TO: Members of the Board of Trustees  
FROM: Dr. Francisco Rodriguez, Chancellor  
DATE: April 13, 2016  
SUBJECT: BOARD LETTER FOR APRIL 13, 2016 MEETING

**Board Meeting Location**
Next week’s Board meeting will be held at Los Angeles Southwest College. The meeting times and locations are as follows:

*Please note that all meetings will be held in the School of Career and Technical Education Building (SOCTE).*

<table>
<thead>
<tr>
<th>Meetings</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Convene for Closed Session</td>
<td>3:00 p.m.</td>
<td>Conference Room of Multi-Purpose Room, #125</td>
</tr>
<tr>
<td>Convene for Public Session</td>
<td>6:00 p.m.</td>
<td>Multi-Purpose Room, #127</td>
</tr>
<tr>
<td>Convene for Second Closed Session (if necessary)</td>
<td>Immediately Following Public Session</td>
<td>Conference Room of Multi-Purpose Room, #125</td>
</tr>
</tbody>
</table>

**Parking**
Please refer to the college campus map for the designated parking area on Parking Lot 2. A campus map has been included for your convenience.

Included in this letter is explanatory information related to agenda items:

- **FPD1.** Enclosed for your review is background information regarding Board agenda item FPD1, IV-F, Authorize Agreements with Certain Firms to Provide Construction Services on a Task Order Basis Districtwide, which will be presented for Board approval at the May 11th Board meeting. *(Refer to Attachment A)*

  Enclosed for your review is background information regarding Board agenda item FPD1, Items IX. A. – IX. C., Actions Related to Previous Authorizations to Award Lease Lease-Back Agreements, which will be presented for Board approval at the April 13th Board meeting. *(Refer to Attachment B)*
Confidential Matters
The attached correspondence is confidential and should not be shared with other persons.

- **Office of General Counsel**
  - Enclosed for your review is the District-related litigation report. *(Refer to Attachment C)*
    Enclosed for your review are documents related to pending litigation:
    - Norma Reyes v. LACCD and Fernando Sosa *(Refer to Attachment C1)*
    - Kevin Rhodes vs. LACCD *(Refer to Attachment C2)*
    - Harbor Gold Driving Range *(Refer to Attachment C3)*
    - Election Alignment and Consolidation Resolution (DRAFT) *(Refer to Attachment C4)*
  - Enclosed for your review is the Bond-related litigation report. *(Refer to Attachment D)*
  - Enclosed for your review is an update pertaining to complaints of discrimination/harassment. *(Refer to Attachment E)*
  - Enclosed for your review is an update pertaining to the status on personnel actions. *(Refer to Attachment F)*
- **Office of Diversity, Equity and Inclusion** – Enclosed for your review is information regarding an Appeal to Letter of Determination. *(Refer to Attachment G)*
- **Educational Programs and Institutional Effectiveness** – Enclosed for your review is information pertaining to a student discipline matter. *(Refer to Attachment H)*

Other Matters
- **Chancellor’s Office** – Enclosed for your review is the schedule for the proposed Board Meeting dates for 2016-2017. Please check the proposed dates for any conflicts with your calendar, as these dates will be noticed during the April 27th Board meeting. *(Refer to Attachment I)*

Responses to Board Member Inquiries
**Educational Programs and Institutional Effectiveness**
- Enclosed for your information is a response to a Board member inquiry regarding library hours at the colleges. *(Refer to Attachment J)*

**Economic and Workforce Development**
- Enclosed for your information is a response to a Board member inquiry regarding Los Angeles Regional Adult Education Consortium meetings. *(Refer to Attachment K)*

Let me know should you have any questions regarding the meeting.
ATTACHMENT A

Subject: FPD1, IV-F, Authorize Agreements with Certain Firms to Provide Construction Services on a Task Order Basis Districtwide

Attached for your review is background information regarding Board agenda item FPD1, IV-F, Authorize Agreements with Certain Firms to Provide Construction Services on a Task Order Basis Districtwide, which will be presented for Board approval at the April 13th Board meeting.

Submitted By: Jim O’Reilly, Chief Facilities Executive
Date: April 13, 2016
Los Angeles Community College District

CITY • EAST • HARBOR • MISSION • PIERCE • SOUTHWEST • TRADE-TECHNICAL • VALLEY • WEST

MEMO

Date: April 4, 2016

To: Board of Trustees

From: James D. O'Reilly, chief facilities executive

RE: Prequalified Service Providers procurement

Please find for your consideration the attached handout regarding the prequalified service providers board item, which can be found on the April 13 board report, Com. No. FPD1, item IV-F. The information was provided to the members of the Facilities Master Planning and Oversight Committee at its most recent meeting on March 23, 2016.

This procurement will provide enhanced opportunities for Local, Small, Emerging and Disabled Veteran (LSEDV) businesses to perform work on bond-funded and non-bond-funded projects for the district. Twenty firms are recommended to be awarded contracts under this procurement. All twenty are LSEDV firms. If this award is approved by the Board of Trustees, a rolling admission for prequalified service providers will be established to open the opportunity to more small general contractors and to specialty contractors (e.g., roofing, plumbing, asphalt paving), further broadening LSEDV participation to for the district’s Bond Program and for non-bond projects.

If you have any questions, please feel free to call me at (213) 891-2119.

C: Dr. Francisco Rodriguez, chancellor
   Dr. Adriana Barrera, deputy chancellor
   Thomas L. Hall, director, facilities planning and development
   Thomas Donovan, director, LACCD Program Management Office

JDO/drm
Los Angeles Community College District
PROGRAM MANAGEMENT SERVICES

Prequalified Service Providers

Facilities Master Planning and Oversight Committee
March 23, 2016
LSEDV Participation Goal

• Board Rule 7103.17.B raised LSEDV participation goal from 28% to **30%** (Adopted Jan. 15, 2014)

• Amended Project Labor Agreement (PLA) raises goal to **35%**

• New Board Rule to be drafted:
  – To conform LSEDV goal to PLA
  – Raises LSEDV participation goal to **35%**
Prequalified Service Providers Bench
– How it Helps Small Contractors

• List of Projects
  – Projects are scheduled and budgeted
  – Range from less than $100,000 to $2.3 M
  – Expect more projects to be added to the list

• Current Procurement
  – A & B License General Contractors for 1st admission
  – C License Specialty Contractors in upcoming admissions
  – Rolling Admissions (approximately quarterly)
  – Those who don’t make the first cut have the opportunity to participate in future admissions
    • We hold workshops to help contractors who have not competed before or who need help
    • We will offer debriefs to help contractors who don’t make the list
Prequalified Service Providers Bench – How it Helps Small Contractors

• LSEDV Bonus
  – 100 point bonus for LSEDV contractors (25%)

• Task Orders
  – Will be issued to the bench for competition on a low-bid basis
  – Time limits will be same as under CUPCAA for three quote, informal, and formal bidding
  – All notices will be through the Online Vendor Portal to ensure full participation by the Bench contractors

• Tiered Approach
  – Contractors separated into tiers according to Bonding Capacity & Financial Strength
  – Contractors can bid within their tiers
  – Larger contractors cannot compete in tiers below theirs
## Currently Planned Small Projects: Over $19M

<table>
<thead>
<tr>
<th>College</th>
<th>Project Name</th>
<th>Construction Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>LATTC</td>
<td>CDC Weather Proofing</td>
<td>$1,300,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>Horticulture Demolition</td>
<td>$800,000</td>
</tr>
<tr>
<td>LAVC</td>
<td>Storm Water Upgrade</td>
<td>$1,600,000</td>
</tr>
<tr>
<td>LASC</td>
<td>Phase 1 and Phase 2 TAI</td>
<td>$600,000</td>
</tr>
<tr>
<td>WLAC</td>
<td>Physical Education Resource Center (Dance Floor)</td>
<td>$300,000</td>
</tr>
<tr>
<td>WLAC</td>
<td>Performing Arts Amphitheater</td>
<td>$700,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>PE Facilities General</td>
<td>$200,000</td>
</tr>
<tr>
<td>LACC</td>
<td>Demo Men's Gym</td>
<td>$900,000</td>
</tr>
<tr>
<td>WLAC</td>
<td>Central Plant Phase II</td>
<td>$1,100,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>EEC Swale Fence Relocation</td>
<td>$100,000</td>
</tr>
<tr>
<td>LAMC</td>
<td>Parking Lot D (40J)</td>
<td>$100,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>M&amp;D Demolition</td>
<td>$1,100,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>LLCB (RFID Gate) at Students' Terrace</td>
<td>$100,000</td>
</tr>
<tr>
<td>LACC</td>
<td>TAI and Storm Water Upgrade</td>
<td>$2,300,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>PAB Cheek Walls</td>
<td>$100,000</td>
</tr>
<tr>
<td>LAMC</td>
<td>Zone 4 Storm Water Chamber Retention</td>
<td>$1,200,000</td>
</tr>
<tr>
<td>LAMC</td>
<td>Barrier Removal</td>
<td>$1,900,000</td>
</tr>
<tr>
<td>LACC</td>
<td>M&amp;D Electric Car Stations</td>
<td>$300,000</td>
</tr>
<tr>
<td>LAVC</td>
<td>Allied Health and Science</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>LAMC</td>
<td>Traffic Mitigation Off Site</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>SLE-Center for the Sciences Tech Upgrade</td>
<td>$500,000</td>
</tr>
<tr>
<td>LAPC</td>
<td>PE Facilities Improvements</td>
<td>$600,000</td>
</tr>
<tr>
<td>LAVC</td>
<td>Bungalow 83-85</td>
<td>$300,000</td>
</tr>
</tbody>
</table>

**TOTAL CURRENTLY PLANNED** $19,600,000

**LEGEND**
- Bid to Prequal. Service Providers
- Construction Start

**BuildLACCD**
Building for tomorrow's leaders

**AECOM**
### Prequalified Service Providers - Scoring

<table>
<thead>
<tr>
<th>Application</th>
<th>Project-Specific Qualifications Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Firm Experience / Project Approach Narrative</td>
<td>50 Points</td>
<td></td>
</tr>
<tr>
<td>Quality Narrative</td>
<td>25 Points</td>
<td></td>
</tr>
<tr>
<td>Safety Narrative</td>
<td>25 Points</td>
<td></td>
</tr>
<tr>
<td>Key Personnel List</td>
<td>50 Points</td>
<td></td>
</tr>
<tr>
<td>Project Experience / Past Performance</td>
<td>150 Points</td>
<td></td>
</tr>
<tr>
<td>LSEDV</td>
<td>100 Points</td>
<td></td>
</tr>
<tr>
<td>Total Points Available</td>
<td>400 Points</td>
<td></td>
</tr>
</tbody>
</table>
Other Benches – Expanding existing benches also offers additional opportunities for participation

• A/E Bench Expansion
  – Currently Limited to 19 primes. Mostly larger firms.
  – Opening bench to smaller firms and teams of smaller firms.
  – No additional funding authority beyond current allocation needed.

• Environmental/Civil Bench Re-Compete
  – Limited to 12 prime firms
  – Original bench running out of authority.
  – Offering expanded scope allows larger pool of firms.
ATTACHMENT B

Subject: FPD1, Items IX. A. – IX. C. Actions Related to Previous Authorizations to Award Lease Lease-Back Agreements

Attached for your review is background information regarding Board agenda item FPD1, Items IX. A. – IX. C., Actions Related to Previous Authorizations to Award Lease Lease-Back Agreements, which will be presented for Board approval at the April 13th Board meeting.
To: Board Members
    Francisco C. Rodriguez, Chancellor

cc: James D. O’Reilly, Chief Facilities Executive
    Tom Hall, Director, Facilities Planning and Development
    Thomas Donovan, Director, AECOM, Program Management Office

From: John P. Dacey, Lead Construction Counsel

Date: April 4, 2016

Re: Com. No. FPD1 for April 13, 2016 – Items IX. A. through IX. C. c.

I. INTRODUCTION

Com. No. FPD1 of April 13, 2016 includes five proposed actions (Items IX. A. through IX. C. c.), being presented to the Board of Trustees for consideration that are related to the District’s decision not to pursue use of the Lease Lease-Back method of construction project delivery at this time.

The actions and pertinent details are as follows.

II. ACTIONS AND PERTINENT DETAILS

A. Rescind Award of Site Leases, Facilities Leases, Pre-Construction and Construction Services Agreements:

The following statement applies equally to the three matters below in sections II. A. 1. through 3. Subsequent to the Board’s approval of the resolutions and authorizations to award the following Lease Lease-Back Agreements pursuant to Education Code Section 81335 (Lease Lease-Back statute for community colleges), a California Court of Appeal issued a ruling on Education Code Section 17406 (Lease Lease-Back statute pertaining to K-12 school districts). Because of the similarities of the two Education Code Sections, some uncertainties regarding the particular requirements that must be present for community colleges to use this construction delivery
method arose. As a result, the authorizations to award Site Leases, Facilities Leases, and related Pre-Construction and Construction Services Agreements were not executed.

1. **(Item IX. C. a. in report FPD1) Swinerton Builders for the Demolition Project at Firestone (ELAC).**

   Facilities is requesting the Board to rescind its prior authorization to award a Site Lease, Facilities Lease, and related Construction Services Agreement to provide demolition evaluation study and construction services to Swinerton Builders for the Firestone Education Center at East Los Angeles College under the Lease-Leaseback construction delivery method.

   The scope of work was going to involve a demolition evaluation study as part of the preconstruction services. The construction services were to involve improvements to real property, including the demolition of buildings and removal of site structures, to make way for the future construction to place under a separate procurement.

   The Project will now be procured via another authorized construction delivery method. It is anticipated that the funds previously identified for the unexecuted Site Lease, Facilities Lease, and Pre-Construction and Construction Services Agreement will be utilized to fund and/or partially fund the re-procurement(s) as required.

2. **(Item IX. C. b. in report FPD1) McCarthy Building Company for CIP at LATTC.**

   Facilities is requesting the Board to rescind its prior authorization to award four (4) Site Leases, Facilities Leases, and related Pre-Construction and Construction Services Agreements to McCarthy Building Company for the Culinary Arts and Campus Improvement Projects, four (4) projects total, at Los Angeles College Trade Technical College under the Lease-Lease-Back construction delivery method.

   The Projects included the following work: Project #1 New Culinary Arts Building; Project #2 South Campus Athletic Field; Project #3 Demolish Temporary North Tent; and Project #4 Upgrade Existing Temporary South Tent.

3. **(Item IX C. c. in report FPD1) Balfour Beatty for CIP at WLAC.**

   Facilities is requesting the Board to rescind its prior authorization to award eight (8) Site Leases, Facilities Leases, and related Pre-Construction and Construction Services Agreements to Balfour Beatty, LLC for each of the eight (8) projects commonly known as the West Los Angeles College Campus Improvement Package (West CIP) under the Lease Lease-Back construction delivery method.

   The West CIP included the following work: Project #1 Technology Learning Center
2; Project #2 Watson Center 2; Project #3 Transition and Accessibility Improvements Remaining Priority 1 & 2 Items; Project #4 Demolition of Temporary & Obsolete Facilities – Dismantle Sound Walls and Restore Landscape; Project #5 Physical Education & Dance (Renovation); Project #6 Performing Arts Amphitheater; Project #7 West Transition and Accessibility Improvements – Lot 5 Elevator & Albert Vera Ramp; and West Transition and Accessibility Improvements – ATA Lot 2 Bridge B4/5 Elevator.

B. **Rescind Authorization to Award a Professional Services Agreement:**

1. *(Item IX. A. in report FPD1) Rescind Authorization to Award a Professional Services Agreement to PBWS for the Expanded Automotive Campus Improvement Projects at Pierce College.*

Facilities is requesting the Board rescind its prior authorization to award six (6) Architect of Record Professional Services Agreements to PBWS Architects, LLP (PBWS) for the six (6) Expanded Automotive and Campus Improvement Projects (Expanded Auto CIP) at Pierce College from August 6, 2015 through April 2, 2018.

The Expanded Auto CIP projects were to be built under the Lease Lease-Back construction delivery method after PBWS designed the projects.

Subsequent to the Board’s authorization to award the agreements to PBWS, a California Court of Appeal issued a ruling on a Lease Lease-Back statute (Education Code section 17406) pertaining to K-12 school districts, which is similar to Education Code section 81335, the Lease Lease-Back statute for community college districts. As a result, some uncertainties regarding the particular requirements that must be present to use this construction delivery method arose. Because of these uncertainties, the Site Leases, Facilities Leases, and related Pre-Construction and Construction Services Agreements were not executed with the Lease Lease-Back contractor and the projects will now be procured via another authorized construction delivery method. As such, the six (6) Architect of Record Professional Service Agreements were never executed. It is anticipated that the funds previously identified for the design of these projects will be utilized to fund the designs to be done by PBWS under several Task Orders.

C. **Terminate for Convenience a Professional Services Agreement:**

1. *(Item IX. B. in report FPD1) Terminate for Convenience Professional Service Agreement with Harley Ellis Devereaux.*

Facilities is requesting the Board to terminate for convenience an Architect of Record Professional Services Agreement with Harley Ellis Devereaux, Inc. (HED) for the Firestone Education Center project at East Los Angeles College (Project) from July 9,
2015 through March 31, 2019 which was to be built under the Lease Lease-Back construction delivery method but which will now be procured and built using the Design-Build construction delivery method.

The construction of the Project where HED was to be the Architect of Record was to be by a third party contractor identified through a competitive process (Swinerton Builders) using the Lease Lease-Back method of construction delivery.

Subsequent to the Board’s authorization to award the Site Lease, Facilities Lease and Pre-Construction and Construction Services Agreement to Swinerton Builders, a California Court of Appeal issued a ruling on a Lease Lease-Back statute (Education Code section 17406) pertaining to K-12 school districts, which is similar to Education Code section 81335, the Lease Lease-Back statute for community college districts, that has caused some uncertainties regarding the particular requirements that must be present to use this construction delivery method. Because of these uncertainties, the authorization to award the Site Lease, Facilities Lease, and related Pre-Construction and Construction Services Agreement is being rescinded as they were not executed by the District and Swinerton Builders.

Accordingly, the AOR services that HED was to perform under the subject AOR agreement awarded to HED will instead be provided by the Design-Builder when the project is re-procured. The Design-Builder will be obtained through a competitive procurement. It is anticipated that unexpended remaining funds previously identified for the AOR agreement will be utilized to fund, in whole or in part, the Design-Build agreement once established.

HED provided design services in accordance with the scope of work approved by the Board of Trustees. Accordingly, this termination is for the convenience of the District, rather than for cause or default on the part of HED.

[End of Memorandum]
Subject: Board Meeting Dates 2015-2016

Enclosed for your review is the schedule for the Proposed Board Meeting dates for 2016-2017. Please check the proposed dates for any conflicts with your calendar, as these dates will be noticed during the April 27th Board meeting.
Board Meetings
Wednesday, July 6, 2016 (Annual Organizational Meeting)
Wednesday, August 3, 2016
Wednesday, September 7, 2016
Wednesday, October 5, 2016
Wednesday, November 2, 2016
Wednesday, December 7, 2016
Wednesday, January 11, 2017
Wednesday, February 8, 2017
Wednesday, March 8, 2017
Wednesday, April 5, 2017
Wednesday, May 10, 2017
Wednesday, June 7, 2017
Wednesday, July 5 or July 12, 2017 (Annual Organizational Meeting)

Board Committee Meetings
Wednesday, July 20, 2016
Wednesday, August 17, 2016
Wednesday, September 21, 2016
Wednesday, October 19, 2016
Wednesday, November 16, 2016
Wednesday, December 14, 2016
Wednesday, January 25, 2017
Wednesday, February 22, 2017
Wednesday, March 22, 2017
Wednesday, April 19, 2017
Wednesday, May 24, 2017
Wednesday, June 21, 2017
Wednesday, July 19 or July 26, 2017

Background: The proposed dates reflect the consideration of such factors as legal holidays, District holidays, religious holidays, Budget calendar, staff preparation time frames, and applicable Board Rules. The location sites will be determined and announced at a date in the future.
RESPONSE TO BOARD MEMBER INQUIRY

Received From: Board Member Nancy Pearlman

Item No. 2015-16 #27

Subject: LIBRARY HOURS

Board Member Pearlman requested information regarding Library Hours at each of the LACCD colleges. Attached is the information provided to Ms. Pearlman.

Submitted By: Ryan Cornner, Vice Chancellor, Educational Programs and Institutional Effectiveness

Date: April 13, 2016
DATE: April 4, 2016
TO: Trustee Pearlman
FROM: Dr. Ryan M. Cornner, Vice Chancellor
RE: Library Hours

Background:
At the March 23, 2016 Institutional Effectiveness and Student Success Committee meeting there were presentations describing the findings from the most recent accreditation site visits. During these conversations, there was a discussion on the library hours for each campus. The schedules below are the most recent library hours for the spring semester. Some colleges augment the hours during midterms and finals to accommodate student demand.

<table>
<thead>
<tr>
<th>Library</th>
<th>Monday-Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Los Angeles City College</td>
<td>7:30 am - 9:00 pm</td>
<td>7:30 am - 4:00 pm</td>
<td>8:00 am - 5:00 pm</td>
</tr>
<tr>
<td>East Los Angeles College (Main)</td>
<td>8:00 am - 9:00 pm</td>
<td>8:00 am - 5:00 pm</td>
<td>9:00 am - 5:00 pm</td>
</tr>
<tr>
<td>East Los Angeles College (South Gate)</td>
<td>8:00 am - 8:00 pm</td>
<td>8:00 am - 4:00 pm</td>
<td>Closed</td>
</tr>
<tr>
<td>Los Angeles Harbor College</td>
<td>8:00 am - 8:30 pm</td>
<td>8:00 am - 2:00 pm</td>
<td>9:00 am - 1:00 pm</td>
</tr>
<tr>
<td>Los Angeles Mission College</td>
<td>8:00 am - 8:00 pm</td>
<td>8:00 am - 2:00 pm</td>
<td>10:00 am - 2:00 pm</td>
</tr>
<tr>
<td>Los Angeles Pierce College</td>
<td>7:30 am - 8:30 pm</td>
<td>9:00 am - 3:30 pm</td>
<td>10:30 am - 3:30 pm</td>
</tr>
<tr>
<td>Los Angeles Southwest College</td>
<td>7:45 am - 8:00 pm</td>
<td>7:45 am - 1:00 pm</td>
<td>9:00 am - 1:00 pm</td>
</tr>
<tr>
<td>Los Angeles Trade-Tech College</td>
<td>8:00 am - 7:00 pm</td>
<td>8:00 am -12:00 pm</td>
<td>8:00 am - 12:00 pm</td>
</tr>
<tr>
<td>Los Angeles Valley College</td>
<td>8:00 am - 8:45 pm</td>
<td>9:00 am - 1:00 pm</td>
<td>9:00 am - 3:00 pm</td>
</tr>
<tr>
<td>West Los Angeles College</td>
<td>7:30 am - 8:00 pm</td>
<td>9:00 am - 1:00 pm</td>
<td>11:00 am - 3:00 pm</td>
</tr>
</tbody>
</table>
RESPONSE TO BOARD MEMBER INQUIRY

Received From: Board Sydney Kamlager

Item No.  2015-16 #28

Subject: Los Angeles Regional Adult Education Consortium (LARAEC) Meetings

Board Member Kamlager requested information regarding Los Angeles Regional Adult Education Consortium (LARAEC) scheduled meetings. The LARAEC open meetings are scheduled as follows:

Friday, April 15, 2016
Friday, May 20, 2016
Friday, June 17, 2016

No meetings have been scheduled past June 2016, meetings are traditionally held the third Friday of the month.