ORDER OF BUSINESS — REGULAR MEETING
Wednesday, October 10, 2018
First Public Session 3:00 p.m. – 6:45 p.m.
Closed Session 7:00 p.m. – 9:00 p.m.
Second Public Session
(Immediately Following Closed Session)

Los Angeles Southwest College
Cox Building – Little Theater
1600 West Imperial Highway
Los Angeles, CA 90047

I. Roll Call (3:00 p.m.)
Location: Cox Building – Little Theater

II. Flag Salute

III. Welcome Remarks by Seher Awan, President, Los Angeles Southwest College

IV. Approval of Minutes:
   • Regular Board Meeting and Closed Session: September 12, 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. Elect/Select Board of Trustees Representatives
      BT2. Amend 2018-2019 Board Committee Calendar
      BT3. Resolution – Support for Undocumented Students Week of Action: October 15-19, 2018
      BT4. Resolution – Reappointment of Personnel Commissioner
      BT5. Resolution – Instructional Special Assignments
      BT6. Resolution – Los Angeles Promise: 2nd Year Tuition-Free Community College for Responsible Los Angeles Community College District Students
      BT7. Board Travel Authorization
IX. Report from the Chancellor
   • Report from the Chancellor regarding activities or pending issues in the District
     o College Presentation: LASC Student Success

X. Consent Calendar
   Matters Requiring a Majority Vote
   BF1. Ratify Budget Revisions and Appropriation Transfers
   BF2. Approve Adoption of the 2019-2020 Budget Development Calendar
   BF3. 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
   HRD1. Approve Personnel Services Routine Actions
   ISD1. Approve New Educational Courses and Programs
   ISD2. Approve New Community Services Courses
   PC1. Personnel Commission Actions
     • Correspondence

XI. Recommendations from the Chancellor
   CH1. Approve the Award of an Honorary Associates of Arts Degree
   CH2. Appointments/Reappointments to the District Citizens’ Oversight Committee (DCOC) for Propositions A/AA and Measures J/CC Bond Programs

   Matters Requiring a Super Majority Vote - None

XII. Notice Reports and Informatives - None

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

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

XV. 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: Cox Building – Little Theater, Green Room
XVI. Reconvene Regular Meeting  
**Location: Cox Building – Little Theater, Green Room**

XVII. Roll Call

XVIII. Report of Actions Taken in Closed Session – October 10, 2018

XIX. Consent Calendar  
**Matters Requiring a Majority Vote**  
ISD3. Approve Student Discipline – Expulsion Without Reconsideration

XX. Adjournment
### Next Regularly Scheduled Board Committee Meetings

**Wednesday, October 16, 2018**  
**Educational Services Center**  
**Board Room – First Floor**  
**770 Wilshire Blvd.**  
**Los Angeles, CA 90017**

<table>
<thead>
<tr>
<th>Committee</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Master Planning &amp; Oversight Committee</td>
<td>1:00 p.m. – 2:45 p.m.</td>
</tr>
<tr>
<td>Institutional Effectiveness &amp; Student Success Committee</td>
<td>3:00 p.m. – 4:15 p.m.</td>
</tr>
<tr>
<td>Budget &amp; Finance Committee</td>
<td>4:30 p.m. – 5:45 p.m.</td>
</tr>
<tr>
<td>Committee of the Whole</td>
<td>6:00 p.m. – 7:30 p.m.</td>
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</table>

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.
ATTACHMENT A

CLOSED SESSION
Wednesday, October 10, 2018

Los Angeles Southwest College
1600 Imperial Highway
Los Angeles, CA 90047

I. Public Employee Evaluation
   (pursuant to Government Code section 54957)
      A. Position: Chancellor
      B. Position: Executive Staff

II. Conference with Labor Negotiator
    (pursuant to Government Code section 54957.6)
      A. District Negotiators: Albert Román
         Employee Units: All Units
                        All Unrepresented Employees

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

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

V. Conference with Legal Counsel - Existing Litigation
   (pursuant to Government Code section 54956.9(d)(1))
      A. Jaime Soto v. LACCD
      B. Bertran Bruce Walls v. LACCD
      C. Charles Guerra, et al. v. LACCD
D. Kevin Shaw v. LACCD, et al.

VI. Conference with Legal Counsel - Anticipated Litigation
    (pursuant to Government Code section 54956.9(d)(2) and (e)(1))
    
    A. Potential litigation – 2 matters
Subject: **ELECT/SELECT BOARD OF TRUSTEES REPRESENTATIVES**

A. **ELECT REPRESENTATIVE TO ELECT MEMBERS TO THE LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION – 2018-2019**

I move that Trustee _________ be elected to serve as the Los Angeles Community College District’s governing board voting representative to elect members to the Los Angeles County Committee on School District Organization. (Education Code §35023/72403).

**Background:** Education Code §35023. The governing board of each school district of every kind or class shall annually at its initial meeting select one of its members as its representative who shall have one vote for each member to be elected to the county committee provided by Article 1 (commencing with Section 4000) of Chapter 1 of Part 3. The secretary or clerk of the district shall furnish the county superintendent of schools with a certificate naming the representative selected by the board.

Education Code §72403. The governing board of each community college district shall annually at its initial meeting select one of its members to serve as its representative for purposes of Article 1 (commencing with Section 4000) of Chapter 1 of Part 3. The representative selected pursuant to this section shall have one vote for each member to be elected to the county committee pursuant to Article 1 (commencing with Section 4000) of Chapter 1 of Part 3.

B. **SELECT ANNUAL REPRESENTATIVE TO THE LOS ANGELES COUNTY SCHOOL TRUSTEES ASSOCIATION (LACSTA) FOR 2018-2019**

I move that Trustee _________ be selected to serve as the Los Angeles Community College District’s governing board Annual Representative to the Los Angeles County School Trustees Association for 2018-2019.

**Background:** The representative shall perform duties as described in Standing Rule Number 6 which states that each school board will be asked to select a board member at their organizational meeting to serve as the LACSTA representative. The representative’s role is to a) vote on all Association matters; and b) communicate between the Executive Board, the Association, and the local board.

This is a separate position from that of the voting delegate for the annual county committee election, unless the Board chooses to name the same person to handle both responsibilities.
Subject: **AMEND 2018-2019 BOARD COMMITTEE CALENDAR**

Amend the 2018-2019 Board Committee meeting calendar as follows:

**Wednesday, October 24, 2018**
**Tuesday, October 16, 2018**

**Background:** The Board Committee meeting schedule to be held October 24 is being recommended to be rescheduled to Tuesday, October 16. This change is being proposed to ensure the presence of all Board members for the committee meetings in the month of October.
Subject: RESOLUTION – SUPPORT FOR UNDOCUMENTED STUDENTS
WEEK OF ACTION: OCTOBER 15-19, 2018

The following resolution is presented by Vice President Hoffman, Trustee Buelna, & Second Vice President Veres:

WHEREAS, The California Community College system, as the nation’s largest post-secondary education system in the country, and the Los Angeles Community College District, as the nation’s largest community college district in the country, are committed to serving all residents, regardless of immigration status and is committed to serving all residents, regardless of immigration status; and

WHEREAS, California is home to 223,000 people who are participating in the federal Deferred Action for Childhood Arrivals (DACA) program that provides eligible immigrant youth who came to the United States as children protection from deportation and work authorization if they meet stringent conditions; and

WHEREAS, The deportation of these undocumented students would result in a massive negative impact in the lives of our student population and the country at large, by not allowing for equal educational and professional opportunities for those who are citizens at heart; and

WHEREAS, In California, undocumented students have access to college through the laws: AB 540, AB 130, and AB 131. While these state policies alleviate some financial burden, eligibility for such policies is limited, but combined make college access and retention more realistic for some undocumented students; and
WHEREAS, The Los Angeles Community College District recognizes and reaffirm that undocumented students need a safe and confidential environment to discuss sensitive issues, access resources and receive counseling and support services and in response to this need, have established Dream Resource Centers at all nine campuses; and

WHEREAS, The Los Angeles Community College District has demonstrated its support of undocumented students by establishing a DACA/Immigration Taskforce chaired by a member of the Board of Trustees, and includes participation by the Chancellor and representatives from all nine campuses; and

WHEREAS, LACCD has bolstered its student privacy policies, safety protocols and campus resources for undocumented students, as well as disseminates critical information for students, staff and faculty through the District website, community partnerships and social media campaigns; and

WHEREAS, On May 10, 2017, the Los Angeles Community College District Board of Trustees approved a Resolution in Support of Undocumented Students and the Privacy Rights of All Students, one of multiple Resolutions the board has passed on this subject; and now therefore, be it

RESOLVED, That the Los Angeles Community College District Board of Trustees joins the California Community College Board of Governors to declare October 15-19, 2018, as "Undocumented Students Week of Action" to work in partnership with other organizations and encourage the nine LACCD campuses to engage in activities supporting undocumented students; and be it further

RESOLVED, That the Los Angeles Community College District Board of Trustees joins the Board of Governors and the State Chancellor’s Office to identify and share best practices for assisting undocumented students, disseminate information to the colleges about how to access funding for immigration defense proceedings and referral to legal service providers; and reinforce state policies that protect student’s rights and privacy; and be it further
RESOLVED, That the LACCD Board of Trustees are renewing their commitment to actions that raise awareness about opportunities for all Californians to enroll and succeed in postsecondary education, and is providing information specific to the undocumented student population about community college support services as well as external services and resources; and be it further.

RESOLVED, That the Los Angeles Community College Board of Trustees urge Congressional members to uphold California values and create a pathway to citizenship for undocumented students, which will permit them to achieve their highest potential; and be it further.

RESOLVED, That the Los Angeles Community College District in collaboration with the California Community Colleges Board of Governors, the Community College League of California, Faculty Association of California Community Colleges, and other immigrant advocacy groups declares that it remains steadfastly in support of DACA recipients and other undocumented students in the California Community College system, and call on Congress to immediately and permanently preserve the DACA program and further work toward comprehensive immigration reform; and be it further.

RESOLVED, That the Chancellor distribute a copy of this resolution to all nine campuses to increase awareness about the “Undocumented Students Week of Action” October 15-19, 2018.
RESOLUTION - REAPPOINTMENT OF PERSONNEL COMMISSIONER

WHEREAS, The State Chancellor’s procedures for nomination of Personnel Commissioners provide that, “in the instance of reappointment, when a well-qualified Personnel Commissioner is available for reappointment and the Governing Board wishes to recommend reappointment, the open recruitment process need not be initiated. Instead, a public announcement of the intention to recommend reappointment of the Personnel Commissioner should be made at a meeting of the Governing Board.” and

WHEREAS, David H. Iwata is uniquely qualified for service as a Personnel Commissioner of the Los Angeles Community College District as demonstrated by his dedication to public service by serving on various commissions and councils in both the public and private sectors, including the City Treasurer’s Office Linked Banking Program Community Oversight Board, various boards and councils for California University Northridge, the Board Advisory for the Asian Business Association, the Business Advisory Commission for the Speaker of the California State Assembly, the Board of Directors for the Valley Industry and Commerce Association, the Board of Directors for the U.S. – Mexico Chamber of Commerce and the LAUSD Focus Student Achievement Council, and

WHEREAS, Mr. Iwata has served the Los Angeles Community College District as a Personnel Commissioner since December 6, 2001, and

Chancellor and Secretary of the Board of Trustees  
By  
Date

Buelna  
Fong  
Hoffman  
Moreno

Svonkin  
Vela  
Veres  
Williams  
Student Trustee Advisory Vote

Com. No. BT4  
Division: BOARD OF TRUSTEES  
Date: 10/10/18  
Page 1 of 2
WHEREAS, Mr. Iwata has been instrumental in implementing changes and improvement in Personnel Commission operations, and

WHEREAS, Mr. Iwata has gained the respect and support of District administration, employees, union leadership and staff in carrying out the role of Personnel Commissioner, Now, Therefore, Be It

RESOLVED That the Board of Trustees, Los Angeles Community College District does hereby announce its decision to recommend the reappointment of David H. Iwata to serve as Personnel Commissioner.
Subject: RESOLUTION – INSTRUCTIONAL SPECIAL ASSIGNMENTS

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

WHEREAS, Unrepresented administrators and managers at LACCD have utilized Instructional Special Assignments (ISA) as vehicles to perform duties outside their formal scope of work in addition to their primary administrative assignment; and

WHEREAS, These duties have included evening supervision, grant administration, special projects and additional duties as assigned by the College President; and

WHEREAS, The current SAP Enterprise Resource Program is not configured to assure and monitor Human Resources Division approval for ISAs and legitimate concern exists as to the past practice use of ISAs for management assignments; now, therefore, be it

RESOLVED, That the Chancellor has directed the immediate cease of the use of Instructional Special Assignments (ISA), or any other extra ancillary assignment by unrepresented administrators and managers as vehicles to perform duties outside their formal scope of work in addition to their primary administrative assignment; and be it further

RESOLVED, That any exceptions will require approval by the Chancellor and the Human Resources Vice Chancellor, in consultation with the General Counsel, with annual reports to the Board of Trustees; and be it further
RESOLVED, That the Chancellor has directed the Human Resources Council to review and recommend any Board Policy and/or Administrative Regulations concerning ISAs within the next six months.
Subject: RESOLUTION – LOS ANGELES PROMISE: 2nd YEAR TUITION-FREE COMMUNITY COLLEGE FOR RESPONSIBLE LOS ANGELES COMMUNITY COLLEGE DISTRICT STUDENTS

The following resolution is presented by President Fong and Trustees Vela and Svonkin

WHEREAS, In the 21st century, a high school diploma is no longer enough to lead Americans to a good job and decent quality of life; and

WHEREAS, On January 13, 2016 the LACCD Board of Trustees passed a Board Resolution in support of S.1716 introduced in the United States Senate and H.R. 2962 introduced in the House of Representatives providing for free community college for eligible students, as well as the America’s College Promise Act supported by President Obama; and

WHEREAS, The community colleges were called upon to strengthen their programs and increase the number of students who graduate; and

WHEREAS, In Fall of 2017, LACCD responded to this call for action by establishing the LACCD College Promise Program in collaboration with LA Mayor Eric Garcetti, the Los Angeles Chamber and numerous public agencies and private philanthropic donors; and

WHEREAS, 4,067 students participated in the inaugural 2017 class of the L.A. College Promise; and

WHEREAS, Eighty-two percent of Los Angeles Community College District students were low-income as determined by receiving the California Promise Grant and more than half of the College Promise Students at LACCD received a Pell Grant; and

Chancellor and Secretary of the Board of Trustees

By

Date

Buelna
Fong
Hoffman
Moreno

Svonkin
Vela
Veres
Williams

Student Trustee Advisory Vote
WHEREAS, Full-time enrollments from LAUSD, first-time college students are up forty-percent across LACCD’s nine colleges; and

WHEREAS, Overall enrollment for recent LAUSD graduates are up fourteen percent, while statewide trends show decreases in enrollment due to downward trends in the population of high school seniors; and

WHEREAS, Persistence in the Los Angeles Community College District Fall to Spring was eighty-nine percent and Fall to Fall was seventy-six percent; and

WHEREAS, 632 additional LACCD students completed college level English and 280 additional LACCD students completed college level Math; and

WHEREAS, On April 16, 2018 Mayor Eric Garcetti announced during his State of the City Address to extend the first cohort of Los Angeles College Promise students into the second year; and

WHEREAS, The Board of Trustees of the Los Angeles Community College District sponsored AB19 (Santiago) in 2016 and built widespread support for a free community college education for all first-time, full-time students; and

WHEREAS, The Board of Trustees of the Los Angeles Community College District worked collaboratively with its business partners, local Chambers of Commerce, economic and workforce development organizations, philanthropic associations, and elected officials in support of AB19; and

WHEREAS, The Foundation for the Los Angeles Community Colleges has raised $912,216.00 through private philanthropy to support the LA College Promise Program; and

WHEREAS, On October 19, 2017, Governor Brown signed AB19 into law making the first-year of community college free for first-time, full-time community college students throughout California beginning in September 2018, similar to the LACCD program; and
WHEREAS, The second cohort of LACCD Promise Students is at least twenty-five percent greater than the initial cohort. Boasting more than 5,000 students; now, therefore be it

RESOLVED, That LACCD will develop additional opportunities to support the non-tuition costs of education through collaboration with public agencies such as LAHSA for housing resources, MTA for transportation and the LA City Libraries for textbooks; and be it further

RESOLVED, That LACCD will continue to work with philanthropic donors to provide additional educational resources to support students in successfully completing community college expeditiously and moving on to further education or fulfilling careers; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District is calling on the legislature and incoming Governor to enact a second year of College Promise for California’s students wishing to complete a Community College Education.
Subject: **BOARD TRAVEL AUTHORIZATION**

Authorize payment of necessary expenses for Mike Fong, member of this Board of Trustees, to attend the Community College League of California (CCLC) 2018 Annual Convention to be held on November 15-17, 2018 in Rancho Mirage, California.

**Background:** Funding will be from 2018-2019 Board Travel account.
Subject: RATIFY BUDGET REVISIONS AND APPROPRIATION TRANSFERS

Ratify acceptance of $14,027,858 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**

October 10, 2018

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<tr>
<th>NEW INCOME (Attachment I)</th>
<th>ACCOUNT</th>
<th>AMOUNT</th>
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<td>Federal</td>
<td>810000-849900</td>
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<td>State</td>
<td>860000-869999</td>
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<td>Local</td>
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<td>Interfund Transfer In</td>
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<td>Other Financing Sources</td>
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<tr>
<td>Contribution to Restricted Program</td>
<td>898000-899999</td>
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<td><strong>Total New Income</strong></td>
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<td><strong>14,027,858</strong></td>
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<tr>
<th>EXPENDITURES</th>
<th>ACCOUNT</th>
<th>Approved Budget</th>
<th>Budget Revisions</th>
<th>Appropriation Transfers</th>
<th>Revised Budget</th>
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<td>Certificated Salaries</td>
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<td>1,605,582</td>
<td>1,110,829</td>
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<td>Classified Salaries</td>
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<td>Employee Benefits</td>
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<td>Books/Supplies</td>
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<td>Contract Services</td>
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<td>1,660,172</td>
<td>215,156,664</td>
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<td>Capital Outlay</td>
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<td>Other Outgo</td>
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<td>Other Debt Services</td>
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<td>Tuition Transfers</td>
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<td>Interfunds Transfers</td>
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<td>8,701,396</td>
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<td>Direct Support/Indirect Costs</td>
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<td>Loan/Grants</td>
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<td>Other Financing Sources (Except 7902)</td>
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<td>Reserve for Contingency*</td>
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* Reserve for Contingency balance is $23.45 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:

[Signature]

Jeanette L. Gordon
Chief Financial Officer/Treasurer
**NEW INCOME AND GRANTS**

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<tr>
<th>BTA NUMBER:</th>
<th>FUND/GRANT NAME</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>Federal</td>
<td><strong>National Science Foundation Hispanic Serving Institution Biology Majors and Math Project</strong></td>
<td>$289,620</td>
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<tr>
<td>M-0088</td>
<td>To establish funding to increase the persistence, success, retention, and transfer rates of biology majors with a focus on those in college algebra and trigonometry courses. The project will use academic success workshops with supplemental instructional materials from the University of California, Los Angeles, to make the quantitative and mathematical analysis aspects of biology more engaging and relevant to an estimated 360 students of biology at Los Angeles Mission College. Funding is from the National Science Foundation.</td>
<td></td>
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<tr>
<td>State</td>
<td><strong>Student Success Completion Grant (SSCG)</strong></td>
<td>5,558,244</td>
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<tr>
<td>D-0117</td>
<td>To establish funding to support community college Cal Grant B recipients that have already received a full time Cal Grant B award payment. This increases the award maximum to up to $4,000 per qualified student. Funding is from the California Community Colleges Chancellor's Office (CCCCO).</td>
<td></td>
</tr>
<tr>
<td>D-0119</td>
<td><strong>Middle Class Scholarship (MCS)</strong></td>
<td>150,000</td>
</tr>
<tr>
<td>E-0100, E-0102, P-0054, T-0066, V-0065, W-0038</td>
<td>To establish funding to provide undergraduate students, including students pursuing a teaching credential, with family incomes and assets up to a $171,000 scholarship to attend University of California (UC) or California State university (CSU) campuses. Funding is from the California Community Colleges Chancellor's Office (CCCCO).</td>
<td>3,632,873</td>
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<tr>
<td></td>
<td><strong>Strong Workforce Program - Regional</strong></td>
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</tbody>
</table>
**Information & Communications Technologies and Digital Media**

**Los Angeles Region Deputy Sector Navigator Grant**

To establish funding to create greater alignment between education and the IT and digital media industries through program enhancement, curriculum development, professional development, and student internship opportunities. Funding is from the California Community Colleges Chancellor’s Office (CCCCO).

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**Enrollment Growth/Assessment Fund for Nursing**

To accept additional funding to address student attrition and retention and to increase the growth and capacity of Associate Degree Nursing (ADN) programs. This will support the provision of assessment, remediation, and retention activities to assist an estimated 180 students to succeed in the nursing program at Los Angeles Valley College. Funding is from the Board of Governors, California Community Colleges Chancellor’s Office (BOG-CCCCO) and increases the current-year allocation to $525,637.

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**Professional Development Services for California Community Colleges**

To establish funding to address the professional development needs to meet the goals identified by the Vision for Success set by the California Community Colleges Chancellor’s Office (CCCCO). These goals center on improving the effectiveness of instructional and student services practices to advance student success and goal attainment, and leveraging, aligning, and integrating college resources associated with state mandates. Funding is from the California Community Colleges Chancellor’s Office (CCCCO) through the Los Rios Community College District.

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**TOTAL STATE**

$13,620,374

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**Local**

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

To establish funding to improve and/or maintain the quality of programming for the Child Development Center at Los Angeles Harbor College. Funding is from the Child Care Alliance of Los Angeles and will support four faculty members and ninety children participants and their parents.

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**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 Environmental Protection Agency’s Renovation, Repair & Painting (EPA-RRP) certification training; Gold Thimble Fashion Show
ticket sales; Occupational Safety and Health Administration (OSHA) certification training; a Skills USA insurance refund; and welding testing.

V-0074  
**Los Angeles Valley College Job Training**  
35,122

To accept additional funding to provide employment training services to participants in the South Bay Service Delivery area. An estimated eighty-two individuals will receive this training at Los Angeles Valley College. Funding is from the South Bay Workforce Investment Board.

M-0123  
**Contract Education – Culinary Arts Training**  
29,680

To establish funding for Los Angeles Mission College to offer a culinary arts program at Campus Kilpatrick to prepare students for entry level careers in the culinary arts industry. Funding is from Los Angeles County Office of Education.

V-0075  
**Contract Education – Workforce Training**  
45,440

To establish funding to offer a Manufacturing Academy, Microsoft Academy, and several Human Resources academies at Los Angeles Valley College. Funding is from Los Angeles County Office of Education.

**TOTAL LOCAL**  
$126,820

**OTHERS:**

Interfund

P-0027  
**Reduction of Support – Child Development Center**  
($8,956)

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

Fund Redistribution

H-0102, M-0099  
**Extended Opportunity Programs and Services – Cooperating Agencies Foster Youth Educational Support (EOPS-CAFYES)**  
($90,215)

To redistribute funds from EOPS-CAFYES fund number 20401 to EOPS-CAFYES fund number 10401 at Los Angeles Harbor College, Los Angeles Mission College, and Los Angeles Southwest College.

H-0103, M-0100  
**Extended Opportunity Programs and Services – Cooperating Agencies Foster Youth Educational Support (EOPS-CAFYES)**  
90,215

To accept redistributed funds from EOPS-CAFYES fund number 20401 to EOPS-CAFYES fund number 10403 at Los Angeles Harbor College, Los Angeles Mission College, and Los Angeles Southwest College.
M-0081  
*Extended Opportunity Programs and Services (EOPS)*

To redistribute funds for EOPS fund number 20487 to EOPS fund number 10487 at Los Angeles Mission College.

36,000

M-0082  
*Extended Opportunity Programs and Services (EOPS)*

To accept redistributed funds from EOPS fund number 20487 to EOPS fund number 10487 at Los Angeles Mission College.

36,000

M-0089, P-0043  
S-0074

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

To redistribute funds from EOPS-CARE fund number 20868 to EOPS-CARE fund number 10868 at Los Angeles Mission College, Los Angeles Pierce College, and Los Angeles Southwest College.

42,000

M-0090, P-0044  
S-0075

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

To accept redistributed funds from EOPS-CARE fund number 20868 to EOPS-CARE fund number 10868 at Los Angeles Mission College, Los Angeles Pierce College, and Los Angeles Southwest College.

42,000

P-0041  
*Extended Opportunity Programs and Services (EOPS)*

To redistribute funds for EOPS fund number 10487 to EOPS fund number 20487 at Los Angeles Pierce College.

300,000

P-0042  
*Extended Opportunity Programs and Services (EOPS)*

To accept redistributed funds from EOPS fund number 10487 to EOPS fund number 20487 at Los Angeles Pierce College.

300,000

TOTAL OTHERS

($8,956)

TOTAL INCOME

$5,871,410
Subject: **APPROVE ADOPTION OF THE 2019-2020 BUDGET DEVELOPMENT CALENDAR**

Adopt the Budget Development Calendar for fiscal year 2019-2020 (Attachment I).

**Background:** Adoption of the 2018-2019 Budget Development Calendar by the Board of Trustees informs the Board, the District and community constituencies of the planned schedule of budget development activities in order to promote participation in the budget process. This calendar was presented to the District Budget Committee for review.
# 2019 - 2020 BUDGET DEVELOPMENT CALENDAR

<table>
<thead>
<tr>
<th>DATE</th>
<th>ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SEPTEMBER, 2018</strong></td>
<td>DEVELOPMENT OF BUDGET PREPARATION ACTIVITIES</td>
</tr>
<tr>
<td>September 19</td>
<td>District Budget Committee reviews proposed Budget Development Calendar.</td>
</tr>
<tr>
<td><strong>OCTOBER, 2018</strong></td>
<td>DEVELOPMENT OF BUDGET PREPARATION ACTIVITIES</td>
</tr>
<tr>
<td>October 10</td>
<td>Adoption of Budget Development Calendar.</td>
</tr>
<tr>
<td>October 31</td>
<td>1st Quarter Reports due from colleges.</td>
</tr>
<tr>
<td><strong>NOVEMBER, 2018</strong></td>
<td>DEVELOPMENT OF BUDGET OPERATION PLAN</td>
</tr>
<tr>
<td>November 1</td>
<td>Initial assessment projections of Centralized accounts.</td>
</tr>
<tr>
<td>November 1 - 12</td>
<td>Constituencies review of 1st Quarter Report and Districtwide projections.</td>
</tr>
<tr>
<td>November 15</td>
<td>1st Quarter Report due to State.</td>
</tr>
<tr>
<td>November 28</td>
<td>Budget and Finance Committee receives briefing on 1st Quarter Rep.</td>
</tr>
<tr>
<td><strong>DECEMBER, 2018</strong></td>
<td>CONSTITUENCIES PROJECTIONS REVIEW</td>
</tr>
<tr>
<td>December 3 - 21</td>
<td>A) Constituencies review of mid-year projections;</td>
</tr>
<tr>
<td></td>
<td>B) Review of Centralized Accounts Projection.</td>
</tr>
<tr>
<td>December 5 - 6</td>
<td>Planning Budget Formulation (PBF) Workshop</td>
</tr>
<tr>
<td>December 12</td>
<td>1st Quarter Report submitted to Board of Trustees for approval.</td>
</tr>
<tr>
<td><strong>JANUARY, 2019</strong></td>
<td>GOVERNOR'S PROPOSED STATE BUDGET AND PRELIMINARY ALLOCATIONS</td>
</tr>
<tr>
<td>January 3</td>
<td>Dedicated Revenue Projections due to the Budget Office.</td>
</tr>
<tr>
<td>January 4 - 9</td>
<td>Budget Office reviews colleges' 2019-20 dedicated revenue projections.</td>
</tr>
<tr>
<td>January 9</td>
<td>Budget Office distributes Budget Operation Plan Instructions;</td>
</tr>
<tr>
<td>January 17</td>
<td>CFO and Accounting Office provide initial ending balance projections.</td>
</tr>
<tr>
<td>January 23</td>
<td>Budget and Finance Committee Meeting.</td>
</tr>
<tr>
<td><strong>FEBRUARY, 2019</strong></td>
<td>CONSTITUENCIES REVIEW BUDGET STATUS</td>
</tr>
<tr>
<td>February 1</td>
<td>2nd Quarter Reports due from colleges.</td>
</tr>
<tr>
<td>February 13 - 22</td>
<td>A) Cabinet reviews 2019-20 Budget update;</td>
</tr>
<tr>
<td></td>
<td>B) Constituencies review 2nd Qtr Report &amp; College Financial Plans.</td>
</tr>
<tr>
<td>February 15</td>
<td>2nd Quarter Report due to State.</td>
</tr>
<tr>
<td>February 20</td>
<td>A) Budget and Finance Committee receives briefing on 2nd Quarter Report;</td>
</tr>
<tr>
<td></td>
<td>B) CFO and Accounting Office update ending balance projections.</td>
</tr>
<tr>
<td><strong>MARCH, 2019</strong></td>
<td>PREPARATION OF PRELIMINARY BUDGETS</td>
</tr>
<tr>
<td>March 1</td>
<td>Deadline for Planning Budget Formulation (PBF) changes.</td>
</tr>
<tr>
<td>March 4 - 15</td>
<td>Technical review of PBF data and upload to SAP.</td>
</tr>
<tr>
<td>March 6</td>
<td>2nd Quarter Report submitted to Board of Trustees for approval.</td>
</tr>
<tr>
<td>March 20</td>
<td>Budget and Finance Committee Meeting.</td>
</tr>
<tr>
<td>March 21</td>
<td>A) CFO and Accounting Office update ending balance projections;</td>
</tr>
<tr>
<td></td>
<td>B) Preliminary Budget available on SAP system.</td>
</tr>
<tr>
<td>March 26 - May 3</td>
<td>Open period for Tentative Budget adjustments (First Adjustment).</td>
</tr>
<tr>
<td><strong>APRIL, 2019</strong></td>
<td>REVIEW OF PRELIMINARY BUDGET DATA</td>
</tr>
<tr>
<td>April 12</td>
<td>CFO and Accounting Office update ending balance projections.</td>
</tr>
<tr>
<td>April 16 - April 19</td>
<td>Constituencies review budget status.</td>
</tr>
<tr>
<td>April 17</td>
<td>Budget and Finance Committee Meeting.</td>
</tr>
<tr>
<td>April 25 - May 16</td>
<td>Budget meetings on preliminary budgets conducted with college administrators.</td>
</tr>
</tbody>
</table>
### 2019 - 2020 BUDGET DEVELOPMENT CALENDAR

<table>
<thead>
<tr>
<th>DATE</th>
<th>ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAY, 2019</td>
<td>REVENUE PROJECTIONS UPDATED</td>
</tr>
<tr>
<td>May 1</td>
<td>Board of Trustees authorization to encumber new year appropriations.</td>
</tr>
<tr>
<td>May 2</td>
<td>3rd Quarter Reports due from colleges.</td>
</tr>
<tr>
<td>May 2</td>
<td>Revised revenue projections based on Governor's proposed State Budget.</td>
</tr>
<tr>
<td>May 6 - 10</td>
<td>A) Constituencies review May Revise update;</td>
</tr>
<tr>
<td></td>
<td>B) Constituencies receive briefing on Tentative Budget;</td>
</tr>
<tr>
<td></td>
<td>C) Open period for Final Budget adjustments (Second Adjustment) starts.</td>
</tr>
<tr>
<td>May 15</td>
<td>3rd Quarter Report due to State.</td>
</tr>
<tr>
<td>May 15</td>
<td>A) Cabinet receives briefing on Tentative Budget;</td>
</tr>
<tr>
<td></td>
<td>B) CFO and Accounting Office update ending balance projections.</td>
</tr>
<tr>
<td>May 15</td>
<td>A) Budget and Finance Committee receives briefing on 3rd Quarter Report;</td>
</tr>
<tr>
<td></td>
<td>B) Budget and Finance Committee reviews Proposed Tentative Budget.</td>
</tr>
<tr>
<td>May 16</td>
<td>Budget Operation Plans due to the Budget Office.</td>
</tr>
<tr>
<td>JUNE, 2019</td>
<td>TENTATIVE BUDGET</td>
</tr>
<tr>
<td>June 5</td>
<td>A) Adoption of Tentative Budget;</td>
</tr>
<tr>
<td></td>
<td>B) 3rd Quarter Report submitted to Board of Trustees for approval.</td>
</tr>
<tr>
<td>June 14</td>
<td>CFO and Accounting Office update ending balance projections.</td>
</tr>
<tr>
<td>June 20</td>
<td>Deadline for submission of revised Dedicated Revenue for Final Budget.</td>
</tr>
<tr>
<td>JULY, 2019</td>
<td>REVISION TO REVENUE PROJECTIONS/ALLOCATIONS</td>
</tr>
<tr>
<td>July 1</td>
<td>File Tentative Budget report with County and State Agencies.</td>
</tr>
<tr>
<td>July 8 - 12</td>
<td>Constituencies review of Budget status.</td>
</tr>
<tr>
<td>July 19</td>
<td>A) CFO and Accounting Office run 1st closing activities;</td>
</tr>
<tr>
<td></td>
<td>B) Budget and Finance Committee to review Proposed Final Budget.</td>
</tr>
<tr>
<td>July 30</td>
<td>A) CFO and Accounting Office update ending balance projections;</td>
</tr>
<tr>
<td></td>
<td>B) CFO and Accounting Office run 2nd closing activities.</td>
</tr>
<tr>
<td>AUGUST, 2019</td>
<td>FINAL BUDGET</td>
</tr>
<tr>
<td>August 2</td>
<td>Final year-end closing and establishment of actual ending balances.</td>
</tr>
<tr>
<td>August 25 - September 3</td>
<td>Publication budget available for public review.</td>
</tr>
<tr>
<td>SEPTEMBER, 2019</td>
<td>FINAL BUDGET/YEAR-END ANALYSIS</td>
</tr>
<tr>
<td>September 4*</td>
<td>Public Hearing and adoption of Final Budget.</td>
</tr>
<tr>
<td>September 6</td>
<td>File Final Budget report with County and State agencies.</td>
</tr>
</tbody>
</table>

* Could be approved earlier depending on Board Meeting date.
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 Risk Management Society (RIMS). This membership was previously submitted to and approved by the Board and is being re-instated to the Active List of Memberships. The request originated from the Educational Services Center and will cost $800 per year.

Background: Membership in this organization allows professionals in the field of risk management to expand their knowledge through workshops, on-line courses, and cost-effective interactive forums for networking. The organization promotes the growth and development of educational programs for risk management.

II. Amend the List of Organizational Membership to include California Community College Council for Staff and Organizational Development (4CSD). This membership was previously submitted to and approved by the Board and is being re-instated to the Active List of Memberships. The request originated from Los Angeles Valley College and will cost $175 per year.

Background: Membership in this organization helps to provide training resources and networking opportunities for staff development professionals of the California Community Colleges. It promotes leadership in staff, program, and organizational development.

Recommended by: Robert B. Miller, Vice Chancellor

Approved by: Francisco C. Rodríguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ________________ Date ________________

Buelna
Fong
Hoffman
Moreno
Svonkin
Vela
Veres
Williams

Student Trustee Advisory Vote
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

1114 issued from August 1, 2018 to August 31, 2018 which totaled $2,788,132.

B. FACILITIES ORDER FORMS

68 issued from August 1, 2018 to August 31, 2018 which totaled $459,949.59.

C. AGREEMENT FOR ATHLETIC OFFICIATING SERVICES

1 issued which totaled $50,000.

2 issued which totaled $84,935.

1 issued from August 24, 2018 to June 30, 2019 which totaled $36,000- Harbor.

D. PERMITS FOR USE AND CIVIC CENTER PERMITS UP TO 14 DAYS

6 issued from August 1, 2018 to August 31, 2018 for a total income of $4,919 at City.
4 issued from August 1, 2018 to August 31, 2018 for a total income of $5,860 at Harbor.

3 issued from August 1, 2018 to August 31, 2018 for a total income of $56,751 at Southwest.

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

4500230074  City. Amendment No. 2 to extend Permit for Use agreement with the Ukrainian Culture Center for their use of one parking space on Tuesdays, Thursdays, and Fridays, and nine spaces on Saturdays in the Hollywood Freeway Lot. An additional 30-50 spaces in Lot 3 for special events during the year will be needed per event. Usage time is from 9:00 am to 11:00 pm. The fee is $5.50 per space per day, during the period July 1, 2018 to June 30, 2019, inclusive. Total estimated income: $7,500.


4500262083  City. Agreement with Los Angeles Unified Futbol Academy for the use of the athletic field for soccer practice and games at designated times and days. Included in the fees are the cost of supplies and attendants, during the period September 1, 2018 to June 30, 2019, inclusive. Total income: $21,000.

4500262084  Pierce. Agreement with El Camino Real Charter High School for use of the swimming pool for water polo practice and meets on designated days and times during the period August 6, 2018 to November 30, 2018. Total income: $7,954.

4500202586  Valley. Amendment No. 2 to extend agreement with Exploring Minds Montessori School for use of up to sixteen (16) parking spaces in Lot B at a rate of $150 per vehicle during the period for use of the College’s Athletic/Soccer Field for weekly youth soccer
games during the period September 1, 2018 to August 31, 2019, inclusive. Total Expected Income: $2,400.

4500262128 Valley. Agreement with Southern California Soccer Academy dba Boca Juniors for use of the College's Soccer Field on designated times and days at a rate of $83 per hour during the period October 2, 2018 to September 5, 2019. Total Expected Income: $35,607.

4500238238 Van De Kamp Innovation Center. Amendment No. 1 to extend agreement with Auto Auction Group Inc., dba Cars 911, for the use of the unimproved parking lot along San Fernando Road, measuring approximately 7,060 sq. ft., to provide 60 parking spaces on designated dates and times during the period March 9, 2018 to July 18, 2018, inclusive. Total estimated income: $18,440.

F. CONTRACT EDUCATION AGREEMENT

4500262017 Southwest. Agreement with South Los Angeles America’s Job Center of California operated by Archdiocesan Youth Employment Services of Catholic Charities of Los Angeles, Inc. to provide not-for-credit Phlebotomy training classes under the Federal Workforce Innovation and Opportunity Act (WIOA). The College will be reimbursed for 10 eligible participants at the rate of $2,500 for tuition, books, supplies, materials, uniform, national exams, and license fee during the period October 1, 2018 to December 31, 2018, inclusive. Total income: $25,000.

G. LICENSE AGREEMENTS

4500226062 City. Amendment No. 2 to renew agreement with Custom Answers Software Inc. to provide 10 licenses to access WebQA services, an online student advising platform for the Counseling department during the period May 1, 2018 to October 31, 2018, inclusive. Total cost: $2,550.

4500259659 City. Agreement with SARS Software Products to provide support on licenses for appointment scheduling, messaging, tracking resource, planning, retention, and reporting processes that are involved in providing a variety of student services for the Extended Opportunity
Program and Services Department during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $9,120.

4500261125 **City.** Agreement with Newsbank, Inc. to provide license to access African American Newspaper periodicals to include five year online hosting for the Library during the period October 1, 2018 to September 30, 2023, inclusive. Total cost: $17,257.

4500261682 **Districtwide.** Agreement with Maxient, LLC. for their cloud-based case management system. Software will enable District to effectively manage and track complaints of discrimination and student conduct matters from start to finish, and efficiently and securely share information between the Educational Services Center, the Colleges and the L.A. Sheriff’s Department, where applicable. Also will allow District to create reporting forms for various kinds of incidents to expedite responses and access to resources, during the period October 1 2018 to September 30, 2019, inclusive. Funding provided by the California Community Colleges Chancellor’s Office through the Campus Safety and Sexual Assault Allocation Fund. Total cost: $70,000.

4500261881 **Districtwide.** Agreement with International Business Machines Corporation for licenses that provide licenses for IBM SPSS Statistics Base Academic Edition to all colleges and the Educational Services Center to use for statistical analysis of data under the auspices of the Office of Educational Programs and Institutional Effectiveness during the period of September 1, 2018 to August 31, 2019, inclusive. Total cost: $12,000.

4500261639 **East.** Agreement with Prism RBS LLC to provide Winprism software license, support, maintenance and hosting services for the College Bookstore point of sale system during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $11,649.

4500261641 **East.** Agreement with SARS Software Products to provide software subscription on licenses for the Counseling department during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $6,800.
4500261642  East. Agreement with Economic Modeling, LLC for software licenses for Career Coach Subscription renewal for the Information Technology department during the period of July 1, 2018 to June 30, 2019, inclusive. **Total cost:** $10,000.

4500261643  East. Agreement with CareerAmerica, LLC for license to use its custom version of Financial Aid TV services including support, maintenance, updates, and upgrades for the Financial Aid Office during the period July 1, 2018 to June 30, 2021, inclusive. **Total cost:** $20,250.

4500212651  Harbor. Amendment No. 1 to renew agreement with Netop Tech, Inc. to provide software licenses and support on the computer labs to allow viewing on the instructor’s system to the other computers in the lab for the Information Technology department during the period July 28, 2018 to July 27, 2019, inclusive. **Total cost:** $1,125.

4500261383  Southwest. Agreement with Nebraska Book Company to provide Winprism software license support, maintenance and Webprism maintenance and hosting fee for the College Bookstore point-of-sale system during the period July 1, 2017 to June 30, 2018, inclusive. **Total cost:** $13,508.

4500260375  Trade-Technical. Agreement with Prism RBS LLC to provide Webprism license, support, maintenance and hosting services for the College bookstore point of sale system during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost:** $25,000.

4500261316  Trade-Technical. Agreement with eLumen, Inc. for SAAS Products Core license renewal during the period September 1, 2018 to August 31, 2018, inclusive. **Total cost:** $28,667.

4500261319  Trade-Technical. Agreement with ViaTRON System, Inc. to provide VTAX ScanXtender and Captiva Systems optical scanning support and maintenance during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost:** $15,235.
4500261721  Trade-Technical. Agreement with Cranium Cafe LLC dba ConexEd for license to use its software platform for off-campus students and prospective students for the Student Services Department during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $43,365.

4500261820  Trade-Technical. No cost. License agreement with Southern California Gas Company to provide training materials for the Construction, Manufacturing and Utilities department during the period October 1, 2018 to September 30, 2019, inclusive.


4500261954  Trade-Technical. Agreement with Tee and Associates, LLC to provide maintenance support and database upgrade for student contact and call tracking applications during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $11,950.

4500261680  West. Agreement with Augusoft, Inc. to provide license and software maintenance subscription to use the Lumens Pro internet/web registration program for the Community Services Department during the period November 19, 2018 to November 18, 2019, inclusive. Total cost: $23,000.

4500260501  West. Agreement with Etudes to provide access to student data maintained by Etudes for online and hybrid classes as required by the Department of Education during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $15,000.

4500261634  West. Agreement with SARS Software Products to provide software subscription on licenses for the counseling department during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $9,300.
H. MAINTENANCE AGREEMENTS

4500260547  City. Agreement with ViaTRON Systems, Inc. to provide annual maintenance service on scanning equipment during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $14,932.

4500260334  East. Agreement with Climatec LLC for the maintenance of HVAC energy management and controls system during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $59,344.

4500261003  East. Agreement with ACCO Engineered Systems for the maintenance of four chillers during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $10,320.

4500260545  Harbor. Agreement with Tennant Sales and Service Company to provide maintenance service on the green machine sweeper for the Facilities department during the period August 1, 2018 to July 31, 2021, inclusive. Total cost: $5,219.

4500244658  Mission. Amendment No. 1 to renew agreement with Amtech Elevator Services to provide maintenance of 18 elevators during the period August 1, 2018 to July 31, 2019, inclusive. Total cost: $36,180.

4500261154  Pierce. Agreement with Steris Corporation for maintenance of AMSCO Lab Seismic sterilizer located in the Life Science Department during the period September 1, 2018 to August 31, 2021, inclusive. Total cost: $15,341.

4500261156  Pierce. Agreement with Canon Solutions America, Inc. for maintenance of two Canon imaging systems located in the Administrative Services Department during the period September 1, 2018 to August 31, 2019, inclusive. Total cost: $12,764.

4500249340  Valley. Amendment No. 1 to renew agreement with ViaTRON Systems, Inc. for maintenance of VTX Student Records Content Management System located in the Student Services Department during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $22,960.
4500261163 Valley. Agreement with Docuproducts Corporation for maintenance of two Canon IR5075 imaging systems located in the Reprographics Department during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $5,262.

4500261164 Valley. Agreement with Cummins, Inc. to provide maintenance on four emergency back-up power generators for the Maintenance and Operations Department during the period July 1, 2018 to June 30, 2021, inclusive. Total cost: $10,380.

4500200601 Van de Kamp Innovation Center. Amendment No. 6 to extend agreement with Kone, Inc to provide elevator maintenance during the period July 1, 2018 to October 31, 2018, inclusive. Total cost: $5,335.

I. STUDENT INTERN AGREEMENTS

Various East. No-cost agreements with Barlow Respiratory Hospital to provide clinical training for students enrolled in the EMT, Nursing, Respiratory Therapy, Health Information Technology, Medical Assistant, Phlebotomy, ECG Technician, EKG Technician, Telemetry Technician, Pharmacy Technology, Cancer Information Management Programs during the period September 1, 2018 to August 31, 2023, inclusive.

4500261691 Barlow Respiratory Hospital
4500261688 Garfield Medical Center
4500261692 Monterey Park Hospital
4500261668 Glendale Adventist Medical Center Hospital

4500246096 Valley. No-cost Amendment No. 1 to agreement with Cedars-Sinai Medical Center to provide clinical training for students enrolled in the Respiratory Therapy Program during the period October 2, 2018 to October 1, 2019, inclusive.
J. SERVICE AGREEMENTS – OUTREACH AND MARKETING

4500261329  East. Agreement with Alhambra Chamber of Commerce to advertise ELAC programs and services in the community newspaper during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $36,000.

4500261109  Harbor. Agreement with KJLH 102.3 FM to provide on-air, on-line and on-site campaign advertisement at the Men's Empowerment Summit, Taste of Soul and Black College Expo events to promote Fall 2018 semester enrollment during the period September 8, 2018 to February 2, 2019, inclusive. Total cost: $20,000.

4500260388  Trade-Technical. Agreement with KPWR 106 FM to provide on-air, social media and mobile campaign advertisement to promote Fall 2018 semester enrollment during the period August 13, 2018 to August 27, 2018, inclusive. Total cost: $10,500.

K. SERVICE AGREEMENTS - FISCAL AGENT: STUDENT SUCCESS

4500260918  Educational Services Center. Agreement with Kellogg West Conference Center to provide accommodations, conference rooms, meals and beverages for 50 attendees of the Facilitator Learning Community retreat, 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 September 7, 2018 to September 9, 2018, inclusive. The conference is being held in the Pomona area since it is a requirement under the grant to serve various statewide community college regions. Total cost: $20,000.

L. SERVICE AGREEMENTS

4500197874  East. Amendment No. 4 to renew the agreement with Mobile Modular Management for two modular classroom buildings used for classrooms during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $13,440.
4500260436 East. Agreement with Trust Auto Sales to conduct Auto Wholesale Business classes previously approved by the Board of Trustees for the Community Services Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $2,400.**

4500260657 East. Agreement with American Program Bureau to conduct a Culturally Responsive Training Academy workshop for staff in support of students who are underrepresented in higher education, and better understand the experience of first-generation immigrant students on April 19, 2019. **Total cost: $6,000.**

4500261391 East. Agreement with Education To Go to conduct online courses and online career training classes previously approved by the Board of Trustees for the Community Services Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $6,590.**

4500261545 East. Agreement with Shamini Dias to conduct a faculty development course on learning motivation theory during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $6,150.**

4500261669 East. Agreement with Concentric Sky, Inc. to provide professional development work for college faculty skill development in digital badging program during the period of August 27, 2018 to December 14, 2018, inclusive. **Total cost: $11,550.**

4500204399 Educational Services Center. Amendment No. 2 to extend agreement with Sprint Solutions, Inc. for wireless communication services for a mobile phone, during the period May 24, 2018 to November 30, 2018, inclusive. **Total cost: $450.**

4500225385 Educational Services Center. Amendment No. 2 to renew agreement with TouchNet Information Systems, Inc. to provide credit card processing middleware software hosting services for software developed in partnership with LACCD pursuant to RFP 15-11 as authorized by the Board of Trustees on March 9, 2016 (Com. No. BSD2) under the auspices of the Office of Information Technology during the period May 2, 2018 to May 1, 2019, inclusive. **Total cost: $52,000.**
4500225386  **Educational Services Center.** Amendment No. 2 to renew agreement with TouchNet Information Systems, Inc. to provide credit card processing middleware software license and software maintenance services including additional licensing and development of processing devices pursuant to RFP 15-11 as authorized by the Board of Trustees on March 9, 2016 (Com. No. BSD2) under the auspices of the Office of Information Technology during the period May 2, 2018 to May 1, 2019, inclusive. **Total cost:** $46,000.

4500248843  **Educational Services Center.** Amendment No. 1 to extend agreement with Association of Community College Trustees to provide support services to the Board of Trustees for the October 13, 2018 Board Retreat and beyond under the auspices of the Office of the Chancellor. **Total cost:** $6,000.

4500261676  **Educational Services Center.** Agreement with First Capital Consulting, Inc. (FCC) to provide Patient Protection and Affordable Care Act reporting services for the LACCD, including preparation, distribution and filing of 1094/1095 to the IRS during the period September 15, 2018 to December 31, 2018, inclusive. **Total cost:** $32,000.

4500261829  **Educational Services Center.** Agreement with Haben Girma to provide a keynote presentation at the annual LACCD Disability Summit titled, “Disability & Innovation: The Hidden Benefits of Universal Design.” Summit under the auspices of the Office of the Chancellor took place on October 5, 2018. **Total cost:** $6,000.

4500261830  **Educational Services Center.** Agreement with H & K Solutions to provide a keynote presentation at the annual LACCD Disability Summit with topics and findings regarding deaf students and the use of visual language and learning resources under the auspices of the Office of the Chancellor. Summit took place on October 5, 2018. **Total cost:** $3,500.

4500261876  **Educational Services Center.** Agreement with Applied Learning Science, LLC provide consulting services for the implementation of the planned Virtual Reality Training Center at VDK as it relates to regional professional development training at the California
Community Colleges Chancellors Office during the period July 1, 2018 to February 28, 2019, inclusive. **Total cost: $180,250.**

4500230089 **Harbor.** Remove imaging device unit located in the Architecture department from the agreement with Image IV Systems, Inc. effective October 1, 2018. **Total savings: $1,454.**

4500261663 **Harbor.** Agreement with Mary & Joseph Retreat Center to provide rental of the center for the Dementia Symposium for Healthcare Professionals on September 22, 2018 as allowed by the Song Brown grant. **Total cost: $9,000.**

4500261147 **Mission.** Agreement with Building and Construction Trades Department, AFL-CIO for use of the Multi-Craft Core Curriculum (MC3) Program which provides modules in the pre-apprenticeship training curriculum during the period September 1, 2018 to June 30, 2020, inclusive. **Total cost: $7,500.**

4500228827 **Pierce.** Amendment No. 3 to agreement with Niaz Khani, Psy.D. to provide additional psychosocial counseling services to students at the Student Health Center during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $33,400.**

4500229276 **Pierce.** Amendment No. 2 to renew agreement with Southern California Marine Institute for use of a research vessel to conduct Biology and Oceanography classes for the Life Science Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $6,925.**

4500231496 **Pierce.** Amendment No. 2 to renew agreement with Kathleen A. Alfano to serve as the external evaluator of the Collaboratory Achievement Project to Impact the Value of Architecture and Engineering Technology Education during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $8,000.**

4500234413 **Pierce.** Amendment No. 2 to renew agreement with Sandbox Computers for Kids, Inc. to conduct “Movie Editing Grades 1-8”, “Coding Kodu”, “Digital Illustration Art Rage”, “Robotics”, “Minecraft Modding Creator”, “Minecraft Modding Python”, “Coding Microsoft
Kodu”, “2D Game Design Grades 5-8”, “Mad Math”, and “Awesome School Project” classes previously approved by the Board of Trustees for the Community Services Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $30,000.**

4500245191 Pierce. Amendment No. 1 to renew agreement with Chris Murphy to conduct “Microsoft Excel”, “Microsoft Word” and “Microsoft Excel Level 2 & 3” classes previously approved by the Board of Trustees for the Community Services Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $30,000.**

4500245199 Pierce. Amendment No. 1 to renew agreement with Notary Public Seminars to conduct “Certified Loan Signing Agent” and “Become a Notary in One Day” classes previously approved by the Board of Trustees for the Community Services Department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $30,000.**

4500248274 Pierce. Amendment No. 2 to increase agreement with Medical Billing Technologies, Inc. to act as the third party facilitator for the College Student Health Center for the Family PACT (Planning, Access, Care and Treatment) Program Electronic Billing Services during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost: $12,000.**

4500261151 Pierce. Agreement with NetXperts, Inc. to perform a cellular benchmark survey of the Center for Science Building to determine performance of internet carrier signal strength for the Academic Affairs Department during the period August 1, 2018 to June 30, 2019, inclusive. **Total cost: $8,304.**

4500261152 Pierce. Agreement with Lincoln Aquatics to provide bulk swimming pool chemicals during the period May 1, 2018 to April 30, 2021, inclusive. **Total cost: $69,000.**

4500261157 Pierce. Agreement with News Publishers Press for printing of student newspaper, “The Roundup”, for the Media Arts Department during the period September 1, 2018 to August 30, 2019, inclusive. **Total cost: $35,000.**
4500261159  **Pierce.** Agreement with Advantage Mailing, Inc. for printing of student magazine, “The Bull Magazine”, for the Media Arts Department during the period September 1, 2018 to August 30, 2019, inclusive. **Total cost:** $9,726.

4500222271  **Southwest.** Amendment No. 4 to renew agreement with Hurst Review to provide National Council Licensure Examination review for nursing students preparing for the Registered Nursing exam during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost:** $15,000.

4500245882  **Southwest.** Amendment No. 1 to renew agreement with Park Place Technologies, LLC to provide warranty extension to include parts and labor on 13 servers in the Data Center for the Information Technology department during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost:** $4,358.

4500247500  **Southwest.** Amendment No. 1 to renew agreement with NexusEdge Education to identify certifications and skill sets to create a job board for the Digital Badging project as allowed by the Strong Workforce Regional grant during the period October 1, 2018 to June 30, 2019, inclusive. **Total cost:** $50,000.

4500261053  **Southwest.** Agreement with Mid-City Mailing Services, Corporation to print personalized letters and envelopes to send to current and prospective students encouraging them to enroll in 2018 Fall semester. Services include all preparation and delivery to the Post Office during the period August 1, 2018 to September 30, 2018, inclusive. **Total cost:** $12,861.

4500261133  **Southwest.** Agreement with Sonychelle Media and Communication LLC to assist in planning the Industry Sector Projects In Common (ISPIC) Gig Entrepreneurship event to include the following deliverables; secure event venue, develop center stage concept to showcase entrepreneur companies and format of mini workshops with several tracks for students, faculty and community engagement. Implement a student passport concept that verifies their industry participation and exposure to multiple booths and display tables. Co-plan brochure content and layout details for
event program as allowed by the Strong Workforce Regional grant funds, during the period October 1, 2018 to June 30, 2019, inclusive. **Total cost:** $55,440.

4500261404  **Southwest.** Agreement with UWorld LLC to provide National Council Licensure Examination review for nursing students in their last semester to prepare for the Registered Nursing exam during the period September 1, 2018 to May 27, 2019, inclusive. **Total cost:** $10,450.

4500260360  **Trade-Technical.** Agreement with Mager Consortium LLC to provide Criterion-Reference Instruction Foundation workshop for faculty during the period August 20, 2018 to August 22, 2018, inclusive. **Total cost:** $15,000.

4500260385  **Trade-Technical.** Agreement with ViaTRON System, Inc. to provide professional services, scanning and data conversion services for during the period August 1, 2018 to June 30, 2019, inclusive. **Total cost:** $8,000.

4500261671  **Trade-Technical.** Agreement with Timothy Norris to provide photography services during the period July 1, 2018 to June 30, 2019, inclusive. **Total cost:** $5,001.

4500261716  **Trade-Technical.** Agreement with Hiddetek, Inc. for marketing consulting services to redesign the LATTC website for the Information Technology department during the period September 1, 2018 to December 31, 2018, inclusive. **Total cost:** $18,825.

4500259652  **Valley.** Amendment No. 1 to agreement with Kaplan, Inc. to provide additional NCLEX (National Council Licensure Examination) licensing exam review courses to prepare RN students to pass the exam on their first attempt during the period August 1, 2018 to December 31, 2018, inclusive. **Total cost:** $7,000.

4500261160  **Valley.** Agreement with Praxair Distribution, Inc. to supply oxygen and gases including rental of cylinders for the Health Science and Maintenance and Operations Departments during the period July 1, 2018 to June 30, 2021, inclusive. **Total cost:** $24,000.
Van de Kamp Innovation Center. Amendment No. 2 to increase funding to agreement with Climatec Building Technologies to provide chemical water treatment and energy management control system technical services for the HVAC system at this location, during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $93,876.

West. Agreement with Jenesie Tyler to conduct a series of Make-Up artistry workshops previously approved by the Board of Trustees for the Community Services Department during the period of July 1, 2018 to June 30, 2019, inclusive. Total cost: $16,000.

West. Agreement with 1st California Notary Services to conduct notary workshops previously approved by the Board of Trustees for the Community Services Department during the period of July 1, 2018 to June 30, 2019, inclusive. Total cost: $7,000.

West. Agreement with Brit-West Soccer, Inc. to conduct soccer classes and camps previously approved by the Board of Trustees for the Community Services Department during the period of July 1, 2018 to June 30, 2019, inclusive. Total cost: $12,000.

West. Agreement with Cohen Naglestad Enterprises to conduct technology workshops previously approved by the Board of Trustees for the Community Services Department during the period of July 1, 2018 to June 30, 2019, inclusive. Total cost: $20,000.

West. No-cost agreement with Green Dot Public Schools California to offer dual enrollment college courses to high school students during the period October 1, 2018 to September 30, 2023, inclusive.

West. Agreement with Tried and True Tutoring to provide SAT preparation during the Upward Bound enrichment program during the period of June 11, 2018 to July 20, 2018, inclusive. Total cost: $6,825.
M. SPECIAL GRANT FUNDED AGREEMENTS

4500238780 **East.** No-cost amendment No. 2 to extend agreement with the City of Los Angeles Economic & Workforce Development to fund the Drone and Unmanned Vehicle Academy program to provide comprehensive training and internships for up to 75 students recruited from local area Work Source Centers during the period July 1, 2018 to October 31, 2018, inclusive. No additional funding.

4500261670 **East.** Agreement with Santa Clarita Community College District to fund the Innovation and Effectiveness Grant Agreement to provide professional staff development activities to enhance inclusion and communication within college committees during the period of October 1, 2018 to October 31, 2019, inclusive. Total: $70,000.

4500261149 **Mission.** Agreement with National Science Foundation to fund the Building Capacity: An Intervention to Improve Success of Biology Major in Mathematics Project. This project will enhance the undergraduate experience of students studying biology and seeks to increase success, retention and transfer rates to a four-year university during the period October 1, 2018 to September 30, 2023, inclusive. Total: $1,325,260.

4500203192 **Southwest.** Amendment No. 4 to renew agreement with U.S. Department of Education to fund the TRIO Student Support Services during the period September 1, 2018 to August 31, 2019, inclusive. Total: $483,812.

4500217067 **Southwest.** Amendment No. 3 to renew agreement with the U.S. Department of Education to fund the TRIO- Science, Technology, Engineering and Mathematics Scholars during the period September 1, 2018 to August 31, 2019, inclusive. Total: $242,136.

4500232213 **Southwest.** Amendment No. 2 to renew agreement with California Community Colleges Chancellor’s Office to fund the Assessment, Remediation and Retention for Associate Degree Nursing Program to expand current enrollment up to 20 students during the period July 1, 2018 to June 30, 2019, inclusive. Total: $199,475.
Southwest. Agreement with Child Care Alliance of Los Angeles to fund the California State Preschool Program Quality Improvement Block Grant to improve the overall quality of State Preschool programs in Los Angeles County and to provide technical assistance, coaching, and incentives in order to improve or maintain the College’s tier rating during the period July 1, 2018 to June 30, 2019, inclusive. Total: $6,000.

Southwest. Agreement with Butte-Glenn Community College District to provide funds to redesign the California Community College Nursing program curriculum during the period September 1, 2018 to June 30, 2019, inclusive. Total: $15,000.

Valley. Agreement with California Community Colleges Chancellor’s Office to fund the Associated Degree Nursing Program, to address student attrition and retention and to increase the growth and capacity of the program during the period July 1, 2018 to June 30, 2019, inclusive. Total: $244,247.

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.

East. Agreement with TourCoach Charter and Tours to provide bus transportation services for the UCLA Center for Community College Partnership (CCCP) Saturday Academy days, college tours and Transfer Day events during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $24,000.

East. Agreement with American Transportation Systems to provide bus transportation services for the Science Technology Engineering Mathematics (STEM) Summer Academy during the period July 23, 2018 to August 10, 2018, inclusive. Total cost: $11,554.

East. Agreement with Airport Van Rental to provide bus transportation services for the Athletic Department’s intercollegiate competitions during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $45,000.
4500261335  East. Agreement with Star-dust Tours, Inc. dba The Bus to provide bus transportation services for the Athletic Department’s intercollegiate competitions during the period July 1, 2018 to June 30, 2019, inclusive. Total cost: $14,000.

4500261148  Mission. Agreement with The Bus to provide transportation services for the Athletics Department’s intercollegiate games during the period August 1, 2018 to June 28, 2019, inclusive. Total cost: $56,000. (RD)

4500261155  Pierce. Agreement with The Bus to provide transportation services for the Athletics Department’s intercollegiate games during the period July 1, 2018 to June 28, 2019, inclusive. Total cost: $22,000.
Subject: APPROVE BUSINESS SERVICES ACTIONS

I. AUTHORIZE SERVICES AGREEMENTS

A. Authorize agreement with Valley Community Healthcare to provide student health and psychological services for the Student Health Center at Los Angeles Valley College during the period July 1, 2019 to June 30, 2024, inclusive, at a total cost of $1,150,000.

**Background:** This agreement will allow the college and its Student Health Center to provide health services to students. Funding is through the Student Health Services fees.

B. **Districtwide.** Agreement with Consolidated Disposal Services, LLC for Districtwide waste management services during the period August 1, 2018 to July 1, 2019, inclusive, during which time the Contracts Unit will be issuing a new Districtwide Invitation for Bid. The per-ton fee is $34.75 and a per-pickup fee $99, for an estimated total cost of $156,837, based on the tonnage of 3,180 for the 2011 calendar year.

**Background:** Due to staffing situation the Invitation for Bid has been delayed and this agreement will provide for sufficient time to process a new Districtwide Invitation for Bid. The current agreement has expired after five years of service which was competitively bid. Each District location submitted an Integrated Waste Management Program Annual
Report for calendar year 2011 to the California Department of Resources Recycling and Recovery (Cal/Recycle). The total waste disposal reported for all nine District colleges was 3,180 tones. Funding is through the Colleges’ general funds.

II. AUTHORIZE LEASE OF DISTRICT FACILITIES

Authorize a lease agreement with Outdoor Movie Media LLC and the Van de Kamp Innovation Center (VDK) for the use of the unimproved parking lot at VDK Center to provide drive-in movies (primarily Saturday and Sunday evenings). Tenant to provide two porta-potties, trash container during the period of this lease of September 15, 2018 to September 14, 2019. Total estimated income: $10,700.

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 Education Code provides for this lease to be made without the need to acquire formal or informal bids or proposals. In addition, the Education 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 comparable locations, the VDK Center staff at the fair market value by review of other outdoor movie screenings at Los Angeles City Parks and Recreation locations (such as Griffith Park and Exposition Park) as well as previous rentals of other local community colleges. Agreement includes a 30-day termination clause.

III. AUTHORIZE DESTRUCTION OF RECORDS

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

Approximately 44,500 student financial aid documents from the academic year 2017-2018.

Background: In accordance with Title V of the California Code of Regulations, the Board’s Record Policy (Board Rule 7706 et. Seq.), Health and Safety Code 123145, and Chancellor’s Administrative Regulation E-106, the Los Angeles Mission College President has determined that the listed
Class 3 Records are no longer needed in paper format since they have been preserved and maintained beyond their required retention period. No records included in the Action conflict with the Board’s Records Retention Policy.

IV. AUTHORIZE PAYMENTS

Authorize payments of the following expenditures:

A. $157.25 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge on May 24, 2017.

B. $2,340 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge during October 2017.

C. $65 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge on October 20, 2017.

D. $57.25 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge on June 15, 2017.

E. $171.75 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge on June 30, 2017.

F. $9,165 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge during December 2017.

G. $28,600 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge during January 2018.
H. $6,890 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge during February 2018.

I. $19,500 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge during March 2018.

J. $11,505 to the State of California Department of General Services, Office of Administrative Hearings (OAH) for conducting a hearing under an administrative law judge during April 2018.

Total: $78,451.25

Background: These services were required to adjudicate legal action filed by a District employee. Funding through Districtwide Legal funds.
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 CHANGE

Action

Ratify the use of a change of name with McMurray Stern Inc. to now use the formal and legal business name Gatehouse MSI, LLC d/b/a McMurray Stern, Inc.

Background

Pursuant to notification from the company previously known as McMurray Stern, Inc., this item authorizes staff to revise the legal business name to Gatehouse MSI, LLC d/b/a McMurray Stern, Inc. There are no other changes made.

Recommended by:  
David Salazar, Chief Facilities Executive

Approved by:  
Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By  

Date

Buelna
Fong
Hoffman
Moreno

Svonkin
Vela
Veres
Williams

Student Trustee Advisory Vote
II. AUTHORIZE PROFESSIONAL SERVICES AGREEMENT

Action

Authorize an agreement with Cardno, Inc. to provide underground utility survey services for the Energy Efficiency/Utility Infrastructure project District-wide from November 1, 2018 through February 1, 2020 at a cost not to exceed $12,398,518 inclusive of eligible reimbursable expenses.

Background

Cardno, Inc. has been selected through a competitive Request for Qualifications and Proposal process that was advertised for two (2) weeks.

The purpose of this Agreement is to obtain underground utility survey services to provide a surveying of underground utility systems and the comprehensive mapping of wet and dry utilities for the purpose of updating and obtaining accurate data for future site development, archival purposes, and access to accurate campus infrastructure records. This project will comprehensively document the horizontal and vertical positions of underground utilities, i.e. electrical, natural gas, storm drain, sanitary sewer, telecommunication, fiber optic, non-potable irrigation, and domestic/fire water lines for the Energy Efficiency/Utility Infrastructure project District-wide.

Of the four (4) proposals received, four (4) were determined to be responsive and were then evaluated by the Evaluation Panel. This Committee is composed of Program Management Office (PMO) Design Manager, PMO Director of Technology Project Management, and the District Maintenance and Operations Standards Coordinator. As a result of this comprehensive review and selection process, Cardno, Inc. is recommended for award of this Agreement.

Award History

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

Funding and Development Phase

Funding is through Measure CC Bond proceeds. Energy Efficiency/Utility Infrastructure 40J-J12. All Phases.
III. AUTHORIZE CONSTRUCTION CONTRACTS

A. Action

Authorize a contract with Renewage Energy Solutions, Inc. to provide general construction services for the LED Retrofit - Campus Center, Fitness Center & Parking Structure project at Los Angeles Mission College at a cost of $1,534,500. 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. Nine (9) contractors requested bid packets. Three (3) responsive bids were received ranging from $1,534,500 to $1,823,500. This construction contract is for the LED Retrofit - Campus Center, Fitness Center & Parking Structure.

Funding and Development Phase

Funding is through 2017 – 2018 Proposition 39 funds. LED Retrofit-Campus Center, Fitness Center and Parking Structure. Work Order No. 40002076. Construction Phase. Non-Bond project.

B. Action

Authorize agreements with the firms listed below to establish a Prequalified Service Providers Bench (“PQSP Bench”) to provide construction services on a Task Order basis District-wide for low voltage projects under $5,000,000 from October 11, 2018 through October 10, 2021 with two (2) one (1) year options at a combined not-to-exceed cost of $60,000,000. The contracts shall be available for Bond and non-Bond low voltage projects.

- Advanced Cable Solutions, Inc.
- Birdi, Inc.
- CableMasters Division of Aloha Island Cable Inc.
- Climatec LLC
- Construct
- CSI Electrical Contractors, Inc.
• Digital Telecommunications Corporation
• Edgeworth Integration, LLC d/b/a VAS Security Systems Inc.
• EIDIM Group Inc.
• Federal Technology Solutions, Inc.
• Golden Star Technologies Inc. d/b/a GST
• IES Commercial, Inc.
• Intersect Technology Institute, Inc. d/b/a ITI Cabling
• Kambrian Corporation
• Monarch
• NIC Partners
• Presentation Products Inc. d/b/a Spinitar
• Rosendin Electric
• Secsol, Inc.
• Teraband Technologies, Inc.
• Vector Resources, Inc. d/b/a VectorUSA
• West Coast Cable, Inc.

Background

Low voltage construction services for smaller scale projects are currently procured through individual Invitations for Bid (IFB), which is a process typically appropriate for larger scale projects. This process does not enable the District to respond quickly on low voltage technology projects or as-needed support work critical to keep projects on schedule and budget. Establishing a bench of contracts for low voltage construction allows the District to obtain these services via Task Order from a stable, prequalified, and available pool of low voltage contractors.

The District currently has forecasted specific low voltage construction projects. These projects currently comprise low voltage construction scope such as classroom audiovisual systems, structured cabling, student technology enhancements, telecommunication systems, wireless upgrades, and physical security systems. The physical security systems include, but are not limited to, video surveillance cameras, electronic door controls, and emergency notification. The Program Management Office (PMO), through a competitive bid process, will issue individual Task Orders.

Inclusion of Local, Small, Emerging, and Disabled Veteran-owned (LSEDV) businesses was a vital component of this procurement. The firms listed above meet the definition of an LSEDV firm as set forth by the Board of Trustees.
This procurement will provide opportunity for the nineteen (19) additional LSEDV contractors to perform construction work on the Bond Program.

The firms listed above are selected and recommended for Award through a competitive Request for Qualifications (RFQ) process that was advertised for two (2) weeks. Twenty-seven (27) Statements of Qualifications (SOQs) submissions were received and were determined to be responsive. The District-approved Evaluation Panel, consisting of two (2) District representatives, the PMO Technology Project Management Director, and a PMO Regional Technology Program Manager, evaluated the SOQs. LSEDV scoring was performed by the PMO Community Economic Development Department. Safety scoring was performed by the PMO Safety Manager.

Twenty-two (22) firms achieved a score greater than the 280 points out of 400 points required for prequalification.

### Award History

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Number of Previous Awards</th>
<th>Cumulative Original Award Total</th>
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<tr>
<td>Advanced Cable Solutions, Inc.</td>
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<td>Climatec LLC</td>
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<td>CSI Electrical Contractors, Inc.</td>
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<td>Digital Telecommunications Corporation</td>
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<td>EIDIM Group Inc.</td>
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<td>Rosendin Electric</td>
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### Funding and Development Phase

Funding is through Propositions A/AA and Measures J/CC Bond proceeds, or through other funds as applicable. Specific assignments will be made as needed by Task Order. **Construction Phase.**
IV. **RESCIND AUTHORIZATION TO AWARD CONSTRUCTION CONTRACT AND AUTHORIZE CONSTRUCTION CONTRACT**

**Action**

1. Rescind the authorization to award a contract with Line Tech Inc. to provide general construction services for the Repair/Replace Lighting System Inverters project at Los Angeles Southwest College at a cost of $194,500.

2. Authorize a contract with J Kim Electric, Inc. to provide general construction services for the Repair/Replace Lighting System Inverters project at Los Angeles Southwest College at a cost of $275,000. 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**

On March 7, 2018 (Com. No. FPD1), the Board of Trustees authorized award of a contract with Line Tech, Inc. to provide general construction services for the Repair/Replace Lighting System Inverters project.

The construction contract is the result of formal competitive bidding. Twenty-two (22) contractors requested bid packets. Eleven (11) responsive bids were received ranging from $194,500 to $1,206,000. Line Tech Inc., the lowest responsive bidder, has requested withdrawal due to clerical error without penalty. The District has reviewed the withdrawal request (due to clerical error) and, per Section 5106 of the Public Contract Code, will proceed to award the contract to the second lowest bidder, J Kim Electric, Inc.

**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. 3 to Construction Contract No. 33981 with S.J. Amoroso Construction Company, Inc. for additional general construction services for the Da Vinci Hall Modernization project at Los Angeles City College at a cost of $246,899.

Inclusive of this change order, the total cost of this Construction Contract is $19,042,958.

Background

This contract was authorized by the Board of Trustees on September 7, 2016 (Com. No. FPD1) with S.J. Amoroso Construction Company, Inc. to provide construction services for this project. This change order represents 1.39% of the original contract value of $17,661,000. The negotiated reduction from contractor demand is $45,953.

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

1. Due to unforeseen conditions:

   • Due to inaccurate as-built drawings, the following scopes of work were performed:
     o Replaced an existing fiber optic line discovered during demolition drawings.
     o Rebuilt existing concrete slab for new storefront installation. Existing slab floor was not built per as-builts.
     o Repaired additional concrete cracking discovered during the demolition phase.
     o Removed and disposed of an existing potentially hazardous underground pipe discovered during construction of a new stair footing.
     o Capped an existing underground clay pipe discovered during the construction of a new building footing.
• Re-compacted an additional one-foot of soil at the bottom of an existing building footing discovered to contain more moisture than anticipated.

2. Due to additional requirements:

• Fabricated and installed additional toilet partition supports not identified in the contract documents per the Architect of Record (AOR).
• Infilled floor and wall openings not identified on contract documents per AOR.
• Demolished existing concrete lines in preparation for the installation of new hydronic water lines per the AOR.
• Installed a new steel plate between the existing concrete floor slab and new metal frame due to the discovery of a difference in the thickness of the existing concrete floor slab and the new framing per AOR.
• Re-routed conduits above a second floor wall to avoid impacts with existing rebar and structural beams per AOR.

**Funding and Development Phase**

Funding is through Proposition A and Measure J Bond proceeds. Da Vinci Hall Modernization 31C.5108.03, 01C.6108.03. Construction Phase.

**B. Action**

Ratify Change Order Nos. 1 and 2 to Construction Contract No. 4500258474 with ACCO Engineered Systems for additional chiller repair services for the Central Plant Systems Maintenance project at Los Angeles City College at a cost of $42,965.

<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>$20,856</td>
<td>9.33%</td>
</tr>
<tr>
<td>2</td>
<td>$22,109</td>
<td>9.89%</td>
</tr>
</tbody>
</table>

Inclusive of these change orders, the total cost of this Construction Contract is $266,537.
Background

This agreement was ratified by the Board of Trustees on July 11, 2018 (Com. No. FPD1) with ACCO Engineered Services to provide general construction services for this project. The original contract value is $223,572.

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

Due to unforeseen conditions:

- Change Order No. 1 – While performing annual maintenance of Chiller #1 numerous refrigerant leaks including in the rupture disc and oil drain line were discovered requiring repair. Two (2) tubes were found leaking requiring the removal of the other end bell to plug those tubes. The heat exchanger required descaling upon opening the system. The operating oil was found to be contaminated requiring replacement. Additional refrigerant was added to the chiller.

- Change Order No. 2 – While performing annual maintenance of Chiller #2 numerous refrigerant leaks including in the shaft seal, rupture disc, and oil drain line were discovered requiring repair. The operating oil was found to be contaminated requiring replacement. Additional refrigerant was added to the chiller.

Funding and Development Phase


VI. RATIFY SUBSTITUTION OF CONSTRUCTION SUBCONTRACTOR

Action

Ratify the following substitution regarding Contract No. 33966-19T7 with TIS, Inc. for the Construction Technology Yard and Storage Building-Phase II project at Los Angeles Trade-Technical College:

- Substitute subcontractor FenceCorp for subcontractor A-1 Steel Fence Company for the fence scope of work.
Background

This contract was authorized by the Board of Trustees on April 13, 2016 (Com. No. FPD1). This substitution was the result of the subcontractors’ refusal to execute their subcontract and will be at no additional cost to the District.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Construction Technology Yard and Storage Building-Phase II 37T.5714.02.06. Construction Phase.

VII. AUTHORIZE ACCEPTANCE OF COMPLETION OF CONSTRUCTION CONTRACT

Action

Authorize Acceptance of Completion of Contract No. 4500257185 with The Nazerian Group to provide general construction services for the Instructional Administration Building Space Remodel project at Los Angeles Mission College with a substantial completion date of August 15, 2018.

Background

This contract was authorized by the Board of Trustees on May 9, 2018 (Com. No. FPD1).

The total cost of this contract is $144,123.

Funding and Development Phase


VIII. RATIFY AMENDMENT TO LEASE AGREEMENT

Action

Ratify Amendment No. 6 to Lease Agreement No. 32646 with Williams Scotsman, Inc. for the Art and Culinary Arts Building - Phase 2 project at Los Angeles Trade-
Technical College to dismantle the South Trailer Modular Complex comprised of 18 modular units from September 5, 2018 through September 30, 2018 at a cost of $153,800. If applicable, all sales tax shall be paid.

Inclusive of this amendment, the total amount of this lease agreement is $1,209,712.

**Background**

This lease agreement was authorized by the Board of Trustees on October 7, 2009 (Com. No. FPD1). An amendment to this lease agreement is requested for additional scope of work to dismantle the South Trailer Modular Complex comprised of 18 modular units prior to mobilization of the general contractor for the Art and Culinary Arts Building project.

**Funding and Development Phase**

Funding is through Measure J Bond proceeds. Art and Culinary Arts Building - Phase 2 377T.5709.03.02. Construction Phase.

**IX. AUTHORIZE AMENDMENT TO DESIGN-BUILD AGREEMENT**

**Action**

Authorize Amendment No. 2 to Design-Build Agreement No. 33934 with Southland Industries to accept the price of the open book bid for the Energy Infrastructure Improvement project at Los Angeles Valley College at a cost not to exceed $1,556,366 inclusive of eligible reimbursable expenses.

<table>
<thead>
<tr>
<th>Original Agreement</th>
<th>$8,131,073</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Amendment</td>
<td>+ 1,556,366</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$9,687,439</strong></td>
</tr>
</tbody>
</table>

Inclusive of this amendment, the total cost of this Design-Build agreement is $9,687,439.

**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 Design-Build agreement with Southland Industries was authorized by the Board of Trustees on October 7, 2015 (Com. No. FPD3).

The following are provided as reason for the cost increase:

- Geotechnical report determined soils were not able to support the Thermal Energy Storage tank on a mat foundation without excessive settling. Therefore, 96 Cast-in-Drilled-Hole piles including drilling, rebar cages, concrete and export of spoils were identified during CA Geological Survey and Division of the State Architect (DSA) reviews.
- Escalation related to steel, rebar and concrete material costs.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Energy Infrastructure Improvements 38V.5845.03. Construction Phase.

X. RATIFY AMENDMENT TO DESIGN-BUILD AGREEMENT

Action

Ratify Amendment No. 1 to Design-Build Agreement No. 34005 with Harper Construction Company for additional Design-Build services for the Central Plant Expansion (West Central Plant) project at Los Angeles Pierce College at a cost not to exceed $49,262 inclusive of eligible reimbursable expenses.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
<td>$4,156,144</td>
</tr>
<tr>
<td>Proposed Amendment</td>
<td>+ $49,262</td>
</tr>
<tr>
<td>Total</td>
<td>$4,205,406</td>
</tr>
</tbody>
</table>

Inclusive of this amendment, the total cost of this Design-Build agreement is $4,205,406.

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 Design-Build agreement with Harper Construction Company was authorized by the Board of Trustees on July 12, 2017 (Com. No. FPD3).
The following Design-Build services have been completed and are requested to be ratified:

1. Due to unforeseen conditions:
   - Provide an expedited design phase of the project to allow for an earlier submission to Division of the State Architect (DSA) to accommodate an alternate construction and delivery schedule facilitating for contingency and replacement of chilled water capacity to prevent interruptions with the existing equipment.

Amendment No. 1 to Agreement No. 34005 includes Change Order No. 1.

Funding and Development Phase

Funding is through Measure J Bond proceeds. Central Plant Expansion (West Central Plant) 35P.5544.03.05. Design and Construction Phase.

XI. RATIFY AMENDMENT TO LEASE LEASE-BACK AGREEMENT

Action

Ratify Amendment No. 6 to Lease Lease-Back Agreement No. 33894 with Pinner Construction Company, Inc. for an additional construction services for the Valley Academic and Cultural Center project at Los Angeles Valley College at a cost not to exceed $120,460 inclusive of eligible reimbursable expenses.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Agreement</td>
<td>$78,508,391</td>
</tr>
<tr>
<td>Approved Amendments</td>
<td>+ $631,800</td>
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<tr>
<td>Sub Total</td>
<td>$79,140,191</td>
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<tr>
<td>Proposed Amendment</td>
<td>+ $120,460</td>
</tr>
<tr>
<td>Total</td>
<td>$79,260,651</td>
</tr>
</tbody>
</table>

Inclusive of this amendment, the total cost of this Lease Lease-Back agreement to date is $79,260,651.

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 services have been completed and are requested to be ratified:

Due to additional requirements:

- Additional steel reinforcement dowels at sump pit and sewer ejector pit per the Structural Engineer of Record (SEOR).
- Revised the wall thickness near the Lobby to allow storm drain pipe from the roof down through wall to below grade per the Architect of Record (AOR).
- Added new opening for the mechanical return air duct opening from level 3 to the roof level per the Structural Engineer of Record (SEOR).
- Provided new detail and added steel reinforcement ties for confined wall at building Area C per the Structural Engineer of Record (SEOR).
- Additional work at wall details in Area B related to confined wall tie configuration and tie cross per the Structural Engineer of Record (SEOR).
- Additional steel reinforcement escalation costs as a result of the 100-day compensable delay during the period of February 2018 through October 2018.
- Sandblasting and cleaning of installed steel reinforcement to remove the rust that has formed as a result of the 100-day compensable delay during the period of February 2018 through October 2018.

Amendment No. 6 to Agreement No.33894 includes Change Order Nos. 10 and 11.

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, 38V.5801.02, Construction Phase.
Subject: AUTHORIZE MASTER PROCUREMENT AGREEMENTS

1. FURNITURE AND FIXTURES

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 furniture and fixtures from the following established Foundation agreements as stipulated below. If applicable, all sales tax shall be paid.

Platinum Visual Systems d/b/a ABC School Equipment
Contract No. 18-107
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000

Agati, Inc.
Contract No. 18-101 and 18-201
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000

Community Playthings
Contract No. 18-102
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000
Haworth
Contract No. 18-103 and 18-204
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $10,000,000

Krueger International (K.I)
Contract No. 18-104 and 18-205
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $10,000,000

Steelcase
Contract No. 18-108 and 18-208
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $10,000,000

Worden
Contract No. 18-110 and 18-210
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000

ERG
Contract No. 18-202
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000

Exemplis
Contract No. 18-203
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000

Knoll
Contract No. 18-105 and 18-206
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000

Krug
Contract No. 18-207
Effective Dates: October 11, 2018 – October 10, 2023
Not to Exceed Amount: $1,000,000
Lakeshore Learning  
Contract No. 18-106  
Effective Dates: October 11, 2018 – October 10, 2023  
Not to Exceed Amount: $1,000,000

Teknion  
Contract No. 18-209  
Effective Dates: October 11, 2018 – October 10, 2023  
Not to Exceed Amount: $1,000,000

Tennsco  
Contract No. 18-109  
Effective Dates: October 11, 2018 – October 10, 2023  
Not to Exceed Amount: $1,000,000

2. FLOORING, WALL AND INTERIOR FINISHES

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-161-18  
Effective Dates: October 11, 2018 – April 26, 2019  
Not to Exceed Amount: $5,000,000

3. 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.
KYA Services LLC
Contract No. Foundation CB-162-18
Effective Dates: October 11, 2018 – April 26, 2019
Not to Exceed Amount: $5,000,000

4. SYNTHETIC TURF, CONCRETE, ASPHALT, AND ANCILLARY 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 synthetic turf, concrete, asphalt and ancillary equipment from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

KYA Services, LLC
Contract No. Foundation CB-164-18
Effective Dates: October 11, 2018 – April 26, 2019
Not to Exceed Amount: $5,000,000

5. MAINTENANCE, REPAIR, & OPERATION (MRO) EQUIPMENT, SUPPLIES, AND SERVICES

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 MRO equipment, supplies, and services from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

W.W. Grainger, Inc.
Contract No. Foundation CB-248-18
Effective Dates: October 11, 2018 – June 30, 2023
Not to Exceed Amount: $5,000,000
Fastenal Company
Contract No. Foundation CB-249-18
Effective Dates: October 11, 2018 – June 30, 2023
Not to Exceed Amount: $5,000,000

6. AUDIO VISUAL EQUIPMENT AND SUPPLIES

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 audio visual equipment and supplies from the following established Foundation agreement as stipulated below. If applicable, all sales tax shall be paid.

B&H Foto & Electronics Corp.
Contract No. Foundation CB-241-18
Effective Dates: October 11, 2018 – June 7, 2018
Not to Exceed Amount: $2,000,000
Subject: **APPROVE PERSONNEL SERVICES ROUTINE ACTIONS**

<table>
<thead>
<tr>
<th></th>
<th>TOTAL (This Report)</th>
<th>TOTAL (07-01-18 to Date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Academic Service:</td>
<td>769</td>
<td>2248</td>
</tr>
<tr>
<td>(Faculty, Academic Administration, Academic Supervisors)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Classified Service:</td>
<td>351</td>
<td>749</td>
</tr>
<tr>
<td>(Clerical, Technical, Supervisors, Maintenance &amp; Operations, Trades, Classified Managers, Confidential)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Unclassified Service:</td>
<td>3171</td>
<td>6716</td>
</tr>
<tr>
<td>(Student Workers, Professional Experts Community Services Staff, Community Recreation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>4291</td>
<td>9713</td>
</tr>
</tbody>
</table>

DATE RANGE: August 14, 2018 – September 10, 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.

Signed:

Karen Martin, Personnel Director
Personnel Commission

Recommended by: Albert J Roman, Vice Chancellor

Approved by: Francisco C Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________

Buelna
Fong
Hoffman
Moreno
Svonkin
Vela
Veres
Williams

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

### I. APPROVE NEW CREDIT COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units, and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH</td>
<td>College Reading and Composition I Plus 2-Hour Lab (3.5 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>College Reading and Composition I Plus 3-Hour Lab (4 Units) HARBOR</td>
<td>CSU</td>
</tr>
<tr>
<td>E.S.L.</td>
<td>Advanced Integrated Language Skills (3 Units) MISSION</td>
<td>NT</td>
</tr>
</tbody>
</table>

### II. APPROVE NEW NONCREDIT COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title, Units, and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC ED</td>
<td>Using Turbo Tax (0 Units) EAST</td>
<td>NT</td>
</tr>
</tbody>
</table>

Recommended by:  
Angela Echeverri, President, DAS  
Ryan Cornner, Vice Chancellor, EPIE

Approved by:  
Francisco C. Rodriguez, Chancellor

Com. No. **ISD1**  
Division: **Educational Support Services**  
Date: October 10, 2018
### 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>
<thead>
<tr>
<th>Course</th>
<th>Title, Units, and College</th>
<th>Transferability</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOLOGY</td>
<td>Genetic Analysis (3 Units) SOUTHWEST</td>
<td>CSU</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>English Bridge (1-3 Units) SOUTHWEST</td>
<td>NT</td>
</tr>
<tr>
<td>KIN</td>
<td>Adapted Fitness (1 Unit) SOUTHWEST</td>
<td>UC/CSU</td>
</tr>
<tr>
<td>KIN</td>
<td>Yoga (1 Unit) SOUTHWEST</td>
<td>UC/CSU</td>
</tr>
<tr>
<td>KIN</td>
<td>Yoga II (1 Unit) SOUTHWEST</td>
<td>UC/CSU</td>
</tr>
<tr>
<td>KIN</td>
<td>Yoga III (1 Unit) SOUTHWEST</td>
<td>UC/CSU</td>
</tr>
<tr>
<td>MICRO</td>
<td>Microbiology Laboratory Preparations (1 Unit)</td>
<td>CSU</td>
</tr>
<tr>
<td>POL SCI</td>
<td>Introduction to Political Science (3 Units)</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.
Course | Title, Units and College | Transferability
---|---|---
BSICSKL 005CE | Academic Guidance (0 Units) SOUTHWEST | NT
ESL NC 005CE | English As A Second Language (0 Units) SOUTHWEST | NT
VOC ED 097CE | Blueprint for Customer Service (0 Units) SOUTHWEST | NT

V. APPROVE NEW EDUCATIONAL CREDIT PROGRAMS

Los Angeles City College
A. Associate of Science – Transfer in Film, Television, and Electronic Media for Transfer (60 Units)

Los Angeles Harbor College
A. Certificate of Achievement in Business Information Worker II (18 Units)

VI. APPROVE NEW EDUCATIONAL NONCREDIT PROGRAMS

East Los Angeles College
A. Certificate of Completion in Small Business Start-Up and Registration (0 Units)
B. Certificate of Completion in Payroll Accounting (0 Units)
C. Certificate of Completion Taxation Using Turbo Tax (0 Units)

VII. DISCONTINUANCE OF EXISTING EDUCATIONAL PROGRAMS

Los Angeles Trade-Technical College

Los Angeles Trade Technical College is requesting the discontinuance of the following program:

A. Associate of Arts in Child Development: Plan A

The full-time faculty in the Child Development Program have unanimously voted and decided to archive the existing Plan A because it is a duplication of the AS-T (Associate of Science-Transfer degree). We aligned our classes with the state
organization, CAP (California Alignment Project) along with as of last year’s total 98 other community colleges. We then aligned it with the CI-D system with the state. We feel that this is a more useful degree than Plan A which is antiquated.

We also want to do away with Plan A because students tend to believe that by taking less Child Development classes they can obtain an AA degree in Child Development, (which is Plan B). They seem to believe it is a “short cut” to a degree. The field needs qualified and well versed and trained teachers in early childhood education, less education does not equate with that. Plan A was created for transferring to university, not for an AA degree.

We want to update what was “Plan A” to be a Transfer degree for students who do not wish to go into teaching, yet have a desire to work with children. We seem to have quite a bit of students who fit that criteria and this may help and benefit them. From the CI-D system “Child and Adolescent Development” although it does not have a lot of CD courses we felt it was a good enough trade-off for our students to transfer and continue in the fields they wish to go into.
Subject: APPROVE NEW COMMUNITY SERVICES COURSES

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

Recommended by: Vice Chancellor, Ryan M. Cornner

Approved by: Chancellor, Francisco C. Rodriguez

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________

Buelna
Fong
Hoffman
Moreno

Svonkin
Vela
Veres
Williams

Student Trustee Advisory Vote
# Los Angeles Valley College

## HEALTH

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do I Really Need A Shrink?</td>
<td>Students in this class will learn what the therapeutic process is actually like so that they can gain a better understanding of it. Those that have assumed that therapy is unaffordable, or are skeptical about the process, or doubt that it can make a difference for them, will be able to address their concerns in the workshop. Students will also learn some general theories of psychotherapy, as well as an understanding of what they should and should not expect from a therapist. They will also learn the single most important factor that determines how much they can gain from therapy.</td>
</tr>
</tbody>
</table>

## GENERAL EDUCATION

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>How to be Successful in Film Festivals</td>
<td>Students in this class will learn how to successfully find and submit their films to film festivals, and how to market their films so that they stand out in attention grabbing ways.</td>
</tr>
</tbody>
</table>
Subject: PERSONNEL COMMISSION ACTIONS

I. Claims for Temporary Work Out of Classification

A. Concur with the action of the Personnel Commission to APPROVE payment for temporary work out of classification for EN 1000368 for the period of 04/09/2018 through 08/03/2018.

BACKGROUND: EN 1000368, a Maintenance Assistant in Plant Facilities at Los Angeles Trade-Technical College, was performing duties outside of his current classification during the time periods noted above. Staff found that the higher level duties assigned to the employee were consistent with the duties of the class of Plumber. The estimated cost of this action is $3004.80.

Approved by: Karen Martin, Personnel Director

Chancellor and Secretary of the Board of Trustees

By ___________________________ Date ___________________________
II. Classification Study

A. Concur with the action of the Personnel Commission to reclassify EN 1066088 from Accounting Technician (Restricted) to the unrestricted counterpart job classification of Accounting Technician.

**Accounting Technician (Restricted)/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  $51,854.16  $54,706.08  Annually

**BACKGROUND:** On December 6, 2017, the class of Accounting Technician (Restricted) was established at the request of the District. Job classifications created as “Restricted” enable the appointment of mentally, physically, or developmentally disabled persons. Upon successful completion of 130 days of employment, the restricted employee is given the opportunity to take a qualifying examination which is the same or comparable to the examination required for all other persons in the counterpart job classification. If successful, the restriction is removed and the employee is granted permanency in the counterpart unrestricted class and seniority credit from the original date of employment in the “restricted” position.

EN 1066088 was hired into a position of Accounting Technician (Restricted) on February 14, 2018 and has successfully completed all steps necessary to have his restriction removed effective August 15, 2018 with seniority credit in the class from February 14, 2018.
Subject: **APPROVE THE AWARD OF AN HONORARY ASSOCIATES OF ARTS DEGREE**

WHEREAS, Micky Dolenz attended Los Angeles Trade-Technical College, taking architecture, design and drafting classes in 1965 as part of a degree pathway; and

WHEREAS, Micky Dolenz' educational pathway was interrupted when he was cast as the drummer in the Monkees' television show in 1966; and

WHEREAS, Micky Dolenz became an international sensation, as well as an acclaimed actor, writer, director and singer, as part of the Monkees' television show, the group's multi-platinum music sales, global touring and years of entertaining audiences throughout the world; and

WHEREAS, Micky Dolenz has used his fame to support numerous philanthropic ventures including the Make-a-Wish Foundation, the Elizabeth Glazer Pediatric AIDS Foundation, the American Cancer Society, the LAPD Police Protective League and the LATTCC Foundation; and

WHEREAS, Micky Dolenz attended LATTCC's 90th Anniversary Celebration in 2015 as part of the honoring of famous alumni whose lives had been shaped by this school; and

WHEREAS, Micky Dolenz acquired architectural and carpentry skills through classes at LA Trade Tech College, which he has used to create a specialty furniture-making business with his daughter Georgia, known as Dolenz and Daughters Handmade Furniture Company through which he uses many of the skills he learned here at LA Trade Tech; and

Approved by: Francisco C. Rodriguez, Chancellor
WHEREAS, Micky Dolenz has remained true to his interest in design and the craftsmanship of woodworking, and continues to use the training he received at Trade Tech, despite being unable to complete his program; now, therefore, be it

RESOLVED, That the Los Angeles Community College District Board of Trustees, award an honorary Associate of Arts degree in Architecture Technology to Micky Dolenz, for his unselfish contributions to entertainment, philanthropy and education as a former LACCD student at LA Trade-Technical College. We thank him for using the training he received at LATTC in life and in his family business and for remembering his time with us with pride.

This degree is requested to be bestowed at the LATTC Foundation Student Benefit Dinner on October 11\textsuperscript{th}, 2018, at which Micky Dolenz is our alumnus honoree.
Subject: APPOINTMENTS/REAPPOINTMENTS TO THE DISTRICT CITIZENS' OVERSIGHT COMMITTEE (DCOC) FOR PROPOSITIONS A/AA AND MEASURES J/CC BOND PROGRAMS

I. APPOINTMENTS TO THE DISTRICT CITIZENS' OVERSIGHT COMMITTEE (DCOC) FOR PROPOSITIONS A/AA AND MEASURES J/CC BOND PROGRAMS

A. Appoint the following individual for membership on the DCOC to serve as the Student Representative: Peter Serrano

Background: The Student Affairs Committee recommends Mr. Peter (Pedro) Serrano to serve a two-year term as the Student Representative to the DCOC from October 10, 2018 to October 9, 2020.

Peter Serrano is a student at East Los Angeles College where he is working on his working on his English Associate Degree.

Peter has been very involved representing students and is a former student trustee candidate.

Outside of working on his degree, Peter has spent time working with elementary student primarily 1st through 3rd grades.

In accordance with Administrative Regulation C-7, which requires that the Board appoint DCOC members, Mr. Serrano’s name is being presented for approval.

Approved by:

Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

Buelna
Fong
Hoffman
Moreno

Svonkin
Vela
Voros
Williams

Student Trustee Advisory Vote
B. Appoint the following individual for membership on the DCOC to serve as the Foundation Representative: Paola Santana

**Background:** Ms. Santana is currently serving as a member of the Foundation for the Los Angeles Community Colleges.

Ms. Santana is the Senior Director of Educational and Workforce Development for the Los Angeles Area Chamber of Commerce. Her current responsibilities include the implementation of student programing, higher education policy advocacy, and systems change initiatives through the L.A. Compact.

Previously, Ms. Santana worked with the Los Angeles Unified School District Board of Education where she advised the board members on complex policy issues, and worked with educators, administrators, students, and families to improve educational opportunities.

Paola, a former Glendale Community College student transferred to the University of California, Berkeley where she earned her bachelor’s degree in Political Science. She continued her education with the Harvard Graduate School of Education where she earned a master’s degree in Higher Education.

In accordance with Administrative Regulation C-7, the Board shall appoint the DCOC members. Ms. Santana’s name is being presented for approval. Ms. Santana’s term will begin on October 10, 2018 and end on October 9, 2020.

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II. **REAPPOINTMENT TO THE DISTRICT CITIZENS’ OVERSIGHT COMMITTEE (DCOC) FOR PROPOSITIONS A/AA AND MEASURES J/CC BOND PROGRAMS**

Reappoint the following individual for membership on the District Citizens’ Oversight Committee to serve as the Taxpayer Representative: John Hakel.
Background: John Hakel is currently serving as the Executive Director for the Southern California Partnership for Jobs which, among other things, proposes and advocates to taxation to support infrastructure investments, local economic growth, and employment development.

Prior to serving as the Executive Director, Mr. Hakel served as the Vice President, Government Relations for Associated General Contractors (AGC) of California from 1985 to 2016. In that capacity, he established significant liaisons with local, regional, and state agencies; coordinating the review of state legislative duties affecting the construction industry; and providing leadership in developing programs, organization, and financial plans for the Board of Directors of AGC.

In accordance with Administrative Regulation C-7, the Board shall appoint the DCOC members. Mr. Hakel’s second term will begin on November 3, 2018 and end on November 2, 2020.
Subject: APPROVE STUDENT DISCIPLINE – EXPULSION WITHOUT RECONSIDERATION

I. Expel East Los Angeles College Student, SID # XX-XXX-9260, from all colleges in the Los Angeles Community College District without reconsideration.

The student has violated the following Standards of Student Conduct:

Board Rule 9803.24 – Threatening Behavior
Board Rule 9803.27 – Performance of an Illegal Act

Background: Education Code 72122 requires that the final action of the Board shall be taken in a public meeting. The above recommendations are made in accordance with Board Rule 91101.6 and 91101.18

Recommended by: Ryan M. Cornner, Vice Chancellor

Approved by: Francisco C. Rodriguez, Chancellor

Chancellor and Secretary of the Board of Trustees

Buelna
Fong
Hoffman
Moreno
Svonkin
Vela
Vores
Williams
Student Trustee Advisory Vote