ORDER OF BUSINESS – REGULAR MEETING
Wednesday, January 11, 2017
First Public Session 4:30 p.m.
Closed Session
(Immediately Following Public Session)
Second Public Session 6:30 p.m.

Los Angeles Trade-Technical College
Aspen Hall – Room 101
400 West Washington Blvd.
Los Angeles, CA 90015

I. Roll Call (4:30 p.m.) Location: Aspen Hall – Room 101

II. Requests to Address the Board of Trustees Regarding Closed Session Agenda Matters

III. Recess to Closed Session in accordance with The Ralph M. Brown Act, Government Code sections 54950 et seq., and the Education Code to discuss the matters on the posted Closed Session agenda pursuant to Government Code section 54954.5 (Refer to Attachment “A” for Closed Session agenda). Location: Aspen Hall – Room 120

IV. Reconvene Regular Meeting (6:30 p.m.) Location: Aspen Hall – Room 101

V. Roll Call

VI. Flag Salute

VII. Welcoming Remarks by Laurence Frank, President, Los Angeles Trade-Technical College

VIII. Report of Actions Taken in Closed Session – January 11, 2017

IX. Approval of Minutes
   • Regular Meeting and Closed Session – December 7, 2016
X. Reports from Representatives of Employee Organizations at the Resource Table

XI. Announcements from the College Presidents

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

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

XIV. Reports and Recommendations from the Board
   A. Reports of Standing and Special Committees
   B. Proposed Actions
      BT1. Resolution – District Classified Employees Retirement
      BT2. Resolution – Lunar New Year
      BT3. Resolution – Black History Month
      BT4. Resolution – Recognize Don Misumi and Rename Gold Creek Facility
      BT5. Board Travel Authorization
      BT6. Nominations to the California Community College Trustees (CCCT) Board of Directors 2017

XV. Reports from the Chancellor and College Presidents
   • Report from the Chancellor regarding activities or pending issues in the District
      o College Presentation: LATTC, Science, Technology, Engineering, Arts, Mathematics (STEAM) Academy – Connecting Pathways to K-12

XVI. Consent Calendar

   Matters Requiring a Majority Vote
   BF1. Ratify Budget Revisions and Appropriation Transfers
   BSD1. Ratify Business Services Actions
   BSD2. Approve Business Services Actions
   FPD1. Approve Facilities Planning and Development Report
   FPD2. Authorize Amendments to Master Procurement Agreements
   FPD3. Amend Board Rule 17000 in Chapter XVII to Include Measure CC Program
   HRD1. Personnel Services Routine Actions
   ISD1. Approve New Educational Courses and Programs
   ISD2. Approve New Community Services Offerings
   ISD3. Adopt Revisions to Board Rules Chapter VIII Article VI – Student Success and Support
   PC1. Personnel Commission Actions
      • Correspondence
XVII. Recommendations from the Chancellor

CH1. Receipt of Certified Election Results for Measure CC
CH2. Amend Board Rule Chapter II Article I – Contracting
CH3. Authorize an Agreement with Public Agency Retirement Services (PARS) to Design and Administer a Supplementary Retirement Plan (SRP) for Eligible Employees

Matters Requiring a Super Majority Vote – None

XVIII. Notice Reports and Informatives

CH/A. [Notice] Adopt Board Rule Revisions Chapter X Article I – Human Resources Services
ISD/A. [Informative] Ratify Notification of Out-of-Student Travel

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

XX. Adjournment

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Next Regularly Scheduled Board Committee Meetings

Wednesday, January 25, 2017
Educational Services Center
770 Wilshire Blvd.
Los Angeles, CA 90017

Budget & Finance Committee
3:00 p.m. – 4:30 p.m.
Board Room

Institutional Effectiveness & Student Success Committee
4:45 p.m. – 6:15 p.m.
6th Floor Large Conference Room

Facilities Master Planning & Oversight Committee
4:45 p.m. – 6:15 p.m.
Board Room

Committee of the Whole
6:30 p.m.
Board Room

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In compliance with Government Code section 54957.5(b), documents made available to the Board after the posting of the agenda that relate to an upcoming public session item will be made available by posting on the District’s official bulletin board located in the lobby of the Educational Services Center located at 770 Wilshire Boulevard, Los Angeles, California 90017. Members of the public wishing to view the material will need to make their own parking arrangements at another location.

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

To make such a request, please contact the Executive Secretary to the Board of Trustees at (213) 891-2044 no later than 12:00 p.m. (noon) on the Tuesday prior to the Board meeting.
I. Conference with Labor Negotiator  
   (pursuant to Government Code section 54957.6)  
   A. District Negotiators: Albert Román  
      Employee Units: All Units  
      All Unrepresented Employees

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

III. Consideration of Student Discipline  
     (pursuant to Government Code section 54962 and Education Code section 72122)

IV. Conference with Legal Counsel - Existing Litigation  
    (pursuant to Government Code section 54956.9(d)(1))  
    A. Monika Avetisyan v. LACCD  
    B. Scott Lowery v. LACCD  
    C. Richard McMillan v. LACCD  
    D. Avigail Ashurova v. LACCD  
    E. Wail Aldihir v. LACCD  
    F. Mary Leeper v. LACCD
V. Conference with Legal Counsel - Anticipated Litigation
(pursuant to Government Code section 54956.9(d)(2) and (e)(1))

A. Potential litigation – 3 matters

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

A. Appeal of a decision rendered in an internal discrimination complaint matter at Los Angeles City College.

B. Appeal of a decision rendered in an internal discrimination complaint matter at Los Angeles Valley College.

C. Appeal of a decision rendered in an internal discrimination complaint matter at Los Angeles Harbor College.

D. Settlement of a construction claim at Los Angeles Harbor College.
SUBJECT: RESOLUTION – DISTRICT CLASSIFIED EMPLOYEES RETIREMENT

WHEREAS, The classified employees identified below have been employed with the Los Angeles Community College District for many years; and

WHEREAS, Classified employees contribute significantly toward providing the highest quality of services to our students and the public on behalf of the Los Angeles Community College District; now, therefore, be it

RESOLVED, That the Personnel Commission and the Board of Trustees of the Los Angeles Community College District do hereby recognize the employees for this service and extend best wishes in their retirement.

Scott J. Svonkin, President
Board of Trustees

David Iwata, Chair
Personnel Commission

SUMMARY OF RETIRED CLASSIFIED EMPLOYEES

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Job Classification</th>
<th>Years Of Service</th>
<th>Location</th>
<th>Retirement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Franklin</td>
<td>Lafayette</td>
<td>Chemistry Lab Technician</td>
<td>40</td>
<td>Southwest</td>
<td>12/01/2016</td>
</tr>
<tr>
<td>Declan</td>
<td>Jeffrey</td>
<td>Electrician</td>
<td>9</td>
<td>East</td>
<td>12/01/2016</td>
</tr>
<tr>
<td>Held</td>
<td>Chana</td>
<td>Secretary</td>
<td>7</td>
<td>Valley</td>
<td>12/06/2016</td>
</tr>
</tbody>
</table>
Subject: RESOLUTION – LUNAR NEW YEAR

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

WHEREAS, February ushers in the Lunar New Year of 4715 – The Year of the Rooster; and

WHEREAS, People born in the Year of the Rooster are honest, bright, communicative, and ambitious; and

WHEREAS, The Lunar New Year is of great significance and represents a major celebration for China and other Asian people throughout the world; and

WHEREAS, The Lunar New Year represents a number of important traditional, social, and cultural events, many of which have become customary to observe in the United States; and

WHEREAS, Immigration from Asian nations continues to be a source of population growth in the United States and provides a significant increase in the student population of the Los Angeles Community College District; and

WHEREAS, The celebration of the Lunar New Year is an occasion of reflection and thanksgiving; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District does hereby offer its best wishes to all its students, staff, and constituents who observe the Lunar New Year; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District encourages its colleges and student organizations to join the Lunar New Year celebration and promote cultural awareness by sponsoring art exhibits and cultural events and activities as well as by participating in the celebration of events sponsored by the colleges' local communities.
RESOLUTION - BLACK HISTORY MONTH

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

The month of February is officially designated as Black History Month.

WHEREAS, For more than 400 years, the presence of African-Americans in the United States has had an undeniable and profound impact upon its cultural, political, and social institutions; and

WHEREAS, For over 36 million people of African-American descent, the designation and observation of February as Black History Month represents the nation's acknowledgment of the contributions and continuing role of African-Americans within the United States; and

WHEREAS, Central to the role and history of African-Americans is the acquisition of a thorough and meaningful education which will provide the tools to design and control their own destiny, both economic and political; and

WHEREAS, Current figures and statistics indicate that there are still some challenges to sustaining enrollments of African-American students attending educational institutions, both pre- and postsecondary; and

WHEREAS, The "avenue of equal opportunity access to education" has been the basic premise around which the community colleges of California have acquired support and credibility; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby reaffirms its commitment to egalitarian principles inherent within the term "community colleges" by supporting and enhancing those services, programs, and courses which will encourage African-Americans and other ethnic groups to enroll and attain their identified goals; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District joins with the nation in celebrating February as Black History Month and encourages its colleges and student organizations to promote cultural awareness by featuring various programs, exhibits, and other relevant activities and by participating in events sponsored by local communities.

By _______________________________ Date __________
RESOLUTION – RECOGNIZE DON MISUMI AND RENAME THE GOLD CREEK FACILITY

WHEREAS, Don Misumi was an outstanding Biology teacher and faculty leader at Los Angeles Trade Technical College (LATTC) who retired from Los Angeles Community College District in 2003 with 42 years of successful service; and

WHEREAS, Don Misumi chaired the LATTC Science/Math Department for 14 years, ensuring both high quality education and a diverse faculty; and

WHEREAS, Don Misumi represented the faculty at LATTC on the Faculty Guild Executive Board for 34 years, and served as AFT Faculty President at LATTC for 16 years; and

WHEREAS, Don Misumi helped establish the Los Angeles Trade Technical College Council, the main shared governance body at the college, and Co-Chaired the Council for almost a decade; and

WHEREAS, Don Misumi provided leadership in establishing and maintaining the Gold Creek Ecological Reserve in Sylmar, California for 45 years and chaired the Gold Creek Committee for 40 years; and

WHEREAS, After retirement, Don Misumi continued to work tirelessly to ensure the ongoing support for and successful operation of Gold Creek Ecological Reserve; and

WHEREAS, Don Misumi was well-known and widely-respected at the college and throughout the district for his outstanding leadership; and

WHEREAS, The Board of Trustees recognize Don Misumi’s valuable contributions to Los Angeles Trade Technical College, the Los Angeles Community College District and the Gold Creek Ecological Reserve; now, therefore, be it further

RESOLVED, Per the provisions of Board Rule 2801 (A) (1), the Board of Trustees of the LACCD hereby approves the naming of the field station building at the Gold Creek Ecological Reserve as the “Don Misumi Natural Science Laboratory” and authorizes a plaque recognizing his service be attached inside the building.
Subject: TRAVEL AUTHORIZATION

Authorize payment of necessary expenses for Scott J. Svonkin, member of this Board of Trustees, to attend the DREAM 2017 to be held on February 21-24, 2017 in San Francisco, California.

**Background:** Board President Svonkin’s travel for Achieving the Dream’s Annual Institute on Student Success will be paid out of the 2016-17 Chancellor’s Reserve Account.

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________
Subject: NOMINATIONS TO THE CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD OF DIRECTORS 2017

I move to nominate Andra Hoffman as a candidate to serve on the California Community College Trustees Board of Directors for 2017.

Background: The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

Nomination for membership on the CCCT Board will be accepted in the League office from January 1 through February 15, 2017. Nominations are to be made by a member district board of trustees, and each district may nominate only members of its own board.

Each nominee must be a local community college district trustee, (other than the student trustee), and must have consented to the nomination. Only one trustee per district may serve on the board.

For 2017, nine persons will be elected to the CCCT board. There are seven incumbents eligible to run for reelection and two vacancies due to trustees that are no longer serving at the district level.

Election results will be announced at the CCCT annual conference in May. The newly elected members of the Board will assume their responsibilities at the conclusion of the annual conference (May 7, 2017), and the President of the CCCT Board will administer the Oath of Office at the June 16-17, 2017 meeting in Sacramento.
Subject: RATIFY BUDGET REVISIONS AND APPROPRIATION TRANSFERS

Ratify acceptance of $24,190,041 in income as recommended by the Chief Financial Officer/Treasurer. In accordance with Title 5 of the California Code of Regulations, Section 58307, authorize all the appropriation transfers between major expenditure categories (EXHIBIT I).

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ____________

Eng __________________ Moreno ____________
Fong __________________ Pearlman ____________
Hoffman ____________ Svonkin ____________
Kamlager ____________ Victoriano ____________
Student Trustee Advisory Vote
# Exhibit I

## Budget Revisions and Appropriation Transfers

**All Funds, Excluding Building Bond Fund**  
January 11, 2017

### New Income (Attachment I)

<table>
<thead>
<tr>
<th>Account</th>
<th>Federal</th>
<th>State</th>
<th>Local</th>
<th>Interfund Transfer In</th>
<th>Other Financing Sources</th>
<th>Contribution to Restricted Program</th>
<th>Total New Income</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>810000-849900</td>
<td>880000-869999</td>
<td>970000-889999</td>
<td>891000-892989</td>
<td>895000-897999</td>
<td>898000-899999</td>
<td>24,190,041</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td>6,569,325</td>
<td>17,371,534</td>
<td>249,182</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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</tbody>
</table>

### Expenditures

<table>
<thead>
<tr>
<th>Account</th>
<th>Certificated Salaries</th>
<th>Classified Salaries</th>
<th>Employee Benefits</th>
<th>Books/Supplies</th>
<th>Contract Services</th>
<th>Capital Outlay</th>
<th>Other Outgo</th>
<th>Other Debt Services</th>
<th>Tuition Transfers</th>
<th>Interfunds Transfers</th>
<th>Direct Support/Indirect Costs</th>
<th>Loan/Grants</th>
<th>Other Financing Sources (Except 7902)</th>
<th>Reserve for Contingency*</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Approved</strong></td>
<td>322,319,776</td>
<td>183,622,896</td>
<td>163,703,208</td>
<td>44,316,670</td>
<td>187,640,926</td>
<td>24,701,281</td>
<td>700,000</td>
<td>710,000</td>
<td>11,890</td>
<td>8,671,486</td>
<td>307,690,704</td>
<td>750,000</td>
<td>760000-799998</td>
<td>790200</td>
<td>1,420,279,672</td>
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<tr>
<td><strong>Budget Revisions</strong></td>
<td>1,483,879</td>
<td>2,223,604</td>
<td>915,541</td>
<td>143,853</td>
<td>2,144,077</td>
<td>132,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>73,416</td>
<td>230</td>
<td>157,286,556</td>
<td>16,931,349</td>
<td>24,190,041</td>
</tr>
<tr>
<td><strong>Appropriation Transfers</strong></td>
<td>1,672,040</td>
<td>2,167,109</td>
<td>1,209,307</td>
<td>448,784</td>
<td>1,051,581</td>
<td>2,044,322</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>44,686</td>
<td>230</td>
<td>17,073,171</td>
<td>19,931,349</td>
<td>1,444,469,113</td>
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<tr>
<td><strong>Revised Budget</strong></td>
<td>322,131,615</td>
<td>188,013,609</td>
<td>165,628,056</td>
<td>44,900,307</td>
<td>190,836,584</td>
<td>25,176,103</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>306,008,506</td>
<td>306,008,506</td>
<td>166,047,906</td>
<td>19,931,349</td>
<td>-</td>
</tr>
</tbody>
</table>

* Reserve for Contingency balance is $19.93 million, which is 3.13% of the Unrestricted General Fund revenue (excluding General Reserve)

All budget revisions and transfers herein are submitted for the Board of Trustees approval in accordance with Title 5 of California Regulations, Sections 58307 and 58308. Appropriation transfers between major expenditure categories are within funds/grants that have been previously received and approved by the Board of Trustees. These transfers have been reviewed by the college administrators and approved by the college Vice Presidents of Administration and College Presidents.

Reviewed by:  
Jeanette L. Gulden  
Chief Financial Officer/Treasurer
NEW INCOME AND GRANTS

<table>
<thead>
<tr>
<th>BTA NUMBER:</th>
<th>FUND/GRANT NAME</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S-0180, V-0293, W-0285</td>
<td><strong>Upward Bound Program</strong></td>
<td>$839,893</td>
</tr>
<tr>
<td></td>
<td>To establish funding to provide low-income and potential first-generation college students with comprehensive services that will allow better understanding of how to pursue education opportunities and being competitive in their quest for postsecondary education. The program provides the following services: instructions in mathematics and English, tutorial support with trained instructors, academic advisement, college preparation and study skills workshop, college field trips, exposure to cultural activities, and assistance with college and financial aid applications. The program serves one hundred ninety-six (196) high school students each academic year. Funding is from the United States Department of Education.</td>
<td></td>
</tr>
<tr>
<td>W-0286, S-0176</td>
<td><strong>Upward Bound Program – Alexander Hamilton/Los Angeles High Schools and Fremont High School</strong></td>
<td>515,000</td>
</tr>
<tr>
<td></td>
<td>To establish funding to provide fundamental support to participants in their preparation for college entrance while providing opportunities to succeed in their precollege performance and ultimately in their higher education pursuits. The goal of the program is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. Annual program services include: academic and career advisement, field trips and cultural events, financial aid and scholarship workshops, Scholastic Aptitude Test (SAT) and California High School Exit Exam (CAHSEE) preparation and a weekly homework club. The program serves fifty (50) students from Alexander Hamilton High School and Los Angeles High School and sixty-three (63) students from Fremont High School. Funding is from the United States Department of Education.</td>
<td></td>
</tr>
<tr>
<td>V-0294, W-0239, W-0240</td>
<td><strong>Upward Bound Math and Science (UBMS) Project</strong></td>
<td>772,500</td>
</tr>
<tr>
<td></td>
<td>To establish funding to increase the rate of post-secondary education for low-income and first-generation students. The UBMS project will provide services such as tutoring, academic advisement, standardized testing preparation, college application and financial aid programs assistance. The program will also continue to provide students opportunities to embark on a variety of cultural excursions and field trips, access to mentoring programs, as well as access to local college campuses to expose them to the college environment. One hundred eighty-three (183) students will be served. Funding is from the United States Department of Education.</td>
<td></td>
</tr>
</tbody>
</table>
**H-0262**  
*Science Technology Engineering and Math (STEM) Success, Transfer, and Equity Program (STEP)*  
1,200,000

To establish funding to increase the number of Hispanic and low-income students who complete or transfer in STEM fields. The STEM STEP will improve student completion and transfer rates among the targeted population, strengthen model transfer/articulation agreements, and establish a resource development mechanism with engaged STEM alumni and a one hundred thousand dollars ($100,000) Hispanic-Serving Institution (HSI) STEM endowment to support long-term sustainability and support the success of students in STEM fields/pathways. The program consists of three components: academic and student support services, STEM professional development for faculty and staff, and STEM resource development. The population to be served are Hispanic and low-income STEM students at Los Angeles Harbor College. Funding is from the United States Department of Education.

**S-0204**  
*Trio Student Support Services – Science Technology Engineering and Math (STEM) Program*  
226,599

To establish funding to provide opportunities for academic development, assist students with basic college requirements, and motivate students towards the successful completion of their post-secondary education. The program serves one hundred and twenty-eight (128) students who have an educational objective in subject areas of STEM this academic year. The program provides the following comprehensive services: academic tutoring, which may include instruction in reading, writing, study skills, mathematics, science, and other subjects; advice and assistance in post-secondary course selection; assist students with information on both the full range of student financial aid programs, benefits and assistance in locating public and private scholarships; college tours and meetings with college representatives; and assistance in completing college applications for four-year institutions. Funding is from the United States Department of Education.

**D-0529**  
*Pell Grant 2015-2016 – Administrative Cost Allowance*  
33,410

To accept the Pell Grant 2015-2016 Allocation for Administrative Cost Allowance (ACA) and to increase the 2015-2016 Pell ACA budget based on the additional funds received on August 24, 2016 from the Department of Education. The Department of Education pays each college $5 per qualified student (for Pell Program) for Administrative expense. Funding is from the United States Department of Education.

**D-0530**  
*Pell Grant 2014-2015 – Administrative Cost Allowance*  
2,315

To accept the Pell Grant 2014-2015 Allocation for Administrative Cost Allowance (ACA) and to increase the 2014-2015 Pell ACA budget based on the additional funds received on August 24, 2016 from the Department of Education. The Department of Education pays each college $5 per qualified student (for Pell Program) for Administrative expense. Funding is from the United States Department of Education.
Title V: Gateway to Success

To establish funding to increase retention and pass rates at the college, and to reduce the proportion of overall remedial enrollment. This is an institutional development project with three components: a Learning/Innovation Studio, Faculty Training for Student Success, and Student Support for poorly-prepared first-generation students. Approximately four thousand (4,000) new students per year who are assessed at remedial levels in English and/or Math will benefit from this program; and another five thousand (5,000) students will be impacted by innovations developed in the new Innovation Lab. Funding is from the United States Department of Education.

Industry Sector Expert Strategists – Biotechnical & Biosciences Sector Strategy Consulting Services

To establish funding to provide Biotechnical & Biosciences sector strategies for the greater Los Angeles area, in conjunction with the City of Los Angeles Economic and Workforce Development Department and multiple partners. Funding is from the United States Department of Labor (DOL) pursuant to the Workforce Innovation and Opportunity Act (WIOA) Program.

RE-C^2 – Research Experiences in Community Colleges

To establish funding to take mathematical research to community colleges and to attract diverse and talented students from underrepresented population to mathematical sciences. RE-C^2 will increase the number of diversified students who successfully transfer to universities and receive bachelor’s degrees in the mathematical sciences. Built on the cornerstones of undergraduate research, strong mentoring, and strategic recruitment, RE-C^2 will engage community college faculty and their selected students in meaningful research experiences led by California State University, Northridge (CSUN) faculty. For the first year, two students and one faculty will participate in the project. For the second and third years, the number of participants will increase. Funding is from the National Science Foundation.

Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) 4 LA

To adjust funding to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. Components of the program include a strong academic and financial counseling program for students and parents, intensive extended learning programs, professional development for teachers, early college readiness tests, concurrent enrollment programs, college visits, and peer mentoring for students. The funding for Los Angeles Trade-Technical College will be increased by $51,363 while the funding for Los Angeles City College will be reduced by $93,150. The program will serve a double cohort of three thousand eight hundred (3,800) low-income students enrolled in the sixth and seventh grades. Funding is from the United States Department of Education.
Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) 4 LA 2

To establish funding to improve student success at the middle and high school levels, college persistence and preparation for life-long learning. Components of the program include tutoring services, student and parent campus visits, Career Technical Education (CTE) opportunities, access to Summer STREAM academy, mentor camps, access to concurrent/dual enrollment classes, and weekend writing seminars. The program will serve a double cohort of two thousand (2,000) low-income students in the sixth and seventh grades. Funding is from the United States Department of Education.

Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act

To establish funding to provide adult learners with basic life skills, including reading, writing, and mathematics to increase their literacy and/or prepare them for the labor market, educational/vocational training. These funds supplement Adult Basic Education (ABE), English as a Second Language (ESL), and Adult Secondary Education (ASE) programs. The components of the program include:

1) Curriculum;
2) Instruction in Basic Skills, Vocational Literacy, Family Literacy, English as a Second Language (ESL), Vocational ESL, Adult Secondary Education, General Education Development, Integrated Civics and Citizenship Preparation;
3) Recruitment, intake, and orientation;
4) Retention and transition;
5) Assessment, evaluation and educational gains;
6) Staffing, professional development, program and staff evaluation; and
7) Support services.

Nine thousand (9,000) students are served annually. Funding is from the United States Department of Education.

Building Infrastructure Leading to Diversity (BUILD) @ California State University Northridge (CSUN) Promoting Opportunities for Diversity in Education and Research (PODER)

To establish funding to provide an undergraduate research training program for undergraduate students in a supportive community to take classes and work directly with professors on research projects related to health. Community college liaisons will assist BUILD @ CSUN PODER to recruit twenty-five (25) students from community colleges. The goal of this program is to provide support in the following areas:

1) CSUN BUILD PODER recruiting activities;
2) Tutoring services;
3) Faculty mentor and student mentee research-related activities;
4) One-unit introductory class to health disparities research and research concepts. The class is designed to introduce students to biomedical careers and on how they relate to their potential role in generating equality in health and biomedical sciences.

Approximately one hundred (100) students per campus per semester will benefit from the Discovery of Science course. Funding is from the National Institutes of Health (NIH).
To establish funding to collaborate with trade-impacted companies, sector intermediaries, the workforce system, and employers in the healthcare industry to create an innovative training model for trade-impacted workers and other long-term unemployed in the Greater Los Angeles area. The primary focus of the project is to build upon the progress of prior-year Trade Adjustment Assistance Career Training (TAACT) grant projects in developing competency-based, stacked and latticed programs of study, including a common foundation credential, certificates of achievement, and A.A./A.S. (Associate of Arts/Associate of Science) degrees related to the health science profession. Funding is from the United States Department of Labor.

TOTAL FEDERAL

$6,569,325

State

D-0484 Strong Workforce Program (SWP) $14,712,502

To establish funding for the Strong Workforce Program (SWP) based on the budget allocation provided by the State Chancellor's Office in the Strong Workforce Program College and Regional Allocations for 2016-2017 memo released on August 5, 2016. The goals of the SWP include:

1) Providing career pathways that prepare underemployed students with pathways to employment and livable wages;
2) Meeting increased demand for middle skills workforce with industry-valued credentials; and
3) Closing equity gaps in program access, completion, job placement, and earnings of underserved demographic groups.

Funding is from the California Community Colleges Chancellor's Office (CCCCO).

D-0509 Student Success and Support Program (SSSP) – Non-Credit 70,000

To increase the budget for the 2015-2016 SSSP Non-Credit at Los Angeles Mission College to align with the budget allocation provided by the State Chancellor's Office in the Notification of Special Reallocation of Funds for Noncredit SSSP 2015-16 memo released on July 6, 2016. Funding is from the California Community Colleges Chancellor's Office (CCCCO).
**English as a Second Language (ESL)/Basic Skills Professional Development Grant**

To establish funding to improve and expand effective practices in basic skills programs reaching over eight hundred thousand (800,000) students across the state. This project will:

1) Provide ongoing professional development at local, regional and state levels;
2) Increase the ability of individual colleges to offer ongoing, long-term professional development programs that focus on basic skills;
3) Increase the use of research-based program assessment and planning;
4) Initiate a statewide regional network system that provides colleges the opportunity to collaborate and share resources within and across regions;
5) Increase the knowledge-base on effective practices available to colleges across the state; and
6) Train and cultivate leadership in the principles and practices demonstrated to improve student outcomes in basic skills across the curriculum.

Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

**Child Development Training Consortium (CDTC)**

To establish funding for coursework in Child Development and general education courses to fulfill requirements for California Child Development and Supervision permits that lead to job placement. Funding is from the Yosemite Community College District.

**Foster And Kinship Care Education – Commercial Sexual Exploitation of Children (FKCE – CSEC)**

To establish funding to provide training to foster parents, relative care providers, group home staff, foster family homes (FFH), foster family agencies (FFA) and other groups on CSEC Awareness and Identification. Five (5) workshops of four (4) hours each will be provided during the winter/spring of 2017. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

**Career Technical Education (CTE) Data Unlocked Initiative**

To establish funding for a faculty instructional support assignment to develop an accurate and full campus/district CTE reporting criteria that captures all CTE codes to ensure a comprehensive capture of all student enrollments and completions. The funding will also support the ability to collect and report partner high school dual enrollments with the college that capture all single course, multiple course, and certificate completions in specific cohorts; and to design procedures and reporting mechanisms that enable work readiness, work-based learning, and job placement data for enrolled students. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).
**Song Brown Capitation – Office of Statewide Health Planning and Development (OSHPD)**

To establish funding to support and admit six underrepresented minorities and disadvantaged students into the nursing program and provide placement of program to graduates into the Registered Nurse (RN) shortage areas. Funding is from the Office of Statewide Health Planning and Development (OSHPD).

**California Career Pathways Trust – Advanced Manufacturing/Engineering Technology Linked Learning (AMETELL) Consortium**

To establish funding to address the significant workforce shortages in Los Angeles in the advanced manufacturing and engineering technology industries. The colleges will be working with their respective Unified School Districts to develop clear pathways with industry-driven technical elements which begin in high school and continue through a Bachelor’s Degree. The Linked Learning and Project Lead The Way (PLTW) will be used as tools to create pathways. The program will serve one thousand one hundred and sixty (1,160) students. Funding is from the California Department of Education.

**California State Preschool Program**

To accept additional funding to provide an exemplary early childhood education program for income eligible families, increase accessibility to the college by providing child care services to student parents, and serve as a supervision/field training site for instructional divisions. Five hundred ninety-six (596) students/parents will be served. Funding is from the California Department of Education.

**TOTAL STATE**

$17,371,534

**Local**

**Dedicated Revenue – Rentals of College Site**

To augment the Other Expense account in the General Fund at Los Angeles Trade-Technical College from income generated from the Rentals of College Site.

**Technical & Career Education**

To accept additional funding at Los Angeles Trade-Technical College to conduct non-credit instruction and vocational/extension training workshops and to purchase instructional equipment. Funding is from Cosmetology Department fees, Department of Design and Media Arts fabric sale and Educator Award, and reimbursement for Skills USA and travel arrangement for Child Development program.
Dedicated Revenue – Advertising

To augment the Advertising account in the General Fund at West Los Angeles College from the funds received from the California Community Colleges Chancellor's Office (CCCCO) for Dental Hygiene bachelor’s program.

Puente Project

To accept additional funding to increase the number of educationally disadvantaged students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors to future generations. Approximately forty-five (45) students participate in the Puente Project annually. An additional seventy-five (75) students can participate in the Puente Club which allows those who are not eligible to be in the Puente English courses or who already have taken the Puente English courses to continue participating in all of the Puente transfer and mentoring activities and events. Funding is from the Regents of the University of California.

Contract Education – Los Angeles County Office of Education (LACOE) Greater Avenues for Independence (GAIN) 2016-2017 Training Cohort Programs

To accept funding to provide four hundred (400) hours training for a cohort of a maximum of fifteen (15) Los Angeles County Office of Education (LACOE) Greater Avenues for Independence (GAIN) participants via four Culinary Arts courses for a total of twelve (12) units. Both faculty and student services such as orientation, assessment, financial aid workshop and career workshop will be provided. After completing CulArt 050 Safety and Sanitation class, the cohort of students will take the ServSafe Food Protection Manager Certification exam. The goal of this program is to create a pathway to college so all participants can continue their studies at Los Angeles Mission College to reach their educational goal of receiving a certificate, Associate’s degree and/or transfer to university. Funding is from the Los Angeles County Office of Education (LACOE).

Contract Education – Los Angeles County Office of Education (LACOE) Culinary Certification Program

To accept funding to allow students from the Los Angeles County Office of Education (LACOE) to take the general/prerequisite courses needed to meet the course curriculum requirements for the California State Certification in Food Safety and Sanitation and receive Los Angeles Harbor College – Economic and Workforce Development (LAHC-EWD) Certificate of Completion in Culinary Arts. A maximum of twenty (20) students per cohort will be eligible to participate. There is one cohort for Fall 2016 and one cohort for Spring 2017. The classes include:

1) Two ten-week instructional cycles to include course work each cycle for Food Sanitation & Safety (lecture and lab – one hundred hours/non-credit), and Culinary Skills Lab (one hundred twenty hours/non-credit),
2) Other classes as requested.

Funding is from the Los Angeles County Office of Education (LACOE).
**Contract Education – Emergency Medical Technician (EMT) Paramedic Training Program**

To accept funding to provide Emergency Medical Technician (EMT) Paramedic Training Program to approximately seven hundred fifty (750) students each year. This program will provide forty (40) training sessions. Each student will take one to eight training courses. Funding is from the Regents of the University of California, University of California Los Angeles (UCLA) Center for Prehospital Care.

**V-0236**  
**Donation**  
To accept a donation to Los Angeles Valley College to be used for adjunct faculty and student workers' salaries. Funding is from the Los Angeles Valley College Foundation.

**V-0237**  
**Donation**  
To accept a donation to Los Angeles Valley College Library/Museum to be used to pay for the Los Angeles Valley College Historical Museum curator. Funding is from the Los Angeles Valley College Foundation.

**V-0239**  
**Donation**  
To accept a donation to Los Angeles Valley College Music Department to be used for contracts/personal services. Funding is from the Los Angeles Valley College Foundation.

**V-0240**  
**Donation**  
To accept a donation to Los Angeles Valley College to be used to purchase supplies and instructional materials. Funding is from the Los Angeles Valley College Foundation.

**V-0242**  
**Donation**  
To accept a donation to Los Angeles Valley College Media Arts Department to be used to purchase and repair equipment. Funding is from the Los Angeles Valley College Foundation.

**TOTAL LOCAL**  
$249,182
OTHERS:

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<td>To redistribute funds from EOPS-CARE fund number 20869 to EOPS-CARE fund number 10869 at Los Angeles Valley College.</td>
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<td>To accept redistributed funds from EOPS-CARE fund number 20869 to EOPS-CARE fund number 10869 at Los Angeles Valley College.</td>
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**TOTAL OTHERS**

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**TOTAL INCOME**

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Subject: RATIFY BUSINESS SERVICES ACTIONS

In accordance with the California Education Code and Los Angeles Community College District Board Rules, the following routine transactions are reported for ratifications:

A. PURCHASE ORDERS

950 issued from November 1, 2016 to November 30, 2016 which totaled $3,023,537.

B. FACILITIES ORDER FORMS

72 issued from October 29, 2016 to December 6, 2016 which totaled $310,865.

C. AGREEMENT FOR ART MODELING SERVICES

10 issued which totaled $5,310.
14 issued which totaled $1,125.

D. AGREEMENT FOR ATHLETIC OFFICIATING SERVICES

1 issued which totaled $1,035.

E. AGREEMENT FOR MUSICIAN SERVICES

2 issued which totaled $550.
F. PERMITS FOR USE AND CIVIC CENTER PERMITS UP TO 14 DAYS

7 issued from November 1, 2016 to November 30, 2016 for a total income of $40,164 at City.

11 issued from November 1, 2016 to December 31, 2016 for a total income of $23,236 at East.

1 issued from November 1, 2016 to November 30, 2016 for a total income of $425 at Harbor.

Total Income of Section F: $63,825

G. LEASE OF EQUIPMENT AGREEMENT

4500236206 East. Agreement with Pitney Bowes for lease of a Pitney Bowes SendPro P series postage meter machine system for a 60-month period beginning January 1, 2017 or the actual date of delivery, whichever is later. **Total cost: $46,970.**

Total Cost of Section G: $46,970

H. LEASE OF FACILITIES FOR DISTRICT USE

4500233199 East. Correct the contract number with City of South Gate, Department of Parks and Recreation as approved by the Board of Trustees on November 2, 2016 (Com. No. BSD1) for the use of four rooms at two different city facilities for adult education classes during the period August 29, 2016 to June 5, 2017.

4500180388 Pierce. Amendment No. 5 to renew agreement with St. Martin-in-the-Fields Episcopal Church to lease classroom facilities for Community Services classes on designated dates and times during the period August 1, 2016 to June 30, 2017. **Total cost: $15,000.**

Total Cost of Section H: $15,000

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

4500235684 East. Permit for Use with Triple S Warriors for the use of the gymnasium for basketball games and practice on Sundays from
6:00 p.m. to 8:00 p.m. The rate was derived by comparing local schools, colleges and neighborhood recreational facilities and includes the cost of supplies and attendants, during the period January 8, 2017 to June 25, 2017, inclusive. **Total estimated income:** $5,500.

4500236094  **Pierce.** Agreement with Louisville High School for the use of the softball field and pit area for field hockey practices on designated dates and times during the period November 7, 2016 to February 7, 2017. **Total income:** $6,064.

4500233352  **Van de Kamp Innovation Center.** Civic Center Permit with City of Los Angeles Economic and Workforce Development Department for the use of the multi-purpose room, during the period October 18, 2016 to October 26, 2016, inclusive. **Total income:** $500.

**Total income of Section I:** $12,064

**J. LICENSE AGREEMENTS**

4500236366  **Districtwide.** Agreement with Wolfram Research Inc., to provide a one-year site license agreement for their "Mathematica" software and their Faculty and Student Home Use applications at the nine College's tutoring labs, under the auspices of the Office of Educational Programs and Institutional Effectiveness, during the period December 1, 2016 to November 30, 2017, inclusive. **Total cost:** $54,000.

4500175410  **Educational Services Center.** Amendment No. 4 to renew agreement with Bomgar Corporation for remote and technical support and collaboration tools for 40 licenses for the colleges and the Educational Services Center and for maintenance of the B300 appliance, under the auspices of the Office of Information Technology, during the period July 1, 2016 to June 30, 2017, inclusive. **Total cost:** $26,520.

4500221241  **Educational Services Center.** Amendment No. 1 with Redwood Software to provide SAP system Copy Automation Licenses and support of said licenses. These tools will automate required system copies of servers and data as part of application development, testing and training for staff in Human Resources,
Payroll, Finance and Budget. These copies are needed to support students, staff and faculty needs in SAP. The copy automation tool reduces the Information Technology time needed to produce copies by fifty percent. This support is provided under the auspices of the Office of Information Technology during the period December 31, 2016 to December 30, 2017, inclusive. **Total cost: $87,141.**

4500236163 **Educational Services Center.** Agreement with Hewlett Packard Enterprise to provide support for VSA1 and VSA2 licenses for the Office of Information Technology during the period December 19, 2016 to December 31, 2019, inclusive. BuildLACCD Master Agreement No. 40227 was utilized for this procurement. **Total cost: $2,037.**

4500207221 **Pierce.** Amendment No. 2 to renew agreement with eLumen Collaborative, LLC for license to use its eLumen software for tracking students' learning outcome assessment process for the Institutional Effectiveness Department during the period January 1, 2017 to December 31, 2017, inclusive. **Total cost: $28,858.**

4500235333 **Southwest.** Agreement with International Business Machines Corporation to provide statistical modeling software license subscription and support to assist Social Science students with their research reports during the period August 15, 2016 to August 31, 2019, inclusive. **Total cost: $28,033.**

Various Amendments to renew agreements with Sars Software Products, inc. for Sars (Scheduling and Recording Software) – Grid and Call software maintenance, support and upgrade for the Student Services Department during the period July 1, 2016 to June 30, 2017, inclusive.

4500189748 **Valley.** Amendment No. 3 **Total cost: $6,500.**

4500217814 **Trade-Technical.** Amendment No. 1 **Total Cost: $6,300.**

**Total Cost of Section J:** $239,389
K. MAINTENANCE AGREEMENTS

4500225494 City. Agreement with Laerdal Medical Corporation to provide extended warranty on the adult patient manikin simulator for the Nursing Department during the period December 1, 2016 to December 31, 2017, inclusive. **Total cost:** $5,710.

4500215423 Harbor. Amendment No. 1 to renew agreement with Viatron Systems, Inc. to provide maintenance on the scanning system for the Extended Opportunity Programs and Services, Financial Aid, Admissions, Counseling and Assessment departments during the period August 13, 2016 to August 12, 2017, inclusive. **Total cost:** $9,788.

4500191679 Trade-Technical. Amendment No. 1 to renew agreement with Xerox Corporation for maintenance and software upgrade services for campus-wide Xerox multi-function digital imaging devices and for networked software services during the period July 1, 2016 to June 30, 2017, inclusive. Department of General Services California Multiple Award Schedule Contract No. 3-01-36-0030A was utilized for this procurement. **Total cost:** $183,145.

4500235905 Valley. Agreement with Emcor Services Mesa Energy Systems for maintenance of two McQuay and one Broad chillers for the Maintenance and Operations Department during the period November 1, 2016 to June 30, 2017, inclusive. **Total cost:** $9,106.

4500200601 Van De Kamp Innovation Center. Amendment No. 4 to agreement with KONE, Inc. for elevator maintenance services, to increase the contract amount during the period October 1, 2016 to June 30, 2017, inclusive. **Total cost:** $129.

Various. Agreements with Canon Solutions America, Inc. **Total cost:** $75,050.

4500235904 – Agreement for maintenance of six Canon copiers located in the CopyTech Department at Pierce College during the period January 1, 2017 to December 31, 2017, inclusive. **Total cost:** $73,221.
4500235136 – Agreement for maintenance of three Canon copiers located in the South Gym at Valley College during the period November 30, 2016 to November 29, 2017, inclusive. Total cost: $729.

4500235138 – Agreement for maintenance of a Canon copier in the Receiving Department at Pierce College during the period November 30, 2016 to November 29, 2017, inclusive. Total cost: $1,100.

Total Cost of Section K: $282,928

L. STUDENT INTERN AGREEMENTS

4500235323 East. No-cost agreement with St. Vincent Medical Center to provide clinical training for students enrolled in the Nursing Program during the period September 7, 2016 to September 6, 2021, inclusive.

4500235324 East. No-cost agreement with Southern California Hospital at Van Nuys to provide clinical training for students enrolled in the Respiratory Therapy Program during the period October 2, 2016 to September 1, 2021, inclusive.

4500221900 Trade-Technical. No-cost agreement with Keiro Senior Healthcare to provide clinical training for students enrolled in the Nursing Program during the period February 1, 2016 to January 31, 2021, inclusive.

Total Cost of Section L: $0

M. SERVICE AGREEMENTS

4500235493 City. Agreement with Javier Cervantes to provide catering services for various events as allowed by the Perkins Title IV grant during the period November 1, 2016 to June 30, 2017, inclusive. Total cost: $3,000.

4500221032 East. No-cost amendment No. 1 to extend agreement with Loyola Marymount University (LMU) and East Los Angeles College Undergraduate Research Academy to expand educational opportunities for underrepresented high-achieving ELAC students. The program focuses on enhancing research
skills and preparing students for a successful transfer experience. The Scholars reside on the campus of LMU in the dormitories and are assigned an LMU faculty mentor to supervise their research. Period of agreement July 1, 2016 to December 31, 2016, inclusive. **No additional cost.**

**Various**

**East.** Three agreements with the following contractors to provide workshops on the preparation and successful completion of the National Council Licensure Examination-Registered Nursing for an estimated 40-50 students per workshop during the period August 1, 2016 to January 31, 2017, inclusive.

- 4500235325 Bertha Barraza $8,000
- 4500235326 Gabriel Solorio $8,000
- 4500235327 Susan Keppler $10,000

**Educational Services Center.** Amendment No. 1 to extend agreement with The Berkshire Group for their continued specialized consulting services in the review of language of the upcoming request for proposal draft (RFP) for a joint occupancy lease and proposed food services document as prepared by District staff and provide language that meets "best in class" standards as it relates to food services. Services to be provided to the District during the evaluation of responsive and responsible proposals to the Districts RFP period of extension of January 1, 2017 to June 30, 2017, inclusive on a month to month basis. **Total amount not to exceed $20,000.**

**Educational Services Center.** Agreement with WestEd to provide their courses, RA101: Reading Apprenticeship for 19 participants and for 30 participants at the Reading Apprenticeship Winter Conference on designated days and times, during the period January 16, 2017 to March 3, 2017 as part of a partnership under the ESL/Basic Skills Professional Development grant funded by California Community Colleges Chancellor’s Office and under the auspices of the Office of Educational Programs and Institutional Effectiveness. **Total cost: $30,000.**
Educational Services Center, Agreement with Crowne Plaza Hotel Foster City – San Mateo to provide accommodations for 36 participants attending the California Statewide Reading Apprenticeship Conference during the period May 12, 2016 and May 13, 2016 at a rate of $149 per night as part of a partnership under the ESL/Basic Skills Professional Development grant funded by California Community Colleges Chancellor’s Office and under the auspices of the Office of Educational Programs and Institutional Effectiveness. Total cost not to exceed: $5,465 plus any applicable taxes and fees.

Educational Services Center, Agreement with Crowne Plaza Hotel Ventura Beach to provide accommodations, conference rooms, meals and non-alcoholic beverages for 20 participants attending ESL/Basic Skills Professional Development Grant (3CSN) Planning Retreat during the period January 20, 2017 to January 22, 2017, inclusive as part of a partnership under the ESL/Basic Skills Professional Development grant funded by California Community Colleges Chancellor’s Office and under the auspices of the Office of Educational Programs and Institutional Effectiveness. Total cost: $10,976.

Harbor, Agreement with Marsha Zaffarese dba Beach Communities Publishing to print Harbor Tide School newspaper issues for Fall 2016 to Spring 2018 during the period October 1, 2016 to June 30, 2018, inclusive. Total cost: $4,334.

Harbor, Agreement with The Ware Group to provide subscription service to access the Reading Plus web-based program for the Learning Center during the period September 1, 2016 to August 30, 2019, inclusive. Total cost: $14,000.

Pierce, No-cost agreement with American Institute for Foreign Study to provide transportation and program support services for the International Education Program, Biology 123 – Introduction to Marine Biology 2017 Summer Program in Bahia De Los Angeles, Baja California Mexico during the period July 29, 2017 to August 11, 2017, inclusive.
4500235906  Pierce. Agreement with Outfront Media LLC to provide bus interior and shelter advertising for college recruitment during the period January 1, 2017 to February 6, 2017, inclusive. Total cost: $4,000.

4500235908  Pierce. Agreement with Medical Billing Technologies, Inc. to act as the third party facilitator for the College Student Health Center for Local Education Agencies Medi-Cal Billing Option during the period July 1, 2016 to June 30, 2017, inclusive. Total cost: $10,000.

4500235910  Pierce. Agreement with Time Warner Cable Media Sales to provide cable advertisements for college’s recruitment and Career & Technical Programs during the period December 26, 2016 to February 5, 2017, inclusive. Total cost: $34,588.

4500234664  Southwest. Amendment No. 1 to increase the total contract amount on agreement with Jam2Grow LLC to conduct Percussion Workshop Follow Up Seminar, a team building activity for 120 staff members as allowed by the Student Equity program on November 17, 2016. Total cost: $4,995.

4500235761  Southwest. Agreement with Social Noma to recruit up to 125 middle and high school students to enroll in the Project Pipeline Summer Camp; identify faculty and industry speakers, plan tour logistics and transportation, identify needed classroom space, purchase of equipment, supplies and materials, and plan capstone event under the auspices of the Energy Construction & Utilities Sector Mini-Grant funded by the Rio Hondo Community College during the period June 1, 2016 to December 1, 2016, inclusive. Total cost: $15,505.

4500235794  Southwest. Agreement with CD Advantage, Inc. to design and develop an online orientation system to be in compliance with the Student Success Act, AB 1456 during the period November 2, 2016 to April 2, 2017, inclusive. Total cost: $74,850.

4500203624  Valley. No-cost Amendment No. 2 to renew agreement with Education To Go to provide various on-line classes previously approved by the Board for the Community Services Department during the period July 1, 2016 to June 30, 2017, inclusive.
Valleym Amendment No. 2 to renew agreement with Blackboard Connect, Inc. to provide unlimited student outreach notification services as well as online training and support for the Student Services Department during the period December 1, 2016 to November 30, 2017, inclusive. **Total cost: $26,600.**

Valleym Amendment No. 1 to extend agreement with Birmingham High School to develop, align and implement a career pathway program in information and Communications Technologies in particular in design, visual, media arts in the implementation of the High-Impact Information Technology, Entertainment-Entrepreneurship and Communication (LA Hi-Tech) grant, during the period July 1, 2016 to June 30, 2017, inclusive. **Total cost: $80,000.**

Valleym No-cost Amendment No. 1 to extend agreement with Univision Communications, Inc. for radio advertisements to promote the college among groups targeted in the student equity plan, including production, translation and update of advertisements, during the period June 16, 2016 to December 31, 2016, inclusive.

Valleym Amendment No. 1 to agreement with Thousand Pines Christian Camp for use of its camp site facilities for 17 additional Upward Bound student participants to attend the program’s annual camping trip. Program is funded by the grant and is consistent with the objectives to expose participants to cultural activities otherwise not readily available to them during the period September 9, 2016 to September 11, 2017, inclusive. **Total cost: $2,584.**

Valleym Agreement with Coast Carbonic to supply bulk CO2 for the swimming pool CO2 system on as needed basis for the Maintenance and Operations Department during the period July 1, 2016 to June 30, 2017, inclusive. **Total cost: $6,000.**

Valleym Agreement with Tierra Del Sol Foundation to provide a work crew comprised of four adults with development disabilities as part of their job training program and one supervisor to pick-up litter and leaves on campus for the Maintenance and Operations Department during the period July 1, 2016 to June 30, 2017, inclusive. **Total cost: $21,294.**
Valley. Agreement with City of Los Angeles Economic & Workforce Development Department for that agency to fund the LAVC Workforce Training to provide Bioscience/Biotechnical Sector Strategies for the Greater Los Angeles Area during the period July 1, 2016 to September 30, 2017, inclusive. Total: $150,000.

West. Amendment No. 2 to agreement with American Transportation Systems to provide shuttle bus transportation services for students enrolled in the TRIO Program during the period October 1, 2016 to August 31, 2017, inclusive. All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety. Total cost: $4,000.

West. Agreement with Viatron, Inc. to provide scanning services for Student Services during the period from July 1, 2016 to June 30, 2017, inclusive. Total cost: $6,400.

West. Agreement with Mary Hibbard to provide workshops on parenting for the Foster and Kinship Program during the period September 11, 2016 to June 30, 2017, inclusive. Total cost: $5,000.

Total Cost of Section M: $559,591

N. SPECIAL GRANT FUNDED EXPENDITURES AGREEMENTS

Districtwide. Renewal of agreement with the California Department of Education, Nutrition Services Division, for that agency to provide funding for healthy meals to all children enrolled at the Colleges' Child Development Centers allocated below, increasing awareness in healthy choices for the enrolled children and their families, and decreasing the effects of childhood obesity, through the State's Child and Adult Care Food Program (04056-CACFP-19-CC-CS), during the period October 1, 2016 to September 30, 2017 inclusive. Total: $953,102.

L.A. City College $106,072
East L.A. College $154,791
L.A. Harbor College $78,657
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<td>West L.A. College</td>
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4500236210 **Districtwide.** Agreement with the California Community College Chancellor’s Office and Pasadena Area Community College as Fiscal Agent, titled the Los Angeles Hi Tech Coding Boot Camp which is a multi-college Industry-Driven Regional Collaborative amount twelve colleges in the Los Angeles area. The project is designed to serve an estimated 150 college students to become programmers and coders to transition into job openings in the Information Communications Technology industry sector. Period of contract June 1, 2016 to February 28, 2018, inclusive. Total: $703,304.

4500220898 **East.** Amendment No. 1 to renew agreement with the U.S. Department of Education for that agency to fund the Title V Gateway to Success program for up to 4,000 participants during the period October 1, 2016 to September 30, 2017, inclusive. Total: $525,001.

4500221692 **East.** Amendment No. 1 to renew agreement with California State University, Northridge (CSUN) for that agency to fund the Build CSUN student transfer program for up to 25 participants, during the period September 29, 2016 to June 30, 2019, inclusive. Total: $90,000.

4500236133 **Harbor.** Agreement with Child Care Alliance of Los Angeles for that agency to fund the California State Preschool Program Quality Improvement Block Grant to improve the overall quality of State Preschool programs in Los Angeles County and to provide technical assistance, coaching, and incentives in order to improve or maintain the College’s tier rating during the period July 1, 2016 to December 31, 2016, inclusive. Total: $26,000.

4500203192 **Southwest.** Amendment No. 2 to renew agreement with U.S. Department of Education for that agency to fund the TRIO Scholars Program to increase the college retention and graduation rates of its participants and facilitate the process of transition from one level of higher education during the period
Trustees

Los Angeles Community College District

Com. No. BSD1 Division: BUSINESS SERVICES Date: January 11, 2017


4500224847 Trade-Technical. Agreement with the Los Angeles Unified School District-District 4 for that agency to fund the Gear Up 4 LA program for up to 200 students during the period September 22, 2016 to September 21, 2017, inclusive. Total: $51,363.

4500235384 Trade-Technical. Agreement with the California Community Colleges Chancellors Office for that agency to fund the Foster and Kinship Care Education program for up to 25 participants, during the period July 1, 2016 to June 30, 2017, inclusive. Total: $12,230.

4500210880 West. Agreement with UCLA Center for Prehospital Care for that agency to fund the Paramedic Training Program for up to 750 participants, during the period September 1, 2016 to August 30, 2017, inclusive. Total: $105,000.

4500213253 West. Amendment No. 5 to agreement with the U. S. Department of Education for that agency to fund the Upward Bound Math and Science Program for Crenshaw and Dorsey High Schools for up to 60 students, during the period October 1, 2016 to September 30, 2017, inclusive. Total: $257,500.

Total of Section N: $3,176,269

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

4500234637 City. Agreement with Subway Sandwich to provide catering services for 334 box lunches at $6.00 a box (plus tax) for various CalWORKS Student workshops as allowed by the Temporary Assistance for Needy Families program grant during the period October 24, 2016 to June 30, 2017, inclusive. Total cost: $2,180.
4500234704 City. Agreement with Palermo Italian Restaurant to provide catering services for up to 20 Counselors who attended the Myers-Briggs certification training for the Counselors as allowed by the Student Success and Support program on November 9, 2016. Total cost: $362.

4500234706 City. Agreement with Z’s Crazy Good to provide catering services for up to 26 Counselors who attended the Myers-Briggs certification training for the Counselors as allowed by the Student Success and Support program on September 20, 2016. Total cost: $354.

4500234997 City. Agreement with Bibliotheca ITG, LLC to provide service and maintenance on the detection systems located in the Library during the period September 14, 2016 to September 13, 2017, inclusive. Total cost: $2,181.

4500229998 Educational Services Center. Amendment No. 1 to extend agreement with Miguel Powers to provide Cultivating a Growth Mindset series of workshops on various dates for faculty from various community colleges throughout the state of California as part of the Habits of Mind Initiative of a partnership under the ESL/Basic Skills Professional Development Grant funded by the California Community Colleges Chancellor’s Office. LACCD is the fiscal agent for the grant, and as such, is required to enter into and fund agreements with individuals to provide five workshops to provide such training under the auspices of the Office of Educational Programs and Institutional Effectiveness during the period December 1, 2016 to June 30, 2017. Total cost: $1,500.

4500233301 Educational Services Center. Agreement with Tek Time Systems, Inc. to provide services, including but not limited to, maintenance of a date stamp machine located in the Human Resources Division for the period September 1, 2016 to December 31, 2016, inclusive. Total cost: $75.

4500235334 Educational Services Center. Agreement with Gravic, Inc. to provide technical support services for software used to develop web-based surveys for assessment of student needs, program review, and other research topics by the Office of Educational Programs and Institutional Effectiveness for the period

Various

Educational Services Center. Four agreements with the following contractors to provide a presentation and facilitate breakout sessions for approximately 50 faculty from various community colleges throughout the state of California as part of the ESL/Basic Skills Professional Development Grant funded by the California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant, and as such, is required to enter into and fund agreements with individuals to provide workshops to provide such training under the auspices of the Office of Educational Programs and Institutional Effectiveness during the period November 1, 2016 to November 30, 2016, inclusive. Total cost: $10,500.

4500234534 Dr. Veronica Neal $3,500
4500234535 Dr. Lindsey Malcom-Piqueux $3,500
4500234900 Dr. Ryan Smith for Education Trust West $1,500
4500235079 Dr. Frances Kendall $2,000

Various

Educational Services Center. Two agreements with the following contractors to provide Habits of Mind Leadership Communities of Practice Series of workshops for approximately 40 faculty from various community colleges throughout the state of California as part of the ESL/Basic Skills Professional Development Grant funded by the California Community Colleges Chancellor's Office. LACCD is the fiscal agent for the grant, and as such, is required to enter into and fund agreements with individuals to provide workshops to provide such training under the auspices of the Office of Educational Programs and Institutional Effectiveness during the period September 23, 2016 to April 30, 2017, inclusive. Total cost: $4,500.

4500235345 Dr. Scott Sandler $1,500
4500235346 Dr. Paula Gunder $3,000
Agreement with First Fire Systems to perform fire recall testing on nine elevators for Facilities Department during the period November 17, 2016 to November 18, 2016, inclusive. Total cost: $1,864.

Agreement with Cindy's Jumpers LLC to provide rental of tablecloths and beverage dispensers for the Facilities Department to set up the College's staff gathering event on December 15, 2016. Total cost: $366.

Agreement with Diane Scott dba Just RSVP Events to provide balloon arrangements for the Facilities Department to set up the College's staff gathering event on December 15, 2016. Total cost: $455.

Agreement with Superior Cart Service to replace clutch on two gas-powered utility carts and rebuild differential on the gardener's cart for the Facilities Department during the period November 21, 2016 to December 30, 2016, inclusive. Total cost: $2,125.

Agreement with Wilmington Auto Center to perform smog check and oil change on Ford stake bed and Toyota sweeper trucks for the Facilities Department during the period December 9, 2016 to December 30, 2016, inclusive. Total cost: $1,500.

Agreement with Kenneth Gonzalez to conduct an all-day workshop addressing the Accrediting Commission for Community and Junior Colleges' recommendation for compliance and the eight objectives embedded in the Quality Focus Essay that will serve as the focal point at the Student Services Division Retreat on October 28, 2016. Total cost: $3,500.

Agreement with College Central Network, Inc. for license to use its web-based Career Office Management Systems for employers and students providing 24/7 access to job postings and employment related information for the Career Center during the period November 15, 2016 to November 14, 2017, inclusive. Total cost: $1,500.
Mission. Agreement for students with Think Lucid LLC to conduct a workshop to gain to insight in the business of Media Arts and Marketing for the Media Arts Department on November 9, 2016. **Total cost:** $250.

Mission. Agreement with Light Bringer Project to provide work-based learning opportunities including guest speakers that will satisfy momentum points for the Los Angeles High Impact Technology, Entertainment & Entrepreneurship, and Communications Hubs grant during the period October 15, 2016 to December 31, 2016, inclusive. **Total cost:** $2,881.

Pierce. Agreement with Theresa Reed to conduct a workshop update on AB 12 Extended Foster Care for the Foster and Kinship Care Education Program participants on September 10, 2016. **Total cost:** $600.

Pierce. Agreement with Barbara Sanchez Izmajtovich to attend a workshop to represent local high school participation with Pierce College and others within the respective regional hub for the Career Pathway Program at Pierce College and to align curriculum and incorporate best practices across the consortium to ensure seamless transition for students through articulation on June 17, 2016. **Total cost:** $500.

Pierce. Agreement with San Dieguito Printers for printing of the “Bull!” magazine for the Media Arts Department during the period July 1, 2016 to June 30, 2017, inclusive. **Total cost:** $4,636.

Pierce. Agreement with Clark Pest Control to provide integrated pest management services for the Brahma Café during the period October 26, 2016 to October 25, 2017, inclusive. **Total cost:** $2,120.

Pierce. Agreement with Jenesie Tyler to conduct “Make-Up Artistry” classes previously approved by the Board for the Community Services Department during the period October 8, 2016 to October 9, 2016, inclusive. **Total cost:** $3,600.
Agreement with Pronto Gym Services to provide maintenance on various fitness equipment in the Fitness Center during the period November 1, 2016 to October 31, 2017, inclusive. **Total cost: $1,602.**

Agreement with Christopher J. Morneau to collaborate and provide services in the field of Information Support & Services for the Los Angeles High Impact Technology, Entertainment & Entrepreneurship, and Communications Hubs during the period November 1, 2016 to June 30, 2017, inclusive. **Total cost: $950.**

Agreement with Dale Laduke to conduct “Beginning Ukulele” and “Beginning Ukulele Level 2” classes previously approved by the Board for the Community Services Department during the period October 6, 2016 to November 10, 2016, inclusive. **Total cost: $1,068.**

Agreement with Robert Cates to conduct “Salsa Red Hot” and “Beginning Ballroom” classes previously approved by the Board for the Community Services Department during the period October 7, 2016 to November 18, 2016, inclusive. **Total cost: $300.**

Agreement with Randy Martin to conduct “Acupressure & Wholistic Healing” class previously approved by the Board for the Community Services Department on November 1, 2016. **Total cost: $576.**

Agreement with Voices for All LLC to conduct “An Introduction to Voiceovers” class previously approved by the Board for the Community Services on November 4, 2016. **Total cost: $768.**

Agreement with Jeff Schnaufer to conduct “How to Write a Report or Term Paper” and “Creative Writing for Kids” classes previously approved by the Board for the Community Services Department during the period October 29, 2016 to November 12, 2016, inclusive. **Total cost: $1,430.**
Pierce. Agreement with Helene Liatsos dba Home Office Management Experts to conduct “Start Your Own Home-Based Business” class previously approved by the Board for the Community Services Department on November 5, 2016. Total cost: $1,456.

Pierce. Agreement with Phyllis Marie Castaneda to serve as the Reseda High School’s data coordinator for the LA Regional Career Pathways Program during the period July 1, 2016 to June 30, 2017, inclusive. Total cost: $500.

Pierce. Two agreements with Flynton Ritchie for rental of tables, chairs, and canopy for the Transfer/College Fair Event and Foster Youth Exhibit during the period October 27, 2016 to November 21, 2016, inclusive. Total cost: $1,874.

Southwest. Agreement with Mario Chacon to conduct the microaggression workshop for the staff’s professional development as allowed by Student Equity Fund on November 16, 2016. Total cost: $1,500.

Southwest. Agreement with National Student Clearinghouse to provide the StudentTracker Outreach Program to report the TRIO programs educational progress of prior year participations for four years on Annual Performance Reports submitted to the Department of Education during the period January 1, 2017 to December 31, 2017, inclusive. Total cost: $425.

Southwest. Agreements with the following individuals to conduct workshop presentations at the Social Media Marketing for Entrepreneurs event as allowed by the California Career Pathways program on July 28, 2016. Total cost: $1,300.

Agreement with Rafael Cardona, Total cost: $250.
Agreement with Dan Raddon, Total cost: $250.
Agreement with Claremont Lincoln University, Total cost: $400.
Agreement with The Imagen Group, Total cost: $400.
Various

Southwest. Two agreements with W & W Catering. Total cost: $1,521.

4500232994, Southwest. Agreement to provide catering services for up to 50 people who attended the Community Educational Partners Roundtable event as allowed by TRIO-Talent Search program grant on September 30, 2016. Total cost: $1,226.

4500235592, Southwest. Agreement to provide catering services for up to 30 people for breakfast who attended the Latino Mancini event as allowed by the Student Equity Fund on December 6, 2016. Total cost: $295.

4500231717, Trade-Technical. Agreement with Alldata, LLC to provide subscription services for the Collision Repair Series used in the Auto Tech Department during the period September 24, 2016 to September 23, 2017, inclusive. Total cost: $1,470.

4500229493, Valley. Terminate agreement with Don Grigware to provide “Spanish” classes for Community Services Department effective January 20, 2017. Total savings: $3,678.

4500234394, Valley. Agreement with CI Solutions Division of Card Integrators Corporation to provide maintenance and technical support for the ID System for the Admissions and Records Office during the period August 1, 2016 to July 31, 2017, inclusive. Total cost: $4,475.

4500234441, Valley. Agreement with Sunbelt Controls, Inc. to troubleshoot the Energy Management System software to start up the chillers at the Central Plant for the Maintenance and Operations Department during the period September 7, 2016 to November 1, 2016, inclusive. Total cost: $1,312.

4500234684, Valley. Agreement with Gustavo Arellano to serve as the speaker for the Latino Heritage Celebration on October 27, 2016. Total cost: $350.
Valley. Agreement with Michael D. Renneker to provide tuning and repair of ten pianos in the Music building during the period November 7, 2016 to June 30, 2017, inclusive. Total cost: $1,000.

Valley. Agreement with Heiberg Consulting, Inc. for access and support for its Student Access Online, a program use as database for Upward Bound students and to generates the annual performance report required by the Department of U.S. Education for the Upward Bound Program during the period August 16, 2016 to August 15, 2017, inclusive. Total cost: $1,499.

Valley. Agreement with One Person LLC dba Ember Living to conduct "Cooking" classes previously approved by the Board for the Community Services Department during the January 1, 2017 to June 30, 2017, inclusive. Total cost: $2,400.

Valley. Agreement with Stealth Environmental, Inc. to provide integrated pest management services for the Maintenance and Operations Department during the period July 1, 2016 to June 30, 2017, inclusive. Total cost: $650.

Valley. Agreement with Jesus Salvador Angulo dba Angulo Food Services LLC to provide approximately 533 boxed lunches for 40 participants of Upward Bound (UB) Programs attending various events as allowed by UB grants during the period December 1, 2016 to June 30, 2017, inclusive. Total cost: $4,000.

Various. Three agreements with Docuproducts Corporation for maintenance of three digital imaging during the period October 1, 2016 to June 30, 2017, inclusive. Total cost: $1,471.

West. Agreement with Shred-It to provide shredding services for the Business Office during the period November 1, 2016 to June 30, 2017, inclusive. Total cost: $1,150.
4500234300 West. Agreement with Csep Depot to provide software for a Custom Import Script program used in Student Services during the period October 3, 2016 to October 2, 2017, inclusive. Total cost: $640.

Various Agreements with Chemsearch to provide Bio-Amp delivery system to distribute engineered bacteria and Bio-Amp solution to digest waste and eliminate sewer odors.

4500233698 Harbor. Facilities Department during the period November 1, 2016 to October 31, 2017, inclusive. Total cost: $4,663.


STUDENT TRANSPORTATION ITEMS

All buses are licensed by the Public Utilities Commission and the Interstate Commerce Commission. All buses are inspected regularly by the California Highway Patrol for safety.

4500235556 City. Agreement with American Transportation Systems to provide bus transportation for students and staff in the TRIO-Student Success Support program for cultural trip to Pantages Theater on December 1, 2016. Total cost: $600.

4500234932 Mission. Agreement with The Bus to provide transportation services for high school students to attend a Work-Based Learning Event at Riot Games headquarters in satisfaction of momentum points for the Los Angeles High Impact Technology, Entertainment & Entrepreneurship, and Communications Hubs – California Career Pathways Trust grant on October 20, 2016. Total cost: $600.

4500235374 Pierce. Agreement with Cal Tours, Inc. to provide bus transportation services for high school students to attend a Work-Based Learning Event at Active Production Studio and Snapchat Headquarters for the Los Angeles High Impact Technology, Entertainment & Entrepreneurship, and
Communications Hubs during the period November 29, 2016 to December 10, 2016, inclusive. Total cost: $943.

4500235542 Southwest. Agreement with National Charter Lines to provide bus transportation for students and staff in the Cooperating Agencies Foster Youth Educational Support program to visit California State University, Long Beach for campus tour on December 7, 2016. Total cost: $700.

Various Harbor. Two agreements with Four Winds, Inc. Total cost: $2,582.

4500234331 – Agreement to provide bus transportation for students and staff to attend the Umoja Conference as allowed by Student Equity fund during the period November 4, 2016 to November 5, 2016, inclusive. Total cost: $990.

4500234678 – Agreement to provide bus transportation for Banning High School students and staff to attend the College’s opening football game as allowed by Student Equity fund on October 15, 2016. Total cost: $1,592.


4500234943 – Agreement to provide bus transportation for Harbor YouthSource students and staff to attend the YouthSource Center Service Works event on November 19, 2016. Total cost: $615.

4500235344 – Agreement to provide bus transportation for students and staff in the Extended Opportunity Programs and Services to visit Aquarium of the Pacific on December 3, 2016. Total cost: $644.

4500235347 – Agreement to provide bus transportation for elementary students and staff from Gulf Avenue Elementary and Hawaiian Avenue Elementary schools to attend the College’s theater performance as allowed by the Community Service Program fund during the period November 30, 2016 to December 4, 2016, inclusive. Total cost: $3,681.

4500234939 – Agreement to provide bus transportation for students and staff in the TRIO- Scholars program to visit California State University, Long Beach for campus tour on November 18, 2016. Total cost: $536.

4500235359 – Agreement to provide bus transportation for students and staff in the TRIO- Scholars program to visit University of Southern California for campus tour on December 2, 2016. Total cost: $387.

Various Valley. Three agreements with Cal Tours, Inc to provide bus transportation services for students attending the Riot Games Company Tour Event in Los Angeles for the Los Angeles High Impact Technology, Entertainment & Entrepreneurship, and Communications Hubs (LA Hi-Tech) and Puente Program participants’ mandatory trip to UC Berkeley and UC Davis during the period November 17, 2016 to February 9, 2017, inclusive. Total cost: $5,211.

4500235066 LA Hi-Tech $1,097
4500235497 LA Hi-Tech $1,144
4500235192 Puente Program $2,970

Total Cost of Section O: $114,318

P. SETTLEMENT OF CLAIMS

16-215 Educational Services Center. Compromise of an employment claim regarding employee (EN 1039281).

Background: Compromise an employment claim by deferring the employee’s resignation date by three (3) months.

Total Cost of Section P: $0.
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. RATIFY AMENDMENT TO LEASE OF DISTRICT FACILITIES AGREEMENT

Ratify amendment No. 1 to extend lease agreement 4500230840 with Mr. Bones Pumpkin Patch to lease a portion of land of the facility known as the 10100 Jefferson Property, Culver City, Ca. at West Los Angeles College. The sole purpose is to conduct the sale of Christmas Trees and entertainment facilities for young children and their families. The location is at the Jefferson Boulevard entrance to the College. Premises is approximately 1.4 acres of non-improved land. Lessee will have exclusive use of the area during the hours of 8:00 am to 10:00 pm Monday through Sunday. The lease agreement extension period is from November 8, 2016 to December 30, 2016, inclusive. Total rental income: $9,403.

Background: This lease extension will generate both income to benefit the college, and will also provide benefit to the surrounding community and communities outside of Culver City that will be provided additional local business sales. Agreement is being issued pursuant to California Education Code No. 81378.1, which allows for the letting of the lease for a period of more than five days, but less than five years. This code provides for this lease to be made without the need to acquire formal bids or proposals. Reviewing comparison industrial locations in the area found that a similar location was charging $9.94 per sq. ft. per month for an open air location used currently for parking new vehicles. The range of rent for this type of location is between $9.94 per sq. ft. per month and $10.22 per sq. ft. This lease extension amount is at $10.22 per square foot plus the cost for charge back of water usage at $4.04 per CCF. Pursuant to the Education Code 81378.1, the advertisement making notice of this action was placed and ran for the three consecutive weeks prior to this Board action in the Los Angeles Daily Journal.
II. RATIFY AMENDMENT TO SERVICE AGREEMENTS

A. Ratify amendment No. 1 to Agreement 4500231129 with Imprenta Communications Group Inc., to provide public relations strategies for an additional period of five months. Period of service is January 1, 2017 to May 30, 2017, inclusive, with the District's option to extend for a one-year term. Total cost not to exceed: $70,000.

Background: This contract was awarded as a result of a Request for Proposal (RFP No. 16-04) issued April 18, 2016. This RFP was posted on the District's website and was accessible to prospective providers. In addition the District solicited proposals for twelve known public relations firms. The District received ten responses. Based on the overall scores, Imprenta Communications Group Inc., was selected as the organization to provide strategic public relations assistance for the District. Funding is through the Public Relations and Marketing fund.

B. Authorize Amendment No. 4 to Agreement No. 4500182429 with Ciber Inc. to include additional Statement of Work beginning on January 12, 2017 for a 12 month period as follows:

1. New software functionality and programming to support the Adult Education program which provides for discovery design, planning and implementation services required to convey data between and integrate the TopsPro Enterprise Program student tracking system with PeopleSoft Campus Solutions, at a total amount not to exceed $130,000.

2. New software functionality and programming to support the LA College Promise with the design, planning and implementation of the PeopleSoft Financials Module, at a total amount not to exceed $40,000.

3. Discovery design, planning and implementation services to configure a single Branded PeopleSoft Campus Solutions Mobile App instances for both Apple IOS (iPhone) and Google Android devices for the nine Colleges, at a total amount not to exceed $350,000.

The total aggregate amount for the additional Statement of Work in Amendment No. 4 is $520,000.
Background: The TopsPro Enterprise (Tracking of Programs and Students) is a software program that helps track the student assessment and learner results and provides tools to communicate effectiveness to adult education training programs.

LA College Promise is supported through implementing the PeopleSoft Financials module which includes new features such as Business Process and Configuration of Student Groups, Student Activity Guide, Third Party Contracts, Corporate Billing and PS Queries, along with creating and scheduling of Jobs, Security, Portal, Testing and Documentation.

The configuration services of the mobile application feature already licensed by the District allows students to view, search and manage various aspects of student information in the PeopleSoft Campus Solution, including but not limited to class schedule, registration and enrollment options, academic progress and planned courses/classes.

The proposal for this added Statement of Work was evaluated by the Office of Educational Programs and Institutional Effectiveness and Office of Information Technology and a recommendation to proceed forward was made.

Funding for the various items is as follows: Part (A) is under the auspices of the Adult Education Block Grant and is within the expense requirement for funding data and accountability needs; Part (B) is under the auspices of general funds; and Part (C) funding is through the auspices of the Student Support Services Program (SSSP).

III. AUTHORIZE DESTRUCTION OF RECORDS

Authorize the destruction of the following Los Angeles Mission College Class 3 Disposable Records:

Approximately 55,845 students' financial aid documents from July 1, 2015 to June 30, 2016.

Background: In accordance with Title V of the California Code of Regulations, the Board’s Record Policy (Board Rule 7706 et seq.), Health and Safety Code 123145, and Chancellor’s Administrative Regulation E-106, the Los Angeles Mission College President has determined that the above referenced Class 3 Disposable Records are no longer needed in paper format since they have been preserved and maintained beyond their required retention period. No records included in the action conflict with the Board’s Record Policy.
Subject: **APPROVE FACILITIES PLANNING AND DEVELOPMENT REPORT**

The following items are recommended for approval by Facilities Planning and Development as part of the Consent Calendar for the Board of Trustees Meeting Agenda for the date shown.

The Consent Calendar may be approved with a single vote. Any member of the Board of Trustees has the authority to remove any item listed and have it included on the Action Calendar for a separate vote.

Information regarding each item on the Consent Calendar can be found in FPD1 – Resource Document.

I. **AUTHORIZE AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

Authorize Amendment No. 2 to Agreement No. 33977 with Convergint Technologies LLC to provide continued One Card System (Physical Security) and Monitoring services for the One Card System (Physical Security) and Monitoring project District-wide (No cost).

II. **AUTHORIZE CONSTRUCTION CONTRACTS**

A. Authorize a contract with Montgomery Hardware Co. to provide general construction services for the Communications and Rad Tech Building Door and Hardware Replacement - Phase 2 project at Los Angeles City College (Amount $197,510).

B. Authorize a contract with Air Treatment Corporation to provide general construction services for the Central Plant Cooling Tower Fill Replacement project at East Los Angeles College (Amount $143,000).

Approved by: 

[Signature]

Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ______________
C. Authorize a contract with Axiom Group to provide general construction services for the Repair Emergency Generators at Various Buildings project at East Los Angeles College (Amount $155,505).
D. Authorize a contract with Line Tech Contractors to provide general construction services for the Replace Windows - General Classroom project at Los Angeles Harbor College (Amount $94,500).
E. Authorize a contract with Color New Co. to provide general construction services for the Repainting of Willow Hall and Laurel Hall project at Los Angeles Trade-Technical College (Amount $71,000).
F. Authorize a contract with Liberty Climate Control, Inc. to provide general construction services for the Oak Hall Air Handler Repair project at Los Angeles Trade-Technical College (Amount $116,900).
G. Authorize a contract with CSI Construction Services Inc. for the provision of construction services on a Task Order basis for projects District-wide (No Cost).

III. RATIFY CHANGE ORDERS FOR CONSTRUCTION CONTRACTS GREATER THAN $30,000 IN ORIGINAL COST ISSUED UNDER THE STANDARD “DESIGN-BID-BUILD” METHOD OF PROJECT DELIVERY

A. Ratify Change Order No. 1 to Construction Contract No. 33970 with Access Pacific Inc. for additional general construction services for the Exterior Transportation and Accessibility Improvements project at East Los Angeles College (Amount $229,502).
B. Ratify Change Order No. 17 to Construction Contract No. 32594-1 with Hartford Fire Insurance Company/Kemp Bros. Construction for additional general construction services for the Media Arts Center project at Los Angeles Mission College (Amount $120,621).
C. Ratify Change Order No. 1 to Construction Contract No. 4500226229 with TYCO Simplex Grinnell for additional construction (new media and network cards) services for the Replace Fire Alarm Devices - Various Buildings project at Los Angeles Valley College (Amount $22,786).
D. Ratify Change Order No. 1 to Construction Contract No. 4500227325 with Field Turf USA to reduce the cost of the contract to compensate the District for damages done for the Replace Field Turf project at West Los Angeles College (Credit of $2,995).

IV. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACTS

A. Authorize Acceptance of Completion of Task Order No. 03PCS MATOC No. 33955 with GMZ Engineering, Inc. to provide general construction
IV. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACTS

A. Authorize Acceptance of Completion of Task Order No. 03PCS MATOC No. 33955 with GMZ Engineering, Inc. to provide general construction services for the Exhibition & Events Center - Phase 1B - Fence Relocation project at Los Angeles Pierce College (No cost).

B. Authorize Acceptance of Completion of Task Order No. 02PCS MATOC No. 33954 with Fredrick Towers, Inc. to provide general construction services for the Horticulture Facility project at Los Angeles Pierce College (No cost).

C. Authorize Acceptance of Completion of Contract No. 4500225946 with Xcel Mechanical to provide general construction services for the Repair Damaged Ductwork & Replace Coils - Sage Hall project at Los Angeles Trade-Technical College (No cost).

D. Authorize Acceptance of Completion of Task Order No. 01WCS MATOC No. 33955 with GMZ Engineering, Inc. to provide general construction services for the Performing Arts Amphitheater project at West Los Angeles College (No cost).

E. Authorize Acceptance of Completion of Contract No. 4500227325 with Field Turf USA, Inc. to provide general construction services for the Replace Field Turf project at West Los Angeles College (No cost).

V. RATIFY AMENDMENTS TO DESIGN-BUILD AGREEMENTS

A. Ratify Amendment No. 2 to Design-Build Agreement No. 80000 with Harper Construction Company, a California Corporation (Harper) for modified Design-Build services for the Harbor Teacher Preparation Academy (HTPA) project at Los Angeles Harbor College (Amount $184,921 to be paid by LAUSD. No cost to LACCD).

B. Ratify Amendment No. 6 to Design-Build Agreement No. 33148 with Bernards Bros., Inc. for modified Design-Build services for the East Parking Structure project at Los Angeles Trade-Technical College (Amount $745,728).

C. Ratify Amendment No. 9 to Agreement No. 33388 with Charles Pankow Builders, Ltd for additional Design-Build services for the Multipurpose Community Service Center at Los Angeles Valley College (Amount $78,347).
VI. AUTHORIZE ACCEPTANCE OF COMPLETION OF DESIGN-BUILD AGREEMENT

Authorize Acceptance of Completion to Design-Build Agreement No. 32881 with Harper Construction Company, Inc. to provide design and construction services for the School of Career & Technical Education at Los Angeles Southwest College (No cost).

VII. RATIFY SETTLEMENT OF CLAIM

In accordance with Board Rule 7313, ratify the Settlement of General Liability Claim No. 6783495011978X, related to the Science Complex Project, Number 33H.5344.02, at Los Angeles Harbor College (Amount $20,090).
Subject: **AUTHORIZE AMENDMENTS TO MASTER PROCUREMENT AGREEMENTS**

Action

Authorize an Amendment to each of the Master Procurement Agreements listed below to expand the types of applicable funding sources to include all funding sources as necessary:

<table>
<thead>
<tr>
<th>Agreement No.</th>
<th>Amendment No.</th>
<th>Vendor</th>
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<tbody>
<tr>
<td>40364</td>
<td>1</td>
<td>Advanced Cable Solutions, Inc.</td>
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<td>40365</td>
<td>1</td>
<td>Aloha Island Cable, Inc. d/b/a CableMasters</td>
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<td>40366</td>
<td>1</td>
<td>Golden Star Technology Inc. d/b/a GST</td>
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<td>40367</td>
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<td>Rosendin Electric, Inc.</td>
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<tr>
<td>40368</td>
<td>1</td>
<td>Teraband Technologies, Inc.</td>
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Background

Subsequent to the authorization by the Board for the above listed Agreements on November 2, 2016 (Com. No. FPD2), the Harbor Teacher Preparation Academy (HTPA) project on the campus of Los Angeles Harbor College, which is entirely funded by the Los Angeles Unified School District, sought to procure items from these Agreements for the project but was unable to because the authorization only identified Bond funds and college general funds. The proposed Amendments expand the...
funding sources applicable to be universal which will allow the HTPA procurement of products to proceed and to be paid for by LAUSD.

Funding and Development Phase

Funding is through all sources as applicable. This procurement is initially for the Furniture, Fixtures and Equipment (FF&E) project and is available for use District-wide. District-wide #FE-09-16-D 40J.5J55.05, FF&E. All Phases.
Subject: **AMEND BOARD RULE 17000 IN CHAPTER XVII TO INCLUDE MEASURE CC PROGRAM**

Authorize the following change to Board Rule 17000 in Chapter XVII, Management of Proposition A, Proposition AA, and Measure J Funds as follows:

Chapter XVII

**MANAGEMENT OF PROPOSITION A, PROPOSITION AA, MEASURE J, AND MEASURE CC FUNDS**

17000 **ESTABLISHMENT OF OVERSIGHT COMMITTEE.** As provided in Education Code section 15278, the District Citizens’ Oversight Committee was established by the Board of Trustees to inform the public concerning the District’s expenditure of revenues received from the sale of bonds authorized by the voters on April 10, 2001, May 20, 2003, November 4, 2008, and November 8, 2016. The College Citizens’ Committees were established to be advisory to the District Citizens’ Oversight Committee. These committees will serve in their respective roles for Proposition A, Proposition AA, and Measure J, and **Measure CC** concurrently.

**Background:** Chapter 1.5 (Strict Accountability in Local School Constructions Bond Act) of Part 10 of Division 1 of Title 1 of the Education Code requires the Board to establish an independent citizens’ oversight committee within sixty (60) days of certified results of the passage of Measure CC in its minutes. This amendment will establish that the District Citizens’ Oversight Committee and its advisory College Citizens’ Committees will serve as the oversight mechanism for Measure CC as well as Propositions A/AA and Measure J.

Approved by: Francisco Rodriguez, Chancellor
Subject: **PERSONNEL SERVICES ROUTINE ACTIONS**

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Total (This Report)</th>
<th>Total (07-01-16 to Date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Academic Service:</td>
<td>294</td>
<td>3264</td>
</tr>
<tr>
<td>(Faculty, Academic Administration,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Supervisors)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Classified Service:</td>
<td>116</td>
<td>969</td>
</tr>
<tr>
<td>(Clerical, technical, supervisors,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>maintenance &amp; operations, trades,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>classified managers, confidential)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Unclassified Service:</td>
<td>622</td>
<td>9351</td>
</tr>
<tr>
<td>(Student workers, professional experts,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>community services staff, community</td>
<td></td>
<td></td>
</tr>
<tr>
<td>recreation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>1032</td>
<td>13584</td>
</tr>
</tbody>
</table>

**DATE RANGE:** November 8, 2016 – December 12, 2016

**EER:** Case #718

All personnel actions reported herein are in accordance with the Board of Trustees Rules and are within the approved budget. Personnel actions include retirements, employment, leaves, separations/resignations and assignment changes.

The classified assignments noted above have not been certified by the Personnel Commission and are subject to further audit by the Personnel Commission due to SAP transition issues and may be subject to change.

---

**Approved by:**

Francisco C. Rodriguez, Chancellor

---

The classifications noted above have not been certified by the Personnel Commission and are subject to further audit by the Personnel Commission due to SAP transition issues and may be subject to change.

---

Albert J. Roman, Vice Chancellor
Karen Martir, Personnel Director

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Student Trustee Advisory Vote
Subject: **APPROVE NEW EDUCATIONAL COURSES AND PROGRAMS**

### I. APPROVE NEW CREDIT COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>CO TECH 005</td>
<td>Fundamentals of Electronics I (4 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>CO TECH 006</td>
<td>Fundamentals of Electronics II (4 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>CO TECH 025</td>
<td>Cloud+ Certification Preparation (2 Units) CITY</td>
<td>NT</td>
</tr>
<tr>
<td>ENG GEN 120</td>
<td>Introduction to Programming Concepts and Methodologies for Scientists and Engineers (4 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>ENG GEN 153</td>
<td>Materials of Engineering Laboratory (1 Unit) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>MATH 190</td>
<td>Algebra for STEM Majors (6 Units) CITY</td>
<td>NT</td>
</tr>
<tr>
<td>PHOTO 123</td>
<td>Photo-Discovery: Aesthetics, Craft, and Creativity (3 Units) EAST</td>
<td>CSU</td>
</tr>
</tbody>
</table>

Recommended by:  

Donald Gauthier, President, DAS  
Ryan M. Cornner, Vice Chancellor

Approved by:  

Francisco C. Rodriguez, Chancellor

---

Chancellor and Secretary of the Board of Trustees

By ______________________________ Date __________
## RATIFY ADDITIONS TO EXISTING CREDIT COURSES

The following are college additions of individual credit courses which have been previously adopted by the Board of Trustees.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIMATN 212</td>
<td>Character Animation and Design (3 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>ANIMATN 216</td>
<td>Layout and Background Art (3 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>ANIMATN 217</td>
<td>Storyboards (3 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>ANIMATN 218</td>
<td>Fundamentals of Animation (3 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>ANIMATN 221</td>
<td>Advanced Three-Dimensional Animation I (3 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>CAOT 087</td>
<td>Excel Concepts for Business Applications (2 Units) HARBOR</td>
<td>NT</td>
</tr>
<tr>
<td>MUSIC 745</td>
<td>Symphonic Band (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>NUTRTN 021</td>
<td>Nutrition (3 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN MAJ 103</td>
<td>Introduction to Coaching Athletics (3 Units) PIERCE</td>
<td>CSU</td>
</tr>
<tr>
<td>PHYSICS 101</td>
<td>Physics for Engineers and Scientists I (5 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>PHYSICS 102</td>
<td>Physics for Engineers and Scientists II (5 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>PHYSICS 103</td>
<td>Physics for Engineers and Scientists III (5 Units) TRADE</td>
<td>CSU</td>
</tr>
</tbody>
</table>
### RATIFY ADDITIONS TO EXISTING CREDIT COURSES (continued)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL</td>
<td>004C College English as a Second Language IV: Listening and Speaking (3 Units) VALLEY</td>
<td>NT</td>
</tr>
<tr>
<td>ESL</td>
<td>006C College English as a Second Language VI: Listening and Speaking (3 Units) VALLEY</td>
<td>NT</td>
</tr>
</tbody>
</table>

### III. RATIFY ADDITIONS TO EXISTING NONCREDIT COURSES

The following are college additions of individual noncredit courses which have been previously adopted by the Board of Trustees.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL NC</td>
<td>041CE Writing/Grammar/Reading/Vocabulary/Listening/Speaking II (0 Units) HARBOR</td>
<td>NT</td>
</tr>
<tr>
<td>ESL NC</td>
<td>042CE Writing/Grammar/Reading/Vocabulary/Listening/Speaking III (0 Units) HARBOR</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>096CE Blueprint for Workplace Success (0 Units) PIERCE</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED</td>
<td>098CE 30 Ways to Shine as a New Employee (0 Units) PIERCE</td>
<td>NT</td>
</tr>
</tbody>
</table>
IV. APPROVE NEW EDUCATIONAL CREDIT PROGRAMS

Los Angeles Mission College
A. Associate in Science in Biotechnology – A.S. (60 units)
B. Biotechnology Research Lab Assistant Certificate of Achievement (25 units)
C. Biotechnology Lab Assistant Certificate of Achievement (12 units)

Los Angeles Southwest College
A. Global Trade & Logistics Management Certificate of Achievement (18 units)
B. ICT Communications Technology Essentials Certificate of Achievement (12 units)
C. ICT Cyber Security Essentials Certificate of Achievement (15 units)
D. ICT Information Technology Essentials Certificate of Achievement (12 units)
E. ICT Media Technology Essentials Certificate of Achievement (12 units)

V. APPROVE NEW EDUCATIONAL NONCREDIT PROGRAMS

Los Angeles Pierce College
A. Workplace Success Certificate of Completion (0 units)

Los Angeles Trade-Technical College
A. Sustainable Small Business Development Certificate of Completion (0 units)
Subject: **APPROVE NEW COMMUNITY SERVICES OFFERINGS**

Approve the following new Community Services course offerings as submitted by Los Angeles Pierce College, as listed in Attachment 1.

Recommended by:

Ryan M. Cornner, Vice Chancellor

Approved by:

Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ____________
## Los Angeles Pierce College

### VOCATIONAL

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learn to Write and Sell your Movie and TV Scripts</td>
<td>Students in this class will learn how to write and sell screenplays in Hollywood.</td>
</tr>
<tr>
<td>How To Start an In-Home Business for Early Education and Care</td>
<td>Students in this class will learn the best practices and resources necessary for running an in-home child care business.</td>
</tr>
<tr>
<td>Real Estate Agent Road Map to Success</td>
<td>Students in this class will learn the process to becoming a real estate agent.</td>
</tr>
<tr>
<td>Become a Mediator</td>
<td>Student in this class will learn how to diffuse arguments in an assertive manner, while gaining knowledge from human observation and active listening skills.</td>
</tr>
</tbody>
</table>

### LITERACY

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understanding Credit While Avoiding Identity Theft</td>
<td>Students in this class will learn about credit, how to improve a credit score, the benefits of credit, and how to avoid identity theft.</td>
</tr>
<tr>
<td>GENERAL EDUCATION</td>
<td>DESCRIPTION</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------</td>
</tr>
<tr>
<td><strong>COURSE NAME</strong></td>
<td><strong>DESCRIPTION</strong></td>
</tr>
<tr>
<td>Spectacular Succulents</td>
<td>Students in this class will learn about the different types of succulents, and how to use them in landscaping and container gardening.</td>
</tr>
</tbody>
</table>
Subject: ADOPT REVISIONS TO BOARD RULES CHAPTER VIII ARTICLE VI – STUDENT SUCCESS AND SUPPORT

Adopt revisions to Article VI of the Board Rules as shown below.

ARTICLE VI

STUDENT SUCCESS AND SUPPORT

8600. STATEMENT OF PHILOSOPHY. The Los Angeles Community College District is committed to increasing student access and success through the provision of matriculation services, with the goal of providing students with the support necessary to assist them in achieving their educational goals.

5 C.C.R. section 55502

8601 STUDENT RESPONSIBILITIES. Students are encouraged to establish a “home college” for purposes of receiving matriculation services. Matriculation services provided at one college shall be honored at other colleges within the LACCD. All students shall be required to:

A. Identify an education and career goal;
B. Diligently engage in course activities and complete assigned coursework; and;
C. Complete courses and maintain progress toward an educational goal and completing a course of study;

Effective Fall 2014, first time non-exempt students seeking priority registration shall be required to:

Recommended by: Ryan M. Corrner, Vice Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date _____________

Eng ________________________ Moreno ____________________________
Fong ________________________ Pearlman ____________________________
Hoffman ________________________ Svonkin ____________________________
Kamlager ________________________ Victoriano ____________________________
Student Trustee Advisory Vote
a. Identify a course of study,
b. Participate in the assessment placement process,
c. Complete an orientation activity provided by the college, and
d. Participate in counseling, advising, or another education planning service to develop, at a minimum, an abbreviated student education plan.

Effective Fall 2015 all new non-exempt students shall complete a-d, above.

Title 5, CAC, Section 55530 (d)

Effective Fall 2015, all non-exempt students shall develop a comprehensive education plan after completing 15 units of degree applicable course work, or prior to the third semester of enrollment, whichever comes first. Failure to comply with the requirements, above, may result in a hold on the student’s registration and/or loss of registration priority until the services are completed.

REGISTRATION PRIORITY

Students may register for no more than 19 units per semester (primary terms of Fall and Spring), and no more than 9 units during the Winter and Summer sessions. Students in good academic standing shall be granted registration priority on the basis of cumulative units completed within the LACCD in the order listed below, from highest to lowest:

1. New and fully matriculated students as follows:
   - Members of the armed forces or veterans pursuant to Education Code 66025.8,
   - CalWORKs recipients in good standing with fewer than 100 degree-applicable units,
   - Disabled Student Programs and Services (DSPS) students in good standing with fewer than 100 degree-applicable units,
   - Extended Opportunity Programs and Services (EOPS) students in good standing with fewer than 100 degree-applicable units, and
   - Foster youth or former foster youth, pursuant to Education Code section 66025.9 regardless of academic standing and units taken.
   - Homeless youth, pursuant to Education Code Section 66025.9.
2. **New and continuing students fully matriculated students participating in special programs as follows:**

- **Student participating in LACCD intercollegiate sports and identified as a member of a team through the submission of the Form 1 by the college Athletic Director or designee.**
- **Students participating in the LA College Promise (or equivalent college promise program with other school districts) who have met all required elements of the program.**
- **In order to accelerate program completion, students who are able to complete their first degree, state approved certificate, or transfer program designated on the Student Educational Plan within one semester and who are in good standing with fewer than 100 degree-applicable units earned. Students may receive priority registration under this provision for one semester only.**

3. Continuing students in good standing with fewer than 100 degree-applicable units, middle college students in good standing with fewer than 100 degree-applicable units, new, fully matriculated students, returning exempt students and new students who are exempt from matriculation.

4. Students who have lost their enrollment priority, as set forth below.

5. Special K-12 admits pursuant to Education Code section 76001.

To be eligible for registration priority as listed above, students must have completed orientation, assessment, and developed student education plans.

Title 5, CAC, Section 55530 (d)
Subject: PERSONNEL COMMISSION ACTIONS

I. Claim for Temporary Work Out of Classification

Concur with the action of the Personnel Commission to approve payment for temporary work out of classification for EN 1053487 for the period of August 8, 2016 to November 4, 2016.

BACKGROUND: EN 1053487, a Senior Office Assistant, at Los Angeles Harbor College, was performing duties outside of her current classification. It was found that the duties temporarily assigned to the employee during the specified time periods are consistent with the level of duties and responsibilities assigned to the class of Senior Secretary. The estimated cost of this action is $954.50.

Recommended by:

Karen J. Martin, Personnel Director
II. Establishment of New Classifications

A. Concur with the action of the Personnel Commission to establish the new classification of Finance Project Manager – Bond and Special Funding and allocate the new class to indicated salary schedule and salary setting-basis, effective November 22, 2016.

Finance Project Manager – Bond and Special Funding
Salary Schedule $8,526.03

<table>
<thead>
<tr>
<th>Monthly</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$8,526.03</td>
<td>$8,994.96</td>
<td>$9,489.68</td>
<td>$10,011.61</td>
<td>$10,562.25</td>
</tr>
</tbody>
</table>
| $102,312.36 | $107,939.52 | $113,876.16 | $120,139.32 | $126,747.00 | Annually

BACKGROUND: The establishment of the new job classification was initiated by the Chief Financial officer/Treasurer who identified a need for this position to provide professional level support to her office in the analysis, technical review, and reporting of bond program and other specialized funding accounts such as Debt Service Fund, Scholarship and Trust Fund, Post-Retirement Health Insurance Fund, and Special Reserve Fund. Another critical function of the requested position involves financial analysis and administrative oversight of special projects, treasury transactions, and external audits. The recommended salary for the new job classification is based on a direct alignment with the class of Accounting Manager.

B. Concur with the action of the Personnel Commission to establish the new classifications of Assistant Accounting Systems Analyst and Accounting Systems Analyst and allocate the new classes to indicated salary schedules and salary setting-bases, effective November 22, 2016.

Assistant Accounting Systems Analyst
Salary Schedule $4,991.40

<table>
<thead>
<tr>
<th>Monthly</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,991.40</td>
<td>$5,265.92</td>
<td>$5,555.56</td>
<td>$5,861.12</td>
<td>$6,183.48</td>
</tr>
</tbody>
</table>
| $59,896.80  | $63,191.04 | $66,666.72 | $70,333.44 | $74,201.76 | Annually

Accounting Systems Analyst
Salary Schedule $6,183.47

<table>
<thead>
<tr>
<th>Monthly</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$6,183.47</td>
<td>$6,523.56</td>
<td>$6,882.35</td>
<td>$7,260.88</td>
<td>$7,660.23</td>
</tr>
</tbody>
</table>
| $74,201.64  | $78,282.72 | $82,588.20 | $87,130.56 | $91,922.76 | Annually
BACKGROUND: In anticipation of the implementation of the new PopoleSoft Student Information systems, a need for new accounting systems related job classifications was identified by the Vice Chancellor, Finance and Resource development to provide specialized business process analysis and design and accounting system configuration support to the Accounting Department. This triggered the establishment of the new classes of Functional Business Analyst (Accounting) and Assistant Functional Business Analyst (Accounting) in August of 2016. Recently, the District administration requested that the new positions only focus on business process analysis and design and that the configuration element of the jobs be reassigned to the Information Technology department who was not in agreement with the new staffing approach to allow employees outside of Information Technology to perform system configuration tasks. This represented a significant change in class concept and required that the salary allocation of the positions be changed since the salary for the predecessor positions was based on position salary data that included systems configuration tasks. The class concept of the newly proposed classes of Accounting Systems Analyst and Assistant Accounting Systems Analyst focuses on business process analysis and design and no longer includes system configuration functions. The recommended salary for the new classes is based on direct alignment with internal business analysts.
RECEIPT OF CERTIFIED ELECTION RESULTS FOR MEASURE CC

The Los Angeles Community College District placed bond Measure CC on the ballot in the November 8, 2016 General Election. The certified election results are as follows:

Yes: 1,196,841 (75.92%)
No: 379,513 (24.08%)

The Board of Trustees hereby receives and accepts these certified election results for Measure CC and, by this action, records these results in its official minutes.

Background: Education Code Section 15274 requires the Board of Trustees to record in its official minutes the certified election results on a bond measure. This Board action is taken to fulfill this requirement. As required by Education Code Section 15274, notice of this Board action shall be provided to the Los Angeles County Board of Supervisors and to the Los Angeles County Superintendent of Schools.
Subject: **AMEND BOARD RULE CHAPTER VII ARTICLE I – CONTRACTING**

Amend Board Rule 7100 as follows:

7100. BOARD RESPONSIBILITY FOR CONTRACTS. The Board of Trustees has the sole responsibility for all contracts obligating the District.

7100.10 Delegation of Authority to Enter Into and Amend Contracts. When such transactions do not exceed the dollar limits established in the Education Code or other laws pertaining to the taking of competitive bids, the Chancellor, the Senior Vice Chancellor, the Executive Director of Facilities Planning & Development, the Director of Business Services and the Director of Facilities Planning & Development, the Vice Chancellor of Finance and Resource Development, and such additional positions or individuals which have been authorized by the Board of Trustees, may:

a. Contract for goods, services, equipment and rental of facilities as authorized by statutes in conformance with any limitations or requirements set forth therein.

b. Amend the terms and conditions of any contractual arrangement provided that the total expenditure of funds and period of contract do not exceed the limitations set forth in applicable state or federal law.

c. Agree to binding arbitration if the Chancellor, Senior Vice Chancellor, Executive Director of Facilities Planning & Development, Vice Chancellor of Finance and Resource Development, or Director of Business Services determines that it is an appropriate business decision to do so.

d. Delegation Authority: Effective December 1, 2000, except for contracts funded by the proceeds of the bond issues authorized by Proposition A on the April 10, 2001, election ballot, the Chancellor shall have the authority to delegate contracts which do not require formal, competitive bidding to College Presidents, and to the extent authorized by their respective College Presidents, to the Vice Presidents of Administration/Administrative Services and to acting or day-to-day substitute(s) for the Vice Presidents of Administration/Administrative Services in their absence. Any such delegation shall be in writing. The Chancellor shall issue regulations for such delegation and its implementation.

Approved by:

Francisco G. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________________________
e. Effective October 1, 2001, the Chancellor shall have the authority to issue purchasing cards to District employees for the purpose of buying low-value materials, supplies and services, including business travel-related items. The Chancellor may delegate to the College Presidents, Senior Vice Chancellor and Executive Director of Facilities Planning & Development the authority to (a) designate District employees under their control to be issued purchasing cards, and (b) establish spending limits and other controls on the use of such cards. The Chancellor shall issue regulations establishing the use of purchasing cards and the associated delegation of authority.

f. In accordance with Education Code section 81655, the District shall not be bound to any contract unless and until that contract is authorized or ratified by the Board of Trustees. Any employee who signs a contract in violation of law or in violation of his or her authority may be disciplined. In addition, in accordance with Education Code section 81655, any such employee may be personally liable to the District for any and all moneys of the District paid as a result. District funds incurred as a result of such actions may be charged to the location which created the liability, as determined by the Chancellor or his designee.

g. Effective March 8, 2012, the Executive Director of Facilities Planning and Development shall make future determinations of "substantial complexity" for purposes of allowing retention proceeds in excess of five percent in accordance with Section 7201 of the Public Contract Code, which generally limits retention proceeds in public construction contracts to five percent of the total contract payment unless (1) the governing body or its designee approves a finding during a regular and properly noticed public meeting that the proposed project is "substantially complex" and requires a retention amount greater than five percent and (2) the public entity includes both the finding and the designated retention amount in the bid documents for the project.
Subject: AUTHORIZE AN AGREEMENT WITH PUBLIC AGENCY RETIREMENT SERVICES (PARS) TO DESIGN AND ADMINISTER A SUPPLEMENTARY RETIREMENT PLAN (SRP) FOR ELIGIBLE EMPLOYEES

Authorize the Chancellor to enter into an agreement with Phase II Systems, doing business as the Public Agency Retirement Services ("PARS"), to design a proposed Supplementary Retirement Plan ("SRP") for employees who are otherwise eligible to retire under CalPERS or CalSTRS. The proposed SRP will consist of an annuity, funded by the District, for each participating employee. Each annuity shall be funded in an amount equal to seventy-five-percent (75%) of the participant's base salary. This annuity will then be paid to the participant in monthly installments over a period of five (5), or more, years commencing one month after the participant's resignation from the District.

Should the plan meet the financial and organizational goals of the District, staff will present the final SRP document to the Board on May 10, 2017, for approval. The Board can then accept or reject the proposed SRP. If the proposed SRP is accepted, the administration fee for PARS is 5.50% of all premiums made by the District on behalf of participants. If the SRP is not implemented, the District shall pay to PARS a one-time fee of $35,000 for services rendered in designing the customized LACCD SRP plan and preparing the SRP documentation for eligible District employees.

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By _______ Date _______
SUBJECT: ADOPT BOARD RULE REVISIONS TO CHAPTER X ARTICLE I – PERSONNEL HUMAN RESOURCES SERVICES

10101. UNSOLICITED WRITTEN DEROGATORY COMMUNICATIONS. The Chancellor shall establish and maintain administrative regulations directing the manner in which the president of a college or any member of the administrative staff shall deal with unsolicited written communications in which employees are criticized for or charged with inadequate or improper performance of duties, unlawful act, or act of moral turpitude. Any communications, which are considered to be critical of an employee's performance of duties or character, shall be evaluated and processed in a manner to safeguard the rights of the employee, the welfare of the students, and the interests of the District. Such regulations shall include directions regarding the circumstances under which such communications shall be brought to the attention of the employee and circumstances under which the communications shall be retained or destroyed.

10103. OATH OF ALLEGIANCE - NEW EMPLOYEES. All new employees, including the unclassified service, shall be required to take and subscribe to and properly file the oath or affirmative required by Section 3, Article XX of the Constitution of the State of California within nine months before they enter upon the duties of their employment. In the case of intermittent, temporary, emergency, or successive employments, such oath shall be effective for all successive periods of employment which commence within one calendar year from the date of such subscription.

10103.10 Filing an Oath. The oath or affirmation of each employee shall be filed with the Division of Human Resources.

10103.11 Compensation - Reimbursement. No compensation for services nor reimbursement for expenses incurred shall be paid to any employee unless such employee has taken and subscribed to the oath or affirmation required by Board Rule 10103.

Approved by
Francisco C. Rodriguez, Chancellor

Student Trustee Advisory Vote
10104. **INFORMATION REGARDING EMPLOYEES.** The Chancellor shall establish the procedures to be followed in the compilation, classification, and dissemination of information regarding employees.

10105. **EMPLOYMENT RECORDS OF EMPLOYEES.** Employment records of all employees shall be established and maintained by the Division of Human Resources.

10105.10 **Fingerprints of Applicants for Positions.** Prior to receiving an appointment to any position, each classified employee, as required by Education Code Section 88024, shall furnish the Division of Human Resources complete sets of fingerprints of both hands in accordance with procedures established by the Division of Human Resources. The District may make such use of the fingerprints as may be necessary in order to insure identification of said applicant.

10105.11 **Changes in Names of Employees.** Any employee whose name is changed by marriage or other legal procedure shall immediately register a change in name, in accordance with procedures published by the Division of Human Resources.

Only the legal name of an employee shall be used while such employee is in the service of the District.

10105.12 **Performance Evaluation of Non-Bargaining Unit Academic Employees.** Academic employees who are not members of a bargaining unit are to be evaluated as to their performance in their assigned duties according to uniform procedures determined by the Chancellor and described in published Human Resources Guides as authorized by the Chancellor. The performance of acting, temporary, substitute and probationary employees shall be evaluated annually. Regular employees shall be evaluated as to their performance annually, with a comprehensive evaluation every three years.

10105.13 **Performance Evaluation of Chancellor.** The Board shall conduct an evaluation of the Chancellor of the District at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with him/her as well as this policy. The Board shall evaluate the Chancellor using an evaluation process developed and jointly agreed to by him/her and the Board.
The criteria for evaluation shall be based on board policy, the Chancellor's job description, and overall priorities developed in accordance with board policy.

10106. **CERTIFICATION OF EMPLOYEES.** Each certificated employee, as the term is used in these Board Rules, shall hold a Los Angeles County Certificate, in full force and effect during his/her employment, which authorizes the specific service to be performed as required by pertinent sections of the Education Code and regulations of the Board of Governors, California Community Colleges.

10106.10 **Credential Records.** The Division of Human Resources responsible for seeing that proper certification, in full force and effect, is held by each employee for initial assignment. College presidents or division heads shall be responsible for seeing that proper certification is held by each employee for all assignments subsequent to the initial assignment.

10107. **SUBPOENAS.** The Chancellor shall establish the procedure to be followed in connection with the subpoena of employees, students and District records.

10108. **NEPOTISM.** The Chancellor shall be authorized to establish for the certificated service administrative regulations governing the assignment of close relatives to the same office or college or under the same administrative head.

10109. **PROBATIONARY PERIOD FOR CERTIFICATED EMPLOYEES.** The probationary period for certificated employees shall be in accordance with pertinent provisions of the Education Code.

Service on Saturday shall be included in computing the service required to become a permanent employee only when such service is part of a regular assignment.

10118. **FOUR-CONSECUTIVE-DAY WORKWEEK.** Classified service employees may be assigned to work ten hours per day, four consecutive days per week, in accordance with procedures developed by the Chancellor.

EC 88031

10125. **WORKERS' COMPENSATION INSURANCE.** The Los Angeles Community College District will be self-insured for the costs of Workers' Compensation claims. The District shall conform to all applicable local, State and Federal laws as they regard Workers' Compensation.
10126. **DELEGATION OF AUTHORITY TO SETTLE CLAIMS.** To insure that District employees who have suffered industrial accidents or injuries received timely medical attention and appropriate payments, the authority to obligate the District to settlement of Workers' Compensation claims is delegated to the Chancellor, or designee, as follows:

A. All non-litigated Workers' Compensation claims (i.e. claims not ordered by the Workers' Compensation Appeals Board or as a result of proceedings preliminary to such actions).

B. All litigated claims not to exceed $50,000 inclusive of all medical, legal, temporary and permanent disability payments and other costs incidental to the case.

Adopted: 02-08-16
Subject: RATIFY NOTIFICATION OF OUT-OF-STATE STUDENT TRAVEL

I. East Los Angeles College

Eight students and two faculty members will travel to the Heli Froze Over XVIII Swing Speech Tournament in Peoria, Illinois during the period of January 12 to January 16, 2017.

Background: This speech and debate tournament is sponsored by Bradley University in partnership with the University of Texas at Austin. The purpose of this trip is to provide students with the opportunity to participate in speech and debate activities, which will include various forms of public communication as well as focusing on skills such as critical thinking, leadership, argumentation, and networking. Additionally, students will have the opportunity to interact with 4-year institutions and thus increase the likelihood of transferring to a 4-year institution.

FISCAL IMPLICATION: The estimated total cost of the trip is $6,465. Funds from ELAC Foundation will be used for this travel. No District funds will be used for this travel.
I.  AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS

A. Action

Authorize an agreement with HMC Architects to provide multi-discipline architectural-engineering design services on a Task Order basis District-wide with assignments to be made by the Program Management Office from January 11, 2017 through July 13, 2019. The District reserves the right to renew this Agreement for two (2) one (1) year options through July 13, 2021. The payment for Task Orders issued will be through the previously approved Architectural-Engineering Design Services Fund (Com. No. FPD1 of July 9, 2014).

Background

This action seeks to expand the list of agreements for the provision of architectural and engineering services and staff under a Multiple Award Task Order Contract (MATOC) bench approved by the Board on July 9, 2014 (Com. No. FPD1) through the addition of HMC Architects.

The expansion of the list is allowed pursuant to the terms of the procurement for District-wide Multiple Award Task Order Contract (“MATOC”) for Architecture – Engineering Design Services – Procurement Number DW-04-16-D (“Procurement”). Specifically:

“After entering into the Contracts under this RFP, the District reserves the right to award additional Multiple Award Task Order Contracts for the same or similar services should it determine it is in its best interests to do so. Contracted Firms will cooperate fully with Program Management Office (PMO), District staff, other Consultant, or entity, that may be providing, and/or who hereafter may provide, similar or the same services for the District.”

-  Section III. A. 3. of the Request for Proposals.

HMC Architects is currently the design partner with Bernards Bros. Inc. (“Bernards”) for the Construction Technology Building, Construction Technology Yard & Storage, and Construction Technology Utility Building projects. Bernards will not be continuing as the design-build entity on these projects. Bernards and the District have recently executed a Waiver and Release Agreement that permits the District to hire HMC Architects for design services for the completion of that project by another contractor and/or design-build entity while the District and Bernards close out the accounting for the prior project.
In order not to lose the significant programming and other knowledge HMC Architects has, as well as given the timing considerations for the revised project, the PMO is recommending that the District retain HMC Architects directly for developing the Programming and Project Criteria for the revised Project. Lead Construction Counsel concurs. Both recommend it is in the District’s best interest to do so.

Lead Construction Counsel has also advised that per the above procurement, the Chief Facilities Executive has the authority to add HMC Architects as a prime contractor to the A/E MATOC Bench. The PMO concurs. Both the PMO and Lead Construction Counsel recommend it is in the District’s best interest to do so.

Upon the approval of, and at the direction of, the Chief Facilities Executive, HMC Architects is added to the Multiple Award Task Order Contract (MATOC) Architecture-Engineering Design Services bench of Architecture and Engineering service providers.

Award History

This agreement represents the first awarded to this company through the Bond Program.

Funding and Development Phase

Funding is through Measure J Bond proceeds and other sources as applicable. Specific assignments to be made as needed by Task Order. All Phases.

B. Action

Authorize an agreement with Ted Tokio Tanaka Architects to provide multi-discipline architectural-engineering design services on a Task Order basis District-wide with assignments to be made by the Program Management Office from January 12, 2017 through July 13, 2019. The District reserves the right to renew this Agreement for two (2) one (1) year options through July 13, 2021. The payment for Task Orders issued will be through the previously approved Architectural-Engineering Design Services Fund (Com. No. FPD1 of July 9, 2014).

Background

This action seeks to expand the list of agreements for the provision of architectural and engineering services and staff under a Multiple Award Task Order Contract (MATOC) bench approved by the Board on July 9,
2014 (Com. No. FPD1) through the addition of Ted Tokio Tanaka Architects.

The expansion of the list is allowed pursuant to the terms of the procurement for District-wide Multiple Award Task Order Contract (“MATOC”) for Architecture – Engineering Design Services – Procurement Number DW-04-16-D (“Procurement”). Specifically:

“After entering into the Contracts under this RFP, the District reserves the right to award additional Multiple Award Task Order Contracts for the same or similar services should it determine it is in its best interests to do so. Contracted Firms will cooperate fully with Program Management Office (PMO), District staff, other Consultant, or entity, that may be providing, and/or who hereafter may provide, similar or the same services for the District.”

- Section III. A. 3. of the Request for Proposals.

Ted Tokio Tanaka Architects (“Tanaka”) is the Architect of Record for the Red Line Pedestrian Corridor Project at Los Angeles City College. Tanaka is currently providing construction support services including coordination with MTA and City of Los Angeles B Permit Inspection and Urban Forestry. Tanaka is also performing design services necessary to comply with the requirements of these agencies.

Tanaka’s current Agreement reaches its maximum five-year limit on February 8, 2017. However, the services provided by Tanaka are expected to be required through December 2017. In order not to lose the significant project knowledge and effective working relationship that Tanaka has established, the PMO recommends that the District retain Tanaka to continue its services for the completion of the Red Line Pedestrian Corridor Project at Los Angeles City College.

Lead Construction Counsel has also advised that per the above procurement, the Chief Facilities Executive has the authority to add Tanaka Architects as a prime contractor to the A/E MATOC Bench. The PMO concurs. Both the PMO and Lead Construction Counsel recommend it is in the District’s best interest to do so.

Upon the approval of, and at the direction of, the Chief Facilities Executive, Ted Tokio Tanaka Architects is added to the Multiple Award Task Order Contract (MATOC) Architecture-Engineering Design Services bench of Architecture and Engineering service providers.
Award History

This agreement represents the 17th awarded to this company through the Bond Program. Other projects include the Roadways, Walkways, Grounds, Parking Lot (RWGPL) – Northeast Quadrant – Landscape, Lighting & Signage and Palm Court and the Campus Improvements projects at Los Angeles Southwest College.

Funding and Development Phase

Funding is through Measure J Bond proceeds and other sources as applicable. Specific assignments to be made as needed by Task Order. All Phases.

II. AUTHORIZE AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

Action

Authorize Amendment No. 2 to Agreement No. 33977 with Convergint Technologies LLC to provide continued One Card System (Physical Security) and Monitoring services for the One Card System (Physical Security) and Monitoring project District-wide from January 15, 2017 through July 14, 2017 at no additional cost.

Inclusive of this proposed amendment, the total amount of this agreement approved by the Board of Trustees remains at $400,000.

Background

This agreement was authorized by the Board of Trustees on July 13, 2016 (Com. No. FPD1) with Convergint Technologies LLC to serve as the Master Integrator for this project. The scope of work completed is one card system (physical security) and monitoring integration. Additional time is required to develop a scope of work and prepare a formal Request for Proposal (RFP) in collaboration with District and College stakeholders for current and future master integration project services. To perform the task, it is requested the agreement be amended to allow the master integration of the one card system and monitoring systems continue for new buildings. Fees shall be within the District guidelines established for these services.

Funding and Development Phase

Funding is through Measure J. One Card System (Physical Security) and Monitoring 40J.5J05.14. All Phases.
III. AUTHORIZE CONSTRUCTION CONTRACTS

A. Action

Authorize a contract with Montgomery Hardware Co. to provide general construction services for the Communications and Rad Tech Building Door and Hardware Replacement - Phase 2 project at Los Angeles City College at a cost of $197,510. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. Five (5) contractors requested bid packets. One (1) responsive bid was received for $197,510. This construction contract is for replacement of door hardware at the Communications and Rad Tech buildings.

Funding and Development Phase


B. Action

Authorize a contract with Air Treatment Corporation to provide general construction services for the Central Plant Cooling Tower Fill Replacement project at East Los Angeles College at a cost of $143,000. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. Five (5) contractors requested bid packets. One (1) responsive bid was received for $143,000. This construction contract is for Demolishing and Replacing the Fill in three Baltimore Aircoil Cooling Towers with sandblasting and coating specified surfaces. Suspend and align the fan drive motor. Sequence cell repairs to maintain circulating water service.
Funding and Development Phase


C. Action

Authorize a contract with Axiom Group to provide general construction services for the Repair Emergency Generators at Various Buildings project at East Los Angeles College at a cost of $155,505. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. Nine (9) contractors requested bid packets. Two (2) responsive bids were received ranging from $155,505 to $166,738. This construction contract is for Refurbishing electrical and controls connections and devices for eleven emergency engine/generators and one compressor. Conducting routing annual maintenance on all engines, generators, and compressor with careful documentation of the maintenance and disposal of waste materials.

Funding


D. Action

Authorize a contract with Line Tech Contractors to provide general construction services for the Replace Windows - General Classroom project at Los Angeles Harbor College at a cost of $94,500. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.
Background

This contract is the result of formal competitive bidding. Six contractors requested bid packets. Three responsive bids were received ranging from $94,500 to $222,000. This construction contract is for the replacement of windows at the General Classroom Building.

Funding and Development Phase


E. Action

Authorize a contract with Color New Co. to provide general construction services for the Repainting of Willow Hall and Laurel Hall project at Los Angeles Trade-Technical College at a cost of $71,000. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.

Background

This contract is the result of formal competitive bidding. 11 contractors requested bid packets. Eight responsive bids were received ranging from $71,000 to $513,000. This construction contract is for repainting of the building exterior of Willow Hall and Laurel Hall.

Funding and Development Phase


F. Action

Authorize a contract with Liberty Climate Control, Inc. to provide general construction services for the Oak Hall Air Handler Repair project at Los Angeles Trade-Technical College at a cost of $116,900. Consistent with Board Rule 7100.10, authorize the Chief Facilities Executive to authorize change orders, each change order not to exceed ten percent (10%) of the original contract price, without re-bidding, subject to subsequent Board ratification.
Background

This contract is the result of formal competitive bidding. Three (3) contractors requested bid packets. Two (2) responsive bids were received ranging from $116,900 to $158,217. This construction contract is to repair air handlers at Oak Hall.

Funding and Development Phase


G. Action

Authorize a contract with the following firm for the provision of construction services on a Task Order basis for projects District-wide each with a value under $2,500,000 for two years beginning January 12, 2017 with three one-year options to extend. This contract will be added to the list of 20 contracts approved by the Board of Trustees on April 13, 2016 (Com. No. FPD1), expanded on September 8, 2016 (Com. No. FPD1) and will be included in the established, combined not to exceed cost of $25,000,000. The contract shall be available for Bond funded and non-Bond funded construction projects:

- CSI Electrical Contractors, Inc. ("CSI")

Background

On April 13, 2016 (Com. No. FPD1), the Board of Trustees authorized Task Order based contracts with 20 firms to provide construction services for projects with a value less than $2,500,000 each and to draw funding from a pool of $25,000,000. The action included the provision for future additional firms to be added to the list of firms and on September 8, 2016, 32 additional contractors were approved by the Board (Com. No. FPD1) to be added to the previously approved list.

Pursuant to Section 1 of the Request for Qualifications ("RFQ") for the Multiple Award Task Order Contract for Prequalified Construction Service Providers District-wide ("PQSP Bench"), Procurement Number DW-03-16-D:

"The District reserves the right to increase or decrease the number of Awardees as it determines to be in its own best interests based on later acquired information and/or subsequent receipt of Prequalification Applications."
The RFQ for the PQSP Bench also provides at Section 7.2, Paragraph 22:

"The District reserves the right to increase or decrease the number of Firms qualified if the District determines it is in the District's best interest to do so."

CSI has performed work for the District as a subcontractor to Chevron Energy Services, the design-builder of the solar photovoltaic systems at Los Angeles Harbor College. In particular, CSI has embarked on a remedial project for Harbor's PV systems by installing adhesive film on the PV panels to address ongoing safety-related issues. Further such work is currently needed and may be needed in the future to ensure safety to the public regarding these PV panels. However, at this time the District does not have a direct contractual method to obtain CSI's services.

In order to obtain CSI's services directly and to address PV panel safety issues quickly, the PMO recommends that the District retain CSI as a specialist service provider under the PQSP Bench. Lead Construction Counsel concurs. Both recommend that it is in the District's best interest to do so.

Lead Construction Counsel has also advised that per the above procurement, the Chief Facilities Executive has the authority to add CSI as a prime contractor to the PQSP Bench. The PMO concurs. Both the PMO and Lead Construction Counsel recommend that it is in the District's best interest to do so.

Upon approval of, and at the direction, of the Chief Facilities Executive, CSI is added to the Multiple Award Task Order Contract for Prequalified Construction Service Providers District-wide bench of small construction and specialty construction providers.

**Award History**

This is the first award to this company through the Bond Program.

**Funding and Development Phase**

Funding is through Proposition A, AA, and Measure J Bond proceeds or other funds as applicable. Specific assignments to be made as needed by Task Order. **Construction Phase.**
IV. RATIFY CHANGE ORDERS FOR CONSTRUCTION CONTRACTS GREATER THAN $30,000 IN ORIGINAL COST ISSUED UNDER THE STANDARD “DESIGN-BID-BUILD” METHOD OF PROJECT DELIVERY

A. Action

Ratify Change Order No. 1 to Construction Contract No. 33970 with Access Pacific Inc. for additional general construction services for the Exterior Transportation and Accessibility Improvements project at East Los Angeles College at a cost of $229,502.

Inclusive of this change order, the total cost of this Construction Contract is $4,393,594.

Background

This contract was authorized by the Board of Trustees on April 13, 2016 (Com. No. FPD1) with Access Pacific Inc. to provide general construction services for this project. This change order represents 5.51% of the original contract value of $4,164,092. The negotiated reduction from contractor demand is $81,700.

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

1. Due to requests by the college:
   - Replaced an existing underground corroded electrical conduit found while demolishing an existing walkway pavement just south of the stadium.
   - Installed an electrical subpanel in the Child Development Center electrical room to feed the two (2) new light poles added at the Child Development Center parking lot.

2. Due to unforeseen conditions:
   - Extended existing underground weep holes, reconstructed the connection to the new catch basin, and relocated an existing underground water and sewer line discovered to conflict with the revised elevations of the newly-constructed accessible ramp at the C2 complex.
3. Due to additional requirements:
   - Encased electrical trenches in concrete at the C2 complex to secure and protect new underground electrical conduits per the Architect of Record (AOR).

Funding and Development Phase

Funding is through Proposition A/AA and Measure J Bond proceeds. Exterior Transportation and Accessibility Improvements 40J.5202.03.01. Construction Phase.

B. Action

Ratify Change Order No. 17 to Construction Contract No. 32594-1 with Hartford Fire Insurance Company/Kemp Bros. Construction for additional general construction services for the Media Arts Center project at Los Angeles Mission College for a total cost of including credits of $(2,395) and costs of $123,216 for a total cost of $120,821.

Inclusive of this change order, the total cost of this Construction Contract is $22,138,124.

Background

This agreement was authorized by the Board of Trustees on August 19, 2009 (Com. No. FPD1) with Hartford Fire Insurance Company/Kemp Bros. Construction to provide general construction services for this project. This change order represents 0.66% of the original contract value of $18,397,000.

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

1. Due to additional requirements:
   - Installation of additional furniture and equipment not originally specified in contract per the Architect of Record (AOR).
   - Provide pathways, wiring, and labor for installation of a two-way communication system for designated areas of refuge adjacent to the building's exit stairways per AOR.
   - Credit for changing the surface of the third floor exterior walkway from stainless steel to galvanized steel per AOR.
2. Due to requests by the college:
   
   - Modify exterior building signs to match the new name of the building “Arts, Media & Performance” approved by the Board of Trustees on August 10, 2016 (Com. No. CH4).

Funding and Development Phase

Funding is through Measure J Bond proceeds. Media Arts Center 34M.5405.02. Construction Phase.

C. Action

Ratify Change Order No. 1 to Construction Contract No. 4500226229 with TYCO Simplex Grinnell for additional construction (new media and network cards) services for the Replace Fire Alarm Devices - Various Buildings project at Los Angeles Valley College at a cost of $22,786.

Inclusive of this change order, the total cost of this Construction Contract is $250,646.

Background

This agreement was ratified by the Board of Trustees on April 13, 2016 (Com. No. FPD1) with TYCO Simplex Grinnell to provide general construction services for this project. This change order represents 10.00% of the original contract value of $227,860.

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

Due to unforeseen conditions:

- CO-01, New media and network cards: After replacing old equipment of the Fire Alarm System, the remaining failed to communicate due to incompatibility of media and network cards. Thus, this CO is to provide 28 media and 14 network cards to replace obsolete ones.

Funding and Development Phase

D. **Action**

Ratify Change Order No. 1 to Construction Contract No. 4500227325 with Field Turf USA to reduce the cost of the contract to compensate the District for damages done for the Replace Field Turf project at West Los Angeles College. A credit of ($2,995) has been agreed to.

Inclusive of this amendment, the total cost of this Construction Contract is reduced to $664,659.

**Background**

This agreement was authorized by the Board of Trustees on May 11, 2016 (Com. No. FPD1) with Field Turf USA to provide Field Turf Replacement services for this project.

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

Due to unforeseen conditions:

- Field Turf USA crew damaged the Steeplechase Pit which required repairs that the District performed at their expense. The cost of the repairs was $2,995. This amount was deducted from the value of Contract 4500227325 with Field Turf USA in the form of Change Order No. 1.

**Funding and Development Phase**

Funding is through 2015 – 2016 Deferred Maintenance funds. College Field Turf Construction Phase. Non-Bond project.

V. **AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACT**

A. **Action**

Authorize Acceptance of Completion of Task Order No. 03PCS MATOC No. 33955 with GMZ Engineering, Inc. to provide general construction services for the Exhibition & Events Center - Phase 1B - Fence Relocation project at Los Angeles Pierce College with a substantial completion date of September 7, 2016.
Background

On April 13, 2016 (Com. No. FPD1), the Board of Trustees authorized the establishment of a pre-qualified list of construction contractors that could receive construction assignments by Task Order through a competitive bidding process to be conducted by the Program Management Office. The above Task Order 03PCS was issued to GMZ Engineering, Inc. on July 20, 2016 with a Task Order Notice to Proceed issued on July 21, 2016. Work commenced on August 1, 2016. The total cost of this contract is $92,595.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Exhibition & Events Center - Phase 1B - Fence Relocation 35P.5526.02.06. Construction Phase.

B. Action

Authorize Acceptance of Completion of Task Order No. 02PCS MATOC No. 33954 with Fredrick Towers, Inc. to provide general construction services for the Horticulture Facility project at Los Angeles Pierce College with a substantial completion date of September 8, 2016.

Background

On April 13, 2016 (Com. No. FPD1), the Board of Trustees authorized the establishment of a pre-qualified list of construction contractors that could receive construction assignments by Task Order through a competitive bidding process to be conducted by the Program Management Office. The above Task Order 02PCS was issued to Fredrick Towers, Inc. on July 12, 2016 with a Task Order Notice to Proceed issued on July 12, 2016. Work commenced on August 1, 2016. The total cost of this contract is $289,758.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Horticulture Facility 35P.5521.02.03. Construction Phase.

C. Action

Authorize Acceptance of Completion of Contract No. 4500225946 with Xcel Mechanical to provide general construction services for the Repair Damaged Ductwork & Replace Coils - Sage Hall project at Los Angeles
Trade-Technical College with a substantial completion date of September 15, 2016.

**Background**

This contract was authorized by the Board of Trustees on April 13, 2016 (Com. No. FPD1).

The total cost of this contract is $253,159.

**Funding and Development Phase**


**D. Action**

Authorize Acceptance of Completion of Contract No. 4500227325 with Field Turf USA, Inc. to provide general construction services for the Replace Field Turf project at West Los Angeles College with a substantial completion date of October 11, 2016.

**Background**

This contract was authorized by the Board of Trustees on May 11, 2016 (Com. No. FPD1).

The total cost of this contract is $664,659.

**Funding and Development Phase**

Funding is through 2015 – 2016 Deferred Maintenance funds. College Field Turf. Construction Phase. Non-Bond project.

**VI. RATIFY AMENDMENTS TO DESIGN-BUILD AGREEMENTS**

**A. Action**

Ratify Amendment No. 2 to Design-Build Agreement No. 80000 with Harper Construction Company, a California Corporation (Harper) for modified Design-Build services for the Harbor Teacher Preparation Academy (HTPA) project at Los Angeles Harbor College for a cost not to exceed $184,921 which is to be paid entirely by the Los Angeles Unified School District (LAUSD):
Inclusive of this amendment, the total cost of this Design-Build agreement is $23,181,890.

**Background**

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. On June 24, 2015 (Com. No. FPD2) the Board approved this project for delivery by the Design-Build system and approved the Design-Build Agreement with Harper. The project is entirely funded by LAUSD. No funding is provided by the Los Angeles Community College District for this project.

On August 10, 2016 (Com. No. FPD1), subsequent to approval by LAUSD, the Board of Trustees approved Amendment No. 1 to this Agreement for no net additional cost accommodating design revisions and the allowance of 20 non-compensable calendar days extension to the duration of construction.

The following additional Design-Build services have been approved by LAUSD and are requested to be ratified:

1. Due to requests by the owner LAUSD:
   - Redesign interior color schemes.

2. Due to unforeseen conditions:
   - To ensure the continued provision of electricity to the project site, the electrical transformer work is required prior to the start of construction work rather than after. This discovery was due to the identification of the actual routing of electricity to the site being different than identified during the initial field study. The change includes and allowance of 42 days for early start of the transformer construction work.
Due to the College Project Team's need to continue the use of modular buildings beyond 2017 as anticipated when this Design-Build Agreement was authorized, it is necessary to relocate the units including utility work. While this scope is unforeseen, the costs are allowable under the terms of the Agreement with LAUSD.

Amendment No. 2 to Design-Build Agreement No. 80000 includes Change Order Nos. 2 and 3.

Funding and Development Phase

Funding is entirely through LAUSD proceeds. No funding is provided by LACCD. Harbor Teacher Preparation Academy 80000. Design Phase.

B. Action

Ratify Amendment No. 6 to Design-Build Agreement No. 33148 with Bernards Bros., Inc. for modified Design-Build services for the East Parking Structure project at Los Angeles Trade-Technical College including credits in the amount of ($149,106) and costs in the amount of $894,834 for a total cost not to exceed of $745,728:

| Original Agreement | $89,962,000 |
| Approved Amendments | $35,494,246 |
| Sub Total           | $54,467,754 |
| Proposed Amendment  | $745,728    |
| Total               | $55,213,482 |

Inclusive of this amendment, the total cost of this Design-Build agreement is $55,213,482.

Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on May 26, 2010 (Com. No. FPD1). This Design-Build agreement with Bernards Bros., Inc. was authorized by the Board of Trustees on November 3, 2010. (Com. No. FPD1).
The following Design-Build services have been completed and are requested to be ratified:

1. Due to requests by the college:
   - Credit for the deletion of scope for the remaining asphalt paving work that has not yet been performed, the application of stabilizer to the soil, and the demolition of the existing recycling yard.

2. Due to unforeseen conditions:
   - Removed discovered potentially hazardous soil from the site and disposed of in an approved landfill.

3. Due to additional requirements:
   - Redesigned drawings for the installation of additional signaling, street lighting, and striping along with the payment of associated fees required by the City of Los Angeles Department of Transportation (LADOT).

Funding and Development Phase

Funding is through Measure J Bond proceeds. East Parking Structure 37T.5720.02.01 Construction Phase.

C. Action

Ratify Amendment No. 9 to Agreement No. 33388 with Charles Pankow Builders, Ltd for additional Design-Build services for the Multipurpose Community Service Center at Los Angeles Valley College including credits in the amount of ($16,343) and costs in the amount of $94,690 for a total cost not to exceed of $78,347:

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<tr>
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Inclusive of this amendment, the total cost of this Design-Build agreement is $21,663,960.
Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on November 3, 2010 (Com. No. FPD1). This Design-Build agreement with Charles Pankow Builders, Ltd was authorized by the Board of Trustees on September 7, 2011 (Com. No. FPD1).

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

1. Due to requests by the college:
   - Provided four (4) convenience outlets at the football practice field and walking track.
   - Installed water supply plumbing fittings at the football practice field.
   - Removed a chain link fence on the east side of the football practice field.
   - Credit for the deletion of scope for the installation of bottom rail and vinyl coating at the perimeter chain-link fence.
   - Credit for the deletion of scope for the installation of one (1) 40-foot storage container.

2. Due to unforeseen conditions:
   - Installed a 24” x 24” catch basin and smaller sized 8” PVC piping due to the discovery that the originally-specified 24” piping would have conflicted with the fire lane elevations shown on as-built drawings.
   - Repaired domestic water back flow preventer discovered to be non-code-compliant.

Amendment No. 9 to Agreement No. 33388 includes Change Order No. 11.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Multipurpose Community Services Center 38V.5839.02. Design and Construction Phases.
VII. AUTHORIZE ACCEPTANCE OF COMPLETION OF DESIGN-BUILD AGREEMENT

Action

Authorize Acceptance of Completion to Design-Build Agreement No. 32881 with Harper Construction Company, Inc. to provide design and construction services for the School of Career & Technical Education project at Los Angeles Southwest College during the period of April 15, 2010 through Final Completion at a cost of $38,939,383. The Substantial Completion was achieved on December 31, 2014.

Background

The Design-Build system of project delivery was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a project delivery option available District-wide. This project was approved for delivery by Design-Build system by the Board of Trustees on December 3, 2008 (Com. No. FPD1). This Design-Build agreement with Harper Construction Co. was authorized by the Board of Trustees on April 14, 2010 (Com. No. FPD1).

Funding and Development Phase

Funding is through Measure J Bond proceeds. School of Career & Technical Education 36S.5631.02. Construction Phase.

VIII. RATIFY SETTLEMENT OF CLAIM

In accordance with Board Rule 7313, ratify the Settlement of General Liability Claim No. 6783495011978X, related to the Science Complex Project, Number 33H.5344.02, at Los Angeles Harbor College in the amount of $20,090.00 to be paid to contractor as final claim settlement for repair costs associated with damages to the building by the contractor.