton Mendoza	Assistant Coach - Swim & Diving	General	07/18/24-06/30/25	\$22.00/hr.
Sophia Mempin	ELC Programs Specialist	Gen Childcare Cont	07/01/24-06/30/25	\$19.75/hr.

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

July 17, 2024

Page 5

Short-Term/Temporary/Substitute (continued)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Humberto Mendez Valadez	Special Project	SEA	07/18/24-06/30/25	\$28.00/hr.
Sally Morales	ELC Specialist	California State Preschool Program	07/01/24-06/30/25	\$19.75/hr.
Maire Morinec	Nursing Program Administration	General	07/15/24-08/09/24	\$2,000 .00 (Lump Sum)
Nazia Mostafa	PD Coordinator	General	07/01/24–08/02/24	\$81.95/hr.
Sarah Nordin	DE Committee Member (Off- contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Sarah Nordin	POCR Shell Reviewee	Culturally Responsive Pedagogy	07/01/24–08/08/24	\$1,500.00 (Lump Sum)
Jacob Perez (correction)	Custodian	General	05/16/24-06/30/24	\$16.00/hr.
Mia Pimentel	Assistant Coach - Volleyball	General	07/18/24-06/30/25	\$22.00/hr.
Presley Pullin	ELC Specialist	California State Preschool Program	07/01/24-06/30/25	\$19.75/hr.
Rachel Purdie	DE Committee Member (Off- contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Melissa Reeve	Faculty	Guided Pathways	07/01/24-09/30/24	\$78.90/hr.
Elizabeth Roark	Assistant Coach - Women's Basketball	General	07/18/24-06/30/25	\$22.00/hr.
Elizabeth Roark	AAMP Outreach Specialist	SEA	07/18/24-06/30/25	\$19.75/hr.
Randy Robertson	Math Instructor in ASTC	Equitable Placement (AB705)	07/01/24-06/30/25	\$78.90/hr.
Tyler Robertson	ADJ Nursing Orientation	General	07/18/24-06/30/25	\$57.74/hr.
Diane Roszel	Student Services Generalist	SEA	07/01/24-06/30/25	\$18.91/hr.
Marilyn Rovira	Administrative Assistant III	General	07/01/24-06/30/25	\$18.91/hr.
Michael Rowe	Public Safety Officer	General	07/01/24-06/30/25	\$26.00/hr.
Michelle Ruiz	Student Services Generalist	SEA	07/01/24-06/30/25	\$18.91/hr.
David Schweitzer	Pride Center Coordinator	LGBTQ+	08/05/24-06/30/25	\$60.05/hr.
Josh Scott	Academic Senate	General	07/01/24-07/31/24	\$2,500.00 (Lump Sum)
Sierra Shackelford	AAMP Outreach Specialist	SEA	07/18/24-06/30/25	\$19.75/hr.
Ricky Silva	Assistant Coach - Swimming	General	07/18/24-06/30/25	\$22.00/hr.
Kyle Stafford	Assistant Coach - Baseball	General	07/18/24 - 06/30/25	\$22.00/hr.
Kyle Stafford	AAMP Outreach Specialist	SEA	07/18/24-06/30/25	\$19.75/hr.
Erika Stoffel	Welding Lab Tech	Strong Workforce	07/01/24-06/30/25	\$20.17/hr.
Robin Sytsma	DE Committee Member (Off- contract work)	Culturally Responsive Pedagogy	07/25/24-07/25/24	\$1,000.00 (Lump Sum)
Ann Talamantes- Ristow	Assistant Coach - Women's Basketball	General	07/18/24-06/30/25	\$22.00/hr.
Rachel Taylor	ELC Assistant	Child Care Food; CA State Preschool	07/01/24-06/30/25	\$18.91/hr.
Chor Thao	Rising Scholar Faculty Coordinator	Rising Scholars	07/01/24–08/02/24	\$2,075 Lump Sum
Nick Turney	Rising Scholar Faculty Coordinator	Rising Scholars	07/01/24–08/02/24	\$2,075 Lump Sum

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

July 17, 2024

Page 6

Short-Term/Temporary/Substitute (continued)

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant</u>	<u>Effective</u>	<u>Amount</u>
Branwen Vang	Student Services Generalist	SEA	07/01/24-06/30/25	\$18.91/hr.
Juwan Vartanian	ELC Specialist	Gen Childcare Cont	07/18/24-06/30/25	\$19.75/hr.
Rayna Velasquez	ELC Assistant	Gen Childcare Cont	07/01/24-06/30/25	\$18.91/hr.
Angel Verdejo	Teaching Apprentice	SEA	07/01/24-06/30/25	\$22.00/hr.
Jacqlyn Vetter	Canvas Accessibility Reviewer	Culturally Responsive Pedagogy	07/01/24-08/08/24	\$65.65/hr.
Helymar Walter	VA Coordinator	VRC	07/01/24-06/30/25	\$21.58/hr.
Stephen Watkins	Community College Pathway to Law School Coordinator	Cal LAW Round 2	08/05/24-06/30/25	\$81.95/hr.
Andrew Wesley	Assessment Coordinator	General	07/01/24-08/02/24	\$78.90/hr.
Victoria Warner	Administrative Assistant IV	General	07/18/24-06/30/25	\$19.75/hr.
Daniel Widger	Sworn Public Safety Sergeant	General	07/01/24-06/30/25	\$41.75/hr.
Curley Wikkeling- Miller	Center for Educational Excellence Coordinator	Culturally Responsive Pedagogy	07/01/24-08/08/24	\$2,000.00 (Lump Sum)
Bryant Williams	Sworn Public Safety Sergeant	General	07/01/24-06/30/25	\$41.75/hr.
Leon Williams	AAMP Outreach Specialist	SEA	07/18/24-06/30/25	\$19.75/hr.
Leon Williams	Assistant Coach - Men's BB	General	07/18/24-06/30/25	\$22.00/hr.
Michael Wyly	Rising Scholars PTK	Rising Scholars	07/01/24-06/30/25	\$78.90/hr.

RENEWAL OF FACULTY CONTRACTS

The following faculty have completed their **first contract year** and are recommended for a second contract pursuant to Education Code Section 87608:

<u>Name</u>	<u>School/Division</u>	<u>Hire Date</u>
Maureen Powers	School of Social and Behavioral Sciences	08/10/2023

The following faculty have completed their **second contract year** and are recommended for a third contract pursuant to Education Code Section 87609:

<u>Name</u>	<u>School/Division</u>	<u>Hire Date</u>
Erika Black	Counseling	08/04/2022
Kelvin Cheah	Counseling	08/04/2022
Toni Coleman	School of Career Technical Education	08/11/2022
Kimberly Coulter	Counseling	08/04/2022
Maria Isip-Bautista	School of Social and Behavioral Sciences	08/11/2022
Jessica Kuo	School of Mathematics and Science	08/11/2022
Rita Marcon	School of Mathematics and Science	08/11/2022
Amanda Morrison	School of Social and Behavioral Sciences	08/11/2022
Maura Rabbette	School of Mathematics and Science	08/11/2022
Matthew Schweitzer	School of Mathematics and Science	08/11/2022
Commodore St. Germaine	School of Mathematics and Science	08/11/2022

SOLANO COMMUNITY COLLEGE HUMAN RESOURCES CONSENT CALENDAR

Governing Board Meeting

July 17, 2024

Page 7

The following faculty have completed their **third year** within their third contract and no recommendation is necessary per Education Code Section 87609:

<u>Name</u>	<u>School/Division</u>	<u>Hire Date</u>
Wanda Butters	School of Career Technical Education	08/12/2021

Volunteer Assignment

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Tinita Vigil	Athletic Assistant	07/18/24-06/30/25
Nancy Villa Bermudez	Biology Lab Assistant	07/18/24-06/30/25

AGENDA ITEM 11.(c)
MEETING DATE July 17, 2024

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: WARRANTS – MAY 2024

REQUESTED ACTION:

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

SUMMARY:

Run Date	Type	Check Numbers	Total Amount
5/2/2024	AP Vendor Payments	11125980 - 11126075	\$720,823.88
5/2/2024	QC Vendor Payments	11126076	\$29,735.23
5/2/2024	QD Vendor Payments	11126077 - 11126079	\$774.30
5/2/2024	QE Vendor Payments	11126080 - 11126083	\$309,791.60
5/9/2024	AP Vendor Payments	11126084 - 11126179	\$282,210.18
5/9/2024	QD Vendor Payments	11126170	\$19,470.00
5/9/2024	QE Vendor Payments	11126181 - 11126185	\$25,782.08

CONTINUED ON NEXT PAGE:

STUDENT SUCCESS IMPACT:

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

Ed. Code: 70902 & 81656 Board Policy: 3240 Estimated Fiscal Impact: \$

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

Susan Wheat
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Susan Wheat, Finance and Administration

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: WARRANTS – MAY 2024

REQUESTED ACTION:

<input type="checkbox"/> Information	OR	<input checked="" type="checkbox"/> Approval
<input checked="" type="checkbox"/> Consent	OR	<input type="checkbox"/> Non-Consent

SUMMARY:

Run Date	Type	Check Numbers	Total Amount
5/16/2024	AP Vendor Payments	11126186 - 11126275	\$310,585.92
5/16/2024	QC Vendor Payments	11126276	\$900.00
5/16/2024	QD Vendor Payments	11126276	\$3,150.00
5/16/2024	QE Vendor Payments	11126278 - 11126290	\$193,211.01
5/23/2024	AP Vendor Payments	11126291 - 11126380	\$325,508.66
5/23/2024	QE Vendor Payments	11126381 - 11126390	\$426,726.05
5/30/2024	AP Vendor Payments	11126391 - 11126513	\$394,677.40
5/30/2024	QE Vendor Payments	11126515 - 11126516	\$879,973.45
Total Vendor Payments			\$3,923,319.76

Bank Code Glossary:

AP – General Fund account (Unrestricted and Restricted Funds)
CP – Capital Projects Fund account (Fund 41)
QC – Measure Q Series C account (Fund 42, Series C)
QD – Measure Q Series D account (Fund 42, Series D)
QE – Measure Q Series E account (Fund 42, Series E)
RF – Revolving Fund account (Unrestricted and Restricted Funds)

AGENDA ITEM 11.(d)
MEETING DATE July 17, 2024

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

TO: Members of the Governing Board

SUBJECT: WARRANTS – JUNE 2024

REQUESTED ACTION:

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

SUMMARY:

Run Date	Type	Check Numbers	Total Amount
6/6/2024	AP Vendor Payments	11126517 - 11126637	\$610,932.59
6/6/2024	QC Vendor Payments	11126638 - 11126639	\$7,935.19
6/6/2024	QD Vendor Payments	11126640	\$2,412.00
6/6/2024	QE Vendor Payments	11126641 - 11126648	\$144,294.25
6/13/2024	AP Vendor Payments	11126649 - 11126729	\$386,519.38
6/13/2024	QE Vendor Payments	11126730	\$3,200.00
6/20/2024	AP Vendor Payments	11126731 - 11126811	\$424,803.70

CONTINUED ON NEXT PAGE:

STUDENT SUCCESS IMPACT:

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

Ed. Code: 70902 & 81656

Board Policy: 3240

Estimated Fiscal Impact: \$

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance and Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

TELEPHONE NUMBER

Susan Wheet, Finance and Administration

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

AGENDA ITEM 11.(d)
MEETING DATE July 17, 2024

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

TO: Members of the Governing Board

SUBJECT: WARRANTS – MAY 2024

REQUESTED ACTION:

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

SUMMARY:

Run Date	Type	Check Numbers	Total Amount
6/20/2024	QD Vendor Payments	11126812	\$786.25
6/20/2024	QE Vendor Payments	11126813 - 11126827	\$831,557.69
6/20/2024	QF Vendor Payments	11126828	\$36,062.50
6/25/2024	AP Vendor Payments	11126829 - 11126950	\$604,716.66
6/25/2024	QD Vendor Payments	11126951	\$1,477.50
6/25/2024	QE Vendor Payments	11126952 - 11126970	\$856,298.51
6/28/2024	RF Vendor Payments	13003851 - 13003935	\$588,468.64
Total Vendor Payments			\$4,499,464.86

Bank Code Glossary:

AP – General Fund account (Unrestricted and Restricted Funds)
CP – Capital Projects Fund account (Fund 41)
QC – Measure Q Series C account (Fund 42, Series C)
QD – Measure Q Series D account (Fund 42, Series D)
QE – Measure Q Series E account (Fund 42, Series E)
RF – Revolving Fund account (Unrestricted and Restricted Funds)

**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 Wheet, Vice President

<u>Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
Campus Credit LLC	Vendor to provide renewal of license grants for the use of CATEMA System Site including configuration, site hosting, orientation for the system manager, and standard technical support.	07/01/24-06/30/25	Not to Exceed \$1,800.00
DJ Coco	Vendor to perform music and DJ services at the Black Family Barbecue on 8/17/2024	08/17/24-08/17/24	Not to Exceed \$600.00
Emergent	Vendor to provide standard licensing for Red Hat Enterprise Linux for Virtual Datacenters including a one-year subscription of extended life cycle support for unlimited users	06/29/24-06/28/25	Not to Exceed \$28,280.00
Instructure	Vendor to provide license for OEI Individual School Phone Support for students and faculty	07/01/24-06/30/25	Not to Exceed \$6,025.82
James Thomas Media	Vendor provided media services for 2024 Registered Nursing Program Graduation including live streaming, equipment rental, and post-production services.	05/23/24-05/23/24	Not to Exceed \$6,800.00
James Thomas Media	Vendor provided media services for 2024 Graduation including sound, recording, equipment rental, secondary internet network, and setup/strike services.	05/23/24-05/23/24	Not to Exceed \$18,550.00

Susan Wheet
Vice President,
Finance & Administration

July 5, 2024

Date Submitted

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

Date Approved

CONTRACT SERVICES AGREEMENTS (CONTINUED)

Finance and Administration
Susan Wheet, Vice President

<u>Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
James Thomas Media	Vendor provided photography and live streaming services for 2024 Graduation.	05/23/24-05/23/24	Not to Exceed \$9,500.00
Johnston Nonprofit Solutions	Consultant to provide fundraising, scholarships, outreach, and administrative support for the SCC Education Foundation and Alumni Association for up to 960 billable hours.	07/01/24-06/30/25	Not to Exceed \$86,400.00 (Revised)
Konica Minolta	Vendor to provide a Konica Minolta bizhub C3351i copier and accessories for Financial Aid/EOPS.	07/01/24/07/31/24	Not to Exceed \$2,579.53
Pacific Sierra Board of Officials	Vendor to provide officiating services for Fall 2024 volleyball scrimmages and home games held at Solano Community College. Services include Referees, line judges, and scorers.	08/16/24-12/31/24	Not to Exceed \$9,727.50
West Coast Intercollegiate Soccer Officials Association	Vendor to provide officiating services for Fall 2024 volleyball scrimmages and home games held at Solano Community College. Services include Referees, line judges, and scorers.	08/16/24-06/30/25	Not to Exceed \$5,300.00

CONTRACT SERVICES AGREEMENTS

Technology Services
Jon Cornelison, Vice President

<u>Name</u>	<u>Description</u>	<u>Effective</u>	<u>Amount</u>
Amanda Carpenter	Consultant to provide instructional design to create approximately 20 training videos including research, recording, editing, creating custom graphics, and uploading videos, which will be approximately 1 to 3 minutes in length per video. Consultant will also provide custom graphics for step-by-step guides to accompany the videos at the rate of \$65 per hour.	07/18/24-06/30/25	Not to Exceed \$25,000.00
Kai Partners	Vendor to provide a comprehensive information security program for ensuring compliance with Gramm-Leach-Bliley Act (GLBA) regulations and safeguarding sensitive student data. Vendor will provide tailored security policies, security requirements, outline security protocols, and guidelines for safeguarding financial information.	07/18/24-06/30/25	Not to Exceed \$26,000.00

PERSONAL SERVICES AGREEMENTS

Student Services

Lisa Neeley, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
ABC Health & Safety	Vendor to present CPR and First Aid Certification at Foster Kinship Care Education (FKCE) program during FY 2024-25 at the rate of \$75 per certification.	07/01/24-06/30/25	Not to Exceed \$10,000.00
Brian Bedford	Consultant to provide DEI and Anti-racism focused workshops and consultation for athletics, Academic Counseling, Early Learning Center, Technology Services, Fiscal, and Human Resources.	07/18/24-06/30/25	Not to Exceed \$50,000.00
Blue Peace Fieldworks LLC	Vendor to present RFA+ workshops for the Foster Kinship Care Education (FKCE) program during FY 2024-25 at the rate of \$250.00 per workshop	07/01/24-06/30/25	Not to Exceed \$6,000.00
Reginald Caldwell	Consultant to provide wellness consultation and workshop facilitation to include employee cohort workshops, justice impacted students, and Student Services categorical programs.	07/18/24-06/30/25	Not to Exceed \$50,000.00
Davin's Interpreting Services	Vendor to provide interpreting and captioning services for deaf and hard of hearing students in the ASC program.	07/01/24-12/31/24	Not to Exceed \$20,000.00
Richard Delaney	Vendor to present Zoom workshops for the Foster Kinship Care Education program at the rate of \$375 per session.	07/01/24-06/30/25	Not to Exceed \$4,500.00
Eaton Interpreting	Vendor to provide interpreting and captioning services for deaf and hard of hearing students in the ASC program.	07/01/24-12/31/24	Not to Exceed \$25,000.00
Interpreting Consulting Services	Vendor to provide interpreting and captioning services for deaf and hard of hearing students in the ASC program and human Resources.	07/01/24-12/31/24	Not to Exceed \$150,000.00
Dorothea Nicholson	Consultant to administer the Foster Kinship Care Education (FKCE) program in FY 2024-25, coordinating and overseeing a minimum of 500 hours of training. Will attend regional and state meetings as required, maintain an effective advisory council, maintain relationships with Solano/Napa Foster Parent groups, and provide program reports.	07/01/24-06/30/25	Not to Exceed \$143,319.00
Sylvia Robinson	Consultant to provide coaching and leadership development to new college managers, providing on-site trainings and one-on-one coaching sessions.	07/01/24-06/30/25	Not to Exceed \$60,000.00

PERSONAL SERVICES AGREEMENTS (CONTINUED)

Student Services
Lisa Neeley, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Diana Rosales	Vendor to present RFA+ classes in Spanish for the Foster Kinship Care Education (FKCE) program during FY 2024-25; each session billed at \$250 with up to 40 sessions. Vendor to provide handouts and class materials.	07/01/24-03/31/25	Not to Exceed \$10,000.00
RSS Consulting	Consultant to provide equity leadership training and consultation to campus constituencies including equity leadership development, DEI recommendations, support of Teaching4Equity faculty leadership, professional development & support for mid and senior level administration, HR hiring process evaluation, and professional development training for academic groups.	07/18/24-06/30/25	Not to Exceed \$136,500.00
Christian Villanueva	Vendor to provide photography services at EquityFest on May 5, 2024.	05/04/24/05/4/24	Not to Exceed \$400.00
Virginia Wimmer	Consultant to provide workshop on accessing and maximizing benefits tailored specifically to women veterans.	06/12/24-06/12/24	Not to Exceed \$450.00

PERSONAL SERVICES AGREEMENTS

Academic Affairs
David Williams, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Sarah Harmon	Vendor to present a keynote address regarding DEIA Inclusive Media at the Distance Education Committee Retreat on 07/25/2024. Rates inclusive of presentation, preparation, and travel expenses.	07/25/24-07/25/24	Not to Exceed \$1,500.00

**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

SUMMARY: 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.

<u>Asset Number</u>	<u>Description</u>	<u>Location</u>	<u>Original Value</u>
Unknown	Basketball uniform items circa 1990 (Qty=23)	1700A	Unknown
Unknown	Damaged black jerseys (Qty=3)	1700A	Unknown
Unknown	Damaged Practice jerseys (Qty=2)	1700A	Unknown
Unknown	Damaged/dated blue/white shorts (Qty=31)	1700A	Unknown
Unknown	Damaged white jerseys (Qty=10)	1700A	Unknown

CONTINUED ON NEXT PAGE

STUDENT SUCCESS IMPACT:

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

<i>Government Code:</i>	<i>Board Policy: 3350</i>	<i>Estimated Fiscal Impact: 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

Kellie Sims Butler, Ph.D.
Superintendent-President

July 5, 2024

Date Submitted

July 17, 2024

Date Approved

SOLANO COMMUNITY COLLEGE
 FINANCE & ADMINISTRATION CONSENT CALENDAR
 Governing Board Meeting
 July 17, 2024
 Page 2

<u>Asset Number</u>	<u>Description</u>	<u>Location</u>	<u>Original Value</u>
6428457	Time Stamp (E-waste)	Unknown	Unknown
22642	Typewriter (E-waste)	Unknown	Unknown
Unknown	Power Supply (E-waste)	Unknown	Unknown
Unknown	Lift pro Jack/oil removed/scrap metal (Qty=2)	Unknown	Unknown
Unknown	Clay Mixer Motor C94X025R058M	Unknown	Unknown
19246	Metrologic Neon Laser	Unknown	Unknown
15224	Heathkit Decade Resistance box	Unknown	Unknown
00373	Cenco Random Motion Machine	Unknown	Unknown
20203	Ealing Spark Source	Unknown	Unknown
00585	Graflex Projector	Unknown	Unknown
10193 / 01374	Hot plates	Unknown	Unknown
2789	Coleman lantern	Unknown	Unknown
01206	Broken panel w/ SCC Tag	Unknown	Unknown
2488 / 2589 / 2590	Geology Cabinets – short (Qty=3)	Unknown	Unknown
2591 / 2592 / 2593	Geology Cabinets – short (Qty=3)	Unknown	Unknown
2585 / 2586 / 2587	Geology Cabinets – tall (Qty=3)	Unknown	Unknown
03449	Cenco Vibrating Wire Apparatus	Unknown	Unknown
2992	Long Metal Rod with small holes	Unknown	Unknown
Unknown	Step Bridge	200	ELC
Unknown	Table	200	ELC
Unknown	Plastic Doll Bassinet	200	ELC
Unknown	Blue Children’s Walking Cart	200	ELC
Unknown	Mirrored Shelf	200	ELC
T-2633	Bizhub copier C3350	400	EOPS

Acceptance of these disposals is recommended at this time.

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.	Quantity	Description	For Surplus Items Only	
			Building No.	Room No.
	23	OLD BLUE BASKETBALL UNIFORMS (1990's) and WARMUPS. Assortment, not sets.	1700	1750
	3	BLACK JERSEYS (NO SET), DAMAGED		
	2	PRACTICE JERSEYS BASKETBALL, NO SET, DAMAGED.		
	17	BLUE OLD SHORTS (1990's), DAMAGED, DATED, and NO SETS.		
	14	WHITE SHORTS. DATED, DAMAGED, NO SETS.		
	10	WHITE JERSEYS (ASSORTMENT) DAMAGED.		

Action Performed by Diego Reyes

Date 5/28/24

Division or Organizational Unit Athletics

Approved by [Signature]
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. _____ Room No. _____

Comment _____

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
	Broken athletics chairs. Quantity: 3	1700	1750
	Athletic Room Bath seat, Broken; Q: 1		

Action Performed by Diego Reyes Date 5/28/24

Division or Organizational Unit Athletics

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. _____ Room No. _____

Comment _____

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
	OLD DESTROYED UNIFORMS	1700	1750
	OUTDOOR BASKETBALL HOOP (DAMAGED AND UNREPAIRABLE)		
	VOLLEYBALL PADS		
	CANOPY FRAME (BROKEN)		

Action Performed by Diego Reyes Date 5/28/24

Division or Organizational Unit Athletics

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. 200 Room No. outside 2nd gate

Comment

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
N/A	Step bridge		
N/A	table		
N/A	plastic baby doll bassinet		
unknown	blue children's walking cart		
unknown	mirrored shelf		

Action Performed by

Sabrina Drake

Date

6/27/24

Division or Organizational Unit

ELC

Approved by

Sabrina Drake
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 College Equipment

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:

(Check only one)

If you have items that fall into more than one category, please prepare a separate sheet for items in each category.

- ☐ Returned to vendor (attach to yellow copy of approved form) ☐ Transfer to (Location) Bldg. No. , Room No.
- ☐ Lost or stolen (attach copy of theft report form)
- ☐ To be donated, auctioned as surplus or properly disposed
- ☐ To be destroyed or broken up for parts

☒ Trade-in or sale in lieu of trade-in list P.O. number and vendor **Konica-Minolta P0242004**

Comment:	Konica-Minolta printer-copier to be replaced with a newer model on 6/27
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Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
T-2633	Bizhub copier C3350 (to be replaced with Bizhub C3351i)		

Note:

Action Performed by _____ Date: _____

Division or Organizational Unit: Student Services → Financial Aid/EOPS/NextUp

Approved by: Patrick Scott Patrick Scott Date: 6/26/2024
Unit Manager or Division Dean

For District Facilities Office Use

For Surplus Items:

Board authorization to sell _____

Invoice/receipt number and date _____

Distribution: District Director of Facilities, Duplicate for your files, Fixed Asset Disposition and Trade-in

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)

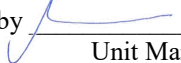
Bldg No. _____ Room No. _____

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 College Equipment

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:

(Check only one)

If you have items that fall into more than one category, please prepare a separate sheet for items in each category.

- ☐ Returned to vendor (attach to yellow copy of approved form) ☐ Transfer to (Location) Bldg. No. _____, Room No. _____
- ☐ 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

Comment: _____

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
19246	Metrologic, Neon Laser		
15224	Heathkit, Decade Resistance Box		
00373	Cenco, Cat No 77722, Random Motion Machine		
20203	Ealing, Spark Source		
00585	Graflex, Projector		
10193	Corning, Hot Plate		
01374	Cenco, Hot Plate		
2789	Coleman, Lantern		
2087/02393	Angle Centrifuge		

Note: If the item is too destroyed or broken-up for parts it will be taken to the recycle area and will not require pickup by the warehouse, unless so noted on this sheet.

Action Performed by: Joshua Ang  Date 06/05/2024

Division or Organizational Unit: Math and Science

Approved by: Joseph M. B.  Date 06/10/2024
Unit Manager or Division Dean

For District Facilities Office Use

For Surplus Items:

Board authorization to sell _____

Invoice/receipt number and date _____

Distribution: District Director of Facilities, Duplicate for your files, Fixed Asset Disposition and Trade-in



Solano Community College District Disposition, Transfer or Trade-In College Equipment

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:

(Check only one)

If you have items that fall into more than one category, please prepare a separate sheet for items in each category.

- ☐ Returned to vendor (attach to yellow copy of approved form) ☐ Transfer to (Location) Bldg. No. _____, Room No. _____
- ☐ 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

Comment:	
----------	--


Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
01206	???, broken panel with an SCC tag		
2588 2589 2590	Geology Cabinets (short) - 1		
2591 2592 2593	Geology Cabinets (short) - 2		
2585	Geology Cabinets (tall) - 3		
2586	Geology Cabinets (tall) - 4		
2587	Geology Cabinets (tall) - 5		
03449	Cenco, Vibrating Wire Apparatus		
2992	Long Metal Rod with small holes		

Note: If the item is too destroyed or broken-up for parts it will be taken to the recycle area and will not require pickup by the warehouse, unless so noted on this sheet.

Action Performed by: Joshua Ang 

Date 06/05/2024

Division or Organizational Unit: Math and Science

Approved by: 
Unit Manager or Division Dean

Date 06/10/2024

For District Facilities Office Use

For Surplus Items:

Board authorization to sell _____

Invoice/receipt number and date _____

Distribution: District Director of Facilities, Duplicate for your files, Fixed Asset Disposition and Trade-in

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

TO: Members of the Governing Board

**SUBJECT: NOTICE OF COMPLETION FOR CONSTRUCTION
SERVICES FOR THE INFORMATION TECHNOLOGY
INFRASTRUCTURE – DISTRICT-WIDE WIRELESS
ACCESS POINT AND ENCLOSURES PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the Information Technology Infrastructure – District-wide Wireless Access Point and Enclosures Project Notice of Completion. On January 17, 2024, a contract for the amount of \$115,379 was awarded to Integrity Data & Fiber, Inc., (IDF) for the Information Technology Infrastructure - District-wide Wireless Access Point and Enclosures Project. The scope of work includes replacement and upgrade of one hundred and nine (109) external access points and enclosures and three hundred thirteen (313) internal access points.

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

<i>Ed. Code: NA</i>	<i>Board Policy: NA</i>	<i>Estimated Fiscal Impact: \$0</i>
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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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

RECORDING REQUESTED BY:

When recorded mail to:

Lucky Lofton, 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: 7/17/2024
7. The Project Name & Number are Information Technology Infrastructure – District-wide Wireless Access Point and Enclosures Project
8. DSA Number (if applicable) N/A
9. The contractor for such work of modernization is Integrity Data & Fiber, Inc. (IDF)
10. The name of the contractor's Surety Co. is The Ohio Casualty Insurance Company
11. The date of contract between the contractor and the above owner is 1/17/2024
12. The street address of said property is 4000 Suisun Valley Road, Fairfield, CA 94534; 545 Columbus Parkway, Vallejo, CA 94591; 1687 North Ascot Parkway, Vallejo, CA 94591; 2001 North Village Parkway, Vacaville, CA 95688; 2000 North Village Parkway, Vacaville, CA 95688; 281 County Airport Road, Vacaville, CA 95688
13. APN # 0027-242-110; 0133-180-160; 0129-240-020; 0081-800-340; 0183-080-050
14. The property on which said work of modernization was completed is in the City of Fairfield, Vallejo and Vacaville, County of Solano, State of California, and is described as follows: replacement and upgrade of 109 external access points and enclosures and 313 internal access points.

Date

Signature of Owner – Dr. Kellie Sims Butler

Solano Community College District

Verification

I, undersigned, say:

I am Justin Howell, Project Manager

("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.

RECORDING REQUESTED BY:

(City or Town where signed)

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

TO: Members of the Governing Board

SUBJECT: APPROVAL OF NEW BOARD POLICY 4305 VIOLENCE-FREE WORKPLACE

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 approval of 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

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

Salvatore Abbate
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7281

TELEPHONE NUMBER

Kellie Sims Butler, Ph.D.
Superintendent-President

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

July 17, 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:

AGENDA ITEM 13.(b)
MEETING DATE July 17, 2024

**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>
Karen Mitchell	Human Resources Generalist 24 years 8 months service with SCC	07/12/2024

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

<i>Ed. Code: 24205</i>	<i>Board Policy: 4400</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Salvatore Abbate
Human Resources

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

ADDRESS

707-864-7263

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

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

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

TO: Members of the Governing Board

**SUBJECT: SOLANO COMMUNITY COLLEGE DISTRICT AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,
CHAPTER #211 MOU AGREEMENT**

REQUESTED ACTION:

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

SUMMARY:

A memorandum of understanding (MOU) was reached between the District and the California School Employees Association, Chapter #211 for a salary schedule increase. The salary schedule increase will be a pass through of 1% of the Cost-of-Living Adjustments from the May revise budget proposal. Please see the attached MOU.

It is recommended that the Board of Trustees accept the MOU language.

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

Government Code: 3547

Board Policy: 2010

*Estimated Fiscal Impact: Pass Through
of 1% of COLA*

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

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Memorandum of Understanding
Solano Community College District
And

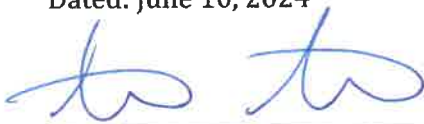
California School Employees Association, Solano College Chapter No. 211

This Memorandum of Understanding (MOU) is entered into on June 10, 2024, by and between the Solano Community College District (District) and California School Employees Association and it's Solano College Chapter No. 211 (CSEA).

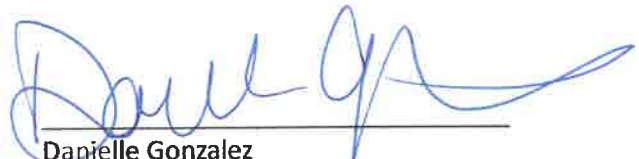
The parties agree with the following:

1. District and CSEA previously agreed to forgo bargaining on 2024-25 reopeners, and only bargain on Cost-of-Living Allowance (COLA) based on the May revise, and/or year-end savings to the 2023-24 budget. May revise projected COLA at 1.07% for 2024-25.
2. District and CSEA agree to add 1% of the COLA from the Governors May 2024 revise to the budget to the CSEA salary schedule. This salary increase will be an ongoing increase to the salary schedule.
3. District and CSEA agree that if the members ratify this agreement by July 10, 2024, the increase will be effective July 1, 2024. If the members ratify this agreement after July 10, 2024, the increase will take effect on the next available payroll cycle and will not be retroactive.
4. District and CSEA agree that .07% of the COLA will be used to offset the increased costs of health and welfare benefits.
5. This is a non-precedent setting MOU.

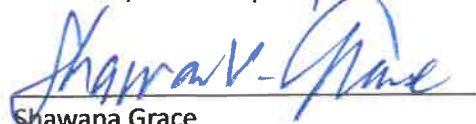
Dated: June 10, 2024



Sal Abbate
Chief Negotiator, SCCD



Danielle Gonzalez
President, CSEA Chapter 211



Shawana Grace
Labor Relations Representative, CSEA

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

TO: Members of the Governing Board

**SUBJECT: NEW CLASSIFIED MANAGER JOB DESCRIPTION: IT
PROJECT MANAGER**

REQUESTED ACTION:

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

SUMMARY:

The following job description is presented for Governing Board approval. This position under the direction of the assigned supervisor, this project manager position (non-supervisory) plans and delivers technology solutions through the implementation and use of project management best practices, methodologies, and tools. The position will be placed on the Manager salary schedule at a range 48 and will be funded from the Chancellor office network security funding and Student Equity and Success funding.

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: \$115,399.56
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

Kellie Sims Butler, Ph.D.
Superintendent-President

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT CLASS SPECIFICATIONS

CLASS TITLE: IT Project Manager (Classified Manager)

Under the direction of the assigned supervisor, this project manager position (non-supervisory) plans and delivers technology solutions through the implementation and use of project management best practices, methodologies, and tools. Responsible for managing multiple district-wide projects that meet stakeholder requirements and are delivered on time and within budget.

REPRESENTATIVE DUTIES

Essential duties and responsibilities include the following. Other job-related duties may be assigned.

1. Plans and coordinates activities of technology projects to ensure that goals and objectives of projects are accomplished on schedule and within budget.
2. Reviews project proposals and then develops a project charter, feasibility analysis, communication plan, project schedule, staffing requirements and makes recommendations to management for the allocation of available departmental resources to various project phases.
3. Establishes, validates, and adjusts project schedules as needed; conducts project audits and walkthroughs; reviews project deliverables; coordinates and facilitates meetings with users and staff regarding proposed and current business processes related to the project; coordinates project activities with other district office and college departments.
4. Establishes standards and procedures for project reporting; provides project reports for management, stakeholders, or others; develops and implements communications strategies to ensure timely information is provided to ITS management and stakeholders.
5. Evaluates each project and implements the most appropriate IT project management methodology including Waterfall, Agile, Kanban and Scrum.
6. Develops project documentation in collaboration with project sponsor and involved stakeholders.
7. Makes recommendations to management for the selection of project team members; confers with project staff to outline the project and associated work; track project work assigned to technical staff to meet project goals. This position does not supervise staff.
8. Monitor project budgets.
9. Continuously identify, evaluate, and mitigate project issues and risks.
10. Provide encouragement and motivation to project team members throughout the project life cycle.
11. Develop skills and abilities of assigned project team members by providing or coordinating training.

12. Escalate to management any performance or personnel issues that arise during project execution.
13. Develop and help execute comprehensive change management strategy relative to project scope and stakeholders; orchestrate and lead change management to ensure project success.
14. Plan for and ensure satisfactory transition of care, custody, and control of the projects product upon completion.
15. Support development of organizational project management capability and develop a culture of project management throughout the District through training, mentoring and by example.
16. Participate in the development and continuous improvement of District project proposal, charters, plans, review, and prioritization processes.
17. Participate in the development, prioritizing, budgeting, and planning of projects, project portfolio management and related initiatives.
18. Perform other duties as assigned.

MINIMUM QUALIFICATIONS:

A bachelors degree in a related field and five years of experience, including two years of IT project management,

OR

Associate degree in a related field with seven years of experience, including four years of IT project management.

An active Project Management Professional (PMP) certificate may substitute for two years of experience.

AND

Sensitivity to and understanding of, the diverse academic, socioeconomic, cultural, linguistic, ethnic backgrounds and disabilities of community college students and staff.

PREFERRED QUALIFICATIONS

- Project Management Professional (PMP) certification.
- Experience using a project management tool such as Azure DevOps, JIRA, MS Project or Monday.com.
- Experience summarizing project status for executive leadership.
- Experience managing projects simultaneously.
- Experience coordinating projects with various stakeholders.

KNOWLEDGE, SKILLS, AND ABILITIES:

Principles and practices of effective project management based on the Project Management Body of Knowledge (PMBOK).

Processes and procedures related to the five project phases of Initiating, Planning, Executing, Monitoring and Controlling, and Closing.

IT Project management methodologies such as Waterfall, Agile, Scrum and Kanban.

Methods and techniques used in the installation, troubleshooting, upgrading and problem resolution of information systems.

Operational characteristics of various network/server systems, enterprise resource planning (ERP) systems, application packages and programming languages.

Methods and techniques of system design, programming, and software installation.

Principles and practices of data and telecommunication networking.

Principles and practices of current AV and smart classroom system integration

Apply knowledge of project management best practices to deliver high quality projects on-time, within budget, and in-scope.

Show resilience, diplomacy, influence, relationship building and problem-solving skills in various situations.

Strong teamwork and interpersonal skills

Excellent analytical, planning, and organizational skills

ABILITY TO:

Communicate effectively orally and in writing.

Set and manage customer expectations.

Demonstrated ability to drive successful project planning and execution.

Demonstrated ability to motivate staff and to apply skills and techniques to solve dynamic problems

Ability in developing and implementing strategies to identify and mitigate risks

Multitask and manage multiple small to large projects in a cross-functional environment.

Build and manage project plans and objectives and help develop project budgets.

Ability to train/mentor/coach staff in project management.

Be self-directed/driven.

Plan, coordinate, and oversee the implementation of multi-faceted work plans.

Analyze, evaluate, and assess the technological needs of the District.

Read and comprehend complex written and technical materials.

Work independently without supervision.

Understand and follow oral and written instructions.

Communicate clearly and concisely, orally and in writing.

Establish and maintain effective working relationships.

Stay abreast of emerging technologies, project management techniques, and external process changes by reading industry publications, attending training.

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 the 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. The employee in this classification may be 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 10 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. Some travel to/from the centers and main campus may be required. While performing the duties of this classification, the employee regularly works at a computer for long periods of time and is regularly exposed to interruptions and the hazards of working with video display terminals. Hours may include evenings and weekends.

Board Approved:

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: DISTRICT AND INTERNATIONAL UNION OF
OPERATING ENGINEERS, STATIONARY ENGINEERS-
LOCAL 39, JULY 1, 2024, THROUGH JUNE 30, 2027
SUCCESSOR CONTRACT

REQUESTED ACTION:

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

SUMMARY:

Tentative agreement has been reached between the District and the International Union of Operating Engineers, Stationary Engineers – Local 39 on the successor contract. The following summary of major provisions is included in this agenda item.

It is recommended that the Board of Trustees accept the disclosed information and approve the July 1, 2024, through Jun 30, 2027, contract with Local 39.

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

Government Code: 3547 Board Policy: 2010 Estimated Fiscal Impact: \$97,000 annually

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

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #1 TO OPTIMA
INSPECTIONS INC. FOR ADDITIONAL PROJECT
INSPECTION SERVICES FOR THE CENTRAL PLANT
REPLACEMENT PROJECT

REQUESTED ACTION:

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

SUMMARY:

On June 7, 2023 the Board approved a professional services contract to Optima Inspections Inc. for Division of the State Architect (DSA) Project Inspector Services for the District's Central Plant Replacement Project.

Board approval is now requested for Amendment #1 to increase the original professional services fee and to extend the duration of the Agreement with Optima Inspections Inc. for additional inspection services needed for this 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: NA Board Policy: NA Estimated Fiscal Impact: \$51,300 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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO OPTIMA
INSPECTIONS INC. FOR ADDITIONAL PROJECT
INSPECTION SERVICES FOR THE CENTRAL PLANT
REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The project duration and inspection effort has been greater than originally anticipated. Additional inspection services are required in order to keep the project moving forward. This additional scope of work is beyond the original scope of the Consultant.

Agreement Summary:

\$ 11,400.00 Original Contract Amount
\$ 51,300.00 Proposed Amendment #1
\$ 62,700.00 New Contract Amount

The Board is asked to approve this contract Amendment #1 to Optima Inspections Inc. in an amount not to exceed \$51,300.00.

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: CONTRACT AMENDMENT #1 TO OPTIMA
INSPECTIONS INC. FOR ADDITIONAL PROJECT
INSPECTION SERVICES FOR THE FAIRFIELD CAMPUS
SUBSTATION #3 & #4 REPLACEMENT PROJECT**

REQUESTED ACTION:

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

SUMMARY:

On June 7, 2023 the Board approved a professional services contract to Optima Inspections Inc. for Division of the State Architect (DSA) Project Inspector Services for the District's Fairfield Campus Substation #3 & #4 Replacement Project.

Board approval is now requested for Amendment #1 to increase the original professional services fee and to extend the duration of the Agreement with Optima Inspections Inc. for additional inspection services needed for this 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: NA Board Policy: NA Estimated Fiscal Impact: \$26,000 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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO OPTIMA
INSPECTIONS INC. FOR ADDITIONAL PROJECT
INSPECTION SERVICES FOR THE FAIRFIELD CAMPUS
SUBSTATION #3 & #4 REPLACEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The project duration and scope have increased since the Design-Build DSA Drawings were approved. Additional inspection hours are required to provide adequate project coverage. This additional scope of work is beyond the original scope of the Consultant.

Agreement Summary:

\$ 32,680.00 Original Contract Amount
\$ 26,000.00 Proposed Amendment #1
\$ 58,680.00 New Contract Amount

The Board is asked to approve this contract Amendment #1 to Optima Inspections Inc. in an amount not to exceed \$26,000.00.

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: CONTRACT AMENDMENT #1 TO BROOKTROUT
DESIGNS FOR THE B1400 AV MODERNIZATION
PROJECT

REQUESTED ACTION:

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

SUMMARY:

On September 6, 2023, the Board approved a Professional Services contract to BrookTrout Designs. Scope of services for the project include an analysis of the existing audio and video systems in the Student Center, design of a replacement system with professional estimate, Division of State Architect (DSA) coordination, and Construction Administration. Board Approval is now requested for Amendment #1, to extend the contract 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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO BROOKTROUT
DESIGNS FOR THE B1400 AV MODERNIZATION
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The consultant's original agreement stipulated a completion date through February 29, 2024. A time extension is now necessary to align the consultant's Construction Administration term with the General Contractor's anticipated closeout phase. Board approval is requested for Amendment #1, which includes a time extension through August 30, 2024.

Agreement Summary:

\$ 72,100.00	Original Contract Amount
\$ 0.00	Proposed Amendment #1
\$ 72,100.00	New Contract Amount

The contract amendment 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 #1 TO BROOKTROUT
DESIGNS FOR THE B600 GOVERNING BOARD ROOM
PROJECT

REQUESTED ACTION:

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

SUMMARY:

On January 17, 2024, the Board approved a Professional Services contract to BrookTrout Designs. Scope of services for the project include a study and new system design to support fully integrated web-casting infrastructure to accommodate Board of Trustee meeting live streaming in a hybrid environment. Board approval is now requested for Amendment #1, 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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 TO BROOKTROUT
DESIGNS FOR THE B600 GOVERNING BOARD ROOM
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The consultant's original agreement stipulated a completion date through April 30, 2024. A time extension is now necessary to align the consultant's Construction Administration term with the anticipated General Contractor's schedule. Board approval is requested for Amendment #1, which includes a time extension through September 30, 2024.

Agreement Summary:

\$	41,400.00	Original Contract Amount
\$	0.00	Proposed Amendment #1
\$	41,400.00	New Contract Amount

The contract amendment 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 #2 TO AEDIS ARCHITECTS
FOR ADDITIONAL PROFESSIONAL SERVICES FOR THE
BUILDING 1600 MODERNIZATION PROJECT**

REQUESTED ACTION:

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

SUMMARY:

On June 21, 2023 the Board approved a professional services contract to Aedis Architects for architectural services for the Fairfield Campus Building 1600 Modernization Project. On September 20, 2023 the Board approved Amendment No. 01 to increase the original professional services agreement with Aedis Architects for additional services.

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: \$25,245.00 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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #2 TO AEDIS ARCHITECTS
FOR ADDITIONAL PROFESSIONAL SERVICES FOR THE
BUILDING 1600 MODERNIZATION PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Board approval is now requested for Amendment #2 for additional design services needed for additional project scope.

Additional design services are required for the complete renovation of additional classrooms in Building 1600. Classrooms 1633 and 1634 will be combined into one larger classroom to meet the program requirements. This additional scope includes the complete renovation of these classrooms, which includes new casework, revised utilities, and new finishes. Included in this Amendment are all architectural/engineering design services needed for the completion of the new scope, DSA approval of this space, construction administration support, and close out.

The additional design work needed to complete this scope of work is beyond the original design scope of the Architect.

\$ 858,250.00 Original Contract Amount
\$ 40,425.00 Approved Amendment #1
\$ 25,245.00 Proposed Amendment #2
\$ 923,920.00 Proposed New Contract Amount

The Board is asked to approve this contract Amendment #2 to Aedis Architects in an amount not to exceed \$25,245.00.

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: CONTRACT AMENDMENT #2 TO HMR ARCHITECTS,
INC. FOR ADDITIONAL PROFESSIONAL SERVICES FOR
THE B1400 MODERNIZATION PROJECT (PHASE 1)

REQUESTED ACTION:

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

SUMMARY:

On October 18, 2023 the Board approved a professional services contract to HMR Architects, Inc. to provide Architectural/Engineering services for the B1400 Modernization Project Phase 1 Project on the Fairfield Campus. On December 20, 2023, Board approval was received for Amendment #1. Board approval is now requested for Amendment #2 to expand the scope of services to include a second round of bid phase support.

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: \$2,300 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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #2 TO HMR ARCHITECTS,
INC. FOR ADDITIONAL PROFESSIONAL SERVICES FOR
THE B1400 MODERNIZATION PROJECT (PHASE 1)**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The consultant fee on this project accounted for bid and advertising support for one procurement phase per scope. At the conclusion of the roof scope's initial bid phase, it was determined that the work should be re-bid. As a result, additional hours for bid support are being incorporated into the consultant fee via this Amendment #2.

\$ 104,600.00	Current Contract Amount
<u>\$ 2,300.00</u>	<i>Proposed Amendment #2</i>
\$ 106,900.00	<i>New Contract Amount</i>

The Board is asked to approve this contract Amendment #2 to HMR Architects, Inc. in the amount of \$2,300.00.

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: CONTRACT AMENDMENT #3 TO BROOKTROUT
DESIGNS FOR ADDITIONAL PROFESSIONAL SERVICES
FOR THE FAIRFIELD CAMPUS GYM AUDIO-VISUAL
ENHANCEMENT PROJECT

REQUESTED ACTION:

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

SUMMARY:

On December 21, 2022 the Board approved a professional services contract to BrookTrout Designs to provide Architectural/Engineering services for the Gym Audio-Video Enhancement Project on the Fairfield Campus. On May 17, 2023, Board approval was received for Amendment #1. On September 20, 2023, Board approval was received for Amendment #2. Board approval is now requested for Amendment #3 to extend the contract term.

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

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(707) 863-7855

TELEPHONE NUMBER

Lucky Lofton
VP, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 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 BROOKTROUT
DESIGNS FOR ADDITIONAL PROFESSIONAL SERVICES
FOR THE FAIRFIELD CAMPUS GYM AUDIO-VISUAL
ENHANCEMENT PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The consultant's original agreement stipulated a completion date through May 31, 2023. A time extension is now necessary to align the consultant's Construction Administration term with the General Contractor's anticipated closeout phase. Board approval is requested for Amendment #3, which includes a time extension through August 31, 2024.

Agreement Summary:

\$ 66,808.39	Current Contract Amount (including Amendments #1 and #2)
\$ 0.00	Proposed Amendment #3
\$ 66,808.39	New Contract Amount

The contract amendment 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 HMR ARCHITECTS, INC. FOR
THE BUILDING 1800B POWER/ELECTRICAL PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the award of a professional services agreement to HMR Architects, Inc. for Architectural Services for the Fairfield Campus B1800 Power/Electrical Project. This project consists of electrical improvements in Building 1800 to alleviate ampacity and circuit capacity issues.

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.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$55,650 Measure Q Funds

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

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

PRESENTER'S NAME

4000 Suisun Valley Road
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TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO HMR ARCHITECTS, INC. FOR
THE BUILDING 1800B POWER/ELECTRICAL PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The scope of work for the architectural team includes full architectural and engineering services for the electrical modernization of rooms 1801A, 1855, and 1876 in Building 1800. HMR Architects, Inc. issued a facility report on November 28, 2023, which determined there is adequate power throughout the complex, but panel loading is near capacity in the subject class rooms. The scope of services includes:

- Preparation of construction documents and specifications,
- Jurisdictional submission, review responses and plan revisions as needed,
- Advertising and bidding support, and
- Construction Administration services.

The Board is asked to approve a professional services contract with HMR Architects, Inc. in the amount not to exceed \$55,650.

The agreement 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 #2 TO MATRIX HG INC. FOR THE
FAIRFIELD CAMPUS CENTRAL PLANT REPLACEMENT
PROJECT

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Change Order #2 to Matrix HG Inc., for the Fairfield Campus Central Plant Replacement Project. On May 3, 2023, the Board approved an agreement with Matrix HG, Inc. for the Fairfield Campus Central Plant 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: NA Board Policy: NA Estimated Fiscal Impact: \$521,236.64 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
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TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 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 MATRIX HG INC. FOR THE
FAIRFIELD CAMPUS CENTRAL PLANT REPLACEMENT
PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

During the process of construction and RFI/Submittal review, the following changes needed to be made:

- COR 008.2: Construction Change Directive (CCD) #4 resulted in the need for additional piping supports and structural elements to properly distribute piping loads onto the building structure. This is additional scope not included in the original construction documents.
- COR 11.1: During the bidding phase a Hazardous Materials Report was not available. All contractors were directed to make assumptions in order to complete their bid. A Hazardous Materials Report has since been completed and additional remediation work was discovered. Contractor needed to perform spot removal of lead paint and the complete removal of asbestos containing drywall at the ceiling. This scope was not included in the original construction documents.
- COR 19.3: A temporary chiller was needed in order to provide cooling for the Fairfield Campus as construction of the permanent chillers is completed. Scope of work includes the procurement, installation, and rental fees for a 500 Ton Air Cooled Chiller. Cost includes a rental period of three months.

Matrix HG Inc.'s Change Order #2 request includes all the costs of both time and materials for the above listed items.

Following is a summary of the contract and impact of Change Order #2 if approved:

Original Contract Sum	\$ 8,409,836.64
Approved Change Orders	\$ 479,721.26
<i>Proposed Change Order #2</i>	<u>\$ 521,236.64</u>
<i>Proposed New Contract Amount</i>	\$ 9,410,794.54

The Board is asked to approve Change Order #2 to Matrix HG Inc., in the amount of \$521,236.64.

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 ALCAL SPECIALTY
CONTRACTING, INC. FOR CONSTRUCTION SERVICES
FOR THE B1400 MODERNIZATION PHASE I – ROOF
PROJECT

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for award of a contract to Alcal Specialty Contracting, Inc. for the B1400 Modernization Phase I – Roof Project. This project consists of replacement of the existing Bitumen Roof on Building 1400 with a new Single Ply TPA (reinforced, thermo-plastic membrane) Roof, installation of new roof hatches, and the incorporation of a new fall protection system.

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.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$1,357,196.50 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
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ADDRESS

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TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO ALCAL SPECIALTY
CONTRACTING, INC. FOR CONSTRUCTION SERVICES
FOR THE B1400 MODERNIZATION PHASE I – ROOF
PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sealed bids for this project were due on Thursday, June 27, 2024. The District received four (4) bids.

Bid results were as follows:

Contractor	Base Bid	Total Bid Amount *
Alcal Specialty Contracting, Inc.	\$1,233,815.00	\$1,357,196.50
Best Contracting Services, Inc.	\$1,269,650.00	\$1,396,615.00
Arthulia, Inc.	\$1,320,000.00	\$1,452,000.00
Pioneer Contractors, Inc.	\$1,980,000.00	\$2,178,000.00

*** Total Bid Amount includes 10% owner's allowance**

It was determined that Alcal Specialty Contracting, Inc., submitted the lowest responsible and responsive Base Bid. It is recommended that the Board award a contract to Alcal Specialty Contracting, Inc. for the Total Bid Amount of \$1,357,196.50.

The agreement 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 19SIX ARCHITECTS FOR
CONSULTANT SERVICES ON THE FAIRFIELD CAMPUS
SAND VOLLEYBALL PROJECT

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for award of a professional services contract to 19six Architects for full complete architectural and engineering design and construction administration for the Sand Volleyball Project on the Fairfield Campus.

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: \$149,550 Measure Q Funds

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

Lucky Lofton
Vice President, Facilities & Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
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ADDRESS

(707) 863-7855

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO 19SIX ARCHITECTS FOR
CONSULTANT SERVICES ON THE FAIRFIELD CAMPUS
SAND VOLLEYBALL PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The Board approved the award of a professional services contract to 19six Architects on March 20, 2024 for a campus assessment. The Consultant's scope of work included conceptual architectural and engineering design to determine the feasibility of constructing a sand volleyball complex on the Fairfield Campus. Site test fit layouts and an estimate of probable costs were produced at the conclusion of the study phase. 19six was requested to prepare a proposal for full-service design for the proposed 4-Court Complex on the Fairfield Campus.

The scope of services includes:

- Preparation of Construction Documents and Specifications
- Authority Having Jurisdiction Coordination and Approval
- Advertising and Bidding Support
- Construction Administration Services
- Storm Water Quality Reporting

The Board is asked to approve a professional services contract to 19six Architects in the amount of \$149,550.00

The agreement 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 ARTHULIA, INC. FOR
CONSTRUCTION SERVICES FOR THE CAMPUS-WIDE
INTERIOR REFRESH (PHASE 1B) PROJECT**

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for award of a contract to Arthulia, Inc. for the Campus-Wide Interior Refresh (Phase 1B) Project. This project consists of the full modernization of restrooms in Buildings 500 and 800 on the Fairfield Campus. The work also includes District standard signage at all restrooms, and replacement of current drinking fountains.

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.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$975,000.00 Measure Q Funds

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

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

PRESENTER'S NAME

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TELEPHONE NUMBER

Lucky Lofton
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VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO ARTHULIA, INC. FOR
CONSTRUCTION SERVICES FOR THE CAMPUS-WIDE
INTERIOR REFRESH (PHASE 1B) PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sealed bids for this project were due on July 3, 2024. The District received a total of three (3) bids for the Campus-Wide Interior Refresh (Phase 1B) Project.

Bids received were as follows:

<u>CONTRACTOR</u>	<u>BASE BID</u>	<u>TOTAL BID AMOUNT*</u>
ARTHULIA INC.	\$ 900,000.00	\$ 975,000.00
SWIERSTOK ENTERPRISE INC. DBA PRO BUILDERS	\$ 1,148,000.00	\$ 1,223,000.00
MURRAY BUILDING INC.	\$ 1,321,000.00	\$ 1,396,000.00

*Total Bid Amount includes a \$75,000 Owners Allowance.

It was determined that Arthulia, Inc. submitted the lowest responsible and responsive Base Bid. It is recommended that the Board award a contract to Arthulia, Inc. for the Total Bid Amount of \$975,000.00.

The agreement 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 PMP ENVIRONMENTAL
CONSULTING, INC. FOR PROFESSIONAL SERVICES
FOR THE BUILDING 1600 MODERNIZATION PROJECT

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for award of a contract to PMP Environmental Consulting, Inc. for the Building 1600 Modernization Project. The scope of work includes preparation of hazardous materials specifications, attendance of construction meetings, coordination with regulatory agencies, submittal review, daily ambient air sampling, monitoring of remediation work, and final air sampling.

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: \$27,190 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
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ADDRESS

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TELEPHONE NUMBER

Lucky Lofton
VP, Facilities & Executive Bonds Manager

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO PMP ENVIRONMENTAL
CONSULTING, INC. FOR PROFESSIONAL SERVICES
FOR THE BUILDING 1600 MODERNIZATION PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A proposal was requested from PMP Environmental Consulting, Inc. The proposal was reviewed, and the cost is appropriate for the scope requested. PMP Environmental Consulting, Inc. is recommended for award of a contract for hazardous material monitoring services for the Building 1600 Modernization Project.

The Board is asked to approve a contract to PMP Environmental Consulting, Inc. in the amount of \$27,190.00.

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: CONTRACT AWARD TO VALLEY RELOCATION AND
STORAGE FOR PROJECT MOVING SERVICES FOR THE
BUILDING 1600 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 1600 Modernization Project. The scope of work of this contract includes providing services to move furniture and classroom supplies into temporary classroom spaces 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

Ed. Code: N/A	Board Policy: N/A	Estimated Fiscal Impact: \$51,150 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

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TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 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 1600 MODERNIZATION PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The Board is asked to approve a contract to Valley Relocation and Storage in an amount not to exceed \$51,150.

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: FIVE-YEAR CONSTRUCTION PLAN

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the 2026-30 Five Year Construction Plan. Each year the District is required to submit a Five-Year Construction Plan to the California Community Colleges Chancellor's Office. The Plan provides a list of current and proposed capital construction projects, including those supported by local funds such as Measure Q and those supported with a combination of State and local funds. The Board is asked to approve the attached Five-Year Construction Plan.

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: NA Board Policy: NA Estimated Fiscal Impact: None

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

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TELEPHONE NUMBER

Susan Wheet
Vice President, Finance and Administration

VICE PRESIDENT APPROVAL

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 3, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Solano Community College District

2026-2030 Five Year Construction Plan (2026-2027 First Funding Year)

July 1, 2024

FY2026 - FY2030 FIVE YEAR CAPITAL OUTLAY PLAN
(FY2026 - 2027) FIRST YEAR FUNDING

Solano Community College District

Prepared in reference to the Community College Construction Act of 1980
and
approved on behalf of the local governing board for submission to
the office of the Chancellor, California Community Colleges

Signed _____
Dr. Kellie Sims Butler
(Chief Executive Officer or their designee)
Title _____ Superintendent/President
Date _____ 05/12/2024
Contact _____ Lucky Lofton
Telephone _____ 707-863-7855

Date Received at Chancellor's Office:

Chancellor's Office Reviewed by:

Notice of Approval

FUSION**Inventory of Land****Planning****Solano Community College District (280)**

List the address and acreage of every land unit owned by the district (Education Code 81821 ((b)3)). Please identify all locations, both on-campus and off-campus, grouped according to their "parent" institution. In the event the list is long or complicated, please substitute copies of college bulletins or other notices to the public which display similar information. The list should be current as of October the prior year.

Address	Acres
Belvedere	6.28
1400 Sonata Drive Vallejo, CA 94591	
Nut Tree Aeronautics Facility	0
251 County Airport Rd Vacaville, CA 94688	
Nut Tree Aeronautics Parcel	5.97
1691 E. Monte Vista Ave Vacaville, CA 94688	
Solano Community College	190.11
4000 Suisun Valley Rd Fairfield, CA 94534-4017	
Vacaville Annex	4.32
2000 North Village Parkway Vacaville, CA 95688-8805	
Vacaville Center	60
2001 North Village Parkway Vacaville CA 95688	
Vallejo Center	9.82
545 Columbus Parkway Vallejo, CA 94591-3873	
Vallejo Center Automotive Technology Center	9.26
1687 North Ascot Parkway Vallejo, CA 94591	
Total Acreage:	285.76

Legislative Districts

Campus	Assembly	Senate	House
Solano College	11	3	8
Vacaville Center	11	3	4
Vallejo Center	11	3	8

FUSION

Instructional Delivery Load

Planning

Solano Community College District (280)

Address

California Medical Facility (CMF)

1600 California Drive

Vacaville, CA 95696

California State Prison-Solano (CSPS)

2100 Peabody Road

Vacaville, CA 95696

Claybank Detention Facility

2500 Bank Road

Fairfield, CA 94533

Nut Tree Aeronautics Facility

251 County Airport Rd

Vacaville, CA 94688

Solano Community College

4000 Suisun Valley Rd

Fairfield, CA 94534-4017

Solano County Juvenile Detention Facility

740 Beck Ave

Fairfield, CA 94533

Travis Air Force Base Education Office

530 Hickam Ave.

Fairfield CA 94535

Vacaville Annex

2000 North Village Parkway

Vacaville, CA 95688-8805

Vacaville Center

2001 North Village Parkway

Vacaville CA 95688

Vallejo Center

545 Columbus Parkway

Vallejo, CA 94591-3873

Vallejo Center Automotive Technology Center

1687 North Ascot Parkway

Vallejo, CA 94591

FUSION**District Projects Priority Order (2024-2030)**

Planning

Solano Community College District (280)

No. Project			Schedule of Funds						
Campus	Source	Total Cost	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
1 Library Building 100 Replacement									
Solano College									
Occupancy: 2022-23	STATE:	\$19,691,000							
Net ASF: 0	DISTRICT:	\$19,135,000							
2 Early Learning Center Expansion									
Solano College									
Occupancy: 2024-25	STATE:	\$0							
Net ASF: 4,239	DISTRICT:	\$4,000,000							
3 Building 1600 - Career Technology Building Renovation									
Solano College									
				Phase E					
Occupancy: 2024-25	STATE:	\$0		\$0					
Net ASF: 0	DISTRICT:	\$10,500,000	\$700,000						
4 Bldg. 300 Renovation for Reuse									
Solano College									
Occupancy: 2024-25	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$2,992,000							
5 Building B1400 Kitchen Remodel									
Solano College									
				Phases P,W	Phases C,E				
Occupancy: 2027-28	STATE:	\$0		\$0	\$0				
Net ASF: 0	DISTRICT:	\$2,000,000		\$200,000	\$1,800,000				
6 Affordable Student Housing									
Solano College									
				Phases DB,EA,PC					
Occupancy: 2026-27	STATE:	\$38,126,696	\$38,126,696						
Net ASF: 20,867	DISTRICT:	\$0	\$0						
7 IT Infrastructure Improvements									
Solano College									
Occupancy: 2027-28	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$14,000,000							
8 Five Megawatt Solar Installation									
Solano College									
Occupancy: 2024-25	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$14,000,000							
9 Replacement Substations 3 and 4									
Solano College									
Occupancy: 2024-25	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$8,019,839							
10 Replacement Substation 5									
Solano College									
				Phase C					
Occupancy: 2025-26	STATE:	\$0		\$0					
Net ASF: 0	DISTRICT:	\$1,500,000	\$1,350,000						
11 Central Plant Replacement									
Solano College									
Occupancy: 2024-25	STATE:	\$0							
Net ASF: 0	DISTRICT:	\$12,500,000							
GRAND TOTALS			2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
	STATE:	\$57,817,696	\$38,126,696	\$0	\$0	\$0	\$0	\$0	\$0
	DISTRICT:	\$88,646,839	\$2,050,000	\$200,000	\$1,800,000	\$0	\$0	\$0	\$0

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 24/25-01 AUTHORIZING
CONSTRUCTION AND USE OF PREFABRICATED
METAL STORAGE BUILDING ON THE FAIRFIELD
CAMPUS

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for Resolution No. 24/25-01, authorizing construction and use of a non-DSA (Division of the State Architect) prefabricated metal storage building. This building will be used for storage by the Facilities Department.

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: Not Applicable.

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

July 8, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

**SUBJECT: RESOLUTION NO. 24/25-01 AUTHORIZING
CONSTRUCTION AND USE OF PREFABRICATED
METAL STORAGE BUILDING ON THE FAIRFIELD
CAMPUS**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The Field Act, Education Code section 81130 et seq., applies to buildings and structures used for school purposes, and includes specific structural requirements for earthquake-resistant construction that exceed the California Building Code. However, the Field Act does not apply to all district buildings and structures. For example, a storage building constructed for the purpose of, and used solely for, non-school use where such buildings do not provide facilities for either pupils or teachers and are not intended to be entered by them as such for school purposes is not subject to the Field Act. For such buildings, Administrative Code section 4-310 permits districts to authorize design and construction upon approval of a board resolution, notice to the Division of the State Architect, and posting of signage in compliance with Education Code section 81160. Per Administrative Code section 4-310: (1) such buildings are still subject to California Building Code requirements; (2) properly licensed design professionals must be employed; (3) adequate inspection of materials and construction must occur; and (4) a district's board must assume responsibility for taking all necessary measures and precautions to prevent the building from being used for school purposes and to prevent injuries to pupils or teachers on school grounds as a result of collapse of such buildings.

Upon Board approval the District will begin the process of designing and constructing a new prefabricated metal storage building ("Storage Building") on the Fairfield campus. The Storage Building will not be used for school purposes and students will not be required to enter for school purposes. Under California Administrative Code section 4-310, the Storage Building is not subject to the Field Act. In consultation with the District's licensed design professional and legal counsel, Resolution No. 24/ 25-01 was prepared consistent with Administrative Code section 4-310 authorizing the design and construction of the Storage Building.

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

**RESOLUTION NO. 24/25-01
OF THE
SOLANO COMMUNITY COLLEGE DISTRICT
AUTHORIZING PREFABRICATED METAL STORAGE BUILDING
ON FAIRFIELD CAMPUS**

WHEREAS, the Solano Community College District ("District") desires to construct a prefabricated metal storage building on the Fairfield Campus ("Storage Building");

WHEREAS, the Field Act (Education Code section 81130 et seq.) generally provides that the Department of General Services, Division of the State Architect ("DSA"), shall supervise the design and construction of, or alteration or addition to, school buildings to ensure that plans and specifications comply with applicable rules, regulations, and standards, and that work is performed in accordance with the approved plans and specifications;

WHEREAS, under Education Code section 81160, for the purposes of the Field Act, "school building" shall exclude "any building which is used exclusively for warehouse, storage, garage, or districtwide administrative office purposes, into which pupils are not required to enter;"

WHEREAS, under California Code of Regulations, title 24 ("Title 24"), part 1, section 4-310, the Field Act "does not apply to buildings or structures constructed by a [community college] district for the purpose of, and used solely for . . . nonschool use where such buildings or structures do not provide facilities for either pupils or teachers and are not intended to be entered by them as such for school purposes;"

WHEREAS, Title 24, part 1, section 4-310, states that "[i]t shall be the responsibility of the [board] to take all necessary measures and precautions to prevent such use and to prevent injuries to pupils or teachers on school grounds as a result of collapse of such buildings or structures," and that any "building excluded from the provisions of these regulations shall be posted with a sign pursuant to Section[] 81160 . . . of the Education Code;"

WHEREAS, Title 24, part 1, section 4-310, also states that "the [board] assumes responsibility for employing appropriately licensed architects or registered engineers to prepare the plans and specifications and for adequate inspection of the materials and work of construction to ensure compliance with the Provisions of Parts 2, 3, 4, 5, 6, 9, 10, 11 and 12, Title 24, C.C.R., as adopted by the Building Standards Commission;"

WHEREAS, Title 24, part 1, section 4-310, requires that "a resolution be passed by the school board stating that the building or structure shall not be used for school purposes and that no pupils or teachers, as such, will be permitted to use or enter the said building for said purposes or be subjected to a hazard resulting from its collapse," and that a copy of the resolution be submitted to the DSA;

WHEREAS, the Storage Building will be used for storage purposes, pupils will not be required to enter the building, and it will not serve as a facility for pupils or teachers and is not intended to be entered by pupils or teachers for school purposes;

WHEREAS, the District's Governing Board assumes responsibility for employing appropriately licensed architects and/or registered engineers to prepare the plans and specifications and for adequate inspection of the materials and of construction to ensure the Storage Building complies with Parts 2-6 and 9-12 of Title 24; and

WHEREAS, the District's Governing Board assumes responsibility for taking all necessary measures and precautions to prevent use of the Storage Building for school purposes and to prevent injuries to pupils or teachers resulting from the building, including posting in a conspicuous place on the building a sign stating, "THIS BUILDING DOES NOT MEET THE EARTHQUAKE SAFETY REQUIREMENTS OF THE CALIFORNIA STATE BUILDING CODE AND SHALL NOT BE ENTERED BY PUPILS OR TEACHERS."

NOW, THEREFORE, the Governing Board of the Solano Community College District hereby finds, determines, declares, orders, and resolves as follows:

Section 1. That the above recitals are true and correct.

Section 2. That the construction and use of the Storage Building, consistent with the terms of this Resolution, is hereby authorized.

Section 3. That the Storage Building shall not be used for school purposes and that no students or teachers will be permitted to use or enter the building for school purposes or be subjected to a hazard resulting from its collapse.

Section 4. That the Superintendent/President, or designee, is authorized and directed to employ appropriately licensed architects and/or registered engineers to prepare the plans and specifications and for adequate inspection of the materials and of construction to ensure the Storage Building complies with Parts 2-6 and 9-12 of Title 24.

Section 5. That the Superintendent/President, or designee, is authorized and directed to ensure that the Storage Building is used for only for storage and nonschool purposes, that students are not required to enter the building, and that students and teachers do not enter the building for any school purposes.

Section 6. That the Superintendent/President, or designee, is authorized and directed to have a sign posted on the Storage Building in a conspicuous place stating, "THIS BUILDING DOES NOT MEET THE EARTHQUAKE SAFETY REQUIREMENTS OF THE CALIFORNIA STATE BUILDING CODE AND SHALL NOT BE ENTERED BY PUPILS OR TEACHERS."

Section 7. That the Superintendent/President, or designee, is authorized to take all further action in accordance with and to carry out the intent of this Resolution, including, without limitation, submitting a copy of this Resolution to the DSA.

[CONTINUES ON NEXT PAGE]

APPROVED, PASSED, AND ADOPTED by the Governing Board of the Solano Community College District on this _____ day of _____, 2024, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

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

Attested to:

Kellie Sims Butler, Ph.D.
Board Secretary to the Governing Board of the
Solano Community College District

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO ONE WORKPLACE L.
FERRARI, LLC., FOR CONSTRUCTION SERVICES FOR
FAIRFIELD CAMPUS BOARDROOM TECHNOLOGY
REPLACEMENT PROJECT

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the award of a contract to One Workplace L. Ferrari, LLC, for the Fairfield Campus Board Room Technology Replacement Project. This projects scope will modernize the existing device and live streaming infrastructure resulting in a more functional online casting system for Board Meetings.

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.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$201,912.88 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) 863-7260

TELEPHONE NUMBER

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

VICE PRESIDENT APPROVAL

July 5, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

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

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO ONE WORKPLACE L. FERRARI, LLC., FOR CONSTRUCTION SERVICES FOR FAIRFIELD CAMPUS BOARDROOM TECHNOLOGY REPLACEMENT PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

Sealed bids were due on Wednesday, July 3rd, 2024, and a live stream bid opening was conducted. The District received a total of four (4) responsive bids.

<u>Contractor</u>	<u>Base Bid</u>	<u>*Total Bid</u>
One Workplace L. Ferrari, LLC	\$183,557.16	\$201,912.88
Westek	\$183,700.00	\$202,070.00
**Conti, LLC	\$143,670.00	\$158,037.00

* Total Bid Amount includes a 10% Owners Allowance.

** Bidder proposal was found non-responsive

It was determined that One Workplace L. Ferrari, LLC, submitted the lowest responsible and responsive Base Bid. It is recommended that the Board award a contract to One Workplace L. Ferrari, LLC, for the Total Bid Amount of \$201,912.88.

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

AGENDA ITEM 13.(w)
MEETING DATE July 17, 2024

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

TO: Members of the Governing Board

SUBJECT: INSTITUTE FOR WOMEN'S POLICY RESEARCH GRANT

REQUESTED ACTION:

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

SUMMARY: This grant agreement ("Agreement") is entered into by and between Institute for Women's Policy Research ("IWPR") and the Solano Community College Reproductive Health Club ("Grantee") for the Connect for Success Initiative: Understanding Sexual and Reproductive Health Services and Supports for Community College Students ("Project") funded by a grant from the William & Flora Hewlett Foundation ("Sponsor").

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

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Lisa Neeley, M.A.
Vice President, Student Services

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

ADDRESS

(707) 864-7159

TELEPHONE NUMBER

Kellie Sims Butler, Ph.D.
Superintendent-President

Lisa Neeley, M.A.
VICE PRESIDENT APPROVAL

July 17, 2024
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

June 28, 2024
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

SUBAWARD AGREEMENT

This grant agreement ("Agreement") is entered into by and between Institute for Women's Policy Research ("IWPR") and the Solano Community College Reproductive Health Club ("Grantee") for the Connect for Success Initiative: Understanding Sexual and Reproductive Health Services and Supports for Community College Students ("Project") funded by a grant from the William & Flora Hewlett Foundation ("Sponsor").

Recitals

WHEREAS, Grantee has critical expertise needed to successfully administer the Project;

WHEREAS, IWPR desires that Grantee perform certain work for the Project and the Grantee is willing to undertake such work upon the terms and conditions contained in this Agreement; and

NOW, THEREFORE, in consideration of the recitals, and of the terms, covenants, and conditions set forth herein, and for other good and valuable consideration, receipt of which is hereby acknowledged, IWPR and Grantee mutually agree as follows:

- 1) **Term.** The term of this Agreement shall commence on July 1, 2024, and shall remain in effect until December 31, 2026. Grantee shall not assign this contract in whole or in part without the prior written consent of IWPR.
- 2) **Use of Grant Funds.** Grantee agrees that the grant funds will be used exclusively for charitable purposes as described in Section 501(c)(3) or Section 170(c)(1) of the Internal Revenue Code, and only in support of Grantee's participation in the Connect for Success project (e.g. staff time, travel) and activities related to the sexual and reproductive health (SRH) work described in the Grantee's proposal of April 24, 2024. IWPR funds may not be used to support clinical trials of unapproved drugs or devices, to construct or renovate facilities. Grantee is limited to use no more than 15 percent of the funds for indirect costs. Funds not used during the grant period must be returned to IWPR unless an extension is approved at Grantee's request and at IWPR's discretion. Grantee agrees to repay to IWPR any portion of the grant funds expended in violation of this Agreement.
- 3) **Scope of Work.** IWPR will work closely with Grantee during the Agreement Term to document, understand, and synthesize lessons learned and promising practices to facilitate the expansion of SRH to more students in more colleges. IWPR will convene stakeholders to share knowledge, build relationships, and identify and seize upon opportunities for bolstering SRH services and supports for community college student success. Grantee will be required to participate in data collection and knowledge-transfer activities supported by IWPR. These activities include:
 - a) Report regularly on their progress on a schedule set forth by IWPR.
 - b) Participate in interviews, panel discussion, and other fora to talk about involvement with the Project.
 - c) Document process and strategy for partnerships and collaboration between community colleges and others (policymakers, advocates, organizations, researchers, etc.) that facilitate expansion of SRH supports for students.

- d) Collect and provide student knowledge, skills, and attitudes data that already exists and/or are gathered from focus groups, surveys, and/or key informant interviews during the Project.
- e) Work with IWPR to develop a plan for expansion by sharing best practices for expanding access to SRH care support and services.
- f) Assist in highlighting community college students utilizing grantee services.
- g) Participate in interviews for newsletter highlights.
- h) Host site visits (one per year where applicable).
- i) Share media, communications, and publicity strategies used to promote programming.
- j) Assist in announcements in local, regional, and national media about the partnership between IWPR and Grantee.
- k) Attend in-person and virtual grantee meetings. IWPR will cover the cost of airfare, hotel, and meals for persons attending grantee meetings in person. Grantees are to use their grant funds for incidentals incurred while attending meetings.

4) Payment Schedule.

- a) The total amount payable is \$25,000.
- b) Payments will be disbursed under the following schedule:
 - i) \$12,500, due to Grantee within 30 days of execution of this agreement and receipt of Grantee's IRS W9 form and ACH payment information.
 - ii) \$10,000, due to Grantee within 30 days of the report due July 31, 2025, submission by the Grantee.
 - iii) \$2,500, due to Grantee within 30 days of the report due July 31, 2026, submission by the Grantee.
- c) Payment of funds will be made by electronic transfer.

5) Reports. The Grantee is required to provide IWPR with annual and final written reports.

- a) Reports are due on the following schedule:
 - i) Interim report due July 31, 2025, for the period of July 1, 2024 – June 30, 2025.
 - ii) Final report due January 31, 2027, for the period of July 1, 2025 – June 30, 2026.
 - iii) Final report due January 31, 2027, for the period of July 1, 2026 – December 31, 2026.
- b) The Grantee's reports should be two to three pages maximum and describe:
 - i) Progress in achieving the purposes of the grant.
 - ii) An accounting of the expenditure of grant funds (total amounts spent on personnel, other direct costs, and indirect costs).
- c) Submit reports by email to Martinique Free, Project Director, free@iwpr.org, and cc finance@iwpr.org.

- 6) **Accounting and Audit.** Grantee shall indicate this Agreement separately on its books of account. Grantee shall maintain a systematic accounting record of the receipt and disbursement of funds and expenditures incurred under the terms of the Agreement and shall retain the substantiating documents such as bills, invoices, cancelled checks and receipts in your files for at least four (4) years after expiration of the Agreement period. Grantee agrees to promptly furnish IWPR with copies of such documents upon IWPR's request and to make its books and records available for inspection by IWPR during Grantee's regular business hours. At IWPR's expense, IWPR may audit or have audited the Agreement-related books and records, and Grantee shall provide all necessary assistance in connection therewith.
- 7) **Amendments.** This Agreement may be amended only in writing signed by authorized representatives of both parties.
- 8) **Notices.** All notices required or permitted to be given hereunder shall be sufficient if in writing and delivered personally, by confirmed e-mail, by certified mail, return receipt requested, or nationally recognized overnight courier, and in each instance shall be deemed given upon receipt. Either party may change its address for notices under this Agreement by giving written notice to the other party by the means specified in this Section 8. All communications shall be addressed as follows:

To IWPR:

Institute for Women's Policy Research

1200 18th Street NW, Suite 301

Washington, D.C. 20036

Attention: Martinique Free, Project Director

free@iwpr.org; 202-785-5100

Copy to: finance@iwpr.org

To Grantee:

Solano Community College Reproductive Health Club

Address

4000 Suisun Valley Road

City, State and Zip Fairfield, CA 94534

Attention:

Name Lisa Neeley

Title Vice President Student Services

Email lisa.neeley@solano.edu

Phone (707) 864-7159

Copy to:

Name Alison Aubert

Title Assistant Director, Athletics

Email alison.aubert@solano.edu

Phone 707-864-7166

- 9) **Communication with the Sponsor.** IWPR shall be the primary contact with the Sponsor concerning the Project and this Agreement. Grantee shall communicate only with IWPR and shall

not, without prior written consent of IWPR, direct any communications to the Sponsor regarding the scope of work of this Agreement. Furthermore, Grantee shall not act in any way so as to interfere with or impede the contractual relationship between IWPR and Sponsor, including, but not limited to, communicating with Sponsor concerning any modification, expansion, cancellation or renewals of the grant or this Agreement. Under no circumstances will Grantee act upon directions given to it by representatives of Sponsor. If Grantee receives such directions from a representative of Sponsor, Grantee will notify IWPR as soon as possible and obtain written authorization from IWPR before taking any action based upon Sponsor's directions. IWPR will not be liable for the cost of work done by Grantee without written authorization by IWPR.

- 10) **Relationship of Parties.** This Agreement shall not constitute an employer-employee relationship, and it is the intent of each party that Grantee shall at all times be an independent contractor.
- 11) **Ownership.** All work created in the performance of this Agreement, including all statutory and common law copyright, and any other intellectual property in such work, shall belong solely to IWPR to the extent to meet IWPR's obligations to the Sponsor.
- 12) **Intellectual Property.** Except for rights expressly granted under this Agreement, nothing in this Agreement will function to transfer any of either party's Intellectual Property rights to the other party, and each party will retain exclusive interest in and ownership of its Intellectual Property developed before this Agreement or developed outside the scope of this Agreement.
- 13) **Disclosure of Information.** Grantee agrees that at no time, either during or subsequent to the term of this Agreement, will Grantee disclose or use, except in pursuit of the business of IWPR or any of its subsidiaries or affiliates, any Proprietary and Confidential Information of IWPR, or any subsidiary or affiliate of IWPR, acquired during the term of this Agreement.
 - a) The term "Proprietary and Confidential Information" shall mean, but is not limited to, all information which is known or intended to be known only to IWPR, its subsidiaries and affiliates, and their employees, including any document, record, financial or other information of IWPR, or others in a confidential relationship with IWPR, and further relates to specific business matters such as the IWPR's financial information, identity of clients and patients, policies and procedures, fee structures, trade secrets, proprietary know-how, account information, and other information relating to other business of IWPR, its subsidiaries and affiliates, and their employees.
 - b) Grantee agrees to return or destroy, immediately upon termination of Grantee's services hereunder, any and all documentation relating to Proprietary and Confidential Information of IWPR and of others that is in the possession of Grantee, in whatever format it may be maintained, whether provided to, or developed by, Grantee, and to provide a certificate of destruction if required by IWPR.
 - c) Notwithstanding the foregoing, the restrictions contained in this Section 13 shall not apply to any Proprietary and Confidential Information that:
 - i) is a matter of public knowledge or prior personal knowledge from a source other than a party to this Agreement or its affiliate,
 - ii) is independently developed by a person not a party to this Agreement without the use, directly or indirectly, of Proprietary and Confidential Information, or
 - iii) is required by law or the order of any court or governmental agency, or in any litigation or similar proceeding to be disclosed; provided that the disclosing party

shall, prior to making any such required disclosure, notify the other party with sufficient notice to permit that party to seek an appropriate protective order.

- 14) **Open Access to Research.** IWPR requires that research funded directly by this grant will be open access. IWPR defines open access as providing the public with continuous free access to research upon project completion or upon completion of any portion of a larger project. When appropriate and as allowed by law, data used to support research will also be made open access. In order to ensure IWPR-supported research is made accessible to a wide and diverse audience, grantees who publish findings in peer-reviewed publications must do so in open access journals.
- 15) **Publicity.** The Grantee will allow IWPR to review and approve any proposed publicity mentioning IWPR or relating to this grant prior to publication, including, but not limited to, print materials, brochures, digital articles, op-eds, press releases, videos, or other products. IWPR may include information regarding this grant in IWPR's public communications, including, but not limited to, the amount and purpose of the grant, photographs the Grantee may have provided, or logo or trademark, or other information or materials about the Grantee organization and its activities.
- 16) **Use of Logo.** The Grantee shall not use the logo of IWPR or its affiliates without prior written permission of IWPR. The Grantee may not modify IWPR's logo.
- 17) **Remedies.** In addition to any other remedies, which IWPR may have by virtue of this Agreement, Grantee agrees that in the event that a breach of the confidentiality provisions of this Agreement occurs or is threatened, IWPR shall be entitled to obtain an injunction against Grantee from a court of competent jurisdiction to restrain any breach of confidentiality.
- 18) **Right to Modify or Revoke.** IWPR reserves the right to discontinue, modify, or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in IWPR's sole discretion, such action is necessary:
 - a) Because the Grantee has not fully complied with the terms and conditions of this grant;
 - b) To protect the purpose and objectives of the grant or any other charitable activities of IWPR; or
 - c) To comply with the requirements of any law or regulation applicable to the Grantee, IWPR, or this grant.
- 19) **Prohibited Use of Funds.** Grantee agrees to not use any portion of the grant funds to participate in any political campaign on behalf of or in opposition to any candidate for public office or to otherwise influence the outcome of any specific public election as described in Section 4945(d)(2) of the Internal Revenue Code; or for any non-charitable purposes.
- 20) **Prohibition on Lobbying Activity.** No grant funds may be used for the carrying on of propaganda or attempting to influence legislation within the meaning of Internal Revenue Code Sections 501(h), 4945(d)(1) and 4945(e) and related regulations (these provisions include local, state, federal, and foreign legislation), and neither Grantee nor IWPR has entered into any agreement, oral or written, to the contrary.
- 21) Please note that in the event Grantee uses any of the grant funds to influence governmental action in ways permissible under the Internal Revenue Code and the terms of this Agreement, Grantee may have lobby reporting or other disclosure requirements under the laws of a particular state or other jurisdiction; note further, that state law may include influencing state administrative agencies within the definition of lobbying. Grantee acknowledges that Grantee is solely responsible for complying with any and all applicable lobby reporting or other disclosures.

- 22) **Special Limitations for Ballot Questions.** IWPR intends that the grant funds shall not be used to influence the qualification or passage of any ballot question or similar legislative decision put to voters. As an essential condition for receiving the grant funds, Grantee shall not use any portion of the grant funds in any manner that would cause IWPR to be identified as funding reportable lobbying, or require IWPR to register under any applicable state or local disclosure law, except as may otherwise be provided in this Agreement.
- 23) **Compliance with Laws and Government Officials.** Grantee represents to IWPR that Grantee has complied with and will continue to comply with all applicable local, state, federal and international laws or requirements, including laws governing contacts with government officials (e.g., anti-bribery laws such as the Foreign Corrupt Practices Act) and anti-terrorism laws and sanctions, in connection with the performance of the activities under this grant.
- 24) **Representations.** Grantee represents that it has the full right and authority to enter into and perform this Agreement. The consummation of the Agreement and the transactions contemplated herein do not violate any outstanding assignments, grants, licenses, encumbrances, obligations, agreements or understanding between Grantee and any other person or entity. IWPR represents and warrants to Grantee that IWPR is able to timely pay Grantee all fees and expenses incurred by Grantee in the performance of the scope of work hereunder.
- 25) **Indemnify.** Each party agrees to indemnify, defend, and hold harmless the other party, its officers, trustees, agents and employees from and against any loss, cost, liability or damage of any kind (including reasonable outside attorneys' fees) to the extent arising out of its breach of this Agreement, and/or negligence or willful misconduct of its officers, agents or employees in performance of this Agreement. The obligations under this Section 24 shall survive the expiration or termination of this Agreement.
- 26) **Limitation of Liability.** Each party shall be responsible for any and all costs, damages, claims, liabilities or judgments which arise as a result of the negligence or intentional wrongdoing of its employees or other agents. GRANTEE WILL NOT BE LIABLE TO IWPR, ITS AFFILIATES, SUBLICENSEES, SUCCESSORS OR ASSIGNS, OR ANY THIRD PARTY WITH RESPECT TO ANY CLAIM: ARISING FROM IWPR'S USE OF ANY PROJECT INTELLECTUAL PROPERTY, PATENT RIGHTS, LICENSED PRODUCTS OR ANY OTHER TECHNOLOGY LICENSED UNDER THIS AGREEMENT; OR ARISING FROM THE DEVELOPMENT, TESTING, MANUFACTURE, USE OR SALE OF LICENSED PRODUCTS. GRANTEE WILL NOT BE LIABLE TO IWPR, ITS AFFILIATES, SUBLICENSEES, SUCCESSORS OR ASSIGNS, OR ANY THIRD PARTY FOR LOST PROFITS, BUSINESS INTERRUPTION, OR INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY KIND. IWPR WILL NOT BE LIABLE TO GRANTEE, ITS AFFILIATES, SUBLICENSEES, SUCCESSORS OR ASSIGNS, OR ANY THIRD PARTY WITH RESPECT TO ANY CLAIM: ARISING FROM GRANTEE'S USE OF ANY PROJECT INTELLECTUAL PROPERTY, PATENT RIGHTS, LICENSED PRODUCTS OR ANY OTHER TECHNOLOGY LICENSED UNDER THIS AGREEMENT; OR ARISING FROM THE DEVELOPMENT, TESTING, MANUFACTURE, USE OR SALE OF LICENSED PRODUCTS. IWPR WILL NOT BE LIABLE TO GRANTEE, ITS AFFILIATES, SUBLICENSEES, SUCCESSORS OR ASSIGNS, OR ANY THIRD PARTY FOR LOST PROFITS, BUSINESS INTERRUPTION, OR INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY KIND.
- 27) This Agreement shall be governed by the laws of the District of Columbia, without regard to conflict of laws issues.
- 28) **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior oral or written representations and statement between the Institutions. No waiver of any term, provision or condition of this

Agreement, whether by conduct or otherwise, in any one or more instances, shall be deemed or construed as a further and continuing waiver of any such term, provision or condition of this Agreement. If any term or provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby, and each term and provision of the Agreement shall be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties have executed this Agreement with an effective date of July 1, 2024.
ACCEPTED AND AGREED TO:

Institute for Women's Policy Research

Solano Community College Reproductive Health
Club

Signature: Jamila Taylor
Jamila Taylor (Jun 5, 2024 16:13 EDT)
Name: Jamila K. Taylor
Title: President and CEO
Date: 06/05/2024

Signature: Lisa Neeley
Name: Lisa Neeley
Title: Vice President, Student Services
Date: 06/14/2024

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

TO: Members of the Governing Board

**SUBJECT: ADDENDUM TO THE CONTRACT AGREEMENT WITH
EVISIONS LLC**

REQUESTED ACTION:

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

SUMMARY: Board approval is requested for the addendum to the 3-year contract agreement with Evisions LLC to provide software licensing, maintenance, and support of:

- Argos Enterprise
- FormFusion
- Intellicheck (AP & Payroll)

The cost of the amended first contract year (July 1, 2024 through June 30, 2025) is \$55,284.00

A copy of the addendum 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: \$55,284.00</i>
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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
Vice President, Technology Services & Support

VICE PRESIDENT APPROVAL

June 24, 2024

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

Evisions, LLC
1321 Upland Dr. PMB 20169
Houston, TX 77043

07/02/2024

Solano Community College District

4000 Suisun Valley Rd
Admin. & Bus. Services
Fairfield, California 94534

Dear Claudia Tenty,

The purpose of this letter agreement is to amend the terms of the current Software License Agreement and the Maintenance Agreement in place between Client and Evisions, LLC ("**Evisions**"). All capitalized terms not defined herein shall have the meanings set forth in the Maintenance Agreement. Reference is made to the below listed agreements that have been entered into by and between Client and Evisions:

1. Evisions Software License Agreement, dated 05/01/2006 and 11/19/2013 ("**Software License Agreement**");
2. Evisions Software Maintenance and Support Agreement, dated 11/19/2013 the ("**Maintenance Agreement**"); and
3. Addendum to Evisions Software License Agreement and Software Maintenance and Support Agreement, dated 07/01/2019 (the "**Addendum**", and collectively with the Software License Agreement and the Maintenance Agreement, the "**Contract Documents**").

As you know, Client entered into the Software License Agreement and Maintenance Agreement with Evisions. These two agreements were later amended by the Addendum, which (1) extended the Term of the Maintenance Agreement for an additional five (5)-year period (the "**First Extension Term**") and (2) provided the Annual Subscription Fees for the First Extension Term. Pursuant to the Addendum, the First Extension Term will end on 06/30/2024.

In order to ensure continued use of the Covered Software and other support services in accordance with the terms and conditions of the Maintenance Agreement, Client and Evisions have now agreed that upon expiration of the First Extension Term, the Term will renew for an additional three (3) year period (the "**Second Extension Term**") that will end on 06/30/2027. Upon expiration of the Second Extension Term, the Term will automatically renew for successive terms of one (1)-year (each a "**Renewal Term**") unless Client notifies Evisions at least sixty (60) days prior to the expiration of the Second Extension Term or the then-current Renewal Term, as the case may be that the Term shall not be renewed. Notwithstanding anything to the contrary, in the Maintenance Agreement, there shall be no termination for convenience allowed for the Second Extension Term or any Renewal Term. Should Client elect to discontinue use of the licensed products prior to the end of the Second Extension Term or any Renewal Term, Client shall pay to Evisions the entire value of the remaining fees for the Second Extension Term or any Renewal

Term, and all outstanding fees due under this letter agreement and the Contract Documents, within 45 days of the date of termination.

The annual fees for each one (1) year period of the Second Extension Term shall be as set forth in the Order Form that is attached as Exhibit A to this letter agreement. Upon expiration of the Second Extension Term, and for each Renewal Term thereafter, the annual subscription fees for the Covered Software will increase by four percent (4%) annually, unless otherwise agreed to in writing by the parties. For greater certainty, the fees for each Renewal Term after expiration of the Second Extension Term shall be equal to the fees for the immediately preceding year plus four percent (4%). Evisions shall invoice Client annually for payments due during the Term and for any subsequent extensions of this Agreement.

Except as set forth in this letter agreement, the Contract Documents shall continue in accordance with their terms.

Each person signing this letter agreement is signing in their capacity as a duly appointed representative of the Evisions or Client. This letter agreement is effective on the date first set forth above.

Sincerely,

Evisions LLC

By: _____
Name: Jennifer Fleissner
Title: CFO

Agreed and acknowledged by:
Solano Community College District

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A
Order Form
Covered Software and Pricing for
Solano Community College District

SUBSCRIPTION FEE*

Product	Subscription Period			Amount
Argos Enterprise for Subscription	7/1/2024	through	6/30/2025	\$ 26,147
	7/1/2025	through	6/30/2026	\$ 27,193
	7/1/2026	through	6/30/2027	\$ 28,280
FormFusion Enterprise for Subscription	7/1/2024	through	6/30/2025	\$ 16,296
	7/1/2025	through	6/30/2026	\$ 16,948
	7/1/2026	through	6/30/2027	\$ 17,625
IntelleCheck AP Enterprise for Subscription	7/1/2024	through	6/30/2025	\$ 7,011
	7/1/2025	through	6/30/2026	\$ 7,291
	7/1/2026	through	6/30/2027	\$ 7,583
IntelleCheck Payroll Enterprise for Subscription	7/1/2024	through	6/30/2025	\$ 5,830
	7/1/2025	through	6/30/2026	\$ 6,063
	7/1/2026	through	6/30/2027	\$ 6,306

SUBSCRIPTIONS INCLUDE:

Argos Annual Subscription - Includes: Argos Enterprise, Scheduling & Delivery, Free Form SQL, OLAP, API, Interactive Charts, DataBlock Connector, Cloud Connector, Salesforce Connector, Clustering (Up to 3 Nodes)

FormFusion Annual Subscription - Includes: FormFusion Enterprise, Email, Imaging, PL SQL Script Director and DocuSign Integration

IntelleCheck Accounts Payable Annual Subscription - Includes: IntelleCheck Accounts Payable Enterprise, Email, Direct Deposit and Positive Pay

IntelleCheck Payroll Annual Subscription - Includes: IntelleCheck Payroll Enterprise, Email, Direct

*Fee for (3)-year renewal terms to be increased as set forth above.

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT WITH SARS SOFTWARE PRODUCTS

REQUESTED ACTION:

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

SUMMARY:

Board approval is requested for the contract agreement with SARS Software Products to provide support of:

- Migration: Web & SQL Server Migration
- Webserver: Migrate SARS Applications to new server; configure
- SQL Server: Migrate SARS B

The cost of the contract year (July 1, 2024 through June 30, 2025) is \$2,700.

A copy of the contract 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: _____

Government Code: N/A	Board Policy:	Estimated Fiscal Impact: \$2,700
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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
Vice President, Technology Services & Support

VICE PRESIDENT APPROVAL

June 24, 2024
DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT

Kellie Sims Butler, Ph.D.
Superintendent-President

July 17, 2024
DATE APPROVED BY
SUPERINTENDENT-PRESIDENT



SARS SOFTWARE PRODUCTS – VALSOFT CORP

7405 TRANSCANADA HIGHWAY, SUITE #100
MONTREAL, QUEBEC, CANADA, H4T 1Z2

April 30, 2024

Justin Howell
Director, Technology Services & Support
Solano Community College
4000 Suisun Valley Rd
Fairfield, CA 94534

Dear Justin:

Thank you for requesting the following proposal. Please see below.

ITEM	QTY	UNIT PRICE	SALES TAX	EXTENDED PRICE
OTHER				
Migration: Web and SQL server migration 9 hrs @ \$300/hr • Webserver: Migrate all SARS Applications (SARS Anywhere, Admin, Messages (email + text), Security, API, eTrack , Utils) too new server, configure and test - 8 hrs. • SQL Server: Migrate SARS DB to new server - 1 hr.	9	300.00	N/A	2,700.00
TOTAL				\$2,700.00

Please do not hesitate to contact me if you have any questions.

Sincerely,

Clint Kirk
Account Executive

This quote is valid for 3 months. Price applicable to work performed during SARS normal business hours.