



AGENDA
**MEETINGS OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

Thursday, February 28, 2019

Board Room, Marie Kane

Center for Student Services/Administration

- I. **REGULAR SESSION**
 - A. CALL TO ORDER (2:05 p.m.)
- II. **CLOSED SESSION**
 - A. PUBLIC COMMENTS ON CLOSED SESSION AGENDA
 - B. RECESS TO CLOSED SESSION
- III. **STUDY SESSION**
 - A. CONVENE IN OPEN SESSION
 - B. AGENDA
 1. Vision for Success
- IV. **REGULAR SESSION**
 - A. RECONVENE IN REGULAR SESSION
 1. Pledge of Allegiance
 - B. PUBLIC COMMENTS
 - C. COMMUNITY LINKAGES
 1. Governing Board
 2. Legislative Update
 3. Presentations
 4. Foundation
 - D. REPORTS
 1. Closed Session Actions
 2. Monitoring
 - a. Quarterly Investment Report
 3. Informational
 - a. Board Policies for Information
 - E. CONSENT AGENDA
 1. Governance Process
 - a. Approval of Minutes, January 24, 2019
 2. Academic Affairs
 - a. Curriculum
 3. Business/Fiscal Affairs
 - a. 2019-2020 Nonresident Tuition and Capital Outlay Fee
 - b. Approval to Designate Trane U.S., Inc., as a Single Source Vendor for a Sole Source Procurement
 - c. Authorization for Use of Measure "L" Bond Budgeted Reserve
 - d. Authorized Signature List
 - e. Budget Changes – Restricted General Fund
 - f. Disposal of District Property: Electronic Equipment and Miscellaneous Materials

E. CONSENT AGENDA (CONTINUED)

4. Human Resources
 - a. Reject Claim for Damages

F. ACTION AGENDA

1. Business/Fiscal Affairs
 - a. Contract, Purchase Order, and Warrant Lists
 - b. Emergency Repair of Central Plant Closed Water Loop
 - c. Emergency Resolution for Repair of Flooded Areas

G. CEO/STAFF REPORTS

1. Superintendent/President
2. Faculty Senate
3. Classified Senate
4. California School Employees Association (CSEA)
5. Chaffey College Faculty Association (CCFA)
6. Child Development Center Faculty Association (CDCFA)

H. BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

V. **ADJOURNMENT**

The next regular meeting of the Governing Board will be Thursday, March 21, 2019.

Complete agenda may be viewed at [www.chaffey.edu/governing board](http://www.chaffey.edu/governing%20board)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

February 28, 2019

Board Meeting Date

TOPIC **QUARTERLY INVESTMENT REPORT**

Communication No. IV.D.2.a

SUPPORTS BOARD POLICY

Board Policy 6320 Investments - The Superintendent/President is responsible for ensuring that invested district funds are not required for the immediate needs of the district. Investments shall be in accordance with law.

PROPOSAL

To present the quarterly investment report for the quarter ended December 31, 2018, for information only.

BACKGROUND

As recommended in Government Code 53646, the district investment reports may be presented to the board quarterly. The quarterly investment report for the period ended December 31, 2018 is attached.

BUDGET IMPLICATIONS

Funding Source – All funds

Status of Funds – N/A

Future Implications – N/A

RECOMMENDATION

To review the quarterly investment report for the quarter ended December 31, 2018 as presented.

Prepared by:	Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

Chaffey Community College District Investment Report



Governing Board

Kathleen R. Brugger, President
Gloria Negrete McLeod, Vice President
Gary C. Ovitt, Clerk
Lee C. McDougal, Member
Katherine Roberts, Immediate Past President

Moises Rosales, Student Trustee

Dr. Henry D. Shannon, Superintendent/President

December 31, 2018

Chaffey Community College District

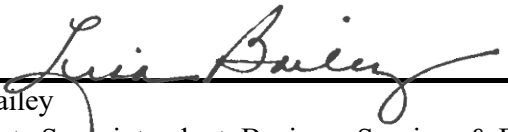
Investment Report

Summary

For The Period Ended December 31, 2018

General Portfolio	Fund Value	Market Value
General Portfolio		
San Bernardino County Investment Pool	\$ 95,409,204	\$ 95,691,997
Other Investments	11,147,252	11,258,546
Irrevocable Trusts	6,140,150	7,456,399
Chaffey District Funds with Financial Institutions - Bank Deposits	2,011,444	2,011,444
Total General Portfolio	<u>\$ 114,708,050</u>	<u>\$ 116,418,385</u>

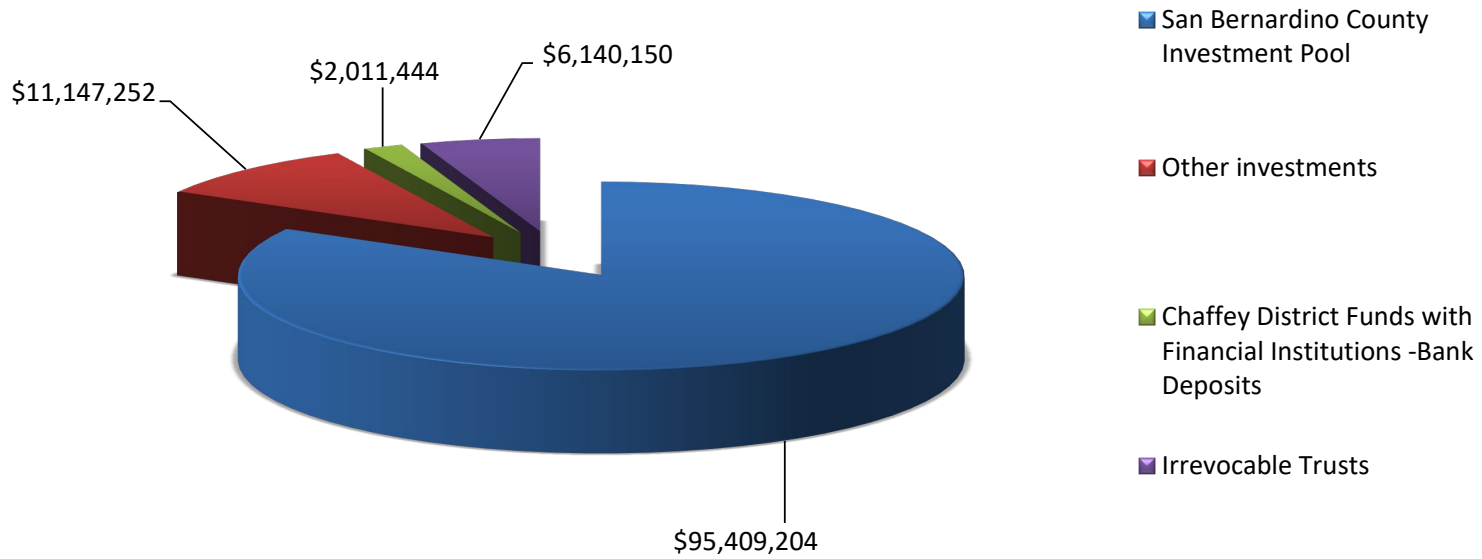
1. I hereby certify that the investments are in compliance with the investment guidelines statement adopted by the Governing Board.
2. The District has the ability to meet its budgeted expenditures for the next six months.
3. The market values for funds held in checking accounts and money market funds does not change.
4. The fiscal agent provided the market values for investments held in their accounts.
5. The checking accounts include Associated Student Body and other District cash funds.
6. This report meets the requirement of Government Code Sections 16481, 53646, and 53601.



Lisa Bailey
Associate Superintendent, Business Services & Economic Development

Chaffey Community College District
Investment Report

Summary
For The Period Ended December 31, 2018



Chaffey Community College District

Investment Report

Chaffey District Funds in San Bernardino County Investment Pool

For The Period Ended December 31, 2018

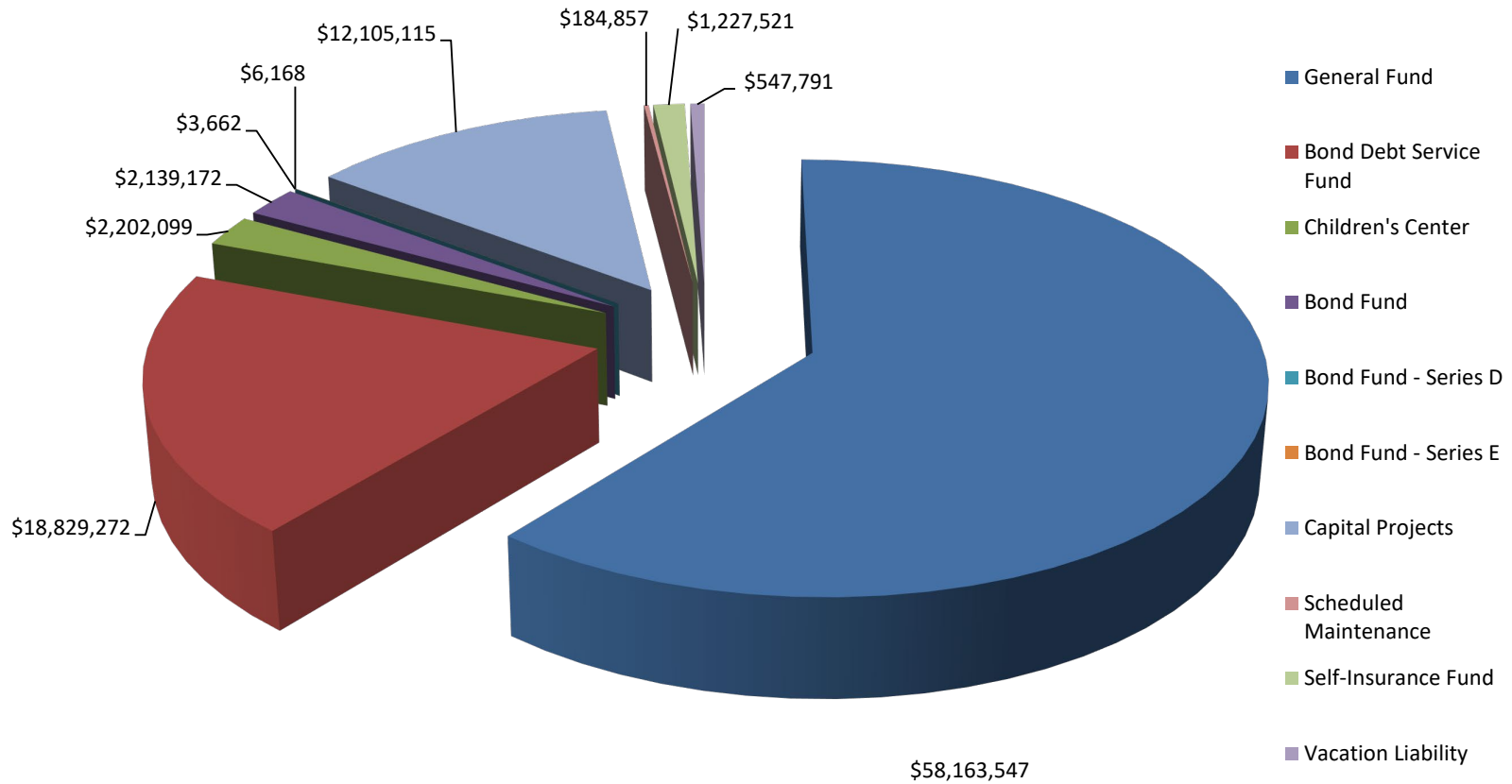
Funds/Accounts in County Investment Pool	Fund Number	Account Number	Fund Total	
General Fund	10	9110	\$ 58,163,547	
Bond Debt Service Fund	21	9110	18,829,272	
Children's Center	33	9110	2,202,099	
Bond Fund	40	9110	2,139,172	
Capital Projects	41	9110	12,105,115	
Scheduled Maintenance	42	9110	184,857	
Bond Fund - Series D	45	9110	3,662	
Bond Fund - Series E	46	9110	6,168	
Self-Insurance Fund	61	9110	1,227,521	
Vacation Liability	69	9110	547,791	
Total Funds in County Investment Pool			\$ 95,409,204	*Market Value Share \$ 95,691,997
Annualized Yield for Quarter Ended	12/31/2018	2.11%		
Annualized Yield for Quarter Ended	9/30/2018	1.93%		
Other Investments			Fund Total	Market Value
US Bank/Payden & Rygel - Series E			11,147,252	11,258,546
Total Other Investments			\$ 11,147,252	\$ 11,258,546
Irrevocable Trusts			Fund Total	Market Value
Benefit Trust Company - Other Post Employment Benefits (OPEB)			5,614,743	6,654,063
Benefit Trust Company - Pension Stability Trust (PST)			525,407	802,336
Total Irrevocable Trusts			\$ 6,140,150	\$ 7,456,399

*Note 1: Market value share equates to the District's pro-rata share of the market value of the entire County Pool.

*Note 2: See County Pool Summary on page 5 for further details of County Treasury Investments.

Chaffey Community College
Investment Report

Chaffey District Funds in San Bernardino County Investment Pool
For The Period Ended December 31, 2018

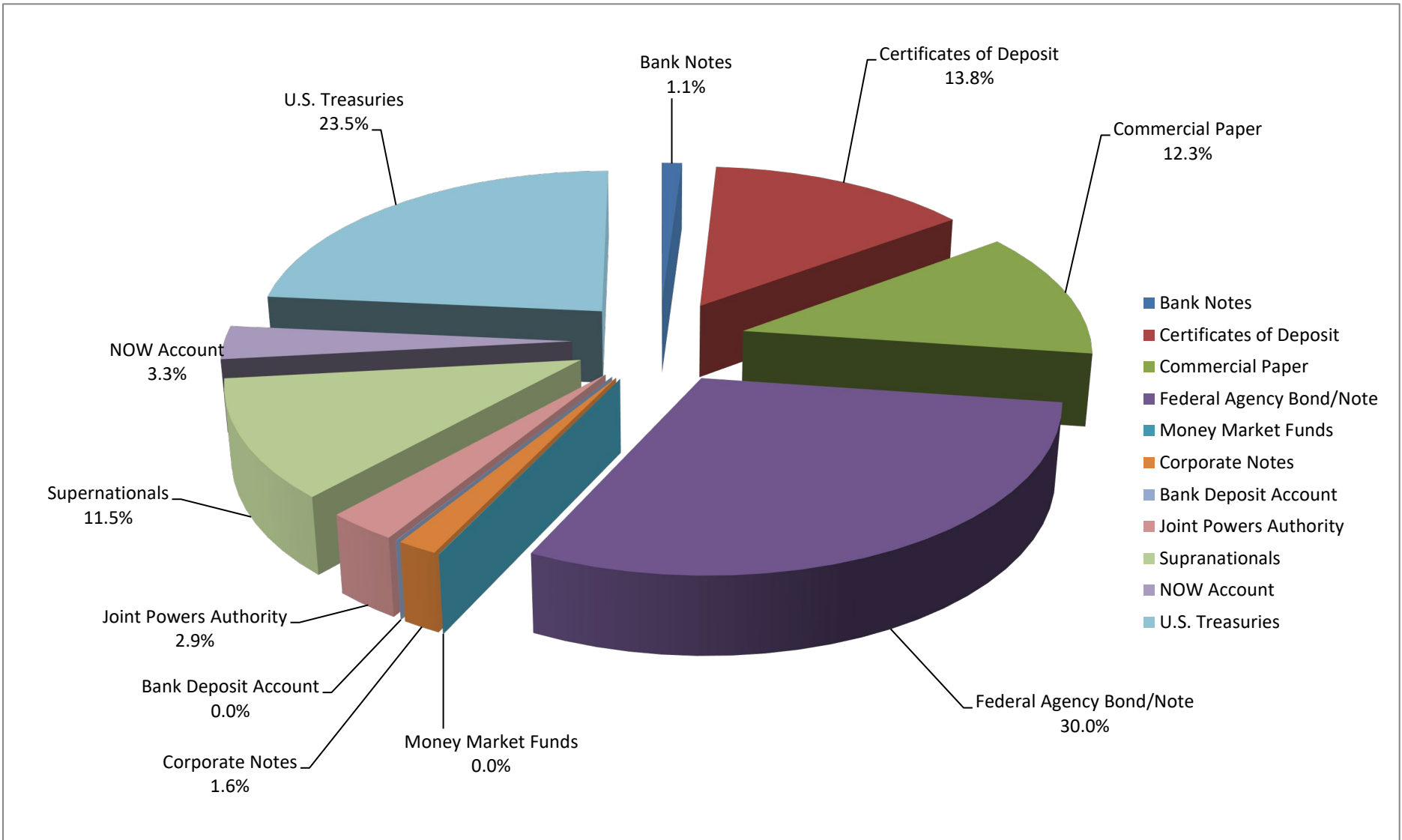


Chaffey Community College District
Investment Report

San Bernardino County Pool Summary
For The Period Ended December 31, 2018

Security Type	Par(\$)	Amortized Cost	Market Value	Yield to Maturity
Bank Notes	\$ 75,000,000.00	\$ 74,977,372.30	\$ 74,383,505.00	2.61%
Certificates of Deposit	964,400,000	964,397,688	963,935,485	2.41%
Commercial Paper	859,000,000	856,767,743	856,635,866	2.48%
Corporate Notes	114,000,000	113,330,583	113,220,375	2.34%
Federal Agencies	2,098,347,000	2,097,247,798	2,090,668,357	2.00%
Supranationals	808,500,000	807,709,563	803,960,421	1.82%
Money Market Funds	2,000,000	2,000,000	2,000,000	2.26%
Bank Deposit Account	1,000,000	1,000,000	1,000,000	2.07%
Joint Powers Authority	200,000,000	200,000,000	200,000,000	2.55%
NOW Account	225,000,000	225,000,000	225,000,000	2.35%
U.S. Treasuries	1,655,000,000	1,647,106,842	1,637,467,225	1.89%
Total Securities	<u>\$ 7,002,247,000</u>	<u>\$ 6,989,537,589</u>	<u>\$ 6,968,271,234</u>	<u>2.11%</u>
Cash Balances	<u>\$ 188,113,325</u>	<u>\$ 188,113,325</u>	<u>\$ 188,113,325</u>	
Total Investments	<u>\$ 7,190,360,325</u>	<u>\$ 7,177,650,914</u>	<u>\$ 7,156,384,558</u>	
Accrued Interest	0	19,915,021	19,915,021	
Total Portfolio	<u>\$ 7,190,360,325</u>	<u>\$ 7,197,565,935</u>	<u>\$ 7,176,299,580</u>	

Chaffey Community College District
Investment Report
San Bernardino County Pool Summary Distribution
For The Period Ended December 31, 2018



Chaffey Community College District
Investment Report

Chaffey District Funds with Financial Institutions - Bank Deposits
For The Period Ended December 31, 2018

Institution	Account Name	Collateralized Deposits	Total Deposits	Interest Rate	Maturity Date
Citizen's Business Bank	Associated Student Body Bus. Analyzed Public Funds Acct.	342,325	342,325	*	N/A
Citizen's Business Bank	Associated Student Body Insured Money Market Public Acct.	149,582	149,582	0.35%	N/A
Citizen's Business Bank	Revolving Cash Fund Bus. Analyzed Public Funds Acct.	23,727	23,727	*	N/A
Citizen's Business Bank	Clearing Account Bus. Analyzed Public Funds Acct.	1,495,809	1,495,809	*	N/A
Total All Banking Institutions		<u>\$ 2,011,444</u>	<u>\$ 2,011,444</u>		

*Chaffey College's contract with Citizen's Business Bank includes Account Analysis, which applies interest income to account fees.

All funds are collateralized and fully insured.

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

February 28, 2019
Board Meeting Date

TOPIC **BOARD POLICIES FOR INFORMATION**

Communication No. IV.D.3.a

SUPPORTS BOARD POLICY

Board Policy 2410 Board Policies and Administrative Procedures - The Governing Board may adopt such policies as are authorized by law or determined by the Governing Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Governing Board on a specific issue within its subject matter jurisdiction.

PROPOSAL

To receive Board Policies for first reading and discussion.

BACKGROUND

In July, 2011, the district began working with a consultant from the Community College League of California (CCLC) to update its Board Policies to align with the recommended policies developed through the legal firm of Liebert Cassidy Whitmore in conjunction with the CCLC. Utilizing the CCLC Policy and Procedure Subscription Service templates, the district will ensure that all legal requirements, recommendations, suggested good practices, and accreditation requirements are fully addressed.

The district is continuing its work to review and update policies during the 2018–2019 academic year. As part of this process, board policies were reviewed by Board Member Ovitt in his capacity as Governing Board Policy Liaison prior to their submission to the Governing Board for first reading. The Board Policies included for first reading are from Chapter 1 (The District), Chapter 2 (Governing Board), and Chapter 3 (General Institution).

RECOMMENDATION

It is recommended that the Governing Board receive board policies for first reading and discussion.

Prepared by:	<u> Jim Fillpot, Dean, Institutional Research, Policy, and Grants </u>
Recommended by:	<u> Henry D. Shannon, Superintendent/President </u>



**Governing Board Policies
Presented to the Governing Board for Information
February 28, 2019**

Chapter 1 – The District

- BP 1100 The Chaffey Community College District
- BP 1250 Board Goals for Student Success

Chapter 2 – Governing Board

- BP 2315 Closed Sessions
- BP 2330 Quorums and Voting
- BP 2420 Superintendent/President Support to the Governing Board
- BP 2430 Delegation of Authority to the Superintendent/President
- BP 2431 Superintendent/President Selection
- BP 2432 Superintendent/President Succession
- BP 2435 Evaluation of the Superintendent/President
- BP 2610 Presentation of Initial Collective Bargaining Proposal
- BP 2710 Conflict of Interest
- BP 2715 Code of Ethics/Standards of Practice
- BP 2716 Political Activity
- BP 2717 Personal Use of Public Resources
- BP 2725 Governing Board Member Compensation
- BP 2730 Governing Board Member Health Benefits
- BP 2735 Governing Board Member Travel
- BP 2740 Governing Board Education
- BP 2745 Governing Board Self-Evaluation
- BP 2750 Board Member Absence From the State

Chapter 3 – General Institution

- BP 3900 Speech: Time, Place, and Manner

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC **APPROVAL OF MINUTES, JANUARY 24, 2019**

Communication No. IV.E.1.a

SUPPORTS BOARD POLICY

Board Policy 2360 Minutes – The minutes shall record all actions taken by the Governing Board. The minutes shall be public records and shall be available to the public.

PROPOSAL

To approve the minutes of the January 24, 2019, regular meeting.

BACKGROUND

It is the practice of the board to approve the minutes of the board meeting(s) held the previous month. Those minutes are then made available to the public in the Chaffey College Library and on the college website.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

Approval of the minutes of the January 24, 2019, regular board meeting.

Submitted by: <u>Henry D. Shannon, Superintendent/President</u>
Recommended by: <u>Henry D. Shannon, Superintendent/President</u>

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, January 24, 2019, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President Brugger called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt, Ms. Roberts, Mr. Rosales (Student Trustee)

Members absent: none

CLOSED SESSION

The public is given an opportunity to address the Governing Board regarding the posted closed session agenda. No comments were made.

The Board convened in closed session at 2:00 p.m. Closed session was adjourned at 2:46 p.m.

STUDY SESSION

A study session commenced on the following topic:

Adult Education and High School Partnerships – Director Matthew Morin introduced his staff and thanked the admissions and records department who work with his office to process students. Mr. Morin presented on: strategic planning – increase offerings; innovation in adult education; dual enrollment; success rates; Chino Valley Adult School partnership with the InTech Center HVAC program; dual enrollment pathways for adult GED/HSD students; rewriting the law and working with advocates on legislation; progress on dual enrollment at high school campuses; summer strategy; intentional pathways; and linking in faculty.

Dr. Shannon welcomed Laura Hope in her new position as acting associate superintendent of instruction and institutional effectiveness. Ms. Hope thanked Mr. Morin for his ambitious agenda in adult education and high school partnerships, and stated that this work shows that Chaffey is most comfortable being at the forefront of issues.

Student Trustee Rosales asked if there was a bill number yet for this legislation, and Mr. Morin responded that at this point they are looking for sponsorship and are shopping around legislators.

REGULAR SESSION

The regular session reconvened at 3:15 p.m., and Trustee Ovitt led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

Chaffey College student Cassaundra Dean addressed the Board regarding what she believed to be the wrongful actions of a school official. Ms. Dean explained that she was advised by a veteran student counselor in 2015, and based on the counselor's direction, she lost three years by re-taking general education classes she did not need. She requested that her expenses during this period be reimbursed by Chaffey. She asked that someone look into this unfortunate situation so another student is not affected in the same way.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Moises Rosales highlighted the Chaffey College Student Government (CCSG) winter retreat; Panthers Welcome Days; CCSG Welcome Back; amending bylaws; election committee being enacted; resolution for dual enrollment being drafted; resolution regarding staffing at satellite libraries; working with M&O regarding trash left by students; Region IX meeting; and the Measure P reception.

Gary Ovitt reported attending the following: swearing-in of Auditor Controller Tax Collector Ensen Mason, West End YMCA Board meeting, Chaffey High School Alumni Association meeting, Chaffey College meeting with City of Ontario regarding Measure P, Children's Fund Executive Committee meeting, Children's Fund Golf Committee meeting, Etiwanda High School basketball game, Young Americans choral workshop and performance, Ontario Chaffey Community Show Band concert, Children's Fund Board meeting, Ontario Chaffey Community Show Band Board meeting, Ontario Montclair School District Models of Excellence and Stone Cutter Award Luncheon, Promise Scholars Celebration of 2018 Accomplishments, and National CORE Ribbon Cutting and Circle of Hope Donor Recognition.

Trustee Ovitt highlighted the Spring 2018 Welcome Back in the Chaffey College Sports Event and stated that he really enjoyed the keynote speaker, Dr. Calvin Mackie; the Governing Board Retreat/Study Session; and that he walked in the *Miles for Montclair* walk to raise money for homeless students on MLK Jr. Day, which has raised over \$200,000.

Lee McDougal reported attending the Governing Board Retreat, which he believed was productive in setting goals for the coming year.

Vice President Gloria Negrete McLeod announced that she attended the Governing Board Retreat and stated that it was one of the more interesting retreats that she has attended.

Katie Roberts reported attending the following events: Classified Senate Holiday Luncheon; Governing Board Holiday Dinner; Rotary, and Traveler's Aid Luncheon.

Board President Kathy Brugger announced that she attended the Associate Degree in Nursing program graduation and congratulated the graduates; and the Fontana State of the City event which focused on education. She mentioned that a flyer for the Chaffey College Panther Promise was distributed at the event.

LEGISLATIVE UPDATE

Lorena Corona, manager, transitional services and governmental relations, provided a written report which included updates on the following legislation: 2019 State Legislative Session Preview; Academic Programs, which included AB 30 Community College Career Access Pathways; College Affordability, which included AB 2, California College Promise, AB 140 California Kickstart: My Future Loan Forgiveness Program, and SB 52, The Cal Grant Program: Cal Grant C Awards; Intersegmental Coordination of Data Sharing which included AB 130, Office of Higher Education Performance and Accountability, SB 2, Statewide Longitudinal Student Database; SB 3, Office of Higher Education Coordination, Accountability, and Performance; Facilities legislation which included AB 13, AB 48, and AB 124; as well as an update on the 2019-2020 California State Budget.

Trustee Gloria Negrete-McLeod commented that even though it sounds like a lot of bills, the Governor maybe receives fifty percent of the bills. The majority of the bills are committee work and tightening up legislation.

PRESENTATIONS

Ali Tarzi, Community Reinvestment Relationship Manager for JPMorgan Chase, was scheduled to present a check to the Foundation in support of the InTech Center, but was stuck in traffic and presented later in the meeting.

FOUNDATION

Lisa Nashua, executive director, Foundation, recognized Foundation President Mary Caporale who was present at the meeting. Ms. Nashua provided a written report which included updates on the Alumni of the Year/Hall of Fame save the date for April 11, 2019; Lifetime Achievement Recognition for 102-year-old children's book author Beverly Cleary; Foundation Scholarships; Community Partners; Private Foundations; Foundation Golf Tournament save the date for Monday, June 24, 2019 at the Red Hill Country Club; and Foundation Mini-Grant Spring Applications.

Board President Brugger mentioned that she would be sponsoring the ladies' foursome at the golf tournament again this year.

REPORTS

CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

Dr. Shannon reported that in closed session, the Board voted to order a hearing, pursuant to Article 20.3.5 of the CSEA-District Collective Bargaining Agreement, regarding a classified employee's appeal of a disciplinary matter. The Board voted unanimously to order the hearing.

Dr. Shannon reported that in closed session, the Board voted to approve a settlement agreement between the District and an academic employee in exchange for a monetary payment that involved other non-monetary provisions. The Board voted unanimously to approve the settlement.

Dr. Shannon reported that in closed session, the Board voted to approve a settlement agreement between the District and an academic employee in exchange for a monetary payment that involved other non-monetary provisions. The Board voted unanimously to approve the settlement.

Employment or ratification of:

Evelyn Razon to the position of administrative assistant II, campus police, .475 FTE, 12 months, range 18, step A of the CSEA salary schedule, effective February 4, 2019.

Clementine Garrett to the position of buyer, 1.0 FTE, 12 months, range 20, step A of the CSEA salary schedule, effective February 1, 2019.

David Davalos to the position of facility maintenance attendant, .475 FTE, 12 months, range 7, step A of the CSEA salary schedule, effective February 1, 2019.

Billy Martinez to the position of instructional assistant IV, aeronautics, 1.0 FTE, 12 months, range 19, step A of the CSEA salary schedule, effective January 14, 2019.

Steven Ward to the position of instructional assistant IV, industrial electrical technology, 1.0 FTE, 12-months, range 19, step A of the CSEA salary schedule, effective February 1, 2019.

Sarah Bonomo to the temporary, one-semester position of instructor, associate degree nursing, 1.0 FTE, effective January 14, 2019, through May 23, 2019, for the 2019 spring semester.

Clarissa Moreno to the position of library clerk I, .475 FTE, 12 months, range 5, step A of the CSEA salary schedule, effective February 1, 2019.

Maria Jara to the position of payroll technician, 1.0 FTE, 12 months, range 17, step A of the CSEA salary schedule, effective February 1, 2019.

Priscilla Stigler to the position of program assistant, admissions and records, .475 FTE, 12 months, range 13, step B of the CSEA salary schedule, effective February 1, 2019

Hector Solorzano to the position of program assistant, language arts/journalism, .475 FTE, 12 months, range 13, step A of the CSEA salary schedule, effective February 1, 2019.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers. Amy Diamond to the temporary, unclassified, professional expert position of head coach, women's swimming, effective January 2, 2019, through May 31, 2019, under the terms and conditions of the employment agreement.

Dena Mangini to the temporary, unclassified, professional expert position of job developer, effective February 11, 2019, through June 30, 2019, under the terms and conditions of the employment agreement.

Robert Alexander to the temporary, unclassified, professional expert position of second assistant coach, men's basketball, effective February 1, 2019, through March 15, 2019, under the terms and conditions of the employment agreement.

Katherine Cortez to the temporary, unclassified, professional expert position of second assistant coach, softball, effective February 1, 2019, through May 31, 2019, under the terms and conditions of the employment agreement.

Utilization of volunteer services (This list has been made part of the minutes of this meeting.)

Appointment of:

Laura Hope to the temporary position of acting associate superintendent, instruction and institutional effectiveness, 1.0 FTE, range 40, step G of the management salary schedule, effective January 16, 2019, through December 31, 2019.

Jacob Peck to the temporary position of acting director, disability programs and services, 1.0 FTE, range 25, step A of the management salary schedule, effective January 14, 2019, through June 30, 2019.

Elyna Carranza to the position of administrative assistant II, campus police, 1.0 FTE, 12-months, range 18, step D of the CSEA salary schedule, effective February 1, 2019.

Linda Lamp to the temporary, unclassified, professional expert position of grant director, effective February 1, 2019, through June 30, 2019, under the terms and conditions of the employment agreement.

Kevin Curwin to the position of senior research analyst, 1.0 FTE, 12-months, range 40, step A of the CSEA salary schedule, effective February 1, 2019.

The Governing Board ratified a temporary increase in assignment for the digital media lab specialist position from .475 to 1.0 FTE for the period of January 1, 2019, through May 31, 2019. The Governing Board ratified a temporary increase in assignment for the photography specialist position from .475 to 1.0 FTE for the period of January 1, 2019, through May 31, 2019 June 30, 2019.

The Governing Board approved the temporary increase in assignment of the .475 contract employee Alice Soto, administrative assistant II, Health Sciences, to work a maximum of eight hours per day for no more than twenty consecutive days for the months of December 2018 and January 2019.

MONITORING

The following reports were submitted to the Governing Board for their information:

2017-2018 Audit Report – Associate Superintendent of Business Services and Economic Development Lisa Bailey introduced the College's internal auditor, Patrick Cabildo. Patrick Cabildo introduced Bill Rauch, Vavrinek, Trine and Day engagement partner, who explained that the College had no areas of non-compliance and received an unmodified, or clean, opinion. There were also no prior year findings that needed to be followed-up on. This is very important for the Measure P bond rating.

Dr. Shannon commented on the exceptional job that the business office and Patrick Cabildo have done throughout the year.

Budget Monitoring Report

INFORMATIONAL

The following reports were submitted to the Governing Board for their information:

2019-2020 Budget Development Calendar

Mr. McDougal commented that in response to concerns raised at a past meeting criticizing the recruitment process and the time it takes to fill vacancies, he pointed out that it seems to take four months on average to fill positions, rather than the year to year and a half stated by the employee who addressed the Board. He feels as though this is a reasonable period of time for the process.

CONSENT AGENDA

A motion was made by Mr. Ovitt, seconded by Mr. McDougal, to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt
Ms. Roberts, Mr. Rosales (advisory)
Nays: None
Absent: None

Through this action, the following were approved (Approval of Minutes, December 13, 2018 through Management Personnel Plan/Employment Contracts).

GOVERNANCE PROCESS

The minutes of the December 13, 2018 regular board meeting were approved as presented.

The Governing Board changed the date of the March board meeting to Thursday, March 21, 2019.

ACADEMIC AFFAIRS

The Governing Board approved the 2019-20 academic calendar.

The Governing Board approved 15 new courses, 75 course modifications, 39 distance education courses, two course deactivations, seven new programs of study, and six program of study modifications for the *Chaffey College 2019-2020 Catalog*.

BUSINESS/FISCAL AFFAIRS

The Governing Board adopted Resolution 12419A, which approves the Amended and Restated Bylaws of the District's Independent Citizens' Oversight Committee.

The Governing Board ratified a five-year contract with Ellucian Company L.P. for the District's Enterprise Resource Planning (ERP) system, on a single source basis for the sole source services it exclusively provides, in the amount of \$4,300,003.

The Governing Board authorized the District to award Bid No. 2019CS379 and to issue a purchase order in accordance with the terms and specifications of the Bid Documents, to Pivot Interiors of Santa Clara, CA in the amount of \$167,368, which equals the total bid price on the attached bid opening results.

The Governing Board authorized the District to reject all bids for Bid No. 2019PW299, Transformer Replacement Project and to re-bid the project.

The Governing Board approved the budget increase of \$217,083 to the 2018-2019 restricted general fund budget for the district's Certified Nursing Assistant Expansion (CNA) and Hunger Free Campus Support one-time allocations.

The Governing Board adopted Resolution 12419, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

The Governing Board approved the Budget Transfer Board Report for the period of October 1, 2018 through December 31, 2018.

The Governing Board approved the Quarterly Financial Status Report for the period ending December 31, 2018.

HUMAN RESOURCES

The Governing Board approved employment contracts between the Governing Board of the Chaffey Community College District and management employees.

ACTION AGENDA

A motion was made by Trustee McDougal, seconded by Trustee Negrete-McLeod, to approve the action agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Mr. Rosales (advisory)
Nays: None
Absent: None

Through this action, the following were approved:

BUSINESS/FISCAL AFFAIRS

The Governing Board ratified the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from three Central Plant closed water loop leaks, one at a location along Myrtle Drive and two along College Drive, on the Rancho Cucamonga Campus, and the award of a contract to Southland Industries of Garden Grove, CA for repairs necessary to remediate the same, for a total cost of \$286,693.

The Governing Board ratified the contract, purchase order, and warrant lists. (These lists have been made part of the minutes of this meeting.)

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, thanked the Board members and staff for their work and input for the Governing Board Retreat/Study Session. He mentioned that Dr. Pamila Fisher was the facilitator.

Dr. Shannon highlighted the Spring 2019 Welcome Back, the 2019 Fontana State of the City, and an update from the Office of the Vice President of Student Services. Dr. Shannon stated that he appreciated Fontana Mayor Warren mentioning Chaffey College and the expansion in Fontana. He also thanked UMOJA for inviting him to speak at their Martin Luther King event.

Faculty Senate President Misty Burruel provided a handout of academic highlights including: New Faculty Orientation; Women in STEM; Creative Works and Professional Accomplishments of Robin Ikeda, Marc Meyer, Baron Brown, Misty Burruel, Carlos Martinez, and Cindy Walker.

Ms. Burruel thanked Laura Hope for her work on the 16-week calendar.

Classified Senate President Trisha Albertsen thanked everyone who attended the Classified Senate Luncheon, which raised over \$2,000 for scholarships.

CSEA had no report.

CCFA President Jonathan Ausubel welcomed Laura Hope back to Chaffey College. He further mentioned that four members of CCFA will be attending the Community College Association Bargaining Academy, and that

they are looking forward to getting the bargaining process started, hopefully by the end of April or May. Mr. Ausubel also thanked Dr. Shannon for his conversation regarding a long-term staffing plan for the College, which has reassured him that the College is moving in the right direction.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

PRESENTATION OF CHECK – A check in the amount of \$100,000 was accepted by Foundation President Mary Caporale and Foundation Executive Director Lisa Nashua on behalf of JPMorgan Chase. The purpose of the check is to increase the number of youth and women in advanced manufacturing where they can make a living wage in the community in which they have grown up and supporting companies that have worked with Chaffey College for many years.

Dr. Shannon thanked Sandra Sisco for her work at the InTech Center.

Trustee Roberts announced that she is a Parkinson’s sufferer and mentioned that it has affected her ability to write, hear, speak and drive. She mentioned that she is facilitating a conference for those with mobility issues on March 23, 2019 in Ontario. The event will include scooter and wheelchair races and free food and drink.

Trustee McDougal officially welcomed Laura Hope back to Chaffey College on behalf of the Board.

ADJOURNMENT

The meeting was adjourned at 4:05 p.m. in the memory of Clyde Francisco, former Chaffey College student who was on the winning 1947 Junior Rose Bowl football team.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, February 28, 2019.

President

Clerk

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019

Board Meeting Date

TOPIC **CURRICULUM**

Communication No. IV.E.2.a

SUPPORTS BOARD POLICY

Board Policy 4020 Program, Curriculum, and Course Development – The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Superintendent/President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

PROPOSAL

To approve the following changes to the *Chaffey College 2019-2020 Catalog*, as recommended by the Faculty Senate, the college Curriculum Committee, and the Interim Associate Superintendent of Instruction and Institutional Effectiveness:

- 18 new courses
- 53 course modifications
- 20 distance education courses
- 4 course deactivations
- 2 course reactivations
- 3 new programs of study
- 12 program of study modifications

BACKGROUND

AB 1725 and Section 53200(c) of Title 5 define the role of the Faculty Senate in assuming primary responsibility for making recommendations in the areas of curriculum and academic standards. The Curriculum Committee has reviewed the attached new courses, course modifications, distance education courses, course deactivations, course reactivations, new programs of study, and program of study modifications, which are not currently in the college curriculum. As a result of deliberations, the college Curriculum Committee, the Faculty Senate, and the Interim Associate Superintendent of Instruction and Institutional Effectiveness are recommending these curriculum changes.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board approve 18 new courses, 53 course modifications, 20 distance education courses, four course deactivations, two course reactivations, three new programs of study, and 12 program of study modifications for the *Chaffey College 2019-2020 Catalog*.

Prepared by:	Marie Boyd, Curriculum Chairperson
Submitted by:	Laura Hope, Acting Associate Superintendent, Instruction and Institutional Effectiveness
Recommended by:	Henry D. Shannon, Superintendent/President

**Curriculum
2018-2019**

NEW COURSES

	Discipline	Course ID	TOP Code	Title	Units
1.	Arts Management	ARTMGT-496AB	0501.00	Arts Business Management Cooperative Education Internship	1-2
2.	Arts Management	ARTMGT-410	0501.00	Introduction to Arts Management	3
3.	Arts Management	ARTMGT-420	0501.00	Introduction to Project Funding	1.5
4.	Arts Management	ARTMGT-430	0501.00	Introduction to Collection Management	1.5
5.	Arts Management	ARTMGT-440	0501.00	Creative Careers - Discovering Self- Directed Pathways	1.5
6.	Chemistry	CHEM-76A	1905.00	Organic Chemistry I	4
7.	Chemistry	CHEM-76B	1905.00	Organic Chemistry II	4
8.	Interior Design	ID-14	1302.00	Fundamentals of Design for Interiors	3
9.	Interior Design	ID-426	1302.00	Professional Practice for Interior Designers	3
10.	Interior Design	ID-45	1302.00	Codes and Building Systems	3
11.	Nursing: Vocational Nursing	NURVN-601	1230.20	Vocational Nursing Skills Development I	0
12.	Nursing: Vocational Nursing	NURVN-602	1230.20	Vocational Nursing Skills Development II	0
13.	Nursing: Vocational Nursing	NURVN-603	1230.20	Vocational Nursing Skills Development III	0
14.	Nursing: Vocational Nursing	NURVN-604	1230.20	Intravenous Therapy	0
15.	Radiologic Technology	RADTEC-600	1225.00	Radiologic Technology Skills Development I	0
16.	Radiologic Technology	RADTEC-610	1225.00	Radiologic Technology Skills Development II	0
17.	Spanish	SPAN-9	1105.00	Cultural Awareness through Conversation	3
18.	Statistics	STAT-610	1702.00	Skill Building for Stat 10	0

COURSES - MODIFICATIONS

	Discipline	Course ID	TOP Code	Title	Units
1.	Art	ART-82	0614.10	Introduction to Digital Media	4
2.	Business Technology	BUSTEC-410	0614.50	MS Publisher Comprehensive	3
3.	Business Technology	BUSTEC-452	0514.00	Administrative Financial Bookkeeping	3
4.	Business Technology	BUSTEC-455	0514.00	Fundamentals of English for Business	3
5.	Business Technology	BUSTEC-460	0514.00	Proofreading: Text-Editing Skills	3
6.	Business Technology	BUSTEC-470	0514.00	Office Systems and Procedures	3
7.	Business Technology	BUSTEC-60A	0514.00	Microsoft Office Word - Specialist	3
8.	Business Technology	BUSTEC-60B	0514.00	Microsoft Office Word - Expert	3
9.	Business Technology	BUSTEC-62	0514.00	Microsoft Office Outlook	1.5

10.	Business Technology: Medical Coding and Billing	BUSTECM-408	0514.20	Coding of Body Systems for Medical Billing and Coding	3
11.	Business Technology: Medical Coding and Billing	BUSTECM-410	0514.20	CPT Current Procedural Terminology	3
12.	Business Technology: Medical Coding and Billing	BUSTECM-420	0514.20	Basic ICD-10-CM Coding	3
13.	Business Technology: Medical Coding and Billing	BUSTECM-430	0514.20	Intermediate Level ICD-10-CM, ICD-10-PCS Coding	3
14.	Business Technology: Medical Coding and Billing	BUSTECM-440	0514.20	Medical Billing, Reimbursement, and Compliance	3
15.	Business Technology: Medical Coding and Billing	BUSTECM-475	0514.20	Medical Office Procedures	3
16.	Child Development	CDE-24	1305.80	Introduction to Curriculum Theory	2
17.	Child Development	CDE-24W	1305.80	Practicum I: Supervised Occupational Work Experience	1
18.	Child Development	CDE-25	1305.80	Advanced Curriculum Theory	2
19.	Child Development	CDE-25W	1305.80	Practicum II: Supervised Occupational Work Experience	1
20.	Computer Information Systems: Programming	CISPROG-5	0707.10	Programming with Python	3
21.	Dance	DANCE-30B	1008.00	Tap Dance IB	1
22.	Dance	DANCE-400	1008.00	Hip Hop Dance	1
23.	Engineering	ENGIN-71	0901.00	Circuit Analysis	4
24.	History	HIST-12	2205.00	Asian American History	3
25.	History	HIST-71	2203.00	Chicanos: The Chicano Minority in the United States	3
26.	Interior Design	ID-21	1302.00	Space Planning	3
27.	Interior Design	ID-22	1302.00	Interior Design Materials	3
28.	Interior Design	ID-27	1302.00	Computer Drafting & Design for Interiors	3
29.	Interior Design	ID-482	1302.00	Internships in Interior Design	1-1
30.	Kinesiology: Activity	KINACT-24	0835.10	Cross Training Boot Camp	1
31.	Mathematics	MATH-25	1701.00	College Algebra	4
32.	Mathematics	MATH-4	1701.00	Mathematical Concepts for Elementary School Teachers	4
33.	Mathematics	MATH-401	1701.00	Mathematics for Health Science	1
34.	Mathematics	MATH-420	1701.00	Essentials of Intermediate Algebra	4
35.	Mathematics	MATH-450	1701.00	Intermediate Algebra: A Critical Thinking Approach	5
36.	Mathematics	MATH-550	1701.00	Introduction to Algebra	4
37.	Mathematics	MATH-60	1701.00	Calculus for Business	4

38.	Mathematics	MATH-65A	1701.00	Calculus I	4
39.	Mathematics	MATH-65B	1701.00	Calculus II	4
40.	Mathematics	MATH-75	1701.00	Calculus III	5
41.	Nursing Assistant	NURAST-400	1230.30	Nursing Assistant	3.5
42.	Nursing Assistant	NURAST-400L	1230.30	Nursing Assistant Laboratory	2
43.	Nursing Assistant	NURAST-405	1230.30	Nursing Assistant Skills Laboratory	0.5
44.	Nursing Assistant	NURAST-420	1230.80	Home Health Aide	1.5
45.	Nursing Assistant	NURAST-420L	1230.80	Home Health Aide Laboratory	1
46.	Nursing: Vocational Nursing	NURVN-403	1230.20	Fundamentals of Nursing	3
47.	Nursing: Vocational Nursing	NURVN-405	1230.20	Beginning Medical Surgical Nursing	4
48.	Nursing: Vocational Nursing	NURVN-405L	1230.20	Beginning Medical Surgical Nursing Laboratory	3
49.	Nursing: Vocational Nursing	NURVN-407C	1230.20	Advanced Nursing Skills/Clinical Simulation Laboratory	1
50.	Nursing: Vocational Nursing	NURVN-409	1230.20	Intermediate Medical Surgical Nursing	4
51.	Radiologic Technology	RADTEC-51	1225.00	Radiographic Clinical Education III	4.75
52.	Spanish	SPAN-3	1105.00	Intermediate Spanish I	4
53.	Statistics	STAT-10	1701.00	Elementary Statistics	4

COURSES – DISTANCE EDUCATION

	Discipline	Course ID	TOP Code	Title	Units
1.	Business Technology	BUSTEC-410	0614.50	MS Publisher Comprehensive	3
2.	Business Technology	BUSTEC-452	0514.00	Administrative Financial Bookkeeping	3
3.	Business Technology	BUSTEC-455	0514.00	Fundamentals of English for Business	3
4.	Business Technology	BUSTEC-460	0514.00	Proofreading: Text-Editing Skills	3
5.	Business Technology	BUSTEC-470	0514.00	Office Systems and Procedures	3
6.	Business Technology	BUSTEC-60A	0514.00	Microsoft Office Word - Specialist	3
7.	Business Technology	BUSTEC-60B	0514.00	Microsoft Office Word - Expert	3
8.	Business Technology	BUSTEC-62	0514.00	Microsoft Office Outlook	1.5
9.	Business Technology: Medical Coding and Billing	BUSTECM-408	0514.20	Coding of Body Systems for Medical Billing and Coding	3
10.	Business Technology: Medical Coding and Billing	BUSTECM-410	0514.20	CPT Current Procedural Terminology	3
11.	Business Technology: Medical Coding and Billing	BUSTECM-420	0514.20	Basic ICD-10-CM Coding	3
12.	Business Technology:	BUSTECM-430	0514.20	Intermediate Level ICD-10-CM, ICD-10-PCS Coding	3

	Medical Coding and Billing				
13.	Business Technology: Medical Coding and Billing	BUSTECM-440	0514.20	Medical Billing, Reimbursement, and Compliance	3
14.	Business Technology: Medical Coding and Billing	BUSTECM-475	0514.20	Medical Office Procedures	3
15.	Computer Information Systems: Programming	CISPROG-5	0707.10	Programming with Python	3
16.	Interior Design	ID-426	1302.00	Professional Practice for Interior Designers	3
17.	Interior Design	ID-45	1302.00	Codes and Building Systems	3
18.	Mathematics	MATH-25	1701.00	College Algebra	4
19.	Mathematics	MATH-652	1702.00	Skill Building for Math 25	0
20.	Spanish	SPAN-9	1105.00	Cultural Awareness through Conversation	3

COURSES - DEACTIVATIONS

	Discipline	Course ID	TOP Code	Title	Units
1.	Chemistry	CHEM-75A	1905.00	Organic Chemistry I	5
2.	Chemistry	CHEM-75B	1905.00	Organic Chemistry II	5
3.	Dance	DANCE-60B	1008.00	Tap Dance IIB	1
4.	Interior Design	ID-25	1302.00	Interior Design Management	2

COURSES - REACTIVATIONS

	Discipline	Course ID	TOP Code	Title	Units
1.	Interior Design	ID-15	1302.00	Architectural Drafting for Interior Designers	3
2.	Mathematics	MATH-652	1702.00	Skill Building for Math 25	0

PROGRAMS OF STUDY – NEW PROGRAMS

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Arts Management	Certificate of Achievement	0501.00	Arts Business Management	16-18
2.	Computer Information Systems	A.S.	0708.00	Cyber Security Professional	23.5-24.5
3.	Interior Design	Certificate of Achievement	1302.00	Interior Design Visual Communication	20.5

PROGRAMS OF STUDY - MODIFICATIONS

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Biology	A.S.	0401.00	Biological Sciences	32-33
2.	Chemistry	AS-T	1905.00	Chemistry	36
3.	Emergency Medical Technician	Certificate of Achievement	1250.00	Emergency Medical Provider	20
4.	Interior Design	A.S.	1302.00	Interior Design	40
5.	Interior Design	Certificate of Achievement	1302.00	Interior Design	40
6.	Business Technology	Certificate of Achievement	0514.00	Microsoft Word	13.5-15
7.	Nutrition and Food	AS-T	1306.00	Nutrition and Dietetics	23

8.	Physical Science	A.S.	1901.00	Physical Science	60
9.	Business Technology	A.S.	0514.00	Professional Administrative Management	30
10.	Business Technology	Certificate of Achievement	0514.40	Professional Administrative Management	30
11.	Culinary	Certificate of Achievement	1306.30	Professional Baking and Patisserie	24
12.	Spanish	AA-T	1105.00	Spanish	19

February 28, 2019 Curriculum Board Report

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC 2019-2020 NONRESIDENT TUITION AND CAPITAL OUTLAY FEE

Communication No. IV.E.3.a

SUPPORTS BOARD POLICY

Board Policy 5020 Nonresident Tuition – The Superintendent/President shall bring to the Governing Board for approval an action to establish nonresident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual.

The Superintendent/President shall establish procedures regarding collection, waiver, and refunds of nonresident tuition.

PROPOSAL

To adopt the non-resident tuition fee of \$265 per semester unit for the 2019-2020 fiscal year with a capital outlay fee of \$20.

BACKGROUND

Education Code Section 76140 requires each community college district to establish a nonresident tuition fee to be effective on July 1 of the succeeding fiscal year (effective fall semester). The District's rate is determined using the statewide average, or Chaffey's calculated rate, and/or comparison to contiguous districts. In addition to the non-resident rate, Education Code also allows an additional fee for capital outlay for nonresident students. This fee is determined using a formula provided by the Chancellor's Office. The current year fees are \$258 per unit with a capital outlay fee of \$10.

BUDGET IMPLICATIONS

Funding Source – Nonresident students' tuition payments.

Status of Funds – Income from these fees will be deposited in the unrestricted general fund. The actual non-resident income received in 2017-2018 was \$1,650,065. This income is not included in the District's state apportionment formula.

Future Implications – This is ongoing income for the District, based on the number of nonresident students enrolled.

RECOMMENDATION

It is recommended the Governing Board approve the nonresident tuition fee of \$265 per semester unit with a capital outlay fee of \$20.

Prepared by:	Anita D. Undercoffer, Executive Director, Budgeting & Fiscal Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019

Board Meeting Date

TOPIC **APPROVAL TO DESIGNATE TRANE U.S., INC. AS A SINGLE SOURCE VENDOR FOR A SOLE SOURCE PROCUREMENT**

Communication No. IV.E.3.b

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts.

PROPOSAL

It is recommended that the Governing Board authorize Chaffey Community College District to enter into a contract with Trane U.S., Inc. of Brea, CA (Trane) for the CenTraVac® Compressor R’newal service, which is a major inspection and maintenance program for the Central Plant chillers, on a single source basis for the sole source services it exclusively provides as described herein, pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$275,221.91.

BACKGROUND

California Public Contract Code Section 20651 requires a competitive bidding process before the governing board of a community college district lets a contract of more than the bid limit (currently ninety two thousand six hundred dollars, \$92,600) for (1) the purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district (2) services, except construction services (3) repairs, including maintenance as defined in Section 20656, that are not a public project as defined in subdivision (c) of Section 22002.

However, California Public Contract Code Section 3400 provides relief from competitive bidding in subdivision (c)(2) “in order to match other products in use on a particular public improvement either completed or in the course of completion” and in (c)(3) “in order to obtain a necessary item that is only available from one source.”

Section 3400 codifies court rulings holding that where going out to bid will yield no benefit or advantage, a public entity may declare a “sole source” and make a contract without the need for formal bidding.

Therefore, District staff believe that it is in the best interest of the District for the Board to, in this case, waive California Public Contract Code section 20651 and authorize a contract with Trane for the CenTraVac® Compressor R’newal service for the Central Plant chillers, on a single source basis for the sole source services it exclusively provides, without going through a competitive bidding process.

Since 2005, the District has operated a Central Plant facility, which provides heating and cooling to designated buildings throughout the Rancho Cucamonga Campus. The Central Plant infrastructure includes two 600-ton Trane CenTraVac® chillers, which provide air conditioning to designated buildings. Major components of the Trane chillers are approaching their life expectancy and need to be replaced or rebuilt to ensure operational reliability.

Sole Source Product Justification: The Trane chillers are a very unique, highly specialized, and complex piece of mechanical equipment. Even the slightest error on teardown or rebuild, typically caused by less knowledgeable technicians, could cause catastrophic failure, which would result in no air conditioning available to the multiple buildings that are connected to the Central Plant. Due to the critical nature of the Central Plant chillers, it is imperative to obtain the highest level of service and warranty for this maintenance work.

Single Source Vendor Justification: Only Trane can provide Trane factory-authorized technicians, along with a Trane-authorized factory warranty on the chillers’ compressors,

APPROVAL TO DESIGNATE TRANE U.S., INC. AS A SINGLE SOURCE VENDOR FOR A SOLE SOURCE PROCUREMENT

February 28, 2019

Page 2

lubrication system and Adaptive Frequency Drives. In addition, Trane will provide all OEM parts direct from Trane when completing the service on the chillers. Trane’s technicians are utilizing factory specifications in all of their work, bringing the chillers back to like new condition. Furthermore, when the R’Newal service is complete, the factory recognizes the machines as new, issuing a new serial number, something no other company is able to provide.

BUDGET IMPLICATIONS

Funding Source – Capital Projects fund.

Current Status of Funds – Funds of \$275,221.91 are included in the 2018-2019 Capital Projects fund budget.

Future Implications – N/A

RECOMMENDATION

District staff recommends the Governing Board authorize Chaffey Community College District to enter into a contract with Trane U.S., Inc. of Brea, CA for the CenTraVac® Compressor R’newal service, on a single source basis for the sole source services it exclusively provides pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$275,221.91.

Attachment: Letter from Trane U.S., Inc.

Prepared by:	Eva Ramirez, Interim Director of Purchasing Services
Reviewed by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President



Trane US Inc.
3253 Imperial Hwy
Brea, CA 92821
Tel (626) 913-7123 Fax (626) 913-7923
www.trane.com

February 11, 2019

Troy Ament
Director of Facilities & Operations
Chaffey College
5885 Haven Ave.
Rancho Cucamonga, CA 91737

Dear Troy:

Thank you for the opportunity of earning your business. I wanted to take this chance to talk about Trane's exclusive R'Newal program, which I have proposed to complete on your Trane CenTraVac Chiller. Trane's CenTraVac Compressor R'newal™ service program is a major inspection and maintenance program that brings the chiller's compressor to like new condition. The CenTraVac™ Compressor R'newal program is backed with a Trane factory warranty covering compressor motor, bearing and lubrication system failures. This unique warranty reflects Trane's confidence in our compressors as well as our factory-authorized service technicians who work on them.

I have also proposed Trane's Adaptive Frequency Drive (AFD) R'newal™ service program, a comprehensive factory warrantied solution designed to restore your Trane CenTraVac AFD to its original operating condition, reliability, and life expectancy. The AFD R'newal™ program is backed with a Trane factory warranty, covering key components like the power module and cooling components. This unique warranty reflects Trane's confidence in our Adaptive Frequency Drive components as well as our factory-authorized service technicians who work on them.

Trane's R'Newal programs distinguishes itself from a standard overhaul that other contractors currently perform. Only Trane can provide you a Trane-authorized factory warranty on your chiller's compressor, lubrication system and Adaptive Frequency Drives. No other contractor uses Trane factory-authorized technicians to rebuild your machine or address your AFDs. Our technicians are utilizing factory specifications in all of their work, bringing the chiller back to like new condition. In fact, when the R'Newal is complete, the factory recognizes the machines as new, issuing a new serial number. No other company can do this. In addition, Trane will provide all OEM parts direct from Trane when completing the R'Newal on your chiller.

The Trane chiller is a very unique, highly specialized, and complex piece of mechanical equipment. Even the slightest of error on teardown or rebuild, typically caused by less knowledgeable technicians, could cause catastrophic failure. With the addition of the factory warranty that only Trane can provide, Trane is proud to be the exclusive provider of the R'Newal program.

Outside of the United States, please place information here required legally where appropriate. For example, a number of counties by law require certain specific information to be stated on the letterhead such as a company's full legal name, a company registration number, and/or an identification number. You should check with your local controller or HR representative to be sure your letterhead is in accordance with local regulations for the relevant Ingersoll Rand company.

Let me know if you have any questions and I thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gabe Bensimon', with a stylized, cursive script.

Gabe Bensimon
National Account Manager
Trane US Inc.

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC AUTHORIZATION FOR USE OF MEASURE "L" BOND BUDGETED RESERVE

Communication No. IV.E.3.c

SUPPORTS BOARD POLICY

Board Policy 6305 Reserves and Board Policy 6600 Capital Construction

PROPOSAL

To authorize the District to transfer from the Measure "L" Budgeted Bond Reserve the amount of \$500,000 to the Measure L Build Out Project, Theatre Wings Renovation for the purpose of funding remaining project expenses throughout the project completion.

BACKGROUND

On September 17, 2017, the District awarded the construction contract 2018PW40 for the Measure L Build Out Projects. Five projects were identified and recommended to the Board as a Measure L Build Out Plan at a study session on January 22, 2015, and funding for the projects was authorized by the Board on April 23, 2015. The five projects, which were bid as a single project under Bid No. 2018PW40, Measure L Build Out Projects, included the Theatre Wings Renovation.

The scope of this project includes renovations to the east wing, west wing, and green room. Renovations include electrical, plumbing and HVAC (heating, ventilating, and air conditioning) upgrades, and new finishes (paint/flooring).

Due to the age of the buildings being renovated and, in particular, the Theatre Arts building (it was built in 1958), contractors encountered numerous unforeseen interior field conditions which has resulted in an increase in the scope of work needed to be performed by both the architect and general contractor.

Additionally, although the path of travel is indicated on as-built drawings of previous work approved by DSA, the inspector of record was tasked by the Division of State Architect's (DSAs) field engineer to identify elements within the path of travel that were not in compliance. This, in turn, has resulted in additional corrective work necessary to satisfy accessibility requirements and obtain DSA project certification.

BUDGET IMPLICATIONS

Funding Source – Measure L bond funds and 2015-2016, 2016-2017 State Physical Plant and Instructional Support Block Grants; Project 3.4.6. Total project budget is \$4,457,124.

Status of Funds – Funds of \$500,000 are included in the 2018-2019 adopted bond budget, Measure L bond reserve.

Future Implications – N/A

AUTHORIZATION FOR USE OF MEASURE “L” BOND BUDGETED RESERVE

February 28, 2019

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RECOMMENDATION

It is recommended that the Governing Board authorize the District to transfer the amount of \$500,000 from Measure “L” Budgeted Bond Reserve for the purpose of funding the aforementioned project remaining project expenses throughout the project completion.

Prepared by:	Melanie Siddiqi, Vice President, Administrative Affairs
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC **AUTHORIZED SIGNATURE LIST**

Communication No. IV.E.3.d

SUPPORTS BOARD POLICY

Board Policy 6150 Designation of Authorized Signatures - The Governing Board, on recommendation of the Superintendent/President, approves a listing of designated employees whose signature is approved for essential District business for the fiscal year. Modified lists are submitted to the Governing Board as necessary.

PROPOSAL

To approve the revised district authorized signature list to be effective February 28, 2019. The changes include removing Meridith Randall and adding Laura Hope, Acting Associate Superintendent, Instruction and Institutional Effectiveness as an authorized signer for District Official Documents and Notices of Employment-Personnel Agreements and adding Dawn Hatfield, Administrator, Campus Store as an authorized signer for Bookstore Purchase Orders.

BACKGROUND

The signature list specifying persons authorized to sign official district documents is approved by the Governing Board. The signature list reflects the appropriate changes.

BUDGET IMPLICATIONS

Funding Source – N/A

Status of Funds – N/A

Future Implications – N/A

RECOMMENDATION

It is recommended the Governing Board approve the revised district authorized signature list to be effective February 28, 2019.

Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

DISTRICT AUTHORIZED SIGNATURE LIST

February 28, 2019

DISTRICT OFFICIAL DOCUMENTS

Henry D. Shannon, Superintendent/President
Laura Hope, Acting Associate Superintendent, Instruction and Institutional Effectiveness
Lisa Bailey, Associate Superintendent, Business Services & Economic Development
Melanie Siddiqi, Vice President, Administrative Affairs

CONTRACTS

Henry D. Shannon, Superintendent/President
Lisa Bailey, Associate Superintendent, Business Services & Economic Development
Melanie Siddiqi, Vice President, Administrative Affairs
Kimberly Erickson, Executive Director, Business Services
Susan Hardie, Director, Human Resources and Risk Management
Eva Ramirez, Interim Director, Purchasing Services

PURCHASE ORDERS

Henry D. Shannon, Superintendent/President
Lisa Bailey, Associate Superintendent, Business Services & Economic Development
Kimberly Erickson, Executive Director, Business Services
Eva Ramirez, Interim Director, Purchasing Services

BOOKSTORE PURCHASE ORDERS

Henry D. Shannon, Superintendent/President
Lisa Bailey, Associate Superintendent, Business Services & Economic Development
Kimberly Erickson, Executive Director, Business Services
Dawn Hatfield, Administrator, Campus Store

AUDITOR-CONTROLLER SIGNATURE/FUND CUSTODIAN AUTHORIZATION

Lisa Bailey, Associate Superintendent, Business Services & Economic Development
Kimberly Erickson, Executive Director, Business Services
Laura Collins, Accountant
Trisha Albertsen, Accountant

NOTICES OF EMPLOYMENT-PERSONNEL AGREEMENTS

Henry D. Shannon, Superintendent/President
Laura Hope, Acting Associate Superintendent, Instruction and Institutional Effectiveness
Lisa Bailey, Associate Superintendent, Business Services & Economic Development
Eric Bishop, Vice President, Student Services
Melanie Siddiqi, Vice President, Administrative Affairs
Susan Hardie, Director, Human Resources and Risk Management
Alisha Serrano, Interim Director, Career Development (Student NOE)

CHECKING ACCOUNTS

District

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Kimberly Erickson, Executive Director, Business Services

Bookstore

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

Cafeteria

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

Associated Student Body

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

Auxiliary Services

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

Chaffey College Chino Community Center

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

Chaffey College Revolving Cash Fund

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

Clearing Account, Federal Student Grant Program

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services
- Laura Collins, Accountant

State of California Cal Grant, Chaffey College Federal Grant, Federal Grant Program-Pell Second Chance and Full-time Student Success Grant Programs

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services
- Laura Collins, Accountant
- Trisha Albertsen, Accountant

MORGAN STANLEY SMITH BARNEY/PAYDEN & RYGEL

Henry D. Shannon, Superintendent/President

Lisa Bailey, Associate Superintendent, Business Services & Economic Development

Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services

Kimberly Erickson, Executive Director, Business Services

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
 Board Meeting Date

TOPIC BUDGET CHANGES – RESTRICTED GENERAL FUND

Communication No. IV.E.3.e

SUPPORTS BOARD POLICY

Board Policy 6300 Fiscal Management - The Superintendent/President shall establish procedures to assure that the fiscal condition and activity of the District ensures fiscal health and stability, supports Governing Board priorities and financial planning and budgeting, and is consistent with generally accepted principles of accounting and business practices.

PROPOSAL

To approve the budget increase of \$492,517 to the 2018-2019 restricted general fund budget for the district's Disability Programs and Services (DPS), Extended Opportunity Programs and Services (EOPS), Cooperative Agencies Resources for Education (CARE), and Mental Health Support allocations.

BACKGROUND

Per notification from the Chancellor's Office, the district has received its final DPS, EOPS and CARE allocations and is receiving a one-time Mental Health Support allocation.

<u>Program</u>	<u>Current Budgeted Allocation</u>	<u>Adjustments</u>	<u>Revised Allocation</u>
DPS	\$ 1,426,741	\$ 198,194	\$ 1,624,935
EOPS	1,176,183	125,332	1,301,515
CARE	128,281	23,265	151,546
Mental Health Support	0	145,726	145,726
Total	<u>\$ 2,731,205</u>	<u>\$ 492,517</u>	<u>\$ 3,223,722</u>

BUDGET IMPLICATIONS

Funding Source – California Community Colleges Chancellor's Office.

Status of Funds – The 2018-2019 restricted general fund budget will be increased as indicated below for these programs:

48xxx	Income	\$492,517
51xxx	Academic Salaries	\$127,000
52xxx	Classified Salaries	61,140
53xxx	Benefits	25,759
55xxx	Other Services	130,521
57xxx	Student Aid	148,097
	Total	<u>\$492,517</u>

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board approve the budget increase of \$492,517 to the 2018-2019 restricted general fund budget for the Disability Programs and Services (DPS), Extended Opportunity Programs and Services (EOPS), Cooperative Agencies Resources for Education (CARE), and Mental Health Support allocations.

Prepared by:	Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services	
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development	
Recommended by:	Henry D. Shannon, Superintendent/President	2/28/19 Regular Board Agenda

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019

Board Meeting Date

TOPIC **DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT
AND MISCELLANEOUS MATERIALS**

Communication No. IV.E.3.f

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6550 Disposal of Property.

PROPOSAL

To adopt attached Resolution 22819, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

BACKGROUND

The Chaffey Community College District is owner of the electronic equipment and miscellaneous materials listed on Exhibit A, attached to the resolution. The listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale.

Pursuant to California Education Code Section 81450 et seq., the resolution must be adopted by majority vote of those members present to be valid.

In accordance with the district's Governing Board Policy 6550 and California Education Code Section 81450 et seq., Resolution 22819 delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the listed items and to execute all documents in connection therewith, subject to the terms and conditions of the resolution.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board adopt Resolution 22819, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

Attachment: Resolution 22819

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

RESOLUTION NO. 22819

**A RESOLUTION OF THE GOVERNING BOARD OF CHAFFEY
COMMUNITY COLLEGE DISTRICT AUTHORIZING THE DISPOSAL OF
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS**

WHEREAS, the Chaffey Community College District (“District”) is owner of the electronic equipment and miscellaneous materials listed on the attached Exhibit A; and

WHEREAS, the listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale; and

WHEREAS, pursuant to California Education Code Section 81450 et seq., this resolution must be adopted by majority vote of those members present to be valid; and

WHEREAS, in accordance with the District’s Governing Board Policy 6550, this resolution delegates authority to the superintendent/president, or his designee, to sell or otherwise dispose of the listed items, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

NOW, THEREFORE, BE IT RESOLVED BY CHAFFEY COMMUNITY COLLEGE DISTRICT, AS FOLLOWS:

Section 1. The Governing Board finds and determines that all of the recitals set forth above are true and correct.

Section 2. The Governing Board approves the delegation of authority to the district’s superintendent/president, or his designee, to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in the attached Exhibit A, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

Section 3. That this delegation of authority shall be valid for the sale or disposal of the items listed in the attached Exhibit A, or until rescinded by the Governing Board.

Section 4. That this resolution shall become effective upon its adoption.

PASSED AND ADOPTED by the Governing Board of the Chaffey Community College District at Rancho Cucamonga, California, this 28th day of February 2019, at a regular meeting by the following vote:

Ayes:
Noes:
Abstentions:
Absent:

I, Gary Ovitt, Clerk of the Governing Board of the Chaffey College Community College District of San Bernardino County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said board at the regular meeting thereof at the date and place and by vote stated, which resolution is on file and of record in the office of said board.

Gary Ovitt
Clerk, Governing Board

EXHIBIT A

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS

BOARD MEETING DATE: FEBRUARY 28, 2019

<u>Quantity</u>	<u>Description (Make, Model, Color, Dimensions, Etc.)</u>	<u>Serial #s (Asset #'s)</u>
1	A1261 Apple	2A919UVQ0K0 (131624)
1	APC SMART UPS 1000 XL	N/A (129628)
1	Cannon H 12249	42X22131 (123493 or 8)
13	DC 260 Lumens	SC1236117 (133271), D05F02798 (130924), D05F03066 (130920), D05E02287 (131135), D05F02819 (130918), D05F03128 (130917), D05EOZ64O (131124), D05F02848 (130922), D05F03079 (130923), D05F02898 (130921), D05F02774 (130919), D13A06447 (N/A), DL3C17526 (133106)
9	Dell E6500	GVA5FN1 (132667), H0T64X1 (135022), 6Y564X1(135026), 1MT64X1 (135018), CBV64X1 (135007), GDV64X1 (134996), 6Q564X1 (135019), 58T64X1 (134999), 3RT64X1 (134997)
1	Dell F6500	6X9FZ51 (131914)
1	Dell Keyboard	CN-OTH836-44751-8AL-02TY (NA)
2	Dell Latitude E6520	3T38KV1 (134844), DTQ97R1 (134366),
1	Epson Home Cinema 2030	TY5F3X0702 (135954)
1	Epson Perfection 4990 Pro	GEAW002527(124325)
1	Extron Driver	A0QRFXQ(134976)
3	Extron MPS 112	AO5UHXC (132449), AO5UIAM (132454), AO5UHTN (132453)
1	Extron MPS 409	AOE42KF (133819)
1	Extron Switch	A041WYR(128662)
2	Extron USA Switch	N/A (135693), A041WYP (128659)
1	Fujitsu fi-5530C2	10689 (133256)
1	HP designjet 800, Blueprint printer	SG29Q323F (121068)
1	HP Laser Jet 4200N	CNBX305722 (121076)
1	HP Laser Jet p4015n	CNDY891837 (132912)
1	JBM Monitor 6446-OANA	24-PXZ92 (114592)
1	JUC TM-A94	8501470 (117146)
1	Laser Jet	USQX035625 (114075)
1	Laser Jet 2100 TW	USCB02B255 (113239)
1	Laser Jet 4050N	USQX035625 (114075)
1	Lomens Model: DC265	D13C05213 (132265)
1	MAC G4	XB25107XMXO (121094)
9	Optiplex 7010	B4WPS1 (134617), FPTKFX1 (135512), 90BYL02 (136323), 9Q2ZL02 (136352), FSGKFX1 (135346), FTDLFX1 (135248), FQ6LFX1 (135545), FS3MFX1 (135123), B5FLPS1 (134781)
8	Optiplex 745	V731901CMW0 (122355), BGX5001 (128109), 1Z7L1C1 (125964), 6RQL1C1 (125944), JS7K1C1 (125921), GW96DD1 (128065), 3FYP5F1 (128418), F62L1C1 (125866)

3	Optiplex 755	5HW9KH1 (126640), 52TWSF1 (128855), JPNFCF1 (128591)
4	Optiplex 760	5CB3DD1 (128102), A2N7MJ1 (N/A), D206M1J1 (130975), 6MM7MJ1 (131074)
7	Optiplex 790	33N7MJ1 (131034), 5V54JQ1 (133623), 5V15JQ1 (133612), DTCYWR1 (134307), DTCXWR1 (134308), GGVWQ1 (133880), 6TFCZQ1 (134025)
1	Optiplex Gx260	8YX8Q11 (N/A)
5	Panasonic PT FW 300	A09P080 (132440), N/A (132864), SC1236054 (133275), N/A (132865), N/A (132863)
3	Panasonic PT- FW430	SC2326098 (134560), SC5156113 (137084), SC2316245 (134556)
1	PC	54500045999 (N/A)
1	Precision 380	8VKDX81(N/A)
14	PT-FW 430	SC2326105(134566), SC1356039(133763), SC2326106(134569), SC5236057(137103), SC1356025(133758), SC2316267(134538), SC1356023(133760), SC1346054(133756), SC1346124(133757), SC1356074(133762), SC1356076(133759), SC2326112(134567), SC1356024(133753), SC2316239(134557),
1	S Power Book A1013	GY564X1(135027)
1	Sanyo LNS- T10	N/A (124950)
1	Sanyo PLC- XT25	G6Z03411 (127360)
1	Sanyo PLC- XT20	G7204587 (127886)
1	T-7TXX5X67 AITACHI	N/A (132387)
2	Techno CNC Da Vinci off white	243202g007(124136, 124137)2425250001(124138, 124139)
1	VR-44P	151937D71875(125442), N/A (125444), N/A (125443)
1	XEROX 6200	N/A (120860)
1	XEROX Phaser 6250	PWG678238 (124035)
2	Xerox Phaser 6360	DBY393345 (134313), DBY393345 (134313)
2	Xerox Pocuprint N2125	15149 (115884), N/A (121583)
1	I Level MFG (Model: DL 720 Computer)	MB29HU (N/A)
1	Pizza Maker (Dining Commons)	
1	Mixer (Dining Commons)	

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019

Board Meeting Date

TOPIC REJECT CLAIM FOR DAMAGES

Communication No. IV.E.4.a

THIS ITEM SUPPORTS BOARD POLICY

Board Policy 3810 – Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.

PROPOSAL

To reject a claim for damages identified as claim number 1990575.

BACKGROUND

On January 29, 2019, the district received a claim for damages identified as claim number 1990575. The claim has been reviewed by Carl Warren and Co., insurance adjusters for the district, and it is recommended that the district reject the claim in accordance with Government Code, Section 913.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board reject the claim for damages identified as claim number 1990575.

Prepared by:	Susan Hardie, Director, Human Resources
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC **CONTRACT, PURCHASE ORDER, AND WARRANT LISTS**

Communication No. IV.F.1.a

SUPPORTS BOARD POLICY

Board Policy 6310 Accounting – Present to the Governing Board at a regular Governing Board meeting a list of all purchase orders and/or District warrants for Governing Board review and ratification.

PROPOSAL

To ratify the contract, purchase order, and warrant lists as presented.

BACKGROUND

The attached reports represent all contracts, purchase orders, and district warrants for the month of January 2019.

BUDGET IMPLICATIONS

Funding Source – All Funds

Status of Funds – Funding for these contracts, purchase orders, and warrants are included in the 2018-2019 adopted district budgets.

Future Implications – None

RECOMMENDATION

It is recommended the Governing Board ratify the attached contract, purchase order, and warrant lists.

Prepared by:	Eva Ramirez, Interim Director, Purchasing Services
Reviewed by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry Shannon, Superintendent/President

CONTRACT AND CHANGE ORDER LIST¹

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2019CS450	Agiline LLC	Ontario, CA	For a not-to-exceed amount, to provide consulting and design services to assist the District with its objective of migrating all files on the Z-drive to SharePoint using existing Windows servers, for the period of January 2, 2019 through June 30, 2019, as approved by Technical Services.	\$1,250.00	Unrestricted General Fund
2019CS435	Alert Security Systems Inc.	Upland, CA	For a not-to-exceed amount, demolish existing electrical, data and lighting and install new electrical wiring, ceiling lighting, switches, and run HVAC systems ducting to remodeled offices and classrooms in the VSS building, located at the Rancho Cucamonga Campus, for the period of December 21, 2018 through January 22, 2019, as approved by Facilities Development.	38,500.00	Unrestricted General Fund
2019CS259	Amberwick Corporation	Long Beach, CA	For a not-to-exceed amount, to provide as-needed waste disposal services at the Rancho Cucamonga and Chino campuses, for the period of August 1, 2018 through June 30, 2019, as approved by Facilities/Physical Plant.	17,000.00	Unrestricted General Fund
2018PW193	B2 Environmental, Inc.	Glendora, CA	Amendment 2 to increase the not-to-exceed amount, for additional hazardous materials abatement services, as approved by Administrative Affairs.	2,200.00	Measure L Bond
2018CS497	BMI Imaging Systems	Sunnyvale, CA	Amendment 1 to extend the term end date to June 30, 2019 and to increase the not-to-exceed amount for additional microfiche scanning and indexing services, as approved by Student Services.	11,825.00	Unrestricted General Fund
2019CS95	Career Training Solutions, LLC	Woodstock, GA	Amendment 1 to increase the not-to-exceed amount and to extend the contract termination date to June 30, 2019, for additional training services related to the Clinical Medical Assistant Program, as approved by Community Education.	35,200.00	Unrestricted General Fund
2019CS430	Channel Zero Group, LLC	Gretna, LA	For a not-to-exceed amount, serve as keynote speaker and provide workshops at the <i>Spring Flex Welcome Back</i> event, on January 10, 2018, as approved by Special Populations and Equity. ²	10,000.00	Restricted General Fund
2019CS454	Chelsea Waddy-Blow	Highland, CA	For a not-to-exceed amount, to serve as announcer for home basketball games, for the period of December 18, 2018 through March 2, 2019, as approved by Athletics.	500.00	Auxiliary Services Fund
2019CS374	Dora Arredondo	West Covina, CA	For a not-to-exceed amount, support the dental department in launching new curriculum, for the period of November 30, 2018 through December 21, 2018, as approved by Health Sciences. ³	6,900.00	Restricted General Fund
2019CS428	Douglas C. Compton	Heron, MT	For a not-to-exceed amount, to provide training services for workers of District's business clients and community partners in the areas of, but not limited to: advanced manufacturing, construction, mechatronics, industrial, electrical, pre-engineering, machining, industrial mechanical, welding, NCCER Programs and HVAC, for the period of Thursday, November 29, 2018 through June 30, 2019, as approved by Economic Development. ⁴	10,000.00	Restricted General Fund
2019CS466	Edgar Pazmino	Ontario, CA	For a not-to-exceed amount, provide DJ services for "I am Spring Ready" event on December 12, 2018, as approved by Marketing and Public Relations.	90.00	Unrestricted General Fund
2018CS691	Enviser	Garden Grove, CA	For a not-to-exceed amount, to provide structural engineering services for the installation of heater units at the Automotive Technology Lab (ATL) and Aeronautics buildings, located at the Rancho Cucamonga Campus, for the period of June 15, 2018 through July 30, 2019, as approved by Facilities Development. ⁵	6,950.00	Restricted General Fund

¹ Funding for all contracts and change orders on this list are included in the 2018-2019 adopted district budgets.

² Funded by Student Equity budget.

³ Funded by StrongWorkforce Budget.

⁴ Funded by Economic Development grant funds.

⁵ Funded by Physical Plant & Instructional Support Block grant budget.

2019PW481	Enviser	Garden Grove, CA	For a not-to-exceed amount, to complete new pump integration services in the Central Plant, located at the Rancho Cucamonga Campus, for the period of December 21, 2018 through April 30, 2019, as approved by Bernards.	\$10,895.00	Measure L Fund
2019CS39	Evolutionary Measures, Inc.	Santa Clarita, CA	Amendment 2 to increase the not-to-exceed amount, for additional training services, as approved by Economic Development. ⁶	9,300.00	Restricted General Fund
2019CS452	Juventino Monteon Jr.	Rialto, CA	For a not-to-exceed amount, provide DJ services for "I am Spring Ready" events, for the period of December 11, 2018 through December 13, 2018, as approved by Marketing and Public Relations.	180.00	Unrestricted General Fund
2019CS144	Kone Inc.	Cypress, CA	For a not-to-exceed amount, to provide maintenance services to three (3) elevators, located on the Rancho Cucamonga Campus, for the period of July 1, 2018 through June 30, 2019, as approved by Facilities/Physical Plant.	8,338.68	Unrestricted General Fund
2019PW422	Liberty Glass & Metal, Inc.	Upland, CA	For a not-to-exceed amount, furnish and install nine (9) mirrors in Theatre East Wing building, located on the Rancho Cucamonga Campus, for the period of November 1, 2018 through January 31, 2019, as approved by Bernards.	1,889.77	Measure L Fund
2019CS394	LifeSigns, Inc.	Los Angeles, CA	For a not-to-exceed amount, to provide American Sign Language (ASL) interpreting services for hearing impaired employees and applicants, for the period of December 15, 2018 through June 30, 2019, as approved by Human Resources.	4,000.00	Unrestricted General Fund
2019CS431	LifeSigns, Inc.	Los Angeles, CA	For a not-to-exceed amount, to provide American Sign Language (ASL) interpreting services for hearing impaired students, for the period of January 2, 2019 through June 30, 2019, as approved by Disability Programs and Services. ⁷	15,000.00	Restricted General Fund
2019CS465	LML Marketing & Communications, LLC	Sacramento, CA	For a not-to-exceed amount, facilitate and guide a retreat for employees in the Marketing and Public Relations department, for the period of January 21, 2019 through January 22, 2019, as approved by Marketing and Public Relations.	4,500.00	Unrestricted General Fund
2019CS476	LV Integrators	Los Angeles, CA	For a not-to-exceed amount, to install, terminate, and test Ethernet cable in the Wignall Museum, located at the Rancho Cucamonga Campus, for the period of January 15, 2019 through March 15, 2019, as approved by Wignall Museum.	1,945.00	Unrestricted General Fund
2019CS361	Manley's Boiler	Buena Park, CA	For a not-to-exceed amount, to repair swimming pool heating unit, for the period of November 1, 2018 through February 28, 2019, as approved by Facilities Development. ⁸	3,265.00	Restricted General Fund
2019CS502	Max Grundy	Riverside, CA	For a not-to-exceed amount, to provide a visiting artist talk during "Faster, Faster!" exhibition, on March 1, 2019, as approved by Wignall Museum.	150.00	Unrestricted General Fund
2019CS488	Melissa Holcombe	Redlands, CA	For a not-to-exceed amount, to provide training for infant/toddler and preschool teachers on January 11, 2019, as approved by Child Development Center.	800.00	Children's Center
2019CS441	Mijac Alarm	Rancho Cucamonga, CA	Year 1 of a 5-Year agreement to provide security alarm and monitoring services at the Wignall Museum, located at the Rancho Cucamonga Campus, for the period of July 1, 2018 through June 30, 2019, as approved by Administrative Affairs.	1,440.00	Unrestricted General Fund
2018PW67	Mobile Modular Management Corporation	Mira Loma, CA	Amendment 2 to increase the not-to-exceed amount and to extend the lease term of the Swing Space Village modular buildings to June 30, 2019 due to the extended completion time required for the Theatre Renovation project, as approved by Administrative Affairs.	25,484.64	Measure L Bond
2019CS484	Olivia Sevilla	Ontario, CA	For a not-to-exceed amount, provide trauma-focused training, for the period of December 3, 2018 through January 10, 2019, as approved by EOPS. ⁹	450.00	Restricted General Fund

⁶ Funded by Economic Development grant funds.

⁷ Funded by Disability Programs and Services (DPS) budget.

⁸ Funded by Physical Plant & Instructional Support Block grant budget.

⁹ Funded by restricted Extended Opportunities Programs and Services funds.

2018PW40	R.C. Construction Services, Inc.	Rialto, CA	Change Request 7 to increase the not-to-exceed amount for the Measure L Build-Out Projects. The Change Order (CO) includes: Theatre Wings Renovation (CO#7) – 1) address unforeseen field conditions that were discovered in the Theatre underground electrical conduit installation. This change will ensure future high voltage reliability from the Omnitrans high voltage vault to the new Theatre transformer and infrastructure system that supplies electrical power to four adjacent Theatre complex buildings. 2) at owner's request, relocate the existing back stage IDF (Intermediate Distribution Frame) for data to the Theatre basement room. This Change Request was approved by Administrative Affairs.	\$143,358.00	Measure L Bond
2019CS339	Remote-Learner US, Inc.	Denver, CO	Year 1 of a 3-year agreement, to provide archive hosting services for the Moodle learning management system for up to 250 users, as approved by Instruction and Institutional Effectiveness.	8,640.00	Unrestricted General Fund
2019CS429	Richard Guliizia	Colton, CA	For a not-to-exceed amount, to provide development of an HVACR course, for the period of July 1, 2018 through June 30, 2019, as approved by Instruction and Institutional Effectiveness. ¹⁰	1,825.00	Restricted General Fund
2019CS113	RISE Interpreting Inc.	Riverside, CA	Amendment 1 to increase the not-to-exceed amount, for additional American Sign Language (ASL) interpreting services, as approved by Disability Programs and Services. ¹¹	35,000.00	Restricted General Fund
2019CS436	Robert Tyler Vlahovich	Los Angeles, CA	For a not-to-exceed, visiting artist will provide individual critique sessions during <i>Student Invitational 2019</i> , on April 12, 2019, as approved by Digital Media.	100.00	Unrestricted General Fund
2019CS487	Robert Tyler Vlahovich	Los Angeles, CA	For a not-to-exceed, visiting artist will provide critique sessions with student artists during <i>Student Invitational 2019</i> , on April 12, 2019, as approved by Wignall Museum.	250.00	Unrestricted General Fund
2019CS334	Siemens Industry Inc.	Cypress, CA	For a not-to-exceed amount, to provide as-needed building automation services and repairs for the Rancho Cucamonga, Chino, and Fontana Campuses, for the period of July 1, 2018 through June 30, 2019, as approved by Facilities/Physical Plant.	4,500.00	Scheduled Maintenance Fund
2019CS362	Siemens Industry Inc.	Cypress, CA	For a not-to-exceed amount, to provide as-needed fire alarm testing and security services at the Rancho Cucamonga, Chino, and Fontana Campuses, for the period of July 1, 2018 through June 30, 2019, as approved by Facilities/Physical Plant.	13,000.00	Unrestricted General Fund
2019CS438	Sneary Construction, Inc.	Upland, CA	For a not-to-exceed amount, remodel the VSS building room 100 at the Rancho Cucamonga Campus, including removing existing walls, doors, ceiling tiles and flooring; framing (1) new classroom, eight (8) offices, installing new doors, and paint, for the period of December 21, 2018 through January 22, 2019, as approved by Facilities Development.	44,850.00	Unrestricted General Fund
2018PW144	Southland Industries	Garden Grove, CA	Amendment 1 to extend completion time end date to October 31, 2018, for additional Central Plant repair work, as approved by Facilities/Physical Plant.	No Cost Impact	
2019PW479	Southland Industries	Garden Grove, CA	For a not-to-exceed amount, to provide re-piping services of the 2-inch chilled water serving the staff control room Fan Coil Unit, in the Central Plant, at the Rancho Cucamonga Campus, for the period of December 21, 2018 through April 30, 2019, as approved by Administrative Affairs.	27,871.00	Measure L Bond
2019CS22	Stephen Nagy	Victorville, CA	Amendment 3 to increase the not-to-exceed amount for additional training services, as approved by Economic Development. ¹²	3,000.00	Restricted General Fund

¹⁰ Funded by Adult Education Block grant funds.

¹¹ Funded by Disability Programs and Services (DPS) budget.

¹² Funded by Economic Development grant funds.

2019CS457	Steven J. McCarty	Walnut Creek, CA	For a not-to-exceed amount, to provide services to launch a sustainable initiative titled "The Energy Skills Collaborative" that will align workforce skills and initiatives statewide with California's energy mandates. Tasks include: building an executive committee, developing governance documents, preparing clean energy labor market research analysis, creating and launching a website, identifying additional sources of funding, and managing budget planning and expenditures. For the period of December 1, 2018 through June 30, 2019, as approved by Economic Development. ¹³	\$50,000.00	Restricted General Fund
2018PW366	Trinity Construction, Inc.	Upland, CA	Amendment 2 to extend the completion time to October 30, 2018, for additional time needed to complete work at the Wignall Museum, as approved by Facilities Development.	No Cost Impact	
2019CS460	Umanagelt & Associates	Riverside, CA	For a not-to-exceed amount, to deliver professional skills training to workers of District's business clients and community partners in the areas of, but not limited to: sales, training development, organizational development, strategy, leadership, communications, time management, efficiency, coaching and mentoring, for the period of December 17, 2018 through June 30, 2019, as approved by Economic Development. ¹⁴	6,800.00	Restricted General Fund
2019CS475	Underground Service Company	Laguna Niguel, CA	For a not-to-exceed amount, to perform a combined thermal imaging survey and acoustic leak survey to determine underground hot water leak sources at the Rancho Cucamonga Campus, for the period of January 14, 2019 through June 30, 2019, as approved by Facilities/Physical Plant.	3,790.00	Unrestricted General Fund
2019CS267	Unearth Campaigns LLC	Sacramento, CA	For a not-to-exceed amount, to design and develop a website for the California Community College Energy, Construction and Utilities (ECU) Sector Navigator used to present and visualize data demonstrating the impact and deficiencies in the energy workforce for legislators and other policy influencers, for the period of December 14, 2018 through March 22, 2019, as approved by Economic Development. ¹⁵	50,000.00	Restricted General Fund
2019CS478	Watermark Insights, LLC.	New York, New York	Annual Site License Agreement for AMS license (formerly Taskstream), for the period of December 1, 2018 through November 30, 2019, as approved by Instruction and Institutional Effectiveness.	85,980.00	Unrestricted General Fund
2019CS364	Western Exterminator Company	Chino, CA	For a not-to-exceed amount, to provide weekly pest control services at the Rancho Cucamonga Campus, for the period of July 1, 2018 through June 30, 2019, as approved by Facilities/Physical Plant.	9,620.00	Unrestricted General Fund
2019CS464	William Napoli	Alta Loma, CA	For a not-to-exceed amount, to lead a workshop for Classified staff, sponsored by the Classified Success Network Advisory Committee (CSNAC), on February 1, 2019, as approved by Instructional Support.	540.00	Unrestricted General Fund

List reflects contracts entered into and change orders to existing contracts for the month of January 2019.¹⁶

¹³ Funded by Economic Development grant funds.

¹⁴ Funded by Economic Development grant funds.

¹⁵ Funded by Economic Development grant funds.

¹⁶ Funding for all contracts and change orders on this list are included in the 2018-2019 adopted district budgets.

CHAFFEY COMMUNITY COLLEGE

WARRANT REGISTER REPORT

FOR THE MONTH OF JANUARY 2019

GENERAL FUNDS (10)

PAYROLL	7,136,872.61	
COMMERCIAL	5,532,757.34	
TOTAL FUND (10)		12,669,629.95

SCHEDULED MAINTENANCE FUND (42) 23,891.39

BUILDING FUND (40) 927,814.58

EARLY RETIREMENT FUND (61) 19,373.12

VACATION LIABILITY (69) -

CAPITAL OUTLAY PROJECT FUND (41) 243,367.82

CHILD DEVELOPMENT FUND (33)

PAYROLL	83,281.34	
COMMERCIAL	6,251.77	
TOTAL FUND (33)		89,533.11

TOTAL ALL FUNDS **\$ 13,973,609.97**

PAYROLL WARRANT/ADVICE NUMBERS

125086-125216 398748-400752

COMMERCIAL WARRANT NUMBERS

1013215-1013329 1711654-1712579

PURCHASE ORDER NUMBERS

BPO's	13851-13872	\$	152,879.00
PO's	51503-51676	\$	643,587.87

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC EMERGENCY REPAIR OF CENTRAL PLANT CLOSED WATER LOOP

Communication No. IV.F.1.b

SUPPORTS BOARD POLICIES

Supports and Complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6600 Capital Construction.

PROPOSAL

It is recommended that the Governing Board of the District ratify the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from Central Plant closed water loop leaks on the Rancho Cucamonga Campus, and the award of contracts to Southland Industries of Garden Grove, CA (Southland) for repairs necessary to remediate the same, for a total cost not to exceed \$58,750. The cost for preliminary work to investigate three leaks in an area north of the Health Science building is \$45,000, and the cost for additional work needed to repair two leaks along College Drive is \$13,750.

BACKGROUND

On January 26, 2012, the Chaffey College Governing Board adopted Resolution 12612, delegating the authority to enter into emergency contracts to the superintendent/president, or his or her designee, according to Public Contract Code section 22050, which sets forth the emergency contracting procedures that the District must comply with. Pursuant to Public Contract Code sections 20654 and 22050, the District may waive statutory competitive bidding requirements in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the college, or to permit the continuance of existing college classes, or to avoid danger to life or property. When the superintendent/president chooses to take action in the event of an emergency, he must report why the emergency did not permit the delay caused by a bidding process and seek ratification of the decision by the Governing Board by four-fifths vote.

Over the course of the past few years, the Governing Board has been provided updates related to current pipe conditions and failures of what appears to be a poorly installed and compromised underground closed loop water system, which is connected to the Central Plant located at the Rancho Cucamonga Campus. Piping contractors hired to make recent repairs to the underground pipe have reported that the initial pipe installations were not performed to industry standards (in their professional opinion), and pipe and valve failures are the unfortunate result. Piping contractors have expressed concern that the entire underground loop system is compromised and future and ongoing leaks are inevitable. Underground pipe leaks are only discovered once they have surfaced and become visible. Most recently, the Board authorized an emergency contract for repairs of such failures in the closed loop water system on January 24, 2019.

In the past month, three new leaks have been confirmed on the Rancho Cucamonga Campus in an area north of the Health Science building. The leaks are currently under investigation, and upon completing its investigative work, Southland will provide a quote for repair. Additionally, at the January 24, 2019 Governing Board meeting, the Board ratified awarding a contract to Southland for repair of two leaks along College Drive, for an estimated total of \$121,000. Upon receiving additional information of the work needed to repair the leaks along College Drive, the total was revised to \$134,750, for a difference of \$13,750. The underground piping repairs have now been completed along College Drive.

EMERGENCY REPAIR OF CENTRAL PLANT CLOSED WATER LOOP

February 28, 2019

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The leaks have been treated as emergency repairs (health and safety) to ensure adequate heating and cooling is provided to office and classroom spaces, and also out of concern for the large amounts of water loss and potential for sink holes. Southland has been contacted to commence the emergency repair work.

BUDGET IMPLICATIONS

Funding Source – Capital Projects fund.

Current Status of Funds – Funds of \$58,750 for repairs north of the Health Science building and additional work for repairs along College Drive are included in the 2018-2019 Capital Projects fund budget.

Future Implications – N/A.

RECOMMENDATION

It is recommended the Governing Board, by a four-fifths vote, ratify the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from three Central Plant closed water loop leaks at an area north of the Health Science building, and additional work needed to repair two leaks along College Drive, on the Rancho Cucamonga Campus, and the award of contracts to Southland Industries of Garden Grove, CA for repairs necessary to remediate the same, for a total cost not to exceed \$58,750.

Prepared by:	<u>Eva Ramirez, Interim Director, Purchasing Services</u>
Reviewed by:	<u>Kim Erickson, Executive Director, Business Services</u>
Submitted by:	<u>Lisa Bailey, Associate Superintendent, Business Services and Economic Development</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

February 28, 2019
Board Meeting Date

TOPIC EMERGENCY RESOLUTION FOR REPAIR OF FLOODED AREAS

Communication No. IV.F.1.c

SUPPORTS BOARD POLICIES

Supports and Complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6600 Capital Construction.

PROPOSAL

It is recommended that the Governing Board of the District adopt the attached emergency resolution to ratify the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from water damage to multiple locations on the Rancho Cucamonga Campus caused by torrential rains on January 17, 2019, and to authorize the Joint Powers Authority (JPA) to enter into contracts on behalf of the District with Padgett's Fire and Flood Restoration of Redlands, CA (Padgett's) for repairs necessary to remediate the same. The total cost for repair is to be determined and will be processed as insurance claims through the JPA.

BACKGROUND

On January 26, 2012, the Chaffey College Governing Board adopted Resolution 12612, delegating the authority to enter into emergency contracts to the superintendent/president, or his or her designee, according to Public Contract Code section 22050, which sets forth the emergency contracting procedures that the District must comply with. Pursuant to Public Contract Code sections 20654 and 22050, the District may waive statutory competitive bidding requirements in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the college, or to permit the continuance of existing college classes, or to avoid danger to life or property. When the superintendent/president chooses to take action in the event of an emergency, he must report why the emergency did not permit the delay caused by a bidding process and seek ratification of the decision by the Governing Board by four-fifths vote.

The Southern California region experienced torrential rain during the month of January, which was especially heavy on January 17, 2019, and overwhelmed the surface drainage system at various locations on the Rancho Cucamonga Campus. Water entered the following buildings and caused water damage to interior carpet and walls: Administration, Library, Theatre, Automotive Technology, Gym and Warehouse. Affected departments and personnel were temporarily relocated. Furthermore, the southwest flood/catch basin overflowed resulting in a minor debris flow of mud and rock onto the residential street south of the College on Merlot Court, requiring the District to remove the debris. No further damage was reported and no injuries were reported. The JPA, on behalf of the District, has issued a contract to Padgett's to complete emergency services and restoration of the flooded areas.

It was necessary to immediately address the water damage to permit the continuance of existing college classes, to avoid danger to property, to prevent a secondary health concern from developing and to lessen disruption to college operations.

BUDGET IMPLICATIONS

Funding Source – N/A

Current Status of Funds – N/A

EMERGENCY RESOLUTION FOR REPAIR OF FLOODED AREAS

February 28, 2019

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Future Implications – N/A

RECOMMENDATION

It is recommended the Governing Board, by a four-fifths vote, adopt Resolution 22819A to ratify the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from water damage to multiple locations on the Rancho Cucamonga Campus caused by torrential rains on January 17, 2019, and to authorize the Joint Powers Authority (JPA) to enter into contracts on behalf of the District with Padgett’s Fire and Flood Restoration of Redlands, CA (Padgett’s) for repairs necessary to remediate the same.

Attachment: Resolution 22819A

Prepared by:	Eva Ramirez, Interim Director, Purchasing Services
Reviewed by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

RESOLUTION NO. 22819A
EMERGENCY RESOLUTION OF THE GOVERNING BOARD
OF THE CHAFFEY COMMUNITY COLLEGE DISTRICT
FOR REPAIR OF FLOODED AREAS

WHEREAS, Public Contract Code sections 20654 and 22050, provide a method for the District to waive statutory competitive bidding requirements in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the college, or to permit the continuance of existing college classes, or to avoid danger to life or property;

WHEREAS, the District discovered the need to immediately address water damage caused by torrential rain on January 17, 2019 affecting the Administration, Library, Theatre, Automotive Technology, Gym and Warehouse buildings, and the residential street south of the Rancho Cucamonga Campus on Merlot Court;

WHEREAS, an immediate response to address the flooded areas was necessary to permit the continuance of existing college classes, to avoid danger to property, to prevent a secondary health concern from developing and to lessen disruption to college operations;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Chaffey Community College District does hereby declare that an emergency exists requiring immediate action and authorizes the Joint Powers Authority (JPA) to enter into contracts on behalf of the District without advertising for or soliciting formal bids for work required to address water damage to multiple locations on the Rancho Cucamonga Campus caused by torrential rains on January 17, 2019.

PASSED AND ADOPTED by the Governing Board of the Chaffey Community College District at Rancho Cucamonga, California, this 28th day of February 2019, at a regular meeting by the following vote:

Ayes:

Noes:

Abstentions:

Absent:

I, Gary Ovitt, Clerk of the Governing Board of the Chaffey College Community College District of San Bernardino County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said board at the regular meeting thereof at the date and place and by vote stated, which resolution is on file and of record in the office of said board.

Gary Ovitt
Clerk, Governing Board