ORDER OF BUSINESS — REGULAR MEETING
Wednesday, June 6, 2018
First Public Session 2:00 p.m. – 4:45 p.m.
Closed Session 5:00 p.m. – 7:00 p.m.
Second Public Session
(Immediately Following Closed Session)

Educational Services Center
Board Room – First Floor
770 Wilshire Blvd.
Los Angeles, CA 90017

I. Roll Call (2:00 p.m.) Location: Board Room

II. Flag Salute

III. Oath of Office
   • Kellie Williams, Student Trustee

IV. Approval of Minutes:
   • Regular Board Meeting and Closed Session, May 9, 2018
   • Special Board Meeting and Closed Session, May 18, 2018

V. Reports from Representatives of Employee Organizations at the Resource Table

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

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

VIII. Reports and Recommendations from the Board
   A. Reports of Standing and Special Committees
   B. Proposed Actions
      BT1. Resolution – In Recognition of Student Trustee
           Christopher Martinez for his Meritorious Service

IX. Report from the Chancellor
   • Report from the Chancellor regarding activities or pending issues
     in the District
     o Information Technology Update
X. Recess to the Committee of the Whole
   A. Roll Call
   B. Public Speakers
   C. Presentations/Initiatives Reviews
      • Campus Safety and Emergency Preparedness
   D. Other Business
   E. Adjournment of the Committee of the Whole

XI. Reconvene Regular Meeting of the Board of Trustees

XII. Roll Call

XIII. Consent Calendar

   Matters Requiring a Majority Vote
   BF1. Ratify Budget Revisions and Appropriation Transfers
   BF2. Resolution – District Appropriations Limits for 2018-2019
   BF3. Authorization to Make Appropriation Transfers
   BF4. Adopt the 2018-2019 Tentative Budget
   BF5. Amend the List of Organizational Memberships
   BSD1. Ratify Business Services Actions
   BSD2. Approve Business Services Actions
   FPD1. Approve Facilities Planning and Development Report
   FPD2. Authorize Master Procurement Agreements
   FPD3. Adopt Resolution Ratifying Implementation of the Design-Build System of Project Delivery for the Energy Efficiency Project at West Los Angeles College; Ratifying the Request for Qualifications and Request for Proposals Process; and Authorizing the Award of a Design-Build Agreement
   HRD1. Approve Personnel Services Routine Actions
   HRD2. Approve Employment Actions for President, Interim Deputy Chancellor, and Acting President
   ISD1. Approve New Educational Courses and Programs
   PC1. Personnel Commission Actions
       • Correspondence

XIV. Recommendations from the Chancellor –
   CH1. Amend Board Rule 2801 – Naming of Buildings and Facilities Components

   Matters Requiring a Super Majority Vote - None
XV. Notice Reports and Informatives
   BT/A. [Notice] Adopt the 2018-2019 Calendar for the Board of Trustees Regular Meeting and Board Committee Meeting Dates

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

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

XVIII. 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: Hearing Room

XIX. Reconvene Regular Meeting

   Location: Hearing Room

XX. Roll Call

XXI. Report of Actions Taken in Closed Session – June 6, 2018

XXII. Adjournment
### Special Board Meeting

**Friday, June 8, 2018**  
9:00 a.m.  
Educational Services Center  
Board Room – First Floor  
770 Wilshire Blvd.  
Los Angeles, CA 90017

### Next Regularly Scheduled Board Committee Meetings

**Wednesday, June 20, 2018**  
Educational Services Center  
Board Room – First Floor  
770 Wilshire Blvd.  
Los Angeles, CA 90017

- Institutional Effectiveness & Student Success Committee  
  12:00 p.m. – 1:15 p.m.
- Facilities Master Planning & Oversight Committee  
  1:30 p.m. – 2:45 p.m.
- Legislative and Public Affairs Committee  
  3:00 p.m. – 4:15 p.m.
- Budget & Finance Committee  
  4:30 p.m. – 5:45 p.m.

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.
CLOSED SESSION
Wednesday, June 6, 2018

Educational Services Center
Hearing Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017

I. Public Employee Employment
(pursuant to Government Code section 54957)
   A. Position: Deputy Chancellor
   B. Position: College President, Los Angeles Southwest College

II. Public Employee Evaluation
(pursuant to Government Code section 54957)
   A. Position: Chancellor
   B. Position: College Presidents
   C. Position: Executive Staff
   D. Position: General Counsel

III. Conference with Labor Negotiator
(pursuant to Government Code section 54957.6)
   A. District Negotiators: Albert Román

   Employee Units: All Units
                  All Unrepresented Employees

IV. Public Employee
Discipline/Dismissal/Release/Charges/Complaints
(pursuant to Government Code section 54957)
V. Consideration of Student Discipline  
(pursuant to Government Code section 54962 and Education Code section 72122)

VI. Conference with Legal Counsel - Existing Litigation  
(pursuant to Government Code section 54956.9(d)(1))

A. Kristin Lassonde v. LACCD

B. Mohamed Maged Youssef v. LACCD, et al.

C. Bertran Bruce Walls v. LACCD

D. Kevin Shaw v. LACCD, et al.

VII. Conference with Legal Counsel - Anticipated Litigation  
(pursuant to Government Code section 54956.9(d)(2) and (e)(1))

A. Potential litigation – 2 matters

VIII. Threats to Public Services or Facilities  
(pursuant to Government Code section 54957)  
Consultation with Information Technology Security Consultants Matt Jones and Manoj Krishnan and Agency Counsel Jeffrey M. Prieto, Esq.
RESOLUTION – IN RECOGNITION OF STUDENT TRUSTEE
CHRISTOPHER MARTINEZ FOR HIS MERITORIOUS SERVICE

WHEREAS, Christopher Martinez has been an active member of the Board of Trustees of the Los Angeles Community College District during his tenure as its student representative; and

WHEREAS, Student Trustee Martinez has been an effective student leader, as demonstrated by his efforts to fully represent the needs of his constituency – the students; and

WHEREAS, Student Trustee Martinez, during his tenure on the Board moved affirmatively to increase and strengthen the role of students in all areas of governance and to support and advocate for the rights of students; and

WHEREAS, Student Trustee Martinez, ensured meaningful student participation in District policy discussions by working tirelessly to secure a quorum of ASO Presidents at all meetings of the Student Affairs Committee; and

WHEREAS, Student Trustee Martinez, majoring in political science, is the first in his family to attend college and has aspirations of seeking a career in public service; and

WHEREAS, Student Trustee Martinez, through his success in transferring from Los Angeles City College to California State University, Long Beach, exemplified the quality of students served by Los Angeles Community College District; and

WHEREAS, During his tenure on the Board, Student Trustee Martinez has made a significant impression upon the District; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District does hereby commend Christopher Martinez for his exemplary service to the Board, the students, and the Los Angeles Community College District.
Subject: **RATIFY BUDGET REVISIONS AND APPROPRIATION TRANSFERS**

Ratify acceptance of $5,871,410 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).

Recommended by: Robert B. Miller, Vice Chancellor

Approved by: Francisco C. Rodriguez, Chancellor
EXHIBIT I

BUDGET REVISIONS AND APPROPRIATION TRANSFERS
ALL FUNDS, EXCLUDING BUILDING BOND FUND
June 6, 2018

NEW INCOME (Attachment 1)

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>Federal</td>
<td>810000-849999</td>
</tr>
<tr>
<td>State</td>
<td>860000-869999</td>
</tr>
<tr>
<td>Local</td>
<td>870000-889999</td>
</tr>
<tr>
<td>Interfund Transfer In</td>
<td>891000-892999</td>
</tr>
<tr>
<td>Other Financing Sources</td>
<td>893000-897999</td>
</tr>
<tr>
<td>Contribution to Restricted Program</td>
<td>898000-899999</td>
</tr>
<tr>
<td><strong>Total New Income</strong></td>
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</table>

EXPENDITURES

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>Approved Budget</th>
<th>Budget Revisions</th>
<th>Appropriation Transfers</th>
<th>Revised Budget</th>
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</thead>
<tbody>
<tr>
<td>Certificated Salaries</td>
<td>100000-199999</td>
<td>325,765,496</td>
<td>662,719</td>
<td>1,168,607</td>
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<td>Classified Salaries</td>
<td>200000-299999</td>
<td>202,791,787</td>
<td>534,524</td>
<td>1,076,314</td>
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<tr>
<td>Employee Benefits</td>
<td>300000-399999</td>
<td>166,706,455</td>
<td>313,638</td>
<td>805,979</td>
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<tr>
<td>Books/Supplies</td>
<td>400000-499999</td>
<td>45,834,255</td>
<td>130,336</td>
<td>1,139,815</td>
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<td>Contract Services</td>
<td>500000-599999</td>
<td>224,950,864</td>
<td>856,178</td>
<td>695,582</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>600000-699999</td>
<td>28,195,016</td>
<td>93,296</td>
<td>1,292,505</td>
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<tr>
<td>Other Outgo</td>
<td>700000-709999</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Other Debt Services</td>
<td>710000-719999</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Tuition Transfers</td>
<td>720000-729999</td>
<td>19,872</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Interfunds Transfers</td>
<td>730000-739999</td>
<td>22,225,335</td>
<td>-</td>
<td>(175,716)</td>
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<tr>
<td>Direct Support/Indirect Costs</td>
<td>740000-749999</td>
<td>230</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Loan/Grants</td>
<td>750000-759999</td>
<td>317,421,388</td>
<td>80,309</td>
<td>715,279</td>
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<tr>
<td>Other Financing Sources (Except 7902)</td>
<td>760000-799998</td>
<td>122,845,730</td>
<td>2,200,410</td>
<td>(6,718,365)</td>
</tr>
<tr>
<td>Reserve for Contingency*</td>
<td>790000</td>
<td>22,925,894</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>1,479,483,523</strong></td>
<td><strong>5,871,410</strong></td>
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* Reserve for Contingency balance is $22.93 million, which is 3.5% 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. Gordon
Chief Financial Officer/Treasurer
**NEW INCOME AND GRANTS**

<table>
<thead>
<tr>
<th>BTA NUMBER</th>
<th>FUND/GRANT NAME</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>Federal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V-0577</td>
<td><strong>TRIO Upward Bound</strong></td>
<td>$6,759</td>
</tr>
<tr>
<td>W-0373</td>
<td><strong>First in the World with California State University Los Angeles</strong></td>
<td>148,072</td>
</tr>
<tr>
<td></td>
<td>To accept additional funding for the First in the World (FITW) grant awarded to West Los Angeles College and CSU Los Angeles to increase underrepresented students' entry and retention in STEM. The grant establishes a STEM Education Consortium in support of degree completion and transfer for STEM students. Funding is from the United States Department of Education and increased allocation to $223,559.</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL FEDERAL</strong></td>
<td><strong>$154,831</strong></td>
</tr>
<tr>
<td>State</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D-0816</td>
<td><strong>Basic Skills Program</strong></td>
<td>$1,007,800</td>
</tr>
<tr>
<td>D-0774</td>
<td><strong>Strong Workforce Program – Local</strong></td>
<td>2,181,877</td>
</tr>
<tr>
<td></td>
<td>To adjust funding for FY 2017-18 Strong Workforce Program - Local based on FY 2017-18 First Principal (P1) Apportionment Revision released by the State Chancellor's Office on February 23, 2018. Funding is from the California Community Colleges Chancellor's Office (CCCCCO) and increases the current year allocation to $16,382,271.</td>
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</tbody>
</table>
Extended Opportunity Programs and Services (EOPS)

To accept additional funding to assist low-income, educationally disadvantaged students served by EOPS programs at Los Angeles Harbor College. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) and increases the current year allocation to $13,327,624.

Extended Opportunity Programs and Services-Cooperative Agencies Resources for Education (EOPS-CARE)

To accept additional funding to assist academically underprepared, welfare-dependent, single parent students served by EOPS/CARE programs at Los Angeles Harbor College. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) and increases the current year allocation to $1,446,265.

Foster & Kinship Care Education Program

To accept additional funding to provide special needs training as well as renewal classes for foster parents to maintain their licenses. This program will serve at least 300 caregivers. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

Strong Workforce Program – Regional Share

To establish funding to improve career pathways and student success by developing workforce opportunities for low-wage working students at Los Angeles Mission College and Los Angeles Valley College. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) through the Rancho Santiago Community College District. The funding will serve approximately 3,400 students at Los Angeles Mission College and at least 6,000 students at Los Angeles Valley College.

Exide Project Training

To accept additional funding to provide outreach to recruit low-income young adults, women, veterans, and community members from neighboring communities of Los Angeles Trade-Technical College to receive training on job readiness and resume development, interviewing skills, social skills and services, time management, parenting skills, communication skills, and skills for overcoming chemical dependencies. Funds will be used to perform outreach and recruitment for a ten-to-fifteen (10-15) student cohort for training. The funding is from Department of Toxic Substances Control (DTSC).
D-0790  

**Campus Safety and Sexual Assault**  

To establish fund to support compliance with state and federal requirements regarding preventing and addressing sexual harassment, including sexual violence, involving a student, both on and off campus. Funding is from the California Community Colleges Chancellor's Office (CCCCO).  

**TOTAL STATE**  

$5,570,339

Local

P-0371  

**Health Services**  

To augment Health Services account to pay Medical Billing Technologies (MBT) invoices using revenue from the Pierce College Custodial Account  

$6,000

S-0310  

**Nonresident Capital Outlay**  

To augment Low Value Asset Equipment and Maintenance Building & Ground accounts in Non Resident Capital Outlay fund at Los Angeles Southwest College from revenues received from Non Resident Capital Outlay activities.  

$78,812

T-0757  

**Maintenance of Plant**  

To augment Other Expense account at Los Angeles Trade-Technical College from funds received from Rentals of College Site.  

$135,000

E-0810  

**Los Angeles County Office of Education Greater Avenues for Independence (GAIN)**  

To accept additional funding to provide Computer Applications & Office Technologies (CAOT) courses in Customer Service and Office Assistance to GAIN/GROW participants. The program will offer one cohort with a total of 29 students. Funding is from the Los Angeles County of Education.  

$30,276

E-0900, H-0509, M-0603, S-0341  

**Quality Rating and Improvement System (QRIS) Block Grant**  

To establish funding to improve and/or maintain the quality of programming for the Child Development Centers at East Los Angeles College, Los Angeles Harbor College, Los Angeles Mission College, and Los Angeles Southwest College. Funding for technology purchases at East Los Angeles College are projected to benefit student-employees, volunteers, and work study students across 60 practicum annually. Funding for professional development will benefit 4 faculty members at Los Angeles Southwest College, where 96 children will participate in the
program. Los Angeles Harbor College will have 28 toddlers and 2 faculty members participating in the program. Funding is from the Child Care Alliance of Los Angeles.

**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 income from the Building Performance Institute (BPI), Diesel Exhaust After Treatment and Maintenance (DEAM) collections, the Foundation for California Community Colleges, Periodic Smoke Inspection Program (PSIP) courses, Occupational Safety and Health Administration (OSHA) and Renovation, Repair & Painting (RRP) certification training.

**Contract Education-LACOE/GAIN**

To establish funding to train a minimum of 20 individuals to prepare for entry level careers in the culinary arts industry. Funding is from Los Angeles County Office of Education.

**TOTAL LOCAL**

$321,956

**OTHERS:**

**Interfund**

**Reduce – Child Development Center**

To reduce unnecessary support funding for the Child Development fund from the general fund at Los Angeles Harbor College.

**Fund Redistribution**

**Extended Opportunity Programs and Services (EOPS)**

To redistribute funds from EOPS fund number 20486 to EOPS fund number 10486 at East Los Angeles College.

**Extended Opportunity Programs and Services (EOPS)**

To accept redistributed funds from EOPS fund number 20486 to EOPS fund number 10486 at East Los Angeles College.

**Extended Opportunity Programs and Services (EOPS)**

To redistribute funds from EOPS fund number 10486 to EOPS fund number 20486 at Los Angeles Harbor College.
H-0532  
**Extended Opportunity Programs and Services (EOPS)**

To accept redistributed funds from EOPS fund number 10486 to EOPS fund number 20486 at Los Angeles Harbor College.

P-0331  
**Extended Opportunity Program and Services-Cooperative Agencies Resources for Education (EOPS-CARE)**

(16,000)

To redistribute funds from EOPS-CARE fund number 20867 to EOPS-CARE fund number 10867 at Pierce College.

P-0332  
**Extended Opportunity Program and Services-Cooperative Agencies Resources for Education (EOPS-CARE)**

16,000

To accept funds from EOPS-CARE fund number 20867 to EOPS-CARE fund number 10867 at Pierce College.

V-0593  
**Extended Opportunity Program and Services-Cooperative Agencies Resources for Education (EOPS-CARE)**

(13,099)

To redistribute funds from EOPS-CARE fund number 10867 to EOPS-CARE fund number 20867 at Los Angeles Valley College.

V-0594  
**Extended Opportunity Program and Services-Cooperative Agencies Resources for Education (EOPS-CARE)**

13,099

To accept funds from EOPS-CARE fund number 10867 to EOPS-CARE fund number 20867 at Los Angeles Valley College.

V-0595  
**Extended Opportunity Programs and Services – Cooperating Agencies Foster Youth Educational Support (EOPS-CAFYES)**

(55,210)

To redistribute funds from EOPS-CAFYES fund number 10403 to EOPS-CAFYES fund number 20403 at Los Angeles Valley College.

V-0596  
**Extended Opportunity Programs and Services – Cooperating Agencies Foster Youth Educational Support (EOPS-CAFYES)**

55,210

To accept funds from EOPS-CAFYES fund number 10403 to EOPS-CAFYES fund number 20403 at Los Angeles Valley College.

**TOTAL OTHERS**

(175,716)

**TOTAL INCOME**

5,871,410
Subject: **RESOLUTION – DISTRICT APPROPRIATIONS LIMITS FOR 2018-2019**

**WHEREAS** Article XIIIIB of the Constitution of the State of California, as approved by the Voters in November, 1979, requires the establishment of Appropriation limits in “proceeds of taxes” revenues for public agencies, including school districts, beginning with the 1980-81 fiscal year; and

**WHEREAS** Each district is required to determine and adopt such Appropriations limits for the 2018-2019 fiscal year, as a legislative act; and

**WHEREAS** The Los Angeles Community College District’s Appropriations limits have been calculated in accordance with Article XIIIIB of the State Constitution and Division 9 of Title I of the Government Code; therefore, be it

**RESOLVED** That as a legislative act of this governing board, that for the purposes of Article XIIIIB, there is hereby, established this District’s “appropriation limit” of $875,683,567 for the 2018-2019 fiscal year.

**Background:** The passage of Proposition 4 in 1979 added Article XIIIIB to the Constitution of the State of California. This article places a limit on appropriations and provides that revenues from taxes may not exceed that appropriation limit.* Each year, prior to adoption of the Final Budget, each district is required to determine and adopt such appropriations limit. The budgeted expenditures subject to limitation in 2018-2019 total $559,375,357

Recommended by:  
Robert B. Miller, Vice Chancellor

Approved by:  
Francisco Rodriguez, Chancellor

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<tr>
<th>chancellor and Secretary of the Board of Trustees</th>
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<td>Hoffman</td>
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<td>Seat 3 (Vacant)</td>
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<td>Williams</td>
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Student Trustee Advisory Vote

By ___________________________ Date ___________________________
(Attachment #1: GANN Limit Worksheet) which is well within the appropriations limit of $875,683,567.

*The Appropriation Limit is adjusted each year by inflation and population factors. Government Code Section 7908(c) requires each community college district to report to the Chancellor of the California Community Colleges and to the Director of Finance annually its appropriations limit. The appropriations subject to limit include State aid apportionments, State subventions, Local property taxes, estimated excess Debt Services taxes, estimated Parcel taxes, less any local appropriations for unreimbursed State, Court, and Federal mandates.
I. 2018-19 Appropriations Limit:
   A. 2017-18 Appropriations Limit
      $891,298,592
   B. 2018-19 Price Factor = 1.0367
   C. Population factor:
      1. 2016-17 Second Period Actual FTES 107,601.2600
      2. 2017-18 Second Period Actual FTES 101,968.7806
      3. 2018-19 Population change factor 0.9477
         \[ C.3 = C.2 \times C.1 \]
   D. 2017-18 Limit adjusted by inflation and population factors
      \( D = A \times B \times C.3 \)
      $875,683,567
   E. Adjustments to increase limit:
      1. Transfers in of financial responsibility 0
      2. Temporary voter approved increases 0
      3. Total adjustments - increase 0
   F. Adjustments to decrease limit:
      1. Transfers out of financial responsibility 0
      2. Temporary voter approved increases 0
      3. Less: Total adjustments - decrease 0
   G. 2018-19 Appropriations Limit
      $875,683,567

II. 2018-19 Appropriations Subject to Limit:
   A. State Aid 1
      $357,144,326
   B. State Subventions 2
      1,155,517
   C. Local Property Taxes
      207,791,313
   D. Estimated excess Debt Service taxes
      0
   E. Estimated Parcel taxes, Square Foot taxes, etc.
      0
   F. Interest on proceeds of taxes
      280,518
   G. Less: Costs for Unreimbursed Mandates 3
      6,996,317
   H. 2018-19 Appropriations Subject to Limit
      $559,375,357

1 General Apportionment, Apprenticeship Allowance, Education Protection Account tax revenue
2 Home Owners Property Tax Relief, Timber Yield Tax, etc...
3 Local Appropriations for Unreimbursed State, Court, and Federal Mandates
Subject: **AUTHORIZATION TO MAKE APPROPRIATION TRANSFERS**

The Governing Board of the Los Angeles Community College District, hereby authorizes the Chancellor of the Los Angeles Community College District, or his designee, to make appropriate transfers necessary at the close of the school year, 2017-2018, to permit payment of obligations of the District incurred during such school year. In addition, the Governing Board authorizes the Chancellor, or his designee, to ensure the elimination of all negative account balances.

Background: The Board is requested to authorize the Chancellor to ensure the necessary transfer of appropriations between accounts of expenditures at year-end so that locations may cover expenditures prior to the close of the District’s fiscal records.

Recommended by: Robert B. Miller, Vice Chancellor

Approved by: Francisco G. Rodriguez, Chancellor
Subject: **ADOPT THE 2018-2019 TENTATIVE BUDGET**

Adopt the 2018-2019 Tentative Budget and authorize staff to file the same with the California Community Colleges Chancellor’s Office.

Background: The Governing Board of the Los Angeles Community College District must adopt the 2018-2019 Tentative Budget no later than July 1, 2018 for the year ending June 30, 2019, as required under Section 58305(a) of Title 5, California Code of Regulations. Adoption of the Tentative Budget will allow the District to begin its operations for the 2018-2019 fiscal year.

Recommended by:  
Robert B. Miller, Vice Chancellor

Approved by:  
Francisco C. Rodriguez, Chancellor

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<tr>
<th>Chancellor and Secretary of the Board of Trustees</th>
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<td>Seat 3 (Vacant)</td>
<td></td>
<td>Williams</td>
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<td>Student Trustee Advisory Vote</td>
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</table>
Subject: **AMEND THE LIST OF ORGANIZATIONAL MEMBERSHIPS**

In accordance with Education Code 72670, the following organization is submitted for Board approval:

I. Amend the List of Organizational Membership to include the Society for College and University Planning (SCUP). This membership was previously submitted to and approved by the Board and is being reinstated to the Active List of Memberships. The request originated from the Educational Services Center and will cost $945 per year.

Background: Membership in this organization is required in order to access professional development, publications, and online educational resources on a variety of subjects pertaining to facilities planning, institutional planning, and academic planning. Latest info on changes and trends in higher education planning will allow LACCD to keep its efforts in these areas up to date districtwide.

II. Amend the List of Organization Membership to include the National Association for the Education of Young Children (NAEYC). The request originated from Los Angeles Mission College and will cost $150 per year.

Background: Membership in this organization will allow Child Development Center staff to remain at the forefront in the field of early childhood education. The organization provides professional development opportunities and resources for accreditation to members.
III. Amend the List of Organization Membership to include the Warehousing Education and Research Council (WERC). The request originated from Los Angeles Harbor College and will cost $275 per year.

**Background:** Membership in this organization will allow faculty and staff to ensure courses and programs are on the cutting edge of industry skills standards. The organization provides professional development, networking, and job placement opportunities in the logistics and warehousing industry.
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 AND SHORT TERM AGREEMENTS**

   1,561 issued from April 1, 2018 to April 30, 2018 which totaled $4,565,966.

B. **FACILITIES ORDER FORMS**

   75 issued from April 1, 2018 to April 30, 2018 which totaled $409,451.

C. **PERMITS FOR USE AND CIVIC CENTER PERMITS UP TO 14 DAYS**

   4 issued from April 1, 2018 to April 30, 2018 for a total income of $12,904 at Harbor.

D. **CONTRACT EDUCATION AGREEMENTS**

   4500251461 Mission. Amendment No. 1 to agreement with Los Angeles County Office of Education to provide additional Culinary Arts courses to incarcerated students at Los Angeles County Probation Camp Kilpatrick during the period January 1, 2018 to June 30, 2018, inclusive. **Total income: $6,500.**

Recommended by:  
Robert B. Miller, Vice Chancellor

Approved by:  
Francisco C. Rodriguez, Chancellor
Southwest. Amendment No. 1 to extend agreement with Crystal Stairs, Inc. for the College to provide additional child development college-level class courses for up to 20 participants referred by Crystal Stairs during the period August 1, 2018 to August 31, 2018, inclusive. Total income: $11,460.

E. LEASE OF FACILITIES FOR DISTRICT USE

East. Amendment No. 1 to renew the agreement with Garvey School District (Garvey) for the use of the Dan T. Williams Elementary School and modify the agreement for compliance with Garvey's terms and conditions for use of District vending machines on campus. This agreement is for shared usage of the facility for adult education, general education recreational objectives for children and adults, during the period July 1, 2017 to June 30, 2018, inclusive. Total cost: $138,240.

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

Trade-Technical. Agreement with Erik Pulatian dba All Service Catering, a food catering truck, for use of a designated site to sell food and refreshments Monday through Friday at designated hours. This truck was grandfathered in and exempt from the umbrella of the joint lease agreement from July 1, 2017 to June 30, 2018, inclusive. Total estimated income: $39,690.

Trade-Technical. No-cost Permit for Use with St. John’s Well Child & Family Center for the use of Room No. 117 in the bungalow located on the South Campus Quad. Space will be furnished to provide for student voter registration. Period of use from March 30, 2018 to July 30, 2018, inclusive.

Valley. Agreement with Volunteers of America Los Angeles for the use of designated classrooms for tutoring sessions on designated days, during the period June 11, 2018 to July 12, 2018, inclusive. Total income $7,000.
G. LICENSE AGREEMENTS

4500257150  **East.** Agreement with Kentico Software LLC for license to use its CMS Website Content Management software including support and maintenance for the Information Technology Department during the period April 9, 2018 to April 8, 2019, inclusive. **Total cost:** $9,999.

4500254075  **Educational Services Center.** Agreement with Education at Work LLC dba Student Connections LLC for its Funds Borrower Connect software license to provide for use by Central Financial Aid Unit. This software assists with the management of cohort default rate and other communication activities which enables the District to create borrower contact campaigns using various mediums of communications during the period January 1, 2018 to December 31, 2018, inclusive. **Total cost:** $7,500.

4500257146  **West.** Agreement with QLess, Inc. to provide queuing management system to be used by multiple departments to better serve students by sending students voice or text messages to reduce lines during the period February 1, 2018 to January 31, 2019, inclusive. **Total cost:** $23,000.

4500211932  **East.** Amendment No. 2 to extend agreement with Symphony Video, Inc. for Wowza Media Streaming Engine software license for Distance Education Department during the period July 1, 2018 to May 30, 2019, inclusive. **Total cost:** $525.

H. MAINTENANCE AGREEMENTS

4500257154  **East.** Agreement with Continental Athletic Supply to provide maintenance and reconditioning services of football equipment for the Athletics Department during the period January 4, 2018 to January 3, 2019, inclusive. **Total cost:** $6,715.

4500198675  **Educational Services Center.** Amendment No. 4 to renew agreement with Security Weaver LLC to provide software maintenance for information security software application. The application is utilized to provide segregation of duties and escalated rights (super-user) management. This agreement is required to
meet audit needs and includes support for software bug fixes, enhancements, patches and upgrades under the auspices of the Office of Information Technology, during the period April 23, 2018 to April 22, 2019, inclusive. **Total cost: $50,000.**

4500204899 **Mission.** Amendment No. 4 with Canon Solutions America, Inc. to allow for overages on three Canon copiers in the Reprographics Department for the period ending October 30, 2019. **Total cost: $5,000.**

4500210060 **Mission.** Amendment No. 2 with Canon Solutions America, Inc. to allow for overages on a Canon copier in the Information Technology Department for the period ending December 22, 2019. **Total cost: $1,500.**

4500243124 **Valley.** Amendment No. 1 to renew agreement with Hill-Rom Company, Inc. for maintenance of 20 hospital beds in the Nursing Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $9,055.**

4500257190 **Valley.** Agreement with TS Government Solutions LLC to provide maintenance and repairs on various fitness equipment for the Kinesiology Department during the period May 1, 2018 to April 30, 2019, inclusive. **Total cost: $12,000.**

4500257144 **West.** Agreement with Curvature LLC for maintenance of Cisco network core switch in the Information Technology Data Room during the period April 1, 2018 to March 31, 2019, inclusive. **Total cost: $5,096.**

4500235276 **West.** Amendment No. 1 to renew agreement with Viatron Systems, Inc. for maintenance of its VTX Student Records Content Management Systems for the Student Services Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $9,265.**
I. STUDENT INTERN AGREEMENTS

4500255175 Harbor. No-cost amendment No. 1 to renew agreement with Providence Health & Services, Little Company of Mary Hospital to provide clinical training for students enrolled in the Nursing program during the period January 1, 2018 to December 31, 2019, inclusive.

4500257193 Mission. No-cost agreement with Pasadena Bio Collaborative Incubator to provide internship for students enrolled in Biotechnology Program during the period April 1, 2018 to April 1, 2023, inclusive.

J. SERVICE AGREEMENTS - FISCAL AGENT, STUDENT SUCCESS

4500200271 Educational Services Center. No-Cost amendment No. 5 to extend the agreement with the Regents of the University of California on behalf of the University of California, approved to create, test and improve a series of open education resources (OERs) that help LACCD students prepare for the English and mathematics placement test under the auspices of the Office of Educational Programs and Institutional Effectiveness and funded by the 3CSN ESL Basic Skills Professional Development Grant, during the period November 1, 2017 to June 30, 2018.

4500257262 Educational Services Center. Agreement with AV Masters, Inc. to provide AV equipment and technical support for the General Session Room and three Breakout Rooms during the two-day LINKS 2018 conference held at Crowne Plaza Ventura on April 20, 2018 to April 21, 2018, under the auspices of the Office of Educational Programs and Institutional Effectiveness and funded by the 3CSN ESL Basic Skills Professional Development Grant. Total estimated cost: $7,500.

4500257264 Educational Services Center. Agreement with Sportsmen's Lodge Hotel to provide accommodations, conference rooms, meals and beverages for 20 attendees of the ESL/Basic Skills Professional Development Grant (3CSN) Planning Retreat for 2018-2019 grant activities, funded by the California Community Colleges Chancellor's
Office ESL/Basic Skills Professional Development grant under the auspices of the Office of Educational Programs and Institutional Effectiveness, during the period July 13, 2018 to July 15, 2018, inclusive. The retreat is being held in the Los Angeles area since it is a requirement under the grant to serve various statewide community college regions. Total cost: $11,000.

K. SERVICES AGREEMENTS – OUTREACH AND MARKETING

4500256720 Harbor. Agreement with Outfront Media LLC to provide 70 bus posters and two billboard advertisement to promote 2018 Fall semester enrollment during the period August 6, 2018 to September 9, 2018, inclusive. Total cost: $36,000.

4500257472 Harbor. Agreement with Martin Outdoor Media to provide 25 bench billboard advertisements to promote Career Technical Education and Adult Education enrollment for 2018 Summer and Fall semesters during the period June 11, 2018 to September 16, 2018, inclusive. Total cost: $7,312.

Various West. Agreements with the following contractors to provide radio, cable and bus advertisements for college recruitment during the period April 10, 2018 to August 31, 2018, inclusive. Total cost: $47,000.

4500257132 – Outfront Media LLC – 50 king size posters - $23,000
4500257135 – Charter Communications Holdings/Spectrum Reach – 504 cable spots - $5,500
4500257136 – KPWR FM – 168 radio spots - $18,500

L. SERVICES AGREEMENTS

4500251024 City. Amendment No.1 to extend contract date on agreement with Philip Folsom Programs LLC to develop a faculty mentoring program and team building activities as allowed by the Strong Workforce grant during the period July 1, 2018 to June 30, 2019, inclusive. No additional cost.
4500257269  City. Agreement with Etudes, Inc. to provide access to past live course sites, developmental and project Etudes sites for the Distance Learning Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $5,000.**

4500187001  Districtwide. Amendment No. 7 to agreement with Vasquez & Company, LLP to provide for a billing adjustment related to additional professional services rendered pertaining to the audit of the District’s major federal programs ending June 30, 2017. Additional hours were incurred during the audit due to impact of the new and expanded rules and regulations contained in the Federal Government’s Uniform Guidance. **Total additional cost: $30,000.**

4500257155  East. Agreement with Luminarias Restaurant to provide banquet services for approximately 175 guests as allowed by the grant for the Annual Mathematics, Engineering, Science, Achievement Recognition Event on May 22, 2018. **Total cost: $6,297.**

4500257156  East. Agreement with Fieldturf USA, Inc. to provide maintenance of baseball and football field turf during the period June 1, 2018 to May 31, 2020, inclusive. **Total cost: $24,800.**

4500257157  East. Agreement with Maria D. Alvidrez to conduct workshops in Spanish for the Foster and Kinship Care Education Program participants during the period April 12, 2018 to June 21, 2018, inclusive. **Total cost: $10,250.**

4500257158  East. Agreement with Oswaldo Piceno to conduct workshops in Spanish and English for the Foster and Kinship Care Education Program participants during the period April 13, 2018 to June 22, 2018, inclusive. **Total cost: $11,600.**

4500257159  East. Agreement with Shasta College to provide professional development training on the New World of Work employability soft skills curriculum to enhance instruction across the Strong Workforce Initiative regional consortium during the period June 14, 2018 to June 15, 2019, inclusive. **Total cost: $16,000.**
Agreement with Center for Nonviolent Education and Parenting dba ECHO Parenting and Education to conduct a two-day Trauma-Informed Compassionate Classrooms training for the Child Development Center during the period June 2, 2018 to June 23, 2018, inclusive. **Total cost: $5,500.**

Amendment No. 1 to extend agreement with Viatron Systems, Inc. to provide document imaging services for CalWORKs Department during the period July 1, 2017 to June 30, 2018. **No additional cost.**

Amendment No. 1 to agreement with Castle Branch, Inc. to provide background and drug testing services to Health Information Technology Apprenticeship students during the period September 1, 2017 to August 30, 2020, inclusive. **Total cost: $8,100.**

Agreement with North State Environmental, Inc. as authorized by the Board of Trustees on June 13, 2012 (Com. No. BSD2) as a result of an Invitation for Bid # 12-02 for the characterization, collection and disposal of hazardous materials and hazardous wastes generated during the course of District operations, maintenance, abatement and other project activities. Included are testing, calibration, and routine maintenance of petroleum fuel tanks at the District's Colleges and Educational Services Center, during the period July 1, 2018 to December 31, 2018, inclusive, during the issuance and evaluation of a new RFP submittals, under the auspices of the Office of Human Resource’s Risk Management Unit. **Total cost not to exceed: $80,000.**

Amendment No. 3 to renew agreement with Oracle Corporation to provide technical support services for its Oracle RDB Enterprise Edition software system, under the auspices of the Office of Information Technology, during the period May 25, 2018 to May 24, 2019, inclusive. **Total cost: $15,550.**

Amendment No. 5 to revise agreement with Redwood Software, Inc. to include consultancy fees and the reimbursement of pre-approved travel expenses incurred in
connection with professional services contract in support of the SAP and SIS System Copy automation support during the period December 31, 2017 to December 30, 2018, inclusive. Total cost: $6,859.

4500228028 **Educational Services Center.** Amendment No. 1 with Hyland Software to continue services for enterprise transfer credit middleware software. The software reads electronic transcripts, scan hard copies, extracts coursework and formats data into defined text files for upload to PeopleSoft Student Information System, during the period January 1, 2018 to December 31, 2018, inclusive. Total cost: $42,014.

4500242839 **Educational Services Center.** Amendment No. 1 with Sprint PCS for an unlimited data connection for iPads and data cards for the members of the Board of Trustees, under the auspices of the Office of Information Technology, during the period April 23, 2018 to April 22, 2019, inclusive. Total cost: $5,466.

4500252527 **Educational Services Center.** Amendment No. 1 with Drum Café West to provide for an event date change. The original agreement was issued for team building activities for up to 70 participants, under the auspices of the Division of Human Resources, during the period February 23, 2018 to May 18, 2018, inclusive. Total cost: $858.

4500253666 **Educational Services Center.** Agreement with Zebra Entertainment and Events to provide carnival booths and games at designated campus locations as part of the District’s Wellness Program. This program was funded under the auspices of the Division of Human Resources, during the period March 15, 2018 to April 20, 2018, inclusive. Total cost: $5,887.90

4500257704 **Educational Services Center.** Agreement with KPWR 106 Meruelo Media Group to provide social media advertising through geo-fencing within a ten miles radius of the nine LACCD Colleges on Facebook and Instagram to generate up to 300,000 impressions in conjunction with website advertising, and radio messaging on Power 106 FM to promote enrollment by DACA and other undocumented students for summer and fall 2018 semester. The
advertising will include three videos produced for the District by Novelas Educativas. The videos will be introduced by broadcasting media personality J Cruz, a bi-lingual Latino who attended Valley College. An ancillary benefit will be a special appearance by J Cruz at the July 7 DACA/Dream Resource Center event to promote enrollment and premier the videos. Media campaign to promote enrollment to run between June 7, 2018 to July 9, 2018 inclusive. Total cost: $28,800.

4500222617 Harbor. Amendment No. 2 to renew agreement with Los Angeles Unified School District/ Harbor Teacher Preparation Academy (HTPA) to provide services to establish HTPA Teaching Project to stimulate interest in STEM specialties under the Middle College High School grant in order to meet performance outcomes during the period July 1, 2017 to June 30, 2018, inclusive. Total cost: $2,000.

4500257265 Harbor. Agreement with Ventionworks LLC to provide four 8-hour trainings on mental health first aid for up to 15 to 20 participants to learn risk factors, warning signs, strategies and resources to assist someone experiencing a mental health crisis during the period November 7, 2017 to December 7, 2017, inclusive. Total cost: $7,053.

4500231917 Mission. Amendment No. 1 with Los Angeles Unified School District for San Fernando High School to extend the contract period to allow for the completion of contract deliverables and decrease the contract amount by $75,000, during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $225,000.

4500256712 Southwest. No-cost agreement with South Bay Workforce Investment Board, Inc. on behalf of the City of Inglewood for the College to be a training provider under the Federal Workforce Innovation and Opportunity Act (WIOA) and Welfare-to-Work and other eligible grant participants. The College will provide Phlebotomy Technician I training to eligible participants and will be reimbursed at the rate of $2,500 for tuition, books, supplies, materials, uniform, national exams, license fee, and Live Scan per participant during the period October 1, 2017 to March 31, 2019,
inclusive. The Phlebotomy Technician I training was previously approved by the Board for the Community Services Department.

4500257191 Valley. Agreement with Kaplan Higher Education Corp. to provide NCLEX (National Council Licensure Examination) licensing exam review courses to prepare 37 RN students to pass the exam on the first attempt during the period April 1, 2018 to June 30, 2018, inclusive. **Total cost: $7,400.**

4500257270 Valley. Agreement with Educational Testing Services to provide SAT testing services for the College’s Testing Center during the period August 1, 2018 to July 31, 2019, inclusive. **Estimated income: $25,000.**

4500230300 West. Amendment No. 3 to extend agreement with Josephson Academy of Gymnastics to provide additional classes previously approved by the Board of Trustees for the Community Services Department during the period July 1, 2017 to June 30, 2018, inclusive. **Total cost: $15,000.**

4500257141 West. Agreement with Marriott Los Angeles Burbank Airport to provide graduation banquet services as allowed by the grant for 125 EOPS and CalWORKs students on June 8, 2018. **Total cost: $5,926.**

Various City. Pursuant to the Break It To Make It Program Grant, Agreements with Strindberg Laboratory and Los Angeles Mission, Inc. for reimbursement of travel expenses to include room, airfare, ground transportation and meals to send their employees to conduct presentations at the California Rehabilitation Oversight Board in Sacramento, California on April 4, 2018. **Total combined cost: $1,774.**

Agreement 4500242880, Los Angeles Mission, Inc., two employees. **Total cost: $705.**

Agreement 4500242881, Strindberg Laboratory, three employees. **Total cost: $1,069.**
M. SPECIAL GRANT FUNDED AGREEMENTS

4500219349  City. Amendment No. 3 to agreement with the California Community Colleges Chancellor’s Office to receive additional funds for the Foster and Kinship Care Education Program during the period ending June 30, 2018. Total: $1,494.

4500257161  East. Agreement with California Community Colleges, Chancellor’s Office to fund three workshops on awareness and information on Commercial Sexual Exploitation of Children for the Foster and Kinship Care Education Program during the period October 12, 2017 to June 30, 2018, inclusive. Total: $4,250.

4500256718  Harbor. Agreement with Rancho Santiago Community College District, the fiscal agent of the Career Technical Education (CTE) Data Unlocked Initiative to provide the College support to CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data during the period January 1, 2018 to December 31, 2018, inclusive. Total: $38,851.

4500257192  Mission. Agreement with Los Angeles County Office of Education (LACOE) for LACOE to fund the Culinary Academy for a minimum of 20 students for the Academic Affairs Department during the period February 1, 2018 to June 30, 2018, inclusive. Total: $43,323.

4500257005  Southwest. Agreement with Child Care Alliance of Los Angeles to fund the California State Preschool Program Quality Improvement Block Grant. The grant is designed to improve the overall quality of State Preschool programs in Los Angeles County and provide technical assistance, coaching, and incentives with the goal of improving the Child Development Department’s tier rating during the period January 1, 2018 to June 30, 2018, inclusive. Total: $6,000.

N. 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.
4500257162 East. Agreement with The Bus to provide shuttle services between main campus and South Gate Educational Center for Summer 2018 1\textsuperscript{st} and 2\textsuperscript{nd} sessions during the period June 11, 2018 to August 18, 2018, inclusive. **Total cost:** $38,025.

4500257167 East. Agreement with American Transportation Services to provide bus transportation services for the Career and Technical Education career exploration fieldtrips during the period May 2, 2018 to June 30, 2018, inclusive. **Total cost:** $8,570.

4500250767 East. Amendment No. 2 to agreement with American Transportation Systems to provide additional bus transportation services for the Science, Technology, Engineering and Mathematics’ field trip and high school recruitment and outreach for the College Promise Day 2018 Event during the period May 2, 2018 to June 30, 2018, inclusive. **Total cost:** $10,005.

4500251179 East. Amendment No. 2 to agreement with The Bus to provide additional transportation services for the Athletics Department’s intercollegiate competitions during the period January 1, 2018 to June 30, 2018, inclusive. **Total cost:** $10,621.

4500248095 Harbor. Amendment No. 1 to increase the contract amount with Starline Tours to provide bus transportation for student athletes and staff to off campus games during the period ending June 30, 2018, inclusive. **Total:** $16,000.

4500248224 Mission. Amendment No. 1 to extend agreement with The Bus to provide transportation services for the Outreach and Recruitment Office during the period December 21, 2017 to June 30, 2018, inclusive. **Total additional cost:** $5,104.

4500254919 Valley. Amendment No. 1 to extend agreement with Aspire Transportation LLC to provide additional bus transportation services for high school students to complete counseling activities and enrollment process for the Guiding Your Pathways to Success Program during the period May 15, 2018 to June 1, 2018, inclusive. **Total additional cost:** $1,074.
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. AUTHORIZE PURCHASE ORDER

Authorize the issuance of a purchase order with California Media Solutions to provide photographic media equipment including Panasonic camera bodies, Canon 18-80mm lens, Rokinon Xeen Cine 6 lens bundle, Atomos Shogun Inferno Kits, Sachtler Ace XL Tripod systems, and other miscellaneous equipment for the Media Arts Department at East Los Angeles College. Total cost: $119,982 with final discount.

Background: This purchase order to be issued pursuant to Invitation for Bid No. 18-05 which was advertised and posted to the District website. Six vendors were solicited to bid on this package and four responsible responsive bids were received with total costs ranging from $121,782 to a high value range of $135,562. Funding is through the Colleges Strong Workforce funds.

II. AUTHORIZE LEASE OF DISTRICT FACILITIES

Authorize a lease agreement with UNITE-LA (Urban Network for Improving Training in Education for Los Angeles) and Los Angeles Pierce College to provide two (2) rooms on campus number 92006 and 92008 both of which are 256 square feet and one (1) large assembly room one time a year at a rate of $2.40 per foot per day during the period of December 1, 2017 - November 30, 2022, inclusive for a total rental income for the lease term of $13,040.

Recommended by: Robert B. Miller, Vice Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________

Vice Chancellor

Fong

Hoffman

Veres

Williams

Student Trustee Advisory Vote
Background: This agreement is being issued pursuant to California Education Code section 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 or informal bids or proposals. In addition, the Code requires public notice of the intent to take this action and was advertised once a week for three (3) consecutive weeks prior to the board action. In reviewing comparison locations in the area, the college arrived at the fair market value of the location to be leased by comparing similar types of arrangements for similar types of leases. Rent to be provided for this lease is at $1,086.62 per month.

III. AUTHORIZE SERVICE AGREEMENTS

A. Agreement with the following firms to provide legal services to the District for Class 1 and 2 matters on an as-needed basis as directed by the General Counsel or his designee from April 1, 2018 to March 31, 2023, inclusive at an hourly cost not to exceed amounts listed below:

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<thead>
<tr>
<th>Firm</th>
<th>Rate</th>
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</thead>
<tbody>
<tr>
<td>John W. Harris dba Harris and Associates</td>
<td>$300/hour</td>
</tr>
<tr>
<td>Crowell &amp; Moring LLP</td>
<td>$475/Hour</td>
</tr>
<tr>
<td>Holland &amp; Knight, LLP</td>
<td>$475/Hour</td>
</tr>
</tbody>
</table>

Background: These agreements being awarded pursuant to Government Code 53060 providing for the entry into agreements without the solicitation of formal proposal for specialized services. Funding through Districtwide General Counsel funds.

B. Authorize agreement with KPMG LLP to perform annual audits on the District’s basic financial statement for fiscal years 2017-18 and 2018-19 at a total two year cost of $496,000.

Authorize agreement with Vasquez & Company LLP to perform audit of the District’s major federal programs for fiscal years 2017-18 and 2018-19, in order to satisfy the audit requirements imposed by the Single Audit Act and Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) The total two year cost of the agreement is $420,000.
Background: These agreements are let pursuant to California Government Code § 53060, and which provides in part that the District may contract with and employ any persons for the furnishing of the District special services and advice in financial and accounting matters if such persons are specially trained and experienced and competent to perform the special services required. Funding is through the Centralized Audit Expense Account.

IV. AUTHORIZE PLACEMENT OF INSURANCE

Authorize placement of the insurance policies specified in Attachment A table below, for the policy period of July 1, 2018 to June 30, 2019, through Arthur J. Gallagher & Co. Insurance Brokers of California, Inc., the District’s broker of record.

Background: Education Code Section 72506 provides that the insurance may be obtained from any insurance carrier authorized to transact business insurance in the state, or by a non-admitted insurer as allowed by Insurance Code Section 1763. That Insurance Code provision allows for a surplus line broker to place insurance with non-admitted insurers only after a diligent search, if that insurance cannot be procured from insurers admitted for the particular class or classes of insurance and that actually write the particular type of insurance in this state. In preparation for the District’s insurance renewal on July 1, 2018, the District’s broker, Arthur J. Gallagher & Co., obtained competitive quotes. Per Arthur J. Gallagher & Co.’s corporate standards, they can only obtain quotes from A-VII A.M. Best Company rated carriers and above to ensure financial stability and solvency is maintained. The insurers listed in Attachment A offered the best combination of cost and coverage to the District. The coverage is being placed pursuant to Board Rule 7300. Funding is through Districtwide accounts.

NON ADMITTED CARRIERS:

- Lloyds - Earthquake
- RSUI/Landmark - Vet Professional
- Nautilus – South Gate Liability
- Colony – Swap Meet Liability
- United Educators – Excess Liability
- Beazley – Cyber
- Greenwich – Athletic Participant
## Attachment A

<table>
<thead>
<tr>
<th>Line of Insurance</th>
<th>Limits</th>
<th>Deduct/SIR</th>
<th>Insurer</th>
<th>Premium</th>
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<tbody>
<tr>
<td><strong>Property Including TRIA</strong> [H]</td>
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<td>American Home Assurance</td>
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<td><strong>Exposure Type</strong></td>
<td><strong>10/10/10/10/10 Lexington</strong></td>
<td><strong>$25,000 except $100,000 Vacant Blids</strong></td>
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<td><strong>2017/2018</strong></td>
<td><strong>2018/2019</strong></td>
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<td><strong>Earthquake - Building, Personal Property, ICC/Debra - 770 Wilshire</strong></td>
<td><strong>$10,000</strong></td>
<td><strong>$500</strong></td>
<td><strong>$25,125,000 subject to $500,000 minimum</strong></td>
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<td><strong>South Gate Pd</strong></td>
<td><strong>$1,000,000</strong></td>
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<td><strong>Nautilus</strong></td>
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<td><strong>Swamp Meet Liability - Harbor</strong></td>
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<td><strong>Group Employee Travel Accident</strong></td>
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<td><strong>National Union</strong></td>
<td><strong>3 Year Pre-paid Premium is $3,253</strong></td>
<td><strong>3 Year Pre-paid Premium is $3,253</strong></td>
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<td><strong>Excess Work Camp Exposure Type</strong></td>
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<td><strong>$1,000,000</strong></td>
<td><strong>Safety National</strong></td>
<td><strong>$391,015</strong></td>
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<td><strong>Excess Liability includes EPL and Errors &amp; Omissions coverage; Auto; E&amp;O; Prof Liability for Internships</strong></td>
<td><strong>$25MM</strong></td>
<td><strong>$1MM - EXCEPT $1,250,000 for Educators Liability</strong></td>
<td><strong>Various other carriers</strong></td>
<td><strong>NOT TO EXCEED $760,000</strong></td>
</tr>
<tr>
<td><strong>Excess Liability includes EPL and Errors &amp; Omissions coverage; Auto; E&amp;O</strong></td>
<td><strong>$15MM XS $25MM</strong></td>
<td><strong>Underlying</strong></td>
<td><strong>Hornsby</strong></td>
<td><strong>$76,148</strong></td>
</tr>
<tr>
<td><strong>Crime</strong></td>
<td><strong>$5,000,000</strong></td>
<td><strong>$250,000</strong></td>
<td><strong>Starr Indemnity</strong></td>
<td><strong>$55,853</strong></td>
</tr>
<tr>
<td><strong>Foreign Liability</strong></td>
<td><strong>$5,000,000</strong></td>
<td></td>
<td><strong>AIG</strong></td>
<td><strong>$7,226</strong></td>
</tr>
<tr>
<td><strong>Foreign Accident</strong></td>
<td><strong>$250,000</strong></td>
<td></td>
<td><strong>ACE</strong></td>
<td><strong>$8,000</strong></td>
</tr>
<tr>
<td>Line of Insurance</td>
<td>Limits</td>
<td>Deduct/SIR</td>
<td>Insurer</td>
<td>Premium</td>
</tr>
<tr>
<td>------------------</td>
<td>--------</td>
<td>------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>Foreign Executive Risk (K&amp;R)</td>
<td>$5,000,000</td>
<td></td>
<td>US Specialty</td>
<td>$2,943</td>
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<tr>
<td>Cyber</td>
<td>$10,000,000</td>
<td>$250,000</td>
<td>Beasley</td>
<td>$144,480</td>
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<tr>
<td>Equestrian Liability</td>
<td>$10,000,000</td>
<td>N/A</td>
<td>ACE</td>
<td>$8,316</td>
</tr>
<tr>
<td>Equestrian Accident</td>
<td>$25,000</td>
<td>N/A</td>
<td>Mutual of Omaha</td>
<td>$600.00</td>
</tr>
<tr>
<td>Athletic Participants</td>
<td>$1,000,000/$5,000,000</td>
<td>N/A</td>
<td>Greenwich</td>
<td>$50,344.00</td>
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<tr>
<td>Field Trip Accident &amp; Dismemberment</td>
<td>$50,000</td>
<td>$100</td>
<td>National Union</td>
<td>$19,872</td>
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<tr>
<td>Pierce Vet Professional Liability</td>
<td>$1,000,000</td>
<td>$250</td>
<td>Landmark</td>
<td>$2,580</td>
</tr>
<tr>
<td>Vincent Price Fine Arts East LA College</td>
<td>$2,000,000</td>
<td>$2,500</td>
<td>Ironshore</td>
<td>$3,226</td>
</tr>
<tr>
<td>Pierce College Fine Arts</td>
<td>$250,000</td>
<td>$2,500</td>
<td>Ironshore</td>
<td>$850</td>
</tr>
<tr>
<td>Southwest College Fine Arts</td>
<td>$1,500,000</td>
<td>$2,500</td>
<td>Ironshore</td>
<td>$1,750</td>
</tr>
<tr>
<td>Mission College</td>
<td>$200,000</td>
<td>$2,500</td>
<td>Ironshore</td>
<td>$800</td>
</tr>
<tr>
<td>West College</td>
<td>$300,000</td>
<td>$2,500</td>
<td>Ironshore</td>
<td>$1,215</td>
</tr>
<tr>
<td>Student Film Productions</td>
<td>$1,000,000</td>
<td>$2,500</td>
<td>Atlantic Specialty Insurance</td>
<td>$13,825</td>
</tr>
<tr>
<td>City College</td>
<td>$1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intercollegiate Athletic Accident</td>
<td>$90,000</td>
<td>$100 per injury</td>
<td>Zurich American</td>
<td>$1,333,925</td>
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<tr>
<td><strong>TOTAL PREMIUM</strong></td>
<td></td>
<td></td>
<td></td>
<td>$3,588,271</td>
</tr>
</tbody>
</table>

**Risk Wizard**

- Enterprise Risk Management: $20,000

[1] Premium based on rate per $100 of total reported building values.
V. RATIFY AMENDMENT TO SERVICES AGREEMENT

Ratify Amendment No. 3 with South Bay Workforce Investment Board (SBWIB) to provide funding for contract education services to participants throughout the Los Angeles region. As one of seven Workforce Investment Act (WIA) funding authorities within the Los Angeles region and the administrator of a state recognized eligible Training Provider List, SBWIB will enable WIA funds to be used in covering the costs of these employer-driven training activities at all nine of the District’s colleges participating under the auspices of the District’s Economic and Workforce Development Department, during the period July 1, 2017 to June 30, 2018, inclusive, at an estimated cost of $554,118.

ELAC $150,000
LACC $106,147
LAMC $76,000
LAPC $74,880
LASC $49,920
LAVC $49,920
WLAC $47,251

Background: SBWIB is the intermediary contractor under an agreement with the County of Los Angeles Department of Public Social Services (DPSS) to provide direct and intermediary services for the provision of California Work Opportunity and Responsibility to Kids (CalWORKS) Greater Avenues for Independence (GAIN) program for vocational education and training at all nine of the District’s colleges. The program includes Work Study as a component of the Transitional Subsidized Employment Program which provides services to CalWORKs participants. On May 11, 2016 (Com. BSD1) the Board authorized Amendments 1 and 2 to extend the ending of the date of the agreement from March 1, 2016 to February 29, 2019, inclusive.
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.

I. **RATIFY NAME CHANGES**

A. **Action**

Ratify use of a change of name to Agreement No. 40307 with Dave Smith Enterprises, Inc. d/b/a Hospital Associates to now use the formal and legal business name Claflin Service Company d/b/a CME. There are no other changes.

**Background**

This agreement was authorized by the Board of Trustees on December 11, 2013 (Com. No. FPD2). Pursuant to notification from the company previously known as Dave Smith Enterprises, Inc. d/b/a Hospital Associates, this item authorizes staff to revise the legal business name to Claflin Service Company d/b/a CME.

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Recommended by:  
David Salazar, Chief Facilities Executive

Approved by:  
Francisco C. Rodriguez, Chancellor

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Chancellor and Secretary of the Board of Trustees

By ______________________  Date ______________________

Buela
Fong
Hoffman
Seat 3 (Vacant)
Moreno
Svonkin
Veres
Williams
Student Trustee Advisory Vote
B. Action

Ratify the use of a change of name to the following agreements with Steinberg Architects to now use the formal and legal business name Steinberg Hart:

<table>
<thead>
<tr>
<th>Agreement No.</th>
<th>Date</th>
<th>Com. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1024</td>
<td>July 9, 2014</td>
<td>FPD1</td>
</tr>
<tr>
<td>1092</td>
<td>July 13, 2016</td>
<td>FPD1</td>
</tr>
<tr>
<td>33809</td>
<td>April 23, 2014</td>
<td>FPD1</td>
</tr>
</tbody>
</table>

There are no other changes.

Background

The above table identifies the agreement numbers and the dates when authorized by the Board of Trustees. Pursuant to notification from the company previously known as Steinberg Architects, this item authorizes staff to revise the legal business name to Steinberg Hart.

C. Action

Ratify use of a change of name to Agreement No. 1063 with United Testing Corporation d/b/a United Inspection and Testing to now use the formal and legal business name United Testing, LLC d/b/a United Inspection & Testing. There are no other changes.

Background

This agreement was authorized by the Board of Trustees on December 3, 2014 (Com. No. FPD1). Pursuant to notification from the company previously known as United Testing Corporation d/b/a United Inspection and Testing, this item authorizes staff to revise the legal business name to United Testing, LLC d/b/a United Inspection & Testing.
II. **AUTHORIZE AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

**Action**

Authorize the following actions for Amendment No. 3 to Agreement No. 33809 with Steinberg Hart to provide continued design services for the Physical Education Facilities - General project at Los Angeles Pierce College from April 24, 2018 through April 23, 2019 at no additional cost.

1. Ratify this Amendment to this Agreement to provide these services from April 24, 2018 to June 6, 2018 at no additional cost.

2. Authorize this Amendment to this Agreement to provide these services from June 7, 2018 to April 23, 2019 at no additional cost.

Inclusive of this proposed amendment, the total amount of this agreement approved by the Board of Trustees remains $33,832.

**Background**

This agreement was authorized by the Board of Trustees on April 23, 2014 (Com. No. FPD1) with Steinberg Hart to serve as the Architect of Record for this project. The scope of work includes services to obtain Division of the State Architect (DSA) approval for remedial construction to correct existing conditions. Due to the discovery of unforeseen non-compliant fire rated construction, it is requested the agreement be amended at no additional cost to allow for continued design and construction administration services through closeout with DSA.

**Funding and Development Phase**

Funding is through Proposition AA Bond proceeds. Physical Education Facilities - General 15P.7527.02.01. **Design Phase**.
III. RATIFY AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

Action

Ratify Amendment No. 1 to Agreement No. 4500238306 with P2S Engineering, Inc. to add reimbursable Division of the State Architect (DSA) review fees for the Campus Wide Fire Alarm and Electrical Repairs project at Los Angeles Pierce College at a cost not to exceed of $39,720.

Inclusive of this proposed amendment, the total amount of this agreement approved by the Board of Trustees is $306,970.

Background

Agreement No. 4500238306 with P2S Engineering, Inc. was authorized by the Board of Trustees on February 8, 2017 (Com. No. FPD1) to provide architectural and engineering services for the Campus Wide Fire Alarm and Electrical Repairs project.

Funding and Development Phase

Funding is through Deferred Maintenance and Scheduled Maintenance Project funds. Campus-Wide Fire Alarm and Electrical Repairs. Work Order Nos. 40000876, 40000800, and 40000727. Design Phase. Non-Bond project.

IV. AUTHORIZE CONSTRUCTION CONTRACTS

A. Action

Authorize a contract with The Nazerian Group to provide general construction services for the Remove Flooring at the Sheriff’s Offices project at Los Angeles City College at a cost of $234,500. 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. Seven (7) contractors requested bid packets. Two (2) responsive bids were received
ranging from $234,500 to $323,000. This construction contract is for the removal of flooring from the Sheriff’s Offices in the Cesar Chavez Administration Building to eliminate insect habitat in the carpet, removal of damaged asbestos-containing tiles, and repair of perimeter doors and windows that contribute to floor damage. The project will include refurbishing some internal walls which will be damaged in the floor removal process.

**Funding and Development Phase**

Funding is through 2015 - 2016 Deferred Maintenance Project funds. Remove Flooring Sheriff’s Offices. **Construction Phase.** Non-Bond project.

**B. Action**

Authorize a contract with The Nazerian Group to provide general construction services for the Corporate Center HVAC Full Scale Rehabilitation project at East Los Angeles College at a cost of $995,000. 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. Eight (8) contractors requested bid packets. Three (3) responsive bids were received ranging from $995,000 to $1,126,378. This construction contract is for the rehabilitation of the Corporate Center air conditioning system, installing additional compressor units, fan coil units, and replacing ductwork.

**Funding and Development Phase**

C. Action

Authorize a contract with Regreen Inc. to provide general construction services for the Exterior Lighting, Interior Lighting, Library, NEA & SSA Lighting Retrofit project at Los Angeles Harbor College at a cost of $938,000. 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. Nineteen (19) contractors requested bid packets. Four (4) responsive bids were received ranging from $938,000 to $1,246,000. This construction contract is for the Exterior Lighting, Interior Lighting, Library, NEA & SSA Lighting Retrofit project.

Funding and Development Phase


D. Action

Authorize a contract with The Nazerian Group to provide general construction services for the Replace Instructional Administration Atrium Skylights project at Los Angeles Mission College at a cost of $1,044,123. 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. Two (2) responsive bids were received ranging from
$1,044,123 to $1,338,495. This construction contract is for the replacement of atrium skylights in the Instructional Administration building.

Funding and Development Phase


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

A. Action

Ratify Change Order No. 26 to Construction Contract No. 33850 with Masters Contracting Corporation for additional general construction services for the Roadway, Walkway, Grounds, Parking Lot (RWGPL) - Red Line Pedestrian Corridor project at Los Angeles City College at a cost of $516,770.

Inclusive of this change order, the total cost of this Construction Contract is $6,599,062.

Background

This contract was authorized by the Board of Trustees on November 5, 2014 (Com. No. FPD1) with Masters Contracting Corporation to provide Construction services for this project. This change order represents 9.58% of the original contract value of $5,397,000. The negotiated reduction from contractor demand is $441,755.

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

Due to additional requirements:

- Compensable time extension for:
  - Execution of the Los Angeles County Metropolitan Transportation Authority (MTA) Right of Entry (ROE) Agreement which was required prior to the performance of critical path work at the MTA Gateway
Entry area. Delay encompasses the required redesign and reconstruction of the MTA Gateway Entry area and grade elevation discrepancies per the MTA.
- Removal and replacement the LED handrail based on a photometric survey.
- Delays for the removal or replacement of existing trees along Melrose Avenue per the City of Los Angeles Urban Forestry Division.
- Redesign and reconstruction of sidewalk grade elevations to comply with the tree root protection program and the discovery of unforeseen underground utilities per the City of Los Angeles Bureau of Engineering.
- Redesign and reconstruction of the light box, kiosk, and marquee structural steel to adjust height discrepancies per Architect of Record (AOR).
- Installation of additional perimeter gates and fencing per AOR.

Funding and Development Phase

Funding is through Propositions A/AA and Measure J Bond proceeds, MTA Grants FY 2007/2008 and FY 2011/2013, and Federal Transportation Grants. RWGPL - Red Line Pedestrian Corridor 31C.5173.05.03, 11C.7173.05.03, 31C.5173.05.03. Construction Phase.

B. Action

Ratify Change Order No. 3 to Construction Contract No. 33993 with Masters Construction for additional construction services for the Van De Kamp project at a cost of $22,000.

Inclusive of this change order, the total cost of this Construction Contract is $1,429,463.

Background

This contract was authorized by the Board of Trustees on December 7, 2016 (Com. No. FPD1) with Masters Contracting Corporation to provide weather proofing repair services for this project. This change order represents 1.74% of the original contract value of $1,263,750. The negotiated reduction from contractor demand is $10,101.
The following services have been completed and are requested to be ratified:

Due to additional requirements:

- Installed pre-cast concrete tile curbing and regraded soil around the New Education Building foundation to provide extra protection from water damage per the Architect of Record (AOR).

Funding and Development Phase

Funding is through Measure J Bond proceeds. Legal – Van De Kamp 40J.5N86.05. Construction Phase.

C. Action

Ratify Change Order Nos. 1 and 2 to Construction Contract No. 4500251712 with HALCO Services Corporation for additional construction services for the Replace Electrical Infrastructure Campus Wide - Phase I project at Los Angeles Pierce College at a cost of $7,500:

<table>
<thead>
<tr>
<th>Change Order No.</th>
<th>Cost</th>
<th>Percentage of Original Contract Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$5,250</td>
<td>9.98%</td>
</tr>
<tr>
<td>2</td>
<td>$2,250</td>
<td>7.41%</td>
</tr>
</tbody>
</table>

Inclusive of these change orders, the total cost of this Construction Contract is $60,100.

Background

This agreement was authorized by the Board of Trustees on January 11, 2018 (Com. No. FPD1) with HALCO Services Corporation to provide general construction services for this project. The original contract value is $52,600.
The following services have been completed and are requested to be ratified:

Due to unforeseen conditions:

- Change Order No. 1, eight (8) reconditioned and tested breakers: Installation of reconditioned and tested breakers to provide power to circuits they support at the Fine Arts building and to make them code compliant.
- Change Order No. 2, SF6 (Sulfur Hexafluoride) insulating gas: Provision of insulating gas in one (1) G&W pad-mount switch at MH-9 to bring the present dangerous "red" low gas level to the acceptable "green" pressure level.

**Funding and Development Phase**

Funding is through 2013 - 2014 Scheduled Maintenance Project funds. Replace Electrical Infrastructure Campus Wide - Phase I. Work Order No. 40000727. Construction Phase. Non-Bond project.

**D. Action**

Ratify Change Order Nos. 1 and 2 to Construction Contract No. 4500234677 with Xcel Mechanical Systems, Inc. for additional construction services for the Central Plant Boiler Replacement project at Los Angeles Valley College at a cost of $36,521:

<table>
<thead>
<tr>
<th>Change Order No.</th>
<th>Cost</th>
<th>Percentage of Original Contract Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$15,209</td>
<td>5.29%</td>
</tr>
<tr>
<td>2</td>
<td>$21,312</td>
<td>7.41%</td>
</tr>
</tbody>
</table>

Inclusive of these change orders, the total cost of this Construction Contract is $323,945.

**Background**

This agreement was authorized by the Board of Trustees on November 2, 2016 (Com. No. FPD1) with Xcel mechanical Systems, Inc. to provide
general construction services for this project. The original contract value is $287,424.

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

Due to unforeseen conditions:

- Change Order No. 1, new circuit control panel: Field investigation found that the existing DDC (Direct Digital Control) system was at its maximum capacity; thus, a 120v dedicated circuit control panel was installed to accommodate normal operations of new Central Plant’s boilers.
- Change Order No. 2, additional electrical breakers and fuses: The existing piping system caused unexpected pressure drop and increased horsepower on pumps. This triggered additional electrical work: upsize of breakers and fuses.

Funding and Development Phase


VI. AUTHORIZE ACCEPTANCES OF COMPLETION OF CONSTRUCTION CONTRACTS

A. Action

Authorize Acceptance of Completion of Task Order No. 15PCS MATOC No. 33955 with GMZ Engineering, Inc. to provide general construction services for the Automotive Technology and New Technology Education Center (Old M&O Demolition) project at Los Angeles Pierce College with a substantial completion date of May 1, 2017.

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 15PCS was issued to GMZ Engineering, Inc. on December
12, 2016 with a Task Order Notice to Proceed issued on December 21, 2016. Work commenced on December 22, 2016. The total cost of this contract is $1,486,330.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Automotive Technology and New Technology Education Center (Old M&O Demolition) 35P.5536.02. Construction Phase.

B. Action

Authorize Acceptance of Completion of Contract No. 4500235031 with Kone Inc to provide general construction services for the Elevator Upgrade - School of Behavioral and Social Sciences (SBSS) project at Los Angeles Southwest College with a substantial completion date of April 23, 2018.

Background

This contract was authorized by the Board of Trustees on November 2, 2016 (Com. No. FPD1).

The total cost of this contract is $198,976.

Funding and Development Phase

Funding is through 2015 – 2016 Scheduled Maintenance funds. Construction Phase. Non-Bond project.

C. Action

Authorize Acceptance of Completion of Task Order No. 30T6 MATOC No. 33955 with GMZ Engineering, Inc. to provide general construction services for the Upgrade Child Development Center Weatherproofing project at Los Angeles Trade-Technical College with a substantial completion date of November 30, 2017.
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 No. 30T6 was issued to GMZ Engineering, Inc. on February 2, 2017 with a Task Order Notice to Proceed issued on March 10, 2017. Work commenced on April 17, 2017. The total cost of this contract is $583,550.

Funding and Development Phase

Funding is through Proposition A Bond proceeds. Upgrade Child Development Center Weatherproofing 07T.6706.03.03. Construction Phase.

D. Action

Authorize Acceptance of Completion of Contract No. 4500234677 with Xcel Mechanical Systems, Inc. to provide general construction services for the Central Plant Boiler Replacement project at Los Angeles Valley College with a substantial completion date of March 10, 2018.

Background

This contract was authorized by the Board of Trustees on November 2, 2016 (Com. No. FPD1).

The total cost of this contract is $323,945.

Funding and Development Phase

VII. AUTHORIZE AMENDMENT TO DESIGN-BUILD AGREEMENT

Action

Authorize the following actions for Amendment No. 13 to Design-Build Agreement No. 33064 with Bernards Bros, Inc. for additional Design-Build services for the Student Union, Astronomy, Infrastructure, Landscaping, and Security (SAILS) project at Los Angeles Harbor College with credits of $(12,946) and additional costs of $102,569 for a total cost not to exceed $89,624 inclusive of eligible reimbursable expenses.

1. Ratify Amendment No. 13 to Agreement No. 33064 to provide additional Design-Build services at a cost of $45,651; and,

2. Authorize Amendment No. 13 to Agreement No. 33064 to provide additional Design-Build services at a cost of $43,973.

<table>
<thead>
<tr>
<th>Original Agreement</th>
<th>$65,198,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved Amendments</td>
<td>+ $8,401,148</td>
</tr>
<tr>
<td>Sub Total</td>
<td>$73,599,148</td>
</tr>
<tr>
<td>Proposed Amendment</td>
<td>+ $89,624</td>
</tr>
<tr>
<td>Total</td>
<td>$73,688,772</td>
</tr>
</tbody>
</table>

Inclusive of this amendment, the total cost of this Design-Build agreement is $73,688,772.

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 12, 2010 (Com. No. FPD1). This Design-Build agreement with Bernards Bros, Inc. (“Bernards”) was authorized by the Board of Trustees on August 11, 2010 (Com. No. FPD1).
The following Design-Build services have been completed and are requested to be ratified:

Due to requests by the college:

- Provided design services to upgrade the waste decomposer to a food digester in the Student Union Building.
- Installed additional ice storage equipment in Room 116 of the Student Union Building.

The following additional Design-Build services are proposed and are requested to be authorized:

Due to requests by the college:

- Upgrade site lighting from metal halide to LED.
- Provide construction services to upgrade the waste decomposer to a food digester in the Student Union building.
- Credit for the deletion of scope for the demolition of the Disabled Student Programs & Services bungalow.
- Change the specification for the dimensional metal lettering from “Bookstore” to “Seahawk Store.”

Amendment No. 13 to Agreement No. 33064 includes Change Order No. 27.

Funding and Development Phase

Funding is through Measure J Bond proceeds. SAILS - Student Union 33H.5350.02.01. Design and Construction Phases.

VIII. RATIFY AMENDMENT TO DESIGN-BUILD AGREEMENT

Action

Ratify Amendment No. 7 to Design-Build Agreement No. 80000 with Harper Construction Company, Inc. for modified Design-Build services for the Harbor Teacher Preparation Academy (HTPA) project at Los Angeles Harbor College for a total not to exceed cost of $139,909 inclusive of eligible reimbursable expenses.
Inclusive of this amendment, the total cost of this Design-Build agreement is $23,910,662.

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 June 24, 2015 (Com. No. FPD2). This Design-Build agreement with Harper Construction Company was authorized by the Board of Trustees on June 24, 2015 (Com. No. FPD2).

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

Due to requests by the Los Angeles Unified School District (LAUSD):

- Modified the Local Area Network (LAN) computer network system.
- Installed thermostat motion sensors.
- Made changes to the CCTV specification including updates to surveillance camera specifications and camera coverage areas.
- Made specification updates to projector models.

Amendment No. 7 to Design-Build Agreement No. 80000 includes Change Order No. 8.

Funding and Development Phase

Funding is through LAUSD proceeds. No funding is provided by LACCD or any Bond proceeds. Harbor Teacher Preparation Academy HTPA-100. Design and Construction Phases. Non-Bond project.

IX. RATIFY AMENDMENT TO LEASE LEASE-BACK AGREEMENT

Action

Ratify Amendment No. 3 to Lease Lease-Back Agreement No. 33894 with Pinner Construction Company, Inc. for additional construction services for the Valley Academic and Cultural Center project at Los Angeles Valley College at a cost not to exceed $35,827 inclusive of eligible reimbursable expenses.
Inclusive of this amendment, the total cost of this Lease Lease-Back agreement is $78,582,256.

Background

This Lease Lease-Back agreement with Pinner Construction Company was authorized by the Board of Trustees on June 24, 2015 (Com. No. FPD3).

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

Due to additional requirements:

- Installed additional formwork at elevator nos. 1 and 2 to allow for the installation of elevator equipment per the Architect of Record (AOR).
- Installed additional drywall to accommodate the installation of a combination smoke and fire damper in Room 104E per AOR.
- Installed additional anchors at the parapet west wall elevation per the Structural Engineer of Record (SEOR).

Amendment No. 3 to Agreement No. 33894 includes Change Order No. 3.

Funding and Development Phase

Funding is through Proposition A and Measure J Bond proceeds. Valley Academic and Cultural Center 08V.5801.02, 08V.6801.02, and 38V.5801.02.
X. AUTHORIZE PAYMENT FROM BOND PROCEEDS

Action

Authorize payment from Bond proceeds to Southern California Gas Company for the installation of gas facilities for the Construction Technology Yard & Storage Building project at Los Angeles Trade-Technical College in the amount of $2,711.

Background

The Gas Company will provide labor and materials for the installation of a meter and a service line from the Southern California Gas Company main line located within Olive Street and 23rd Street to the Construction Technology Yard Building site.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Construction Technology Yard & Storage Building 37T.5714.02.03. Construction Phase.

XI. RATIFY PURCHASE OF BUILDER’S RISK EARTHQUAKE INSURANCE COVERAGE

Action


Premiums include estimated taxes and fees. Payments are to be made to Alliant Insurance Services.

Background

On March 9, 2016 (Com. No. FPD1), the Board of Trustees authorized Contract No. 50464 with Alliant Insurance Services, Inc. (“Alliant”) to provide Owner
Controlled Insurance Program (OCIP) Broker and Administrator Services for the Bond program’s construction related activities. On October 15, 2016 (Com. No. FPD1), the Board of Trustees authorized Contract No. 33989 through Alliant with Catlin Insurance Company and QBE Specialty Insurance Company ("Catlin/QBE") for builder’s risk, flood, fire, and earthquake coverage at a cost of $101,258. Due to the increased construction cost and schedule of the Arts, Media and Performance project, the Board of Trustees authorized on January 10, 2018 (Com. No. FPD1) an increased cost of $4,434. However, there was an error in the extended coverage period noted in the invoice received from the insurance administrator. The total cost of the policy coverage is $12,269, an increase of $7,835. It is hereby requested that the Board of Trustees ratify the increased cost of $7,835 for the policy coverage period.

Funding and Development Phase

Funding is through Propositions A/AA and Measure J Bond proceeds. Arts, Media and Performance 34M.5405.02. Construction Phase.

XII. AUTHORIZE THE APPLICABILITY OF MEASURE CC BOND PROCEEDS FOR PAYMENT OF FEES

Action

Authorize the Program Manager to make payments from Measure CC Bond Proceeds on an as-needed basis for fees charged by certain government agencies, publicly regulated utility companies, and other quasi-governmental agencies that have jurisdiction over the District’s building projects.

Background

On February 2, 2013 (Com. No. FPD1), the Board of Trustees authorized the Program Manager to make payments from Proposition A, Proposition AA, and Measure J Bond proceeds on as-needed basis for fees charged by certain government agencies, publicly regulated utility companies, and other quasi-governmental agencies that have jurisdiction over the District’s building projects.

It is requested the Program Manager be authorized to make payments from Measure CC Bond proceeds for the payment of these fees.
Funding and Development Phase

Funding is through Propositions A/AA, and Measures J/CC Bond proceeds, as applicable, with specific charges allocated to the associated project. All Phases.
Subject: AUTHORIZE MASTER PROCUREMENT AGREEMENTS

1. SYNTHETIC TURF AND SPORTS FLOORING

Pursuant to Public Contract Code Section 20652, a) find it is in the best interest of the District to procure under the authority of Master Procurement Agreements established by the Foundation for California Community Colleges ("Foundation") and, b) authorize the purchase of synthetic turf & sports flooring from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

KYA Services LLC
Contract No. Foundation CB-14-206
Effective Dates: June 7, 2018 – May 22, 2019
Not to Exceed Amount: $5,000,000

2. SPORTS EQUIPMENT

Pursuant to Public Contract Code Section 20652, a) find it is in the best interest of the District to procure under the authority of Master Procurement Agreements established by the Foundation for California Community Colleges ("Foundation") and, b) authorize the purchase of sports equipment from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

Recommended by: David Salazar, Chief Facilities Executive
Approved by: Francisco C. Rodríguez, Chancellor
KYA Services LLC
Contract No. Foundation CB-14-207
Effective Dates: June 7, 2018 – May 21, 2019
Not to Exceed Amount: $5,000,000

3. INTERIOR FINISHING MATERIALS AND LANDSCAPE BEAUTIFICATION

Pursuant to Public Contract Code Section 20652, a) find it is in the best interest of the District to procure under the authority of Master Procurement Agreements established by the Foundation for California Community Colleges ("Foundation") and, b) authorize the purchase of interior finishing materials and landscape beautification from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

KYA Services LLC
Contract No. Foundation CB-224-207
Effective Dates: June 7, 2018 – February 28, 2022
Not to Exceed Amount: $5,000,000

4. JANITORIAL PRODUCTS

Pursuant to Public Contract Code Section 20652, a) find it is in the best interest of the District to procure under the authority of Master Procurement Agreements established by the Foundation for California Community Colleges ("Foundation") and, b) authorize the purchase of janitorial products from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

Staples Contract & Commercial, Inc.
Contract No. Foundation CB-198-16
Effective Dates: June 7, 2018 – April 30, 2019
Not to Exceed Amount: $5,000,000
5. **WOOD CASE GOODS**

Pursuant to Public Contract Code Section 20652, a) find it is in the best interest of the District to procure under the authority of Master Procurement Agreements established by the Foundation for California Community Colleges (“Foundation”) and, b) authorize amendment number one for the purchase of wood case goods office furniture from the following established FCCC agreement as stipulated below. If applicable, all sales tax shall be paid.

**Kimball Office Inc.**
Contract No. FCCC CB-197-16
Effective Dates: June 30, 2018 - June 29, 2020
Not to Exceed Amount: $2,000,000
Subject: **ADOPT RESOLUTION RATIFYING IMPLEMENTATION OF THE DESIGN-BUILD SYSTEM OF PROJECT DELIVERY FOR THE ENERGY EFFICIENCY PROJECT AT WEST LOS ANGELES COLLEGE; RATIFYING THE REQUEST FOR QUALIFICATIONS AND REQUEST FOR PROPOSALS PROCESS; AND AUTHORIZING THE AWARD OF A DESIGN-BUILD AGREEMENT**

**Action**

Adopt a Resolution (Attachment 1) for the Energy Efficiency project located at the campus of West Los Angeles College that:

1) Ratifies implementation of the Design-Build system of project delivery;

2) Ratifies the Request for Qualifications and Request for Proposals process (Procurement Number CS-03-18-W) conducted by Staff;

3) Authorizes the award of a Design-Build Agreement to the successful Design-Build Entity ("DBE") known as Mesa Energy Systems, Inc. d/b/a EMCOR Services Mesa Energy;

4) Authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive, to enter into a Design-Build Agreement for this Project; and

5) In the event the aggregate cost for this project exceeds the "Not to Exceed" amount authorized by the Board for said Project, then Staff shall bring the item, and/or the affected part thereof, back to the Board for review, consideration, and/or further action if needed.

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Recommended by: 
David Salazar, Chief Facilities Executive

Approved by: 
Francisco C. Rodriguez, Chancellor

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Chancellor and Secretary of the Board of Trustees

Buelna  
Fong  
Hoffman  

By:  
Date:  

Seat 3 (Vacant)  

Moreno  
Svonkin  
Veres  
Williams  

Student Trustee Advisory Vote

---
I. **Background:**

**Project Description**

The following is descriptive only, not all inclusive, of the work and services to be provided:

**Energy Efficiency**

The Energy Efficiency project will optimize overall energy efficiency, connect new buildings to the existing campus central plant, and build a new boiler, chiller, and related enclosure at West Los Angeles College.

DBE’s Price Proposal for Project: $4,395,346, which covers the cost for: Collaboration Services; Design through Agency Approvals; Open-Book Bidding of Subcontractor Trade Packages; and Construction.

II. **Design Build Delivery Method:**

**A. District’s Prior Adoption and Recognition of the Design-Build Delivery Method.**

The Design-Build delivery method was adopted by the Board of Trustees on December 3, 2003 (Com No. BSD5) as a delivery option District-Wide.

Education Code sections 81700 et seq. specifically authorizes community college districts to utilize the Design-Build delivery method as a safe and cost-efficient alternative to competitive bidding because the Legislature has determined that it can produce accelerated completion of projects, provide for cost containment, reduce construction complexity, and reduce exposure to risk for community college districts. The Legislature has also determined that the cost-effective benefits to community college districts are achieved by shifting the liability and risk for cost containment and project completion to the DBE.

The foregoing Code sections also: A) recognize and permit that the full scope of design, construction, and equipment awarded to a DBE under the applicable Code sections can be authorized in a single funding phase and that a community college district can award Design-Build agreements on a
"best value" (qualitative selection) basis; and B) require that the governing board of a community college district make written findings that use of the Design-Build process will accomplish one of the following objectives: (i) reduce comparable project costs; (ii) expedite the project’s completion, or (iii) provide features not achievable through the traditional “design-bid-build” project delivery method.

B. District’s Evaluation and Written Findings regarding the Statutory Requirements to Use the Design-Build Delivery Method for the Subject Project.

Staff recommends use of the Design-Build delivery method instead of the traditional design-bid-build method for this procurement because it will accomplish one or more of the following objectives: (1) reduce project costs, (2) expedite the project’s completion, and (3) provide features not achievable through the traditional design-bid-build method. The facts supporting accomplishment of these objectives can be summarized as follows:

(1) Reduction of project costs. The proposed contract contains a not-to-exceed amount of $4,395,346. This amount will cover preparation of 100% design documents, obtaining DSA approval of the design, design and engineering support during the project, construction of the project, and other related services as stated in the RFQ/RFP and the design-build contract. Under the design-bid-build method, each component would be separately procured. In addition to the extra time and staff costs to carry out these separate procurements, staff estimates that the needed budget for total project completion would exceed the proposed not to exceed amount provided by the awardee.

(2) Expedite project’s completion. The design-build contract requires the entire project to be substantially complete within 824 days (estimated to be April 24, 2020.) If the design-bid-build method were utilized through separate procurements, staff estimates that substantial completion under the design-bid-build method would not be achieved within the time period proposed in the design-build contract.

(3) Provide features not otherwise achievable. The proposed awardee has demonstrated expertise and qualifications related to the specific nature of the project, in this case the energy efficiency
improvements set forth in the RFP. For such projects containing unique features and/or requiring unique expertise, the collaborative nature of the design-build delivery method ensures that the designer and the construction team are required to work in together to deliver a project at the best value to the District. If the project were procured in separate phases, the design firm and construction contractors would not necessarily work as a collaborative team, and though the District would only seek qualified candidates, it could not ensure that the design and construction teams were experienced in working collaboratively to both design and construct the project.

C. Pre-Qualification Process for Design-Build Entities and Award of the Design-Build Agreement

As permitted by the applicable Code sections, the District’s pre-qualification process was utilized which was then followed by the solicitation of pricing proposals from those Pre-Qualified DBE’s for this procurement seeking the “best value” proposal for the procurement.

Utilizing the foregoing processes, a proposed awardee for this procurement which will provide the best value to the District is identified in this report for the reasons stated above and below.

The applicable Code sections also require the District’s governing Board to issue a written decision supporting its award and stating in detail the basis of the award as set forth in the proposed Resolution (Attachment 1). By way of adoption of the proposed Resolution, the Board will announce its award by: (1) identifying the successful DBE; (2) stating the winning DBE’s price proposal amount; (3) stating its overall combined rating on the Request for Proposal evaluation factors; (4) setting forth the winning DBE’s price proposal amount and rating as compared to all other responsive proposers and their respective price proposals and rankings; and (5) summarizing the District’s rationale for the award.

The successful DBE is: Mesa Energy Systems, Inc. d/b/a EMCOR Services Mesa Energy.

The DBE’s Aggregate Price Proposal Amount for the project is $4,395,346.
The Aggregate Price Proposal Amount from the second proposer was $10,468,147.

The successful DBE’s overall combined rating on the Request for Proposal evaluation factors, out of a possible score of 1000 maximum points, is 879 points, versus the other proposer with a score of 694.

The written findings summarized above form the basis for Staff’s recommendations found herein below. Further particulars are set forth in the proposed Resolution (Attachment 1) and should be considered by the Board to be recommendations of Staff as if set forth at length hereat.

The selected DBE is proposed as the result of a competitive Request for Qualifications (RFQ)/Request for Proposals (RFP) process. Four (4) responses to the RFQ were received. Four (4) applicant RFQ submissions were identified as responsive and three (3) were deemed qualified Finalists and received the RFP. The Statement of Qualifications submitted by the Applicants were scored by the Project Evaluation Committee which was comprised of the LACCD Facilities Project Manager – Central Plant; the LACCD Director of Facilities for West Los Angeles College; the Program Management Office (PMO) Project Manager; and the PMO Senior Energy Project Manager.

The proposed Resolution (Attachment 1) contains further details which should be considered as part of Com. No. FPD3 - Staff’s Report and Recommendation to the Board – and which is incorporated herein as if set forth at length hereat.

III. Award – Staff Recommendations:

Staff recommends that the Board adopt a resolution (Attachment 1) for use of the Design-Build delivery method for the Project; 2) ratify Staff’s conduct regarding the procurement process; 3) award the Design-Build Agreement described herein above; and 4) take such further action as is set forth in the proposed Resolution (Attachment 1).

IV. Award History:

The Design-Build Agreement will represent the first award to this company through the Bond program.
V. **Funding and Development Phase:**

Funding is through Measure J Bond proceeds. Energy Efficiency 40J.5901.02.04. **Design and Construction Phases.**
RESOLUTION RATIFYING IMPLEMENTATION OF THE DESIGN-BUILD SYSTEM OF PROJECT DELIVERY FOR THE ENERGY EFFICIENCY PROJECT AT WEST LOS ANGELES COLLEGE; RATIFYING THE REQUEST FOR QUALIFICATIONS AND REQUEST FOR PROPOSALS PROCESS; AND AUTHORIZING THE AWARD OF A DESIGN-BUILD AGREEMENT

WHEREAS, The Los Angeles Community College District, under Education Code Section 81700, et seq., may utilize a Design-Build project delivery method on capital projects; and

WHEREAS, The Design-Build delivery method was adopted by the Board of Trustees on December 3, 2003 (Com. No. BSD5) as a delivery option District-wide; and

WHEREAS, The District intends to construct a new Energy Efficiency Project at West Los Angeles College campus using the Design-Build delivery method; and

WHEREAS, There is a Design-Build Agreement for this Project in the Guaranteed Maximum Price amount of $4,395,346. The Guaranteed Maximum Price Amount covers the cost for: Collaboration Services; Design through Agency Approvals; Open-Book Bidding of Subcontractor Trade Packages; and Construction. The award amounts are in excess of the minimum amount required by applicable law for use of the Design-Build delivery method under Education Code Section 81700, et seq.; and

WHEREAS, Staff has reviewed the requisite statutory objectives and determined that use of the Design-Build process will:

(A) expedite each project’s completion, as the use of the design-bid-build delivery method (i.e., lowest competitive bid) is estimated to take at least 25 months to complete versus the use of the Design-Build delivery method which will take 23 months; and

(B) result in cost containment; reduced construction complexity; and/or reduced exposure to risk for the reasons stated in Staff’s Report; and
WHEREAS, As permitted by the applicable Code sections, the District’s pre-qualification process was utilized which was then followed by the solicitation of pricing proposals from those Pre-Qualified Design-Build Entities (DBE’s) seeking the “best value” proposal for the procurement; and

WHEREAS, In utilizing the foregoing processes, Staff has identified a proposed awardee for this procurement as listed below, which in Staff’s opinion will provide the best value to the District for the reasons stated above and herein below; and

WHEREAS, Education Code Section 81700, et seq. requires the Board to issue a decision supporting its award and stating in detail the basis of the award which identifies: (i) the successful DBE; (ii) the winning DBE’s price proposal; (iii) its overall combined rating on the RFP evaluation factors; (iv) the Board’s ranking in relation to all other responsive proposers and their respective price proposals; and (v) a summary of the District’s rationale for the award; and

WHEREAS, The Request for Qualifications and Proposal Process required the Pre-Qualified Design-Build Entities to submit an Aggregate Pricing Proposal Amount for Collaboration Services; Design through Agency Approvals; Open-Book Bidding of Subcontractor Trade Packages; and Construction for both projects which was also broken down per project; and

WHEREAS, Staff has made the following determinations: (i) the successful DBE being proposed is Mesa Energy Systems, Inc. d/b/a EMCOR Services Mesa Energy; (ii) the winning DBE’s Aggregate Price Proposal Amount is $4,395,346 versus the other proposer with an Aggregate Price Proposal Amounts of $10,468,147; (iii) the successful DBE’s overall combined rating on the request for proposal evaluation factors is 879 points out of a possible thousand (1000) points, versus the other proposer with an overall combined rating on the request for proposal evaluation factors of 694; (iv) the successful DBE’s ranking in relation to the other responsive proposer and their respective price proposal is better on price and the identified evaluation factors in the Request for Proposals. The District’s rationale for the award to the successful DBE is to provide the best value to the District as its proposal best meets the selection and scoring criteria developed by the
District for these Projects and as was set forth in the RFP’s; and

WHEREAS, The results achieved are consistent with, or exceed the experience of the industry with regard to cost and schedule savings, and shifting of the risk of loss regarding the Project’s design, achieved by using Design-Build methodology versus design-bid-build methodology; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District hereby finds that it is in the best interests of the District to utilize Design-Build project delivery for the Energy Efficiency project at West Los Angeles College as identified herein; and be it further

RESOLVED, That the Board adopts, as the Board’s own findings, Staff’s findings regarding why the Design-Build delivery method should be used for this Project, including those findings set forth in Staff’s Report, and hereby finds that the use of the Design-Build process will: (i) expedite each project's completion by approximately two months using the Design-Build process versus using the Design-Bid-Build delivery method; and (ii) provide features not achievable through the traditional design-bid-build method, including but not limited to the collaborative delivery of both design and construction services as stated in Staff's Report; and be it further

RESOLVED, The Board ratifies Staff’s use of the Request for Qualifications and Proposal process for this procurement which has identified a Design-Build Entity using a “best value” selection method for the reasons stated above which the Board hereby adopts as its findings; and, be it further

RESOLVED, The Board hereby authorizes District Staff, specifically the Chancellor and/or the Chief Facilities Executive and/or the Director, Facilities Planning and Development, to enter into the Design-Build Agreement with Mesa Energy Systems, Inc. d/b/a EMCOR Services Mesa Energy for the Energy Efficiency Project at West Los Angeles College based on the terms, conditions and provisions set forth in the Request for Qualifications and Proposal process for this procurement in a Not to Exceed Amount of $4,395,346.
IN WITNESS, of the passage of the foregoing resolution, as prescribed by law, we, the members of said Board of Trustees, present and voting thereon, have hereunto set our hands this 6th of June, 2018.

______________________________  ______________________________
Member, Board of Trustees        Member, Board of Trustees

______________________________  ______________________________
Member, Board of Trustees        Member, Board of Trustees

______________________________  ______________________________
Member, Board of Trustees        Member, Board of Trustees

______________________________
President, Board of Trustees
Subject: **APPROVE PERSONNEL SERVICES ROUTINE ACTIONS**

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<th>TOTAL (This Report)</th>
<th>TOTAL (07-01-17 to Date)</th>
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<td>(Faculty, Academic Administration, Academic Supervisors)</td>
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<td>2. Classified Service</td>
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<td>(Clerical, Technical, Supervisors, Maintenance &amp; Operations, Trades, Classified Managers, Confidential)</td>
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<td>TOTAL</td>
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**DATE RANGE:** April 10, 2018 – May 8, 2018

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.

Recommended by: 
Alberto Román, Vice Chancellor

Approved by: 
Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________
Subject: APPROVE EMPLOYMENT ACTIONS FOR PRESIDENT, INTERIM DEPUTY CHANCELLOR, AND ACTING PRESIDENT

I. APPROVE EMPLOYMENT CONTRACT FOR COLLEGE PRESIDENT

Approve employment contract with Mary Gallagher, Ph.D. as College President from June 7, 2018 through June 30, 2021, with a starting salary at Step 3 of the President’s Salary Schedule and the regular local transportation allowance for executives under contract of $500 per month.

Background: Dr. Mary Gallagher was selected by the Board of Trustees to serve as President for Los Angeles City College after a comprehensive and competitive search process.

II. RATIFY EMPLOYMENT CONTRACT FOR INTERIM DEPUTY CHANCELLOR

Ratify contract of employment for Kathleen Burke, Ed.D. to serve as the interim Deputy Chancellor of the Los Angeles Community College District for the period May 21, 2018 through June 30, 2018. Dr. Burke will be placed on the Deputy Chancellor’s Salary Schedule and will receive the $500 per month car allowance.

III. RATIFY EMPLOYMENT CONTRACT FOR ACTING PRESIDENT

Ratify contract of employment for Sheri Berger to serve as Acting President of Los Angeles Pierce College for the period May 21, 2018 through June 30, 2018. Ms. Berger will be placed on Step 2 of the President’s Salary Schedule and will receive the $500 per month car allowance.

Recommended by: Albert J Román, Vice Chancellor

Approved by: Francisco C Rodríguez, Chancellor
Subject: **APPROVE NEW EDUCATIONAL COURSES AND PROGRAMS**

### I. APPROVE NEW CREDIT COURSES

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<tr>
<th>Course</th>
<th>Title, Units and College</th>
<th>Transferability</th>
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<tr>
<td>ADDICST 063</td>
<td>Preventing And Education (3 Units) CITY</td>
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<td>ADDICST 067</td>
<td>Counseling Techniques For The Chemically Addicted (3 Units) CITY</td>
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<td>ARMEN 036</td>
<td>Armenian For Armenian Speakers II (5 Units) CITY</td>
<td>UC/CSU</td>
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<td>Flamenco And Spanish Dance II (1 Unit) CITY</td>
<td>UC/CSU</td>
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<td>JOURNAL 220-1</td>
<td>Magazine Production I (3 Units) CITY</td>
<td>CSU</td>
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<td>LRNFDTN 031A</td>
<td>Study Strategies For Students With Learning Differences (1 Unit) CITY</td>
<td>NT</td>
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Recommended by:

Angela Echeverri, President, DAS  
Ryan Cornner, Vice Chancellor, EPIE

Approved by:

Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

<table>
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<th>By</th>
<th>Date</th>
<th>Buelna</th>
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Student Trustee Advisory Vote
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<td>Introduction to Learning Disabilities (1 Unit) CITY</td>
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<td>MATH 258</td>
<td>Geometry and Trigonometry (5 Units) CITY</td>
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<td>AS L 008</td>
<td>American Sign Language I for Spanish Speaking Families with Deaf (4 Units) EAST</td>
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<td>AS L 009</td>
<td>American Sign Language II for Spanish Speaking Families with Deaf Children (4 Units) EAST</td>
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<td>Baby Signs (3 Units) EAST</td>
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<td>Fundamentals of Fingerspelling (2 Units) EAST</td>
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<td>Trilingual Interpretation: American Sign Language, English, Spanish II (3 Units) EAST</td>
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<td>Deaf Latino Culture (3 Units) EAST</td>
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<td>MATH 227S</td>
<td>Statistics with Support (4 Units) EAST</td>
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<td>MATH 241S</td>
<td>Trigonometry with Vectors with Support (4 Units) EAST</td>
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## II. APPROVE NEW NONCREDIT COURSES

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<td>VOC ED</td>
<td>Basic Life Support for Healthcare Providers (0 Units) EAST</td>
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<td>VOC ED</td>
<td>Physical Therapist Aide Introduction (0 Units) EAST</td>
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<td>VOC ED</td>
<td>EKG Technician (0 Units) PIERCE</td>
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<td>VOC ED</td>
<td>Conversation Education (0 Units) WEST</td>
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<tr>
<td>VOC ED</td>
<td>Conversation Service Learning (0 Units) WEST</td>
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### III. RATIFY ADDITION TO EXISTING CREDIT COURSES

The following is a college addition of individual credit courses which have been previously adopted by the Board of Trustees.

<table>
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<th>Course</th>
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<td>Illustration II (3 Units) CITY</td>
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<td>ART 636</td>
<td>Computer Graphics 2: 3d Computer Graphics (3 Units) CITY</td>
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<td>ART 646</td>
<td>Intermediate Web Site Design (3 Units) CITY</td>
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<td>COMM 100</td>
<td>Introduction to Communication Studies (3 Units) CITY</td>
<td>UC/CSU</td>
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<td>GEOG 014</td>
<td>Geography of California (3 Units) CITY</td>
<td>UC/CSU</td>
</tr>
<tr>
<td>KIN MAJ 134</td>
<td>Advanced Lifesaving (2 Units) CITY</td>
<td>CSU</td>
</tr>
<tr>
<td>Lrnfdtn 001</td>
<td>Adapted Keyboarding (1 Unit) CITY</td>
<td>NT</td>
</tr>
<tr>
<td>A S L 005</td>
<td>Introduction to Interpreting (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>A S L 006</td>
<td>English-To-Sign Interpreting/Transliterator (4 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>A S L 010</td>
<td>Sign-to-English Interpreting/Transliterator (4 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>A S L 016</td>
<td>Creative Signing (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>Course</td>
<td>Title, Units and College</td>
<td>Transferability</td>
</tr>
<tr>
<td>--------</td>
<td>--------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>ASL 022</td>
<td>Professional Issues and Practice I (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>ASL 023</td>
<td>Professional Issues and Practice II (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>ASL 025</td>
<td>Conversational American Sign Language (2 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>ASL 055</td>
<td>Interpreting (4 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>ASL 065</td>
<td>Transliterating (4 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>JOURNAL 260</td>
<td>Media Design and Copy Writing (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>SPANISH 048</td>
<td>Introduction to Spanish Translation I (3 Units) EAST</td>
<td>CSU</td>
</tr>
<tr>
<td>JOURNAL 219-3</td>
<td>Techniques for Staff Editors III (3 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN 334-1</td>
<td>Fitness Walking I (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN 336-1</td>
<td>Zumba Fitness I (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN 389-1</td>
<td>Soccer I (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN 389-2</td>
<td>Soccer II (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>MUSIC 216-2</td>
<td>Music Theory II (3 Units) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>MUSIC 217-2</td>
<td>Musicianship II (1 Unit) MISSION</td>
<td>CSU</td>
</tr>
<tr>
<td>Course</td>
<td>Title, Units and College</td>
<td>Transferability</td>
</tr>
<tr>
<td>-------------</td>
<td>-----------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>ART 503</td>
<td>Intermediate Design (3 Units) SOUTHWEST</td>
<td>CSU</td>
</tr>
<tr>
<td>CH DEV 058</td>
<td>Transitional Kindergarten (3 Units) SOUTHWEST</td>
<td>CSU</td>
</tr>
<tr>
<td>MICRO 020</td>
<td>General Microbiology (4 Units) SOUTHWEST</td>
<td>CSU</td>
</tr>
<tr>
<td>HEALTH 101</td>
<td>Introduction to Public Health (3 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN 047</td>
<td>Adapted Swimming and Hydroexercise (1 Unit) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN 180</td>
<td>Marathon Tr Run/Walk (1.5 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>KIN MAJ 109</td>
<td>Women in Sport (3 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>PSYCH 013</td>
<td>Social Psychology (3 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>PSYCH 074</td>
<td>Research Methods in the Behavioral Sciences (3 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>SOC 011</td>
<td>Race and Ethnic Relations (3 Units) TRADE</td>
<td>CSU</td>
</tr>
<tr>
<td>SOC 031</td>
<td>Sociology of Gender (3 Units) TRADE</td>
<td>CSU</td>
</tr>
</tbody>
</table>
IV. RATIFY ADDITION TO EXISTING NONCREDIT COURSES

The following is a college addition 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>VOC ED 060CE</td>
<td>Custodial Technician Training (0 Units) CITY</td>
<td>NT</td>
</tr>
<tr>
<td>VOC ED 294CE</td>
<td>Introduction to Social Media – Wordpress Blogs (0 Units) CITY</td>
<td>NT</td>
</tr>
</tbody>
</table>

V. APPROVE NEW EDUCATIONAL CREDIT PROGRAMS

East Los Angeles College
A. Associate of Arts-Transfer in Law, Public Policy, and Society (60 Units)
B. Associate of Arts-Transfer in Social Justice Studies (60 Units)

Los Angeles Pierce College
A. Associate of Arts in American Sign Language (ASL) Studies (60 Units)
B. Associate of Science in Photography (60 Units)
C. Associate of Science in Gas and Electric Welding (60 Units)
D. Certificate of Achievement in Photography (23-24 Units)
E. Certificate of Achievement in Gas and Electric Welding (21 Units)

Los Angeles Trade Technical College
A. Associate of Arts in Child and Adolescent Development – Transfer Degree, AA-T (60 Units)

West Los Angeles College
A. Associate of Arts in Kinesiology – Transfer Degree, AA-T (60 Units)
VI. APPROVE NEW EDUCATIONAL NONCREDIT PROGRAMS

Los Angeles City College
A. Certificate of Competency in Citizenship Certificate of Competency (0 Units)
B. Certificate of Competency in High School Equivalency Certificate of Competency (0 Units)
C. Certificate of Competency in Vocational English as a Second Language II (0 Units)

East Los Angeles College
A. Certificate of Completion in Administrative Medical Assistant (0 Units)
B. Certificate of Completion in Emergency First Responder Basic Training (0 Units)
C. Certificate of Completion in Pharmacy Technician Aide (0 Units)
D. Certificate of Completion in Phlebotomy Technician (0 Units)
E. Certificate of Completion in Physical Therapy Aide (0 Units)

Los Angeles Pierce College
A. Certificate of Completion in EKG Technician (0 Units)

West Los Angeles College
A. Certificate of Competency in College Readiness for the English Language Learner (0 Units)
B. Certificate of Completion in Conservation Studies (0 Units)

VII. DISCONTINUANCE OF EXISTING EDUCATIONAL PROGRAMS

West Los Angeles College

West Los Angeles College is requesting the discontinuance of the following programs:

A. Associate of Science in CAOT General Office
B. Associate of Science in CAOT Word Processing
C. Certificate of Achievement in CAOT Word Processing

West Los Angeles College is developing three new state-approved Business Information Worker certificates. These certificates prepare students with the skills
needed to enter the workforce and replace the CAOT certificates that are being archived.

Discontinuance of this program was approved by the college’s curriculum committee and Academic Senate.

D. Associate of Arts in Music
E. Associate of Arts – Transfer in Music

West Los Angeles College conducted a viability study of the Music AA-T and AA and found both degrees not to be viable. One of the recommendations resulting from the viability report is that West continue to offer general education classes in Music and that faculty in Music explore opportunities for CTE certificates in commercial music to support the labor market needs of nearby Silicon Beach.

Discontinuance of these programs was recommended by the Music Viability Committee and approved by the college’s curriculum committee, and the Academic Senate.
Subject: PERSONNEL COMMISSION ACTIONS

I. Classification Studies:

A. Concur with the action of the Personnel Commission to reclassify EN 1056264 from Accounting Assistant to Accounting Technician, effective February 14, 2018.

**Accounting Assistant**

- $3,306.23 $3,488.12 $3,679.98 $3,882.38 $4,095.90 Monthly
- $39,674.76 $41,857.44 $44,159.76 $46,588.56 $49,150.80 Annually

**Accounting Technician**

- $3,679.98 $3,882.38 $4,095.90 $4,321.18 $4,558.84 Monthly
- $44,159.76 $46,588.56 $49,150.80 $57,854.16 $54,706.08 Annually

**BACKGROUND:** In accordance with provisions of the AFT Contract and Education Code, Personnel Commission staff conducted an audit. The audit determined that the duties and responsibilities of the incumbent fell within the classification of Accounting Technician. The position is located in the Business Office at West Los Angeles College. The 2017-2018 fiscal year cost of this action is approximately $910.75.

Approved by: Karen Martin, Personnel Director
B. Concur with the action of the Personnel Commission to reclassify EN 794936 from Administrative Intern to Assistant Administrative Analyst, effective October 26, 2017.

**Administrative Intern**

- Monthly: $4,574.23, $4,825.81, $5,091.23, $5,371.25, $5,666.66
- Annually: $54,890.76, $57,909.72, $61,094.76, $64,455.00, $67,999.92

**Assistant Administrative Analyst**

- Annually: $61,094.76, $64,455.00, $67,999.92, $71,739.96, $75,685.68

**BACKGROUND:** In accordance with provisions of the AFT Contract and Education Code, Personnel Commission staff conducted an audit. The audit determined that the duties and responsibilities of the incumbent fell within the classification of Assistant Administrative Analyst. The position is located in the Personnel Department at the Educational Services Center. The 2017-2018 fiscal year cost of this action is approximately $2571.27.
Subject: **AMEND BOARD RULE 2801 – NAMING OF BUILDINGS AND FACILITIES COMPONENTS**

**2800. NAMING OF COLLEGES.**

The Chancellor shall recommend to the Board of Trustees the name to be given to a new college, and recommendations for changing names of existing or proposed college sites.

**2801. NAMING OF BUILDINGS AND FACILITIES COMPONENTS.**

A. Buildings may be named by action of the Board of Trustees on recommendation of the College President or Chancellor:

1. To recognize distinguished service to the LACCD and/or the community;

2. In memoriam to an individual or family that has contributed in some manner to the community, state, or nation;

3. As recognition for a donation of 50% or more of the total project cost (or a lesser amount) of a new building construction, or of a major building wide renovation. Any action naming a building after a for-profit entity, not an individual or family, when LACCD tax exempt bonds or certificates of participation proceeds are used to finance or improve the new building construction or

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

Buelna
Fong
Hoffman
Seat 3 (Vacant)

Moreno
Svonkin
Veres
Williams

Student Trustee Advisory Vote

By: Date: 6-6-18

Noticed: 5-9-18
major building renovation shall require consultation with LACCD Bond Counsel prior to authorization of the board action.

4. As recognition for a donation in the amount of $10.0 million (or a lesser amount) in situations involving the naming of an existing building.

B. Parts of buildings or particular areas (wings, classrooms, patios, gardens or other identifiable features) may be named by action of the Board of Trustees on recommendation of the College President:

1. To recognize distinguished service to the LACCD and/or the community;

2. In memoriam to an individual or family that has contributed in some manner to the community, state, or nation;

3. As recognition for a donation, usually of an amount that equals or exceeds 50% of the cost of the specified building feature to be named. Any action naming a part or particular areas of a building after a for-profit entity, not an individual or family, when LACCD tax exempt bonds or certificates of participation proceeds are used to finance or improve the building construction or major renovation shall require consultation with LACCD Bond Counsel prior to authorization of the board action.

4. The following schedule shall serve as a guideline, consistent with the recommendation of the College President.

   a. As recognition for a donation of $500,000 and above for a building wing or floor;

   b. As recognition for a donation of $100,000 and above for an auditorium, theatre, or similar major building component;

   c. As recognition for a donation of $50,000 and above for a major lecture hall, classroom or similar building feature;
d. As recognition for a donation of $25,000 and above for a standard classroom or laboratory space;

e. As recognition for a donation of $10,000 and above for a conference room or office space;

f. As recognition for a donation of $500 and above for recognition on a wall of honor in a building of the donor’s choosing.

C. Naming of buildings or facilities components in honor of an employee or trustee of the District will occur only posthumously, or after separation from the District for at least three years, or upon a finding by the Board of Trustees that the individual has contributed in an extraordinary manner, above and beyond the call of duty, to benefit the interests of the college. In any case, names on buildings or building features shall be limited to the use of the family name, unless the naming occurs posthumously.

D. Names on buildings and building features may be maintained if feasible through subsequent remodeling and/or renovation projects that may occur, at the option of the applicable college’s president. If it is determined that names cannot be preserved due to major alteration or demolition, each college may make a suitable arrangement to preserve the name on a monument, plaque, or tablet specifically created for this purpose.

E. An agreement between the District and the donor shall be prepared in writing to memorialize the conditions associated with a donation that results in the naming of a building or building feature. Copies of the agreement shall be maintained at the college and at the District’s central facilities office.
F. Before making such recommendations, the Chancellor shall consult collegially with the District Academic Senate concerning the naming of a new college site and the local Academic Senate concerning the changes to the names of existing or proposed college site(s). Input shall be received from college constituencies in accordance with local college policies on the naming of buildings or, when no such policies are in place, through college facilities planning committee and/or shared governance council. Estimated costs for signage should be included and part of the consideration.

Amended 06-06-18
Board of Trustees
Los Angeles Community College District

Subject: **ADOPT THE 2018-2019 CALENDAR FOR THE BOARD OF TRUSTEES REGULAR MEETING AND BOARD COMMITTEE MEETING DATES**

**Board Meetings**
Wednesday, July 11, 2018 (Annual Organizational Meeting)
Wednesday, August 8, 2018
Wednesday, September 12, 2018
Wednesday, October 10, 2018
Wednesday, November 14, 2018
Wednesday, December 12, 2018
Wednesday, January 9, 2019
Wednesday, February 6, 2019
Wednesday, March 6, 2019
Wednesday, April 3, 2019
Wednesday, May 1, 2019
Wednesday, June 5, 2019
Wednesday, July 10, 2019 (Annual Organizational Meeting)

**Board Committee Meetings**
Wednesday, August 22, 2018
Wednesday, September 26, 2018
Wednesday, October 24, 2018
Wednesday, November 28, 2018
Wednesday, December 19, 2018
Wednesday, January 23, 2019
Wednesday, February 20, 2019
Wednesday, March 20, 2019
Wednesday, April 17, 2019
Wednesday, May 15, 2019
Wednesday, June 19, 2019

Chancellor and Secretary of the Board of Trustees

By __________________________ Date __________________________
Background: The proposed dates reflect the consideration of such factors as legal holidays, District holidays, religious holidays, Budget calendar, staff preparation time frames, and applicable Board Rules. The location sites will be determined and announced at a date in the future.
Subject: **2017-2018 THIRD QUARTER FINANCIAL STATUS REPORT**

In accordance with Title 5, California Code of Regulations, Section 58310, each district is required to report the financial and budgetary conditions of the District at least once every three months. Following this summary is a copy of the report filed with the State (Attachment 1). This report provides a status of cash balances and quarterly revenue and expenditure activity. It also allows districts an opportunity to identify significant events affecting their financial condition.
CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31Q
VIEW QUARTERLY DATA

Fiscal Year: 2017-2018
Quarter Ended: (Q3) Mar 31, 2018
As of June 30 for the fiscal year specified

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Actual 2014-15</th>
<th>Actual 2015-16</th>
<th>Actual 2016-17</th>
<th>Projected 2017-2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2014-15</td>
<td>2015-16</td>
<td>2016-17</td>
<td>2017-2018</td>
</tr>
<tr>
<td>I.</td>
<td>Unrestricted General Fund Revenue, Expenditure and Fund Balance:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A. Revenues:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A.1</td>
<td>Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)</td>
<td>567,193,880</td>
<td>661,288,374</td>
<td>648,914,685</td>
<td>670,077,382</td>
</tr>
<tr>
<td>A.2</td>
<td>Other Financing Sources (Object 8900)</td>
<td>107,659</td>
<td>334,779</td>
<td>597</td>
<td>0</td>
</tr>
<tr>
<td>A.3</td>
<td>Total Unrestricted Revenue (A.1 + A.2)</td>
<td>577,301,539</td>
<td>691,823,153</td>
<td>648,914,685</td>
<td>670,077,382</td>
</tr>
<tr>
<td></td>
<td>B. Expenditures:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B.1</td>
<td>Unrestricted General Fund Expenditures (Objects 1000-8000)</td>
<td>554,634,651</td>
<td>612,454,575</td>
<td>648,914,685</td>
<td>670,077,382</td>
</tr>
<tr>
<td>B.2</td>
<td>Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)</td>
<td>15,075,252</td>
<td>23,049,810</td>
<td>21,739,434</td>
<td>20,895,313</td>
</tr>
<tr>
<td>B.3</td>
<td>Total Unrestricted Expenditures (B.1 + B.2)</td>
<td>570,410,903</td>
<td>636,504,385</td>
<td>668,654,138</td>
<td>690,972,995</td>
</tr>
<tr>
<td>C.</td>
<td>Revenues Over(Under) Expenditures (A.3 - B.3)</td>
<td>3,241,738</td>
<td>55,319,774</td>
<td>-17,257,067</td>
<td>-2,899,937</td>
</tr>
<tr>
<td>D.</td>
<td>Fund Balance, Beginning</td>
<td>73,310,915</td>
<td>76,299,525</td>
<td>133,215,513</td>
<td>112,854,982</td>
</tr>
<tr>
<td>D.1</td>
<td>Prior Year Adjustments + (-)</td>
<td>6,230,124</td>
<td>1,548,766</td>
<td>-2,800,176</td>
<td>-3,437,106</td>
</tr>
<tr>
<td>D.2</td>
<td>Adjusted Fund Balance, Beginning (D + D.1)</td>
<td>79,541,039</td>
<td>77,848,291</td>
<td>136,015,389</td>
<td>109,378,882</td>
</tr>
<tr>
<td>E.</td>
<td>Fund Balance, Ending (C. + D.2)</td>
<td>76,295,535</td>
<td>133,215,513</td>
<td>113,068,270</td>
<td>107,378,932</td>
</tr>
<tr>
<td>F.1</td>
<td>Percentage of GF Fund Balance to GF Expenditures (E. / B.3)</td>
<td>15.4%</td>
<td>20.9%</td>
<td>17%</td>
<td>15.8%</td>
</tr>
</tbody>
</table>

II. Annualized Attendance FTES:

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Annual Adopted</th>
<th>Annual Current</th>
<th>Year-to-Date</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(Col. 5)</td>
<td>(Col. 1)</td>
<td>(Col. 2)</td>
<td>(Col. 3)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G.1</td>
<td>Annualized FTES (excluding apprentice and non-resident)</td>
<td>104,995</td>
<td>107,601</td>
<td>107,978</td>
<td>101,960</td>
</tr>
</tbody>
</table>

III. Total General Fund Cash Balance (Unrestricted and Restricted)

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Cash, excluding borrowed funds</th>
<th>Cash, borrowed funds only</th>
<th>Total Cash (H.1 + H.2)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2014-15</td>
<td>2015-16</td>
<td>2016-17</td>
</tr>
<tr>
<td>H.1</td>
<td>Cash, excluding borrowed funds</td>
<td>186,614,749</td>
<td>221,041,353</td>
<td>234,749,715</td>
</tr>
<tr>
<td>H.2</td>
<td>Cash, borrowed funds only</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>H.3</td>
<td>Total Cash (H.1 + H.2)</td>
<td>186,614,749</td>
<td>221,041,353</td>
<td>234,749,715</td>
</tr>
</tbody>
</table>

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Adopted Budget (Col. 1)</th>
<th>Annual Current Budget (Col. 2)</th>
<th>Year-to-Date Actuals (Col. 3)</th>
<th>Percentage (Col. 3/Col. 2)</th>
</tr>
</thead>
</table>
V. Has the district settled any employee contracts during this quarter?  YES

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

<table>
<thead>
<tr>
<th>Contract Period Settled</th>
<th>Management</th>
<th>Permanent</th>
<th>Academic</th>
<th>Temporary</th>
<th>Classified</th>
</tr>
</thead>
<tbody>
<tr>
<td>YYYY-YY</td>
<td>Total Cost Increase</td>
<td>% increase</td>
<td>Total Cost Increase</td>
<td>% increase</td>
<td>Total Cost Increase</td>
</tr>
<tr>
<td>a. SALARIES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 1: 2017-18</td>
<td></td>
<td>207,460</td>
<td>2%</td>
<td>758,420</td>
<td>2%</td>
</tr>
<tr>
<td>Year 2: 2018-19</td>
<td></td>
<td>391,257</td>
<td>2.51%</td>
<td>943,512</td>
<td>2.51%</td>
</tr>
<tr>
<td>Year 3: 2019-20</td>
<td></td>
<td>385,093</td>
<td>2.41%</td>
<td>948,355</td>
<td>2.41%</td>
</tr>
<tr>
<td>b. BENEFITS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 1: 2017-18</td>
<td></td>
<td>43,137</td>
<td>2%</td>
<td>163,364</td>
<td>2%</td>
</tr>
<tr>
<td>Year 2: 2018-19</td>
<td></td>
<td>91,855</td>
<td>2.51%</td>
<td>207,543</td>
<td>2.51%</td>
</tr>
<tr>
<td>Year 3: 2019-20</td>
<td></td>
<td>54,029</td>
<td>2.41%</td>
<td>264,216</td>
<td>2.41%</td>
</tr>
</tbody>
</table>

* As specified in Collective Bargaining Agreement or other Employment Contract

VII. Does the district have significant fiscal problems that must be addressed?  NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

VIII. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?  NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

The salary and benefit increase will be funded out of the funded COLA per year. In the event COLA is less than 2%, the increase will be funded from the ending balance. If the District ending balance is less than 10%, no salary increases will be given.
CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

District: (740) LOS ANGELES

Your Quarterly Data is Certified for this quarter.

Chief Business Officer
CBO Name: Jeanette L. Gordon
CBO Phone: 213-891-2060
CBO Signature: [Signature]
Date Signed: 5-8-18

Chief Executive Officer Name: Dr. Francisco Rodriguez
CEO Signature: [Signature]
Date Signed: [Signature]

Electronic Cert Date: 05/07/2018

District Contact Person
Name: Deborah La Teer
Title: Director of Budget and Management Analysis
Telephone: 213-891-2085
Fax: 213-891-2413
E-Mail: LateerDA@email.laccd.edu

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