



**Board of Trustees - Regular Meeting  
Tuesday, November 15, 2016 6:00 PM  
District Office, Board Room, 3801 Market Street,  
Riverside, CA 92501**

**ORDER OF BUSINESS**

**Pledge of Allegiance**

Anyone who wishes to make a presentation to the Board on an agenda item is requested to please fill out a "REQUEST TO ADDRESS THE BOARD OF TRUSTEES" card, available from the Public Affairs Officer. However, the Board Chairperson will invite comments on specific agenda items during the meeting before final votes are taken. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor's Office at (951) 222-8801 as far in advance of the meeting as possible.

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, 3rd Floor, 3801 Market Street, Riverside, California, 92501 or online at [www.rccd.edu/administration/board](http://www.rccd.edu/administration/board).

- I. COMMENTS FROM THE PUBLIC  
*Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Pursuant to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.*
- II. APPROVAL OF MINUTES
  - A. [Minutes of the Board of Trustees Regular/Committee Meeting of October 4, 2016](#)  
*Recommend approving the October 4, 2016 Board of Trustees Regular/Committee meeting minutes as prepared.*
  - B. [Minutes of the Board of Trustees Regular Meeting of October 18, 2016](#)  
*Recommend approving the October 18, 2016 Board of Trustees Regular meeting minutes as prepared.*
- III. PUBLIC HEARING (NONE)
- IV. CHANCELLOR'S REPORTS
  - A. [Chancellor's Communications](#)  
*Information Only*
  - B. [Review of State Legislative Actions for 2016](#)  
*Information Only*
  - C. [Five to Thrive Interprofessional Education in Healthcare Presentation](#)  
*Information Only*
  - D. [Healthcare Update](#)  
*Information Only*
  - E. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)  
*Information Only*
- V. STUDENT REPORT

- A. [Student Report](#)  
*Information Only*
- VI. CONSENT AGENDA ACTION
  - A. Diversity/Human Resources
    - 1. [Academic Personnel](#)  
*Recommend approving/ratifying academic personnel actions.*
    - 2. [Classified Personnel](#)  
*Recommend approving/ratifying classified personnel actions.*
    - 3. [Other Personnel](#)  
*Recommend approving/ratifying other personnel actions.*
  - B. District Business
    - 1. [Purchase Order and Warrant Report – All District Resources](#)  
*Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$3,626,120 and District Warrant Claims totaling \$7,171,186.*
    - 2. Budget Adjustments
      - a. [Budget Adjustments](#)  
*Recommend approving the budget transfers as presented.*
    - 3. Resolution(s) to Amend Budget
      - a. [Resolution No. 16-16/17 – 2016-2017 Student Equity Program](#)  
*Recommend approving the resolution and adding the revenue and expenditures of \$814,816 to the budget.*
      - b. [Resolution No. 17-16/17 – 2016-2017 TANF and CalWORKs Program](#)  
*Recommend approving the resolution and adding the revenue and expenditures of \$298,149 to the budget.*
      - c. [Resolution No. 18-16/17 – 2016-2017 Student Support Services Project Grant](#)  
*Recommend approving the resolution and adding the revenue and expenditures of \$6,600 to the budget.*
      - d. [Resolution No. 19-16/17 – 2016-2017 Disabled Student Support Services Program Grant](#)  
*Recommend approving the resolution and adding the revenue and expenditures of \$6,600 to the budget.*
      - e. [Resolution No. 20-16/17 – 2016-2017 Veterans Student Support Services Project Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$6,600 to the budget.*
      - f. [Resolution No. 21-16/17 – 2016-2017 Student Support Services RISE Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$6,600 to the budget.*
      - g. [Resolution No. 22-16/17 – 2016-2017 Student Support Services TRIO Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$6,933 to the budget.*
      - h. [Resolution No. 23-16/17 – 2016-2017 Here to Career Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$52,886 to the budget.*
      - i. [Resolution No. 24-16/17 – 2016-2017 Gates LEA Implementation Network Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$100,000 to the budget.*
      - j. [Resolution No. 25-16/17 – 2016-2017 SSSP Special Project Set-Aside Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$1,453,008 to the budget.*

- k. [Resolution No. 26-16/17 – 2016-2017 EOPS Special Project Set-Aside Grant](#)  
*Recommend approving and adding the revenue and expenditures of \$277,710 to the budget.*
- 4. Contingency Budget Adjustments (None)
- 5. Bid Awards
  - a. [Bid Award for the Landscape Renovations Project](#) *Recommend awarding Bid Number 2016/17-04, Landscape Renovations Project in the total amount of \$192,500 to RCB and Sons, Inc.*
- 6. Grants, Contracts and Agreements
  - a. [Contracts and Agreements Report Less than \\$87,800 – All District Resources](#)  
*Recommend ratifying contracts totaling \$536,308 for the period of October 1, 2016 through October 31, 2016.*
  - b. [Amendment to Agreement for Training Services with Cerritos College Foundation](#)  
*Recommend approving the Amendment to the Agreement between Riverside Community College District and Cerritos College Foundation for up to \$222,000.*
  - c. [Amendment to Agreement for Administrative Services with DLI and Associates](#)  
*Recommend approving the Amendment to the Agreement between Riverside Community College District and DLI and Associates for up to \$94,990, and extend the date to October 25, 2017.*
  - d. [Agreement for Career Technical Education \(CTE\) Enhancement Fund to Create Greater Incentive for Community Colleges CTE offerings with Chaffey Community College District](#) *Recommend approving the Career and Technical Education (CTE) Enhancement Fund Agreement between Riverside Community College District and Chaffey Community College District for the time frame of July 1, 2016 through December 31, 2016, in an amount not to exceed \$220,000, and authorize the Vice Chancellor, Administration and Finance to sign the agreement.*
  - e. [Contract C16-0043 with California Community College Chancellor's Office for Riverside City College to act as a fiscal agent for the Student Success and Support Program \(SSSP\) Set-aside Fund.](#)  
*Recommend approving the contract C16-0043 for the time frame of July 1, 2016 through October 31, 2017 in the amount of \$1,453,008.*
  - f. [Sub-Award Agreement to Implement a National Center for Supply Chain Automation with Oakton Community College](#)  
*Recommend approving the sub-award agreement with Oakton Community College to implement a National Science Foundation National Center for Supply Chain Automation.*
  - g. [Agreement for Legal Services with Atkinson, Andelson, Loya, Ruud and Romo](#)  
*Recommended Action to be Determined.*
  - h. [Agreement for Legal Services with Liebert Cassidy Whitmore](#)  
*Recommended Action to be Determined.*
- 7. [Out-of-State Travel](#)  
*Recommend approving out-of-state travel.*
- 8. Other Items
  - a. [Memorandum of Understanding for operating Gateway College and Career Academy with Riverside Gateway to College Early College High School](#)

*Recommend approving the Memorandum of Understanding for the time frame of July 1, 2016 through June 30, 2018, in the amount of \$500,000.*

- b. [Destruction of Records](#)  
*Recommend approving the destruction of the records on the attached listing.*
- c. [Surplus Property](#)  
*Recommend by unanimous vote; declaring the property on the attached list to be surplus; finding the property does not exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.*
- d. [Notices of Completion](#)  
*Recommend accepting the projects listed on the attachment as complete, and approving the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).*

VII. **CONSENT AGENDA INFORMATION**

- A. [CCFS-311Q – Quarterly Financial Status Report for the 1st Quarter Ended September 30, 2016](#)  
*Information Only*
- B. [Monthly Financial Report for Month Ending – October 31, 2016](#)  
*Information Only*

VIII. **BOARD COMMITTEE REPORTS**

- A. Governance
  - 1. [Board Policy for First Reading](#)  
*Recommend accepting the first reading of Board Policy 5030 - Student Fees*
- B. Teaching and Learning
  - 1. [Proposed Curricular Changes](#)  
*Recommend approving the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.*
- C. Planning and Operations
  - 1. [Revision to the Riverside City College Mission Statement](#)  
*Recommend approving the revised Riverside City College Mission Statement.*
- D. Resources
  - 1. [FY 2015-2016 Proposition 39 Financial and Performance Audits](#)  
*Recommend receiving the Proposition 39 independent financial and performance audits of the District's Measure C general obligation bond for the year ended June 30, 2016 for the permanent file of the District.*
- E. Facilities
  - 1. [Change Order No. 1 for the Charles A. Kane Student Services and Administration Building with Southern California Landscape, Inc.](#)  
*Recommend approving project Change Order No. 1 with Southern California Landscape, Inc. in the amount of \$26,492; and the change order in excess of ten percent by a total of \$7,052.*
  - 2. [Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building with Bernard's Builders Management Services](#)  
*Recommend approving Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building for construction management services with Bernard's Builders*

*Management Services in the amount not to exceed \$12,192.*

3. [Agreement Amendment 3 for the Culinary Arts Academy/District Office Building and Agreement Amendment 3 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Building Projects with Tilden-Coil Constructors, Inc.](#)  
*Recommend approving Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Culinary Arts Academy/district Office Building project; and Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Coil School for the Arts project.*
4. [Change Order No. 5 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Project with McGuire Contracting](#)  
*Recommend approving project Change Order No. 5 with McGuire Contracting in the amount of \$754.98; and the change order in excess of ten percent by a total of \$16,119.59.*
5. [Change Orders No. 5 and No. 6 for the Culinary Arts Academy and District Offices Project with Inland Building Construction Companies, Inc.](#)  
*Recommend approving project Change Order No. 5 with Inland Building Construction Companies, Inc. in the amount of \$18,123.00; and project Deductive Change Order No. 6 with Inland Building Construction Companies, Inc. in the amount of -\$504.02; and the change orders currently in excess of ten percent by a total of \$101,493.19.*
6. [Change Order No. 9 for the Culinary Arts Academy and District Offices Project with J.M. Farnan](#)  
*Recommend approving project Change Order No. 9 with J.M. Farnan in the amount of \$4,105.43; and the change order in excess of ten percent by a total of \$13,979.84.*

- IX. ADMINISTRATIVE REPORTS
  - A. Vice Chancellors
  - B. Presidents
- X. ACADEMIC SENATE REPORTS
  - A. Moreno Valley College
  - B. Norco College
  - C. Riverside City College/Riverside Community College District
- XI. BARGAINING UNIT REPORTS
  - A. CTA - California Teachers Association
  - B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
  - A. [Presentation of 2015-16 Annual Report by Measure C Citizens' Bond Oversight Committee](#)  
*Information Only*
  - B. [Update from Members of the Board of Trustees on Business of the Board.](#)  
*Information Only*
- XIII. CLOSED SESSION
  - A. [Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release](#)  
*Recommended Action to be Determined.*
- XIV. ADJOURNMENT

## Agenda Item (II-A)

Meeting	11/15/2016 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of October 4, 2016
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

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### Background Narrative:

Recommend approving the October 4, 2016 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

[100416\\_MIN](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR  
AND COMMITTEE MEETINGS OF THE GOVERNANCE,  
TEACHING AND LEARNING, PLANNING AND OPERATIONS,  
RESOURCES AND FACILITIES COMMITTEES  
OF OCTOBER 4, 2016

President Blumenthal called the Board of Trustees meeting to order at 6:00 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California.

CALL TO ORDER

Trustees Present

Virginia Blumenthal, President  
Tracey Vackar, Secretary  
Janet Green, Board Member  
Nathan Miller, Board Member  
Sammie Ayoub, Student Trustee

Trustees Absent

Mary Figueroa, Board Member

Staff Present

Michael L. Burke, Ph.D., Chancellor  
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services  
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations  
Ms. Chris Carlson, Chief of Staff and Facilities Development  
Dr. Irving Hendrick, Interim President, Moreno Valley College  
Dr. Monica Green, Interim President, Norco College  
Dr. FeRita Carter, Vice President, Student Services, Riverside City College  
Mr. Patrick Pyle, General Counsel  
Mr. Richard Keeler, Dean, Grants and Economic Development  
Ms. MaryAnn Doherty, Director, Grants

Dr. Green led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Vackar/Green moved that the Board of Trustees approve Trustee Figueroa's absence as excused. Motion carried. (4 ayes, 1 absent [Figueroa])

MOTION TO EXCUSE TRUSTEE'S ABSENCE

Peggy Campo, stated Norco Academic Senate passed a resolution declaring their no confidence vote of Trustee Miller.

COMMENTS FROM THE PUBLIC

Asher Jones, expressed her concern over discrimination of transgender and LGBT students.

Christina Palmieri, expressed her support of Trustee Miller.

Ben Clymer, expressed his support of Trustee Miller.

Dr. Mark Sellick, spoke regarding the indiscretions of a past student trustee.

Gaurav Taneja, expressed his support of Trustee Miller.

The Committee Chair Virginia Blumenthal convened the meeting at 6:24 p.m. Committee members in attendance: Michael L. Burke, Ph.D., Chancellor; Academic Senate Representatives: Dr. Mark Sellick (Riverside City College/RCCD) and Peggy Campo (Norco College); ASRCCD Representative: Nigel Item; CTA Representative: Cameron Young; CSEA Representative: Gustavo Segura and Management Association Representative: Tenisha James

GOVERNANCE

Mr. Pyle reviewed Board Policy 5030 that will be presented to the Board for first reading at the October 18 regular Board Meeting. Discussion followed.

Board Policies for First Reading

The committee adjourned the meeting at 6:29 p.m.

Adjourned

The Committee Chair Tracey Vackar convened the meeting at 6:30 p.m. Committee members in attendance: Michael L. Burke, Ph.D., Chancellor; Academic Senate Representatives: Peggy Campo (Norco College); ASRCCD Representative: Amofah Brobbey; CTA Representative: Tim Wallstrom; CSEA Representative: Gustavo Segura and Management Representative: Tenisha James.

TEACHING AND LEARNING COMMITTEE

Mr. Keeler and Ms. Doherty presented the Grants Office Fall 2016 Report. Discussion followed.

Grants Office Fall 2016 Report

The committee adjourned the meeting at 6:42 p.m.

Adjourned

The Committee Chair Janet Green convened the meeting at 6:42 p.m. Committee members in attendance: Aaron Brown, Vice Chancellor, Business and Finance Services, Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations; Academic Senate Representative: Peggy Campo (Norco College); ASRCCD Representative: Robbie Bishara; CTA Representative: Peter Boelman; CSEA Representative: Gustavo Segura and Management Representative: Tenisha James.

RESOURCES COMMITTEE

The agenda item of Riverside Community College District Workforce Analysis was pulled and will be heard at the November 1 meeting.

Riverside Community College District Workforce Analysis

The committee adjourned the meeting at 6:43 p.m.

Adjourned

The Committee Chair Nathan Miller convened the meeting at 6:43 p.m. Committee members in attendance: Chris Carlson, Chief of Staff and Facilities Development;

FACILITIES COMMITTEE



Academic Senate Representatives: Mr. Salvador Soto (Moreno Valley College) and Ms. Peggy Campo (Norco College); ASRCCD Representative: Robbie Bishara; CTA Representative: Tim Wallstrom; CSEA Representative: Gustavo Segura and Management Representative: Tenisha James

Ms. Carlson presented the committee Agreement Amendment 1 with GLUMAC for additional time and LEED Commissioning Services in the amount of \$1,590 for the Coil School for the Arts and Parking Structure project that will be considered by the Board for approval at the October 18 regular Board meeting. Discussion followed.

The committee adjourned the meeting at 6:44 p.m.

The Board adjourned the meeting at 6:45 p.m.

Agreement Amendment No. 1 for the Henry W. Coil, Sr., and Alice Edna Coil School for the Arts Building and Parking Structure with GLUMAC

Adjourned

ADJOURNMENT

## Agenda Item (II-B)

Meeting	11/15/2016 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of October 18, 2016
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

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### Background Narrative:

Recommended approving the October 18, 2016 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

[101816\\_MIN](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING  
OF OCTOBER 18, 2016

President Blumenthal called the Board of Trustees meeting to order at 6:00 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California.

CALL TO ORDER

Trustees Present

Virginia Blumenthal, President  
Tracey Vackar, Secretary  
Mary Figueroa, Board Member  
Janet Green, Board Member  
Nathan Miller, Board Member  
Sammie Ayoub, Student Trustee

Staff Present

Michael L. Burke, Ph.D., Chancellor  
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services  
Ms. Chris Carlson, Chief of Staff and Facilities Development  
Dr. Wolde-Ab Isaac, President, Riverside City College  
Dr. Irving Hendrick, Interim President, Moreno Valley College  
Dr. Monica Green, Interim President, Norco College  
Ms. Peggy Cartwright, Associate Vice Chancellor, Strategic Communications and Institutional Advancement  
Interim Chief of Police, Colleen Walker  
Ms. LaTonya Parker, Academic Senate Representative, Moreno Valley College  
Ms. Peggy Campo, Academic Senate Representative, Norco College  
Dr. Mark Sellick, Academic Senate Representative, District/Riverside City College

Guests Present

Dr. Beth Gomez, Vice President, Business Services, Norco College  
Dr. Monica Gutierrez, Associate Professor of Biology, Norco College  
Mr. Timothy Huneck, Student, Norco College  
Ms. Debra Yorba, Vice President, Keenan and Associates

Interim Chief of Police, Colleen Walker led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Dr. Mark Sellick, District Academic Senate, stated all RCCD academic senates are unified with a no confidence vote and request Trustee Miller's resignation from the Board.

COMMENTS FROM THE PUBLIC

Tom Vitrano, Moreno Valley College student, spoke regarding resources offered to homeless students.

Diego Garcia, RCC student, spoke regarding an issue he is having with a professor.

Gaurav Taneja, expressed his support of Trustee Miller.

Chris Squiers, spoke regarding her support of Trustee Miller.

Figueroa/Miller moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of September 6, 2016. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF SEPTEMBER 6, 2016

Green/Vackar moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of September 20, 2016. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF SEPTEMBER 20, 2016

Figueroa/Vackar moved that the Board of Trustees approve the minutes of the Board of Trustees Special Meeting of September 26, 2016. Motion carried (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING OF SEPTEMBER 26, 2016

Vackar/Green moved to consider Item VI.A.2. "Classified Personnel". Motion carried (5 ayes)

AMEND AGENDA

Miller/Figueroa moved to approve/ratify the listed classified appointments, separations, and assignment and salary adjustments. Motion carried (5 ayes)

Classified Personnel

CHANCELLOR'S REPORTS

Dr. Burke administrated the oath of office to Chief of Police, Robert Gunzel. He thanked Collen Walker for serving as the Interim Chief of Police.

Administration of Oath of Office for Chief of Police

Beth Gomez, Peggy Campo, and Timothy Huneck, presented on the safety and emergency preparedness at Norco College.

Presentation on Safety and Emergency Preparedness at Norco College

Dr. Monica Gutierrez led a presentation on the success program offered to students enrolled in life science courses. The program teaches students the skills needed to be successful in the science courses.

Five to Thrive Presentation on Using Success Seminars to Increase Success Rates in Life Science Courses

Ms. Yorba provided an update on the District's healthcare plans. There is currently one (1) open case. Also the meetings with the employee benefits group will reconvene early November.

Healthcare Update

The Board of Trustees received information on documents that are used to monitor and review

Future Monthly Committee Agenda Planner and Annual Master

upcoming action items, information items, and presentations, as well as planning for the monthly committee and Board meetings.

## Planning Calendar

Student Trustee Sammie Ayoub presented the report about recent and future student activities at Moreno Valley, Norco, and Riverside City Colleges and Riverside Community College District.

### STUDENT REPORT

### CONSENT ITEMS

#### Action

Green/Miller moved that the Board of Trustees:

Approve/ratify the listed academic appointments, separations, and assignment and salary adjustments;

Academic Personnel

Approve/ratify the listed other personnel appointments, and assignment and salary adjustments as amended;

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$3,616,603 and District Warrant Claims totaling \$4,813,948;

Purchase Order and Warrant Report  
– All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of \$7,870 to the budget;

Resolution No. 03-16/17 – 2016-  
2017 Upward Bound – Alvord  
Unified School District Grant

Approve adding the revenue and expenditures of \$9,230 to the budget;

Resolution No. 04-16/17 – 2016-  
2017 Upward Bound – Centennial  
High School Grant

Approve adding the revenue and expenditures of \$7,500 to the budget;

Resolution No. 05-16/17 – 2016 –  
2017 Upward Bound – Corona  
High School Grant

Approve adding the revenue and expenditures of \$3,232 to the budget;

Resolution No. 06-16/17 – 2016 –  
2017 Bulletproof Vest Partnership  
Grant

Approve adding the revenue and expenditures of \$3,999,495 to the budget;

Resolution No. 07-16/17 – 2016 –  
2017 National Center for Supply  
Chain Automation Grant

Approve adding the revenue and

Resolution No. 08-16/17 – 2016-

expenditures of \$1,200,000 to the budget;	2017 STEM Engineering Pathways Grant
Approve adding the revenue and expenditures of \$16,200 to the budget;	Resolution No. 09-16/17 – 2016-2017 Agents of Change for a Healthier Tomorrow Grant
Approve adding the revenue and expenditures of \$1,200,000 to the budget;	Resolution No. 10-16/17 – 2016-2017 HSI STEM Project Grant
Approve adding the revenue and expenditures of \$7,500 to the budget;	Resolution No. 11-16/17 – 2016-2017 Upward Bound Math and Science Grant
Approve adding the revenue and expenditures of \$150,000 to the budget;	Resolution No. 12-16/17 – 2016/2017 EOPS Special Project Set-Aside Grant
Approve the realignment of Scheduled Maintenance and Instructional Equipment and adding the revenue and expenditures of \$125,968 to the budget;	Resolution No. 13-16/17 – 2016-2017 Realignment of Scheduled Maintenance and Instructional Equipment Grant
Approve adding the revenue and expenditures of \$12,707 to the budget;	Resolution No. 14-16/17 – 2016-2017 Cooperative Agencies Resources of Education (CARE)
Approve adding the revenue and expenditures of \$6,600 to the budget;	Resolution No. 15-16/17 – 2016-2017 MVC TRIO SSS Grant
Ratify contracts totaling \$1,026,717 for the period September 1, 2016 through September 30, 2016;	Contracts and Agreements Report Less than \$87,800 – All District Resources
Approve out-of-state travel;	Out-of-State Travel
Declare the property on the attached list to be surplus; find the property does not exceed the total value of \$5,000; and authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District;	Surplus Property
Motion carried. (5 ayes)	
Green/Figueroa moved to approve the projects listed on the attachment as complete, except Southern California Landscape, and approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works). Motion carried. (5 ayes)	Notice of Completion

Information

The Board received the annual financial status report for the year ending June 30, 2016.

2015-2016 CCFS-311 – Annual Financial and Budget Report

BOARD COMMITTEE REPORTS

Facilities

Miller/Green moved that the Board of Trustees approve the Agreement Amendment No. 1 with GLUMAC for additional time and LEED Commissioning Services in the amount of \$1,590 for the Coil School for the Arts and Parking Structure project; Motion carried. (5 ayes)

Agreement Amendment No. 1 for the Henry W. Coil, Sr., and Alice Edna Coil School for the Arts Building and Parking Structure with GLUMAC

ADMINISTRATIVE REPORTS

Presidents

Dr. Hendrick, Interim President, Moreno Valley College, Dr. Green, Interim President, Norco College and Dr. Isaac, President, Riverside City College updated the Board on the upcoming events and activities occurring at their colleges.

ACADEMIC SENATE REPORTS

Moreno Valley College

Ms. LaTonya Parker presented the report on behalf of Moreno Valley College.

Norco College

Ms. Peggy Campo presented the report on behalf of Norco College.

Riverside City College/District

Dr. Mark Sellick presented the report on behalf of Riverside City College and the District.

BARGAINING UNIT REPORTS

CTA – California Teachers Association

Dr. Dariush Haghghat, President, CTA, presented the report on behalf of the CTA.

CSEA – California School Employees Association

Mr. Gustavo Seguara, President, CSEA presented the report on behalf on CSEA.

BUSINESS FROM BOARD MEMBERS

Update from Members of the Board of Trustees on Business of the Board

Trustee Green stated her support and appreciation of all staff - classified and faculty.

Trustee Figueroa thanked all staff involved in the presentations at the ACCT conference in New Orleans; looking forward to the workforce report at

the November 1 meeting; reminded everyone of the upcoming Latino Film Festival and asked that the meeting be closed in honor of officers Jose “Gil” Vega and Leslie Zerebny killed in Palm Springs, and noted Officer Zerebny was a graduate from our law enforcement program two years ago.

Trustee Miller echoed Trustee Figueroa’s comments about the officers in Palm Springs and commented on emergency preparedness and the apparent target on law enforcement.

Trustee Vackar thanked everyone involved in the presentations at the ACCT conference and would like to have students involved next time; suggested a memorial be built and dedicated to officers killed on duty who have graduated through our Ben Clark Training Center.

Trustee Blumenthal commented on the recent events she has attended and looking forward to the upcoming RCC Homecoming Game.

The Board held a moment of silence for Officers Vega and Zerebny and adjourned to closed session at 8:32 p.m. to consider the following closed session items:

Conference with Legal Counsel – Existing Litigation [CA Government Code Section 54956.9(a)] – Riverside Community College District v. Advanced Partitions dba Advanced Systems

Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release

The Board reconvened to open session at 9:08 pm, announcing no action had been taken on the closed session items and adjourned the meeting at 9:09 p.m.

ADJOURNED TO CLOSED SESSION

RECONVENE/ADJOURNED



## Agenda Item (IV-A)

Meeting 11/15/2016 - Regular  
Agenda Item Chancellor's Reports (IV-A)  
Subject Chancellor's Communications  
College/District District  
Information Only

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### Background Narrative:

Chancellor will share general information to the Board of Trustees, including federal, state and local interests and District information.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

None.

## Agenda Item (IV-B)

Meeting 11/15/2016 - Regular  
Agenda Item Chancellor's Reports (IV-B)  
Subject Review of State Legislative Actions for 2016  
College/District District  
Information Only

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### Background Narrative:

Each session, the state legislature considers numerous bills introduced, and re-introduced. This year there were a number of bills that address higher education in the state of California; and programs and needs of financial aid, foster youth and homelessness, and even the growing needs of the middle-class amongst other items.

The State Chancellor's Office issued an overview of this bills from this past legislative session; including but not limited to chaptered, governor vetoed, and bills held. This overview is provided to the Board of Trustees as information.

Prepared By: Michael Burke, Ph.D., Chancellor  
Chris Carlson, Chief of Staff & Facilities Development

### Attachments:

[State Legislative Overview 2016](#)



September 30, 2016

## OVERVIEW – Final Actions

The Legislature is in its final recess and is still considered in session until “Sine Die” on November 30, 2016, but their work concluded nearly a month ago, and now the Governor has taken his final actions to sign or veto bills. In California, if the Governor fails to act on a bill sent to his desk by the Legislature, it would become law automatically. There are a number of our Bills of Interest whose fate has already been sealed by the actions of the committee. The fiscal committees, known as “Appropriations,” announced in August the measures that would be “held” and therefore could not be passed. These measures, along with others that were not passed by the Legislature or were vetoed by the Governor are noted below.

Bills that will now become law are identified as “chaptered” and the statutes will not go into effect until January 1, 2017, unless they are urgency measures, the Budget Act or one of the Budget Trailer bills. AB 526 takes effect immediately because it is an urgency measure and is the only urgency measure that remained eligible for the Governor’s signature out of all of our Bills of Interest. AB 526 is a gut-and-amend measure, revised in the last week of the session that now addresses concurrent enrollment.

The summaries that follow are for our top priority, or “Tier 1” bills, and reflect the information that was available when this update was drafted. For details and copies of any bill, please contact the Governmental Relations Division of the Chancellor’s Office or visit the Legislative Counsel’s website at: <http://leginfo.legislature.ca.gov/>.

## BILLS OF INTEREST

### ACADEMIC PROGRAMS

- **AB 1846 (Lopez) Adult Education Consortium Program.** AB 1846 specifies that the annual reports for the Adult Education Block Grant program include a requirement that consortiums assess whether funds provided by the state were insufficient to address local adult education demands.
  - Status: AB 1846 was **held** in the Senate Appropriations Committee.
- **AB 1985 (Williams) Advanced Placement Exam (Community College Standard).** AB 1985 requires the California Community College Chancellor’s Office to collaborate with the Academic Senate to develop a uniform policy to award General Education credit for Advanced Placement test scores. Each community college district will be required to adopt the policy and post it on its website.
  - Status: AB 1985 was signed into law by the Governor. **Chaptered**

### CAREER TECHNICAL EDUCATION

- **SB 66 (Leyva) Career Technical Education Pathways Program.** SB 66 requires the Economic and Workforce Development Program to align performance accountability measures with that of the federal Workforce Innovation and Opportunity Act. SB 66 also requires the California Department of

Consumer Affairs make available to the Chancellor's Office **any licensure information** that the department has on its boards, bureaus, commissions, or programs to help measure employment outcomes of students who participate in career technical education programs.

- Position: Sponsor/Support
- Status: SB 66 was signed into law by the Governor. **Chaptered**

## **CAMPUS CLIMATE/CAMPUS SAFETY**

- **AB 969 (Williams) Postsecondary Education: Sexual Assault Cases.** After being withdrawn from the enrollment process in 2015 and placed on the inactive file, AB 969 was amended in June and in August of 2016 to remove prior language. AB 969 now requires the University of California, California State University and the governing board of each community college district to report data from October 2018 to January 1, 2022 on cases of alleged sexual assault. The report is required to be on each district's website and presented in a manner that provides protections for the privacy of individuals involved.
  - Status: AB 969 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *While this is a relatively common sense measure, the state shouldn't have to mandate follow-up reporting. Governing boards should seek this information on their own, and take actions to mitigate problems at their institutions.*
- **AB 1594 (McCarty) Prohibition of Smoking and Vaping on Campus.** AB 1594 prohibits smoking tobacco products or the use of e-cigarettes on California State University and community college campuses. The bill authorizes a fine of up to \$100 with the proceeds to go to support educational operations of the campus, education of the policy implemented by the bill, and tobacco treatment options for students.
  - Status: AB 1594 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *The governing boards of our public colleges and universities already have the authority and are fully capable of setting smoking policies on their campuses.*
- **AB 1653 (Weber) Postsecondary Education: Campus Climate.** AB 1653 requires the California State University Trustees and the Board of Governors of the California Community Colleges to generate a report on campus climate in their respective system and provide guidance to colleges on the Clery Act and Violence Against Women Act. The Board shall request information from colleges about recent campus program developments that impact campus climate related to the following: gender, race, ethnicity, national origin, religion, sexual orientation, disability and gender identity. The report of the Board shall be based on data available from participating community college districts. Additionally the Chancellor's Office is required to review every two years and update, if necessary, the protocols, policies, and procedures regarding compliance with the Clery Act and Violence Against Women Act.
  - Status: AB 1653 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *This bill requires public and independent postsecondary governing boards to generate a report on campus climate and update policies related to compliance with the federal Clery Act every two years... I vetoed AB 340 last year, which is virtually identical to this bill.*
- **AB 1654 (Santiago) Student Safety: Crime Reporting.** Existing law requires the state Auditor to audit a sample of not less than six institutions of postsecondary education in California that receive federal student aid for reporting accurate crime statistics in compliance with the requirements of the Clery Act. AB 1654 adds compliance with state laws regarding campus safety to the State Auditor's audit.

- Status: AB1654 was signed into law by the Governor. **Chaptered**
- **AB 1778 (Quirk) Postsecondary Education: Sexual Assault and Violence.** Starting on January 1, 2018, AB 1778 requires the three segments of higher education to conduct annual employee training on responding and reporting incidents of sexual violence in order to receive state funding for student financial assistance.
  - Status: AB 1778 was **vetoed** by the Governor. The Governor referenced SB 967 (De León) from 2014, a bill he signed, in his veto message that included the following statement:
    - *College campuses are already required to have clear policies and procedures to deal with these reports. The state, in this case, should not have to additionally mandate an annual training schedule for all college employees.*
- **AB 2018 (Ridley-Thomas) Mandated Child Abuse Reporting Employee Training Act.** AB 2018 requires each community college district to annually train, and develop a process for those persons required to receive training under the bill.
  - Status: AB 2018 was **held** in the Senate Appropriations Committee.
- **AB 2654 (Bonilla) Equity in Higher Education Act (Sexual Harassment Policies).** AB 2654 requires a community college district to **post its policy on sexual harassment** on its website. It requires the policy to include specific rules and procedures for pursuing available remedies and resources, both on and off campus.
  - Status: Status: AB 2654 was signed into law by the Governor. **Chaptered**
- **SB 1439 (Block) Employees: Disclosure of Allegations of Sexual Harassment.** SB 1439 requires the governing board of a community college district to require an applicant for appointment to an academic or administrative position to disclose any final administrative decision or final judicial decision made against the applicant related to sexual harassment.
  - Status: SB 1439 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *While I understand the desire to mitigate risk, governing boards – who are the fiduciaries of these institutions – should be responsible for setting hiring standards, including the disclosure of prior bad conduct.*

## **FACULTY**

- **AB 1690 (Medina) Community Colleges: Part-Time, Temporary Employees.** AB 1690 is similar to AB 1010 (Medina) from 2015. The bill requires community colleges without collective bargaining agreements in effect as of January 1, 2017, or after January 1, 2017, to adopt specific minimum standards for the treatment of part-time, temporary faculty. These standards would include evaluation procedures, workload distribution and seniority rights.
  - Status: AB 1690 was signed into law by the Governor. **Chaptered.** The Governor also included the following statement for AB 1690:
    - *I am signing both Assembly Bill 1690 and Senate Bill 1379, two intertwined measures intended to address terms of reemployment for part-time community college faculty, which comprise a large part of our community college workforce...AB 1690 has shortcomings, but SB 1379 remedies those defects.*
- **AB 2069 (Medina) Part-Time Faculty Office Hours.** AB 2069 requires colleges to post the number of paid part-time faculty office hours they provide on their campus websites.
  - Status: AB 2069 was **vetoed** by the Governor. The Governor's veto message included the following statement:

- *Although the bill's language is simple, gathering and reporting this information still has a real cost-about 10 percent of the entire allocation of funding for part-time office hours.*
- **SB 1379 (Mendoza) Community Colleges: Part-Time, Temporary Employees.** SB 1379 amends the provisions of AB 1690 (Medina), which requires community college districts without a collective bargaining agreement with part-time faculty to negotiate on specified terms and conditions. AB 1690 is currently awaiting the Governor's signature. SB 1379 eliminates specific minimum standards regarding reemployment policies for part-time faculty and provides that these policies be locally negotiated. The bill establishes legislative intent on the minimum standards and delays implementation of AB 1690 from January 1, 2017 to July 1, 2017. SB 1379 includes a requirement that community college districts comply with these collective bargaining provisions as a condition of receipt of Student Success and Support Program funds.
  - Status: SB 1379 was signed into law by the Governor. **Chaptered**

## **FINANCE AND FUNDING**

- **SB 1460 (Leno) Community Colleges: Funding: San Francisco Community College District.** SB 1460 would require the Board of Governors, for the 2017–18, 2018–19, and 2019–20, fiscal years to provide to the San Francisco Community College District a revenue adjustment for the restoration of reduced apportionments.
  - Status: SB 1460 passed in the Senate and was sent to the Assembly Committee on Higher Education, **but was not heard and remains with the Committee.** The provisions of this bill were addressed in the budget.

## **GOVERNANCE**

- **AB 986 (Gipson) Community Colleges: Compton Community College District.** AB 986 requires the Chancellor to report to the Legislature on the priorities identified in each Fiscal Crisis and Management Assistance Team report and to provide a response on how the Chancellor intends to resolve the issues identified in the report.
  - Status: AB 986 passed in the Assembly and was sent to the Senate Education Committee **but was not heard and remains with the Committee.**
- **AB 1397 (Ting) Community College: Accreditation.** AB 1397 (Ting) enacts the California Community Colleges Fair Accreditation Act of 2015. It requires that at least 50 percent of each visiting accreditation team from the accrediting agency for the California Community Colleges be composed of academic personnel as defined in the bill. The bill prohibits persons with a conflict of interest from serving on a visiting accreditation team. The bill requires the accrediting agency to conduct the meetings of its decision-making body to ensure the ability of members of the public to attend those meetings. AB 1397 (Ting) also requires the accrediting agency to preserve all documents generated during an accreditation-related review. AB 1397 (Ting) requires the agency's accreditation-related decisions to be based on written, published standards in accordance with state and federal statutes and regulations.
  - Status: AB 1397 (Ting) passed the Assembly and the Senate Committees but was placed in the inactive file on September 11, 2015, before a vote on the Senate Floor and did not move off of the inactive file by the end of the session. **AB 1397 did not meet legislative deadlines.**
- **AB 1837 (Low) Office of Higher Education Performance and Accountability.** AB 1837 creates the Office of Higher Education Performance and Accountability as the statewide postsecondary education coordination and planning entity.
  - Status: AB 1837 was **held** in the Senate Appropriations Committee.

- **AB 2434 (Bonta) Postsecondary Education: Higher Education Policy.** AB 2434 creates a blue-ribbon commission to study and develop a plan to grow the funding, enrollment slots, and number of campuses at public universities and colleges so that public higher education in California has the capacity to be universal and tuition-free.
  - Status: AB 2434 was **held** in the Assembly Committee on Appropriations.
- **ACA 7 (Gonzalez) Voting Age: School and Community College Elections.** ACA 7 authorizes persons who are at least 16 years of age to vote in a school or community college district governing board election in which that person would be qualified to vote based on residence.
  - Status: Assembly Constitutional Amendment (ACA) 7 was assigned to the Assembly Elections and Redistricting Committee on April 28, 2016. Although a measure that is a proposed constitutional amendment by the Legislature does not have the same deadlines as bills introduced in the regular session, **this measure did not move forward by the end of the session.**

## MISCELLANEOUS

- **AB 1726 (Bonta) Data Collection.** AB 1726 had required the segments of higher education to collect data on an expanded number of Asian and Pacific Islander subgroups; however, the bill was amended while on the floor to remove the segments of higher education and now just affects the State Department of Public Health.
  - Status: Although AB 1726 was signed into law by the Governor, **it no longer affects our system.**
- **AB 2222 (Holden) Transit Passes.** AB 2222 creates a Transit Pass Program administered by the California Department of Transportation to provide free or reduced cost transit passes to students.
  - Status: AB 2222 was **held** in the Senate Appropriations Committee.
- **AB 2308 (Hernandez, R.) California Health Care Coverage Enrollment Assistance Act of 2016.** AB 2308 would **require each CSU and community college to provide information regarding health care coverage options to students by developing informational items or amending existing forms and materials, or revising campus websites.**
  - Status: AB 2308 was signed into law by the Governor. **Chaptered**
- **AB 2455 (Chiu and Bonta) Electronic Voter Registration: Public Postsecondary Educational Institutions.** AB 2455 requires the California State University and **California Community Colleges to permit students who enroll online at the institution to electronically register to vote through the Secretary of State's website, beginning July 1, 2018.**
  - Status: AB 2455 was signed into law by the Governor. **Chaptered**
- **AB 2738 (Olsen) School Bonds: Local School Bonds.** AB 2738 **prohibits the proceeds from the issuance of bond funds to be withdrawn by a school district or community college district for investment outside the county treasury.** The bill also specifies that after all project costs related to the issuance of the bonds have been paid, any remaining balance or surplus in the building fund of the school district or community college district shall be applied to debt service. AB 2738 clarifies that any reference to "governing board" means the governing board of a school district or a community college district.
  - Status: AB 2738 was signed into law by the Governor. **Chaptered**
- **SB 1038 (Allen) Community Colleges: Employees.** **SB 1038 eliminates the tuberculosis test requirement for community college employees. Instead, employees will take a risk assessment for tuberculosis and if found to be at risk, the employee is then required to take the tuberculosis test. This conforms to how tuberculosis screening is done in K-12 districts.**

- Status: SB 1038 was signed into law by the Governor. **Chaptered**
- **SB 1359 (Block) Public Postsecondary Education: Course Materials:** SB 1359 requires each campus of public postsecondary education to disclose in the campus course schedule whether a course uses free or low cost open educational resources (OER).
  - Status: SB 1359 was signed into law by the Governor. **Chaptered**

## **STUDENT SERVICES**

- **AB 801 (Bloom) Success for Homeless Youth in Higher Education Act.** AB 801 establishes priority enrollment for homeless students (a student that is verified as being without a residence in the last six years) and makes them eligible for a Board of Governors Fee Waiver. The bill establishes a liaison for homeless students who can be a current employee.
  - Status: AB 801 was signed into law by the Governor. **Chaptered**
- **AB 1995 (Williams) Community Colleges: Homeless Students: Access to Shower Facilities.** AB 1995 requires a district to grant access to shower facilities to any homeless student who is enrolled. The district will also determine a plan of action to implement this program. The plan shall include minimum number of units a student must have and plans for when hours of operation conflict with intercollegiate athletics.
  - Status: AB 1995 was signed into law by the Governor. **Chaptered**
- **AB 2009 (Lopez) Dream Resource Centers.** AB 2009 requires California Community Colleges and the California State University, and requests that UC, designate a Dream Resource Liaison on each of their campuses to assist students. The Centers would streamline access to all available financial aid opportunities and academic services. The bill authorizes each segment's governing board to accept private funds to support the Centers. AB 2009 does not include additional state resources to implement its provisions.
  - Status: AB 2009 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *Rather than reinforcing state law with an additional law, I am calling on University of California President Janet Napolitano and California State University Chancellor Tim White to ensure that relevant campus personnel can ably fulfill these duties, and I will request incoming California Community Colleges Chancellor Eloy Oakley to help our 113 community college campuses to do the same.*
- **AB 2017 (McCarty): College Mental Health Services Program.** AB 2017 requires the Mental Health Services Oversight and Accountability Commission, subject to appropriation by the Legislature, to establish a grant program for public community colleges, colleges, and universities to improve access to mental health services on campus. Multiple districts can apply as a group, and grants will not exceed \$5 million per application. Matching funds will be required to receive a grant and student health fees are allowed to be used as matching funds. The bill also requires a report to the Legislature. The provisions of this bill were not funded in the budget.
  - Position: Support
  - Status: AB 2017 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *While well- intentioned, the bill is premature as it commits to a particular program structure, without specifying the amount or source of funding.*
- **AB 2137 (Santiago) Postsecondary Education: Student Transfer Process.** AB 2137 requests the University of California Regents to submit annual reports before March 1 in each year from 2017 to 2020 on the implementation of the recommendations of the Transfer Action Team convened by the UC President. The bill also requests the Regents to submit annual reports before March 1 in each



year from 2017 to 2022 on topics relating to the use of transfer pathways by community college student transfers to the University of California.

- Status: AB 2137 was signed into law by the Governor. **Chaptered**
- **AB 2154 (Medina) Student Aid Commission: Student Members.** AB 2154 authorizes a student member to serve on the Student Aid Commission for up to one additional year after his or her two-year term expires if the Governor has not appointed a successor student member. The bill also requires a qualifying institution to waive a student member's tuition, up to a specified amount, for the duration of the student member's term in office if the student member is not a recipient of a Cal Grant award.
  - Status: AB 2154 was signed into law by the Governor. **Chaptered**
- **AB 2766 (Lopez) Student Aid Commission.** AB 2766 requires the Student Aid Commission to include four student members, one from each of the following: UC, CSU, California Community College, and a California private postsecondary educational institution. Existing law requires the commission to include two members, appointed by the Governor, who are students enrolled in a California postsecondary educational institution.
  - Status: AB 2766 was **vetoed** by the Governor. The Governor's veto message included the following statement:
    - *The current participation of the two student members should be sufficient to advancing the interests of students and protecting the public interest.*
- **AB 2791 (Medina) Community Colleges: Disability Services Program.** AB 2791 authorizes colleges to receive Disabled Student Programs and Services (DSPS) funds for a student that is enrolled in DSPS but not yet enrolled in a class. This will assist colleges in preparing accommodations for the student before they begin taking a class.
  - Position: Support
  - Status: AB 2791 was signed into law by the Governor. **Chaptered**
- **ACR 158 (Holden) Postsecondary Education: Transfers.** ACR 158 is an "Assembly Concurrent Resolution" that encourages the Academic Senates of the University of California, the California State University, and the California Community Colleges to expedite their current efforts to streamline the transfer process and ensure that all general education credits can transfer between the systems.
  - Status: ACR 158 was filed with the Secretary of State. **Chaptered**
- **SB 906 (Beall) Public Postsecondary Education: Priority Enrollment.** SB 906 revises the definition of foster youth to mean a person in California whose dependency was established or continued by the court on or after the youth's 16th birthday and who is no older than 25 years of age at the commencement of the academic year, aligning it with the Cooperating Agencies Foster Youth Educational Support Program. SB 906 extends priority enrollment indefinitely to those students who are in Community College Extended Opportunity Programs and Services programs and to disabled students by removing the existing sunset clause.
  - Position: Sponsor/Support
  - Status: SB 906 was signed into law by the Governor. **Chaptered**
- **SB 1139 (Lara) Undocumented Immigrants: Healing Arts Programs.** SB 1139 prohibits denying admission to students who meet the admission requirements for healing arts residency training programs but do not have lawful immigration status, including persons who are exempt from nonresident tuition. The bill specifies that its provision applies to healing arts residency training programs at public and private postsecondary institutions whose participants are not paid.
  - Status: SB 1139 was signed into law by the Governor. **Chaptered**

## **TUITION, FEES, FINANCIAL AID**

- **AB 526 (Holden) Pupils: Attendance at Community Colleges.** AB 526 would exempt a high school student participating in a College and Career Access Partnership (CCAP) from the five percent restriction on summer session dual enrollment courses. AB 288 (Holden, Chapter 618, Statutes of 2015), authorized the governing boards of community college districts and school districts to establish CCAP partnerships in order to broaden student participation in dual enrollment. AB 526 takes effect immediately upon signature as an urgency statute.
  - Status: AB 526 was signed into law by the Governor. **Chaptered**
- **AB 1449 (Lopez) Student Financial Aid: Community College Cal Grant.** AB 1449 authorizes a student to meet the California Community College Cal Grant Transfer Entitlement award's high school graduation requirement with a high school diploma or equivalency or by being a California resident on his or her 18th birthday.
  - Status: AB 1449 was signed into law by the Governor. **Chaptered**
- **AB 1583 (Santiago) Postsecondary Education: Community Colleges.** AB 1583 would establish a California Promise Program that expands access for California residents to the Board of Governors Fee Waiver. The bill would change the financial need threshold to one dollar for determining the expected family contribution of students seeking a fee waiver.
  - Status: AB 1583 passed in the Assembly and was **held** in the Senate Education Committee.
- **AB 1721 (Medina) Student Financial Aid: Cal Grant Program.** AB 1721 would increase the number of competitive Cal Grant A and B awards from 25,750 to 34,000.
  - Position: Sponsor/Support
  - Status: AB 1721 was **held** in the Senate Appropriations Committee.
- **AB 1741 (Rodriguez) California Community College Promise Program.** AB 1741 establishes the California College Promise Innovation Grant Program to provide funds to California Community College districts for the purpose of establishing regional partnerships with K-12 school districts, CSU campuses, and UC campuses. The bill requires the Chancellor's Office to administer the program and distribute multiyear grants to community college districts. The provisions of AB 1741 were funded in this year's state budget.
  - Status: AB 1741 was signed into law by the Governor. **Chaptered**
- **AB 1747 (Weber) Food Assistance: Higher Education Students.** AB 1747 requires a college that is located in a county that has a Restaurant Meals Program to apply to become an approved food vendor for the program, if the institution operates any qualifying food facilities on campus, or to provide contracting food vendors with specified information about the program. The bill also allows colleges to receive funds for CalFresh outreach activities and establishes the Public Higher Education Pantry Assistance Account.
  - Status: AB 1747 was signed into law by the Governor. **Chaptered**
- **AB 1888 (Low) Cal Grants: Nondiscrimination.** AB 1888 requires colleges and universities as a condition of participating in the Cal Grant program to certify in their participation agreement with the California Student Aid Commission that the institution shall not subject a student or employee to discrimination.
  - Status: AB 1888 passed in the Assembly Committee on Higher Education and was **held** in the Assembly Committee on Appropriations.
- **AB 1892 (Medina) Cal Grant C.** AB 1892 sets the maximum Cal Grant C award amount at \$3,000 for access costs to help community college students in priority occupational and technical training programs.
  - Position: Sponsor/Support

- Status: AB 1892 was **held** in the Assembly Committee on Appropriations.
- **AB 2056 (Garcia, E.) Cal Grant Program: Graduation Verification.** AB 2056 requires the California Student Aid Commission (CSAC), if it requires the verification of high school graduation to be submitted electronically as permitted under current law, to provide guidance to school districts so the verification of graduation is submitted as soon as possible but no later than August 31st.
  - Position: Support
  - Status: AB 2056 was signed into law by the Governor. **Chaptered**
- **AB 2058 (Mayes) CalWORKs: Education Incentives.** AB 2058 creates the CalWORKs Educational Opportunity and Attainment Program which will provide a monthly incentive grant to a CalWORKs recipient who has attained a high school diploma, associate degree or bachelor's degree while receiving CalWORKs benefits.
  - Position: Support
  - Status: AB 2058 was passed by the Assembly Human Services Committee and was **held** in the Assembly Committee on Appropriations.
- **AB 2136 (Mayes) Exemption from Nonresident Tuition (Deletes Nonimmigrant Exception).** AB 2136 deletes the exception in the nonresident tuition for nonimmigrant aliens, therefore making nonimmigrant aliens eligible for the exemption from nonresident tuition if the student meets other requirements specified in statute.
  - Status: AB 2136 passed in the Assembly Committee on Higher Education and was **held** in the Assembly Committee on Appropriations.
- **AB 2251 (Stone) Student Loan Servicers: Licensing and Regulation.** AB 2251 establishes the Student Loan Borrower's Servicing Act, which provides for the licensure, regulation, and oversight of student loan servicers and prohibits a person from acting as a student loan servicer without a license. Public postsecondary educational institutions are not subject to the provisions of this bill.
  - Status: AB 2251 was signed into law by the Governor. **Chaptered**
- **AB 2364 (Holden) Tuition Exemption: Concurrently Enrolled Students.** AB 2364 exempts specified nonresident students who live and attend high school in California from nonresident tuition for community college dual enrollment coursework. The bill also allows community college districts to claim apportionment for students who are eligible for the nonresident tuition exemption.
  - Status: AB 2364 was signed into law by the Governor. **Chaptered**
- **AB 2506 (Thurmond) Student Financial Aid: Chafee Grants.** AB 2506 requires the California Student Aid Commission, beginning with the 2017-18 award year, to make a new Chafee grant award to a student only if the student attends either of the following: a qualifying institution that is eligible for participation in the Cal Grant Program or an institution that is not located in California that satisfies the "qualifying institution" requirements of the Cal Grant Program.
  - Position: Support
  - Status: AB 2506 was signed into law by the Governor. **Chaptered**
- **AB 2681 (O'Donnell) Public Education: College Promise Grant Program.** AB 2681 establishes the California College Promise Grant Program to provide planning grants to eligible school districts and community college districts to establish Career Access Pathways partnerships.
  - Status: AB 2681 was **held** in the Assembly Committee on Appropriations.
- **AB 2822 (Chiu) Student Financial Aid: Emergency Financial Assistance.** AB 2822 authorizes the use of private funds from a community college district, community college campus, or local community college foundation for emergency student financial assistance.
  - Status: AB 2822 passed in the Senate and was sent to the Assembly for concurrence but was **placed in the inactive file in the Assembly.**

- **SB 412 (Glazer) The California Promise.** SB 412 establishes the CSU California Promise program which would provide additional academic support services to students as freshmen in obtaining baccalaureate degrees within four academic years, and as transfer students within two academic years.
  - Status: SB 412 was signed into law by the Governor. **Chaptered**
- **SB 893 (Nguyen) Tuition and Fees: San Bernardino Dependents.** SB 893 prohibits the three segments of higher education from collecting fees from surviving dependents of the December 2, 2015, San Bernardino terrorist attack.
  - Status: SB 893 was **held** in the Senate Appropriations Committee.
- **SB 1314 (Block) Cal Grant Program: Middle Class Scholarship Program: Community College Baccalaureate Degree Program.** SB 1314 specifies that community college students participating in the baccalaureate degree programs who also satisfy the eligibility requirements for a Cal Grant award and Middle Class College Scholarship award shall receive an award.
  - Status: SB 1314 was signed into law by the Governor. **Chaptered**
- **SB 1357 (Block) Cal Grant Act: California Community Colleges Assistance Grant Program.** SB 1357 establishes the California Community Colleges Assistance Grant Program. The bill requires the California Student Aid Commission to annually augment the awards of all community college recipients of Cal Grant B Entitlement awards and Competitive Cal Grant B awards, and specifies that the amounts awarded under the bill would supplement, and not supplant, the awards and other student financial aid.
  - Status: SB 1357 was **held** in the Senate Appropriations Committee
- **SB 1450 (Glazer) The California Promise.** SB 1450 authorizes a California Community College and a CSU to enter into a pledge with a student to cap fees and tuition if the student earns an associate degree within two academic years or a baccalaureate degree within four academic years.
  - Status: SB 1450 was **held** in the Senate Education Committee.

## **VETERANS, MILITARY AND DEPENDENTS**

- **AB 1936 (Chavez) Residency: Dependents of Armed Forces Members.** AB 1936 amends current statute that provides in-state tuition for dependents of military members so that they will maintain resident tuition after being admitted to a postsecondary institution.
  - Position: Support
  - Status: AB 1936 was **held** in the Senate Appropriations Committee.
- **AB 2494 (Hernandez, R) Veteran Resource Centers Grant Program.** AB 2494 establishes the Veteran Resource Centers Grant Program.
  - Position: Support, if amended
  - Status: AB 2494 was **held** in the Senate Appropriations Committee.

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## Agenda Item (IV-C)

Meeting 11/15/2016 - Regular  
Agenda Item Chancellor's Reports (IV-C)  
Subject Five to Thrive Interprofessional Education in Healthcare Presentation  
College/District District  
Information Only

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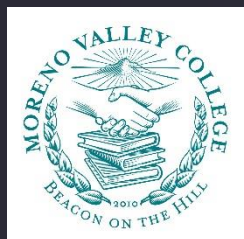
### Background Narrative:

Each month a faculty member is invited through the Academic Senate to present on teaching and programs. This month Amy Vermillion and Robert Fontaine are presenting on Interprofessional Education in Healthcare, a joint venture with Riverside City College School of Nursing, Moreno Valley College Paramedic Academy, University of California Riverside School of Medicine, Keck Graduate Institute School of Pharmacy, California Baptist University Physician Assistant Program, and Azusa Pacific University School of Nursing.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Melinda Miles, Administrative Assistant IV

### Attachments:

[Five to Thrive Interprofessional Education in Healthcare November 15, 2016](#)



# INTERPROFESSIONAL EDUCATION IN HEALTHCARE

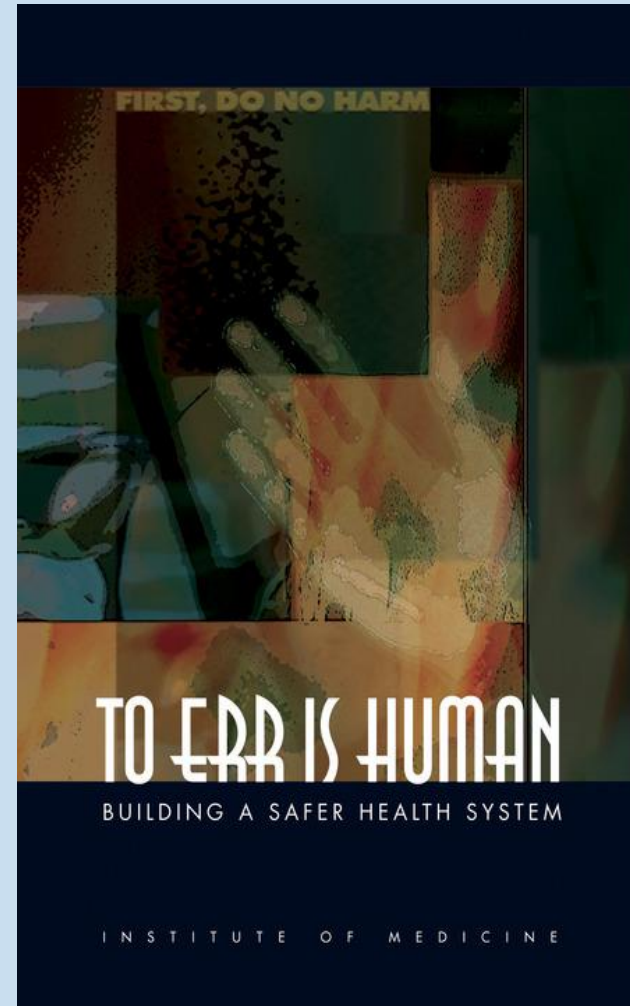
"Together Everyone Achieves More"



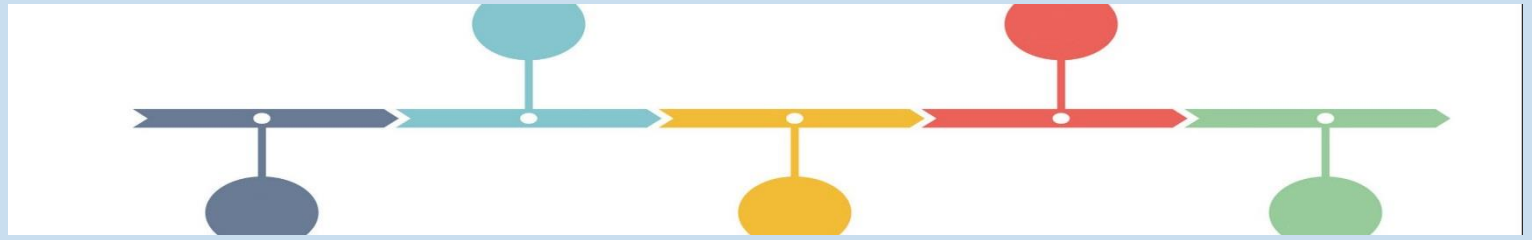
Amy Vermillion MSN, RN, FNP and Bob Fontaine MA, Paramedic

# A Historical Perspective ...

- IOM report “To Err is Human”



# Timeline



- **December 2014** - Collaboration began with RCC School of Nursing, UCR School of Medicine, & Keck Graduate Institute (KGI) School of Pharmacy.
- **November 2015** – First IPE event launched “Interprofessional Communication & Collaboration”
- **February 2016** – Southern California Healthcare Educators Alliance (SoCal HEAL) launched
- **April 2016** – Second IPE event launched “Transitions of Care”
- **July 2016** – RCC SON sub recipient of UCR SOM \$2.3 million HRSA grant (\$81,000)
  - **Objective #2:** *Expand the pipeline of future healthcare leaders through hands-on, longitudinal interprofessional experiences in problem-based learning and simulation.*
- **September 2016** – Third IPE event launched “Opioid Abuse and Awareness”
- **November 2016** – Fourth IPE event launched “Interprofessional Communication & Collaboration”



# What is our Purpose?

- Dispel stereotypes.
- Improve interprofessional communication and collaboration among professions to improve patient outcomes.
- Enhance team skills and performance.



# Structure

## FIRST YEAR

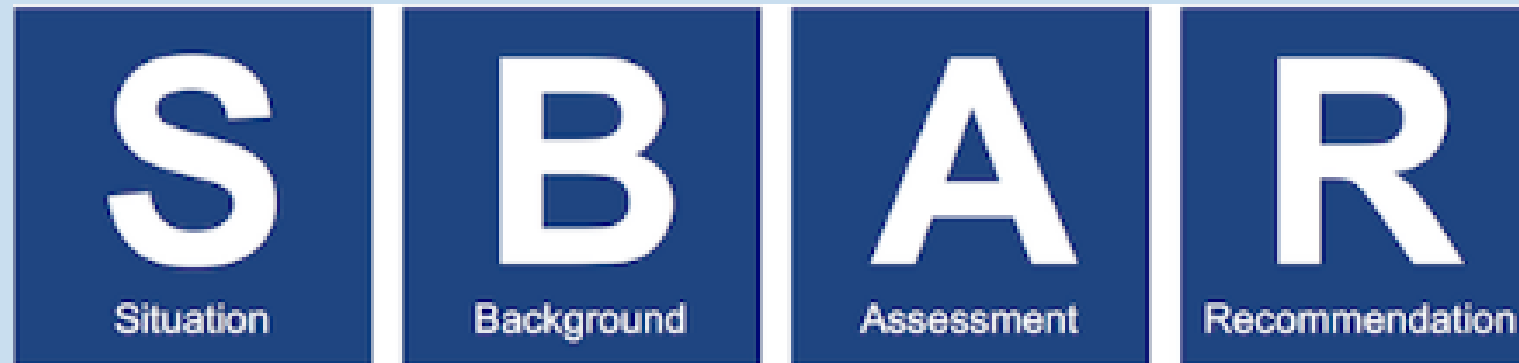
- November 2015 (First Year) [260 students]
  - 80 ADN (RN) students
  - 50 VN students
  - 80 Pharmacy students
  - 50 Medical students
- April 2016 (First Year) [260 students]
  - Same as above
- November 2016 (First Year) [369 students]
  - 80 ADN (RN) students
  - 50 VN students
  - 92 Pharmacy students
  - 62 Medical students
  - 30 Paramedic students
  - 30 Physician Assistant students
  - 25 Entry-level Master's Nursing students

## SECOND YEAR

- September 2016 (Second Year) [210 students]
  - 90 ADN (RN) students
  - 80 Pharmacy students
  - 50 Medical students
- March 2017 (Second Year) [210 students]
  - 90 ADN (RN) students
  - 80 Pharmacy students
  - 50 Medical students



# Speaking the Same Language



# WHO ARE WE?

Different professions, one **GOAL!!!!**





## Agenda Item (IV-D)

Meeting 11/15/2016 - Regular  
Agenda Item Chancellor's Reports (IV-D)  
Subject Healthcare Update  
College/District District  
Information Only

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### Background Narrative:

At the November 5, 2013 regular Board of Trustees meeting the Board of Trustees requested an update of the healthcare issue at each Board meeting.

Any new claims or concerns will be brought forward.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

None.

## Agenda Item (IV-E)

Meeting 11/15/2016 - Regular  
Agenda Item Chancellor's Reports (IV-E)  
Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar  
College/District District  
Information Only

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### Background Narrative:

Monthly, the Board Committees meet to review upcoming action items or receive information items and presentations. Furthermore, annually the Board sees and takes action on items at the same time each year. For the purposes of planning the monthly committee and Board meetings, the Future Committee Agenda Planner and the Annual Master Planning Calendar are provided for the Board's information.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

[November 2016 Planning Calendar](#)

**RECOMMENDED 2016-17 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR**

Month	Planned Agenda Item
September	<ul style="list-style-type: none"> <li>• CCFS-311Q-Quarterly Financial Status Report (4<sup>th</sup> Quarter)</li> <li>• Public Hearing and Budget Adoption for the Fiscal Year RCCD Budget</li> </ul>
October	<ul style="list-style-type: none"> <li>• Annual Master Grant Submission Schedule</li> <li>• Emeritus Awards, Faculty</li> <li>• Presentation of Annual Report by Measure C Citizens' Bond Oversight Committee</li> <li>• CCFS 311 Annual Financial and Budget Report</li> </ul>
November	<ul style="list-style-type: none"> <li>• Annual CCFS-311 Financial and Budget Report (1<sup>st</sup> Quarter)</li> <li>• Annual Proposition 39 Financial and Performance Audits</li> </ul>
December	<ul style="list-style-type: none"> <li>• Organizational Meeting: Elect the President, Vice President and Secretary of the Board of Trustees; Board association and committee appointments.</li> <li>• Annual Board of Trustees Meeting Calendar for January-December</li> <li>• Annual District Academic Calendar</li> <li>• RCCD Report Card on the Strategic Plan</li> <li>• Annual Independent Audit Report for RCCD</li> <li>• Annual Independent Audit Report for RCCD Foundation</li> <li>• Fall Scholarship Award to Student Trustee</li> </ul>
January	<ul style="list-style-type: none"> <li>• Accountability Reporting for Community Colleges</li> <li>• Grants Office Annual Winter Report</li> <li>• Federal Legislative Update</li> <li>• Annual Nonresident Tuition and Capital Outlay Surcharge Fees</li> <li>• Proposed Curricular Changes</li> </ul>
February	<ul style="list-style-type: none"> <li>• CCFS-311Q-Quarterly Financial Status Report (2<sup>nd</sup> Quarter)</li> <li>• Presentation of Governor's Budget Proposal</li> <li>• Recommendation Not to Employ (March 15<sup>th</sup> Letters)</li> </ul>
March	<ul style="list-style-type: none"> <li>• Annual Adoption of Education Protection Account Funding and Expenditures</li> </ul>
April	<ul style="list-style-type: none"> <li>• Academic Rank – Full Professors</li> <li>• Annual Authorization to Encumber Funds (Resolution for RCOE)</li> <li>• Presentation on Fiscal Year RCCD Budget Planning</li> <li>• Proposed Curricular Changes</li> </ul>
May	<ul style="list-style-type: none"> <li>• CCFS-311Q-Quarterly Financial Status Report (3<sup>rd</sup> Quarter)</li> <li>• Summer Workweek</li> <li>• College Closure – Holiday Schedule</li> <li>• Resolution to Recognize Classified School Employee Week</li> <li>• Board of Trustees Annual Self-Evaluation</li> <li>• Chancellor's Evaluation</li> </ul>
June	<ul style="list-style-type: none"> <li>• Administration of Oath of Office to Student Trustee</li> <li>• Spring Scholarship Award to Student Trustee</li> <li>• Department Chairs and Stipends, Academic Year</li> <li>• Coordinator Assignments</li> <li>• Extra-Curricular Assignments</li> <li>• Notices of Employment–Tenured Faculty; Contract Faculty; and Categorically Funded Academic Administrator Employment Contracts</li> <li>• Notice of Public Hearing on the Fiscal Year Budget</li> <li>• Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals</li> <li>• Moreno Valley College Catalog</li> <li>• Norco College Catalog</li> <li>• Riverside City College Catalog</li> <li>• Board Self Evaluation – Reporting Out</li> </ul>



**COMMITTEES OF THE BOARD OF TRUSTEES - PLANNING WORKSHEET**

**November 2016**

**Page 1**

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
	<div style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> <li>✓ Board report &amp; backup materials attached for review by the Cabinet.</li> <li>■ Board report and/or backup not yet complete – review pending.</li> <li>★ Approved by the Cabinet for placement on the Board agenda.</li> </ul> <p style="text-align: center; color: red; font-weight: bold; margin-top: 10px;">ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 10/25/2016 &amp; 11/08/2016.</p> </div>		<ul style="list-style-type: none"> <li>■ FY 2015-16 Prop 39 Financial and Performance Audits (Brown/Elwood)</li> </ul>	<ul style="list-style-type: none"> <li>★ CAADO &amp; CSA – Amendments No. 3 with Tilden-Coil Constructors for General Conditions (Isaac, Carlson, Doering)</li> <li>★ RCC Student Services Bldg. (Kane)- Amendment 3 with Bernards. (Isaac, Carlson, Purper)</li> <li>✓ RCC Student Services Bldg. (Kane)- Change Order No. 1 with Southern California Landscape, Inc. (Isaac, Carlson, Purper)</li> <li>✓ CSA- Change Order No. 5 with McGuire Contracting (Isaac, Carlson, Purper)</li> <li>✓ CAADO – Change Orders No. 5 &amp; 6 with Inland Building Construction (Isaac, Carlson, Purper)</li> <li>✓ CAADO – Change Order No. 9 with J.M. Farnan Co., Inc. (Isaac, Carlson, Purper)</li> </ul>

Updated 11/7/16

## Agenda Item (V-A)

Meeting 11/15/2016 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

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### Background Narrative:

Student Trustee will be presenting the report about the recent and future student activities at Moreno Valley College, Norco College, Riverside City College, and Riverside Community College District.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

None.

## Agenda Item (VI-A-1)

Meeting 11/15/2016 - Regular

Agenda Item Consent Agenda Action (VI-A-1)

Subject Academic Personnel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve/ratify the academic personnel actions

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### Background Narrative:

Riverside Community College District, pursuant to Board Policies, routinely makes academic personnel appointments and takes actions. The attached list of academic personnel actions are for the Board's approval/ratification.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

[20161115\\_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Academic Personnel

Date: November 15, 2016

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

The Chancellor recommends approval for the following appointment(s) and authorizes the Vice Chancellor, Human Resources and Employee Relations to sign the employment contracts:

a. Management  
(None)

b. Contract Faculty  
(None)

c. Long-Term, Temporary Faculty

<u>Name</u>	<u>Discipline</u>	<u>Effective Date</u>	<u>Salary Placement</u>
RIVERSIDE CITY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Alanis, Isabel	Counseling	11/16/16	C-1

d. Extra-Curricular Assignments, Academic Year 2016-17

Changes to the list submitted/approved by the Board of Trustees on June 21, 2016.

<u>Name</u>	<u>Activity</u>	<u>Change Type</u>	<u>Stipend</u>
Densen, Tommie	Assistant Coach, Basketball	Add	\$4238.00
Randle, Bradley	Assistant Coach, Football	Add	\$4,238.00

e. Department Chairs and Stipends, Academic Year 2016-17

Changes to the list submitted/approved by the Board of Trustees on June 21, 2016.

<u>Name</u>	<u>Department</u>	<u>Chair Stipend</u>	<u>Effective Date</u>
Parks, Jason	Mathematics	100%	Spring 2017
Tran, Phu	Science & Kinesiology	100%	Spring 2017

Subject: Academic Personnel

Date: November 15, 2016

2. Salary Reclassification

Board Policy 7160 establishes the procedures for professional growth and salary reclassification. It is recommended the Board of Trustees grant a salary reclassification to the following faculty member.

<u>Name</u>	<u>From Column</u>	<u>To Column</u>	<u>Effective Date</u>
Shirinian, Margarita	G	H	12/1/2016

3. Academic Administrator Employment Contracts

The Board of Trustees, consistent with the provisions of Education Code Section 72411, employs academic administrators by contract. It is recommended that the Board of Trustees approve the following employment contracts for academic years specified and authorize the Vice Chancellor, Human Resources and Employee Relations to sign the contracts.

It is recommended the Board of Trustees approve the following administrator contracts.

<u>Name</u>	<u>Position</u>	<u>Term</u>	<u>Placement</u>
Newsom, Lorena	Director, Title III STEM Grant	01/01/17 – 06/30/17	T-5

## Agenda Item (VI-A-2)

Meeting 11/15/2016 - Regular

Agenda Item Consent Agenda Action (VI-A-2)

Subject Classified Personnel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve/ratify the classified personnel actions

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### Background Narrative:

Riverside Community College District, pursuant to Board Policies, routinely makes classified personnel appointments and takes actions. The attached list of classified personnel actions are for the Board's approval/ratification.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

[20161115\\_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel

Date: November 15, 2016

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

The Chancellor recommends the Board of Trustees approve/ratify the following appointments:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Contract/ Salary</u>	<u>Action</u>
a. Management/Supervisory RIVERSIDE CITY COLLEGE				
Blackmore, Christopher	Associate Vice Chancellor, Information Technology and Learning Services	11/16/16	AB-2	Appointment
Quintero, Eduardo	Warehouse Supervisor	11/16/16	M-1	Promotion
b. Management/Supervisory – Categorically Funded				
c. Classified/Confidential DISTRICT				
Balingit, Rene	Business Systems Analyst	11/16/16	T-4	Appointment
Gutierrez, Sandra	Accounts Payable Specialist	11/16/16	I-1	Appointment
Johnston, Jason	Officer, Safety and Police	11/16/16	N-5	Transfer
Niles, Dana	Accounts Payable Specialist	11/16/16	I-1	Promotion
MORENO VALLEY COLLEGE				
Scott, Sabeen	Instructional Department Specialist	11/16/16	K-5	Promotion
NORCO COLLEGE				
Minter, Sydney	Learning Center Assistant (Part-Time, 47.5%)	11/16/16	A-1	Appointment
Serrano, Gerardo	Senior Custodian	11/16/16	E-1	Appointment
RIVERSIDE CITY COLLEGE				
LoVerso, Kristina	Production Graphic Designer	11/16/16	K-1	Appointment
Rysavy, Evelyn	Admissions and Records Operations Assistant (Part-Time, 48.75%)	11/16/16	C-1	Appointment

Subject: Classified Personnel

Date: November 15, 2016

1. Appointments (Continued)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u> <u>(On/After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
d. Classified/Confidential – Categorically Funded				
MORENO VALLEY COLLEGE				
Gonzales, Joseph	Disability Specialist	11/16/16	M-LS-1	Promotion
Graham, Andrew	Placement Coordinator	11/16/16	O-5	Promotion
NORCO COLLEGE				
Augustine, Kimberly	Employment Placement Coordinator	11/16/16	K-1	Appointment
	(Part-Time, 47.5%)	11/16/16	A-1	Appointment
RIVERSIDE CITY COLLEGE				
Acevedo, Kristopher	Educational Advisor	11/16/16	M-1	Appointment
	(Part-Time, 62.5%)			
Martinez, Shelli	Administrative Assistant I	11/16/16	E-1	Appointment
	(Part-Time, 48.75%)			

2. Request(s) for Temporary Increase/Decrease in Workload

It is recommended the Board of Trustees approve the temporary increase in workload for the following individual(s). The request(s) have the approval of the college President(s).

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date(s)</u>
Cruz, Jennifer	Administrative Assistant II	100% to 50%	10/01/16-06/30/17
Sanchez, Diego	Warehouse Assistant	50% to 100%	*10/19/16-12/05/16 *revision to start date

3. Reclassification of Positions

It is recommended the Board of Trustees approve the reclassification of the following positions, retroactive to July 1, 2015.

<u>From Position:</u>	<u>To Position:</u>	<u>Incumbent:</u>
Microcomputer Support Specialist Grade: N	Information Technology Analyst Grade: O	Lai, Kwong
Microcomputer Support Specialist Grade: N	Information Technology Analyst Grade: O	Hardie, Bryan



Subject: Classified Personnel

Date: November 15, 2016

4. Separation(s) – Resignation(s) and/or Retirement(s)

Board policy 7350 authorizes the Chancellor to officially accept the resignation of an employee and the Chancellor has accepted the following resignation(s).

It is recommended the Board of Trustees approve/ratify the resignation of the individual(s) listed below:

<u>Name</u>	<u>Position</u>	<u>Last Date of Employment</u>
Hidalgo, Arturo	Instructional Media Aide	09/30/16

## Agenda Item (VI-A-3)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

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### Background Narrative:

Riverside Community College District Board of Trustees, pursuant to Board policies and education code requirements, routinely makes other personnel appointments such as hiring of non-classified substitute, short-term, professional expert, and student employees. The attached list of other personnel actions are for the Board's approval/ratification.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

[20161115\\_Other Personnel](#)  
[20161115\\_Other Personnel\\_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Other Personnel

Date: November 15, 2016

1. Substitute Assignments

Pursuant to Ed Code 88003, substitute assignments are made to allow the District time to recruit vacant positions or provide absence coverage. It is recommended that the Board of Trustees approve/confirm the substitute assignments as indicated on the attached list.

2. Short-Term Positions

Pursuant to Ed Code 88003, a short-term employee is any person employed to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. It is recommended that the Board of Trustees approve/confirm the short-term positions as indicated on the attached list.

3. Full-Time Students Employed Part-Time and Part-Time Students Employed Part-Time on Work Study

Pursuant to Ed Code 88003, full-time students employed part-time and part-time students employed part-time on work study are hired on an hourly, as needed basis. It is recommended that the Board of Trustees approve/confirm the student worker positions as indicated on the attached list.

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<b>DISTRICT</b>				
		Human Resources and Employee Relations		
Jones, Claudia	Administrative Assistant I Capital Asset Inventory		10/03/16-10/21/16	\$18.36
Rupple Sr., Randall	Technician	Accounting Services	11/16/16-06/30/17	\$18.36
<b>MORENO VALLEY</b>				
Ramirez, Darlene	Counseling Clerk I	Counseling	10/19/16-01/24/17	\$18.36
Sanchez, Sylvia	Custodian	Facilities	10/19/16-06/30/17	\$16.79
		Disability Resource Center		
Save, Melody	Disability Specialist		09/15/16-02/28/17	\$26.70
Urrea, Stephanie	Custodian	Facilities	10/19/16-06/30/17	\$16.79
	Early Childhood Center Manager	Health, Human, and Public Services		
Worley, Carrie			08/10/16-08/31/16	\$36.86
<b>NORCO</b>				
Lor, Bounroeun	Laboratory Aide II	Film and Television	07/01/16-06/30/17	\$10.00
Miller, James	Custodian	Facilities	10/01/16-06/30/17	\$16.79
	Financial and Technical Analyst			
Rose, Lisette		Business Services	10/17/16-12/17/16	\$32.00
<b>RIVERSIDE</b>				
Rodriguez, Freddie	Groundsperson	Facilities	08/01/16-06/30/17	\$18.36
Rule, Andre	Groundsperson	Facilities	10/20/16-06/30/17	\$18.36

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<b>DISTRICT</b>				
Tewahaftewa, Antoinette	Office Assistant IV	Administrative Services Center	10/01/16-12/31/16	\$14.00
<b>MORENO VALLEY</b>				
Saavedra, Jose	Office Assistant IV	Disability Support Services	09/15/16-02/03/17	\$14.00
Sanchez, Yesenia E.	Upward Bound Mentor Supplemental	Upward Bound Math & Science	10/19/16-06/30/17	\$12.00
Quintos, Tracy	Instructional Leader	Academic Support	08/17/16-06/30/17	\$12.00
<b>NORCO</b>				
Anvery, Syed	Supplemental Instructional Leader	Tutorial Services	10/01/16-06/30/17	\$12.00
Medina Cardona, Noemi	Office Assistant IV Supplemental	Student Financial Services	12/01/16-06/30/17	\$14.00
Soto, Jake	Instructional Leader	Learning Resource Center	08/22/16-06/30/17	\$12.00
<b>RIVERSIDE</b>				
Kester, Kyle	Supplemental Instructional Leader	Academic Support	09/25/16-06/30/17	\$12.00
King, Tabatha	Interpreter III	Fine and Performing Arts	10/01/16-06/30/17	\$35.00
Meech, Patrick	Coach, Summer Activities	Athletics/Kinesiology	07/01/16-08/26/16	\$17.54
Mendoza, Jose	Supplemental Instructional Leader	Academic Support	11/18/16-06/30/17	\$12.00
Mosqueda, Denise	Community Liaison	CTE Projects	11/16/16-06/30/17	\$24.00
Oseguera, Roman	Lab Aide II	Film and Television	09/01/16-06/30/17	\$10.00
Quijas, Isela	Lab Aide II	Film and Television	08/01/16-06/28/17	\$10.00
Trevino, Catherine	Interpreter I	Fine and Performing Arts	10/01/16-06/30/17	\$25.00
Trinh, Tammy	Lab Aide II	Film and Television	09/01/16-06/30/17	\$10.00
Vanluesauls, Aerial	Supplemental Instructional Leader	Academic Support	09/01/16-06/30/17	\$12.00

\*Position Title Change

FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel  
November 15, 2016  
Page 1 of 5

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Alsouqi, Xena	Student Aide II	Tutorial Services Extended Opportunity	10/12/16	\$ 11.00
Aranda, Yaquelin	Student Aide IV	Programs and Services	10/12/16	\$ 13.00
Nguyen, Duyen Thi My	Student Aide I	Math Lab	11/04/16	\$ 10.00
Quach, Robert	Student Aide I	Math Lab	10/27/16	\$ 10.00
Ramirez, Jazmine	Student Aide II	Middle College Program	10/12/16	\$ 11.00
Rodriguez, Vanessa	Student Aide I	Food Services	10/27/16	\$ 10.00
NORCO COLLEGE				
Aguero, Christopher	Student Aide II	Tutorial Services	10/14/16	\$ 11.00
Awadalla, Eirini	Student Aide II	Tutorial Services	10/14/16	\$ 11.00
Cardenas, Samantha	Student Aide II	Tutorial Services	10/14/16	\$ 11.00
Diaz, Toby	Student Aide II	Tutorial Services	10/15/16	\$ 11.00
Estrada, Carmen	Student Aide I	Counseling Center	10/24/16	\$ 10.00
Folgar, Christopher	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Grubbs, Matthew	Student Aide II	Tutorial Services	10/14/16	\$ 11.00
Hanna, Jaklien	Student Aide II	Tutorial Services	10/14/16	\$ 11.00
Jimenez, Gary	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Moin, Aرسال	Student Aide II	Tutorial Services	10/13/16	\$ 11.00
Pantoja, Alex	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Perez, Noemi	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Pramana, Jennifer	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Ramirez, Jesus	Student Aide II	Tutorial Services	10/13/16	\$ 11.00
Rasheed, Musa	Student Aide III	Tutorial Services	10/14/16	\$ 12.00
Talwar, Preety	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Tarson, Madeline	Student Aide II	Tutorial Services	10/04/16	\$ 11.00
Vega, Lizeth	Student Aide I	Disability Resource Center	09/01/16	\$ 10.00
Wheatley, Brian	Student Aide II	Tutorial Services Business, Engineering &	10/15/16	\$ 11.00
Worrill, Barinard	Student Aide II	Information Technology	10/01/16	\$ 11.00
Zhang, Hailun	Student Aide III	Tutorial Services	10/04/16	\$ 12.00
RIVERSIDE CITY COLLEGE				
		Extended Opportunity		
Abello, Reychel	Student Aide I	Programs and Services	10/19/16	\$ 10.00
Alkanj, Rawa	Student Aide I	Tutorial Services	09/28/16	\$ 10.00
Anthony, Jennifer	Student Aide I	Tutorial Services	10/24/16	\$ 10.00
Arredondo, Samantha	Student Aide I	Tutorial Services	09/28/16	\$ 10.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel  
November 15, 2016  
Page 2 of 5

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (continued)				
Beyrouthy, Ayah	Student Aide I	International Student Ctr	10/21/16	\$ 10.50
Brady, James	Student Aide I	Writing and Reading Ctr	09/27/16	\$ 10.00
Brown, Brendan	Student Aide I	Counseling	10/27/16	\$ 10.00
Budpoothorn, Breanna	Student Aide I	Tutorial Services	10/24/16	\$ 10.00
Charles, Samuel	Student Aide III	Academic Support	08/22/16	\$ 12.00
Cisneros, Anthony	Student Aide I	Counseling	10/27/16	\$ 10.50
Clardy, Jerred	Student Aide I	Tutorial Services	10/24/16	\$ 10.00
Del Rio, Joseph	Student Aide III	Academic Support	08/22/16	\$ 12.00
Dichter, Bruce	Student Aide III	Academic Support	10/19/16	\$ 12.00
French, Asten	Student Aide III	Academic Support	08/18/16	\$ 12.00
Gao, Xiuwen	Student Aide I	Tutorial Services	10/19/16	\$ 10.00
Gasco, Christian	Student Aide I	Math Learning Center	10/21/16	\$ 10.00
Gomez, Samantha-Grace	Student Aide I	Food Services	10/24/16	\$ 10.00
Gonzalez, Jesse	Student Aide I	Performing Arts / Music	10/21/16	\$ 10.00
Guillermo, Marie	Student Aide I	Tutorial Services	09/28/16	\$ 10.00
		Extended Opportunity		
Harley, Deanna	Student Aide I	Programs and Services	10/27/16	\$ 10.00
Henry, Matthew	Student Aide I	Tutorial Services	10/19/16	\$ 10.00
Hooper, Melissa	Student Aide III	Student Support Services	09/27/16	\$ 12.00
Hooper, Ryan	Student Aide I	Disability Resource Ctr	10/18/16	\$ 10.00
Hosey, Tommy	Student Aide I	Food Services	10/07/16	\$ 10.00
Howe, Zachary	Student Aide I	Performing Arts / Theatre	09/27/16	\$ 10.00
Hyatt, Hannah	Student Aide III	Academic Support	08/22/16	\$ 12.00
Julian, Brooke	Student Aide I	Disability Resource Ctr	10/19/16	\$ 10.00
Kaliyapa, Ted	Student Aide I	Writing and Reading Ctr	09/27/16	\$ 10.00
Kanter, Holly	Student Aide I	Tutorial Services	09/27/16	\$ 10.00
Lanning, Ean	Student Aide III	Student Support Services	10/18/16	\$ 12.00
Llerenas Jr., Eleazar	Student Aide I	Performing Arts / Music	10/20/16	\$ 10.00
Manns, Lawrence	Student Aide I	Performing Arts / Music	10/27/16	\$ 10.00
Manriquez Becerra, Jasmine	Student Aide I	Tutorial Services	10/24/16	\$ 10.00
McGunigle, Maggie	Student Aide I	Tutorial Services	09/27/16	\$ 10.00
Melgar, Adrian	Student Aide I	Tutorial Services	09/28/16	\$ 10.00
		Extended Opportunity		
Mendoza, Joscelyn	Student Aide I	Programs and Services	11/01/16	\$ 10.00
Molina, Abigail	Student Aide III	Academic Support	08/30/16	\$ 12.00
Nekarae, Sogand	Student Aide I	Disability Resource Ctr	10/24/16	\$ 10.00
O'Connor, Jenna	Student Aide I	Food Services	10/21/16	\$ 10.00
Parks, Sheena	Student Aide I	Early Childhood Studies	10/28/16	\$ 10.00
Pedraza, Fabian	Student Aide I	Performing Arts / Music	10/20/16	\$ 10.00
Premdas Jr., Julius	Student Aide I	Math Learning Center	10/25/16	\$ 10.00
Ramirez, Heidi	Student Aide I	Tutorial Services	09/28/16	\$ 10.00
Richter, Alec	Student Aide I	Math Learning Center	09/27/16	\$ 10.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel  
November 15, 2016  
Page 3 of 5

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (continued)				
Rodriguez, Julibeth	Student Aide I	Disability Resource Ctr	09/27/16	\$ 10.00
Rogers, Trevor	Student Aide I	Tutorial Services	09/27/16	\$ 10.00
Santana Marquez, Abraham	Student Aide I	Outreach	*09/20/16	\$ 10.00
Siojo, Sebastian	Student Aide I	Tutorial Services	10/19/16	\$ 10.00
Stolyarova, Marina	Student Aide I	Disability Resource Ctr	10/27/16	\$ 10.25
Strassenburg, Britney	Student Aide I	Performing Arts / Music Center for Social Jusctice and	10/25/16	\$ 10.00
Tomlin, Jessica	Student Aide I	Civil Liberties	10/27/16	\$ 10.75
Walton, Michael	Student Aide I	Performing Arts / Dance	10/19/16	\$ 10.00
Yang, Hong	Student Aide I	International Student Ctr	10/24/16	\$ 10.50
Yang, Zixuan	Student Aide I	Tutorial Services	10/19/16	\$ 10.00
Zheng, Renyong	Student Aide I	Tutorial Services	10/31/16	\$ 10.00

CATEGORICAL FUNDS

AMERICA READS PROGRAM

Montoya, Luis A	Student Aide IV	Boys and Girls Club-MVC	11/03/16	\$ 13.00
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AMERICA COUNTS PROGRAM

Robinson-Meneses, Jeneane	Student Aide IV	Boys and Girls Club-MVC	11/03/16	\$ 13.00
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CALWORKS WORK STUDY

Williams, Lanita A	Student Aide II	Law Enforcement Program	11/03/16	\$ 11.00
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COMMUNITY SERVICE PROGRAM

Barrera, Paula	Student Aide II	Inland Empire Waterkeeper - RCC	10/14/16	\$ 11.75
Barrera Herrarte, Luvia	Student Aide I	Disability Support Services- MVC	10/10/16	\$ 10.00
Esquivel, Aide	Student Aide III	UCR ARTSBlock - RCC	10/14/16	\$ 12.00
Hays, Tristan	Student Aide II	Operation Safehouse - RCC	10/14/16	\$ 11.00
Lopez, Amanda	Student Aide II	Operation Safehouse - RCC	10/14/16	\$ 11.00
Stocker, Camay	Student Aide II	Operation Safehouse - RCC	10/17/16	\$ 11.00
Do, Tra	Student Aide II	Inland Empire Waterkeeper - RCC	10/18/16	\$ 11.75
Mouille, Amber	Student Aide II	Inland Empire Waterkeeper - RCC	10/19/16	\$ 11.75
Osorio Rabadan, Gabriel	Student Aide II	Operation Safehouse - RCC City of Riverside Public	10/19/16	\$ 11.00
Stewart, Christopher	Student Aide II	Library / Casa Blanca -RCC	10/19/16	\$ 11.75



FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel  
November 15, 2016  
Page 4 of 5

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
COMMUNITY SERVICE PROGRAM (continued)				
Mercado, Evelyn	Student Aide II	City of Riverside Public Library / Arlanza Branch - RCC	10/25/16	\$ 11.75
Soto, Rosalia	Student Aide II	City of Riverside Public Library / Arlanza Branch - RCC	10/25/16	\$ 11.75
Ramirez, Daniela	Student Aide II	City of Riverside Public Library / Casa Blanca -RCC	10/25/16	\$ 11.75
Blossom-Davis, Dymond	Student Aide II	Operation Safehouse - RCC	10/26/16	\$ 11.00
Valencia, Leslie	Student Aide II	City of Riverside Public Library / Branch -RCC	10/31/16	\$ 11.75
MORENO VALLEY COLLEGE				
Banuelos, Angelina	Student Aide I	Human Services Extended Opportunity	10/18/16	\$ 10.00
Montes, Daniel A	Student Aide I	Programs and Services	10/27/16	\$ 10.00
Pena, Anna L	Student Aide I	Outreach	10/25/16	\$ 10.00
Rivera, Jeanette	Student Aide II	Ben Clark Training Center Extended Opportunity	10/18/16	\$ 11.00
Rolon, Dalila	Student Aide I	Programs and Services	10/27/16	\$ 10.00
Sullivan, Brina R	Student Aide I	Health Services	10/25/16	\$ 10.00
NORCO COLLEGE				
Cordova, Arlene	Student Aide I	Library	10/25/16	\$ 10.00
Diaz, Sean	Student Aide I	Vice President's Office	10/24/16	\$ 10.00
Garcia, Ashley	Student Aide I	Upward Bound, Trio	10/05/16	\$ 10.00
Gazada, Breanna	Student Aide I	Transfer Center Procurement Assistance	10/05/16	\$ 10.00
Jobaida, Marsha	Student Aide I	Cetner	10/25/16	\$ 10.00
Llamas, Anthony	Student Aide I	Veteran's Office	10/04/16	\$ 10.00
Lopez Reyes, Alondra	Student Aide I	Veteran's Office	11/01/16	\$ 10.00
Montellano, Samantha	Student Aide I	Library	09/15/16	\$ 10.00
Reyna, Richard	Student Aide I	Student Employment	10/20/16	\$ 10.00
Rubio, Yvette	Student Aide I	Library	10/20/16	\$ 10.00
Schenkel, Crystal	Student Aide I	Student Activities	10/13/16	\$ 10.00
RIVERSIDE CITY COLLEGE				
Ayoub, Sammie	Student Aide II	Pathways Kinesiology/ Women's	10/12/16	\$ 11.25
Barnett, Lunye	Student Aide I	Basketball	10/19/16	\$ 10.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel  
November 15, 2016  
Page 5 of 5

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (continued)				
Burris, Chyna	Student Aide I	Kinesiology/ Women's Basketball	10/18/16	\$ 10.00
Hewitt, Darria	Student Aide I	Kinesiology/ Women's Basketball	10/19/16	\$ 10.00
Hills, Chad	Student Aide I	Kinesiology / Football	10/05/16	\$ 10.00
Long, Daniel	Student Aide I	Printing and Graphics Kinesiology/	10/19/16	\$ 10.00
Madison, Tecumseh	Student Aide I	Women's Basketball	10/17/16	\$ 10.00
Melendez, Dani	Student Aide I	Kinesiology / Softball	10/17/16	\$ 10.00
Norris, Jared	Student Aide I	Outreach President's Office/	09/30/16	\$ 10.00
Pasqual, Stephanie	Student Aide I	Academic Affairs	10/17/16	\$ 10.50
Romero Jr., Marco	Student Aide I	Kinesiology / Men's Track	10/27/16	\$ 10.25
Rysavy, Evelyn	Student Aide V	Student Employment Kinesiology/	09/01/16	\$ 14.00
Semien, Trey	Student Aide I	Men's Basketball	10/17/16	\$ 10.00
Simpson, Michael	Student Aide I	Kinesiology / Men's Track	10/19/16	\$ 10.50
Snyder, Dylan	Student Aide I	Kinesiology/Men's Basketball	10/17/16	\$ 10.00
West, Ashley	Student Aide III	CTE Riverside Office	10/20/16	\$ 12.75
Yepez, Noemi	Student Aide II	Applied Tech / Auto	10/17/16	\$ 11.75

## Agenda Item (VI-B-1)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$3,626,120 and District Warrant Claims totaling \$7,171,186.

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### Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$3,626,120 requested by staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 261378 - 263041) totaling \$7,171,186, paid against approved Purchase Orders, have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Director of Business Services

### Attachments:

[11152016\\_Contracts and Purchase Orders Over \\$87,800 Report \(October\)](#)

Report of Purchases-All District Resources  
Purchases Over \$87,800  
10/01/16 thru 10/31/16

PO#	Department	Vendor	Description	Amount
C0005463	Workforce Preparation - Riverside	University of Nebraska-Lincoln	Assessment Psychometric Technical Assistance	\$ 155,821
P0055837	Business Operations - District Wide	California Public Employee Retirement Program	Retirement Incentive Offer Benefit Payment	642,790
<u>Approved/Ratify Purchase Orders of \$87,800 and Over</u>				
C0003226	Student Services - Riverside	Riverside Transit Agency	RTA Go-Pass	199,999
C0003470	Campus Police	California State University San Bernardino	Communication Services	532,469
C0005263	Academy / Criminal Services	Riverside County	Rents and Leases	96,296
C0005278	Academy / Criminal Services	Riverside County Fire Department	Professional Services	150,000
			Total	<u>\$ 1,777,375</u>
<u>All Purchase Orders, Contracts, and Additions for the Period of 10/01/16 - 10/31/16</u>				
			Contracts C5461 - C5483 and Contract Additions C3226 - C5404	536,308
			Purchase Orders P55350 - P55956 and Purchase Order Additions P53855 - P55290	1,145,605
			Blanket Purchase Order B15592 - B15644 Blanket Purchase Order Additions B14715 - B15502	166,832
			Total	<u>\$ 1,848,745</u>
			 Grand Total	 <u>\$ 3,626,120</u>

## Agenda Item (VI-B-2-a)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the budget transfers as presented.

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### Background Narrative:

The 2016-17 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000).

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Director of Business Services

### Attachments:

[11152016\\_Budget Adjustments](#)

## Budget Adjustments November 15, 2016

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to purchase supplies.		
From: VP Business Services	Consultant	\$ 2,000
To: VP Business Services	Supplies	\$ 2,000
R2. Transfer to provide for repairs, rents and leases and a new van.		
From: VP Business Services	Academic FT Administrator (salary savings)	\$ 44,340
To: Facilities	Repairs	\$ 9,665
	Rents and Leases	11,346
	Equipment	23,329
R3. Transfer to provide for the athletic track and flooring repairs.		
From: VP Business Services	Academic FT Administrator (salary savings)	\$ 45,833
To: Facilities	Site Improvement	\$ 22,000
	Remodel	23,833
R4. Transfer to purchase audio visual equipment for Transfer Pathways.		
From: VP Business Services	Academic FT Administrator (salary savings)	\$ 2,560
To: Dean, Languages, Humanities and Social Sciences	Equipment	\$ 2,560

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R5. Transfer to purchase replacement equipment, a golf cart and battery charger.		
From: VP Business Services	Academic FT Administrator (salary savings)	\$ 6,075
To: Athletics	Equipment	\$ 6,075
R6. Transfer to purchase supplies.		
From: Facilities	Other Services	\$ 600
To: Facilities	Supplies	\$ 600
R7. Transfer to purchase kilns for Ceramics.		
From: Art	Instructional Supplies	\$ 21,932
To: Art	Equipment	\$ 21,932
R8. Transfer to provide for memberships and licensing.		
From: Technology Support Services	Supplies	\$ 514
To: Technology Support Services	Memberships Comp Software Maint/Lic	\$ 163 351
R9. Transfer to purchase new printers.		
From: Economics, Geography, Poli Sci	Student Help Employee Benefits	\$ 490 3
To: Economics, Geography, Poli Sci	Equipment	\$ 493
R10. Transfer to purchase a new printer.		
From: History, Philosophy, Humanities	Supplies	\$ 395
To: History, Philosophy, Humanities	Equipment	\$ 395

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R11. Transfer to purchase a turnstile publication display and an alarm panel.		
From: Admissions and Records	Supplies	\$ 491
To: Admissions and Records	Equipment	\$ 191
	Fixtures and Fixed Equip.	300
R12. Transfer to purchase a turnstile publication display and provide for other services.		
From: Student Financial Services	Supplies	\$ 282
To: Student Financial Services	Other Services	\$ 91
	Equipment	191
R13. Transfer to provide for conferences and the purchase of a printer.		
From: Athletics	Health Supplies	\$ 1,000
	Student Insurance	169
To: Athletics	Conferences	\$ 1,000
	Equipment	169
R14. Transfer to purchase a scanner.		
From: Student Activities	Student Help-Non -Instr	\$ 1,440
	Employee Benefits	10
To: Student Activities	Equipment	\$ 1,450
R15. Transfer to provide for supplies and repair parts.		
From: College Safety and Police	Equipment	\$ 32
To: College Safety and Police	Supplies	\$ 7
	Repair Parts	25



<u>Program</u>	<u>Account</u>	<u>Amount</u>
R16. Transfer to realign the budget for the Center for Social Justice. (Fund 12, Resource 1120)		
From: Dean, Languages, Humanities and Social Sciences	Classified FT Administrator Employee Benefits General Liability & Property	\$ 33,932 14,773 407
To: Dean, Languages, Humanities and Social Sciences	Reference Books Professional Services Rents and Leases Repairs	\$ 2,000 45,612 500 1,000
R17. Transfer to purchase a computer. (Fund 12, Resource 1190)		
From: Foster Youth Advocacy Program	Mileage	\$ 1,500
To: Foster Youth Advocacy Program	Equipment	\$ 1,500
R18. Transfer to realign the Seeking Safety grant budget. (Fund 12, Resource 1190)		
From: Seeking Safety	Other Services	\$ 5,910
To: Seeking Safety	Student Help – Non-Instr Copying and Printing Supplies	\$ 2,500 1,000 2,410
R19. Transfer to realign the EOPS grant budget. (Fund 12, Resource 1190)		
From: EOPS	Book Grants Educational Supplies Supplies Food Postage	\$ 21,376 7,236 3,253 1,961 400
To: EOPS	Academic PT Non-Instr Classified FT Student Help – Non-Instr Employee Benefits Equipment	\$ 21,450 616 6,000 3,660 2,500

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R20. Transfer to purchase instructional supplies and a computer. (Fund 12, Resource 1190)		
From: Disabled SSS Program	Student Help – Non-Instr	\$ 7,000
To: Disabled SSS Program	Instructional Supplies	\$ 2,000
	Equipment	5,000
R21. Transfer to purchase computers. (Fund 12, Resource 1190)		
From: Veterans SSS Project	Food	\$ 16,000
To: Veterans SSS Project	Equipment	\$ 16,000
<u>Norco</u>		
N1. Transfer to purchase a defibulator.		
From: VP, Business Services	Consultants	\$ 1,745
To: VP, Business Services	Equipment	\$ 1,745
N2. Transfer to provide for rent and repairs.		
From: VP, Academic Affairs	Instructional Supplies	\$ 8,878
To: VP, Academic Affairs	Rents and Leases	\$ 7,400
Chemistry	Repairs	770
Reading Skills	Repairs	708
N3. Transfer to purchase supplies.		
From: Dean of Instruction	Academic Special Project	\$ 450
To: Dean of Instruction	Supplies	\$ 450

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N4. Transfer to purchase a refrigerator and computers. (Fund 12, Resource 1070)		
From: Health Services	Comp Software Maint/Lic	\$ 50,000
To: Health Services	Equipment	\$ 50,000
N5. Transfer to provide for repairs.		
From: Student Financial Services	Supplies	\$ 369
To: Student Financial Services	Repairs	\$ 369
N6. Transfer to purchase monitor arms.		
From: College Student Services	Conferences	\$ 689
To: College Student Services	Equipment	\$ 689
N7. Transfer to purchase a ballistic vest.		
From: Safety & Police	Supplies	\$ 577
To: Safety & Police	Equipment	\$ 577
<u>Moreno Valley</u>		
M1. Transfer to provide for educational supplies. (Fund 12, Resource 1190)		
From: TANF	Academic PT Non-Instr	\$ 3,445
To: TANF	Educational Supplies	\$ 3,445
M2. Transfer to purchase vacuum cleaners.		
From: Facilities	Repairs	\$ 3,314
To: Facilities	Equipment	\$ 3,314

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M3. Transfer to purchase supplies.		
From: Health, Human & Public Services	Lecturers	\$ 1,207
To: Health, Human & Public Services	Supplies	\$ 141
	Instructional Supplies	1,066
M4. Transfer to provide for a consultant.		
From: Academic Affairs	Academic PT Teaching	\$ 13,939
	Employee Benefits	2,061
To: Dental Hygiene Program	Consultants	\$ 16,000
M5. Transfer to purchase computers.		
From: Barnes & Noble Signing Bonus Holding Account	Administrative Contingency	\$ 4,200
To: Student Svcs Grants & Equity Progs	Equipment	\$ 2,800
Institutional Effectiveness	Equipment	1,400
M6. Transfer to purchase instructional supplies.		
From: Academy/Criminal Services	Professional Services	\$ 1,706
To: Academy/Criminal Services	Instructional Supplies	\$ 1,706
M7. Transfer to purchase supplies.		
From: VP, Student Services	Memberships	\$ 1,289
To: VP, Student Services	Supplies	\$ 1,289

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M8. Transfer to provide for professional services and food. (Fund 12, Resource 1190)		
From: Student Equity	Classified Perm PT	\$ 17,671
	Employee Benefits	3,938
To: Student Equity	Professional Services	\$ 18,893
	Food	2,716
M9. Transfer to provide for cohort outreach contract.		
From: Student Financial Services	Supplies	\$ 1,278
To: Student Financial Services	Other Services	\$ 1,278
M10. Transfer to provide for counseling. (Fund 12, Resource 1190)		
From: Foster Youth Support Services	Book Grants	\$ 2,000
	Student Financial Grants	4,000
	Conferences	2,000
	Food	1,000
	Supplies	1,400
To: Foster Youth Support Services	Academic PT Non-Instr	\$ 9,061
	Employee Benefits	1,339
M11. Transfer to purchase a printer and provide for employee benefits. (Fund 12, Resource 1190)		
From: Student Success & Support Program	Classified FT	\$ 294
	Administrative Contingency	296
To: Student Success & Support Program	Employee Benefits	\$ 294
	Equipment	296
M12. Transfer to purchase a ballistic vest.		
From: Safety & Police	Supplies	\$ 1,440
To: Safety & Police	Equipment	\$ 1,440

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>District Office and District Support Services</u>		
D1. Transfer to purchase a laptop and television.		
From: Foundation	Cellular Telephone	\$ 2,100
	Classified FT Administrator	6,000
To: Foundation	Equipment	\$ 8,100
D2. Transfer to purchase additional building access cards. (Fund 43, Resource 4390)		
From: Culinary Arts/District Office Bldg	Equipment	\$ 1,530
To: Culinary Arts/District Office Bldg	Supplies	\$ 1,530
D3. Transfer to provide for a software license.		
From: Human Resources & Diversity	Equipment	\$ 16,050
To: Human Resources & Diversity	Comp Software Maint/Lic	\$ 16,050
D4. Transfer to realign the Procurement Assistance Center grant budget. (Fund 12, Resource 1190)		
From: Procurement Assistance Center	Classified Perm PT	\$ 2,453
To: Procurement Assistance Center	Periodicals/Magazines	\$ 500
	Supplies	660
	Conferences	1,293
D5. Transfer to provide for promotional fees. (Fund 12, Resource 1190)		
From: CITD Sector Navigator	Supplies	\$ 17,682
To: CITD Sector Navigator	Other Services	\$ 17,682

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D6. Transfer to realign the CITD Deputy Sector Navigator grant budget. (Fund 12, Resource 1190)		
From: CITD Deputy Sector Navigator	Classified FT Administrator	\$ 17,359
	Employee Benefits	5,826
To: CITD Deputy Sector Navigator	Food	\$ 550
	Consultants	20,734
	Professional Services	1,200
	Mileage	701
D7. Transfer to purchase supplies.		
From: Safety & Police	Other Services	\$ 4,283
To: Safety & Police	Supplies	\$ 4,283
D8. Transfer to purchase supplies. (Fund 12, Resource 1050)		
From: Safety & Police	Other Transportation Supplies	\$ 1,375
To: Safety & Police	Supplies	\$ 1,375

## Agenda Item (VI-B-3-a)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 16-16/17 – 2016-2017 Student Equity Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$814,816 to the budget.

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### Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2016-2017 Student Equity Program in the amount of \$814,816 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$435,048, Norco College - \$165,201, and Moreno Valley College - \$214,567. The funds will be used for salary, benefits, and other operating expenses.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Monica Green, Interim President, Norco College  
Irving Hendrick, Interim President, Moreno Valley College  
FeRita Carter, Vice President of Student Services (RCC)  
Koji Uesugi, Associate Dean, Special Funded Programs  
Dyrell Foster, Vice President, Student Services (MVC)

### Attachments:

[11152016\\_Resolution No. 16-16/17 – Student Equity Program](#)



RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 16-16/17

2016-2017 Student Equity Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$814,816 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
Resolution No. 16-16/17  
2016-2017 Student Equity Program

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0081	8659	435,048 00	REVENUE
12	E00	1190	0	0000	0081	8659	165,201 00	↓
12	F00	1190	0	0000	0081	8659	214,567 00	↓
								EXPENDITURES
12	DZA	1190	0	6450	0081	5899	435,048 00	Administrative Contingency
12	EJD	1190	0	6010	4081	1490	17,424 00	Acad Special Project
12	EJD	1190	0	6010	4081	2119	55,842 00	Classified FT
12	EJD	1190	0	6010	4081	2129	29,353 00	Classified Perm Part Time
12	EJD	1190	0	6010	4081	3130	2,192 00	Employee Benefits
12	EJD	1190	0	6010	4081	3220	7,755 00	
12	EJD	1190	0	6010	4081	3320	3,463 00	
12	EJD	1190	0	6010	4081	3325	1,236 00	
12	EJD	1190	0	6010	4081	3335	253 00	
12	EJD	1190	0	6010	4081	3420	28,248 00	
12	EJD	1190	0	6010	4081	3460	171 00	
12	EJD	1190	0	6010	4081	3470	35 00	
12	EJD	1190	0	6010	4081	3520	43 00	
12	EJD	1190	0	6010	4081	3530	9 00	
12	EJD	1190	0	6010	4081	3620	426 00	
12	EJD	1190	0	6010	4081	3630	87 00	↓
12	EJD	1190	0	6010	4081	5219	18,664 00	Other Travel
12	FZA	1190	0	6450	0081	5899	214,567 00	Administrative Contingency
							814,816 00	TOTAL REVENUE
							814,816 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-b)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 17-16/17 – 2016-2017 TANF and CalWORKs Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$298,149 to the budget.

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### Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2016-2017 TANF and CalWORKs Program in the amount of \$298,149 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Norco College - \$32,291, Riverside City College - \$114,020 and Moreno Valley College - \$151,838. The funds will be used for salaries, benefits and other operational expenses of the program.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Monica Green, Interim President, Norco College  
Irving Hendrick, Interim President, Moreno Valley College  
FeRita Carter, Vice President of Student Services (RCC)  
Koji Uesugi, Associate Dean, Special Funded Programs  
Dyrell Foster, Vice President, Student Services (MVC)

### Attachments:

[11152016\\_Resolution No. 17-16/17 – TANF and CalWORKs Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 17-16/17

2016-2017 TANF and CalWORKs Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$298,149 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
Resolution No. 17-16/17  
2016-2017 TANF and CalWORKs Program

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0366	8140	1,347 00	REVENUE
12	E00	1190	0	0000	0367	8626	30,944 00	
12	F00	1190	0	0000	0366	8140	15,010 00	
12	F00	1190	0	0000	0367	8626	136,828 00	
12	D00	1190	0	0000	0366	8140	6,436 00	
12	D00	1190	0	0000	0367	8626	107,584 00	↓
								EXPENDITURES
12	ECW	1190	0	7321	0366	7661	1,347 00	Educational Supplies
12	ECW	1190	0	6020	4367	2331	30,728 00	Student Help Non-Instruct
12	ECW	1190	0	6020	4367	3460	62 00	Employee Benefits
12	ECW	1190	0	6020	4367	3620	154 00	↓
12	FCW	1190	0	6020	0366	1439	5,017 00	Acad PT Non-Instructional
12	FCW	1190	0	6020	0366	3130	631 00	Employee Benefits
12	FCW	1190	0	6020	0366	3335	73 00	
12	FCW	1190	0	6020	0366	3530	3 00	
12	FCW	1190	0	6020	0366	3630	25 00	
12	FCW	1190	0	6020	0366	3470	10 00	↓
12	FCW	1190	0	6020	0366	4590	2,251 00	Supplies
12	FCW	1190	0	6020	0366	5890	4,000 00	Other Services
12	FCW	1190	0	6020	0366	6485	3,000 00	Comp Equip Addl \$200-\$4999
12	FCW	1190	0	6020	1367	1439	25,000 00	Acad PT Non-Instructional
12	FCW	1190	0	6020	1367	3130	3,145 00	Employee Benefits
12	FCW	1190	0	6020	1367	3335	363 00	
12	FCW	1190	0	6020	1367	3530	13 00	
12	FCW	1190	0	6020	1367	3630	125 00	
12	FCW	1190	0	6020	1367	3470	50 00	↓
12	FCW	1190	0	6020	1367	2129	65,916 00	Classified Perm Part Time
12	FCW	1190	0	6020	1367	3220	9,154 00	Employee Benefits
12	FCW	1190	0	6020	1367	3320	4,087 00	
12	FCW	1190	0	6020	1367	3325	956 00	
12	FCW	1190	0	6020	1367	3520	33 00	
12	FCW	1190	0	6020	1367	3620	330 00	

12	FCW	1190	0	6020	1367	3460	132	00	↓
12	FCW	1190	0	6020	1367	4590	20,524	00	Supplies
12	FCW	1190	0	6020	1367	5890	7,000	00	Other Services
12	DCW	1190	0	7321	0366	7660	3,218	00	Transportation
12	DCW	1190	0	7321	0366	7661	3,218	00	Educational Supplies
12	DCW	1190	0	6020	1367	1439	20,000	00	Acad PT Non-Instructional
12	DCW	1190	0	6020	1367	3130	2,516	00	Employee Benefits
12	DCW	1190	0	6020	1367	3335	290	00	
12	DCW	1190	0	6020	1367	3530	10	00	
12	DCW	1190	0	6020	1367	3630	100	00	
12	DCW	1190	0	6020	1367	3470	40	00	↓
12	DCW	1190	0	6020	1367	2119	28,309	00	Classified FT
12	DCW	1190	0	6020	1367	3220	3,932	00	Employee Benefits
12	DCW	1190	0	6020	1367	3320	1,755	00	
12	DCW	1190	0	6020	1367	3325	410	00	
12	DCW	1190	0	6020	1367	3520	14	00	
12	DCW	1190	0	6020	1367	3420	923	00	
12	DCW	1190	0	6020	1367	3620	142	00	
12	DCW	1190	0	6020	1367	3460	57	00	↓
12	DCW	1190	0	6020	4367	2331	48,745	00	Student Help Non-Instruct
12	DCW	1190	0	6020	4367	3460	97	00	Employee Benefits
12	DCW	1190	0	6020	4367	3620	244	00	↓
							298,149	00	TOTAL REVENUE
							298,149	00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-c)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 18-16/17 – 2016-2017 Student Support Services Project Grant
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,600 to the budget.

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### Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the 2016-2017 Student Support Services Project Grant in the amount of \$6,600 from the U.S. Department of Education. The funds will be used for salaries and benefits.

Prepared By: Wolde-Ab Isaac, President, Riverside  
FeRita Carter, Vice President of Student Services (RCC)  
Tenisha James, Project Director, Student Support Services

### Attachments:

[11152016\\_Resolution No. 18-16/17 – Student Support Services Project Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 18-16/17

2016-2017 Student Support Services Project Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,600 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 18-16/17  
 2016-2017 Student Support Services Project Grant**

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0064	8120	6,600 00	REVENUE
								EXPENDITURES
12	DZG	1190	0	6450	0064	2331	6,554 00	Student Help Non-Instruct
12	DZG	1190	0	6450	0064	3460	13 00	Employee Benefits
12	DZG	1190	0	6450	0064	3620	33 00	↓
							6,600 00	TOTAL REVENUE
							6,600 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-d)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 19-16/17 – 2016-2017 Disabled Student Support Services Program Grant
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,600 to the budget.

---

### Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the 2016-2017 Disabled Student Support Services Program Grant in the amount of \$6,600 from the U.S. Department of Education. The funds will be used for salaries and benefits.

Prepared By: Wolde-Ab Isaac, President, Riverside  
FeRita Carter, Vice President of Student Services (RCC)  
Tenisha James, Project Director, Student Support Services

### Attachments:

[11152016\\_Resolution No. 19-16/17 – Disabled Student Support Services Program Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 19-16/17

2016-2017 Disabled Student Support Services Program Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,600 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 19-16/17  
 2016-2017 Disabled Student Support Services Program Grant

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0065	8120	6,600 00	REVENUE
								EXPENDITURES
12	DZG	1190	0	6450	0065	2331	6,554 00	Student Help Non-Instruct
12	DZG	1190	0	6450	0065	3460	13 00	Employee Benefits
12	DZG	1190	0	6450	0065	3620	33 00	↓
							6,600 00	TOTAL REVENUE
							6,600 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-e)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 20-16/17 – 2016-2017 Veterans Student Support Services Project Grant
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,600 to the budget.

---

### Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the 2016-2017 Veterans Student Support Services Project Grant in the amount of \$6,600 from the U.S. Department of Education. The funds will be used for salaries and benefits.

Prepared By: Wolde-Ab Isaac, President, Riverside  
FeRita Carter, Vice President of Student Services (RCC)  
Tenisha James, Project Director, Student Support Services

### Attachments:

[11152016\\_Resolution No. 20-16/17 – Veterans Student Support Services Project Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 20-16/17

2016-2017 Veterans Student Support Services Project Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,600 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 20-16/17  
 2016-2017 Veterans Student Support Services Project Grant

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0066	8120	6,600 00	REVENUE
								EXPENDITURES
12	DZG	1190	0	6450	0066	2331	6,554 00	Student Help Non-Instruct
12	DZG	1190	0	6450	0066	3460	13 00	Employee Benefits
12	DZG	1190	0	6450	0066	3620	33 00	↓
							6,600 00	TOTAL REVENUE
							6,600 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-f)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-f)
Subject	Resolution No. 21-16/17 – 2016-2017 Student Support Services RISE Grant
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,600 to the budget.

---

### Background Narrative:

The Riverside Community College District's Norco College has received additional funding for the 2016-2017 Student Support Services RISE Grant in the amount of \$6,600 from the U.S. Department of Education. The funds will be used for salaries and benefits.

Prepared By: Monica Green, Interim President, Norco College  
Koji Uesugi, Associate Dean, Special Funded Programs  
Hortencia Cuevas, Program Director, Student Support Services RISE Grant

### Attachments:

[11152016\\_Resolution No. 21-16/17 – Student Support Services RISE Grant](#)



RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 21-16/17

2016-2017 Student Support Services RISE Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,600 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 21-16/17  
 2016-2017 Student Support Services RISE Grant

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0297	8120	6,600 00	REVENUE
								EXPENDITURES
12	EZG	1190	0	6450	0297	2339	6,458 00	Classified PT Hrly As Needed
12	EZG	1190	0	6450	0297	3325	94 00	Employee Benefits
12	EZG	1190	0	6450	0297	3460	13 00	
12	EZG	1190	0	6450	0297	3520	3 00	
12	EZG	1190	0	6450	0297	3620	32 00	↓
							6,600 00	TOTAL REVENUE
							6,600 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-g)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-g)
Subject	Resolution No. 22-16/17 – 2016-2017 Student Support Services TRIO Grant
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,933 to the budget.

---

### Background Narrative:

The Riverside Community College District's Norco College has received additional funding for the 2016-2017 Student Support Services TRIO Grant in the amount of \$6,933 from the U.S. Department of Education. The funds will be used for student travel.

Prepared By: Monica Green, Interim President, Norco College  
Koji Uesugi, Associate Dean, Special Funded Programs  
Hortencia Cuevas, Program Director, Student Support Services RISE Grant

### Attachments:

[11152016\\_Resolution No. 22-16/17 – Student Support Services TRIO Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 22-16/17

2016-2017 Student Support Services TRIO Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,933 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 22-16/17  
 2016-2017 Student Support Services TRIO Grant**

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0339	8120	6,933 00	REVENUE
								EXPENDITURES
12	EZG	1190	0	6450	0339	5219	5,433 00	Other Travel
12	EZG	1190	0	6450	0339	5650	1,500 00	Transportation Contracts
							6,933 00	TOTAL REVENUE
							6,933 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-h)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-h)
Subject	Resolution No. 23-16/17 – 2016-2017 Here to Career Grant
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$52,886 to the budget.

---

### Background Narrative:

The Riverside Community College District's Norco College has received funding for the 2016-2017 Here to Career Grant in the amount of \$52,886 from the U.S. Department of Education, passed through from the California State University, San Bernardino. The funds will be used for salaries, benefits, and other operating expenses.

Prepared By: Monica Green, Interim President, Norco College  
Diane Dieckmeyer, Vice President, Academic Affairs, Norco College  
Gus Oceguela, Associate Dean, Grants & College Support Programs/Proj Dir

### Attachments:

[11152016\\_Resolution No. 23-16/17 – Here to Career Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 23-16/17

2016-2017 Here to Career Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$52,886 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 23-16/17  
 2016-2017 Here to Career Grant

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0103	8120	52,886 00	REVENUE
								EXPENDITURES
12	EJD	1190	0	6010	4103	1219	12,220 00	Acad FT Administrator
12	EJD	1190	0	6010	4103	3130	537 00	Employee Benefits
12	EJD	1190	0	6010	4103	3335	177 00	
12	EJD	1190	0	6010	4103	3430	2,861 00	
12	EJD	1190	0	6010	4103	3470	24 00	
12	EJD	1190	0	6010	4103	3530	6 00	
12	EJD	1190	0	6010	4103	3630	61 00	↓
12	EJD	1190	0	6010	4103	4555	3,000 00	Copying/Printing
12	EJD	1190	0	6010	4103	4590	2,000 00	Office and Other Supplies
12	EJD	1190	0	6010	4103	5220	5,000 00	Conferences
12	EJD	1190	0	6010	4103	5649	10,000 00	Comp Software Maint/Lic
12	EJD	1190	0	6010	4103	5650	5,000 00	Transportation Contracts
12	EJD	1190	0	6010	4103	5890	12,000 00	Student Stipends
							52,886 00	TOTAL REVENUE
							52,886 00	TOTAL EXPENDITURES



## Agenda Item (VI-B-3-i)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-i)
Subject	Resolution No. 24-16/17 – 2016-2017 Gates LEA Implementation Network Grant
College/District	Moreno Valley
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$100,000 to the budget.

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### Background Narrative:

The Riverside Community College District's Moreno Valley College has received funding for the 2016-2017 Gates LEA Implementation Network Grant in the amount of \$100,000 from the Riverside County Superintendent of Schools. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Irving Hendrick, Interim President, Moreno Valley College  
Dyrell Foster, Vice President, Student Services (MVC)

### Attachments:

[11152016\\_Resolution No. 24-16/17 – Gates LEA Implementation Network Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 24-16/17

2016-2017 Gates LEA Implementation Network Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$100,000 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 24-16/17  
 2016-2017 Gates LEA Implementation Network Grant**

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	F00	1190	0	0000	0391	8890	100,000 00	REVENUE
								EXPENDITURES
12	FZA	1190	0	6450	0391	1490	50,000 00	Acad Special Project
12	FZA	1190	0	6450	0391	3130	6,290 00	Employee Benefits
12	FZA	1190	0	6450	0391	3335	725 00	
12	FZA	1190	0	6450	0391	3530	25 00	
12	FZA	1190	0	6450	0391	3630	250 00	
12	FZA	1190	0	6450	0391	3470	100 00	
12	FZA	1190	0	6450	0391	4710	17,610 00	Food
12	FZA	1190	0	6450	0391	5220	25,000 00	Conferences
							100,000 00	TOTAL REVENUE
							100,000 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-j)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-j)
Subject	Resolution No. 25-16/17 – 2016-2017 SSSP Special Project Set-Aside Grant
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$1,453,008 to the budget.

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### Background Narrative:

The Riverside Community College District's Riverside City College has received funding for the 2016-2017 SSSP Special Project Set-Aside Grant from the California Community College Chancellor's Office in the amount of \$1,453,008. The funds will be used for travel and meeting cost reimbursements as approved by the State Chancellor's Office.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Sherrie DiSalvio, Financial and Technical Analyst

### Attachments:

[11152016\\_Resolution No. 25-16/17 – SSSP Special Project Set-Aside Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 25-16/17

2016-2017 SSSP Special Project Set-Aside Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$1,453,008 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 25-16/17  
 2016-2017 SSSP Special Project Set-Aside Grant

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0014	8627	1,453,008 00	REVENUE
								EXPENDITURES
12	DCW	1190	0	6020	0014	5219	501,095 00	Other Travel
12	DCW	1190	0	6020	0014	5890	819,821 00	Other Services
12	DCW	1190	0	6020	0014	5910	132,092 00	Indirect Admin Costs
							1,453,008 00	TOTAL REVENUE
							1,453,008 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-3-k)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-k)
Subject	Resolution No. 26-16/17 – 2016-2017 EOPS Special Project Set-Aside Grant
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$277,710 to the budget.

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### Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the 2016-2017 EOPS Special Project Set-Aside Grant from the California Community College Chancellor's Office in the amount of \$277,710. The funds will be used for travel and meeting cost reimbursements as approved by the State Chancellor's Office.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Sherrie DiSalvio, Financial and Technical Analyst

### Attachments:

[11152016\\_Resolution No. 26-16/17 – EOPS Special Project Set-Aside Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 26-16/17

2016-2017 EOPS Special Project Set-Aside Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$277,710 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on November 15, 2016.

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Clerk or Authorized Agent



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 26-16/17  
 2016-2017 EOPS Special Project Set-Aside Grant**

Year	County	District	Date	Fund
17	33	07	11/15/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0013	8627	277,710 00	REVENUE
								EXPENDITURES
12	DCW	1190	0	6020	0013	5219	277,710 00	Other Travel
							277,710 00	TOTAL REVENUE
							277,710 00	TOTAL EXPENDITURES

## Agenda Item (VI-B-5-a)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Bid Award for the Landscape Renovations Project
College/District	Moreno Valley
Funding	Schedule Maintenance
Recommended Action	It is recommended that the Board of Trustees award Bid Number 2016/17-04, Landscape Renovations Project in the total amount of \$192,500 to RCB and Sons, Inc.

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### Background Narrative:

On October 17, 2016, the District received bids in response to an Invitation for Bid solicitation for the Landscape Renovations Project at Moreno Valley College. The project consists of removing all existing non-native plant material and spray head irrigation, and replace with drought tolerant plant materials and a drip system irrigation. See the attached Lowest Responsive and Responsible Bidders summary.

References for RCB and Sons, Inc. were checked by District staff and found to be satisfactory.

Prepared By: Irving Hendrick, Interim President, Moreno Valley College  
Nathaniel Jones, Vice President, Business Services (MVC)  
John Recinos, Director, Facilities  
Majd Askar, Director of Business Services

### Attachments:

[11152016\\_Lowest Responsive and Responsible Bidders Summary](#)

## Lowest Responsive and Responsible Bidders Landscape Renovations at Moreno Valley College

<u>Contractor</u>	<u>Location</u>	<u>Total Bid</u>
RCB and Sons, Inc.	Riverside, CA	\$ 192,500
Mariposa Landscapes, Inc.	Irwindale, CA	\$ 396,026

## Agenda Item (VI-B-6-a)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$87,800 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$536,308 for the period of October 1, 2016 through October 31, 2016.

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### Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$87,800. The attached listing of contracts and agreements under \$87,800 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Director of Business Services

### Attachments:

[11152016\\_Contracts and Agreements Less than \\$87,800 Report \(October\)](#)

Contracts and Agreements Report-All District Resources  
\$87,800 and Under  
10/01/16 thru 10/31/16

PO#	Department	Vendor	Business Location	Description	Amount
C0005461	Performance Riverside	OD Music, Inc.	Woodland Hills	Professional Services	\$ 56,843
C0005462	Customized Solutions	Brady, Michael	Corona	Training	1,250
C0005465	CTE Projects	The Mitten Building	Redlands	Meeting Expenses	4,256
C0005466	Food Services - Riverside	Culligan	Ontario	Rents and Leases	3,072
C0005467	Human Resources & Diversity	The Blake Group Organizational Consulting, LLC	Elgin, AZ	Consultants	3,840
C0005468	Human Resources & Diversity	PeopleAdmin, Inc.	Austin, TX	Online Applicant Tracking System	38,523
C0005469	Career and Technical Ed - Moreno Valley	Halibozek, Ellen	Fullerton	Consultants	18,750
C0005470	EOPS - Norco	Certified Transportation Services, Inc.	Santa Ana	Transportation Contracts	529
C0005470	Campus Student Services - Norco	Certified Transportation Services, Inc.	Santa Ana	Transportation Contracts	529
C0005471	Facilities - Riverside	Orkin, Inc.	Riverside	Pest Control Services	1,674
C0005472	President - Norco Campus	Westcoast Media, Inc.	Ontario	Advertising	750
C0005473	Business Operations - Moreno Valley	The Lamar Companies	San Bernardino	Advertising	18,000
C0005474	Health Services - Moreno Valley	CLIA Laboratory Program	Sacramento	License Fee	57
C0005474	Health Services - Riverside	CLIA Laboratory Program	Sacramento	License Fee	57
C0005475	Applied Technology - Riverside	Culligan	Ontario	Rents and Leases	2,677
C0005476	Learning Resource Center - Moreno Valley	Acorn Technology Corporation	Riverside	Managed IT Services	9,740
C0005476	Communications & Web Development	Acorn Technology Corporation	Riverside	Managed IT Services	11,905
C0005477	Languages, Humanities & Social Sciences	Asian Pacific Cultural Association	Riverside	Rents and Leases	200
C0005478	Library - Norco	Innovative Interfaces, Inc.	Emeryville	Computer Software Maint/Lic	2,607
C0005478	Library - Moreno Valley	Innovative Interfaces, Inc.	Emeryville	Computer Software Maint/Lic	3,695
C0005478	Library - Riverside	Innovative Interfaces, Inc.	Emeryville	Computer Software Maint/Lic	42,826
C0005479	Learning Resource Center - Riverside	Omnimusic	Port Washington, NY	Music License	1,500
C0005480	Food Services - Moreno Valley	Culligan	Ontario	Soft Water Tank Service	1,056
C0005481	CTE Projects	Riverside Marriott	Riverside	Meeting Expenses	6,869
C0005482	Community Ed & Senior Citizen Education	Trust Auto Sales	Wildomar	Professional Services	700
C0005483	Institutional Support, Instruction & Curriculum	Canon Solutions America, Inc.	Los Angeles	Repairs - Service	16,560
N/A	TriTech	City of Temecula	Temecula	Consulting Services	No Cost
N/A	Student Services	Val Verde Unified School District	Perris	Off Campus Work for FWS Students	No Cost
N/A	Grants	Moreno Valley Unified School District	Moreno Valley	STEM Activities	No Cost
N/A	Student Services	Persistence Plus	Cambridge, MA	Text Messaging Service	No Cost
N/A	CTE Projects	Saint Francis University	Loretto, PA	Master of Medical Science Degrees	No Cost
N/A	President - Riverside	Special Olympics Southern California	Murrieta	Hold Harmless	No Cost
N/A	CTE Projects	Colton-Redlands-Yucaipa ROP	Redlands	Articulation Agreement for FTV-67	No Cost
N/A	CTE Projects	Riverside County Office of Education	Riverside	Articulation Agreement for FTV-67	No Cost
N/A	CTE Projects	Val Verde Unified School District	Perris	Articulation Agreement for BUS-10	No Cost
N/A	CTE Projects	Val Verde Unified School District	Perris	Articulation Agreement for PHO-20	No Cost
N/A	Student Employment	Corona-Norco Unified School District	Norco	Off Campus Work for FWS Students	No Cost
<b>Additions to Approved/Ratify Contracts of \$87,800 and Under</b>					
C0003570	Information Services	Computerland of Silicon Valley	San Jose	Computer Software Maint/Lic	9,676
C0004631	Facilities Planning & Development	Kamran and Company, Inc.	Santa Barbara	CAADO P2 -Food Services	2,345
C0004635	Facilities Planning & Development	Caston, Inc.	San Bernardino	Culinary/District Offices	9,932
C0004667	Facilities Planning & Development	Continental Flooring Inc.	Rancho Cucamonga	CAADO P2 Construction -Flooring	3,044
C0004669	Facilities Planning & Development	First Responder Fire Protection Corp.	Simi Valley	CAADO P2 Construction -Fire Protection	1,821
C0004830	Facilities Planning & Development	Glumac	Irvine	Amend. #1/Add's Funds	1,590
C0004831	Student Services - Moreno Valley	CBE Office Solutions	Irvine	Repairs - Service	800
C0004933	Applied Technology - Riverside	Socal Office Technologies, Inc.	Cypress	Direct Purchase Instructional Supplies	512
C0005012	Customized Solutions	Ortman, Carolyn	Riverside	Training Services	6,300
C0005057	Facilities - Riverside	Orkin, Inc.	Atlanta, GA	Pest Control Services	10,800
C0005059	Facilities - Riverside	Orkin, Inc.	Atlanta, GA	Pest Control Services	348

Contracts and Agreements Report-All District Resources  
 \$87,800 and Under  
 10/01/16 thru 10/31/16

PO#	Department	Vendor	Business Location	Description	Amount
C0005081	Community & Economic Development	Applied Development Resources	Corona	Amend. #3/Adds Funds	20,000
C0005200	Community & Economic Development	Lewis, Alan H.	Riverside	Amend. #2/Extends Date & Adds Funds	50,000
C0005204	Community & Economic Development	Kleckner, Martin S III	Oceanside	Amend. #2/Extends Date & Adds Funds	45,000
C0005220	Community & Economic Development	Plenum Revenue Group	Laguna Niguel	Amend. #2/Extends Date & Adds Funds	50,000
C0005318	Business Operations - Riverside	Professional Personnel Leasing Inc.	South Lake Tahoe	Professional Services	35,575
C0005354	Community & Economic Development	Miles, Koyett	Riverside	Amend. #1/Extends Date & Adds Funds	12,600
C0005404	Risk Management	Atkinson, Andelson, Loya, Ruud	Cerritos	Legal	27,500
N/A	Nursing	Office of the Statewide Health Planning & Developr	Sacramento	Amend. #1/Extends Date	No Cost
				Total	<u>\$ 536,308</u>

## Agenda Item (VI-B-6-b)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Amendment to Agreement for Training Services with Cerritos College Foundation
College/District	District
Funding	State of California, Employment Training Panel (ETP)
Recommended Action	Recommend that the Board of Trustees approve the Amendment to the Agreement between Riverside Community College District and Cerritos College Foundation for up to \$222,000.

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### Background Narrative:

This amendment will increase the funding provided by Riverside Community College District's Employment Training Panel (ETP) contract with Cerritos College Foundation from \$115,000 for up to \$222,000 for the period of December 16, 2015 through October 25, 2017. It will permit Cerritos College to provide more training and will yield up to \$66,000 in net revenue for the District. Cost to the District is reimbursed by the Employment Training Panel from the State of California.

Prepared By: Dennis Anderson, Interim VC Ed Svc and Strat Planning  
Richard Keeler, Dean, Grants  
Robert Grajeda, Director, Corporate and Business Development

### Attachments:

[Amendment Cerritos](#)

AMENDMENT TO AGREEMENT

This document amends the original Educational Services Agreement between the Riverside Community College District and Cerritos College Foundation, which was approved by the Vice Chancellor of Business and Financial Services on behalf of the Riverside Community College District on January 10, 2016.

Article 3, COMPENSATION, is hereby amended as follows:

“The contract amount for this agreement will be up to \$222,000 dollars. This contract cap amount may be increased through a separate contract amendment.”

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

**DISTRICT**

By: \_\_\_\_\_  
Signature

Aaron S. Brown,  
Vice Chancellor, Business & Financial Services  
Title

Date: \_\_\_\_\_

**EMPLOYER**

By:   
Signature

Steve Richardson  
Executive Director, Cerritos College Foundation  
Title

Date: 10/19/2016



## Agenda Item (VI-B-6-c)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Amendment to Agreement for Administrative Services with DLI and Associates
College/District	District
Funding	State of California, Employment Training Panel (ETP)
Recommended Action	It is recommend that the Board of Trustees approve the Amendment to the Agreement between Riverside Community College District and DLI and Associates for up to \$94,990, and extend the date to October 25, 2017.

---

### Background Narrative:

This amendment will increase the funding provided by Riverside Community College District's Employment Training Panel (ETP) contract with DLI and Associates for up to \$94,990 for the period of December 16, 2015 through October 25, 2017. It will permit DLI and Associates to provide additional administrative services through the end of the ETP agreement.

Prepared By: Dennis Anderson, Interim VC Ed Svc and Strat Planning  
Richard Keeler, Dean, Grants  
Robert Grajeda, Director, Corporate and Business Development

### Attachments:

[Amendment DLI](#)

AMENDMENT TO AGREEMENT

This document amends the original Educational Services Agreement between the Riverside Community College District and DLI and Associates, which was approved by the Vice Chancellor of Business and Financial Services on behalf of the Riverside Community College District on December 22, 2016.

Article 2, TERM, is hereby amended as follows:

“The term of this Sub-Contract shall be from December 16, 2015 to October 25, 2017”

Article 3, COMPENSATION, is hereby amended as follows:

“Administration fees will be paid at a rate of up to 10% of all reimbursed funds on ET 16-0217. Fees shall not exceed \$94,990. Sub-Contractor shall provide a monthly invoice, which shall be paid within 30 days of receipt.”

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

**DISTRICT**

By: \_\_\_\_\_  
Signature

Aaron S. Brown,  
Vice Chancellor, Business & Financial Services  
Title

Date: \_\_\_\_\_

**EMPLOYER**

By: \_\_\_\_\_  
Signature

Deborah Imonti  
Owner, DLI & Associates  
Title

Date: \_\_\_\_\_

## Agenda Item (VI-B-6-d)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-d)
Subject	Agreement for Career Technical Education (CTE) Enhancement Fund to Create Greater Incentive for Community Colleges CTE offerings with Chaffey Community College District
College/District	Riverside
Funding	California Community College Chancellor's Office
Recommended Action	It is recommended that the Board of Trustees approve the Career and Technical Education (CTE) Enhancement Fund Agreement with Chaffey Community College District for the time frame of July 1, 2016 through December 31, 2016, in an amount not to exceed \$220,000.

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### Background Narrative:

Riverside City College is the fiscal agent for the Inland Empire/Desert Region for the purpose of distributing special Career and Technical Education Enhancement Funding to the Community Colleges within the Inland Empire/Desert Region. The Enhancement Funds are to be used to create greater incentive for community colleges to develop, enhance, retool, and expand quality Career and Technical Education offerings that build upon existing community college regional capacity to respond to regional labor market needs. Payments for this agreement shall not exceed \$220,000 for the period July 1, 2016 through December 31, 2016.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Julie Pehkonen, Director, Career and Technical Education

### Attachments:

[CTE Enhancement Fund Agreement](#)

INLAND EMPIRE/DESERT REGION  
MASTER AGREEMENT – CTE ENHANCEMENT FUND  
BETWEEN  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
AND  
CHAFFEY COMMUNITY COLLEGE DISTRICT

This Agreement, entered into October 1, 2016 between Riverside Community College District, hereinafter referred to as RCCD, whose address is 3801 Market Street, Riverside, California, 92501, and Chaffey Community College District, hereinafter referred to as CHAFFEY, whose address is 5885 Haven Avenue, Rancho Cucamonga, CA 91737, is effective to cover activities beginning July 1, 2016 and ending December 31, 2016. This Agreement is based on the CTE Enhancement Fund Agreement, RFA#14-187-004, between RCCD and the California Community Colleges Chancellor's Office.

RECITALS

WHEREAS Senate Bill 852, Budget Act of 2014 established the CTE Enhancement fund to provided funds on a one-time basis for community colleges to develop, enhance, retool and expand quality career technical education (CTE) offerings that build upon existing community college regional capacity to respond to regional labor market needs.

WHEREAS, the RCCD has been designated as the Fiscal Agent for the CTE Enhancement Fund for the Inland Empire/Desert region and is responsible for distributing funds to each community college district within the region, following certification by the Regional Consortia that the courses and programs submitted to the districts and colleges for funding meet the criteria above.

WHEREAS, RCCD is authorized by Section 53060 (see Appendix 14) of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, RCCD is in need of such special services and advice; and

NOW, THEREFORE, in consideration of these mutual promises, the Parties agree as follows:

1. RCCD will reimburse CHAFFEY, using funds awarded by the California Community Colleges Chancellor's Office.

2. SCOPE OF WORK:

CHAFFEY shall perform the Scope of Work as established by the RCCD and agreed upon by CHAFFEY that will be detailed using Exhibit A. As needed, the Scope of Work can be amended and modified based on written approval by the Parties.

3. CHAFFEY agrees that funds will be used for CTE equipment, instructional supplies, professional development, and other related costs necessary to develop, enhance, retool and expand quality CTE offerings as described in the Scope of Work, and attached hereto as Exhibit A. As needed, the Scope of Work can be amended and modified to adjust the use of funds, with written agreement between the

Parties. CHAFFEY may not begin specified work without a fully-executed Agreement and purchase order issued by RCCD.

3. Total payment to CHAFFEY will not exceed the amounts specified in the Scope of Work, Exhibit A, over the term of this Agreement. Payment is contingent upon satisfactory performance as evidenced by final report, including narrative and appropriate support documents. Although not required, CHAFFEY agrees to document any secured industry match generated by this grant.

#### 4. PROGRESS REPORT

CHAFFEY will submit an invoice and program final report for all activities and expenditures not later than December 31, 2016. Any invoices submitted after December 31, 2016 will not be paid. Reporting will follow a format provided by the California Community Colleges Chancellor's Office, and invoices will be accompanied by all auditable documentation to support the claimed expenditure.

#### 5. BUDGET CONCERNS

If the state or federal budget for the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall have no force and effect. In this event, RCCD shall have no liability to pay any funds whatsoever to CHAFFEY or to furnish any consideration under this Agreement and CHAFFEY shall not be obligated to perform any provision of this Agreement. Any work performed by CHAFFEY prior to approval of the state or federal budget, as applicable, will be rendered on a voluntary basis, and shall not be compensated unless and until funding is authorized.

#### 6. SUB-AGREEMENTS

CHAFFEY may not make any sub-agreements with third parties without written approval of RCCD and the State Chancellor's Office.

#### 7. AUDIT

CHAFFEY agrees that the RCCD, or its designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. CHAFFEY agrees to maintain such records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period for records retention is stipulated. CHAFFEY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. CHAFFEY agrees to include a similar right to the State Chancellor's Office, the Bureau of State Audits, or any other appropriate state or federal oversight agency or their designated representative(s) to audit records and interview staff.

## 8. PRODUCTS AND DELIVERABLES

Any document or written report prepared by CHAFFEY shall contain the Grant Agreement number and dollar amount of this Agreement.

## 9. TRAVEL

For travel necessary to the performance of this Agreement, CHAFFEY travel and other expense reimbursement claims shall be governed by the travel policy and procedures adopted by CHAFFEY's governing board. Travel and other expenses shall be limited to those necessary for the performance of this Agreement.

## 10. STANDARDS OF CONDUCT

CHAFFEY shall disclose any employment or contractual relationships it may have with other colleges being served under a statewide or regional grant. Such relationships are prohibited and shall be promptly terminated, unless after being fully informed of the circumstances, RCCD and the Project Monitor (State Chancellor's Office) determines that the services being provided to the other college by CHAFFEY are above and beyond or unrelated to those provided under the State grant.

## 11. INTELLECTUAL PROPERTY

a. CHAFFEY agrees that any and all services rendered and documents or other materials, inventions, processes, machines, manufactures, or compositions of matter, and/or trademarks or servicemarks first created, developed or produced pursuant to this Agreement, by CHAFFEY shall be and are Work for Hire. All rights, title, and interest in and to the work first developed under this Agreement shall be assigned and transferred to the Chancellor's Office. This Work for Hire agreement shall survive the expiration or early termination of this Agreement.

b. The copyright for all materials first produced as a result of this Work for Hire agreement shall belong to the Chancellor's Office and CHAFFEY shall assign all rights, title and interest thereto, to the Chancellor's Office. The Chancellor's Office shall acknowledge CHAFFEY as the author of works produced pursuant to the Work for Hire Agreement on all publications of such work. The Chancellor's Office may license CHAFFEY to reproduce and disseminate copies of such work provided the licensee agrees to to permit infringement of the copyright by any person, to compensate the Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with the licensing agreement. Said license shall include the right to create and use works derived from those created under this Agreement, even if such derivative works compete with other works created under this Agreement.

All materials first developed in draft and in final form pursuant to this Agreement shall, in a prominent place, bear the © or the word "Copyright", or the abbreviation "Copr.", followed by the year created; and the words "Chancellor's Office, California Community Colleges." Acknowledgement may be given to CHAFFEY or the actual author(s) of the work in an appropriate manner elsewhere in the material. If it is deemed necessary by either the Chancellor's Office or RCCD that the copyright be registered with the U.S. Copyright Office, RCCD will be responsible for applying for, paying the filing fees for, and securing said copyright.

c. All technical communications and records originated or first prepared by CHAFFEY, if any, pursuant to this Work for Hire agreement, including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, but not including CHAFFEY's administrative communications and records relating to this Agreement, shall be delivered to and shall become the exclusive property of the Chancellor's Office and may be copyrighted by the Chancellor's Office.

d. If it is deemed necessary by either the Chancellor's Office or RCCD that a patent be obtained from the U.S. Patent and Trademark Office for any invention, process, machine, manufacture, or composition of matter, RCCD will be responsible for applying for, paying the filing fees for, and securing said patent. All patents for inventions, processes, machines, manufactures, or compositions of matter developed pursuant to this Agreement shall be issued to the "Chancellor's Office, California Community Colleges." All products and references to patents shall be marked and designated as such as required by law. Acknowledgment may be given to CHAFFEY or the actual inventor(s) in an appropriate manner. The Chancellor's Office agrees to grant a nonexclusive license for such intellectual property to CHAFFEY. Said license shall include the right to use the patent for inventions, processes, machines, manufactures, or compositions of matter derived from those created under this Agreement.

e. All trademarks and servicemarks first created, developed or acquired pursuant to this Agreement shall be the property of the Chancellor's Office. If it is deemed necessary by either the Chancellor's Office or RCCD that a trademark or servicemark be registered with state or federal agencies, RCCD will be responsible for applying for, paying the filing fees for, and securing said protection. All trademarks and servicemarks obtained pursuant to this Agreement shall be issued to the "Chancellor's Office California Community Colleges" and carry the designations permitted or required by law. The Chancellor's Office agrees to grant a nonexclusive license for the use of trademarks or servicemarks created, developed or obtained under this Agreement to CHAFFEY.

f. In connection with any license granted pursuant to the preceding paragraphs, CHAFFEY agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license. CHAFFEY may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.

g. Any and all services rendered, materials, inventions, processes, machines, manufactures, or compositions of matter, and trademarks or service marks created, developed or produced pursuant to this Agreement are for and are the property of the Chancellor's Office. RCCD shall obtain an acknowledgement of the work for hire performed by CHAFFEY if they produce intellectual property pursuant to this Agreement, and all rights, title, and interests in such property shall be assigned to the Chancellor's Office from CHAFFEY. No unpaid volunteer or other person shall produce copyright materials under this Agreement without entering into a subcontract or subgrant between such person(s) and CHAFFEY giving the Chancellor's Office the foregoing rights in exchange for the payment of the sum of at least one dollar (\$1).

## 12. WORKERS' COMPENSATION

CHAFFEY hereby warrants that it carries Workers' Compensation Insurance for all of its employees who will be engaged in the performance of this Agreement, or is self-insured in accordance with the

provisions of Labor Code section 3700, and agrees to furnish to the RCCD satisfactory evidence thereof at any time the Project Director may request.

### 13. LAW GOVERNING

It is understood and agreed that this Grant shall be governed by the laws of the State of California both as to interpretation and performance.

### 14. PARTICIPATION IN GRANT-FUNDED ACTIVITIES

a. During the performance of this Agreement, CHAFFEY shall ensure that no person is excluded from, denied the benefits of, or otherwise subjected to discrimination with respect to participation in any program or activity funded under this Agreement on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability.

b. Programs funded by this Agreement should not be designed, administered, or advertised in a manner that discourages participation on any of the bases set forth above. Any informational, advertising, or promotional materials regarding such programs may not include any statements to the effect that a program is for, or designed for, students of a particular race, color, national origin, ethnicity or gender. In the event that mentoring or counseling services are provided with funding provided by this Agreement, students may not be paired with mentors or counselors based solely upon the race, color, national origin, ethnicity or gender of the students, mentors, or counselors.

### 15. DISCRIMINATION CLAUSE

a. During the performance of this Grant, CHAFFEY shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), age (over 40), marital status, denial of family care leave, sexual orientation, political affiliation, or position in a labor dispute. CHAFFEY shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

b. CHAFFEY shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§ 12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§ 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full.

c. CHAFFEY shall also comply with the provisions of Government Code sections 11135-11139.8, and the regulations promulgated thereunder by the Board of Governors of the California Community Colleges (Cal. Code Regs., tit. 5, §§ 59300 et seq.)

d. CHAFFEY shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.



16. ACCESSIBILITY FOR PERSONS WITH DISABILITIES

- a. By signing this Agreement, CHAFFEY assures RCCD that it complies with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.
- b. CHAFFEY shall, upon request by any person, make any materials produced with funds under this agreement available in Braille, large print, electronic text, or other appropriate alternate format. CHAFFEY shall establish policies and procedures to respond to such requests in a timely manner.
- c. All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by CHAFFEY, whether purchased, leased or provided under some other arrangement for use in connection with this Agreement, shall comply with the regulations implementing Section 508 of the Rehabilitation Act of 1973, as amended, set forth at 36 Code of Federal Regulations, part 1194.
- d. Design of computer or web-based instructional materials shall conform to guidelines of the Web Access Initiative (see <http://www.w3.org/TR/WAI-WEBCONTENT/>) or similar guidelines developed by the Chancellor's Office.
- e. CHAFFEY shall respond to and resolve any complaints regarding accessibility of its products and services as required by this section. If such complaints are not informally resolved, they shall be treated and processed as complaints of discrimination based on disability pursuant to California Code of Regulations, title 5, sections 59300 et seq.
- f. CHAFFEY shall indemnify, defend, and hold harmless the Chancellor's Office, its officers, agents, and employees, from any and all claims by any person resulting from the failure to comply with the requirements of this section.

17. INDEMNIFICATION

The parties mutually agree to indemnify, defend and save harmless each other, their trustees, officers, agents and employees from any and all claims or losses accruing or resulting to any and all employees, subcontractors, suppliers, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with performance of this Agreement for the active negligence and willful acts or omissions of their trustees, officers, agents and employees.

18. INDEPENDENT STATUS

CHAFFEY, and the agents and employees of CHAFFEY, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of RCCD.

19. AGREEMENT IS COMPLETE

No amendment, alteration or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or agreement not incorporated in this Agreement is binding on any of the parties.

17. TERMINATION

Either party may terminate this Agreement, without cause, with thirty (30) days written notice to the other party.

The remainder of this page is intentionally left blank.

Signature Authorization Page

Riverside Community College District

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Aaron Brown  
Vice Chancellor  
Administration and Finance

---

Date

Chaffey Community College District

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Henry Shannon  
Supertintendent/President

---

Date

EXHIBIT A

SCOPE OF WORK

InTech Regional Training Center

CHAFFEY will purchase equipment and instructional supplies for use at the InTech Regional Training Center. An initial amount of \$145,400 is immediately available for this purpose. RCCD will advance a payment of \$145,400 upon execution of this agreement. RCCD anticipates that an additional \$74,600 in CTE Enhancement funds will become available to support the InTech Center. The exact amount will not be known until regional college partners in the CTE Enhancement Fund submit final invoices and close out their existing projects. RCCD will notify CHAFFEY in writing as additional funds become available. RCCD will make additional payments to CHAFFEY when invoice(s) and supporting documentation are submitted that document funds have been encumbered by CHAFFEY. Supporting documentation may include copies of purchase orders issued to CHAFFEY'S vendors along with copies of accurate cost quotes, including applicable fees, shipping and handling, and sales tax. All invoices must be submitted to RCCD prior to December 31, 2016. If total expenditure of funds by that date is less than the advance payments, RCCD may invoice CHAFFEY for the excess amount.

## Agenda Item (VI-B-6-e)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-e)
Subject	Contract C16-0043 with California Community College Chancellor's Office for Riverside City College to act as a fiscal agent for the Student Success and Support Program (SSSP) Set-aside Fund.
College/District	Riverside
Funding	California Community Colleges Chancellor's Office – Student Success and Support Program Set-aside Grant
Recommended Action	It is recommended that the Board of Trustees approve contract C16-0043 for the time frame of July 1, 2016 through October 31, 2017 in the amount of \$1,453,008.

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### Background Narrative:

Contract C16-0043 allows Riverside City College to act as the fiscal agent for the California Community College Chancellor's Office for the purpose of coordinating the disbursement of the Student Success and Support Program (SSSP) set-aside funds. The set-aside funds provide support for various statewide committees, workgroups and subcommittees. Committees include but are not limited to Counseling Advisory Group, Assessment Advisory Committee, Student Success and Support Program Advisory Committee, Student Success and Support Program Assessment Workgroup, Noncredit SSSP Advisory Committee, and the Student Equity Advisory Committee. This may include regional or statewide technical assistance trainings on various related topics. Fiscal administration may include payment for consultants, meeting expenses, meeting facilities, disability accommodations, travel expenses, per diem, workshop materials and supplies, development of training materials, printing and mailing costs, and other related costs.

The contract was received from the State Chancellor's Office on September 8, 2016 and will be implemented upon Board approval. Activities for reimbursement are retroactive to July 1, 2016.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Michelle Davila, Executive Administrative Assistant

### Attachments:

[Contract C16-0043](#)

STATE OF CALIFORNIA  
**STANDARD AGREEMENT**  
 CCC 213 (Rev 03/06)

AGREEMENT NUMBER

**C16-0043**

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

Board of Governors, California Community Colleges, Chancellor's Office

CONTRACTOR'S NAME

**Riverside CCD**

2. The term of this Agreement is: July 1, 2016 through October 31, 2017

3. The maximum amount of this Agreement is: \$1,453,008.00

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	1 page(s)
Exhibit B – Budget Detail and Payment Provisions	2 page(s)
Exhibit C – General Terms and Conditions (Attached hereto as part of this Agreement)	6 page(s)
Exhibit D – Special Terms and Conditions (Attached hereto as part of this Agreement)	12 page(s)
Exhibit E – Request for Proposals (Attached hereto as part of this Agreement)	0 page(s)
Exhibit F – Contractor's Proposal (Attached hereto as part of this Agreement)	2 page(s)
Exhibit G – Contractor's Cost Proposal (Attached hereto as part of this Agreement)	4 page(s)
Exhibit H – Contractor Certification Clauses, Chancellor's Office Form CCC-1005 (Attached hereto as part of this agreement)	5 page(s)
Exhibit I – Additional Provisions	0 page(s)

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

**CONTRACTOR**

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

Riverside CCD

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Aaron S. Brown, Vice Chancellor, Business and Financial Services

ADDRESS

3801 Market Street, Riverside CA 92501

**STATE OF CALIFORNIA**

AGENCY NAME

Board of Governors, California Community Colleges, Chancellor's Office

BY (Authorized Signature)



DATE SIGNED(Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Erik Skinner, Interim Chancellor

ADDRESS

1102 Q Street, Suite 4400 Sacramento, CA 95811-6539

**Chancellor's Office, California  
 Community Colleges Use Only**

Exempt from DGS approval pursuant to AB 1441, Chapter 36 of the Statutes of 2000

**EXHIBIT A  
(Standard Agreement)**

**SCOPE OF WORK**

**1. Services to Be Provided**

Contractor agrees to provide to the Board of Governors, California Community Colleges, Chancellor's Office (hereinafter referred to as the Chancellor's Office) the services specified in the Contractor's Proposal, Exhibit F, and as further described herein. Exhibit F is attached hereto and by reference made a part of this Agreement.

**2. Project Representatives**

The project representatives during the term of this agreement will be:

Chancellor's Office: Project Monitor	Contractor: Project Director
Name: David Lawrence	Name: Sherrie DiSalvio
Phone: (916) 327-0749	Phone: (951) 222-8771
Fax: (916) 324-6701	Fax:

Direct inquiries regarding terms or conditions of the agreement should be made to:

Chancellor's Office:	Contractor:
Name: Wendy Lozoya	Name: Sherrie DiSalvio
Address: 1102 Q Street, Suite 4400, Sacramento, CA 95811-6539	Address: 3801 Market Street, Riverside CA 92501
Phone: (916) 327-5906	Phone: (951) 222-8771
Fax: (916) 322-8232	Fax:

**3. Contractor's Project Director and Key Personnel**

Substitution of Contractor's Project Director, as indicated in provision 2. above, or Contractor's key personnel, as indicated in the Contractor's Proposal (Exhibit F), may not be made without the prior written approval of the Chancellor's Office Project Monitor.

**4. Chancellor's Office Project Monitor**

The Project Monitor is responsible for overseeing the project as a whole, and any questions or problems relating to the project should be directed to the Project Monitor. If necessary, the Chancellor's Office may change the Project Monitor by written notice sent to the Contractor.

**5. Chancellor's Office Contract Manager**

The Chancellor's Office may change the Contract Manager by written notice given to the Contractor. Any questions relating to the terms or conditions of the Agreement document should be addressed to the Contract Manager.

**EXHIBIT B**  
**(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Costs and Payments**

- a. In consideration of satisfactory performance of this Agreement, the Chancellor's Office agrees to pay the Contractor costs in accordance with the Contractor's Cost Proposal, Exhibit G, which is also attached hereto and by reference made a part of this Agreement.
- b. The total amount payable under this Agreement shall not exceed the maximum amount of this Agreement, specified on the face page of this Agreement. Payment shall be made monthly in arrears upon receipt of an invoice, in triplicate, specifying this Agreement Number and the expenditures for the period covered. Ten percent of the total contract amount shall be withheld pending the submittal and approval of the final report and/or final deliverables. No payments shall be made without the written approval of the Project Monitor and the Executive Vice Chancellor, or his/her designee. Such approval is contingent upon the Project Monitor's approval of the progress the Contractor has made within each respective invoicing period.

**2. Budget Changes**

Changes in budget line item amounts which are up to and including ten percent of the total budget amount may be made with the prior written approval of the Project Monitor. Changes in budget line item amounts which are greater than ten percent of the total budget amount may be made only through a written and duly executed amendment to this Agreement.

**3. Budget Contingency Clause**

- a. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of state or federal funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if the Agreement were executed after the determination was made.
- b. It is mutually agreed that if the state or federal budget for the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the Chancellor's Office shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- c. If funding for any fiscal year is reduced or deleted by the state or federal budget for purposes of this program, the Chancellor's Office shall have the option to either cancel this Agreement with no liability occurring to the Chancellors Office, or offer an Agreement Amendment to Contractor to reflect the reduced amount.
- d. Contractor shall inform any subcontractors that any work performed prior to approval of the state or federal budget, as applicable, will be rendered on a voluntary basis, and shall not be compensated unless and until funding is authorized.



**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

- e. In addition, this Agreement is subject to any additional restrictions, limitations or conditions enacted in the state or federal budget and/or laws and Executive Orders that may affect the provisions, term, or funding of this Agreement in any manner.

**4. Fiscal Reports**

Contractor shall furnish detailed itemization of and retain all records relating to direct expenses reimbursed to Contractor hereunder and to hours of employment on this Agreement by any employee of Contractor for which the Chancellor's Office is billed.

*Invoices for services rendered are to be delivered to the Accounting Office, California Community Colleges, 1102 Q Street, Suite 4400 Sacramento, CA 95811-6539.*

**5. Prompt Payment Clause**

If Contractor is not a community college district or other public entity, payment will be made in accordance with, and within the time specified in, chapter 4.5 or part 3 of division 3.6 of title 1 of the Government Code, commencing with section 927.

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

**1. Amendment**

No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or agreement not incorporated in this Agreement is binding on any of the parties.

**2. Assignment**

Contractor may not transfer by assignment or novation the performance of this Agreement or any part thereof except with the prior written approval of the Project Monitor. Nor may Contractor, without the prior written consent of the Project Monitor, assign any other right that Contractor may have under this Agreement. Each assignment that is approved by the Project Monitor shall contain a provision prohibiting further assignments to any third or subsequent tier assignee without additional written approval by the Project Monitor. The Project Monitor's consent to one or more such assignments or novations shall not constitute a waiver or diminution of the absolute power to approve each and every subsequent assignment or novation.

**3. Audit**

Contractor agrees that the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code, § 8546.7; Pub. Contr. Code, §§ 10115 et seq.; Cal. Code Regs., tit. 2, § 1896.)

**4. Indemnification**

Contractor agrees to indemnify, defend and save harmless the State, the Board of Governors of the California Community Colleges, the Chancellor's Office, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all employees, subcontractors, suppliers, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement. Such defense and payment will be conditional upon the following:

- a. The Chancellor's Office will notify Contractor of any such claim in writing and tender the defense thereof within a reasonable time; and

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

- b. Contractor will have sole control of the defense of any action on such claim and all negotiations for its settlement or compromise; provided that:
1. When substantial principles of government or public law are involved, when litigation might create precedent affecting future Chancellor's Office operations or liability, or when involvement of the Chancellor's Office is otherwise mandated by law, the Chancellor's Office may participate in such action at its own expense with respect to attorneys' fees and costs (but not liability);
  2. The Chancellor's Office will have the right to approve or disapprove any settlement or compromise, which approval will not unreasonably be withheld or delayed; and
  3. The Chancellor's Office will reasonably cooperate in the defense and in any related settlement negotiations.

**5. Disputes**

In the event of a dispute, the parties shall deal in good faith and attempt to resolve potential disputes informally. If the dispute persists, Contractor agrees to file a "Notice of Dispute" with the Chancellor's Office, California Community Colleges, within ten (10) days of discovery of the problem. Within ten (10) days, the Chancellor or his or her designee shall meet with Contractor and the Project Monitor for purposes of resolving the dispute. The decision of the Chancellor shall be final.

In the event of a dispute, the language contained in Exhibits A through D of this Agreement shall prevail over any other language including that contained in any other Exhibits.

Contractor shall continue with the responsibilities under this Agreement during any dispute.

**6. Termination**

- a. Bankruptcy. In the event proceedings in bankruptcy are commenced against the Contractor, Contractor is adjudged bankrupt or a receiver is appointed and qualifies, then the Chancellor's Office may terminate this Agreement and all further rights and obligations hereunder, by giving five days notice in writing in the manner specified herein. It is recognized by the parties that equipment purchased by Contractor or the Chancellor's Office for this project shall have lien rights held in the name of the Chancellor's Office which shall retain lien rights until the Contractor either returns said equipment to the Chancellor's Office or purchases it as is provided by the terms of this Agreement.
- b. Termination Option. The Chancellor's Office may, at its option, terminate this Agreement at any time upon giving thirty (30) days' advance notice in writing to Contractor in the manner herein specified. In such event, both parties agree to use all reasonable efforts to mitigate their expenses and obligations hereunder. In such event, the Chancellor's Office shall pay Contractor for all satisfactory services rendered and expenses incurred prior to such termination which could not by reasonable efforts of Contractor have been avoided, but not in excess of the maximum payable under this Agreement. In such event, Contractor agrees to relinquish possession of equipment purchased for this project to the

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

Chancellor's Office or Contractor may, with approval of the Chancellor's Office, purchase said equipment as provided by the terms of this Agreement.

- c. **Event of Breach.** In the event of any breach of this Agreement, the Chancellor's Office may, without any prejudice to any of its other legal remedies, terminate this Agreement upon five days' written notice to the Contractor. In the event of such termination the Chancellor's Office may proceed with the work in any manner deemed proper by the Chancellor's Office. The cost to the Chancellor's Office shall be deducted from any sum due the Contractor under this Agreement, and the balance, if any, shall be paid to the Contractor upon demand. Whether or not the Chancellor's Office elects to proceed with the project, Chancellor's Office shall pay Contractor only the reasonable value of the services theretofore rendered by Contractor as may be agreed upon by the parties or determined by a court of law.
- d. **Gratuities.** The Chancellor's Office may, by written notice to the Contractor, terminate the right of Contractor to proceed under this Agreement if it is found, after notice and hearing by the Chancellor or his or her duly authorized representative, that gratuities were offered or given by the Contractor or any agent or representative of the Contractor to any officer or employee of the Chancellor's Office with a view toward securing a contract or agreement or securing favorable treatment with respect to awarding or amending or making a determination with respect to the performance of such contract or agreement.

In the event this Agreement is terminated as provided herein, Chancellor's Office shall be entitled to (1) pursue the same remedies against Contractor as it could pursue in the event of the breach of the Agreement by the Contractor, and (2) exemplary damages in an amount which shall be not less than three nor more than ten times the cost incurred by the Contractor in providing any such gratuities to any such officer or employee, as a penalty in addition to any other damages to which it may be entitled by law.

The rights and remedies of Chancellor's Office provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

**7. Independent Status of Contractor**

The Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California or the Chancellor's Office.

**8. Recycling Certification**

The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in Public Contract Code section 12200, in products, materials, goods, or supplies offered or sold to the state in the performance of this Agreement, regardless of whether the product meets the requirements of Public Contract Code section 12209. With respect to printer or duplication cartridges that comply with the requirements of section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply. (Pub. Contr. Code, § 12205.)

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

**9. Nondiscrimination Clause**

- a. During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of ethnic group identification, national origin, religion, creed, age, sex, race, color, ancestry, sexual orientation, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, marital status, denial of family care leave, political affiliation, or position in a labor dispute. Contractor and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.
- b. Contractor and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§ 12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§ 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full.
- c. Contractor and its subcontractors shall also comply with the provisions of Government Code sections 11135-11139.8.
- d. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- e. The Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

**10. Certification Clauses**

The Contractor Certification Clauses contained in Chancellor's Office form CCC-1005 are hereby incorporated by reference and made a part of this Agreement by this reference, and are attached hereto as Exhibit H.

**11. Timeliness**

Time is of the essence in this Agreement.

**12. Compensation**

The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

**13. Governing Law**

This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California; venue of any action brought with regard to this Agreement shall be in Sacramento County, Sacramento, California.

**14. Antitrust Claims**

The Contractor, by signing this agreement, hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

- a. The Government Code Chapter on Antitrust claims contains the following definitions:
  1. "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of section 16750 of the Business and Professions Code. (Gov. Code, § 4550(a).)
  2. "Public purchasing body" means the State or the subdivision or agency making a public purchase. (Gov. Code, § 4550(b).)
- b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (chapter 2 (commencing with section 16700) of part 2 of division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. (Gov. Code, § 4552.)
- c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. (Gov. Code, § 4553.)
- d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. (Gov. Code, § 4554.)

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

**15. Child Support Compliance Act**

For any Agreement in excess of \$100,000, the Contractor acknowledges in accordance with Public Contract Code section 7110, that:

- a. The Contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in chapter 8 (commencing with section 5200) of part 5 of division 9 of the Family Code; and
- b. The Contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

**16. Unenforceable Provision**

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

**17. Priority Hiring Considerations**

If this Agreement includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Agreement to qualified recipients of aid under Welfare and Institutions Code section 11200 in accordance with Public Contract Code section 10353.

**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**1. Excise Tax**

The State of California is exempt from federal excise taxes, and no payment will be made for any taxes levied on employees' wages. The Chancellor's Office will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another state.

**2. Subcontracts**

- a. The Contractor agrees to obtain the written approval of the Project Monitor prior to the selection of subcontractor(s) to perform the services under this Agreement, at which time the Chancellor's Office will inform the Contractor of any applicable legal requirements regarding disabled veteran business enterprise participation requirements and the use of the Request for Proposals primary or two-tier method. Subcontractors specifically identified in this Agreement or the Exhibits attached hereto and which are secured in accordance with applicable legal requirements are deemed to be approved upon execution of this Agreement.
- b. In any event, any additional subcontractor(s) retained by the Contractor shall be selected using procedures reasonably calculated to ensure that cost shall be given substantial weight in the selection process, and that the selected subcontractor is the best qualified party available to provide the required services. Upon request, Contractor shall furnish evidence of compliance with this provision to the Project Monitor. Contractor shall immediately notify the Project Monitor in the event that any subcontract is terminated.
- c. All subcontracts shall contain a provision prohibiting any third or subsequent tier subcontracts without additional written approval by the Project Monitor.
- d. The Project Monitor's consent to one or more subcontracts shall not constitute a waiver or diminution of the absolute power to approve each and every subsequent subcontract.
- e. Nothing contained in this Agreement or otherwise, shall create any contractual relation between the Chancellor's Office and any subcontractors, and no subcontract shall relieve Contractor of its responsibilities and obligations hereunder. Contractor agrees to be as fully responsible to the Chancellor's Office for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Contractor. Contractor's obligation to pay its subcontractors is independent from the obligation of the Chancellor's Office to make payments to the Contractor. As a result, the Chancellor's Office shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

**3. Subcontract Payments**

Contractor shall obtain the written approval of the Project Monitor and the Executive Vice Chancellor, or his/her designee, before making payments under this Agreement to any subcontractors.



**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**4. Notice**

Any notice to either party which is required or permitted to be given under this Agreement shall be given by certified mail properly addressed, postage fully prepaid to the address beneath the name of each respective party. Such notice shall be effective when received, as indicated by post office records, or if deemed undeliverable by post office, such notice shall be postponed 24 hours for each such intervening day.

**5. Interpretation**

In the interpretation of this Agreement, any inconsistencies between the terms of Exhibits A through D and the language of any other Exhibit or document shall be resolved in favor of the terms of Exhibits A through D.

**6. Reports**

a. Monthly Progress Reports. Except as otherwise specified by the Chancellor's Office, Contractor shall provide a progress report in writing at least once a month to the Project Monitor. Each progress report shall include, but not be limited to, a statement that the Contractor is or is not on schedule, and any pertinent reports or interim findings. Contractor shall discuss any difficulties or special problems so that remedies can be developed as soon as possible. Contractor shall provide four copies by the tenth of the month following the month to which it relates.

b. Final Report. By November 30, 2017, Contractor shall provide the Project Monitor a comprehensive Final Report, a brief summary of same, and a brief (200 words or less), factual abstract of the final report.

1. Summary. The summary shall include a statement of the problem, techniques used to solve the problem, conclusions of the problem, and any additional follow-up or ongoing recommendations. The summary shall be prepared in language and structure easily understood by members of the public who may have limited technical background. Contractor shall provide the Chancellor's Office with ten (10) copies and a reproducible master.

2. Abstracts. Contractor shall provide a brief (200 words or less), factual abstract of the most significant information contained in the report.

Contractor shall meet with Chancellor's Office staff to present the findings, conclusions, and recommendations. Both the final meeting and final report must be completed on or before the date specified above for submission of the final report.

The Contractor shall be available from November 30, 2017, to and including December 31, 2017 to answer questions pertaining to the Final Report and/or revise the Final Report.

c. The Chancellor's Office reserves the right to use and reproduce all reports and data produced and delivered pursuant to this Agreement and authorize others to use or reproduce such materials.

**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

- d. All reports are to be delivered to the Project Monitor, Chancellor's Office, California Community Colleges, 1102 Q Street, Suite 4400 Sacramento, CA 95811-6539
- e. Any document or written report prepared, in whole or in part, by Contractor or subcontractors, shall contain the numbers and dollar amounts of this Agreement and all subcontracts relating to the preparation of such document or written report. The Agreement and subcontract numbers and dollar amounts shall be contained in a separate section of such document or written report. (Gov. Code, § 7550(a).)
- f. When multiple documents or written reports are the subject or product of this Agreement, the disclosure section must also contain a statement indicating that the total Agreement amount represents compensation for multiple documents or written reports. (Gov. Code, § 7550(b).)

**7. Copyright and Intellectual Property**

- a. Contractor agrees that any and all services rendered and documents or other materials, inventions, processes, machines, manufactures, or compositions of matter, computer programs, computer software, and/or trademarks or servicemarks first created, developed or produced pursuant to this Agreement, whether by Contractor or subcontractors, shall be and are Work for Hire. All subcontracts shall include a Work for Hire provision by which all materials, procedures, processes, machines, computer programs, computer software, and trademarks or servicemarks produced as a result of this Agreement shall be Work for Hire. All rights, title, and interest in and to the Work first developed under this Agreement or under any subcontract shall be assigned and transferred to the Chancellor's Office. This Work for Hire agreement shall survive the expiration or early termination of this Agreement.
- b. The copyright for all materials first produced as a result of this Work for Hire agreement shall belong to the Chancellor's Office. Contractor, and all subcontractors and others that produce copyright materials pursuant to this Agreement, assigns all rights, title and interest, including the copyright to any and all works created pursuant to this Work for Hire agreement, to the Chancellor's Office. The Chancellor's Office shall acknowledge Contractor or its subcontractors, if any, as the author of works produced pursuant to this Work for Hire agreement on all publications of such work. The Chancellor's Office will license such copyrighted work with a Creative Commons CC BY license. The license will allow Contractor or its subcontractors, if any, to reproduce and disseminate copies of such work, provided the licensee agrees not to permit infringement of the copyright by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with the licensing agreement.
- c. All materials first developed in draft and in final form pursuant to this Agreement shall, in a prominent place, bear the © (the letter "c" in a circle) or the word "Copyright," or the abbreviation "Copr.", followed by the year created; and the words "Chancellor's Office, California Community Colleges." In addition, all such materials shall bear the Creative Commons CC BY symbol below. Acknowledgment may be given to Contractor or the actual author(s) of the work in an appropriate manner elsewhere in the copyright material. If it is deemed necessary by either the Chancellor's Office or Contractor that the copyright

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

be registered with the U.S. Copyright Office, Contractor will be responsible for applying for, paying the filing fees for, and securing said copyright.



- d. All technical communications and records originated or first prepared by Contractor or its subcontractors, if any, pursuant to this Work for Hire agreement including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, but not including Contractor's administrative communications and records relating to this Agreement, shall be delivered to and shall become the exclusive property of the Chancellor's Office and may be copyrighted by the Chancellor's Office.
- e. If it is deemed necessary by either the Chancellor's Office or Contractor that a patent be obtained from the U.S. Patent and Trademark Office for any invention, process, machine, manufactures, or composition of matter, Contractor will be responsible for applying for, paying the filing fees for, and securing said patent. All patents for inventions, processes, machines, manufactures, or compositions of matter developed pursuant to this Agreement shall be issued to the "Chancellor's Office, California Community Colleges." All products and references to patents shall be marked and designated as such as required by law. Acknowledgment may be given to Contractor or the actual inventor(s) in an appropriate manner. The Chancellor's Office agrees to grant a nonexclusive license for such intellectual property to Contractor. Said license shall include the right to use the patent for inventions, processes, machines, manufactures, or compositions of matter derived from those created under this Agreement.
- f. All trademarks and servicemarks first created, developed or acquired pursuant to this Agreement shall be the property of the Chancellor's Office. If it is deemed necessary by either the Chancellor's Office or Contractor that a trademark or servicemark be registered with state or federal agencies, Contractor will be responsible for applying for, paying the filing fees for, and securing said protection. All trademarks and servicemarks obtained pursuant to this Agreement shall be issued to the "Chancellor's Office, California Community Colleges" and carry the designations permitted or required by law. The Chancellor's Office agrees to grant a nonexclusive license for the use of trademarks or servicemarks created, developed or obtained under this Agreement to Contractor.
- g. In connection with any license granted pursuant to the preceding paragraphs, Contractor agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license. Contractor may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.
- h. Any and all services rendered, materials, inventions, processes, machines, manufactures, or compositions of matter, computer programs, computer software, and trademarks or servicemarks created, developed or produced pursuant to this Agreement by subcontractors that create works for this Agreement for Contractor are for and are the property of the Chancellor's Office. Contractor shall obtain an acknowledgement of the work for hire performed by these subcontractors that produce intellectual property pursuant to this Agreement, and all rights, title, and interests in such property shall be assigned to

**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

the Chancellor's Office from all subcontractors. Contractor shall incorporate the above applicable paragraphs, modified appropriately, into its agreements with subcontractors that create works for this Agreement. No unpaid volunteer or other person shall produce copyright materials under this Agreement without entering into a subcontract between such person(s) and Contractor giving the Chancellor's Office the foregoing rights in exchange for the payment of the sum of at least one dollar (\$1).

**8. Public Hearings**

If public hearings on the subject matter dealt with in this Agreement are held during the period of the Agreement, Contractor will make available the personnel assigned to this Agreement for the purpose of testifying. Chancellor's Office will reimburse Contractor for compensation and travel of said personnel at the contract rates for such testimony as may be requested by Chancellor's Office.

**9. Confidentiality of Data and Reports**

- a. To the extent permissible by law, Contractor will not disclose data or disseminate the contents of the final or any preliminary report without the express written permission of the Project Monitor.
- b. Permission to disclose information on one occasion or at public hearings held by the Chancellor's Office relating to the same shall not authorize Contractor to further disclose such information or disseminate the same on any other occasion.
- c. Contractor will not comment publicly to the press or any other media regarding its report, or the actions of the Chancellor's Office on the same, except to Chancellor's Office staff, Contractor's own personnel involved in the performance of this Agreement, or at a public hearing, or in response to questions from a legislative committee.
- d. If requested by Chancellor's Office, Contractor shall require each of its employees or officers who will be involved in the performance of this Agreement to agree to the above terms in a form to be approved by Chancellor's Office and shall supply Chancellor's Office with evidence thereof.
- e. Each subcontract shall contain provisions similar to the foregoing related to the confidentiality of data and nondisclosure of the same.

**10. Provisions Relating to Data**

- a. "Data" as used in this Agreement means recorded information, regardless of form or characteristic, of a scientific or technical nature. It may for example, document research or experimental, developmental or engineering work, or be used to define a design or process or to support a premise or conclusion asserted in any deliverable document called for by this Agreement. The data may be graphic or pictorial delineations in media, such as drawings or photographs, charts, tables, mathematical models, collections or extrapolations of data or information, etc. It may be in machine form such as punched cards, magnetic tape or computer printouts, or may be retained in computer memory.
- b. "Proprietary data" is such data as the Contractor has identified in a satisfactory manner as being under Contractor's control prior to commencement of performance of this

**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

Agreement, and which Contractor has reasonably demonstrated as being of a proprietary nature either by reason of copyright, patent or trade secret doctrines in full force and effect at the time when performance of this Agreement is commenced. The title to "proprietary data" shall remain with the Contractor throughout the term of this agreement and thereafter. As to "proprietary data," the extent of Chancellor's Office access to the same and the testimony available regarding the same shall be limited to that reasonably necessary to demonstrate in a scientific manner to the satisfaction of scientific persons the validity of any premise, postulate or conclusion referred to or expressed in any deliverable hereunder.

- c. "Generated data" is that data which a Contractor has collected, collated, recorded, deduced, read out or postulated for utilization in the performance of this Agreement. Any electronic data processing program, model or software system developed or substantially modified by the Contractor in the performance of this Agreement at the expense of the Chancellor's Office, together with complete documentation thereof, shall be treated hereunder in the same manner as "generated data." "Generated data" shall be the property of the Chancellor's Office unless and only to the extent that it is specifically provided otherwise herein.
- d. "Deliverable data" is that data which under the terms of this Agreement is required to be delivered to the Chancellor's Office and shall belong to the Chancellor's Office.
- e. As to "generated data" which is reserved to Contractor by the express terms hereof and as to any preexisting or "proprietary data" which has been utilized to support any premise, postulate or conclusion referred to or expressed in any deliverable hereunder, Contractor shall preserve the same in a form which may be introduced as evidence in a court of law at Contractor's own expense for a period of not less than three years after receipt by the Chancellor's Office of the final report herein.
- f. Prior to the expiration of such time and before changing the form of or destroying any such data, Contractor shall notify the Chancellor's Office of any such contemplated action and Chancellor's Office may, within thirty (30) days after said notification, determine whether it desires said data to be further preserved. If Chancellor's Office so elects, the expense of further preserving said data shall be paid for by the Chancellor's Office. Contractor agrees that Chancellor's Office may at its own expense have reasonable access to said data throughout the time during which said data is preserved. Contractor agrees to use his or her best efforts to furnish competent witnesses or to identify such competent witnesses to testify in any court of law regarding said data.

**11. Ownership of Data And Reports**

Data developed for this Agreement shall become the property of the Chancellor's Office. It shall not be disclosed without the permission of the Project Monitor. Each report shall also become the property of the Chancellor's Office and shall not be disclosed except in such manner and such time as the Project Monitor may direct.

**12. Approval of Products and Deliverables**

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

- a. Each deliverable to be provided under this Agreement shall be submitted to and approved by the Project Monitor. All products, documents and published materials, including multimedia presentations, shall be approved by the Project Monitor prior to distribution.
- b. All products resulting from this Agreement or its subcontracts in whole or in part shall reference the Chancellor's Office, California Community Colleges and the specific funding source.
- c. All references to the project shall include the phrase, "funded in part by the Chancellor's Office, California Community Colleges."

**13. Waiver**

No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy provided therein or by law. The failure of the Chancellor's Office to enforce at any time any of the provisions of this Agreement, or to require at any time performance by Contractor of any of the provisions thereof, shall in no way be construed to be a waiver of such provisions nor in any way affect the validity of this Agreement or any part thereof or the right of Chancellor's Office to thereafter enforce each and every such provision.

**14. Work by Chancellor's Office Personnel**

Staff of the Chancellor's Office will be permitted to work side by side with Contractor's staff to the extent and under conditions that may be directed by the Project Monitor. In this connection, staff of the Chancellor's Office will be given access to all data, working papers, subcontracts, etc., which Contractor may seek to utilize.

Contractor will not be permitted to utilize staff of the Chancellor's Office for the performance of services that are the responsibility of Contractor unless such utilization is previously agreed to in writing by the Project Monitor, and any appropriate adjustment in price is made. No charge will be made to Contractor for the services of employees of the Chancellor's Office while performing, coordinating or monitoring functions.

**15. Changes in the Timing of Performance of Tasks**

The timing for performance of the tasks may be changed by written approval of the Project Monitor. However, the date for completion of the Agreement and the total Agreement price, as well as all other terms not specifically excepted, may only be altered by formal amendment of this Agreement.

**16. Travel and Per Diem**

- a. For purposes of payment, Contractor's headquarters shall be the city designated in the signature block. Travel outside the State of California shall not be reimbursed without the prior written authorization of the Project Monitor, or unless otherwise expressly so provided in the terms of this Agreement.
- b. The travel and per diem rates allowed for Contractor, staff, and subcontractors shall be those currently set forth by the Department of General Services (see State Administrative Manual (SAM) chapter 0700 and Appendix (Travel Guide, S-1)) and Department of

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

Personnel Administration (DPA) Rules (Cal. Code Regs., §§ 599.615, et seq.). These Rules are subject to change at any time. Travel expenditures not listed in the DPA Rules cannot be reimbursed.

- c. Contractor must use the Contractor's formally printed invoice or letterhead, and must sign and date the claim prior to submission to the Chancellor's Office for payment.
- d. Questions regarding reimbursable items and/or limits may be directed to the Chancellor's Office Accounting Administrator at (916) 327-5355.
- e. Itemized invoices, prepared in triplicate, stating Agreement number and social security number or federal identification number, shall be submitted to:

Accounting Unit  
Chancellor's Office  
California Community Colleges  
1102 Q Street, Suite 4400  
Sacramento, CA 95811-6539

**17. Captions**

The clause headings appearing in this agreement have been inserted for the purpose of convenience and ready reference. They do not purport to and shall not be deemed to define, limit, or extend the scope or intent of the clauses to which they appertain.

**18. Accessibility for Persons with Disabilities**

By signing the Contractor's Certification (Chancellor's Office form CCC-1005, attached hereto as Exhibit H), Contractor agrees to comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. In addition, by signing this Agreement, Contractor further agrees to the following:

- a. Contractor shall, upon request by any person, make any materials produced with funds pursuant to this Agreement available in braille, large print, electronic text, or other appropriate alternate format. Contractor shall establish policies and procedures to respond to such requests in a timely manner.
- b. All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by Contractor, whether purchased, leased or provided under some other arrangement for use in connection with this Agreement, shall comply with the regulations implementing Section 508 of the Rehabilitation Act of 1973, as amended, set forth at 36 Code of Federal Regulations, part 1194.
- c. Design of computer or web-based materials, including instructional materials, shall conform to guidelines of the Web Access Initiative (see <http://www.w3.org/TR/WAI-WEBCONTENT/>) or similar guidelines developed by the Chancellor's Office.

**EXHIBIT D**  
**(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

- d. Contractor shall respond, and shall require its subcontractors to respond to and resolve any complaints regarding accessibility of its products and services as required by this section.
- e. Contractor and its subcontractors shall indemnify, defend, and hold harmless the Chancellor's Office, its officers, agents and employees, from any and all claims by any person resulting from the failure to comply with the requirements of this section.
- f. Contractor shall incorporate the requirements of this section into all subcontracts.

**19. Eligibility for Noncitizens**

Funds provided under this Agreement shall only be used to employ, contract with, or provide services to citizens of the United States or noncitizens who are eligible to receive public benefits pursuant to Section 401 (with respect to federally funded activities) or Section 411 (with respect to state funded activities) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193, codified at 42 U.S.C. §§ 601 and 611, respectively). Contractor certifies that all of its employees and/or subcontractors are qualified pursuant to these provisions.

**20. Performance Evaluation**

If this Agreement involves Consultant Services, the performance of the Contractor shall be evaluated by the Project Monitor on a "Contract/Contractor Evaluation" form Std. 4. If the performance is unsatisfactory, the Contractor will be allowed to prepare a statement defending Contractor's performance. This statement must be received by the Project Monitor within thirty (30) days after Contractor's receipt of the evaluation.

The evaluation form and any related material will be kept on file at the Chancellor's Office.

**21. Commissions and Contingency Agreements**

The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the Chancellor's Office shall, in addition to other remedies provided by law, have the right to annul this Agreement without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

**22. Licenses and Permits**

If the Contractor is an individual, firm or corporation, Contractor must be licensed to do business in California and shall obtain at his/her/its expense all license(s) and permit(s) required by law for accomplishing any work required in connection with this Agreement.

If you are a Contractor located within the State of California, a business license from the city/county in which you are headquartered is necessary, however, if you are a corporation, a copy of your incorporation documents/letter from the Secretary of State's Office can be submitted. If you are a Contractor outside the State of California, you will need to submit to the Chancellor's Office a copy



**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

of your business license or incorporation papers for your respective state showing that your company is in good standing in that state.

In the event, any license(s) and/or permit(s) expire at any time during the term of this Agreement, Contractor agrees to provide the Chancellor's office with a copy of the renewed license(s) and/or permit(s) within thirty (30) days following the expiration date. In the event the Contractor fails to keep in effect at all times all required license(s) and permit(s), the Chancellor's Office may, in addition to any other remedies it may have, terminate this Agreement upon occurrence of such event.

**23. Standards of Conduct**

In addition to the Conflicts of Interests provisions in the Contractor's Certification (Chancellor's Office form CCC-1005, attached hereto as Exhibit H), Contractor hereby assures that, in administering this Agreement, it will comply with the standards of conduct hereinafter set out, as well as the applicable state laws concerning conflicts of interests, in order to maintain the integrity of the Agreement and to avoid any potential conflicts of interests in its administration.

- a. Every reasonable course of action will be taken by Contractor in order to maintain the integrity of this expenditure of public funds and to avoid any favoritism or questionable or improper conduct. The Agreement will be administered in an impartial manner. The Contractor, and its officers and employees, in administering this Agreement, will avoid situations which give rise to a suggestion that any decision was influenced by prejudice, bias, or special interest.
- b. **Conducting Business with Relatives.** No relative by blood, adoption, or marriage of any officer or employee of Contractor will receive favorable treatment in the award of subcontracts or in educational or employment opportunities funded by this Agreement.
- c. **Conducting Business Involving Close Personal Friends and Associates.** In administering this Agreement, officers and employees of Contractor will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates.
- d. In the interest of avoiding conflicts of interests involving friends or associates of Chancellor's Office employees, in administering this Agreement, officers and employees of Contractor will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates of Chancellor's Office employees.
- e. Contractor shall not enter into any subcontract of the types described below and any such agreement which may be executed is null and void and of no force or effect.
  1. A former state employee (including a Chancellor's Office employee, or a district employee who worked for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract under this Agreement with Contractor if that employee was engaged in the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to this Agreement while employed by the state. (Gov. Code, §§ 1090, et seq., 87100, and 87400 et seq.; Cal. Code Regs., tit. 5, §§ 18741.1 and 18747.)

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

2. A current state employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract with Contractor, with the exception of rank-and-file employees of the California State University and the University of California. (Pub. Contr. Code, § 10410.)
3. The spouse or immediate family of a current Chancellor's Office employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) may not enter into a subcontract with Contractor if the Chancellor's Office employee or person on an IJE was engaged in the negotiations, transactions, planning, arrangement or any part of the decisionmaking process relevant to this Agreement or the subcontract, or had any influence whatsoever in the making of this Agreement or the subcontract. (Gov. Code, §§ 1090, et seq.; and 87100.)

**24. Follow-on Contracts**

- a. By signing this Agreement, Contractor certifies that neither the Contractor nor any of its affiliates or subcontractors previously received a consulting services contract from the Chancellor's Office which resulted in a recommendation by Contractor, its affiliates or subcontractors for the provision of services, procurement of goods or supplies, or any other related action which is now to be provided or performed under this Agreement. (Pub. Contr. Code, § 10365.5.)
- b. For purposes of this section, "affiliates" are employees, directors, partners, joint venture participants, parent corporations, subsidiaries, or any other entity controlled by, controlling, or under common control with the Contractor. Control exists when an entity owns or directs more than fifty percent (50%) of the outstanding shares or securities representing the right to vote for the election of directors or other managing authority.
- c. Should the Chancellor's Office determine, at any time, that the certification contained in paragraph a. is false or inaccurate, the Chancellor's Office may deem contractor to be in breach of this Agreement and may terminate the Agreement as provided in the Termination provisions of section 6.c. of Exhibit C to the Agreement. However, to the extent permissible by law, the Chancellor's Office or its designee, may waive the restrictions set forth in this section by written notice to the Contractor if the Chancellor's Office determines their application would not be in the best interest of the Chancellor's Office.
- d. Except as prohibited by law, the restrictions of this section will not apply to a Contractor, including any person, firm, or affiliate, that is awarded a subcontract of a consultant services contract which amounts to no more than 10 percent of the total monetary value of the consultant services contract.
- e. The restrictions set forth in this section are in addition to conflict of interest restrictions imposed on public Contractors by California law. In the event of any inconsistency, such conflict of interest laws override the provisions of this section, even if enacted after execution of this Agreement.

**25. Statewide or Regional Projects**

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

If this Agreement involves provision of coordination, technical assistance, or other services for the California Community Colleges system or for a particular region or group of colleges, Contractor agrees to consult regularly with the Project Monitor and representatives of the colleges to be served and to give every reasonable consideration to their views in the conduct of the project.

Contractor shall require all employees, consultants, and subcontractors to disclose any employment or contractual relationships they may have with other colleges being served under a statewide or regional contract or grant. Such relationships are prohibited and shall be promptly terminated unless, after being fully informed of the circumstances, the Project Monitor determines that the services being provided to the other college by the employee, consultant, or contractor are above and beyond or unrelated to those provided under this Agreement.

**26. Surveys**

If this contract involves conducting a survey of community college faculty, staff, students, or administrators, Contractor shall ensure that the survey is developed, administered, tabulated, and summarized by a survey evaluator/specialist. Surveys shall conform to project goals, shall minimize the burden on the group being surveyed, and shall not collect data already available to the Contractor from the Chancellor's Office or another source.

**27. Safety and Accident Prevention**

In performing work under this Contract on the premises of the Chancellor's Office, Contractor shall conform to any specific safety requirements contained in the Contract or as required by law or regulation. Contractor shall take any additional precautions as the Chancellor's Office may reasonably require for safety and accident prevention purposes. Any violation of such rules and requirements, unless promptly corrected, shall be grounds for termination of this Contract in accordance with the default provisions hereof.

**28. DVBE Reporting Requirements**

A 3% Disabled Veterans Business Enterprise (DVBE) participation goal has been established for this Agreement. Contractor shall use a Department of General Services' DVBE Participation Reporting Form to submit quarterly reports on DVBE participation. The Contractor will list at the end of each quarter the dates of invoices submitted, amounts of invoices submitted, amounts of invoices paid to the Disabled Veteran Business Enterprise(s), and the DVBE percentage from invoice totals. The completed DVBE Participation Reporting Form will be submitted at the end of each quarter to the following person:

\_\_\_\_\_  
Contract Manager  
Chancellor's Office  
California Community Colleges  
1102 Q Street, Suite 4400  
Sacramento, CA 95811-6539

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 1,453,008	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
	Local Assistance (OPTIONAL USE)			General
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$	ITEM	CHAPTER	STATUTE	FISCAL YEAR
	6870-101-0001	23	2016	2016-17
TOTAL AMOUNT ENCUMBERED TO DATE \$ 1,453,008	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	5218-751-21717			
<i>I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.</i>		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER		DATE		

**California Community Colleges  
Student Success and Support Program Contract Agreement**

**Riverside Community College District  
Contract Agreement No. C16-0043  
2016-17 Contract Year  
July 1, 2016 thru October 31, 2017**

**Exhibit F  
Work Statement**

Subsection (d) of section 78216 of the California Education Code authorizes the Board of Governors to designate up to five percent of the funds appropriated for Student Success and Support Program (SSSP) by the annual Budget Act for administrative support of Student Success and Support Program (SSSP) operated by districts. The Board of Governors, acting pursuant to Education Code section 70901(d), delegates the coordination of these functions to the Riverside Community College District (hereinafter District or Contractor) and awards this contract to support the activities described below.

The activities to be carried out under this contract shall include, but not be limited to, the following:

**I. Regional and State Coordination and Consultation**

Provide support for various statewide committees, workgroups, and subcommittees. Committees include but are not limited to the Counseling Advisory Group, Assessment Advisory Committee, Student Success and Support Program Advisory Committee, Student Success and Support Program Assessment Workgroup, Noncredit SSSP Advisory Committee, and the Student Equity Advisory Committee. This may include regional or statewide technical assistance trainings on various related topics. The costs include payment for consultants, meeting expenses, meeting facilities, disability accommodations, travel expenses, per diem, workshop materials and supplies, development of training materials, printing and mailing costs, and other related costs.

**II. In-Service Training and Technical Assistance**

Support and sponsor workshops, training and technical assistance (TA), and other strategies for Student Success and Support Program (SSSP) and Student Equity professionals, including SSSP and Student Equity coordinators and staff, counselors, admissions officers, assessment professionals, institutional researchers, and student services administrators, in order to share information on effective strategies and practices in the delivery of services that support student success. Workshop and TA topics may include, but are not limited to: title 5 updates, multiple measures, centralized assessment, data collection and reporting requirements, and New Director Training. This may include providing support for the development and implementation of request for applications (RFA). The costs include payment for consultants, meeting expenses, meeting facilities, disability accommodations, travel expenses, per diem, workshop materials and supplies, development of training materials (e.g., CCC Student Success and Support Program Handbook), printing and mailing costs, and other related costs.

**III. Special Activities**

Support special activities to enhance the Student Success and Support Program by research and planning in the areas of SSSP, assessment, multiple measures, and student success. This may include review of the assessment instruments (for approval /disapproval) used by the colleges, make recommendations for additional assessment instruments, conduct SSSP and Student

Equity research, define disproportionate impact and develop guidance for colleges to use, and supporting projects in the area of student equity, ESL Test Development, and special projects. The costs include consultant fees, development of training materials, supplies, travel expenses, printing and mailing costs.

**IV. Administrative Support**

**Administrative Support:**

Provide necessary administrative and fiscal oversight to support the above activities, including support with the RCCD request for applications (RFA) process to procure psychometric support and monthly budget status reports by activity provided to the state's project monitor.

**California Community Colleges  
Student Success and Support Program Contract Agreement**

**Riverside Community College District  
Contract Agreement No. C16-0043  
2016-17 Contract Year**

**Exhibit G  
Budget Summary**

I.	Regional and State Coordination and Consultation	\$222,720
II.	In-Service Training and Technical Assistance	\$278,375
III.	Special Activities	\$819,821
	Contract Subtotal	\$1,320,916
IV.	Administrative Support @ 10%	\$132,092
	<b>Contract Total</b>	<b>\$1,453,008</b>

**Budget Specification**

**I. Regional and State Coordination and Consultation**

Provide support for various statewide committees, workgroups, and subcommittees. Committees include but are not limited to the Counseling Advisory Group, Assessment Advisory Committee, Student Success and Support Program Advisory Committee, Student Success and Support Program Assessment Workgroup, Noncredit SSSP Advisory Committee, and the Student Equity Advisory Committee. This may include regional or statewide technical assistance trainings on various related topics. The costs include payment for consultants, meeting expenses, meeting facilities, disability accommodations, travel expenses, per diem, workshop materials and supplies, development of training materials, printing and mailing costs, and other related costs.

**SUBTOTAL: \$222,720**

**II. In-Service Training and Technical Assistance**

Support and sponsor workshops, training and technical assistance (TA), and other strategies for Student Success and Support Program (SSSP) and Student Equity professionals, including SSSP and Student Equity coordinators and staff, counselors, admissions officers, assessment professionals, institutional researchers, and student services administrators, in order to share information on effective strategies and practices in the delivery of services that support student success. Workshop and TA topics may include, but are not limited to: title 5 updates, multiple measures, centralized assessment, data collection and reporting requirements, and New Director Training.

This may include providing support for the development and implementation of request for applications (RFA). The costs include payment for consultants, meeting expenses, meeting facilities, disability accommodations, travel expenses, per diem, workshop materials and supplies, development of training materials (e.g., CCC Student Success and Support Program Handbook), printing and mailing costs, and other related costs.

**SUBTOTAL: \$278,375**

**III. Special Activities**

Support special activities to enhance the Student Success and Support Program by research and planning in the areas of SSSP, assessment, multiple measures, and student success. This may include review of the assessment instruments (for approval /disapproval) used by the colleges, make recommendations for additional assessment instruments, conduct SSSP and Student Equity research, define disproportionate impact and develop guidance for colleges to use, and supporting projects in the area of student equity, ESL Test Development, and special projects. The costs include consultant fees, development of training materials, supplies, travel expenses, printing and mailing costs.

**SUBTOTAL: \$819,821**

**TOTAL OF ACTIVITIES: \$1,320,916**

**IV. Administrative Fee**

**Administrative Fee**

Provide necessary administrative and fiscal oversight to support the above activities, including support with the RCCD request for applications (RFA) process to procure psychometric support and monthly budget status reports by activity provided to the state's project monitor. Contractor shall receive a 10% administrative fee.

**SUBTOTAL: \$132,092**

**TOTAL OF ACTIVITIES: \$1,320,916**

**10% ADMINISTRATIVE FEE: \$132,092**

**GRAND TOTAL: \$1,453,008**



**C16-0043**

**BUDGET – internal use only**

**Student Success and Support Program Set-Aside for 7/1/16 - 10/31/17**

**I. Regional and State Coordination and Consultation**

- 1.1 Counseling Advisory Group (COAGC)
- 1.2 Assessment Advisory Committee/Workgroup
- 1.3 SSSP Advisory Committee (SSSPAC)
- 1.4 Noncredit Advisory Committee
- 1.5 Student Equity Advisory Committee
- 1.6 Transfer and Articulation Statewide Coordination
- 1.7 Peer Review of SSSP Program Plans (Readers)
- 1.8 Other meetings

**I. Total** **\$ 222,720**

**II. In-Service Training and Technical Assistance**

- 2.1 Statewide Workshops
- 2.2 New A&R Directors training (2 day training)
- 2.3 Assessment All Directors Training
- 2.4 Evaluator training (1 day training each - North and South)
- 2.5 Veterans Summit (2 day training)
- 2.6 Other Trainings
- 2.7 Printing for trainings

**II. Total** **\$ 278,375**

**III. Special Activities**

- 3.1 Psychometrician Consultants - Buros
- 3.2 SSSP and SE Research
- 3.3 Welcome Home Training

3.4 Consultants  
Integrated Plan Coordination  
SSSP/SE Technical Assistance Provider

3.5 Other Special Projects

III. Total \$ 819,821

**Total Planned Expenses \$ 1,320,916**

**IV. Administrative Expenses**

4.1 Administrative Expenses

(10% administrative fee of the total planned expenses)

IV. Total \$ 132,092

**GRANT TOTAL \$ 1,453,008**

## Agenda Item (VI-B-6-f)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-f)
Subject	Sub-Award Agreement to Implement a National Center for Supply Chain Automation with Oakton Community College
College/District	Norco
Funding	National Science Foundation Grant
Recommended Action	It is recommended that the Board of Trustees approve the sub-award agreement to implement a National Science Foundation National Center for Supply Chain Automation with Oakton Community College.

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### Background Narrative:

Presented for the Board's review and consideration is a sub-award agreement between Riverside Community College District, on behalf of Norco College, and Oakton Community College to implement a National Science Foundation National Center for Supply Chain Automation.

Norco College was awarded a five-year renewal grant totaling \$3,999,495 to 1) implement model 2+2 supply chain automation career pathways through high school and community college partnerships nationally to meet the need for educated technicians; 2) establish a National Symposium for supply chain automation; 3) increase the number of individuals from underrepresented groups entering the field; 4) disseminate information and product deliverables; and 5) establish and promote stackable national industry certifications in supply chain automation.

Oakton Community College in Des Plaines, Illinois shall receive \$165,000 over 5 years to provide primary leadership to Objective 4, disseminating information and product deliverables to all audiences, updating the e-textbook on an annual basis and developing instructional support materials for use of the e-text and to contribute to other objectives of the grant as needed.

Prepared By: Monica Green, Interim President, Norco College  
Kevin Fleming, Dean of Instruction, Career and Technical Education  
Colleen Molko, Associate Dean, Career & Technical Education

**Attachments:**

[Sub-Award Agreement with Oakton Community College](#)

A Subaward Agreement Between  
Riverside Community College District  
On behalf of Norco College  
And  
Oakton Community College  
Resulting from an Award from the National Science Foundation  
Under its Advanced Technological Education (ATE) Program (NSF 14-577, CFDA No. 47.076)  
to Implement a  
National Center for Supply Chain Automation  
(Award Number DUE-1601452)

This subaward agreement is governed by National Science Foundation (NSF) Program Solicitation NSF-14-577, NSF Award and Administration Guide (version NSF-16-1 dated January 2016) and Grant General Conditions (GC-1) dated July 1, 2016. These references, as well as those relating to the use of program income, and disclosing federal funding in public announcements, apply to this subaward and are binding upon the parties therein.

I. Scope of Subaward Agreement

Contracting Agent: Riverside Community College District (RCCD) (Lead Agency/Fiscal Agent) for Norco College (NC). Subawardee: Oakton Community College (OAKTON)  
Subaward Amount: Up to \$33,000 in federal funds for each grant year, a maximum of \$165,000, unless otherwise determined by the National Science Foundation, will be utilized in accordance with the terms and conditions of this subaward (including the subaward budget submitted in the NSF Fastlane system), all applicable sections of the agreement between RCCD/NC and the National Science Foundation, as well as the information contained within the grant application to the National Science Foundation written in response to the Foundation's request for ATE proposals. This sum is subject to reduction by RCCD/NC should RCCD/NC experience a reduction in funding from the National Science Foundation (NSF). However, any impact on services as a result of reduction will be discussed, agreed upon and approved by the Norco College Principal Investigator of the NSF Grant.

This subaward between RCCD on behalf of Norco College and Oakton Community College is entered into on November 16, 2016 and covers a period of time from that date through September 30, 2021 unless terminated early by the National Science Foundation; in that case the termination date of this subaward would be the same date as the termination date given by the National Science Foundation.

II. Description of Work

Through this National Science Foundation funding opportunity, RCCD, Norco College and Oakton Community College have entered into a collaborative agreement to increase the supply of highly qualified supply chain technicians by 5,000 over five years to meet the growing national need.

We have established this collaborative effort between Norco College and Oakton Community College with the overarching goals to:

**Objective 1:** Implement model 2+2 supply chain automation career pathways through high school and community college partnerships nationally to meet the need for educated technicians.

**Objective 2:** Convene supply chain automation stakeholders via a National Symposium event to enhance collaboration and deliver professional development.

**Objective 3:** Increase the number of individuals from underrepresented groups entering the field of supply chain automation.

**Objective 4:** Disseminate information and product deliverables to audiences that include secondary and post-secondary educators, industry and current and potential Supply Chain (Automation) Technicians.

**Objective 5:** Establish and promote stackable national industry certification in Supply Chain Automation.

OAKTON shall notify NC of any intent to significantly deviate from the described statement of work and provide written justification. OAKTON shall notify NC of any proposed changes in key personnel.

OAKTON will meet (in person during regularly scheduled Center events, but more often by phone) with Norco College as requested by the Norco College Principal Investigator to discuss progress made toward grant objectives, review fiscal issues, address challenges, barriers, and/or concerns regarding the grant, and coordinate activities.

OAKTON will provide the necessary administrative services to maintain fiscal and contract compliance with regard to its specific role and responsibilities concerning this grant, while RCCD/NC will provide overall administrative oversight for all parts of this grant and serve as the primary contact to the National Science Foundation.

### III. Consideration

In consideration of the performance by OAKTON in administering this National Science Foundation Grant, RCCD shall make payments to OAKTON totaling no more than \$33,000 in the first year (November 16, 2016 – September 30, 2017), \$33,000 in the second year (October 1, 2017 – September 30, 2018), \$33,000 in the third year (October 1, 2018 – September 30, 2019), \$33,000 in the fourth year (October 1, 2019 – September 30, 2020) and \$33,000 in the fifth year (October 1, 2020 – September 30, 2021), unless modified by unanimous approval of Norco College NSF Principal Investigator and the National Science Foundation. These funds will be released no more frequently than monthly and only after the delivery of services and periodic progress reports at intervals determined by the Norco College Principal Investigator. An invoice detailing expenses by major cost category and personnel expenses by individual line item (to correspond with line items listed in the approved budget) shall be sent to the NSF Principal Investigator at Norco College.

Payment for the delivery of services specified shall be made upon written request of OAKTON to RCCD/NC by submission of a request for reimbursement. As agreed to in advance, requests for reimbursement must report expenses by major budget categories on an actual cost reimbursement basis. Invoices shall indicate current period and cumulative cost totals for the approved budget categories. The final invoice of each academic year (which ends June 30) must be submitted no later than July 15 of that same year. Payment of costs questioned by NC may be withheld until OAKTON provides adequate documentation to substantiate the costs as proper under the terms of the grant. RCCD/NC will make every effort to reimburse OAKTON for services rendered within thirty days. OAKTON shall have the right to re-budget expenses as long as the re-budgeting falls within the terms and conditions set by the National Science Foundation. Any funds not spent by the end of the agreement period will not carry forward, unless approval is granted by the Principal Investigator.

#### IV. Agreement

This agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto. Modification of this agreement shall be in writing and agreed to by both parties. An amendment may increase or decrease the total amount of consideration due and extend the performance period of this subaward. The restrictions on the expenditure of federal funds in appropriations acts are applicable to this subaward to the extent those restrictions are pertinent.

Regulatory requirements can be found in:

OMB Circulars A-21, A-110 and A-133 as applicable; NSF Program Solicitation NSF-14-577; NSF Award and Administration Guide (version NSF-16-1 dated January 2016); and Grant General Conditions (GC-1) dated July 1, 2016, including addenda.

RCCD/Norco College, as the lead fiscal agent, reserves for itself all rights to action that would require NSF approval, including but not limited to:

- 1) The right to initiate no-cost extensions
- 2) The need to obtain prior written approval from NSF for all actions requiring such approval.

#### Communication with NSF

OAKTON shall communicate with the grant-funding agency (National Science Foundation) through NC. OAKTON has no authority under this agreement to communicate directly with the funding agency regarding the work funded by this agreement. Title to equipment costing \$5,000 or more that is purchased by OAKTON as direct costs of the project shall unconditionally vest in OAKTON upon acquisition without further obligation to the Federal Awarding Agency subject to the conditions specified by all applicable regulatory guidance. In order to be in compliance with federal requirements, OAKTON shall maintain an "Equipment Inventory List." Upon request, the list must be readily available for review by NC Principal Investigator, Riverside Community College District internal auditors, and as requested to comply with federal audits conducted by the National Science Foundation. Disposition of equipment that exceeds its normal life expectancy shall be executed in accordance to federal regulations.

### Subcontracting

OAKTON may not subcontract any portion of the work to be performed under this agreement without prior written approval of NC.

### Assignment

OAKTON shall not assign or transfer any interest in the agreement or assign any claims for Money due or to become due under this agreement without the prior written approval of NC.

## V. Records/Audits

In accordance with the Terms and Conditions of the grant, in order to be in compliance with federal requirements, OAKTON must maintain records regarding the use of grant funds and progress toward grant objectives. OAKTON will maintain appropriate financial records in accordance with generally accepted accounting practices. OAKTON will make available to RCCD upon request, backup financial documentation (invoices and receipts) that clearly describe the nature of each expense, as authorized in the approved budget and as required by the terms of the National Science Foundation award agreement. OAKTON will submit progress reports as requested by the Principal Investigator that address progress made toward grant objectives and barriers or challenges to successful achievement of program objectives. OAKTON shall preserve and, with advance notification, make available all records related to this agreement for examination by Riverside Community College District, the federal government, and/or their duly authorized representative. OAKTON shall retain these records for five years after the completion of the grant program. If any audit or other action involving the records has been started before the expiration of this period, the records must be retained until completion of the action and resolution of all issues which arise from it or until the end of the five-year period, whichever is later; the retention period starts on the day the grantee submits its last expenditure report for that period or when the grant ends, whichever is later. Any costs which, upon audit, are found to be unallowable will be reduced from future claims for reimbursement, or shall be refunded to NC if the agreement has expired. OAKTON is subject to the uniform administrative requirements of OMB Circulars A-21, A-110 and A-133 and/or other federal guidelines.

## VI. Assurances

Acceptance of this subaward constitutes certification that OAKTON is not presently debarred, suspended, proposed for disbarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency. Acceptance of this subaward constitutes certification that OAKTON is not delinquent on any Federal debt. Acceptance of this subaward constitutes certification that OAKTON is in compliance with Sections 5151-5160 of the Drug-Free Workplace Act of 1988 (Public Law 100-960, Title V, Subtitle D). Acceptance of this subaward constitutes the subawardee is providing the following certifications found in the NSF Grant Proposal Guide: 1) Drug-Free Workplace Certification - Exhibit II-3, Debarment and Suspension Certification - Exhibit II-4, Lobbying Certification - Exhibit II-5 and Nondiscrimination Certification – Exhibit II-6, all found [https://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/gpg\\_index.jsp](https://www.nsf.gov/pubs/policydocs/pappguide/nsf16001/gpg_index.jsp).



Acceptance of this subaward constitutes certification that OAKTON is in compliance with the Series 3000 of the Staff Diversity/Affirmative Action Policy (Americans with Disabilities Act [1990], Ed. Code 87100, Title 5, California Code of Regulations Policy Number 3010x). Acceptance of this subaward constitutes certification that to the best of OAKTON's knowledge and belief: No federal appropriated funds have been paid or will be paid, by or on behalf of OAKTON to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. If funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, OAKTON shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

OAKTON agrees to abide by all regulations regarding intellectual property, compliance with ADA and the FEHA/Rehabilitation Act 1973. Copyrights: OAKTON shall grant an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, and perform publicly any copyrights or copyrighted material (including any computer software and its documentation and/or databases) first developed and delivered under this subaward Agreement solely for the purpose of and only to the extent required to meet RCCD/NC's obligations to the Federal Government under its Prime Award.

Data Rights: OAKTON grants to RCCD/NC the right to use data created in the performance of this subaward agreement. OAKTON agrees to notify RCCD immediately if there is any change of status in any of the above.

#### Independent Contractor

OAKTON, its agents and employees are independent contractors performing services for NC under this grant and are not employees of NC. OAKTON, its agents and employees shall not accrue leave, retirement, insurance, bonding, or any other benefit afforded to employees of NC as a result of this agreement.

#### VII. Designation of Personnel

RCCD/NC and National Science Foundation have designated Dr. Kevin Fleming as the Principal Investigator of the NSF National Center grant program. Dr. Fleming is responsible for technical and administrative management of the National Center project. All inquiries and reports regarding this subaward should be directed to Dr. Fleming. OAKTON has designated Dr. Robert Sompolski the Co-PI of the program. These designated individuals are responsible for coordinating programmatic, financial and administrative matters as they relate to this subaward.

#### VIII. Suspension and Termination of Funds

Pursuant to a mutual understanding that the terms of this subaward do not encumber the implementation of DUE Award Number 1601452, as granted by the National Science Foundation for the explicit purposes of this NSF grant program, either party may suspend or terminate this subaward upon thirty (30) days written notice, when at any time in either party's

determination, the other party to this subaward violates or departs from the terms and conditions of this subaward; or if the program would not be achieved by continuance of the existing subaward; or if OAKTON fails to submit the reports required under this subaward according to the established schedule. Termination of this subaward, however, will not invalidate commitments or obligations properly incurred by OAKTON prior to the date of termination that cannot be cancelled. OAKTON also agrees to adhere to conflict of interest regulations as approved by its governing body.

#### IX. Liability

Each party agrees to be responsible and assume liability for its own willful or negligent acts or omissions, or those of its officers, agents, or employees, resulting from the performance of this subaward, and agrees to hold the other party, its officers, employees, subawardors, agents, State agencies, Trustees, or representatives harmless from any such liability. All partners of the NSF National Center are institutions of higher education and assume liability only to the extent allowed by law.

#### X. Anti-Kickback

The Anti-Kickback Act of 1986 was passed to deter entities from making payment for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or a subaward relating to a prime contract. By acceptance of this subaward, OAKTON agrees to comply with the following regulations: FAR 3.502 and FAR 52.203.7.

#### XI. Acknowledgement of Support

OAKTON is responsible for assuring that an acknowledgment of the National Science Foundation support is made during news media interviews, including popular media such as radio, television and news magazines, that discuss in a substantial way work funded by this award.

#### XII. Law

This contract shall be governed by and construed in accordance with the laws of the State of California. The parties recognize that Oakton is a political subdivision of the State of Illinois and nothing in this Agreement shall prevent Oakton from asserting any and all claims, defenses, and immunities available to it under law, including but not limited to the political subdivision immunities set forth in Illinois Revised Code Chapter 2744.

#### XIII. Notices

All notices, claims, correspondence, reports, invoices and/or statements authorized or required by this subaward shall be addressed as follows:

For RCCD/Norco College  
Dr. Kevin Fleming  
Dean of Instruction, Career & Technical Education  
Norco College  
2001 Third Street  
Norco, CA 92860

For OAKTON  
Dr. Robert Sompolski  
Dean of Mathematics and Technology  
Oakton Community College  
1600 East Golf Road  
Des Plaines, IL 60016

All notices, claims, correspondence, reports, invoices and/or statements shall be deemed effective when they are made in writing, addressed as indicated above, and deposited in the United States mail.

Signature Authorization

Riverside Community College District, for  
Norco College

Oakton Community College

\_\_\_\_\_  
Aaron S. Brown  
Vice Chancellor, Business and Financial Services

\_\_\_\_\_  
Joianne Smith, Ph.D.  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Agenda Item (VI-B-6-g)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-g)
Subject	Agreement for Legal Services with Atkinson, Andelson, Loya, Ruud and Romo
College/District	District
Funding	Self-Insured General Liability
Recommended Action	It is recommended that the Board of Trustees review the agreement with Atkinson, Andelson, Loya, Ruud and Romo, pursuant to the agreement hourly rates, and authorize the Vice Chancellor, Business and Financial Services to sign the agreement.

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### Background Narrative:

Attached for the Board's review and consideration is the renewal of an existing agreement between Riverside Community College District and Atkinson, Andelson, Loya, Ruud and Romo for legal services.

The District desires to retain Atkinson, Andelson, Loya, Ruud and Romo to perform legal, and upon request, non-legal consultation services. The law firm hourly rates are set forth in Attachment 1 of this report. The agreement term is valid through June 30, 2017.

Prepared By: Michael Burke, Ph.D., Chancellor  
Patrick Pyle, General Counsel

### Attachments:

[AALRR Agreement](#)

**AGREEMENT FOR SPECIAL SERVICES**

**I. PARTIES**

This Agreement for Special Services (the "Agreement") is made this 1st day of July, 2016, between the law firm of ATKINSON, ANDELSON, LOYA, RUUD & ROMO, a Professional Law Corporation, hereinafter referred to as the "Law Firm," and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District."

**II. RECITALS; PURPOSE; MATTERS**

The District desires to retain and engage the Law Firm to perform legal and, upon request, non-legal consultant services on the District's behalf, and the Law Firm is willing to accept said engagement on the terms and conditions contained in this Agreement. The Law Firm agrees to provide such services to the District, including representation in administrative and court proceedings, as requested by the District. The place and time for such services are to be designated by the Superintendent of the District or designee.

**III. TERMS AND CONDITIONS**

A. The term of this Agreement shall be for one year, commencing July 1, 2016, through June 30, 2017. For the period July 1, 2016, through June 30, 2017, the District hereby agrees to pay the Law Firm in connection with the above-referenced services as authorized at the following hourly rates:

Senior Partners	\$280.00
Partners/Senior Counsel	\$280.00
Senior Associates	\$280.00
Associates	\$235.00
Electronic Technology Litigation Specialist	\$235.00
Non-Legal Consultants	\$200.00
Senior Paralegals/Law Clerks	\$140.00
Paralegals/Legal Assistants	\$140.00

The Law Firm shall bill in quarter-hour increments. A fixed rate may be established for specially identified projects, subject to prior approval by the District.

B. In addition, the District hereby agrees to pay a 5% per month administrative charge calculated and based on monthly fees billed to cover related operational expenses incurred by the Law Firm. This administrative fee is in lieu of charging the District for Westlaw,

photocopies, automobile mileage, parking, facsimiles, telephone, document preparation, and postage. This does not include items listed in paragraph D below.

C. The Law Firm may charge the full hourly rate to more than one client for services provided concurrently during the same time period. For example, in the course of traveling to the District or while providing legal services at the District, it may be necessary for the Law Firm to provide billable services to other clients.

D. The Law Firm shall not be obligated to advance costs on behalf of the District; however, for purposes of convenience and in order to expedite matters, the Law Firm reserves the right to advance costs on behalf of the District with the Superintendent's or designee's prior approval in the event a particular cost item exceeds \$2,000.00 in amount, and without the prior approval of the District in the event a particular cost item totals \$2,000.00 or less. Typical cost advances include, but are not limited to, messenger fees, travel costs, bonds, witness fees, overnight delivery, deposition and court reporter fees, transcript costs, expert witness fees, investigative fees, etc. If the Law Firm retains, with authorization from the District, experts or consultants for the benefit of the District, rather than the District contracting directly with any expert or consultant, it is agreed that the District shall pay a five percent (5%) fee ("consultant processing fee") on such expert and consultant costs paid by the Law Firm in order to offset certain costs to the Law Firm resulting from administering and initially paying such expert and consultant fees on behalf of the District.

E. A detailed description of the attorney work performed and the costs advanced by the Law Firm will be prepared on a monthly basis as of the last day of the month and will be mailed to the District on or about the 15th of the following month. Payment of the full amount due, as reflected on the monthly statements, will be due to the Law Firm from the District by the 10th of each month, unless other arrangements are made. In the event there are retainer funds of the District in the Law Firm's Trust account at the time a monthly billing statement is prepared, funds will be transferred from the Law Firm's Trust Account to the Law Firm's General Account to the extent of the balance due on the monthly statement and a credit therefor will be reflected on the monthly statement. Any balance of fees or costs advanced remaining unpaid for a period of 30 days will be subject to a 1% per month service charge.

F. The District agrees to review the Law Firm's monthly statements promptly upon receipt and to notify the Law Firm, in writing, with respect to any disagreement with the monthly statement. Failure to communicate written disagreement with the Law Firm's monthly statement within thirty (30) days of the District's receipt thereof shall be deemed to signify the District's agreement that the monthly billing statement accurately reflects: (a) the legal services performed; and (b) the proper charge for those legal services.

G. The District agrees to fully cooperate with the Law Firm in connection with the Law Firm's representation of the District including, but not limited to, attending mandatory court hearings and other appearances and providing necessary information and documentation to enable the Law Firm to adequately represent the District.

H. The District has the right, at any time, and either with or without good cause, to discharge the Law Firm as the District's attorneys. In the event of such a discharge of the Law

Firm by the District, however, any and all unpaid attorneys' fees and costs owing to the Law Firm from the District shall be immediately due and payable.

I. The Law Firm reserves the right to discontinue the performance of legal services on behalf of the District upon the occurrence of any one or more of the following events:

1. Upon order of Court requiring the Law Firm to discontinue the performance of said legal services;

2. Upon a determination by the Law Firm in the exercise of its reasonable and sole discretion, that state or federal legal ethical principles require it to discontinue legal services for the District;

3. Upon the failure of the District to perform any of the District's obligations hereunder with respect to the payment of the Law Firm's fees and costs advanced; or

4. Upon the failure of the District to perform any of the District's obligations hereunder with respect to cooperation with the Law Firm in connection with the Law Firm's representation of the District.

J. In the event that the Law Firm ceases to perform legal services for the District as hereinabove provided, the District agrees that it will promptly pay to the Law Firm any and all unpaid fees or costs advanced, and retrieve all of its files, signing a receipt therefor. Further, the District agrees that, with respect to any litigation where the Law Firm has made an appearance in Court on its behalf, the District will promptly execute an appropriate Substitution of Attorney form.

K. The Law Firm maintains errors and omissions insurance coverage applicable to the services to be rendered.

L. It is understood and agreed that the Law Firm, while engaged in carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

#### **IV. SPECIALIZED LEGAL SERVICES**

For specialized litigation and transactional services in the areas of construction, procurement, technology, prevailing wage, real property, intellectual property, CEQA, mitigation negotiations, school and college finance, tax, bankruptcy, copyright, trademark, non-profit organizations, immigration, and appellate law, the District agrees to pay the Law Firm at rates higher than the standard hourly rates for special projects or particular scopes of work. The Law Firm shall inform the District of the rates for specialized services and the Superintendent or designee shall agree to such rates in writing prior to any billings for specialized legal services by the Law Firm.



**V. RELATED POST-INVESTIGATION SERVICES**

If an attorney who conducted an investigation for the District is subsequently asked or required to prepare for and/or testify, including, without limitation, at deposition, trial, arbitration or any other proceeding, because of services rendered under this Agreement, and/or if the investigating attorney must respond to subpoenas or discovery or otherwise respond or perform services with respect to any matter relating to or arising out of services performed for the District, the District agrees to pay the Law Firm for all time expended (including preparation time) at the investigating attorney's then current regular hourly rate and to reimburse the Law Firm for reasonable costs and expenses incurred.

**VI. CONSENT TO JOINT REPRESENTATION**

The District acknowledges that from time to time Law Firm may be asked to perform legal services on a matter affecting two or more public education local agencies. In such situations before proceeding with representation, Law Firm shall provide the District with a written disclosure of the relevant circumstances and of the actual and reasonably foreseeable adverse consequences to the District, and shall seek separate written consent to joint representation from all involved parties if permissible according to ethical principles applicable to attorneys. The District acknowledges that it is often in the best interest of the District for such representation to commence without undue delay which may result from waiting until a regularly-scheduled Board meeting. Therefore, the Governing Board of the District hereby delegates to the Superintendent or designee authority to consent to joint representation in the circumstances described in this paragraph, and to execute such written consent on behalf of the Board and District.

**VII. SERVICES PERFORMED BY LAW FIRM-PROVIDED NON-LEGAL CONSULTANTS**

The Law Firm has an affiliation with non-legal education consultants who are available to assist the District in areas including, but not limited to, personnel/business office audits, human resources/collective bargaining consultation, public/employee relations surveys and communications, media and public relations, budget analysis/support services, instructional coaching/counseling at school improvement sites, special education, student discipline, leadership coaching, board/superintendent relations and best practices, and interim management placement.

Because the Law Firm has a financial interest in the District's use of these affiliated non-legal consultants, the rules of the State Bar of California require that the District provide its informed written consent to this arrangement prior to utilizing these services. Execution of this Agreement shall be deemed "informed consent" for the purposes of this paragraph. The District is hereby advised that it may seek the advice of an independent attorney of its choice prior to providing such written consent.

Please also be advised that because the services of these non-legal consultants are provided to the District outside of the attorney-client relationship, communications with these non-legal consultants will not be protected from disclosure by the attorney-client privilege.

**VIII. CONSENT TO LAW FIRM COMMUNICATION**

As part of our commitment to client service, the Law Firm will send the District periodic alerts on case developments and legislative changes, and notices of Breakfast Briefings, conferences, and other training opportunities designed to help the District with daily legal concerns. The Law Firm will send those and other additional service notices to the District via regular mail and/or electronic mail at the email address which you designate or the email used in your daily communications with us. These email notices are a convenient way to keep the District administrators apprised of important legal changes. By execution of this Agreement, the District and designated contact(s) consent to receive such communications by electronic mail subject to the right to unsubscribe at any time.

**IX. BINDING ARBITRATION**

If any dispute arises out of, or related to, a claimed breach of this Agreement, the professional services rendered by attorneys, or any other disagreement of any nature, type, or description, regardless of the facts or the legal theories which may be involved, including attorney malpractice, such dispute shall be resolved by binding arbitration by a single arbitrator. Each side will bear its own costs and attorney fees. The parties agree to waive their right to a jury and to an appeal.

**X. DURATION**

This Agreement shall be effective July 1, 2016, through June, 30, 2017, and thereafter shall continue from month-to-month at the then current hourly rate set forth herein until modified in writing by mutual agreement or terminated by either party upon thirty (30) days' written notice.

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XI. EXECUTION DATE

This Agreement is entered into this 1st day of July, 2016.

“Law Firm”

ATKINSON, ANDELSON, LOYA, RUUD & ROMO

Dated: 8/2/16

By:   
WARREN S. KINSLER

“District”

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Dated: 7-18-16

By: 

Aaron S. Brown, Vice Chancellor  
Business & Financial Services

## Agenda Item (VI-B-6-h)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-h)
Subject	Agreement for Legal Services with Liebert Cassidy Whitmore
College/District	District
Funding	Self-Insured General Liability
Recommended Action	It is recommended that the Board of Trustees review and approve the agreement with Liebert Cassidy Whitmore, pursuant to the agreement hourly rates, and authorize the Vice Chancellor, Business and Financial Services to sign the agreement.

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### Background Narrative:

The District wishes to retain Liebert Cassidy Whitmore for consulting, representational and legal services pertaining to employment relation matters and school law matters. The law firm hourly rates are set forth in Attachment 1 of this report. The agreement term is valid through June 30, 2017.

Prepared By: Michael Burke, Ph.D., Chancellor  
Patrick Pyle, General Counsel

### Attachments:

[Liebert Cassidy Whitmore](#)

## AGREEMENT FOR SPECIAL SERVICES

This Agreement is entered into between the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation (“Attorney”), and the RIVERSIDE COMMUNITY COLLEGE DISTRICT (“District”).

### 1. Conditions

This Agreement will not take effect, and Attorney will have no obligation to provide services, until District returns a properly signed and executed copy of this Agreement.

### 2. Attorney’s Services

Attorney agrees to provide District with consulting, representational and legal services pertaining to employment relations matters and school law matters, including representation in negotiations and in administrative and court proceedings, as requested by District or otherwise required by law.

### 3. Fees, Costs, Expenses

District agrees to pay Attorney the sums billed monthly for time spent by Attorney in providing the services, including reasonable travel time.

The current range of hourly rates for Attorney time is from Two Hundred to Three Hundred Twenty Dollars (\$200.00 - \$320.00), One Hundred Ninety-Five Dollars (\$195.00) for time of Labor Relations/HR Consultant and from Seventy-Five to One Hundred Sixty Dollars (\$75.00 - \$160.00) for time of paraprofessional and litigation support staff. Attorney reviews its hourly rates on an annual basis and, if appropriate, adjusts them effective July 1. Attorney will provide the District with written notification

of any adjustment in the range of rates. Attorneys, paraprofessional and litigation support staff bill their time in minimum units of one-tenth of an hour.

District agrees to reimburse Attorney for necessary costs and expenses incurred by Attorney on behalf of District. Attorney bills photocopying charges at Fifteen Cents (\$.15) per page and facsimile charges at Fifty Cents (\$0.50) per page. A Public Agency Fee Schedule is attached to this Agreement.

Payment by District against monthly billings is due upon receipt of statements, and is considered delinquent if payment is not received within thirty (30) days of the date of the invoice.

The California Business & Professions Code requires us to inform you whether we maintain errors and omissions insurance coverage applicable to the services to be rendered to you. We hereby confirm that the firm does maintain such insurance coverage.

4. **Arbitration of Professional Liability or Other Claims**

Disputes. If a dispute between District and Attorney arises over fees charged for services, the controversy will be submitted to binding arbitration in accordance with the rules of the California State Bar Fee Arbitration Program, set forth in California Business and Professions Code, sections 6200 through 6206. The arbitrator or arbitration panel shall have the authority to award to the prevailing party attorneys' fees, costs and interest incurred. Any arbitration award may be served by mail upon either side and personal service shall not be required.

If a dispute arises between District and Attorney over any other aspect of the attorney-client relationship, including, without limitation, a claim for breach of

professional duty, that dispute will also be resolved by arbitration. It is understood that any dispute as to any alleged breach of professional duty (that is, as to whether any legal services rendered under this agreement were allegedly unnecessary, unauthorized, omitted entirely, or were improperly, negligently or incompetently rendered) will be determined by submission to arbitration as provided by California law, and not by a lawsuit or resort to court process except as California law provides for judicial review of arbitration proceedings. **Both parties to this agreement, by entering into it, are giving up their constitutional right to have any such dispute decided in a court of law before a jury, and instead are accepting the use of arbitration.** Each party is to bear its own attorney's fees and costs.

5. **File Retention**

After our services conclude, Attorney will, upon District's request, deliver the file for the matter to District, along with any funds or property of District's in our possession. If District requests the file for the matter, Attorney will retain a copy of the file at the District's expense. If District does not request the file for this matter, we will retain it for a period of seven (7) years after this matter is closed. If District does not request delivery of the file for this matter before the end of the seven (7) year period, we will have no further obligation to retain the file and may, at our discretion, destroy it without further notice to District. At any point during the seven (7) year period, District may request delivery of the file.

6. **Assignment**

This Agreement is not assignable without the written consent of District.

7. Independent Contractor

It is understood and agreed that Attorney, while engaged in performing the terms of this Agreement, is an independent contractor and not an employee of District.

8. Authority

The signators to this Agreement represent that they hold the positions set forth below their signatures, and that they are authorized to execute this Agreement on behalf of their respective parties and to bind their respective parties hereto.

9. Term

This Agreement is effective July 1, 2016 through June 30, 2017, and may be modified by mutual agreement of the parties. This agreement shall be terminable by either party upon thirty (30) days written notice.

LIEBERT CASSIDY WHITMORE,  
A Professional Corporation

RIVERSIDE COMMUNITY  
COLLEGE DISTRICT

By: 

By: 

Name: J. Scott Proctor

Name: Aaron S. Brown, Vice Chancellor  
Business & Financial Services

Title: Managing Partner

Title: \_\_\_\_\_

Date: 8/2/16

Date: 7-18-16



I. PUBLIC AGENCY FEE SCHEDULE

Hourly Rates (As of Agreement Effective Date)

Partners	\$320.00
Senior Counsel	\$295.00
Associates	\$200.00 - \$275.00
Labor Relations/HR Consultant	\$195.00
Paraprofessionals & Litigation Support	\$75.00 - \$160.00

II. COST SCHEDULE

1. Photocopies	\$0.15 per copy
2. Facsimile Transmittal	\$0.50 per page

## Agenda Item (VI-B-7)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

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### Background Narrative:

Board Policy 6900 establishes procedures for reimbursement for out-of-state travel expenses; and the Board of Trustees must formally approve out-of-state travel beyond 500 miles.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

[Out of State Travel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: November 15, 2016

It is recommended that out-of-state travel be granted to:

Current:

*Moreno Valley College*

- 1) Ms. Deborah Engel, financial aid advisor, student financial services, to travel to Atlanta, Georgia, November 29 through December 3, 2016, to attend the 2016 Federal Student Aid Training Conference for Financial Aid Professionals. Estimated cost: \$1,646.16. Funding source: Student Financial Services restricted funds.
- 2) Ms. Deanna Murrell, substitute director, student financial services, to travel to Atlanta, Georgia, November 29 through December 2, 2016, to attend the 2016 Federal Student Aid Training Conference for Financial Aid Professionals. Estimated cost: \$2,088.32. Funding source: Student Financial Services restricted funds.
- 3) Ms. Tracy Sampson, financial aid analyst, student financial services, to travel to Atlanta, Georgia, November 28 through December 3, 2016, to attend the 2016 Federal Student Aid Training Conference for Financial Aid Professionals. Estimated cost: \$2,476.40. Funding source: Student Financial Services restricted funds.

*Riverside Community College District*

- 1) Dr. Michael L. Burke, chancellor, chancellor's office, to travel to Washington D.C., February 12 through 16, 2017, to attend the 2017 ACCT Community College National Legislative Summit. Estimated cost: \$3,282.15. Funding source: General funds.

## Agenda Item (VI-B-8-a)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Memorandum of Understanding for operating Gateway College and Career Academy with Riverside Gateway to College Early College High School
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve the Memorandum of Understanding for the time frame of July 1, 2016 through June 30, 2018, in the amount of \$500,000.

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### Background Narrative:

This Memorandum of Understanding (MOU) between Riverside City College and Riverside Gateway to College Early College High School represents a renewal of an MOU from 2009-2016. This MOU provides personnel, supplies, and materials to operate Riverside Gateway to College Early College High School. Costs incurred by Riverside City College for assigned personnel, supplies, and materials will be reimbursed to the College on a quarterly basis.

Prepared By: Wolde-Ab Isaac, President, Riverside  
FeRita Carter, Vice President of Student Services (RCC)

### Attachments:

[MOU Between RCC and Gateway to College](#)

## MEMORANDUM OF UNDERSTANDING (MOU)

This Agreement, made and entered into this July 1, 2016, by and between RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL on Behalf of Gateway to College and Career Academy, (herein referred to as Gateway to College), and RIVERSIDE COMMUNITY COLLEGE DISTRICT on behalf of Riverside City College (herein referred to as THE COLLEGE).

### RECITALS:

A. In December 2003, the Portland Community College awarded the College and the Riverside Unified School District (RUSD) \$300,000 from the Bill and Melinda Gates Foundation to assist in the replication of the Gateway to College model in Riverside. The Gateway program and other early/middle college initiatives within RCCD were pursued in accordance with the District's Board-adopted strategic plan, specifically Strategy 3, Goals 1 and 5.

B. The staff of both RUSD and the College collaboratively drafted the original charter school petition and had it signed by teachers meaningfully interested in teaching at the proposed charter school. The charter petition was submitted on February 3, 2004 and the Gateway to College Charter School was approved by unanimous vote on the RUSD Governing Board on February 17, 2004.

C. The Charter with RUSD continued until 2013, when it was determined that the Charter would be re-authorized by the Riverside County Office of Education (RCOE) and on July 1, 2013 the Charter was approved by RCOE and continued through June 30, 2016. In January of 2016, Gateway to College and RCOE staff worked together to extend the charter to a standard five year term through June 30, 2018. The approved Charter and Charter School Memorandum of Understanding between RCOE and Gateway College and Career Academy Charter School, are incorporated herein by reference and are available upon request.

D. The Charter calls for future expansion of the program into other areas of the County of Riverside. If there is future expansion into the geographical area served by the Riverside City College, this Agreement will be amended to reflect that expansion. If the expansion is into a geographical area served by another College within the Riverside Community College District, then a separate agreement will be drawn between that College and GATEWAY TO COLLEGE; and

E. GATEWAY TO COLLEGE is authorized to collaborate with an entity who is competent to perform the special services required and THE COLLEGE has the expertise, and experience to perform the duties set out herein.

In consideration of the mutual covenants contained herein, the parties hereto agree as follows:

### 1. DESCRIPTION OF SERVICES:

#### THE COLLEGE WILL PROVIDE THE FOLLOWING:

1.1. Personnel to operate the program (salary and benefits), to include Project Director (Director/Principal) (100%); Administrative Assistant II (100%). GATEWAY TO COLLEGE will reimburse THE COLLEGE for the cost of staff salary and benefits. THE COLLEGE will ensure that all assigned personnel will track and record their paid time on an ongoing basis

using standardized Paid Performance Reports supplied by GATEWAY TO COLLEGE. THE COLLEGE will invoice GATEWAY TO COLLEGE on a quarterly basis for this cost and payment is due within 30 days of invoicing.

The parties will review the staffing relationship at the time of re-charter and/or attrition.

1.2. Human Resources services will be provided for filling the vacancies of the positions identified in 1.1.

1.3. Allow GATEWAY TO COLLEGE personnel to purchase supplies, materials, postage, computer equipment, etc. through THE COLLEGE. THE COLLEGE will invoice GATEWAY TO COLLEGE on a quarterly basis for this cost and payment is due within 30 days of invoicing.

1.4. Costs under 1.1 and 1.2 above shall not exceed \$500,000 for the period of July 1, 2016 through June 30, 2018 (\$250,000 annually). These figures are subject to any annual increases due to COLA or other employee compensation or benefit changes.

1.5. Custodial/maintenance, utilities, micro support and police services will be provided to GATEWAY TO COLLEGE at no cost. The costs for these services may be reconsidered by the parties in the future.

1.6. Office space for GATEWAY TO COLLEGE staff will be provided. This space is currently provided by the use of three (3) portable buildings in the Lovekin Complex, at no charge. If current office space needs change, no matter which party needs the change, the party seeking the change will notify the other party in writing, whereupon the parties will discuss the need for the change and reach an agreement on any additional space. If it becomes necessary to relocate the office space, THE COLLEGE will provide comparable space.

1.7. Classroom space is currently being provided by the use of three (3) portable buildings in the Lovekin Complex. Additional classroom space may be needed depending on the number of students registered in the GATEWAY TO COLLEGE program. In that case, GATEWAY TO COLLEGE may utilize the college's R25 LIVE system to find additional classroom space. In no event will additional GATEWAY TO COLLEGE classroom space supersede the needs of THE COLLEGE. If it becomes necessary to relocate the classroom space, THE COLLEGE will provide comparable space. All classroom space will be provided at no charge to GATEWAY TO COLLEGE. The subject of cost for classroom space may be reconsidered by the parties in the future.

1.8. Space for GATEWAY TO COLLEGE to hold special events (i.e. graduations, workshops, fundraisers, etc.) or for the use of computer labs or other facilities for testing purposes will be provided at no charge, except for any direct costs, which will be paid by GATEWAY TO COLLEGE. GATEWAY TO COLLEGE may use the college's R 25 LIVE program to locate available space. In no event will GATEWAY TO COLLEGE needs for this space supersede the needs of THE COLLEGE.

1.9. GATEWAY TO COLLEGE employees will have access to THE COLLEGE Datatel/network systems, including R25 LIVE, as necessary.

1.10. GATEWAY TO COLLEGE students taking college courses will receive the same student services given to all college students.

GATEWAY TO COLLEGE WILL PROVIDE THE FOLLOWING:

1.11. Recruitment and assessment of all students in the program.

1.12 All textbooks (GATEWAY TO COLLEGE and College courses) and required class instructional materials for GATEWAY TO COLLEGE students.

1.13 Student Education Plans (SEP's)

2. STUDENT ENROLLMENT

2.1 GATEWAY TO COLLEGE student enrollment will be up to 400 students.

3. ACADEMIC ACCESS/STUDENT REGISTRATION

3.1 GATEWAY TO COLLEGE will be provided access to all approved courses and approval to teach THE COLLEGE guidance courses.

3.2 GATEWAY TO COLLEGE students will be provided the same registration priority as that given to concurrently enrolled high school students, which will be status as a continuing student.

4. STUDENT DISCIPLINE

4.1 GATEWAY TO COLLEGE will handle discipline of GATEWAY TO COLLEGE students in accordance with the GATEWAY TO COLLEGE student handbook. However, if discipline is necessary with regard to inappropriate conduct in a college course being taken by a GATEWAY TO COLLEGE student, appropriate GATEWAY TO COLLEGE and COLLEGE administrators will work together to determine the appropriate discipline.

5. PERIOD OF PERFORMANCE: It is mutually agreed and understood that the obligation of GATEWAY TO COLLEGE is limited by and contingent upon the availability of funds for GATEWAY TO COLLEGE'S expenditures. In the event that the GATEWAY TO COLLEGE is unable to fulfill its obligation, GATEWAY TO COLLEGE shall immediately notify THE COLLEGE in writing, and reimburse THE COLLEGE for all services rendered. This Agreement shall be deemed terminated per the terms of Paragraph 10 and have no further force.

This Agreement shall be effective as of July 1, 2016 and continue in effect through June 30, 2018.

6. HOLD HARMLESS – GATEWAY TO COLLEGE: It is understood and agreed that no relationship of employer employee exists between the parties hereto. GATEWAY TO COLLEGE shall not be entitled to any benefits payable to employees of THE COLLEGE, including THE COLLEGE's Workers Compensation Benefits. GATEWAY TO COLLEGE hereby holds THE COLLEGE harmless from any and all claims that may be made against THE COLLEGE upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

7. **HOLD HARMLESS – THE COLLEGE:** It is understood and agreed that no relationship of employer employee exists between the parties hereto. THE COLLEGE shall not be entitled to any benefits payable to employees of GATEWAY TO COLLEGE, including GATEWAY TO COLLEGE Workers' Compensation Benefits. THE COLLEGE hereby holds GATEWAY TO COLLEGE harmless from any and all claims that may be made against GATEWAY TO COLLEGE based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
  
8. **INDEMNIFICATION:**  
GATEWAY TO COLLEGE shall indemnify and hold THE COLLEGE, its Trustees, officers, agents, employees and independent contractors, free and harmless from any liability whatsoever, based or asserted upon any acts or omission of GATEWAY TO COLLEGE, its agents, employees, subcontractors and independent contractors, for property damage, bodily injury, or death (GATEWAY'S employees included) or any other element of damage of any kind or nature, relating to or in anywise connected with or arising from the performance of the services contemplated hereunder, and GATEWAY TO COLLEGE shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by THE COLLEGE), THE COLLEGE, its officers, agents, employees and independent contractors, in any legal actions based upon such alleged acts or omissions. The obligations to indemnify and hold THE COLLEGE free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged acts or omissions are fully and finally barred by the applicable statute of limitations.  
  
THE COLLEGE shall defend, indemnify and hold GATEWAY TO COLLEGE, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of THE COLLEGE, its officers, agents, or employees.
  
9. **INSURANCE:** GATEWAY TO COLLEGE shall maintain, in full force and effect Workers' Compensation Insurance in accordance with the laws of the State of California; General Liability Insurance in the amounts of \$1,000,000 per single incident and \$2,000,000 in the aggregate; and, errors and omissions insurance for their Board and Officers in the minimum amount of \$3,000,000. Proof of said insurance coverages shall be furnished to THE COLLEGE upon signing this document. Additionally, THE COLLEGE (as "The Riverside Community College District") shall be named as an additional insured on the general liability certificate of insurance.
  
10. **TERMINATION:** This Agreement may be terminated without cause by either party by giving written notice ninety (90) days prior to the start of any academic semester of intention to terminate, and may be terminated for cause by either party by giving five (5) days written notice of intention to terminate.
  
11. **CONFLICT OF INTEREST:** THE COLLEGE shall have no interest and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this Agreement.



12. ADMINISTRATION: The Board of Directors of GATEWAY TO COLLEGE shall administer this Agreement on behalf of the GATEWAY TO COLLEGE.
13. CONTACT PERSONS: The contact person for GATEWAY TO COLLEGE will be the Director/principal of the program. The contact person for THE COLLEGE will be the Vice President of Student Services.
14. ASSIGNMENT: This Agreement shall not be assigned by THE COLLEGE either in whole or in part, without prior written consent of GATEWAY TO COLLEGE. Any assignment or purported assignment of this Agreement by GATEWAY TO COLLEGE without the prior written consent of THE COLLEGE will be deemed void and of no force or effect.
15. NONDISCRIMINATION: The parties shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. Contractor understands that harassment of any student or employee of Riverside Community College District with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.
16. CHILD ABUSE REPORTING: In accordance with the Child Abuse and Neglect Reporting Act (CANRA) and California Penal Code 11166, the parties shall ensure that all employees, volunteers, consultants, subcontractors or agents performing services under this Agreement will report any known or suspected child abuse or neglect to a child protective agency, by telephone and within 36 hours of the suspected abuse or neglect.
17. ALTERATION: No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
18. ACCREDITATION: THE COLLEGE verifies upon execution of this Agreement, that it is fully accredited and in compliance with any State, and Federal laws and regulations relative to the scope of services to be performed under Exhibit A.
19. CONFIDENTIALITY: GATEWAY TO COLLEGE and THE COLLEGE shall observe all Federal and State regulations concerning confidentiality of records.
20. WORK PRODUCT: All reports, preliminary findings, or data assembled or compiled by THE COLLEGE under this Agreement become the property of the GATEWAY TO COLLEGE. The GATEWAY TO COLLEGE reserves the right to authorize others to use or reproduce such materials. Therefore, such materials may not be circulated in whole or in part, nor released to the public by THE COLLEGE.

21. **DISPUTE RESOLUTION:** The parties agree to exercise their best efforts, and to negotiate in good faith, to amicably resolve any dispute that may arise concerning the performance by either party of their obligations under this Agreement. If the parties designated contact persons cannot resolve their dispute(s) through negotiations within 60 days, then a neutral third party mediator will be jointly selected by the parties to mediate the dispute. The mediation is to be held within 120 days of the selection of the mediator. The costs of the mediator shall be split between the parties. If mediation does not resolve the dispute, either party may pursue any other remedy available under the law.
22. **JURISDICTION, VENUE, ATTORNEY'S FEES:** This Agreement is to be construed under the laws of the State of California. The parties agree to the jurisdiction and venue of the appropriate courts in the County of Riverside, State of California. Should action be brought to enforce or interpret the provisions of the Agreement, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief is granted.
23. **WAIVER:** Any waiver by GATEWAY TO COLLEGE of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term thereof. Failure on the part of the GATEWAY TO COLLEGE to require exact, full and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms hereof, or stopping GATEWAY TO COLLEGE from enforcement hereof.
24. **DEBARMENT:** Executive Order 12549, Debarment and Suspension, 34CFR Part 85, Section 85.510. (Lower Tier)
  1. THE COLLEGE certifies, that in its operations of an activity program, neither it nor its Principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  2. Where the recipient agency is unable to certify to any of the statements in this certification, such agency shall attach an explanation to this proposal.
25. **DRUG-FREE WORKPLACE:** As required by the State Drug-Free Workplace Act of 1990(Government Code Section 8350 et seq.) and the Federal Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610, THE COLLEGE certifies that it will continue to provide a drug-free workplace. The Authorized Representative, in signing this document, certifies that they have read and are in compliance with all terms and conditions required for certification.
26. **SEVERABILITY:** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.
27. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and all prior or contemporaneous agreements of any kind or nature relating to the same shall be deemed to be merged herein. This agreement does not interfere with THE COLLEGE from hiring its own personnel to perform any function identified in the scope of work outlined in Exhibit A.

Any modifications to the terms of this Agreement must be in writing and signed by the parties herein.

28. NOTICES: All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted one (1) day after their deposit in the United States Mail, postage prepaid:

Dr. Wolde-Ab Isaac  
President  
Riverside Community College  
4800 Magnolia Ave.  
Riverside, CA 92506

Miguel Contreras  
Director/Principal  
Gateway to College Early College High  
School  
4800 Magnolia Ave.  
Riverside, CA 92506

Dr. FeRita Carter  
Vice President, Student Services  
4800 Magnolia Ave.  
Riverside, CA 92506

Dr. Joan Wells  
President, Board of Directors  
Gateway to College Early College High  
School  
4800 Magnolia Ave.  
Riverside, CA 92506

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement.

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
On Behalf of Riverside City College

GATEWAY TO COLLEGE

\_\_\_\_\_  
By: Aaron Brown, Vice Chancellor  
Business and Financial Services

\_\_\_\_\_  
By: Dr. Joan Wells  
President, Board of Directors

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

## Agenda Item (VI-B-8-b)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Destruction of Records
College/District	District
Funding	General Funds
Recommended Action	It is recommended that the Board of Trustees approve the destruction of the records on the attached listing.

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### Background Narrative:

All records classified as Class 3, after having been held for the required retention period may be destroyed as per Title 5, Section 59020 et seq., of the California Administrative Code. Class 3 - Disposable Records are defined as any record archived for 3 years after July 1 of that fiscal year. These include records basic to audit; relating to attendance; full-time equivalent students; or a business or financial transaction (purchase orders, invoices, warrants, ledger sheets, canceled checks and stubs, student body and cafeteria fund records, etc.); detailed records used in the preparation of reports and; periodic reports, such as daily, weekly and monthly reports, bulletins and instructions. Board Policy 3310 establishes the authorization for destruction of records and Administrative Procedure 3310 establishes the procedures for destruction of records.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Melissa Elwood, Controller

### Attachments:

[11152016\\_Destruction of Records](#)

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100254268	FINANCIAL AND BANK STATEMENTS	6/30/2016
C0100257367	2009/10 DAILY TRANSACTIONS (APRIL-JUNE)	6/30/2016
C0100257368	2009/2010 DAILY TRANSACTIONS (DEC CONT - MARCH	6/30/2016
C0100257370	2009/10 DAILY TRANSACTIONS (JULY-DEC)	6/30/2016
C0100385417	FY 2010-2011 THEATR VOIDED TICKETS CREDIT CARD RECEIPTS	6/30/2016
C0100292094	03-24-10 TO 05-20-10 CREDIT CARD TRANSACTIONS RIVERSIDE, NORCO & MORENO VALLEY	6/30/2016
C0100292101	CREDIT CARD RECEIPTS FROM 01/2011 - 12/2011 CASH FUND SHEETS FROM 01/2011 - 12/2011	6/30/2016
C0100385411	FY 2011/2012 JULY-DECEMBER PARKING CITATION BATCH REPORTS	6/30/2016
C0100385413	FY 2011-2012 JANUARY-JUNE PARKING CITATION BATCH REPORTS	6/30/2016
C0100385415	FY 2011-2012 THEATER VOIDED TICKETS, CREDIT CAR RECEIPTS, BOUNCED CHECKS, REQUISITION-DISTRIBUTION OF FEES & FINES (PARKING)	6/30/2016
C0100385428	FY 2011/2012 PAYROLL DEDUCTIONS FORMS (N,MV,R) DOCUMENTS CHECKS, CULINARY SALES SHEETS, VAULT BALANCE	6/30/2016
C0100385430	FY 2006/2007 PURCHASE ORDERSD, 2007/2008,2008/2009 PARKING CITATION REQUISITIONS 2011/2012 FOOD SERVICES FINANCIALS	6/30/2016
CSSS1034888	FY 2012/2013 THEATER VOIDED TICKETS, CREDIT CARD RECEIPTS	6/30/2016
CSSS1034885	FY 2012-2013 DISTRICT PARKING CITATIONS, OCTOBER 2012-JUNE 2013	6/30/2016
C0100385416	FY 2012-2013 JULY-SEPTEMBER PARKING CITATION BATCH REPORTS	6/30/2016
C0100385425	FY 2012/2013 JUNE-DECEMBER ASRCCD CASHIER SESSIONS )CASH RECEIPTS)	6/30/2016
C0100385426	FY 2012-2013 THEATER MERCHANT BANKCARD RECEONCILIATIONS, FY 2012/2013 DISTRICT FINANACIALD, FY 2011/2012 2012./2013 ASRCCD ACCOUNT RECONCILIATIONS	6/30/2016
C0100385431	FY 2012-2013 WEB SALES, METERED PARKING CASH SHEETS (R,N,MV)M, STAFF PARKING, HEALTH CHARGE RECEIPTS (R,N,MV) GUIDANCE TEST RECEIPTS (R,N,MV), INTERNATIONAL STUDENTS CASH SHEETS (R,N,MV),. LIBRARY (M,R)	6/30/2016
C0100385432	FY 2012-2013 DISTRICT RECEIPTS, FOOD SERVICE RECEIPTS	6/30/2016
C0100375807	2013 MEN'S/WOMEN'S BASKETBALL TICKETS	6/30/2016
C0100375812	METER PARKING STUBS, FOOD SERVICES DEPOSIT, CULINARY DAILY SALES, TICKET.COM WEB SALES, JULY 2011-JUNE 2012	6/30/2016
C0100375814	2013 FOOTBALL TICKETS	6/30/2016
C0100375815	2011-2012 HEALTH CHARGES 2011-2012 PARKING PERMIT STUBS	6/30/2016
C0100375817	CURRENT DEPOSIT REPORT, GUIDANCE TESTS, LIBRARY REFUNDS, BANK DEPOSIT REPORTS (CITIZEN'S BANK), BALANCE SHEETS, PAYROLL WARRANT REGISTER, CHECK TO CASHIER, TRUST ACCOUNT REQUISITION, CASH COUNT SHEETS, DENTAL HYGIENE JULY 2011-JUNE 2012	6/30/2016

## Destruction of Records November 15, 2016

Container Number	Description	Destroy Date
C0100375818	AMUSEMENT PARK TICKETS 2005-2010, PHOTO CARDS 2007-2010, REGAL CINEMAS 2007-2001, FOOTBALL 2008-2011, TOOL KITS 2007-2011, CLAY TICKETS 2007-2011	6/30/2016
C0100375819	FOOD SERVICES, CASH COUNT SHEETS, RIVERSIDE, NORCO, MORENO VALLEY JULY 2013-DECEMBER 2013	6/30/2016
C0100375820	STUDENT ACCOUNTS, CREDIT CARD RECEIPTS JANUARY -DECEMBER 2013	6/30/2016
C0100375821	FOOD SERVICES, CASH COUNT SHEETS, RIVERSIDE, NORCO, MORENO VALLEY JANUARY 2013-JUNE 2013	6/30/2016
C0100385410	JANUARY 2006-JUNE 2013 ASRCC FUNDRAISER FORMS, JANUARY 1999-JULY 2013 EREPORTS FOR WRITTEN OFF CHECKS, JANUARY 1991-DECEMBER 1999 COLLECTION REPORTS	6/30/2016
C0100210814	PAC	6/30/2016
C0100375772	FACULTY EVALUATIONS 2001-2007	6/30/2016
C0100375771	FACULTY HIRES 2005-2009, FACULTY TRANSFERS 2001-2008	6/30/2016
C0100375766	HONORS 2006-2008, BUDGETS/EDU SERVICES 2006-2009	6/30/2016
C0100292086	07-10 BSI BUDGET BOOKS	6/30/2016
C0100230372	FLEX IN - 08-09 M-Z	9/30/2015
C0100230376	2008-2009 A-L AND W-S, 4 FAC MODULES 08-09	9/30/2015
C0100292087	08-09 BSI BUDGET BOOKS	6/30/2016
C0100375758	S. THOMAS BUDGET 2008-09 OFFICE OF INSTRUCTION	6/30/2016
C0100375755	HONOR APPS. 2010-2011	12/31/2015
C0100375761	MEETING 2011-12, HONORS-GENERAL INFO 2011-12, BUDGETS 2010-11	12/31/2015
C0100375767	HONORS 2011-12	6/30/2016
C0100375757	2010 SPECIAL PROJECTS, EMPLOYEE RECORDS 2009-10, DISTRICT ACADEMIC STANDARDS 2011-12, SEMS/FIC FLEX ACTIVES, JAIME RODRIGUEZ FILE, UCLA TAP FILE 2011-12	6/30/2016
C0100375770	CERTIFIED ATTENDANCE 2/11-6/12/13, CLASSIFIED ATTENDANCE 1/2010-5/13/13	6/30/2016
C0100289167	2009/2010 ASRCCD PAYABLES A-J	6/30/2016
C0100289168	2009/2010 ASRCCD PAYABLES K-R	6/30/2016
C0100289169	2009/2010 ASRCCD PAYABLES S-Z	6/30/2016
C0100289170	2009/2010 FOUNDATION PAYABLES VOIDED CHECKS	6/30/2016
C0100363016	ACCOUNTING SERVICES ASRCC PAYABLES A-H	6/30/2016
C0100363020	ST FEDERAL & STATE GRANTS & LOANS FINANCIAL STATEMENTS COSMETOLOGY, ST. REFUNDS, RCCD MEDICAL PLAN, WORKERS COMPENSATION, FA SCHOLARSHIP ACCOUNTS 2011-2012	6/30/2016
C0100363022	ACCOUNTING SERVICES RCCD FOUNDATION PAYABLES 2011-2012	6/30/2016
C0100363023	DISTRICT INVOICES A-M	6/30/2016
C0100363024	DISTRICT INVOICES N-Z	6/30/2016
C0100363025	FOOD SERVICES SALLIE MAE 2011-2012	6/30/2016
C0100363026	COMMUNITY EDUCATION, COBRA & DISTRICT INSURANCE, CULINARY ACADEMY 2011-2012	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100363017	ACCOUNTING SERVICES ASRCC PAYABLES RCC-Z	6/30/2016
C0100363018	ACCOUNTING SERVICES ASRCC PAYABLES I-R	6/30/2016
C0100363021	ACCOUNTING SERVICES, ADMISSIONS SESSIONS, JUNE 1, 2012-DECEMBER 31, 2012	6/30/2016
C0100363015	ABS BANKCARDS	6/30/2016
C0100363019	ASRCC BANKCARDS, ST. SERV FEES, BANKCARD REFUNDS, FD SERV ST BRD, FA TRANSFER ACCOUNT, BANKCARD CHARGEBACKS, BANK RECONILIATIONS FD SERV, DISTRICT CLEARING, REVOLVING, FD, DISTRICT BANKCARD, COMMUNITY ED, FOUNDATION BANK ACCOUNTS & FINANCIALS, VIEWPOINTS 2011-2012, FOUNDATION JOURNAL ENTRIES	6/30/2016
C0100289124	PAID INVOICES FY09-10 P24400-P24899	6/30/2016
C0100289125	2009/2010 PAID INVOICES - C2260-C2560	6/30/2016
C0100289126	2009/2010 PAID INVOICES - C1872-C2259	6/30/2016
C0100289127	2009/2010 PAID INVOICES - C1098-C1872	6/30/2016
C0100289128	2009/2010 PAID INVOICES - DIRECT PAY - CL141100-CL141990	6/30/2016
C0100289129	2009/2010 PAID INVOICES - C2870-B4099	6/30/2016
C0100289130	2009/2010 PAID INVOICES - C2684-C2870	6/30/2016
C0100289131	2009/2010 PAID INVOICES - C2561-C2684	6/30/2016
C0100289132	2009/2010 PAID INVOICES - DIRECT PAY - CL142000-143992	6/30/2016
C0100289133	2009/2010 PAID INVOICES - B5342-B5479	6/30/2016
C0100289134	2009/2010 PAID INVOICES - B5200-5341	6/30/2016
C0100289135	2009/2010 PAID INVOICES - B4100-B5199	6/30/2016
C0100289136	2009/2010 PAID INVOICES - DIRECT PAY - CL144003-CL147441	6/30/2016
C0100289137	2009/2010 PAID INVOICES - B5848-B5976	6/30/2016
C0100289138	2009/2010 PAID INVOICES - B5658-B5848	6/30/2016
C0100289139	2009/2010 PAID INVOICES - B5479-B5658	6/30/2016
C0100289140	2009/2010 PAID INVOICES - DIRECT PAY - CL147454-CL150234	6/30/2016
C0100289141	2009/2010 PAID INVOICES - B6259-B6599	6/30/2016
C0100289142	2009/2010 PAID INVOICES - B6100-B6258	6/30/2016
C0100289143	PAID INVOICES FY 09/10 B52977-B66099	6/30/2016
C0100289144	2009/2010 PAID INVOICES - DIRECT PAY - CL150237-CL153988	6/30/2016
C0100289145	2009/2010 PAID INVOICES - P20800-P21299	6/30/2016
C0100289146	2009/2010 PAID INVOICES - P20200-P20799	6/30/2016
C0100289147	2009/2010 PAID INVOICES - B6600-P20199	6/30/2016
C0100289148	2009/2010 PAID INVOICES - DIRECT PAY - CL153989-CL157868	6/30/2016
C0100289149	PAID INVOICES FY09-10 P22300-P22799	6/30/2016
C0100289150	2009/2010 PAID INVOICES - P21800-P22299	6/30/2016
C0100289151	2009/2010 PAID INVOICES - P21300-P21799	6/30/2016
C0100289152	PAID INVOICES FY 09-10 DIRECT PAY CLAIM 151869-ZERO/NEG TRAVEL REIMB.	6/30/2016
C0100289153	2009/2010 PAID INVOICES - P23800-P24399	6/30/2016
C0100289154	2009/2010 PAID INVOICES - P23258-P23799	6/30/2016
C0100289155	PAID INVOICES FY 09-10 P22800-P23257	6/30/2016
C0100336035	A/P WARRANTS JULY 09 - DEC. 10	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100210802	03/04 - 06/07 ZERO/ BAL DUE TRAVEL	6/30/2016
C0100363029	VENDOR FILES FOR FIA, FATA, HINKLEY-2010	6/30/2016
C0100240103	FY 2009 RECEIPT BOOK	6/30/2016
C0100336021	FY 11 ACCOUNTING SERVICES RECORDS OF DEPOSIT	6/30/2016
C0100336023	FY 11 ACCOUNTING SERVICES RECORDS OF DEPOSIT	6/30/2016
C0100336024	FY 11 ACCOUNTING SERVICES RECORDS OF DEPOSIT	6/30/2016
C0100336025	FY 11 ACCOUNTING SERVICES RECORDS OF DEPOSIT	6/30/2016
C0100337040	ACCOUNTING SERVICES RECORDS OF DEPOSIT FY 2012	6/30/2016
C0100337041	ACCOUNTING SERVICES RECORDS OF DEPOSIT FY 2012	6/30/2016
C0100337043	ACCOUNTING SERVICES RECORDS OF DEPOSIT FY 2012	6/30/2016
C0100337044	ACCOUNTING SERVICES RECORDS OF DEPOSIT SALARY ABATE; PIR WARRANT FY 2012	6/30/2016
C0100336026	ACCOUNTING SVCS. ACCOUNTS REC. MISC.	6/30/2016
C0100336037	FY 10/11 TRANSACTIONS OCT 21 2010 - JAN 2011	12/1/2015
C0100336038	FY 10/11 TRANSACTIONS FEB-APRIL 2011	12/1/2015
C0100336036	FY 10/11 TRANSACTIONS MAY-JUNE 2011	12/1/2015
C0100336039	FY 10/11 TRANSACTIONS PYL JUNE 30 09/10 JULY OCT 21 2010	12/1/2015
C0100239472	2001-2002 PAC	6/30/2016
C0100239476	2001- 2002 PAC	6/30/2016
C0100239481	2001-2002 PAC	6/30/2016
C0100239473	2007-2008 ECONOMIC DEVELOPMENT	6/30/2016
C0100239471	FY 2009 - PAC CLIENTS INFO	6/30/2016
C0100239478	2009- PAC CLIENTS INFO	6/30/2016
C0100239475	2001-2002 PAC	6/30/2016
CCCC086501	DSPS HEARING IMPAIRED A-M	7/1/2015
826946508	BOOK LOANS-BOOKS	6/30/2016
826946509	BOOK LOANS-BOOKS	6/30/2016
826946510	BOOK LOANS-BOOKS	6/30/2016
826946511	BOOK LOANS-BOOKS	6/30/2016
826946512	BOOK LOANS-BOOKS	6/30/2016
826946513	BOOK LOANS-BOOKS	6/30/2016
826946514	BOOK LOANS-BOOKS	6/30/2016
826889050	AUGUST 2007-AUGUST 2008 PARAMEDIC CLASS 9	6/30/2016
826889051	SUMMER 2010 EMT TUESDAY CLASS	6/30/2016
826889052	EMT TUESDAY CLASS FALL 2010	1/1/2016
826889053	EMT EVALUATIONS 2010	1/1/2016
826889055	SUMMER EMT CLASS 10	1/1/2016
826889056	PARAMEDIC CLASS 9 A-C DIDACTIC #1 & #2	1/1/2016
826889057	SPRING 2010 EMT TUESDAY CLASS 158	1/1/2016
826889058	EMT CLASS 155 M-Z WEDNESDAY 10	1/1/2016
826889059	SUMMER 2010 EMT	1/1/2016
826889062	FALL 2010 EMT WED CLASS	1/1/2016
826889064	FALL 2010 EMT NIGHT CLASS 166 A-L	1/1/2016
826889066	FALL 2010 EMT TUESDAY A-L	1/1/2016
826889068	SPRING 2010 EMT TU-TH NIGHTS 4160	1/1/2016



**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
826896144	EMT (M-TU-W) CLASS #134 A-H WINTER 2009	6/30/2016
826943949	EMT (M-W EVENING) CLASS #148 A-L SPRING 2009	6/30/2016
826943953	EMT (M-W-EVENING) CLASS #148 K-Z SPRING 2009	6/30/2016
826943956	EMT CLASS #145 A-N SPRING 2009	6/30/2016
826943957	EMT (TUES) A-L SPRING 2011	6/30/2016
CSSS0889886	2010 DAILY REPORTS APPOINTMENT FOR THE DAY, SIGN SHEETS BUDGET BOOK 2008-2009	8/1/2015
C0100240077	EOPS - 2009 SPRING STUDENT FILES A-E	6/30/2016
C0100336130	FALL 2011 EOPS STUDENT FILES S-Z/2009-10 BUDGET BOOKS	8/1/2015
C0100257278	FALL 2009 - EOPS STUDENT FILES HUGH - M	8/1/2016
C0100257281	FALL 2009 - EOPS STUDENT FILES A - DEL MONTE	8/1/2016
C0100257284	FALL 2009 - EOPS STUDENT FILES T - Z	8/1/2016
C0100257287	FALL 2009 - EOPS STUDENT FILES DEL REAL - HUFF	8/1/2016
C0100257291	FALL 2009 - EOPS STUDENT FILES N - S	8/1/2016
C0100292135	STUDENT FALL 2010	8/1/2015
C0100292137	STUDENT FALL 2010 A-L	8/1/2015
C0100336126	FALL 2011 EOPS STUDENT FILES A-R	8/1/2015
C0100337096	EOPS STUDENT FILES SPRING 2011 P-Z	8/1/2016
C0100337097	EOPS STUDENT FILES SPRING 2011 A-N	8/1/2016
C0100257285	FALL 2010 APPLICATIONS - 2000-2006 MINUTES, CONTINUING STUDENT	8/1/2016
C0100257289	SPRING 2009 - BOOK VOUCHERS, MV, NOR & RIV - 2006-2007 BUDGET BOOK	8/1/2016
C0100336048	AARON BROWN BUDGET 96-98 & CCFS 90-97	12/31/2015
C0100336047	AARON BROWN BOOKS-ALVORD & RCCD 06-09/ED MASTER PLACE 97- 05/DSPC 40-09 & ACBO INSTITUTE 07	12/31/2015
C0100159552	FINAL BUDGET	1/1/2016
C0100159553	TENTATIVE BUDGET	1/1/2016
C0100159554	FINAL BUDGET WORK SHEETS	1/1/2016
C0100159555	TENTATIVE BUDGET	1/1/2016
C0100375793	DAILY TRANSACTIONS FY 11/12 NOVEMBER 2011 TO MARCH 2012	7/1/2016
C0100375794	DATED TRANSACTIONS FY 11/12 MARCH 2012 TO JUNE 2012	7/1/2016
C0100375795	DAILY TRANSACTIONS FY 11/12 JUNE 30, 2001 TO JULY 2001-OCTOBER 2011	7/1/2016
C0100336044	AARON BROWN CITIZENS BOND OVERSIGHT COMM. BOOKS 03-04 & MOG 7 07-08 & REVENUE BOOKS 06-08 & 07-08 TENTATIVE & FINALS BOOKS	12/31/2015
C0100336046	AARON BROWN BOOKS-EXEC. CAB. 07 THRU 08	12/31/2015
C0100336049	AARON BROWN FILES-TROUBLE FUNDS, PERFORMANCE RIV 109, COMMUNITY ED 1080, ECS 3300, CUSTOMIZED SOLUTIONS 1170	12/31/2015
C0100385442	FY 08-09, 09-10 BUDGET DEVELOPMENT BINDERS-FINAL AND TENTATIVE	6/30/2016
C0100336040	FY 07/08 PROGRAM FILES FUNCTION 108-157	6/30/2016
C0100336041	FY 07/08 PROGRAM FILES FUNCTION 245-390	6/30/2016
C0100336042	FY 07/08 PROGRAM FILES FUNCTION 020-107	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100336043	FY 07/08 PROGRAM FILES FUNCTION 158-243	6/30/2016
C0100208761	DAILY LOGS/OTC 2003-2008	6/30/2016
C0100239520	STAT FORMS 07-08	10/1/2015
C0100239522	STAT FORMS 07-08	10/1/2015
C0100239521	STUDENT INSURANCE	10/1/2015
826889443	CERTIFICATED RECRUITMENTS C1011-C1016 (HR 514)	6/30/2016
826889444	CERTIFICATED RECRUITMENTS C1016-C1022 (HR 515)	6/30/2016
826889445	CERTIFICATED RECRUITMENTS C1023-C1026 (HR 516)	6/30/2016
826889446	CERTIFICATED RECRUITMENTS C1026-C1035 (HR 517)	6/30/2016
826889448	CERTIFICATED RECRUITMENTS C1042-C1051 (HR 519)	6/30/2016
826889449	CERTIFICATED RECRUITMENTS C1052-C1057 (HR 520)	6/30/2016
826889456	CLASSIFIED RECRUITMENTS L3642-L3646 (HR 526)	6/30/2016
826889457	CLASSIFIED RECRUITMENTS L3647-L3653 (HR 527)	6/30/2016
826943753	CLASSIFIED RECRUITMENTS L3654-L3663 (HR 528)	6/30/2016
826943764	CLASSIFIED RECRUITMENTS L3711-L3726 (HR 534)	6/30/2016
826943773	2013-14 SUPPLEMENTAL INSURANCE INVOICES 2013-14 VOLUNTARY DEDUCTION REPORTS (HR 543)	6/30/2016
826950885	CLASSIFIED RECRUITMENTS HR457 L-3607 TO L-3614	6/30/2016
826950886	CLASSIFIED RECRUITMENTS HR455 L-3589 TO L-3597	6/30/2016
826950887	CLASSIFIED RECRUITMENTS HR456 L3598 TO L-3605	6/30/2016
826950896	CLASSIFIED RECRUITMENTS (HR-458) L-3615 TO L-3620	6/30/2016
826950897	CLASSIFIED RECRUITMENTS (HR-454) L-3576 TO L3588	6/30/2016
CCCC739595	INSTRUCTION RESEARCH VTEA SURVEYS FALL 02	7/15/2015
C0100123228	1 OF 1 VTEA WINTER	12/31/2015
C0100157668	VTEA SURVEY FALL 06 BOX 1 OF 1	12/31/2015
C0100157652	BOX 1 OF 1 VTEA SURVEY SUMMER / FALL 2006	12/31/2015
C0100123242	2 OF 2 VTEA SURVEY SPRING 2005	12/31/2015
C0100289051	2010 STUDENT FILES - AMA-VIL	12/31/2016
C0100289052	2010 STUDENT FILES - ALA-ZHU	12/31/2015
C0100289062	2010 STUDENT FILES - ABD-ZAC	12/31/2015
C0100337013	INTERNATIONAL CENTER STUDENT FILES BAN-VVO 2011	12/1/2016
C0100337020	INTERNATIONAL CENTER STUDENT FILES AGY-SMA 2011	12/1/2016
C0100337021	INTERNATIONAL CENTER STUDENT FILES ABI-ZMA 2011	12/1/2016
C0100337026	INTERNATIONAL CENTER STUDENT FILES ABD-ZHV 2011	12/1/2016
C0100289059	STUDENT FILES - ALD-PAR	12/31/2015
C0100337038	EGYPT FILES	12/31/2015
C0100161069	FLEX INFO. OLD PROGRAM REVIEW 02 & BEFORE INSTITUTIONAL EFFECTIVENESS # 20	12/1/2015
C0100310094	ILP FINANCIAL BACK UP OCT 06 - JAN 07	7/1/2015
C0100292152	FISCAL BACK UP FEB 07 - JUNE 07	7/1/2015
C0100336137	FY09-11 275 SB70	6/30/2016
C0100310092	FY 09-10 FISCAL RECORD SPP310-367	7/1/2015
C0100310098	FY09-10 FISCAL RECORDS	7/1/2015
C0100310096	GTC 10-11 BUDGET	7/1/2016
C0100336133	SPP 101-TECH PREP FY 2010-2011	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100337014	SPP 370-PERKINS TUTORIAL FY 2010-2011 & DEPT. COPIES (7/09-5/10)	6/30/2016
C0100337017	SPP 377 DESERT REGION FY 2010-2011	6/30/2016
C0100337018	SPP 370 PERKINS I-C EXPENSES/EVIDENCE FY 2010-2011	6/30/2016
C0100310101	FY 10-11 FISCAL RECORDS SPP 309-364	6/30/2016
CCCCC739579	INSTRUCTION RESEARCH - VTEA SPRING 2003 REF38: AMS REF40: NO REF42: YES REF45: 0241	7/19/2015
CCCCC739584	INSTRUCTION RESEARCH FALL 2003 VTEA SURVEYS REF38: AMS REF40: NO REF42: YES REF45: 0241	7/15/2015
CCCCC739585	INSTRUCTION RESEARCH FALL 2002 VTEA SURVEYS REF38: AMS REF40: NO REF42: YES REF45: 0241	7/15/2015
CCCCC739588	INSTRUCTION RESEARCH VTEA SURVEYS SPRING 2003	7/30/2015
C0100123175	08 OCCUPATIONAL EDUCATION PSET/FILES/CONTRACTS	6/30/2016
C0100161070	OLD PROGRAM REVIEW 2002 & BEFORE INSTITUTIONAL EFFECTIVENESS #20	12/1/2015
C0100239433	PROGRAM FILES	7/31/2015
C0100239436	STUDENT FILE - CAL WORKS 28 OF 60	7/31/2015
C0100239441	GRANT FILES FUNDING - VARIOUS FISCAL YEARS 37 OF 60	7/31/2015
C0100239445	CAL WORKS 31 OF 60	7/30/2015
C0100239446	BUDGET FILES - VARIOUS FISCAL YEARS 34 OF 60	7/31/2015
C0100239449	GRANT FILES AND CAL WORKS - VARIOUS FISCAL YEARS & ILP 36 OF 60	7/30/2015
C0100239451	STUDEN FILES - CW FSS, SMART WARE 98-99	7/31/2015
C0100239457	STUDENT FILES - CW CHILD CARE	7/31/2015
C0100239497	STUDENT FILES, MISC ITEMS PROP-10	7/31/2015
C0100292161	FISCAL RECORDS 0098-247 & 366367	6/30/2016
C0100292162	FISCAL BACK UP ILP JULY 06 - SEPT 06 & JUNE 08	7/1/2015
C0100337106	CW FILES A-H	7/1/2015
C0100337117	ILP 10-13	1/1/2016
C0100335960	08-09 PRINTING JOB TICKETS	6/30/2016
C0100335963	08-09 PRINTING JOB TICKETS	6/30/2016
C0100335964	08-09 PRINTING JOB TICKETS	6/30/2016
C0100335965	08-09 PRINTING JOB TICKETS	6/30/2016
C0100335966	08-09 PRINTING JOB TICKETS	6/30/2016
C0100335967	08-09 PRINTING JOB TICKETS	6/30/2016
C0100239482	PRINTING JOB ENVS BC 1-69, 1-149	6/30/2016
C0100239485	PRINTING JOBS ENVS 1100-1399	6/30/2016
C0100239487	PRINTING JOBS ENVS 1400-1699	6/30/2016
C0100239489	PRINTING JOBS ENVS 500-799	6/30/2016
C0100239492	PRINTING JOBS ENV 800-1099	6/30/2016
C0100239493	PRINTING JOB ENV 150-499	6/30/2016
C0100239495	PRINTING JOB ENEVELOPES - 1700-1842	6/30/2016
C0100385382	WC FILES M18	6/30/2016
C0100385422	WORKERS COMP FILES	6/30/2016
C0100173945	# 18 LOANS	12/31/2016
C0100292000	07-08 SCHOLARSHIPS	12/31/2015
C0100291986	07-08, 08-09, 09-10 SCHOLARSHIP CHECK REGISTERS	12/31/2015

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100291970	2008-2009	12/31/2015
C0100291983	08-09 R2T4	12/31/2015
C0100291991	08-09 SCHOLARSHIPS L-Z	12/31/2015
C0100337090	FY 08/09 NON-VERIFIED FILES BOX 10 MVC	10/26/2015
C0100291971	08-09 THRU 09-10 JANA'S MISC., CDG, CCAMPISHINE, STUDY ABROAD, 09-10 LOAN A-G	12/31/2015
C0100291980	08-09 CHAFFEE ROSTERS, PAID STUDENT, ETC, 09-10 LOAN A-G	12/31/2015
C0100291998	08-09, 09-10 SCHOLARSHIP ZERO BALANCES	12/31/2015
C0100289239	09-10 GRANTS TRANSMITTALS SEPT. THRU NOV.	12/31/2015
C0100289240	09-10 COD RECORDS	12/31/2015
C0100289244	09-10 FEE WAIVERS	12/31/2015
C0100291965	09-10 PELL FILES P-Z DONE SCANNING 01/5/10	12/31/2015
C0100291967	09-10 PELL FILES (TO BE SCANNED), 8/6 D.L. R-Z (PAULA'S DONE SCANNING 2/1/10)	12/31/2015
C0100291969	09-10 GRANTS CHECK TRANSMITTAL MAY-JUNE	12/31/2015
C0100291981	09-10 GRANT CHECK TRANSMITTALS, NOV-DEC	12/31/2015
C0100291984	09-10 PACKAGING REPORT P-Z, SUBS ISIR REPORTS	12/31/2015
C0100291988	09-10 PELL FILES P-Z (PAULA) SCANNED 12/22/10	12/31/2015
C0100291992	09-10 LOAN APPS, SUBS ISIR REPORTS	12/31/2015
C0100291994	09-10 GRANT CHECK TRANSMITTALS	12/31/2015
C0100291995	09-10 DIRECT DEPOSITS A-W	12/31/2015
C0100291996	09-10 GRANT CHECK TRANSMITTAL, 3-2-10 DISBURSMENTS	12/31/2015
C0100291997	09-10 A-G FILES SCANNING DONE 11-20-09	6/30/2016
C0100292023	2009-2010 SCHOLARSHIP APPS.	6/30/2016
C0100292027	09-10 SCHOLARSHIP APPS.	6/30/2016
C0100292029	09-10 P & P'S PO'S, DD FILES	6/30/2016
C0100292031	09-10 SCHOLARSHIP	6/30/2016
C0100292033	09-10 SCHOLARSHIP APPS.	6/30/2016
C0100292035	09-10 SFS OFFICER FILES	6/30/2016
C0100292037	09-10 SCANNED 8-26-10 GA'S TOP CABINET	6/30/2016
C0100292039	09-10 SCHOLARSHIP APPS. RIV	6/30/2016
C0100292040	09-10 PELL FILES P-Z SCANNED 8-17-10	6/30/2016
C0100292042	09-10 SCHOLARSHIP APPS. RIV	6/30/2016
C0100292044	09-10 SCHOLARSHIP APPS. RIV	6/30/2016
C0100292058	09-10 NICOLE	6/30/2016
C0100292059	09-10 SCHOLARSHIP APPLICATIONS	6/30/2016
C0100292060	09-10 A-H DL SCANNED 07-12-10	6/30/2016
C0100292062	09-10 A-H	6/30/2016
C0100292066	09-10 IP'S	6/30/2016
C0100292067	09-10 A-H SCANNED FILES	6/30/2016
C0100292072	09-10 SCHOLARSHIP APPLICATIONS	6/30/2016
C0100292074	09-10 PELL FILES I-O SCANNED 04-01-10	6/30/2016
C0100292077	09-10 PELL FILES I-O SCANNED 04-28-10	6/30/2016
C0100292078	09-10 PCKG. WORKSHEET	6/30/2016
C0100292079	09-10 LOAN APPS.	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100292080	09-10 PELL FILES I-O RIV 5F5	6/30/2016
C0100292081	09-10 PELL FILES RIV 5F5	6/30/2016
C0100292082	09-10 PELL FILES I-O RIV 5F5	6/30/2016
C0100292083	09-10 SCHOLARSHIP APPS.	6/30/2016
C0100292084	09-10 SCHOLARSHIP APPS.	6/30/2016
C0100292085	09-10 TRANSMITTALS, ABS CHECK REGISTERS	6/30/2016
C0100337067	FY 09/10 APPEALS BOX 1 MVC	10/24/2016
C0100337068	FY 09/10 BOG/IP FILES A-G BOX 2 MVC	10/24/2015
C0100337069	FY 09/10 VERIFIED C-J BOX 3 MVC	10/24/2015
C0100337070	FY 09/10 PACKAGING WORKSHEETS R-S BOX 4 MVC	10/24/2015
C0100337071	FY 09/10 VERIFIED R-V BOX 5 MVC	10/24/2015
C0100337072	FY 09/10 LOANS BOX 6 MVC	10/24/2015
C0100337073	FY 09/10 FOUNDATION SCHOLARSHIPS BOX 7 MVC	10/24/2015
C0100337074	FY 09/10 AGENCY VERIFICATIONS BOX 8 MVC	10/24/2015
C0100337075	FY 09/10 PACKAGING WORKSHEETS T-Z BOX 9 MVC	10/24/2015
C0100337076	FY 09/10 VERIFIED K-R BOX 10 MVC	10/24/2015
C0100337077	FY 09/10 VERIFIED W-Z, NON-VERIFIED A-Z BOX 11 MVC	10/26/2015
C0100337078	FY 09/10 DIRECT DEPOSITS BOX 12 MVC	10/24/2015
C0100337079	FY 09/10 FILES B-C BOX 13 MVC	10/26/2015
C0100337080	FY 09/10 FILES F-H BOX 14 MVC	10/26/2015
C0100292061	09-10 HS SCHOLARSHIPS, 10-11 HS SCHOLARSHIPS, COMMUNITY SCHOLARSHIPS	6/30/2016
C0100336123	2010 IPS	6/30/2016
C0100375735	2010 IPS	6/30/2016
C0100292144	10-11 V-Z SCANNED DOCUMENTS	1/31/2016
C0100292146	10-11 DIRECT DEPOSITS	1/31/2016
C0100292148	10-11 DIRECT DEPOSITS	1/31/2016
C0100336094	2010-2011 GRANT TRANSMITTALS	6/30/2016
C0100336095	2010-2011 SCORE SHEETS MISC.	6/30/2016
C0100336096	10/11 G-O	6/30/2016
C0100336097	10-11 PELL FILES P-Z	6/30/2016
C0100336098	10/11 GRANT CHECK TRANSMITTAL	6/30/2016
C0100336099	10-11 G-O	6/30/2016
C0100336101	10-11 DIRECT DEPOSIT F-K	6/30/2016
C0100336102	10-11 DIRECT DEPOSIT A-C	6/30/2016
C0100336103	10-11 DIRECT DEPOSIT L-N	6/30/2016
C0100336105	10/11 GRANT TRANSMITTALS COD RECORDS	6/30/2016
C0100336106	10/11 W-Z AND WAIVED DIRECT DEPOSITS	6/30/2016
C0100336107	10-11 S-U DIRECT DEPOSITS	6/30/2016
C0100336108	10-11 C-G DIRECT DEPOSITS	6/30/2016
C0100336110	10-11 GRANT TRANSMITTALS COD RECORDS	6/30/2016
C0100336111	10-11 GRANT TRANSMITTALS COD RECORDS STMT. OF ACCOUNTS	6/30/2016
C0100336113	10-11 PELL GRANT FILES P-Z	6/30/2016
C0100336116	10-11 GRANT TRANSMITTALS COD RECORDS	6/30/2016
C0100336118	10-11 PELL FILES P-Z	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
C0100336122	10/11 GRANT CHECK TRANSMITTAL	6/30/2016
C0100337050	FY 10/11 PACKAGING WORKSHEET H-J BOX 1 MVC	10/24/2016
C0100337051	FY 10/11 PACKAGING WORKSHEET K, L, M BOX 2 MVC	10/24/2016
C0100337052	FY 10/11 PACKAGING WORKSHEET N-Q BOX 3 MVC	10/24/2016
C0100337054	FY 10/11 FILES C/LOANS BOX 5 MVC	10/25/2016
C0100337055	FY 10/11 FILES M-Q 2010/BOG WAVERS 2011/FILES A-Z BOX 6 MVC	10/26/2016
C0100337056	FY 10/11 SCHOLARSHIPS ZERO BALANCES BOX 7 MVC	10/26/2016
C0100337057	FY 10/11 ZERO BALANCES SCHOLARSHIPS F-Z BOX 8 MVC	10/26/2016
C0100337059	FY 10/11 APPEALS BOX 10 MVC	10/24/2016
C0100337060	FY 10/11 PACKAGING WORKSHEETS BOX 11 MVC	10/24/2016
C0100337061	FY 10/11 EXPENSE SHEETS BOX 12 MVC	10/24/2016
C0100337062	FY 10/11 LOANS BOX 13 MVC	10/24/2016
C0100337063	FY 10/11 APPEALS BOX 14 MVC	10/24/2016
C0100337064	FY 10/11 DIRECT DEPOSIT BOX 15 MVC	10/24/2016
C0100337065	FY 10/11 DIRECT DEPOSIT BOX 16 MVC	10/24/2016
C0100337066	FY 10/11 DIRECT DEPOSIT BOX 17 MVC	10/24/2015
C0100375732	10-11 PACKAGING WORKSHEETS	6/30/2016
C0100375733	10/11 PACKAGING WORKSHEETS, GEAR UP, CDG APPS.	6/30/2016
C0100375737	KATHY'S 10/11 FILES FROM DESK, STUDY ABROAD-DIRECT LOAN CLOSING, APPEALS-CAL GRANT/SE06, BOOK LOANS, ETC.	6/30/2016
C0100375749	2010/2011 NO SHOW REPORTS, MRR/POP REPORTS, FUND BALANCE	6/30/2016
C0100336119	10-11 GRANT CHECK TRANSMITTALS DEC 2010, JAN 2011, MARCH 2011	6/30/2016
C0100336121	10-11 GRANT TRANSMITTALS JUNE 2011, JULY 2011	6/30/2016
C0100292001	PELL FILES R-Z SCANNING DONE 02-17-10	12/31/2015
C0100292038	R2T4 2002 FALL, 2008 FALL, 2009 SUMMER	6/30/2016
C0100336109	NL MISC.	6/30/2016
C0100336112	SCHOLARSHIP MISC.	6/30/2016
C0100336117	PELL GRANT FILES P-Z	6/30/2016
C0100336120	NL MISC.	6/30/2016
C0100337149	10/11 R2T4 FALL/WINTER	6/30/2016
C0100337150	08-10 OUTSIDE SCHOLARSHIPS	6/30/2016
C0100337160	10/11 R2T4 SPRING	6/30/2016
C0100337164	08/10 OUTSIDE SCHOLARSHIPS	6/30/2016
C0100337165	R2T4 10/11 SUMMER 10/11 LOAN EXPORTS/MISC.	6/30/2016
C0100337167	08-10 OUTSIDE SCHOLARSHIPS	6/30/2016
C0100337169	08-10 OUTSIDE SCHOLARSHIPS	6/30/2016
C0100337173	07/08 CAL GRANT, 08/09 GPA ENROLLMENT RECONCILIATION, 09/10 IPA	6/30/2016
C0100375751	10/11 CHAFEE APPLICATION/MJSC 11/12 CHAFEE APPLICATION/MISC.	7/1/2016
C0100375753	10/11 A & F 10/14, 9/16, 11/18 DL	6/30/2016
826889511	FY 10/11 A-F & P-Z PELL FILES 3/10-4/28, 6/9-7/7 DLS	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
826889513	PELL FILES P-Z 11/23 DL/12/22/DL, 1/26, 3/15 DL FY 10/11 INCOME RE-EVAL & D.O.'S	6/30/2016
826889521	FY 11/12 PELL P-Z 10/20 & 9/15 DLS	6/30/2016
826896229	FY 10/11 PELL G-O FILES	6/30/2016
826896230	FY 10/11 PELL A-Z FILES	6/30/2016
826946631	10/11 STUDENT EMPLOYMENT A - E	6/30/2016
826946650	09/10 STUDENT EMPLOYMENT FILES	6/1/2016
826946651	09/10 STUDENT EMPLOYMENT FILES	6/1/2016
826946652	09/10 STUDENT EMPLOYMENT FILES	6/1/2016
826946658	10/11 STUDENT EMPLOYMENT FILES	6/30/2016
826946659	10/11 STUDENT EMPLOYMENT FILES	6/30/2016
826946660	10/11 STUDENT EMPLOYMENT FILES	6/30/2016
826950769	09-10 VERIFIED FILES, 10-11 BOG-W (#1-3)(NORCO)	6/1/2016
826950770	(10-11) #4 BOG, (10-11) DO'S & SAP, (10-11) #1-2 VERIFIED FILES (NORCO)	6/1/2016
826950771	P & P FOR 2011-12 & 2012-13 (NORCO)	6/1/2016
826950899	2010-11 STUDENT FILES (NORCO)	6/1/2016
826950900	2010-11 FILES (NORCO)	6/1/2016
826950902	2010 & 2011-12 CONSENT TO RELEASE, 2011-12 MANUEL BOG, S&P, SAP, BOG, CALGRANTS (NORCO)	6/1/2016
826950903	2011-12 IP, FWS & PENDING PJS, PENDING LOANS, DENIED APPEALS (NORCO)	6/1/2016
826950925	2010-11 STUDENT FILES (NORCO)	6/1/2016
826950926	2010-11 STUDENT FILES (NORCO) S. COLOGGI	6/1/2016
826950927	2010-11 STUDENT FILES (NORCO)	6/1/2016
826950928	2010-11 STUDENT FILES (NORCO)	6/1/2016
826950785	STUDENT SERVICES INDEPENDENT LIVING PROGRAM	12/31/2016
826950786	STUDENT SERVICES INDEPENDENT LIVING PROGRAM	12/31/2016
826950787	STUDENT SERVICES INDEPENDENT LIVING PROGRAM	12/31/2016
826950788	STUDENT SERVICES INDEPENDENT LIVING PROGRAM	12/31/2016
826950789	STUDENT SERVICES INDEPENDENT LIVING PROGRAM	12/31/2016
826950790	STUDENT SERVICES CALWORKS	12/31/2016
826950791	STUDENT SERVICES CALWORKS	12/31/2016
826950792	STUDENT SERVICES CALWORKS	12/31/2016
826950793	STUDENT SERVICES CALWORKS	12/31/2016
826950794	STUDENT SERVICES CALWORKS	12/31/2016
826950795	STUDENT SERVICES CALWORKS	12/31/2016
826950796	INDEPENDENT LIVING	12/31/2016
826950797	STUDENT SERVICES INDEPENDENT LIVING	12/31/2016
826950798	STUDENT SERVICES INDEPENDENT LIVING	12/31/2016
C0100240062	2008 CTE FILES	10/31/2015
C0100240058	SI INFORMATION	9/30/2015
C0100240060	CTE FILES	10/31/2015
C0100240061	SI INFORMATION	9/30/2015
826889458	EXPIRED CLIENT FOLDERS	6/30/2016

**Destruction of Records  
November 15, 2016**

Container Number	Description	Destroy Date
826889459	EXPIRED CLIENT FOLDERS	6/30/2016
826889460	EXPIRED CLIENT FOLDERS	6/30/2016
826889461	EXPIRED CLIENT FOLDERS	6/30/2016
826889462	EXPIRED CLIENT FOLDERS	6/30/2016
826889463	EXPIRED CLIENT FOLDERS	6/30/2016
826889464	EXPIRED CLIENT FOLDERS	6/30/2016
826889465	EXPIRED CLIENT FOLDERS	6/30/2016
826889466	EXPIRED CLIENT FOLDERS	6/30/2016
826889467	EXPIRED CLIENT FOLDERS	6/30/2016
826889468	EXPIRED CLIENT FOLDERS	6/30/2016
826889469	EXPIRED CLIENT FOLDERS	6/30/2016
826889470	EXPIRED CLIENT FOLDERS	6/30/2016
826946710	7/1/2009-6/30/2010 A-Z	6/30/2016
826946711	07/1/2010-6/30/2011 A-K	6/30/2016
826946712	7/1/2010-6/30/2011 L-Z	6/30/2016
826946716	ARCHIVED STUDENT FILES 7/1/2000-6/30/2010	6/30/2016
826946717	ARCHIVED STUDENT FILES 7/1/2010-6/30/2011	6/30/2016



## Agenda Item (VI-B-8-c)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-c)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find the property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

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### Background Narrative:

Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement. Education Code section 81452 permits surplus property to be sold at private sale, without advertising, if the total value of the property does not exceed \$5,000. The District has determined that the property on the attached list does not exceed the total value of \$5,000. To help defray disposal costs and to generate a nominal amount of revenue, the staff proposes that we consign the surplus property identified in the attachment to The Liquidation Company for disposal.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Melissa Elwood, Controller

### Attachments:

[11152016\\_Surplus Property List](#)

**Surplus Equipment  
November 15, 2016**

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	FORD	VEHICLE	1999 CROWN VICTORIA	VIN # 2FAFP71W0YX107070	011832
1	LENOVO	CPU	MTM7484WUT	MJPFE66	041938
1	LENOVO	CPU	6075CTO	LKMHHBH	039600
1	LENOVO	CPU	6075CTO	LKMNYNK	038034
1	LENOVO	CPU	7484W7J	MJ10603	039985
1	LENOVO	CPU	6075CTO	LKMNYDC	038035
1	TRUE	REFRIGERATOR	NE2130Z	5087602	NONE
1	EQUIPMENT COMPANY OF AMERICA	LIFT	APL 24 DC	8121465	NONE
1	BROTHER	FAX/ PRINTER	HL52	U61445K8J81647	060519
1	QUASAR	TV	VV2007	SB73280582	NONE
1	SHARP	TV	LC-60LE65OU	312865100	007823
1	PHILLIPS	TV	PA5027 C203	63237801	NONE
1	PHILLIPS	TV	PA5027 C203	63237798	NONE
1	SHARP	COPIER	AR-350	45014987	026350
1	SHARP	COPIER	AR-350	45014987	036019
1	RITTER	EXAMINATION TABLE	104	BS029915	023599
1	RITTER	EXAMINATION TABLE	104	NONE	020869
1	NISSAN	VEHICLE	1991 PICK UP TRUCK	VIN # 1N6SD11S6MC317236	NONE
1	SCAG	RIDE ON LAWN MOWER	DH-08-90105	665312	NONE
1	HP	PRINTER	4014N	CNDX115278	038392
1	STAIRMASTER	STAIR MASTER	4000T	52767	023680
1	STAIRMASTER	STAIR MASTER	4000T	89262	023681
1	HOIST	STACK MULTIGYM	4400	NONE	017003
1	HOIST	LOWER BACK/ ABDOMINAL WEIGHT MACHINE	DUAL 600	NONE	019854
1	HOIST	FITNESS TREE	962	NONE	017005
1	UNIVERSAL	MULTIGYM	CENT II	540KL902	000680
1	HOIST	STACK MULTIGYM	4400	NONE	017199
1	HOIST	STACK MULTIGYM	4400	NONE	017200
2	STARTUS	STAIR MASTER	SPINNAKER 3600 RC	NONE	NONE
1	LIFESTEP	STAIR MASTER	9500HP	NONE	NONE
1	SHARP	PRINTER	AR-350	45014987	026350
1	PHASER	PRINTER	6128MFP	A936A000797A	042248
5	BLOWER	YAMABIKO	NONE	NONE	NONE
1	GATEWAY	MONITOR	FPD1530	MUL5022C0047343	022951
1	GATEWAY	MONITOR	FPD1965	MZR7450H01000	036577
1	GATEWAY	MONITOR	FPD1965	MW876BOH07829	036919
1	GATEWAY	MONITOR	TFT1980PS	MW87B0H00265	042194
1	GATEWAY	MONITOR	FPD1965	MW883B0H01673	036987
1	GATEWAY	MONITOR	FPD1530	MUL5022C0047316	022941
1	GATEWAY	MONITOR	FPD1730	MUL7007K014092	024551
1	GATEWAY	MONITOR	FPD1965	MW883B0H01690	036069
1	GATEWAY	MONITOR	EV730	QS7340801775C	023296
1	GATEWAY	MONITOR	FPD1730	MUL7007K0049481	025160
1	GATEWAY	MONITOR	TF1780PS	MW672BON01554	NONE

## Agenda Item (VI-B-8-d)

Meeting	11/15/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-d)
Subject	Notices of Completion
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees 1) accept the projects listed on the attachment as complete, and 2) approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).

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### Background Narrative:

Facilities Planning & Development staff reports that the projects listed on the attachment are now complete.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director  
Lynn Purper, Facilities Development Director  
Majd Askar, Director of Business Services

### Attachments:

[11152016\\_Notices of Completion](#)

## COMPLETED PROJECTS

November 15, 2016

### Project

CAADO – P1 Groundwork – Earthwork/Demo  
CAADO – P1 Groundwork – Site Utilities  
CAADO – P2 Construction – Casework  
CAADO – P2 Construction – Fire Protection  
CAADO – P2 Construction – Food Services  
CAADO – P2 Construction – Glazing & Storefront  
CAADO – P2 Construction – Hollow Metal Frames & Doors  
CAADO – P2 Construction – Masonry  
CAADO – P2 Construction – Metal Stud/Drywall/Plaster  
CAADO – P2 Construction – Parking Garage  
CAADO – P2 Construction – Roofing  
CAADO – P2 Construction – Structural Concrete & SOG  
CSA – P1 Groundwork – Earthwork/Demo  
CSA – P1 Groundwork – Site Utilities  
CSA – P2 Construction – Casework  
CSA – P2 Construction – Fire Protection  
CSA – P2 Construction – Glazing & Storefront  
CSA – P2 Construction – Hollow Metal Frames & Doors  
CSA – P2 Construction – Masonry  
CSA – P2 Construction – Metal Stud/Drywall/Plaster  
CSA – P2 Construction – Roofing  
CSA – P2 Construction – Structural Concrete & SOG  
Student Svc. & Admin. Bldg. – HVAC  
Student Svc. & Admin. Bldg. – Landscape & Irrigation

### Contractor

Innovative Construction Solutions  
Pro-Craft Construction, Inc.  
Stolo Cabinets, Inc.  
First Responder Fire Protection Corp  
Kamran and Company, Inc.  
Corona Aluminum Co.  
Inland Building Construction Companies, Inc.  
Winegardner Masonry, Inc.  
Caston, Inc.  
McGuire Contracting, Inc.  
Letner Roofing Co.  
McGuire Contracting, Inc.  
Innovative Construction Solutions  
Pro-Craft Construction, Inc.  
Stolo Cabinets, Inc.  
First Responder Fire Protection Corp  
Corona Aluminum Co.  
Inland Building Construction Companies, Inc.  
Winegardner Masonry, Inc.  
Caston, Inc.  
Letner Roofing Co.  
McGuire Contracting, Inc.  
Sheldon Mechanical Corporation  
Southern California Landscape, Inc.

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P1 Groundwork - Earthwork/Demo DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Innovative Construction Solutions  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3902 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name Aaron S. Brown  
Business and Financial Services  
Street Address 3801 Market Street  
City & State Riverside, CA 92501

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF COMPLETION**

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P1 Groundwork - Site Utilities DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Pro-Craft Construction, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3902 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

\_\_\_\_\_  
(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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**NOTICE OF COMPLETION**

Notice is hereby given that:

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- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Casework DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Stolo Cabinets Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "In Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Fire Protection DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
First Responder Fire Protection Corp.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner of corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

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RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The full address of the owner is 3801 Market Street, Riverside, CA 92501
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Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Food Services DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Kamran and Company, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
(\*President of,\* \*Manager of,\* \*A partner of,\* \*Owner of,\* etc.)  
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I declare under penalty of perjury that the foregoing is true and correct.

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RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Glazing & Storefront DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Corona Aluminum Co.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

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I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

(City where signed)

\_\_\_\_\_  
(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction-Hollow Metal Frame & Doors DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Inland Building Construction Companies, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Masonry DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Winegardner Masonry, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

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Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

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RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Metal Stud/Drywall/Plaster DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Caston, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

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President, Board of Trustees

Signature of owner of corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

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RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Parking Garage DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
McGuire Contracting, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3902 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
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### VERIFICATION

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- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "In Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Roofing DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Letner Roofing Co.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

**Riverside Community College District**  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

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(If other than fee, strike "In Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Culinary Arts Academy & District Offices-P2 Construction - Structural Concrete & SOG DSA #04-112789
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
McGuire Contracting, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3801 Market Street, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

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President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

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Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P1 Ground Work - Earthwork/Demo DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Innovative Construction Solutions  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P1 Ground Work - Site Utilities DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Pro-Craft Construction, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

\_\_\_\_\_  
(Personal signature of the individual who is swearing that the contents of the notice of  
completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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**NOTICE OF COMPLETION**

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Casework DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Stolo Cabinets, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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Notice is hereby given that:

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- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Fire Protection DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
First Responder Fire Protection Corp.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

\_\_\_\_\_  
(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "In Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Glazing & Storefront DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Corona Aluminum Co.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner of corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(if other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Hollow Metal Frames & Doors DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Inland Building Construction Companies, Inc.  
(if no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(if no street address has been officially assigned, insert "none")

Dated: 11/15/2016

**Riverside Community College District**  
President, Board of Trustees

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

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(Personal signature of the individual who is swearing that the contents of the notice of  
completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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### NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Masonry DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Winegardner Masonry, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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**NOTICE OF COMPLETION**

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Metal Stud/Drywall/Plaster DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Caston, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

**VERIFICATION**

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof, the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)



RECORDING REQUESTED BY  
Riverside Community College District  
AND WHEN RECORDED MAIL TO:

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Roofing DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Letner Roofing Co.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.

(Date of signature)

(City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY  
Riverside Community College District  
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Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
City & State **Riverside, CA 92501**

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- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Coil School for the Arts-P2 Construction - Structural Concrete & SOG DSA #04-112917
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
McGuire Contracting, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 3890 University Ave, Riverside, CA 92501  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

\_\_\_\_\_  
Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

\_\_\_\_\_  
(Personal signature of the individual who is swearing that the contents of the notice of  
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RECORDING REQUESTED BY  
Riverside Community College District  
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Name **Aaron S. Brown**  
Business and Financial Services

Street Address **3801 Market Street**

City & State **Riverside, CA 92501**

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Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501

- The nature of the interest or estate of the owner is in fee.  
Fee Simple

(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")

- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	

- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Student Services & Administration Building - HVAC DSA #04-113255

- The name of the contractor, if any, for such work of improvement was Sheldon Mechanical Corporation  
(If no contractor for work of improvement as a whole, insert "none")

- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College

- The street address of said property is 4800 Magnolia Avenue, Riverside, CA 92506  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner or corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof, the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of  
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RECORDING REQUESTED BY  
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Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **3801 Market Street**  
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Notice is hereby given that:

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- The full name of the owner is Riverside Community College District
- The full address of the owner is 3801 Market Street, Riverside, CA 92501
- The nature of the interest or estate of the owner is in fee.  
Fee Simple  
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:  

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 11/15/2016. The work done was:  
Student Services & Administration Building - Landscape & Irrigation DSA #04-113255
- The name of the contractor, if any, for such work of improvement was \_\_\_\_\_  
Southern California Landscape Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Riverside,  
County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 4800 Magnolia Avenue, Riverside, CA 92506  
(If no street address has been officially assigned, insert "none")

Dated: 11/15/2016

Riverside Community College District  
President, Board of Trustees

Signature of owner of corporate officer of owner  
named in paragraph 2 or his agent

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  
("President of," "Manager of," "A partner of," "Owner of," etc.)  
notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 16, 20 16, at Riverside, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

## Agenda Item (VII-A)

Meeting 11/15/2016 - Regular  
Agenda Item Consent Agenda Information (VII-A)  
Subject CCFS-311Q – Quarterly Financial Status Report for the 1st Quarter Ended September 30, 2016  
College/District District  
Information Only

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### Background Narrative:

See the attached CCFS-311Q – Quarterly Financial Status Report for the 1st Quarter ended September 30, 2016.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Melissa Elwood, Controller

### Attachments:

[11152016\\_ CCFS-311Q \(1st Quarter\)](#)

## CCFS-311Q – Quarterly Financial Status Report Background Narrative September 30, 2016

Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares Form CCFS-311Q – Quarterly Financial Status Report each fiscal quarter for submission to the Chancellor’s Office. The CCFS-311Q compares actual information for the prior three fiscal years to projected information for the current fiscal year. The Revenue, Expenditure and Fund Balance are the Unrestricted Funds of the General Fund. However, the cash balance reflects both Unrestricted and Restricted Funds.

The General Fund consists of the following:

### Fund 11 – Unrestricted

Resource 1000 – General Unrestricted

Resource 1080 – Community Education

Resource 1090 – Performance Riverside

Resource 1110 – Bookstore (Contractor Operated)

Resource 1170 – Customized Solutions

### Fund 12 – Restricted

Resource 1050 – Parking

Resource 1070 – Student Health

Resource 1120 – Center for Social Justice and Civil Liberties

Resource 1180 – Redevelopment Pass-Through

Resource 1190 – Grants and Categorical Programs

# CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

## Quarterly Financial Status Report, CCFS-31 IQ

### CERTIFY QUARTERLY DATA

**CHANGE THE PERIOD**

Fiscal Year: 2016-2017

Quarter Ended: (Q1) Sep 30, 2016

District: (960) RIVERSIDE

Your Quarterly Data is ready for certification.

Please complete the fields below and click on the 'Certify This Quarter' button

#### Chief Business Officer

CBO Name:

Aaron S. Brown

CBO Phone:

Use format 999-555-1212

951-222-8789

CBO Signature:



Date Signed:

10-27-16

#### District Contact Person

Name:

Melissa Elwood

Title:

Controller

Telephone:

Use format 999-555-1212

951-222-8041

Chief Executive Officer Name:

Dr. Michael Burke

Fax:

Use format 999-555-1212

951-222-8021

CEO Signature:



Date Signed:

11-1-16

E-Mail:

melissa.elwood@rccd.edu

Electronic Cert Date:

**Certify This Quarter**

California Community Colleges, Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, Suite 4550  
Sacramento, California 95811

Send questions to:

Christine Atalig (916)327-5772 [atalig@ccccc.edu](mailto:atalig@ccccc.edu) or Tracy Britten (916)324-9794 [tbritten@ccccc.edu](mailto:tbritten@ccccc.edu)

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**CHANGE THE PERIOD**

Fiscal Year: 2016-2017

Quarter Ended: (Q1) Sep 30, 2016

District: (960) RIVERSIDE

Line	Description	As of June 30 for the fiscal year s specified			
		Actual 2013-14	Actual 2014-15	Actual 2015-16	Projected 2016-2017
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
A.	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	142,471,581	152,045,454	130,719,885	177,626,245
A.2	Other Financing Sources (Object 8900)	-1,360,199	-734,910	-176,023	-1,192,211
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	141,111,382	151,310,544	130,543,862	176,434,034
B.	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	137,015,538	147,166,125	135,251,667	199,057,873
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	3,288,493	1,626,406	1,251,129	2,810,045
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	140,304,031	148,792,531	136,502,796	201,867,918
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	807,351	2,518,013	-5,958,934	-25,433,884
D.	<b>Fund Balance, Beginning</b>	10,926,707	11,734,058	12,450,649	36,136,212
D.1	Prior Year Adjustments + (-)	0	0	125,235	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	10,926,707	11,734,058	12,575,884	36,136,212
E.	<b>Fund Balance, Ending (C. + D.2)</b>	11,734,058	14,252,071	6,616,950	10,702,328
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	8.4%	9.6%	4.8%	5.3%

**II. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	26,400	27,660	28,682	28,600
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

	Description	As of the specified quarter ended for each fiscal year			
		2013-14	2014-15	2015-16	2016-2017
H.1	Cash, excluding borrowed funds		30,655,433	39,513,314	51,810,212
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	25,724,605	30,655,433	39,513,314	51,810,212

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	177,626,245	177,626,245	39,119,520	22%
I.2	Other Financing Sources (Object 8900)	-1,192,211	-1,192,211	-227,649	19.1%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	176,434,034	176,434,034	38,891,871	22%
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	199,057,873	199,057,873	34,100,757	17.1%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,810,045	2,810,045	2,675,011	95.2%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	201,867,918	201,867,918	36,775,768	18.2%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-25,433,884	-25,433,884	2,116,103	
L.	Adjusted Fund Balance, Beginning	36,136,212	36,136,212	36,136,212	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	10,702,328	10,702,328	38,252,315	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.3%	5.3%		



V. Has the district settled any employee contracts during this quarter? **NO**

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

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classi	
	Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
<b>a. SALARIES:</b>						
Year 1:						
Year 2:						
Year 3:						
<b>b. BENEFITS:</b>						
Year 1:						
Year 2:						
Year 3:						

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

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

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

VII. Does the district have significant fiscal problems that must be addressed? **NO**  
This year? **NO**  
Next year? **NO**

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

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL FUND REVENUE AND EXPENDITURE REPORT  
FOR THE PERIOD ENDED SEPT 30, 2016**

**Cash Position - Unrestricted and Restricted**

	YTD Activity
Beginning Cash, July 1, 2016	\$ 56,181,346
Net Change in Accounts Receivables	5,467,426
Net Change in Accounts Payables	(13,800,486)
Revenue and Other Financial Sources	47,821,950
Expenditures and Other Outgo	(43,860,024)
Ending Cash, September 30, 2016	\$ 51,810,212

**Budget and Actual Activity - Unrestricted**

	Adopted Budget	Revised Budget	YTD Activity
<b>Revenues</b>			
Federal	\$ 196,606	\$ 196,606	\$ -
State	123,591,138	123,591,138	35,130,077
Local	53,838,501	53,838,501	3,989,443
Total Revenues	177,626,245	177,626,245	39,119,520
<b>Other Financing Sources</b>	(1,192,211)	(1,192,211)	(227,649)
<b>Total Revenues</b>	176,434,034	176,434,034	38,891,871
<b>Expenditures</b>			
Academic Salaries	\$ 76,460,042	\$ 76,465,492	\$ 13,851,818
Classified Salaries	33,604,181	33,592,472	7,485,877
Employee Benefits	46,833,444	46,831,526	8,582,394
Materials & Supplies	2,462,270	2,460,477	249,704
Services	38,537,195	38,479,447	3,865,592
Capital Outlay	1,160,741	1,228,459	65,371
Total Expenditures	199,057,873	199,057,873	34,100,756
<b>Other Outgo - Objects</b>	2,810,045	2,810,045	2,675,011
<b>Total Expenditures and Other Outgo</b>	201,867,918	201,867,918	36,775,768
<b>Revenues Over (Under)</b>			
<b>Expenditures</b>	\$ (25,433,884)	\$ (25,433,884)	\$ 2,116,103
<b>Beginning Fund Balances</b>	36,136,212	36,136,212	36,136,212
<b>Ending Fund Balances</b>	\$ 10,702,328	\$ 10,702,328	\$ 38,252,315
<b>Contingency</b>			
Unrestricted	\$ 9,802,328	\$ 9,802,328	\$ 37,352,315
<b>Reserve</b>	900,000	900,000	900,000
<b>Total Contingency/Reserve</b>	\$ 10,702,328	\$ 10,702,328	\$ 38,252,315

## Agenda Item (VII-B)

Meeting 11/15/2016 - Regular  
Agenda Item Consent Agenda Information (VII-B)  
Subject Monthly Financial Report for Month Ending – October 31, 2016  
College/District District  
Information Only

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### Background Narrative:

See the attached monthly Financial Report for the period July 1, 2016 through October 31, 2016.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Melissa Elwood, Controller

### Attachments:

[11152016\\_Financial Report \(July-October 2016\)](#)

**MONTHLY FINANCIAL REPORT  
JULY 1, 2016 – OCTOBER 31, 2016**

<u>General Funds</u>	<u>Page</u>
Resource 1000 - General Operating	2
Resource 1050 - Parking	3
Resource 1070 - Student Health Services	4
Resource 1080 - Community Education	5
Resource 1090 - Performance Riverside	6
Resource 1110 - Contractor-Operated Bookstore	7
Resource 1120 - Center for Social Justice and Civil Liberties	8
Resource 1170 - Customized Solutions	9
Resource 1180 - Redevelopment Pass-Through	10
Resource 1190 - Grants and Categorical Programs	11
<u>Special Revenue Funds</u>	
Resource 3200 - Food Services	12
Resource 3300 - Child Care	13
<u>Capital Projects Funds</u>	
Resource 4100 - State Construction & Scheduled Maintenance	14
Resource 4130 - La Sierra Capital	15
<u>General Obligation Bond Capital Project Funds</u>	
Resource 4370 - G. O. Bond Series 2010D Capital Appreciation Bonds	16
Resource 4390 - G. O. Bond Series 2015E Capital Appreciation Bonds	17
<u>Internal Service Funds</u>	
Resource 6100 - Self-Insured PPO Health Plan	18
Resource 6110 - Self-Insured Workers Compensation	19
Resource 6120 - Self-Insured General Liability	20
Resource 6900 – Internal Service Fund – OPEB	21
<u>Expendable Trust and Agency Funds</u>	
Associated Students of RCCD	22
Student Financial Aid	23
RCCD Development Corporation	24

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Fund 11, Resource 1000 is the primary operating fund of the District. It is used to account for those transactions that, in general, cover the full scope of operations of the entire District. All transactions, expenditures and revenue are accounted for in the general operating resource unless there is a compelling reason to report them elsewhere. Revenues received by the District from state apportionments, county or local taxes are deposited in this resource.

**Fund 11, Resource 1000 - General Operating - Unrestricted**

	Prior Year Actuals 7/1/15 to 6/30/16	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 184,678,639	\$ 175,382,613	\$ 175,382,613	\$ 53,357,284
Inter/Intrafund Transfer from				
Customized Solutions (Resource 1170)	5,232	0	0	0
District Bookstore (Resource 1110)	309,232	1,051,333	1,051,333	262,833
Total Revenues	<u>\$ 184,993,103</u>	<u>\$ 176,433,946</u>	<u>\$ 176,433,946</u>	<u>\$ 53,620,117</u>
Expenditures				
Academic Salaries	\$ 72,273,764	\$ 76,443,923	\$ 76,342,251	\$ 19,931,164
Classified Salaries	29,965,557	33,172,373	33,152,734	9,833,100
Employee Benefits	38,759,827	46,643,305	46,639,313	12,563,480
Materials & Supplies	1,791,958	2,404,807	2,386,962	413,834
Services	15,921,286	37,310,848	37,279,938	4,933,128
Capital Outlay	1,171,694	1,157,241	1,331,299	85,861
Intrafund Transfers For:				
DSP&S Program (Resource 1190)	590,024	665,157	665,157	166,289
Center for Social Justice and Civil Liberties (Resource 1120)	149,847	168,706	168,706	42,177
Federal Work Study (Resource 1190)	312,250	348,265	348,265	0
Student Financial Assist (Resource 1190)	935,159	14,341	14,341	14,341
Veteran Services (Resource 1190)	2,493	4,842	4,842	4,842
Interfund Transfer to: Resource 4130	1,270,000	2,630,000	2,630,000	2,630,000
Total Expenditures	<u>\$ 163,143,860</u>	<u>\$ 200,963,808</u>	<u>\$ 200,963,808</u>	<u>\$ 50,618,215</u>
Revenues Over (Under) Expenditures	\$ 21,849,243	\$ (24,529,862)	\$ (24,529,862)	\$ 3,001,902
Beginning Fund Balance	14,667,941	36,517,184	36,517,184	36,517,184
Ending Fund Balance	<u>\$ 36,517,184</u>	<u>\$ 11,987,322</u>	<u>\$ 11,987,322</u>	<u>\$ 39,519,086</u>
Ending Cash Balance				<u>\$ 41,663,457</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Parking was created to capture the financial activities of the parking operations at each campus. The primary revenue source is parking permit fees. Parking also receives revenue from parking meters and parking citations. Expenditures are for operational costs that are split between Parking and College Safety and Police, and 100% of capital outlay costs that directly benefit parking operations.

**Fund 12, Resource 1050 - Parking**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,713,282	\$ 2,896,177	\$ 2,896,177	\$ 897,952
Expenditures				
Classified Salaries	\$ 1,651,936	\$ 1,548,043	\$ 1,548,043	\$ 563,196
Employee Benefits	618,606	566,546	566,546	140,983
Materials & Supplies	32,642	48,846	48,846	8,822
Services	706,917	851,183	851,183	89,931
Capital Outlay	120,262	219,340	219,340	30,001
Total Expenditures	\$ 3,130,363	\$ 3,233,958	\$ 3,233,958	\$ 832,933
Revenues Over (Under) Expenditures	\$ (417,082)	\$ (337,781)	\$ (337,781)	\$ 65,019
Beginning Fund Balance	(36,982)	(454,063)	(454,063)	(454,063)
Ending Fund Balance	\$ (454,063)	\$ (791,844)	\$ (791,844)	\$ (389,044)
Ending Cash Balance				\$ (328,914)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Student Health Services was established to account for the financial activities of the student health programs at each of the District's three colleges.

**Fund 12, Resource 1070 - Student Health Services**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,517,810	\$ 1,480,500	\$ 1,480,500	\$ 598,013
Expenditures				
Academic Salaries	\$ 444,802	\$ 470,668	\$ 470,668	\$ 148,127
Classified Salaries	537,324	671,314	671,314	164,696
Employee Benefits	287,558	280,816	280,816	58,608
Materials & Supplies	72,637	115,030	135,030	35,965
Services	218,918	314,405	264,405	83,651
Capital Outlay	28,192	53,266	83,266	1,117
Total Expenditures	\$ 1,589,430	\$ 1,905,499	\$ 1,905,499	\$ 492,164
Revenues Over (Under) Expenditures	\$ (71,620)	\$ (424,999)	\$ (424,999)	\$ 105,849
Beginning Fund Balance	<u>2,189,378</u>	<u>2,117,758</u>	<u>2,117,758</u>	<u>2,117,758</u>
Ending Fund Balance	<u>\$ 2,117,758</u>	<u>\$ 1,692,759</u>	<u>\$ 1,692,759</u>	<u>\$ 2,223,607</u>
Ending Cash Balance				<u>\$ 2,169,101</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Community Education was established to account for the financial activities of the Community Education Program which serves the community at large by providing not-for-credit classes for personal growth and enrichment.

**Fund 11, Resource 1080 - Community Education**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 128,035	\$ 130,006	\$ 130,006	\$ 68,703
Expenditures				
Academic Salaries	\$ 2,674	\$ 0	\$ 0	\$ 125
Classified Salaries	103,119	103,798	103,798	54,624
Employee Benefits	27,008	26,891	26,891	5,354
Materials & Supplies	3,155	3,300	3,300	0
Services	42,177	42,716	42,716	7,217
Total Expenditures	<u>\$ 178,133</u>	<u>\$ 176,705</u>	<u>\$ 176,705</u>	<u>\$ 67,320</u>
Revenues Over (Under) Expenditures	\$ (50,098)	\$ (46,699)	\$ (46,699)	\$ 1,383
Beginning Fund Balance	<u>(236,942)</u>	<u>(287,040)</u>	<u>(287,040)</u>	<u>(287,040)</u>
Ending Fund Balance	<u>\$ (287,040)</u>	<u>\$ (333,739)</u>	<u>\$ (333,739)</u>	<u>\$ (285,657)</u>
Ending Cash Balance				<u>\$ (280,315)</u>



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Performance Riverside is used to record the revenues and expenditures associated with Performance Riverside activities.

**Fund 11, Resource 1090 - Performance Riverside**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 299,587	\$ 248,240	\$ 248,240	\$ 76,842
Intrafund Transfer from Performance Riverside (Resource 1090)	<u>275,000</u>	<u>275,000</u>	<u>275,000</u>	<u>68,750</u>
Total Revenues	<u>\$ 574,587</u>	<u>\$ 523,240</u>	<u>\$ 523,240</u>	<u>\$ 145,592</u>
Expenditures				
Academic Salaries	\$ 9,969	\$ 16,119	\$ 16,119	\$ 2,563
Classified Salaries	183,010	175,274	175,274	54,486
Employee Benefits	81,878	83,832	83,832	17,570
Materials & Supplies	20,513	24,013	24,013	534
Services	<u>190,261</u>	<u>198,450</u>	<u>198,450</u>	<u>114,800</u>
Total Expenditures	<u>\$ 485,630</u>	<u>\$ 497,688</u>	<u>\$ 497,688</u>	<u>\$ 189,953</u>
Revenues Over (Under) Expenditures	\$ 88,957	\$ 25,552	\$ 25,552	\$ (44,361)
Beginning Fund Balance	<u>(806,432)</u>	<u>(717,476)</u>	<u>(717,476)</u>	<u>(717,476)</u>
Ending Fund Balance	<u>\$ (717,476)</u>	<u>\$ (691,924)</u>	<u>\$ (691,924)</u>	<u>\$ (761,837)</u>
Ending Cash Balance				<u>\$ (748,952)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Contractor-Operated Bookstore is used to record the revenues and expenditures associated with the District's contract with Barnes and Noble, Inc. to manage the District's Bookstore operations.

**Fund 11, Resource 1110 - Contractor-Operated Bookstore**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,106,055	\$ 1,101,270	\$ 1,101,270	\$ 159,221
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 0
Interfund Transfer to				
Food Services (Resource 3200)	155,045	105,045	105,045	26,261
Riverside - Early Childhood Services (Resource 3300)	75,000	75,000	75,000	18,750
Intrafund Transfer to				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	68,750
General Operating (Resource 1000)	309,232	1,051,333	1,051,333	262,833
Total Expenditures	\$ 857,877	\$ 1,549,978	\$ 1,549,978	\$ 376,595
Revenues Over (Under) Expenditures	\$ 248,178	\$ (448,708)	\$ (448,708)	\$ (217,373)
Beginning Fund Balance	208,317	456,496	456,496	456,496
Ending Fund Balance	\$ 456,496	\$ 7,788	\$ 7,788	\$ 239,123
Ending Cash Balance				\$ 239,123

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Center for Social Justice and Civil Liberties is used to record the revenues and expenditures associated with operating the museum, archive, and educational center.

**Fund 12, Resource 1120 - Center for Social Justice and Civil Liberties**

	Prior Year Actuals 7/1/15 to 6/30/16	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 25,408	\$ 25,400	\$ 25,400	\$ 0
Intrafund Transfer from General Operating (Resource 1000)	149,847	168,706	168,706	42,177
Total Revenues	<u>\$ 175,255</u>	<u>\$ 194,106</u>	<u>\$ 194,106</u>	<u>\$ 42,177</u>
Expenditures				
Classified Salaries	\$ 57,746	\$ 89,436	\$ 55,504	\$ 0
Employee Benefits	34,397	60,424	45,651	0
Materials & Supplies	1,161	1,350	3,350	1,567
Services	72,106	50,849	97,554	35,106
Capital Outlay	2,178	0	0	0
Total Expenditures	<u>\$ 167,589</u>	<u>\$ 202,059</u>	<u>\$ 202,059</u>	<u>\$ 36,672</u>
Revenues Over (Under) Expenditures	\$ 7,667	\$ (7,953)	\$ (7,953)	\$ 5,504
Beginning Fund Balance	<u>5,468</u>	<u>13,134</u>	<u>13,134</u>	<u>13,134</u>
Ending Fund Balance	<u>\$ 13,134</u>	<u>\$ 5,181</u>	<u>\$ 5,181</u>	<u>\$ 18,639</u>
Ending Cash Balance				<u>\$ 19,407</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Customized Solutions is used to record the revenues and expenditures associated with customized training programs offered to local businesses and their employees.

**Fund 11, Resource 1170 - Customized Solutions**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 336,463	\$ 773,216	\$ 773,216	\$ 10,000
Expenditures				
Academic Salaries	\$ 27,361	\$ 0	\$ 0	\$ 0
Classified Salaries	147,643	152,736	152,736	50,912
Employee Benefits	82,611	79,416	79,416	16,418
Materials & Supplies	3,593	30,150	30,150	157
Services	322,162	941,581	941,581	149,008
Capital Outlay	.	3,500	3,500	0
Intrafund Transfer For:				
General Fund (Resource 1000)	5,232	0	0	0
Total Expenditures	\$ 588,602	\$ 1,207,383	\$ 1,207,383	\$ 216,495
Revenues Over (Under) Expenditures	\$ (252,139)	\$ (434,167)	\$ (434,167)	\$ (206,495)
Beginning Fund Balance	419,187	167,047	167,047	167,047
Ending Fund Balance	\$ 167,047	\$ (267,120)	\$ (267,120)	\$ (39,448)
Ending Cash Balance				\$ (185,243)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Redevelopment Pass-Through receives a portion of tax increment revenues from various redevelopment projects within the boundaries of the District. Currently, expenditures are restricted to capital projects located in the redevelopment project areas generating the tax increment revenues.

**Fund 12, Resource 1180 - Redevelopment Pass-Through**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,900,184	\$ 1,889,750	\$ 1,889,750	\$ 0
Expenditures				
Services	\$ 399,386	\$ 567,283	\$ 567,283	\$ 41,365
Capital Outlay	6,292,424	3,307,759	3,307,759	85,278
Total Expenditures	\$ 6,691,810	\$ 3,875,042	\$ 3,875,042	\$ 126,642
Revenues Over (Under) Expenditures	\$ (4,791,626)	\$ (1,985,292)	\$ (1,985,292)	\$ (126,642)
Beginning Fund Balance	9,478,952	4,687,326	4,687,326	4,687,326
Ending Fund Balance	\$ 4,687,326	\$ 2,702,034	\$ 2,702,034	\$ 4,560,684
Ending Cash Balance				\$ 4,628,613

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Grants and Categorical Programs is used to account for financial activity for each of the District's grant and categorical programs.

**Fund 12, Resource 1190 - Grants and Categorical Programs**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 38,680,461	\$ 66,181,065	\$ 72,927,367	\$ 20,681,415
Intrafund Transfers from				
General Operating (Resource 1000)				
For DSP&S	590,024	665,157	665,157	166,289
For Federal Work Study	312,250	348,265	348,265	0
For Student Financial Assistance	935,159	14,341	14,341	14,341
For Veteran Services	2,493	4,842	4,842	4,842
Total Revenues	<u>\$ 40,520,387</u>	<u>\$ 67,213,670</u>	<u>\$ 73,959,972</u>	<u>\$ 20,866,887</u>
Expenditures				
Academic Salaries	\$ 5,711,215	\$ 5,723,575	\$ 6,937,849	\$ 1,984,886
Classified Salaries	12,024,211	13,445,870	14,176,480	3,907,375
Employee Benefits	5,518,636	7,336,824	8,273,593	1,311,343
Materials & Supplies	1,986,137	8,161,523	8,431,964	327,531
Services	10,493,423	26,100,298	29,272,118	908,024
Capital Outlay	3,438,172	5,003,132	5,451,165	307,101
Student Grants (Financial, Book, Meal, Transportation)	1,348,594	1,442,448	1,416,803	40,107
Total Expenditures	<u>\$ 40,520,387</u>	<u>\$ 67,213,670</u>	<u>\$ 73,959,972</u>	<u>\$ 8,786,368</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 12,080,519
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 12,080,519</u>
Ending Cash Balance				<u><u>\$ 17,920,686</u></u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Food Services is used to account for the financial activities for all food service operations in District facilities, except for the Culinary Academy. It is intended to be self-sustaining.

**Fund 32, Resource 3200 - Food Services**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 2,882,332	\$ 2,991,142	\$ 2,991,142	\$ 716,147
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	<u>155,045</u>	<u>105,045</u>	<u>105,045</u>	<u>26,261</u>
Total Revenues	<u>\$ 3,037,377</u>	<u>\$ 3,096,187</u>	<u>\$ 3,096,187</u>	<u>\$ 742,409</u>
Expenditures				
Classified Salaries	\$ 996,803	\$ 1,079,578	\$ 1,079,578	\$ 320,138
Employee Benefits	327,407	415,765	415,765	83,388
Materials & Supplies	1,255,366	1,283,711	1,283,711	274,043
Services	228,461	226,450	226,450	37,582
Capital Outlay	<u>16,462</u>	<u>36,809</u>	<u>36,809</u>	<u>0</u>
Total Expenditures	<u>\$ 2,824,499</u>	<u>\$ 3,042,313</u>	<u>\$ 3,042,313</u>	<u>\$ 715,150</u>
Revenues Over (Under) Expenditures	\$ 212,878	\$ 53,874	\$ 53,874	\$ 27,258
Beginning Fund Balance	<u>773,365</u>	<u>986,243</u>	<u>986,243</u>	<u>986,243</u>
Ending Fund Balance	<u>\$ 986,243</u>	<u>\$ 1,040,117</u>	<u>\$ 1,040,117</u>	<u>\$ 1,013,501</u>
Ending Cash Balance				<u>\$ 1,008,191</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Child Care was established to manage the finances of the District's child care centers at all three colleges.

**Fund 33, Resource 3300 - Child Care**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,354,718	\$ 1,344,975	\$ 1,344,975	\$ 358,410
Interfund Transfer from Contractor-Operated Bookstore (Resource 1110)	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>18,750</u>
Total Revenues	<u>\$ 1,429,718</u>	<u>\$ 1,419,975</u>	<u>\$ 1,419,975</u>	<u>\$ 377,160</u>
Expenditures				
Academic Salaries	\$ 635,449	\$ 696,611	\$ 696,611	\$ 157,320
Classified Salaries	279,469	390,388	390,388	110,911
Employee Benefits	160,760	255,089	255,089	30,592
Materials & Supplies	44,624	55,411	55,411	5,267
Services	63,052	66,569	66,569	13,245
Capital Outlay	<u>48,801</u>	<u>40,000</u>	<u>40,000</u>	<u>0</u>
Total Expenditures	<u>\$ 1,232,156</u>	<u>\$ 1,504,068</u>	<u>\$ 1,504,068</u>	<u>\$ 317,333</u>
Revenues Over (Under) Expenditures	\$ 197,562	\$ (84,093)	\$ (84,093)	\$ 59,827
Beginning Fund Balance	<u>601,631</u>	<u>799,193</u>	<u>799,193</u>	<u>799,193</u>
Ending Fund Balance	<u>\$ 799,193</u>	<u>\$ 715,100</u>	<u>\$ 715,100</u>	<u>\$ 859,020</u>
Ending Cash Balance				<u>\$ 870,257</u>



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

State Construction & Scheduled Maintenance was established to account for the financial activities of State-approved construction and maintenance projects. The funding sources are state funds and matching funds for Scheduled Maintenance from the District's General Obligation Bond Funded Capital Outlay Projects (Resource 4390).

**Fund 41, Resource 4100 - State Construction & Scheduled Maintenance**

	Prior Year Actuals 7/1/15 to 6/30/16	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,285,244	\$ 7,736,992	\$ 7,611,024	\$ 3,913,859
Interfund Transfer from General Obligation Bond Funded Projects (Resource 4390)	20,950	0	0	0
Total Revenues	<u>\$ 2,306,194</u>	<u>\$ 7,736,992</u>	<u>\$ 7,611,024</u>	<u>\$ 3,913,859</u>
Expenditures				
Classified Salaries	\$ 597	\$ 0	\$ 0	\$ 0
Employee Benefits	57	0	0	0
Services	6,707	0	0	15,904
Capital Outlay	2,266,785	7,736,992	7,736,992	550,625
Total Expenditures	<u>\$ 2,274,147</u>	<u>\$ 7,736,992</u>	<u>\$ 7,736,992</u>	<u>\$ 566,529</u>
Revenues Over (Under) Expenditures	\$ 32,048	\$ 0	\$ (125,968)	\$ 3,347,330
Beginning Fund Balance	12,422	44,470	44,470	44,470
Ending Fund Balance	<u>\$ 44,470</u>	<u>\$ 44,470</u>	<u>\$ (81,498)</u>	<u>\$ 3,391,799</u>
Ending Cash Balance				<u>\$ 4,395,290</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

La Sierra Capital is used to account for the revenues and expenses associated with the District's La Sierra Property.

**Fund 41, Resource 4130 - La Sierra Capital**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 10,556	\$ 10,000	\$ 10,000	\$ 0
Inter/Intrafund Transfer from General Operating (Resource 1000)	<u>1,270,000</u>	<u>2,630,000</u>	<u>2,630,000</u>	<u>2,630,000</u>
Total Revenues	<u>\$ 1,280,556</u>	<u>\$ 2,640,000</u>	<u>\$ 2,640,000</u>	<u>\$ 2,630,000</u>
Expenditures				
Capital Outlay	<u>\$ 9,400,891</u>	<u>\$ 2,849,109</u>	<u>\$ 2,849,109</u>	<u>\$ 228,756</u>
Total Expenditures	<u>\$ 9,400,891</u>	<u>\$ 2,849,109</u>	<u>\$ 2,849,109</u>	<u>\$ 228,756</u>
Revenues Over (Under) Expenditures	\$ (8,120,335)	\$ (209,109)	\$ (209,109)	\$ 2,401,244
Beginning Fund Balance	<u>8,510,141</u>	<u>389,806</u>	<u>389,806</u>	<u>389,806</u>
Ending Fund Balance	<u>\$ 389,806</u>	<u>\$ 180,697</u>	<u>\$ 180,697</u>	<u>\$ 2,791,050</u>
Ending Cash Balance				<u>\$ 3,353,640</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

General Obligation Series 2015E Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

**Fund 43, Resource 4390 - GO BOND SERIES 2015E CAPITAL APPRECIATION BONDS**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 49,515	\$ 130,000	\$ 130,000	\$ 3,697
Proceeds from General Obligation Bond Series 2015E	<u>44,817,527</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>\$ 44,867,042</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>	<u>\$ 3,697</u>
Expenditures				
Classified Salaries	\$ 403,434	\$ 741,939	\$ 741,939	\$ 101,231
Employee Benefits	187,774	377,672	377,672	29,832
Materials & Supplies	1,531	0	1,530	1,532
Services	188,517	252,728	252,728	14,713
Capital Outlay	<u>34,901,350</u>	<u>21,090,284</u>	<u>21,088,754</u>	<u>541,319</u>
Total Expenditures	<u>\$ 35,682,605</u>	<u>\$ 22,462,623</u>	<u>\$ 22,462,623</u>	<u>\$ 688,629</u>
Revenues Over (Under) Expenditures	\$ 9,184,437	\$ (22,332,623)	\$ (22,332,623)	\$ (684,932)
Beginning Fund Balance	<u>945,022</u>	<u>10,129,460</u>	<u>10,129,460</u>	<u>10,129,460</u>
Ending Fund Balance	<u>\$ 10,129,460</u>	<u>\$ (12,203,163)</u>	<u>\$ (12,203,163)</u>	<u>\$ 9,444,528</u>
Ending Cash Balance				<u>\$ 11,528,947</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Self-Insured PPO Health Plan is used to account for the revenues and expenditures of the District's health self-insurance program.

**Fund 61, Resource 6100 - Self-Insured PPO Health Plan**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 7,358,980	\$ 9,498,791	\$ 9,498,791	\$ 2,919,243
Expenditures				
Classified Salaries	\$ 79,697	\$ 109,341	\$ 109,341	\$ 34,897
Employee Benefits	35,774	40,390	40,390	9,611
Services	5,574,042	8,599,069	8,599,069	2,679,041
Total Expenditures	\$ 5,689,513	\$ 8,748,800	\$ 8,748,800	\$ 2,723,549
Revenues Over (Under) Expenditures	\$ 1,669,467	\$ 749,991	\$ 749,991	\$ 195,694
Beginning Fund Balance	(1,080,107)	589,360	589,360	589,360
Ending Fund Balance	\$ 589,360	\$ 1,339,351	\$ 1,339,351	\$ 785,054
Ending Cash Balance				\$ 1,300,794

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Self-Insured Workers' Compensation is used to account for the revenues and expenditures of the District's workers' compensation self-insurance program.

**Fund 61, Resource 6110 - Self-Insured Workers' Compensation**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,465,755	\$ 706,887	\$ 706,887	\$ 191,723
Expenditures				
Classified Salaries	\$ 238,229	\$ 430,643	\$ 430,643	\$ 84,745
Employee Benefits	89,196	222,306	222,306	23,263
Materials & Supplies	5,804	24,179	24,179	591,615
Services	1,691,343	1,938,445	1,938,445	0
Capital Outlay	0	20,025	20,025	0
Total Expenditures	\$ 2,024,572	\$ 2,635,598	\$ 2,635,598	\$ 699,623
Revenues Over (Under) Expenditures	\$ (558,817)	\$ (1,928,711)	\$ (1,928,711)	\$ (507,900)
Beginning Fund Balance	3,907,285	3,348,468	3,348,468	3,348,468
Ending Fund Balance	\$ 3,348,468	\$ 1,419,757	\$ 1,419,757	\$ 2,840,568
Ending Cash Balance				\$ 5,250,294

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Self-Insured General Liability is used to account for the revenues and expenditures of the District's general liability self-insurance program.

**Fund 61, Resource 6120 - Self-Insured General Liability**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,041,047	\$ 1,383,294	\$ 1,383,294	\$ 0
Expenditures				
Academic Salaries	\$ 0	\$ 895	\$ 895	\$ 0
Classified Salaries	91,627	181,920	181,920	32,594
Employee Benefits	32,579	97,733	97,733	8,947
Materials & Supplies	4,391	3,490	3,490	29
Services	954,866	1,736,982	1,736,982	865,070
Capital Outlay	2,678	6,500	6,500	0
Total Expenditures	\$ 1,086,140	\$ 2,027,520	\$ 2,027,520	\$ 906,641
Revenues Over (Under) Expenditures	\$ 954,906	\$ (644,226)	\$ (644,226)	\$ (906,641)
Beginning Fund Balance	288,426	1,243,332	1,243,332	1,243,332
Ending Fund Balance	\$ 1,243,332	\$ 599,106	\$ 599,106	\$ 336,691
Ending Cash Balance				\$ 855,996

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Internal Services Fund - OPEB Liability is used to account for the funds accumulated to address future retiree health benefits that are transferred to an irrevocable trust established with CalPERS - California Employees' Retiree Benefit Trust (CERBT).

**Fund 69, Resource 6900 - Internal Services Fund - OPEB Liability**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 325,339	\$ 372,070	\$ 372,070	\$ 87,294
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 325,339	\$ 372,070	\$ 372,070	\$ 87,294
Beginning Fund Balance	0	325,339	325,339	325,339
Ending Fund Balance	\$ 325,339	\$ 697,409	\$ 697,409	\$ 412,632
Ending Cash Balance				\$ 412,632

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED OCTOBER 31, 2016**

Associated Students of RCCD is used to record the financial transactions of the student government, college clubs, and organizations of the District. Revenue includes student activity fees, interest income, payphone commissions and athletic ticket sales.

**Associated Students of RCCD**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 914,339	\$ 1,044,353	\$ 1,044,353	\$ 386,730
Expenditures				
Materials & Supplies	\$ 976,818	\$ 1,270,015	\$ 1,270,015	\$ 251,138
Total Expenditures	\$ 976,818	\$ 1,270,015	\$ 1,270,015	\$ 251,138
Revenues Over (Under) Expenditures	\$ (62,479)	\$ (225,662)	\$ (225,662)	\$ 135,592
Beginning Fund Balance	1,315,480	1,253,002	1,253,002	1,253,002
Ending Fund Balance	<u>\$ 1,253,002</u>	<u>\$ 1,027,340</u>	<u>\$ 1,027,340</u>	<u>\$ 1,388,594</u>
ASRCCD Trust Fund Ending Balance				<u>\$ 1,205,640</u>
Ending Cash Balance				<u>\$ 2,606,482</u>

\*\* Note: Ending Cash Balance includes both ASRCCD Funds and Trust Funds for College and Students Organizations



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

Student Financial Aid is used to record financial transactions for scholarships given to students from the Federal Pell and FSEOG Grant Programs as well as the State's Cal Grant Program.

	<u>Student Financial Aid</u>			
	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget <u>Budget</u>	Revised Budget <u>Budget</u>	Year to Date Activity <u>Activity</u>
Revenues	<u>\$ 54,127,415</u>	<u>\$ 73,015,000</u>	<u>\$ 73,015,000</u>	<u>\$ 3,641,916</u>
Expenditures				
Other				
Scholarships and Grant				
Reimbursements	<u>\$ 54,122,866</u>	<u>\$ 73,015,000</u>	<u>\$ 73,015,000</u>	<u>\$ 1,769,581</u>
Total Expenditures	<u>\$ 54,122,866</u>	<u>\$ 73,015,000</u>	<u>\$ 73,015,000</u>	<u>\$ 1,769,581</u>
Revenues Over (Under) Expenditures	\$ 4,550	\$ 0	\$ 0	\$ 1,872,336
Beginning Fund Balance	<u>46,605</u>	<u>51,155</u>	<u>51,155</u>	<u>51,155</u>
Ending Fund Balance	<u>\$ 51,155</u>	<u>\$ 51,155</u>	<u>\$ 51,155</u>	<u>\$ 1,923,490</u>
Ending Cash Balance				<u>\$ 415,097</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 MONTHLY FINANCIAL REPORT  
 FOR THE PERIOD ENDED OCTOBER 31, 2016**

RCCD Development Corporation is used to account for financial transactions related to the Development Corporation. This Corporation currently has very little activity but remains operational should the District need to use it for future transactions related to property development. Revenues consist of interest income. Expenses are for tax filing fees paid to the State.

**RCCD Development Corporation**

	Prior Year Actuals <u>7/1/15 to 6/30/16</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 8	\$ 8	\$ 8	\$ 2
Expenditures				
Services	\$ 71	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 71	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ (63)	\$ 8	\$ 8	\$ 2
Beginning Fund Balance	<u>16,237</u>	<u>16,174</u>	<u>16,174</u>	<u>16,174</u>
Ending Fund Balance	<u>\$ 16,174</u>	<u>\$ 16,182</u>	<u>\$ 16,182</u>	<u>\$ 16,176</u>
Ending Cash Balance				<u>\$ 16,176</u>

## Agenda Item (VIII-A-1)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Governance (VIII-A-1)
Subject	Board Policy for First Reading
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees accept for first reading Board Policy 5030 - Student Fees

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### Background Narrative:

5030 Student Fees - The added verbiage under "Enrollment Fee" regarding payment in full registration was originally proposed by Sylvia Thomas to clarify the appropriate timeframe. The change under "Physical Education Facilities" are in response to a request by the Board of Trustees to make the paragraph more understandable and to reflect the need for parity between campuses for costs assessed to students.

Prepared By: Michael Burke, Ph.D., Chancellor  
Patrick Pyle, General Counsel

### Attachments:

[BP 5030 \\_Student Fees-First Reading](#)

**BP 5030 STUDENT FEES****References:**

Education Code Sections 76300 et seq. and other references cited below  
ACCJC Accreditation Standard I.C.6

The Board of Trustees authorizes the fees indicated below. The Chancellor shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the District's catalog, the schedule of classes and on the District's website ([www.rccd.edu](http://www.rccd.edu)).

**Enrollment Fee:**

Each student shall be charged a fee for enrolling in credit courses as required by law.

Non-resident tuition **shall be paid in full at the time of registration** with these permissive exemptions (Education Code Sections 76140 and 76140.5):

- All non-resident students enrolling for 6 or fewer units;
- A student who is a citizen and resident of a foreign country who demonstrates financial need.

**Auditing Fees:**

Persons auditing a course shall be charged a per unit, per semester fee, not to exceed the maximum fee allowed by Education Code, Section 76370. The fee amount shall be adjusted proportionally based upon the term length. Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

**Health Fee:**

The District will charge the maximum allowable fee as approved by the State Chancellor's office in accordance with the Education Code, unless otherwise indicated by financial activity review or directed by the Board of Trustees. The Board of Trustees and the Associated Student Body government will be notified of changes in the maximum allowable fee prior to implementation.

**Parking Fee:**

Students shall be required to pay a fee for parking services, in an amount not to exceed the maximum allowable fee per semester or intersession, pursuant to Education Code, Section 76360(a)(1).

Instructional Materials:

Education Code and Title 5 Sections 59400 et seq.

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District.

Physical Education Facilities:

Education Code Section 76395

~~Where the District incurs additional expenses because a physical education course is required to use non-District facilities, students enrolled in the course shall be charged a fee for participating in the course.~~ **The District will impose a fee on participating students for the additional expenses incurred when kinesiology courses necessitate use of non-District facilities. These additional fees will not be assessed unless such assessment would occur on all District campuses.** Such fee shall not exceed the student's calculated share of the additional expenses incurred by the District. **Where kinesiology courses include charges made to individual students by non-District facilities, students will pay those individualized costs independent of the District.**

Transcript Fees:

Education Code Section 76223

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Chancellor is authorized to establish the fee, which shall not to exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two (2) transcripts of students' records, or for two (2) verifications of various records. There shall be no charge for searching for or retrieving any student record.

International Students Application Processing Fee:

Education Code Section 76142

The District shall charge students who are both citizens and residents of a foreign country a fee to process his or her application for admission. This processing fee and regulations for determining economic hardship may be established by the Chancellor. The fee shall not exceed the lesser of 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) one hundred dollars (\$100), which shall be deducted from the tuition fee at the time of enrollment.

---

Date Adopted: August 21, 2007

Revised: June 16, 2015

Replaces Policy 6042

**Revised: September 19, 2016**

## Agenda Item (VIII-B-1)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Teaching and Learning (VIII-B-1)
Subject	Proposed Curricular Changes
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

---

### Background Narrative:

Presented for the Board's review and consideration are proposed curricular changes. The District Curriculum Committee and the administration have reviewed the attached proposed curricular changes and recommend their adoption by the Board of Trustees.

Prepared By: Michael Burke, Ph.D., Chancellor  
Dennis Anderson, Interim VC Ed Svc and Strat Planning

### Attachments:

[Proposed Course Changes](#)

Course	Title	Location
--------	-------	----------

**1. New Courses:**

These courses are required for the Psychology AA-t and recommended for Sociology AA-t. This is designed to line up with the goals and learning outcomes of C-ID descriptor SOC-125.

PSY-48	Statistics for the Behavioral Sciences	MNR
SOC-48	Statistics for the Behavioral Sciences	MNR

**2. New Stand Alone Courses:**

None at this time.

**3. Course Inclusions:**

None at this time.

**4. Major Course Modifications:**

These courses are being revised to update SLO's, textbooks and other components.

ACC-61	Cost Accounting	NR
ACC-66	Non-Profit and Governmental Accounting	NR
ADJ-15	Narcotics	MR

The following course curriculum is being updated to complete an inclusion for Moreno Valley.

ADJ-6	Patrol Procedures	NR
-------	-------------------	----

These courses are being revised to align with new GE PLOs and outcomes, update course content and Course Outlines of Record.

MUS-30	Class Voice	MNR
MUS-57	Gospel Singers	MR
MUS-70	Guitar Lab Ensemble	MR
MUS-83	Advanced Chamber Choir	MR

The following courses are being revised to update SLOs and sample assignments

NRN-6	Nursing Learning Lab	R
NRN-7	Nursing Learning Lab	R
NRN-8	Nursing Learning Lab	R

The following course is being revised for congruency with RCC COR format and updates in clinical practice.

NRN-93	Calculations for Healthcare Providers	R
--------	---------------------------------------	---

Course	Title	Location
--------	-------	----------

**Major Course Modifications Continued:**

The following course is being revised for to update the number of continuing education contact hours, and to update the content to reflect current pharmacology practices.

NXN-78	Pharmacology in Clinical Nursing Practice	R
--------	---	---

This course is being revised to update student learning outcomes and add sample assignments.

NXN-84	Preparing for Success in Nursing School	R
--------	---	---

**5. Course Exclusions:**

None at this time

**6. Course Deletions:**

None at this time.

**7. New Locally Approved Certificates:**

None at this time

**8. New State Approved Degrees:**

None at this time

**9. Substantial Change to State Approved Certificates/Degrees:**

None at this time.

**10. Modification to State/Locally Approved Certificates/Degrees:**

None at this time

**11. Program Discontinuance:**

None at this time.



## Agenda Item (VIII-C-1)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Planning and Operations (VIII-C-1)
Subject	Revision to the Riverside City College Mission Statement
College/District	Riverside
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the revised Riverside City College Mission Statement.

---

### Background Narrative:

The Riverside City College's current mission statement was reviewed and it is now presenting a revision that represents the college's current mission. The Proposed mission statement was reviewed and approved by the Strategic Planning Executive Council at its October 1, 2015 meeting and by the Riverside Academic Senate at its September 12, 2016 meeting.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Michelle Davila, Executive Administrative Assistant

### Attachments:

[Riverside City College Revised Mission Statement](#)

## Riverside City College Mission Statement



### Current Mission Statement:

*Riverside City College provides a high-quality affordable education to a diverse community of learners by offering career-technical, transferable, and pre-college courses leading to certificates, associate degrees, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking, develops information and communication skills, expands the breadth and application of knowledge, and promotes community and global awareness. To help students achieve their goals, the College offers comprehensive learning and student support services, student activities, and community programs. RCC empowers and supports students as they work toward individual achievement, intellectual curiosity, and life-long learning.*

### Revised Mission Statement:

*Riverside City College provides a high-quality affordable education and engages with a diverse community of learners by offering pre-college, transferable, and career-technical courses leading to locally-approved and state-approved certificates, associate degrees, associate degrees for transfer, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking; develops information competency and technological literacy; expands communication skills; and promotes self-development and global awareness. To encourage student success, the College provides comprehensive learning and student support services; co-curricular activities; and community and Arts programs. RCC supports and empowers students as they work toward individual achievement, intellectual curiosity, and life-long learning.*

## Agenda Item (VIII-D-1)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Resources (VIII-D-1)
Subject	FY 2015-2016 Proposition 39 Financial and Performance Audits
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees receive the Proposition 39 independent financial and performance audits of the District's Measure C general obligation bond for the year ended June 30, 2016 for the permanent file of the District.

---

### Background Narrative:

In accordance with the provisions of Proposition 39, independent financial and performance audits of the District's Measure C general obligation bond were performed by Vicenti, Lloyd and Stutzman LLP (VLS). A representative of the audit firm will be available to present and discuss the reports. Results of the audits are summarized below.

- Auditor's Opinion – The auditors have issued unmodified opinions for both the financial and performance audits as of June 30, 2016 and 2015.
- Audit Findings – There were no findings or questioned costs related to the financial and performance audits.
- Auditor's Required Communication – In accordance with the Statement on Auditing Standards No. 114, at the conclusion of the audit engagement VLS is required to communicate information to the Board of Trustees regarding their responsibility under United States Generally Accepted Auditing Standards. Attached for your information is the required communication.
- The audit report was presented to the Citizens Bond Oversight Committee at its regularly scheduled meeting on October 20, 2016.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Melissa Elwood, Controller

### Attachments:

[11152016\\_2015-2016 Proposition 39 Financial and Performance Audit](#)



Vicenti, Lloyd & Stutzman, CPAs

October 20, 2016

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

We have audited the financial statements of the General Obligation Bond Funded Capital Outlay Projects of Riverside Community College District for the year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were accruals of receivables and liabilities. We evaluated that these estimates are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our financial and performance audits.

Riverside Community College District  
October 20, 2016  
Page 2

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We accumulated no uncorrected misstatements for the fiscal year ended June 30, 2016. The following misstatements detected as a result of audit procedures were corrected by management:

- A receivable for \$106,875 was not accrued as of June 30, 2016
- A payable for the balance due on a contract of \$372,124 was accrued in error. Services had not been rendered and the District had not yet incurred an obligation.

### *Disagreement with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the audit report. We are pleased to report that no such disagreements arose during the course of our audit

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated October 11, 2016..

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants related to the General Obligation Bond Funded Capital Outlay Projects.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Riverside Community College District  
October 20, 2016  
Page 3

The following matters involving compliance with Education Code Sections 15280 and 15282 came to the auditor's attention and have been communicated to management:

- The required 7 members of the Citizens' Oversight Committee were not filled. Also, required representation by a person active in support of the District and an enrolled student are either vacant or not identified on the website
- Minutes for the January 21, 2016 committee proceedings are not available on the website maintained by the District

*Restriction on Use*

This information is intended solely for the information and use of the Board of Trustees, Measure C Citizens' Bond Oversight Committee, and management of the District and is not intended to be, and should not be used, by anyone other than these specified parties.

*Closing*

We will be pleased to respond to any questions you have about the foregoing. If you would like any information or would like to discuss any of the matters raised, please do not hesitate to contact Renee Graves at (626) 857-7300. We appreciate the opportunity to continue to be of service to Riverside Community College District.

*Vicenti, Lloyd & Stutzman LLP*

VICENTI, LLOYD & STUTZMAN LLP  
Glendora, California

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**RIVERSIDE COUNTY**

**REPORT ON PROPOSITION 39 FUNDING  
FINANCIAL AND PERFORMANCE AUDITS  
June 30, 2016**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**TABLE OF CONTENTS**  
**June 30, 2016**

<b>Financial Audit of the General Obligation Bond Funded Capital Outlay Projects</b> .....	1
Independent Auditor’s Report.....	2
Balance Sheet – General Obligation Bond Funded Capital Outlay Projects .....	4
Statement of Revenues, Expenditures, and Changes in Fund Balances – General Obligation Bond Funded Capital Outlay Projects .....	5
Statement of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – General Obligation Bond Funded Capital Outlay Projects .....	6
Notes to the Financial Statements.....	7
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on a Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> .....	13
Schedule of Findings and Responses .....	15
<b>Performance Audit of the General Obligation Bond Funded Capital Outlay Projects</b> .....	16
Independent Auditor’s Report on Proposition 39 Compliance Requirements.....	17
Background Information.....	18
Objectives .....	18
Scope of the Audit .....	19
Procedures Performed.....	19
Conclusion .....	20
Schedule of Findings and Responses.....	21
<b>Supplementary Information</b> .....	22



**FINANCIAL AUDIT OF THE GENERAL OBLIGATION BOND FUNDED CAPITAL  
OUTLAY PROJECTS**



## INDEPENDENT AUDITOR'S REPORT

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements for the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District (the District) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's General Obligation Bond Funded Capital Outlay Projects financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the General Obligation Bond Funded Capital Outlay Projects of the District as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

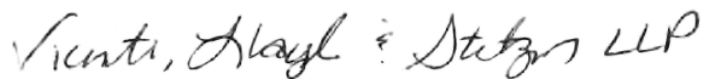
## **Other Matters**

Our audit was conducted for the purpose of forming an opinion on the District's General Obligation Bond Funded Capital Outlay Projects financial statements. The supplementary schedule is presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary section is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 11, 2016 on our consideration of the District's internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting and compliance.



VICENTI, LLOYD & STUTZMAN LLP  
Glendora, California  
October 11, 2016

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**BALANCE SHEET  
June 30, 2016**

**Assets**

Cash in county treasury	\$ 12,275,859
Accounts receivable	130,892
Due from other funds	<u>2,415,349</u>
<b>Total Assets</b>	<b>\$ <u>14,822,100</u></b>

**Liabilities and Fund Balance**

**Liabilities**

Accounts payable	\$ 4,213,339
Due to other funds	<u>303</u>
<b>Total Liabilities</b>	<b><u>4,213,642</u></b>

**Fund Balance**

Restricted	<u>10,608,458</u>
<b>Total Fund Balance</b>	<b><u>10,608,458</u></b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ <u>14,822,100</u></b>

See the accompanying notes to the financial statements

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
For the Fiscal Year Ended June 30, 2016**

<b>Revenues</b>	
Interest and investment income	\$ 159,335
<b>Total Revenues</b>	<u>159,335</u>
<b>Expenditures</b>	
Salaries	403,434
Benefits	187,775
Supplies	1,531
Other services	375,135
Capital outlay	<u>35,455,889</u>
<b>Total Expenditures</b>	<u>36,423,764</u>
Deficiency of revenues over expenditures	(36,264,429)
<b>Other Financing Sources (Uses)</b>	
Proceeds from sale of bond	45,004,145
Interfund transfers out	<u>(20,950)</u>
<b>Total Other Financing Sources (Uses)</b>	<u>44,983,195</u>
Net change in fund balance	8,718,766
<b>Fund Balance at Beginning of Year</b>	<u>1,889,692</u>
<b>Fund Balance at End of Year</b>	<u>\$ 10,608,458</u>

See the accompanying notes to the financial statements

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
BUDGET AND ACTUAL  
For the Fiscal Year Ended June 30, 2016**

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues</b>			
Interest and investment income	\$ 582,946	\$ 159,335	\$ (423,611)
<b>Total Revenues</b>	<u>582,946</u>	<u>159,335</u>	<u>(423,611)</u>
<b>Expenditures</b>			
Salaries	746,860	403,434	343,426
Benefits	363,472	187,775	175,697
Supplies		1,531	(1,531)
Other services	266,692	375,135	(108,443)
Capital outlay	<u>57,301,729</u>	<u>35,455,889</u>	<u>21,845,840</u>
<b>Total Expenditures</b>	<u>58,678,753</u>	<u>36,423,764</u>	<u>22,254,989</u>
Deficiency of revenues over expenditures	(58,095,807)	(36,264,429)	21,831,378
<b>Other Financing Sources (Uses)</b>			
Proceeds from sale of bond	44,788,378	45,004,145	215,767
Interfund transfers out	<u>(20,950)</u>	<u>(20,950)</u>	<u>-</u>
<b>Total Other Financing Sources (Uses)</b>	<u>44,767,428</u>	<u>44,983,195</u>	<u>215,767</u>
Net change in fund balance	<u>\$ (13,328,379)</u>	8,718,766	<u>\$ 22,047,145</u>
<b>Fund Balance at Beginning of Year</b>		<u>1,889,692</u>	
<b>Fund Balance at End of Year</b>		<u>\$ 10,608,458</u>	

See the accompanying notes to the financial statements

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Fiscal Year Ended June 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Accounting Policies**

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board and *Audits of State and Local Governmental Units* issued by the American Institute of Certified Public Accountants.

**Fund Structure**

The Statement of Revenues, Expenditures and Change in Fund Balance is a statement of financial activities of the General Obligation Bond Funded Capital Outlay Projects related to the current reporting period. Fund expenditures frequently include amounts for land, buildings, equipment, retirement of indebtedness, transfers to other funds, etc. Consequently, these statements do not purport to present the result of operations or the net income or loss for the period as would a statement of income for a profit-type organization.

**Basis of Accounting**

The General Obligation Bond Funded Capital Outlay Projects is maintained on the modified accrual basis of accounting. As such, revenues are recognized when they become susceptible to accrual, which is to say, when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered).

Cash in the county treasury is recorded at cost, which approximates fair value, in accordance with the requirements of GASB Statement No. 31.

**Budget**

The Statement of Revenues, Expenditures and Change in Fund Balance - Budget and Actual includes a column entitled "Budget". The amounts in this column represent the budget adopted by the Board and all amendments throughout the year.

**Fund Balance Classification**

In accordance with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the governmental fund financial statements present fund balance classifications that comprise a hierarchy based on the extent to which the District is bound to honor constraints on the specific purposes for which amounts can be spent. Amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors,

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Fiscal Year Ended June 30, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation are considered restricted. The fund balance of the General Obligation Bond Funded Capital Outlay Projects is therefore classified as restricted.

**Capital Assets and Long-Term Debt**

The accounting and reporting treatment applied to the capital assets and long-term liabilities associated with the General Obligation Bond Funded Capital Outlay Projects are determined by its measurement focus. The General Obligation Bond Funded Capital Outlay Projects is accounted for on a spending or “financial flow” measurement focus. This means that only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered a measure of “available spendable resources”. Thus, the capital assets and long-term liabilities associated with the General Obligation Bond Funded Capital Outlay Projects are accounted for in the basic financial statements of the District.

**Estimates**

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**NOTE 2: DEPOSITS – CASH IN COUNTY TREASURY**

In accordance with Education Code Section 41001, the District maintains substantially all of its cash in the Riverside County Treasury as part of the common investment pool. These pooled funds are carried at amortized cost which approximates fair value. The fair value is 100.15% of the District’s deposits for the General Obligation Bond Funded Capital Outlay Projects in this pool as of June 30, 2016, as provided by the County Treasurer.

The county is authorized to deposit cash and invest excess funds by California Government Code Sections 53601, 53635, 53534 and 53648. The county is restricted to invest in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer’s investment pool, bankers’ acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The funds maintained by the county are either secured by federal depository insurance or are collateralized. The county investment pool is not required to be rated. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Fiscal Year Ended June 30, 2016**

**NOTE 2: DEPOSITS – CASH IN COUNTY TREASURY**

The county investment pool is not registered as an investment company with the Securities and Exchange Commission (SEC) nor is it an SEC Rule 2a7-like pool. California Government Code statutes and the County Board of Supervisors set forth the various investment policies that the County Treasurer follows. The method used to determine the value of the participant's equity withdrawn is based on the book value, which is amortized costs, of the participant's percentage participation on the date of such withdrawals.

The pool sponsor's annual financial report may be obtained from the County of Riverside Treasurer-Tax Collector Capital Markets, 4080 Lemon Street, 4<sup>th</sup> Floor, Riverside, CA 92502.

**NOTE 3: EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

Excess of expenditures over appropriations, by major object accounts, occurred as shown herein. Excess expenditures for other services are a result of net issue costs of \$186,618 related to the issuance of Series E Bonds.

<u>Object account</u>	<u>Amount</u>
Supplies	\$ 1,531
Other Services	108,443

**NOTE 4: BONDED DEBT**

On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside Colleges.

**Refunding**

In June 2005, the District issued the General Obligation Refunding Bonds, Series A in the amount of \$58,386,109 to advance refund all or a portion of the outstanding principal amount of the District's General Obligation Series A Bonds and to pay costs of issuance associated with the Bonds. The Bonds were paid in full as of June 30, 2016.

**Series C**

In June 2007, the District issued the General Obligation Bonds, Series C in the amount of \$90,000,000. The bonds were issued to finance the repair, acquisition, construction, and equipping of certain district facilities, and to pay all legal, financial, and contingent costs in connection with the issuance of the Bonds. The Series C Bonds were paid in full as of June 30, 2016.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Fiscal Year Ended June 30, 2016**

**NOTE 4: BONDED DEBT**

**Series D and D-1**

In October 2011, the District issued General Obligation Bonds, Series D and D-1 in the amount of \$109,999,278. These bonds consisted of \$7,699,278 tax-exempt Series D bonds and \$102,300,000 in federally taxable Build America Bonds Series D-1. The Build America Bonds program was created by the American Recovery and Reinvestment Act to assist state and local governments in financing capital projects at lower borrowing costs and to stimulate the economy and create jobs.

The District elected to treat the Series D-1 bonds as “Build America Bonds” under Section 54AA of the Tax Code, and the Series D-1 Bonds be “qualified bonds” under Section 54AA(g)(2) of the Tax Code which make the District eligible for a cash subsidy payment from the United States Treasury equal to 35% of the interest payable on the Series D-1 Bonds. The District will deposit the cash subsidy payments with the County to be credited to the Debt Service Fund for the Series D-1 Bonds. Cash subsidy payments are expected to be received contemporaneously with each interest payment date.

**Refunding**

In April 2014, the District issued General Obligation Refunding Bonds, Series A (Tax Exempt) in the amount of \$29,130,000 to advance refund all or a portion of the outstanding principal amount of the District’s General Obligation Series A Bonds, 2005 Refunding Bonds and General Obligation Series C Bonds and to pay costs of issuance associated with the Bonds. General Obligation Refunding Bonds, Series B (Federally Taxable) in the amount of \$43,960,000 were also issued to advance refund a portion of the outstanding principal amount of the District’s 2005 Refunding Bonds and to pay costs of issuance associated with the Bonds.

**Series E and Refunding**

In July 2015, the District issued General Obligation Bonds, Series E in the amount of \$45,004,145 to finance the repair, acquisition, construction, and equipping of certain district facilities, and to pay all legal, financial, and contingent costs in connection with the issuance of the Bonds. General Obligation Refunding Bonds were also issued in the amount of \$43,920,000 to advance refund the outstanding principal amount of the District’s General Obligation Series C Bonds, and to pay costs of issuance associated with the Bonds.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Fiscal Year Ended June 30, 2016**

**NOTE 4: BONDED DEBT**

The outstanding general obligation bonded debt of the District at June 30, 2016 is:

General Obligation Bonds	Original Maturity Date	Interest Rate %	Amount of Original Issue	Outstanding July 1, 2015	Issued	Redeemed	Outstanding June 30, 2016
2005 Refunding	8/1/2024	3.00-5.00	\$ 58,386,109	\$ 898,045	\$	\$ 898,045	\$
2007 Series C	8/1/2032	4.00-5.00	90,000,000	44,430,000		44,430,000	
2010 Series D	8/1/2025	2.36-5.53	7,699,278	7,699,278		216,214	7,483,064
2010 Series D-1	8/1/2040	6.97-7.02	102,300,000	102,300,000			102,300,000
2014 Tax Exempt Refunding	8/1/2027	2.00-5.00	29,130,000	28,625,000			28,625,000
2014 Taxable Refunding	8/1/2024	0.40-3.61	43,960,000	43,145,000		615,000	42,530,000
2015 Series E	8/1/2039	3.81-5.05	45,004,145		45,004,145	1,570,000	43,434,145
2015 Refunding	8/1/2032	2.00-5.00	43,920,000		43,920,000	935,000	42,985,000
Total			<u>\$ 420,399,532</u>	<u>\$ 227,097,323</u>	<u>\$ 88,924,145</u>	<u>\$ 48,664,259</u>	<u>\$ 267,357,209</u>

The annual debt service requirements to maturity for general obligation bonds are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>
2017	\$ 5,192,495	\$ 12,456,940
2018	5,799,376	12,635,938
2019	4,894,266	12,818,830
2020	5,295,056	13,067,432
2021	5,813,846	13,082,058
2022-2026	38,738,026	64,652,842
2027-2031	54,255,013	51,824,576
2032-2036	66,116,833	57,520,229
2037-2041	81,252,298	46,502,149
Total	<u>\$ 267,357,209</u>	<u>\$ 284,560,994</u>

Capital appreciation bonds were issued as part of the 2010 Series D and 2015 Series E issuances. Prior to their applicable maturity dates, each capital appreciation bond will accrete interest on the principal component, with all interest accreting through the applicable maturity date and payable only upon maturity or prior payment of the principal component. Accreted interest accrued has been reflected in the long term debt balance on the District's general purpose financial statements.

**NOTE 5: COMMITMENTS AND CONTINGENCIES**

**Litigation**

The District is involved in various claims and legal actions related to various construction projects. In the opinion of management, the ultimate disposition of these matters will not have a material adverse effect on the District's General Obligation Bond Funded Capital Outlay Projects financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS  
For the Fiscal Year Ended June 30, 2016**

**NOTE 5: COMMITMENTS AND CONTINGENCIES**

**Purchase Commitments**

As of June 30, 2016, the District was committed under various capital expenditure purchase agreements for bond projects totaling approximately \$2,160,900.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the General Obligation Bond Funded Capital Outlay Projects financial statements of the Riverside Community College District (the District), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's General Obligation Bond Funded Capital Outlay Projects financial statements, and have issued our report thereon dated October 11, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

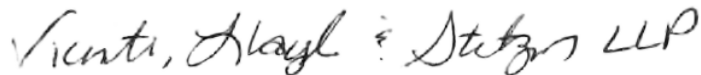
**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



VICENTI, LLOYD & STUTZMAN LLP  
Glendora, California  
October 11, 2016

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**SCHEDULE OF FINDINGS AND RESPONSES  
June 30, 2016**

There were no findings related to the financial audit of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2016. In addition, there were no findings related to the financial audit of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2015.

**PERFORMANCE AUDIT OF THE GENERAL OBLIGATION BOND FUNDED  
CAPITAL OUTLAY PROJECTS**





## INDEPENDENT AUDITOR'S REPORT

The Board of Trustees  
The Measure C Citizens' Bond Oversight Committee  
Riverside Community College District  
Riverside, California

We have conducted a performance audit of the Riverside Community College District (the District) Measure C General Obligation Bond funds for the year ended June 30, 2016.

We conducted our performance audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed on page 18 of this report which includes determining the District's compliance with the performance requirements for the Proposition 39 Measure C General Obligation Bond funds under the applicable provisions of Section 1(b)(3)(C) of Article XIII A of the California Constitution. Management is responsible for the District's compliance with those requirements.

Solely to assist us in planning and performing our performance audit, we obtained an understanding of the internal control of the District to determine if internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution and Sections 15264 and 15272 – 15286 of the California Education Code. Accordingly, we do not express any assurance on internal control.

The results of our tests indicated that, in all significant respects, the District expended Measure C General Obligation Bond funds for the fiscal year ended June 30, 2016, only for the specific projects developed by the District's Board of Trustees, and approved by the voters in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution and Sections 15624 and 15272 – 15286 of the California Education Code.

VICENTI, LLOYD & STUTZMAN LLP  
Glendora, California  
October 11, 2016

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2016**

**BACKGROUND INFORMATION**

In November 2000, the voters of the State of California approved Proposition 39 authorizing the issuance of general obligation bonds by California public school districts and community colleges under certain circumstances and subject to certain conditions.

On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside campuses.

Pursuant to the requirements of Proposition 39, and related state legislation, the Board of Trustees of the District established a Citizens' Bond Oversight Committee and appointed its members. The principal purpose of the Citizens' Bond Oversight Committee, as set out in state law, is to inform the public as to the expenditures of the proceeds of the bonds issued pursuant to the Measure C bond authorization. The Citizens' Bond Oversight Committee is required to issue at least one report annually as to its activities and findings.

Section 1(b)(3)(C) of Article XIII A of the California Constitution requires the District to conduct an annual independent performance audit to ensure that the proceeds of the bonds deposited into the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program have been expended only for the authorized bond projects.

**OBJECTIVES**

The objectives of our performance audit were to:

- Determine the expenditures charged to the District Measure C General Obligation Bond Funded Capital Outlay Projects.
- Determine whether expenditures charged to the Measure C General Obligation Bond Funded Capital Outlay Projects have been made in accordance with the bond project list approved by the voters through the approval of Measure C in March 2004.
- Note incongruities, system weaknesses, or non-compliance with specific California Education Code sections related to bond oversight and provide recommendations for improvement.
- Provide the District Board of Trustees and the Measure C Citizens' Bond Oversight Committee with a performance audit as required under the provisions of the California Constitution and Proposition 39.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2016**

**SCOPE OF THE AUDIT**

The scope of our performance audit covered the fiscal period from July 1, 2015 to June 30, 2016. The sample of expenditures tested included object and project codes associated with the bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other state or local funding sources, other than the proceeds of the bonds, were not included within the scope of our audit. Expenditures incurred subsequent to June 30, 2016, were not reviewed or included within the scope of our audit or in this report.

**PROCEDURES PERFORMED**

We obtained the general ledger and the project expenditure reports prepared by the District for the fiscal year ended June 30, 2016, for the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program. We also reviewed documentation, including the District website, for compliance with Education Code Sections 15264 and 15272 – 15286. Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for expenditures to ensure compliance with the requirements of Proposition 39 and Measure C with regards to the approved bond projects list. We performed the following procedures:

- We reviewed the projects listed to be funded with general obligation bond proceeds as set out in the Measure C election documents.
- We selected a sample of expenditures for the year ended June 30, 2016, and reviewed supporting documentation to ensure that such funds were properly expended on the authorized bond projects.
- We verified on a sample basis that funds from the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program were expended on the authorized bond projects. In addition, we verified that funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program were used for salaries of administrators only to the extent they perform administrative oversight work on construction projects as allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2016**

**CONCLUSION**

The results of our tests indicated that, in all significant respects, the District has properly accounted for the expenditures of the funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program and that such expenditures were made on authorized bond projects. Further it was noted that the funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program and expended by the District, were used for salaries of administrators only to the extent they perform administrative oversight work on construction projects as allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
June 30, 2016**

**SCHEDULE OF FINDINGS AND RESPONSES**

There were no findings related to the performance audit of the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program for the year ended June 30, 2016. In addition, there were no findings related to the performance audit of the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program for the year ended June 30, 2015.

**SUPPLEMENTARY INFORMATION**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
BOND PROJECT SUMMARY  
June 30, 2016**

The District has identified the following projects to be funded with proceeds from the general obligation bonds. The District incurred costs of \$315,896,162 through June 30, 2016 for these construction projects. Capital outlay and other financing expenditures were as follows:

	BUDGET	TOTAL PROJECT	FY 15-16	TOTAL PROJECT
		COSTS THROUGH	ACTUAL COSTS	COSTS THROUGH
		June 30, 2015		June 30, 2016
Phase I - Parking Structure - Riverside	\$ 20,940,662	\$ 20,940,662	\$ -	\$ 20,940,662
Wheelock PE Complex/Athletic Field - Riverside	4,516,435	4,516,435	-	4,516,435
Swing Space - Riverside	4,273,734	4,273,733	-	4,273,733
Quad Modernization - Riverside	8,918,800	9,171,807	-	9,171,807
RCCD System Office Purchase	2,629,981	2,629,981	-	2,629,981
MLK Renovation - Riverside	1,010,614	1,010,614	-	1,010,614
Bridge Space - Riverside	1,175,132	1,175,132	-	1,175,132
Industrial Technology Facility Project - Norco	9,620,416	9,715,349	-	9,715,349
Computer/Network/ System Upgrades - District Wide	1,002,043	1,002,052	-	1,002,052
Phone and Voicemail Upgrades - District Wide	349,000	349,000	-	349,000
Scheduled Maintenance - Historic - District Wide	1,403,045	1,403,045	-	1,403,045
Nursing/Sciences Building - Riverside	18,272,600	16,422,225	236,577	16,658,802
Student/Academic Services Facility Project - Moreno Valley	6,497,414	5,842,934	74,857	5,917,791
Wheelock PE Complex Gymnasium Retrofit - Phase I & II - Riverside	13,738,332	13,197,337	7,545	13,204,882
Feasibility / Planning / Management / Staffing	5,824,601	4,407,619	1,623,778	6,031,397
Stokoe Innovative Learning Center - Riverside	7,399,505	7,399,506	-	7,399,506
ECS Secondary Effects - Moreno Valley	286,227	286,227	-	286,227
Room Renovations - Norco	100,019	100,019	-	100,019
Food Services Remodel - Riverside	987,705	987,705	-	987,705
Food Services Remodel - Moreno Valley	2,649,606	2,649,607	-	2,649,607
Infrastructure Projects - District Wide	484,414	484,414	-	484,414
Hot Water Loop System & Boiler Repl. - Moreno Valley	869,848	869,848	-	869,848
Emergency Phone Project - District Wide	379,717	379,717	-	379,717
Utility Retrofit Project - District Wide	6,181,188	6,181,189	-	6,181,189
Modular Redistribution Norco/MoVal/BC/Riv	8,431,362	8,425,862	-	8,425,862
ECS Building Upgrade Project - Moreno Valley/Norco	389,561	389,561	-	389,561
PBX Building - Riverside	428,119	428,119	-	428,119
PBX / NOC / M & O Facility - Norco	11,277,375	11,328,660	8,250	11,336,910
PBX / NOC / M & O Facility - Moreno Valley	3,524,082	1,944,903	747,216	2,692,119
Life Science / Physical Science Reconstruction - Riverside	152,500	152,500	-	152,500
Center for Student Success - Norco	15,633,873	15,633,873	-	15,633,873
Long Range Master Plan - District Wide	1,439,077	1,439,077	-	1,439,077
Logic Domain - Capital Project Management System	162,375	161,738	12,750	174,488
Aquatics Center - Riverside	11,028,683	10,865,983	-	10,865,983
Soccer Field / Artificial Turf - Norco	3,904,973	3,879,314	-	3,879,314
Learning Gateway Building - Moreno Valley	5,058,973	5,058,973	(74,712)	4,984,261
Bradshaw Building Electrical Project - Riverside	366,353	366,353	-	366,353
Quad Basement Remodel Project - Riverside	352,941	352,941	-	352,941
Black Box Theatre Remodel Project - Riverside	10,955	10,955	-	10,955
Technology Building A Remodel Project - Riverside	11,375	11,375	-	11,375
Center for Health, Wellness, and Kinesiology Phase I - Norco	86,500	86,500	-	86,500
Health Science Center - Moreno Valley	164,971	164,971	-	164,971

See independent auditor's report

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
BOND PROJECT SUMMARY  
June 30, 2016**

	BUDGET	TOTAL PROJECT	FY 15-16	TOTAL PROJECT
		COSTS THROUGH June 30, 2015	ACTUAL COSTS	COSTS THROUGH June 30, 2016
ADA Transition Plan - District Wide	6,360,000	6,050,003	(3,841)	6,046,162
March Dental Education Center - Moreno Valley	9,873,530	9,873,529	-	9,873,529
Secondary Effects Project - Norco	16,026,584	16,028,280	-	16,028,280
Utility Infrastructure Project - District Wide	6,232,049	6,232,049	-	6,232,049
Safety and Site Improvement Project - Norco	967,442	967,442	-	967,442
Safety and Site Improvement Project - Moreno Valley	719,827	719,827	-	719,827
Administrative Move to Humanities Bldg - Moreno Valley	25,990	25,990	-	25,990
Science Laboratories Remodel Project - Moreno Valley	302,803	302,804	-	302,804
Ben Clark Public Safety Training Center - Center Status - Moreno Valley	84,500	53,125	9,488	62,613
Interim Parking Lease - Riverside	177,023	177,023	-	177,023
Center for Human Performance - Moreno Valley	112,009	112,009	-	112,009
Cosmetology Building - Riverside	142,500	142,500	-	142,500
Alumni Carriage House Restoration Project	122,269	122,270	-	122,270
IT Upgrade (including audit) - District Wide	5,840,000	4,468,087	659,658	5,127,745
Culinary Arts / District Office Building - District	33,411,018	18,036,865	13,050,960	31,087,825
Parking Structure Fall Deterrent - Riverside	7,576	7,576	-	7,576
Nursing Portables - Moreno Valley	705,338	705,338	-	705,338
Central Plant Boiler Replacement - Norco	161,848	161,847	-	161,847
DSA Project Closures - District Wide	7,434	7,290	-	7,290
Scheduled Maintenance - New - District Wide	2,860,000	2,532,906	20,950	2,553,856
Electronic Contract Document Storage - District Wide	50,000	-	-	-
2014 - 2015 IPP/FPP District	350,000	-	-	-
Program Contingency	3,489,248	-	-	-
Program Reserve	4,310,463	-	-	-
District Design Standards	355,000	345,031	-	345,031
Library Learning Center - Moreno Valley	127,000	127,000	-	127,000
Student Services Building - Riverside	25,925,000	7,178,165	12,816,588	19,994,753
Lovekin Parking/Tennis Project - Riverside	4,351,723	4,351,724	-	4,351,724
Food Services "grab-n-go" Facility Project - Riverside	81,373	81,372	-	81,372
Master Plan Updates - District Wide	729,800	712,908	(3,999)	708,909
Swing Space - Market Street Properties	866,500	608,353	121,434	729,787
Groundwater Monitoring Wells - Norco	517,660	196,550	15,633	212,183
Emergency Phone Project - Moreno Valley	341,582	341,582	-	341,582
Self-Generation Incentive Program - Norco	3,110,000	3,143,840	(59,038)	3,084,802
Physicians Assistant Laboratory Remodel - Moreno Valley	49,192	49,191	-	49,191
Visual & Performing Arts Center - Norco	114,000	114,000	-	114,000
Audio Visual Upgrade and Lighting Project - Moreno Valley	151,550	129,615	4,842	134,457
Mechanical Upgrade Project - Moreno Valley	660,245	660,245	-	660,245
Coil School for the Arts - Riverside	24,280,000	18,746,914	6,989,161	25,736,075
Coil School for the Arts - Parking Structure	1,456,076	-	-	-
<b>Total Capital Outlay</b>	<b>337,391,238</b>	<b>279,611,065</b>	<b>36,258,097</b>	<b>315,869,162</b>
Series A Refunding Escrow	57,686,474	57,686,474	-	57,686,474
COPS Payoffs	11,582,875	11,582,873	-	11,582,873
Costs of issuance	2,839,859	2,839,858	186,617	3,026,475
Debt service	2,835,612	2,835,612	-	2,835,612
Election costs	98,236	98,236	-	98,236
<b>Total Other Financing Uses</b>	<b>75,043,056</b>	<b>75,043,053</b>	<b>186,617</b>	<b>75,229,670</b>
<b>TOTALS</b>	<b>\$ 412,434,294</b>	<b>\$ 354,654,118</b>	<b>\$ 36,444,714</b>	<b>\$ 391,098,832</b>

See independent auditor's report



**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT  
BOND PROJECT SUMMARY  
June 30, 2016**

	BUDGET	TOTAL PROJECT	FY 15-16	TOTAL PROJECT
		COSTS THROUGH June 30, 2015	ACTUAL COSTS	COSTS THROUGH June 30, 2016
ADA Transition Plan - District Wide	6,360,000	6,050,003	(3,841)	6,046,162
March Dental Education Center - Moreno Valley	9,873,530	9,873,529	-	9,873,529
Secondary Effects Project - Norco	16,026,584	16,028,280	-	16,028,280
Utility Infrastructure Project - District Wide	6,232,049	6,232,049	-	6,232,049
Safety and Site Improvement Project - Norco	967,442	967,442	-	967,442
Safety and Site Improvement Project - Moreno Valley	719,827	719,827	-	719,827
Administrative Move to Humanities Bldg - Moreno Valley	25,990	25,990	-	25,990
Science Laboratories Remodel Project - Moreno Valley	302,803	302,804	-	302,804
Ben Clark Public Safety Training Center - Center Status - Moreno Valley	84,500	53,125	9,488	62,613
Interim Parking Lease - Riverside	177,023	177,023	-	177,023
Center for Human Performance - Moreno Valley	112,009	112,009	-	112,009
Cosmetology Building - Riverside	142,500	142,500	-	142,500
Alumni Carriage House Restoration Project	122,269	122,270	-	122,270
IT Upgrade (including audit) - District Wide	5,840,000	4,468,087	659,658	5,127,745
Culinary Arts / District Office Building - District	33,411,018	18,036,865	13,050,960	31,087,825
Parking Structure Fall Deterrent - Riverside	7,576	7,576	-	7,576
Nursing Portables - Moreno Valley	705,338	705,338	-	705,338
Central Plant Boiler Replacement - Norco	161,848	161,847	-	161,847
DSA Project Closures - District Wide	7,434	7,290	-	7,290
Scheduled Maintenance - New - District Wide	2,860,000	2,532,906	20,950	2,553,856
Electronic Contract Document Storage - District Wide	50,000	-	-	-
2014 - 2015 IPP/FPP District	350,000	-	-	-
Program Contingency	3,489,248	-	-	-
Program Reserve	4,310,463	-	-	-
District Design Standards	355,000	345,031	-	345,031
Library Learning Center - Moreno Valley	127,000	127,000	-	127,000
Student Services Building - Riverside	25,925,000	7,178,165	12,816,588	19,994,753
Lovekin Parking/Tennis Project - Riverside	4,351,723	4,351,724	-	4,351,724
Food Services "grab-n-go" Facility Project - Riverside	81,373	81,372	-	81,372
Master Plan Updates - District Wide	729,800	712,908	(3,999)	708,909
Swing Space - Market Street Properties	866,500	608,353	121,434	729,787
Groundwater Monitoring Wells - Norco	517,660	196,550	15,633	212,183
Emergency Phone Project - Moreno Valley	341,582	341,582	-	341,582
Self-Generation Incentive Program - Norco	3,110,000	3,143,840	(59,038)	3,084,802
Physicians Assistant Laboratory Remodel - Moreno Valley	49,192	49,191	-	49,191
Visual & Performing Arts Center - Norco	114,000	114,000	-	114,000
Audio Visual Upgrade and Lighting Project - Moreno Valley	151,550	129,615	4,842	134,457
Mechanical Upgrade Project - Moreno Valley	660,245	660,245	-	660,245
Coil School for the Arts - Riverside	24,280,000	18,746,914	6,989,161	25,736,075
Coil School for the Arts - Parking Structure	1,456,076	-	-	-
<b>Total Capital Outlay</b>	<b>337,391,238</b>	<b>279,611,065</b>	<b>36,258,097</b>	<b>315,869,162</b>
Series A Refunding Escrow	57,686,474	57,686,474	-	57,686,474
COPS Payoffs	11,582,875	11,582,873	-	11,582,873
Costs of issuance	2,839,859	2,839,858	186,617	3,026,475
Debt service	2,835,612	2,835,612	-	2,835,612
Election costs	98,236	98,236	-	98,236
<b>Total Other Financing Uses</b>	<b>75,043,056</b>	<b>75,043,053</b>	<b>186,617</b>	<b>75,229,670</b>
<b>TOTALS</b>	<b>\$ 412,434,294</b>	<b>\$ 354,654,118</b>	<b>\$ 36,444,714</b>	<b>\$ 391,098,832</b>

See independent auditor's report

## Agenda Item (VIII-E-1)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-1)
Subject	Change Order No. 1 for the Charles A. Kane Student Services and Administration Building with Southern California Landscape, Inc.
College/District	Riverside
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 1 with Southern California Landscape, Inc. in the amount of \$26,492; and 2) the change order in excess of ten percent by a total of \$7,052.

---

### Background Narrative:

On November 18, 2014, the Board of Trustees approved award of bids for the Riverside City College Student Services and Administration Building (RCC-SSA) in the amount of \$14,873,438 for Bid Categories 01 through 18. Included in the award was a contract with Southern California Landscape, Inc. in the amount of \$194,400.

At this time it is requested that the Board of Trustees approve change Order No. 1 with Southern California Landscape, Inc. in the amount of \$26,492 for the RCC-SSA project. Change Order No. 1 will amend their contract total to \$220,892, exceeding the allowable change order contingency by a total amount of \$7,052. The change order amount derives from revisions and additional irrigation, shrubs and catch basins to accommodate existing grade and new planting areas. See attached Change Order Summary.

Cost for the requested change order is within the project budget approved by the Board of Trustees and no budget augmentation is required.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development

### Attachments:

[Change Order No 1 Summary-Southern California Landscape](#)

Riverside Community College District  
Facilities Planning & Development  
RCC Student Services Building (Kane)

**CHANGE ORDER SUMMARY**

Change Order No. 1

Contractor: **Southern California Landscape, Inc. (BC#17 –Landscape & Irrigation)**

*Approved Contract Amount:* \$ 194,400.00

*Change Order No.1 Amount:* **\$ 26,492.00**

*Revised Contract Sum:* \$ 220,892.00

*Original Contract Contingency:* \$ 19,440.00

*Remaining Project Contingency:* \$ - 7,052.00

Change Order Description:

**Item No. 1**

DIR 19 – Revisions to Landscape (planting/additional grading) and Irrigation \$ 26,492.00

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

**TOTAL ADD/CREDIT:** **\$ 26,492.00**

## Agenda Item (VIII-E-2)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-2)
Subject	Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building with Bernards Builders Management Services
College/District	Riverside
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building for construction management services with Bernards Builders Management Services in the amount not to exceed \$12,192.

---

### Background Narrative:

On December 11, 2012, the Board of Trustees approved an agreement with Bernards Builders Management Services in the amount of \$1,181,338 for the Student Services and Administration Building (SSA) project at Riverside City College. Services under the agreement included management and oversight of bid preparation; cost estimating; construction execution; ensuring contractor compliance with bid drawings and specs; code compliance; and compliance with Division of the State Architect (DSA) requirements. On September 16, 2014, the Board approved both Amendment No. 1 for a three-month extension of construction duration and Amendment No. 2 for LEED & Cal Green commissioning for the SSA project.

At this time it is requested that the Board of Trustees approve Agreement Amendment No. 3 with Bernards in the amount not to exceed \$12,192 for additional scope items that have arisen late in the SSA project initiating extended construction management services time (see Exhibit I). The additional scope items are as follows: 1) initial IMC system bid as part of the project was changed by the college Multi-Media Department from an Extron product to an enhanced Extron product, which is being beta tested at the RCC campus at no additional product cost; 2) however, Bernards has expended additional man hours due to the systems modifications, software upgrades and coordination of the work on site. Lastly, the initial casework and countertops in the President's office which were fabricated, installed and completed, were later requested to be removed. Per the President's request, new casework and countertops were designed, fabricated and installed.

With the approval of Amendment No. 3, this would bring Bernards revised contract amount to \$1,286,098. Cost for the requested amendment is within the project budget approved by the Board of Trustees and no augmentation of the project budget is required.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Lynn Purper, Facilities Development Director

### Attachments:

[Amendment No 3\\_Bernards Builders Management Services](#)

THIRD (3) AMENDMENT TO AGREEMENT BETWEEN  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
AND  
BERNARDS BUILDERS MANAGEMENT SERVICES  
(*Charles A. Kane Student Services and Administration Building*)

This document amends the original agreement between the Riverside Community College District and Bernards Builders Management Services, which was originally approved by the Board of Trustees on December 11, 2012.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$12,192, including reimbursable expenses, totaling agreement to \$1,286,098. The term of this agreement shall be from the original agreement date of December 12, 2012, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

BERNARDS BUILDERS MANAGEMENT  
SERVICES

RIVERSIDE COMMUNITY COLLEGE  
DISTRICT

By: \_\_\_\_\_  
Rick Fochtman  
Sr. Vice President Management Services  
3633 E. Inland Empire Blvd., Ste.800  
Ontario, CA 91764

By: \_\_\_\_\_  
Aaron S. Brown  
Vice Chancellor  
Business and Financial Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit I



August 24, 2016

Ms. Lynn Purper  
Facilities Development Director  
Facilities Planning and Development  
3801 Market Street, 3<sup>rd</sup> Floor  
Riverside, CA 92501

Re: **Amendment No. 3**  
**Bernards Agreement for Construction Management Services –**  
**Riverside Community College- Student Services Bldg.**

Dear Lynn,

As per your request, we are providing Amendment #3 to our CM Agreement to handle additional scope items that have arisen late in the project and or after the project has been completed and occupied. I have reviewed with our team and assessed the added CM Management cost to be a total of 96 hours. Please see below for summary of our amendment request.

Project Manager (\$127/hour for 96 hrs.)	\$12,192
Reimbursable	\$0
Total Amendment 3	\$12,192
Current Contract Amount	<u>\$1,273,906</u>
Revised Contract Amount	\$1,286,098

Please feel free to contact me if you have any questions.

Sincerely,

Thomas P. Wertanen  
Project Executive

CC: Arnold Arsenault, RCC file.

*Inland Empire Regional Office*  
3633 East Inland Empire Blvd., Suite 860 T 909.941.5225  
Ontario, CA 91764 F 909.941.5224  
License No. 302007 [www.bernards.com](http://www.bernards.com)

## Agenda Item (VIII-E-3)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-3)
Subject	Agreement Amendment 3 for the Culinary Arts Academy/District Office Building and Agreement Amendment 3 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Building Projects with Tilden-Coil Constructors, Inc.
College/District	District
Funding	College and District Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Culinary Arts Academy/district Office Building project; and 2) Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Coil School for the Arts project.

---

### Background Narrative:

On September 21, 2010 the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. (TCC) for Construction Management Services for the Culinary Arts Academy/District Office Building (CAA/DO) project in the amount of \$2,489,924. In addition, on June 19, 2012, the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. (TCC) for Construction Management Services for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts (CSA) project in the amount of \$4,216,062. Both projects generated an Amendment 1 to the General Conditions without additional budget costs.

On June 21, 2016, the Board of Trustees approve Amendment 2 with TCC for CAA/DO and CSA increasing the General Conditions in the amount of \$41,500 for each project, and removing the reference to the General Conditions allowance, as TCC had used the remaining allowance due to extension of the construction projects time.

At this time, it is requested that the Board of Trustees approve Agreement Amendment 3 with Tilden-Coil Constructors, Inc. replenishing the General Conditions in the amount of \$205,812 for the CAA/DO project. This amendment will bring their total agreement for CAA/DO to \$2,737,236. It is also requested that the Board of Trustees approve Agreement Amendment 3 with TCC replenishing the General Conditions in the amount of \$205,812 for the CSA project bringing their total agreement to \$4,463,374.

Detailed revisions to the General Conditions are outlined in Exhibit I along with the cost breakdown in Exhibit II on both of the attached amendments with Tilden-Coil Constructors for the CAA/DO and CSA projects.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Amendment No 3\\_CAADO\\_TCC](#)  
[Amendment No 3\\_CSA\\_TCC](#)

THIRD (3) AMENDMENT TO AGREEMENT BETWEEN  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
AND  
TILDEN-COIL CONSTRUCTORS, INC.  
*(Culinary Arts Academy and District Office Building Project)*

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on September 21, 2010.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$205,812, including reimbursable expenses, totaling agreement to \$2,737,236. The term of this agreement shall be from the original agreement date of September 22, 2010, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

TILDEN-COIL CONSTRUCTORS, INC.

RIVERSIDE COMMUNITY COLLEGE  
DISTRICT

By: \_\_\_\_\_  
Brian Jaramillo  
President  
3612 Mission Inn Avenue  
Riverside, CA 92501

By: \_\_\_\_\_  
Aaron S. Brown  
Vice Chancellor  
Business and Financial Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Exhibit I

**AMENDMENT NO. 3**

**TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT  
FOR THE CULINARY ARTS ACADEMY AND DISTRICT OFFICE PROJECT**

This Amendment No.3 is dated November 16, 2016 and is between Riverside Community College District (“District”) and Tilden-Coil Constructors, Inc. (“Construction Manager”) (collectively “Parties”).

**RECITALS**

Pursuant to that certain Construction Management Services Agreement for the Culinary Arts Academy and District Office Project dated September 22, 2010 (the “Agreement”);

The District and Construction Manager desire to enter into this Amendment to increase the General Conditions by \$205,812;

The Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment;

The Parties therefore agree as follows:

**AGREEMENT**

- 1. Defined Terms.** Defined terms used but not defined in this Amendment are as defined in the Agreement.
- 2. Paragraph 4.1.2.** Paragraph 4.1.2 of the Agreement is hereby amended by replacing “\$1,401,682” with “\$1,607,494”.
- 3. Article 5.** Article 5 of the Agreement is hereby amended by replacing “\$1,401,682” with “\$1,607,494”.
- 4. Exhibit B.** Exhibit “B” of the Agreement is hereby amended by replacing “\$1,401,682” with “\$1,607,494”.
- 5. Terms and Conditions.** The parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect.

**6. Entire Agreement.** The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties.

The parties are signing this agreement on the date stated in the introductory clause.

**Exhibit II  
(Cost Breakdown)**

Tilden-Coil Constructors, Inc.				9/26/2016
RCCD CSA/CAADO General Conditions				
All Management GC's Expended : 3/24/16				
Remaining General Conditions	\$0			
Since April 1, 2016 98 RFI's have been generated, of which 95 received responses that have generated additional scope.				
Since April 1, 2016 17 CCD's have been issued 16 of which have generating additional scope.				
CCD#211 & CCD212 Kitchen changes that have delayed kitchen completion thru June 2016.				
Neal Electric issues have caused additional management time that will carry thru August.				
Daniels Electric management has created additional management time that will carry thru August.				
Additional scope changes will carry thru October once direction is received.				
Closeout of the project can not be completed until all changes are finalized and Board approved.				
No additional Fee requested for changes	\$0			
		TCC Credit For Closeout		
<b>Supervision Cost 4/1/16 thru 7/24/16</b>				
Project Manager - Tracy Ellis	81,600	(28,800.00)	On project Mngt. thru	7/24/2016
CSA Super - Scott Green	24,000		On site thru	5/8/2016
CAADO Super - Jeff Toleson	-		On site thru	2/29/2016
Site Super - Frank Johnson	-		On site thru	2/29/2016
General Super - Rob Krzyszkowski	-		On site thru	2/29/2016
Project Engineer - Bryant Ismerio (5/1/16 thru 7/24/16)	62,400	(20,640.00)	On site thru	7/24/2016
Project Engineer - Sam Vasquez (5/1/16 thru 7/24/16)	44,720	(20,640.00)	On site thru	7/24/2016
Project Engineer - Ben Choi	37,840	(20,640.00)	On site thru	6/12/2016
Project Administrator - Marisa Gonzalez	4,796		On project Admin thru	7/24/2016
<b>Cost:</b>	<u>255,356</u>	<u>(90,720.00)</u>		
<b>Discounted Total:</b>		164,636.14		
<b>Supervision Costs From 7/24/16 Thru 12/31/16</b>				
Project Manager - Tracy Ellis	100,800		On project Mngt. thru	12/31/2016
Project Manager - Bryant Ismerio	64,800		On site thru	10/30/2016
Project Engineer - Sam Vasquez	72,240		On site thru	12/31/2016
Project Administrator - Marisa Gonzalez (approx. 10hrs/wk.)	9,148		On project Admin thru	12/31/2016
<b>Total Potential Cost:</b>	<u>246,988</u>	<u>246,988</u>		
<b>Additional GC Cost to Complete Thru Dates Identified</b>	<u>\$ 502,344</u>	<u>411,624</u>		

THIRD (3) AMENDMENT TO AGREEMENT  
BETWEEN  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
AND  
TILDEN-COIL CONSTRUCTORS, INC.  
*(Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Project)*

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on June 19, 2012.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$205,812, including reimbursable expenses, totaling agreement to \$4,463,374. The term of this agreement shall be from the original agreement date of June 20, 2016, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

TILDEN-COIL CONSTRUCTORS, INC.

RIVERSIDE COMMUNITY COLLEGE  
DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Brian Jaramillo  
President  
3612 Mission Inn Avenue  
Riverside, CA 92501

Aaron S. Brown  
Vice Chancellor  
Business and Financial Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit I

**AMENDMENT NO. 3**

**TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT  
FOR THE HENRY W. COIL, SR. AND ALICE EDNA COIL SCHOOL FOR THE ARTS  
PROJECT**

This Amendment No.3 is dated November 16, 2016 and is between Riverside Community College District (“District”) and Tilden-Coil Constructors, Inc. (“Construction Manager”) (collectively “Parties”).

**RECITALS**

Pursuant to that certain Construction Management Services Agreement for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Project dated June 20, 2012 (the “Agreement”);

The District and Construction Manager desire to enter into this Amendment to increase the General Conditions by 205,812;

The Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment;

The Parties therefore agree as follows:

**AGREEMENT**

1. **Defined Terms.** Defined terms used but not defined in this Amendment are as defined in the Agreement.
2. **Paragraph 4.1.2.** Paragraph 4.1.2 of the Agreement is hereby amended by replacing “\$2,630,887” with “\$2,836,699”.
3. **Article 5.** Article 5 of the Agreement is hereby amended by replacing “\$2,630,887” with “\$2,836,699”.
4. **Exhibit B.** Exhibit “B” of the Agreement is hereby amended by replacing “\$2,630,887” with “\$2,836,699”.
5. **Terms and Conditions.** The parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect.

6. **Entire Agreement.** The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties.

The parties are signing this agreement on the date stated in the introductory clause.

**Exhibit II**  
**(Cost Breakdown)**

Tilden-Coil Constructors, Inc.			9/26/2016
RCCD CSA/CAADO General Conditions			
All Management GC's Expended : 3/24/16			
Remaining General Conditions	\$0		
<p>Since April 1, 2016 98 RFI's have been generated, of which 95 received responses that have generated additional scope.          Since April 1, 2016 17 CCD's have been issued 16 of which have generating additional scope.          CCD#211 &amp; CCD212 Kitchen changes that have delayed kitchen completion thru June 2016.          Neal Electric issues have caused additional management time that will carry thru August.          Daniels Electric management has created additional management time that will carry thru August.          Additional scope changes will carry thru October once direction is received.          Closeout of the project can not be completed until all changes are finalized and Board approved.</p>			
No additional Fee requested for changes	\$0		
		TCC Credit For	
		Closeout	
<b>Supervision Cost 4/1/16 thru 7/24/16</b>			
Project Manager - Tracy Ellis	81,600	(28,800.00)	On project Mngt. thru 7/24/2016
CSA Super - Scott Green	24,000		On site thru 5/8/2016
CAADO Super - Jeff Toleson	-		On site thru 2/29/2016
Site Super - Frank Johnson	-		On site thru 2/29/2016
General Super - Rob Krzyszkowski	-		On site thru 2/29/2016
Project Engineer - Bryant Ismerio (5/1/16 thru 7/24/16)	62,400	(20,640.00)	On site thru 7/24/2016
Project Engineer - Sam Vasquez (5/1/16 thru 7/24/16)	44,720	(20,640.00)	On site thru 7/24/2016
Project Engineer - Ben Choi	37,840	(20,640.00)	On site thru 6/12/2016
Project Administrator - Marisa Gonzalez	4,796		On project Admin thru 7/24/2016
<b>Cost:</b>	<b>255,356</b>	<b>(90,720.00)</b>	
<b>Discounted Total:</b>		<b>164,636.14</b>	
<b>Supervision Costs From 7/24/16 Thru 12/31/16</b>			
Project Manager - Tracy Ellis	100,800		On project Mngt. thru 12/31/2016
Project Manager - Bryant Ismerio	64,800		On site thru 10/30/2016
Project Engineer - Sam Vasquez	72,240		On site thru 12/31/2016
Project Administrator - Marisa Gonzalez (approx. 10hrs/wk.)	9,148		On project Admin thru 12/31/2016
<b>Total Potential Cost:</b>	<b>246,988</b>	<b>246,988</b>	
<b>Additional GC Cost to Complete Thru Dates Identified</b>	<b>\$ 502,344</b>	<b>411,624</b>	

## Agenda Item (VIII-E-4)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-4)
Subject	Change Order No. 5 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Project with McGuire Contracting
College/District	Riverside
Funding	Riverside City College/Program Reserve Measure C Funds, Redevelopment Funds, and La Sierra Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 5 with McGuire Contracting in the amount of \$754.98; and 2) the change order in excess of ten percent by a total of \$16,119.59.

---

### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA), and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with McGuire Contracting in the amount of \$395,655.00.

At this time it is requested that the Board of Trustees approve Change Order No. 5 with McGuire Contracting in the amount of \$754.98 for the CSA project, amending their contract to \$451,340.09, exceeding the allowable change order contingency by a total amount of \$16,119.59. The change order costs derive from owner requesting yellow contrasting paint at the rolling gate guiderails. See attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No 5\\_Summary\\_McGuire Contracting](#)

Riverside Community College District  
Facilities Planning & Development  
Coil School for the Arts

**CHANGE ORDER SUMMARY**

Change Order No. 5

Contractor: **McGuire Contracting (BC#05 – Sitework (CS))**

<i>Approved Contract Amount:</i>	\$ 395,655.00
<i>Change Order No.1 Amount:</i>	\$ 16,899.13
<i>Change Order No.2 Amount:</i>	\$ 21,789.66
<i>Change Order No.3 Amount: :</i>	\$ (5,473.50)
<i>Change Order No. 4 Amount:</i>	\$ 21,714.82
<b><i>Change Order No. 5 Amount:</i></b>	<b><u>\$ 754.98</u></b>
<i>Revised Contract Sum:</i>	\$ 451,340.09
<i>Original Contract Contingency:</i>	\$ 39,565.50
<i>Remaining Project Contingency:</i>	\$ -16,119.59

Change Order Description:

**Item No. 1**

Cost Proposal #414: Owner has requested yellow contrasting paint at the rolling gate guiderails.

\$ 754.98

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$ 754.98**

## Agenda Item (VIII-E-5)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-5)
Subject	Change Orders No. 5 and No. 6 for the Culinary Arts Academy and District Offices Project with Inland Building Construction Companies, Inc.
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 5 with Inland Building Construction Companies, Inc. in the amount of \$18,123.00; 2) project Deductive Change Order No. 6 with Inland Building Construction Companies, Inc. in the amount of -\$504.02; and 3) the change orders currently in excess of ten percent by a total of \$101,493.19.

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with Inland Building Construction Companies, Inc. in the amount of \$968,839.

At this time it is requested that the Board of Trustees approve the following for the Culinary Arts Academy and District Offices Project: 1) Change Order No. 5 with Inland Building Construction Companies, Inc. (IBCC) in the amount of \$18,123; 2) Deductive Change Order No. 6 in the amount of -\$504.02; and 3) amending their contract to \$1,167,216.09, exceeding the allowable change order contingency by a total amount of \$101,493.19.

The added costs conveyed in Change Order No. 5 pertains to the demolition of the existing floor and (4 each) dais floor boxes (room 140) in order to install new conduit and dais floor boxes capable of supporting the new data and microphone requirements. Contractor to complete the demolition and pour back of concrete components. Installation of one (1) each additional laptop shelf and monitor mount was requested by owner for the demonstration kitchen. Owner requested Audio Visual (AV) equipment protection in room 104. Owner revised building signage logo at the lobby east facing window. Lastly, IBCC furnished and installed the pressure treated wood along the top of the Okubo parapet as a nailer for the expansion joint.

Deductive Change Order No. 6 is for the kitchens, including the inside of appliances/freezers and floors, to be re-cleaned and sanitized by IBCC per the Health Department requirements and Owner request. Also, the gate hardware for the roof top mechanical access door was updated. Detailed costs are listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Orders No 5 and 6\\_Summary-Inland Building Construction Companies, Inc](#)



Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

**CHANGE ORDER SUMMARY**

Change Order **No. 5**

Contractor: **Inland Building Construction Companies, Inc. (BC#18 – Misc. (CA))**

<i>Approved Contract Amount:</i>	\$ 968,839.00
<i>Change Order No.1 Amount:</i>	\$ 59,180.00
<i>Change Order No.2 Amount:</i>	\$ 8,026.00
<i>Change Order No.3 Amount: :</i>	\$ 20,569.11
<i>Change Order No. 4 Amount:</i>	\$ 92,983.00
<b><i>Change Order No. 5 Amount:</i></b>	<b><u>\$ 18,123.00</u></b>
<i>Revised Contract Sum:</i>	\$1,167,720.11
<i>Original Contract Contingency:</i>	\$ 96,883.90
<i>Remaining Project Contingency:</i>	<b>\$ -101,997.21</b>

Change Order Description:

**Item No. 1**

Cost Proposal #516: Pursuant response received in RFI#1305, data is to be provided at the 4 each floor boxes in room 140. Installation of data will require local demolition of the existing floor and floor boxes in order to install new conduit and floor boxes capable of supporting the new data requirements. Inland Building will be completing the demolition and pour back of the concrete components. Additional costs outside this scope will be submitted under separate cost proposal.

\$12,378.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**Item No. 2**

Cost Proposal #537: Owner requested 1 each additional laptop shelf and monitor mount for the demonstration kitchen.

\$ 993.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**Item No. 3**

Cost Proposal 538: Owner requested AV equipment protection in room 104.

\$ 481.00

*Requested by:* Owner/Riverside Community College District

*Accountability:* Owner/ Riverside Community College District

**Item No. 4**

Cost Proposal #530: Pursuant response received in RFI#1272, Owner has revised building signage logo at the lobby 100 east facing window. This change request exceeds allowable 10% threshold for changes on original contract value therefore this change request will need formal Board approval.

\$ 603.00

*Requested by:* Owner/Riverside Community College District

*Accountability:* Owner/ Riverside Community College District

**Item No. 5**

Cost Proposal 468: Pursuant to response received in RFI#1210,IBCC furnished and installed the pressure treated wood along the top of the Okubo parapet as a nailer for the expansion joint. Though the detail shows the nailer, it is not called out and therefore IBCC is submitting cost for it.

\$ 3,668.00

*Requested by:* Owner/Riverside Community College District

*Accountability:* Owner/ Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$18,123.00**

Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

**CHANGE ORDER SUMMARY**

Change Order **No. 6**

Contractor: **Inland Building Construction Companies, Inc. (BC#18 – Misc. (CA))**

<i>Approved Contract Amount:</i>	\$ 968,839.00
<i>Change Order No.1 Amount:</i>	\$ 59,180.00
<i>Change Order No.2 Amount:</i>	\$ 8,026.00
<i>Change Order No.3 Amount: :</i>	\$ 20,569.11
<i>Change Order No. 4 Amount:</i>	\$ 92,983.00
<i>Change Order No. 5 Amount:</i>	\$ 18,123.00
<b><i>Change Order No. 6 Amount:</i></b>	<b><u>\$ -504.02</u></b>
<i>Revised Contract Sum:</i>	\$1,167,216.09
<i>Original Contract Contingency:</i>	\$ 96,883.90
<i>Remaining Project Contingency:</i>	<b>\$ -101,493.19</b>

Change Order Description:

**Item No. 1**

Cost Proposal #480R1: Pursuant to release of CCD#210, Health Department Requirements and Owner request, IBCC was requested to re-clean all kitchens and other specified spaces (Change for missing Bond & OH&P from original change order #003).

\$ 1,198.98

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**Item No. 2**

Cost Proposal 322: Deductive change for CO#322 issuance.  
(Gate hardware for the roof top mechanical access door was updated).

\$-1,703.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$ -504.02**

## Agenda Item (VIII-E-6)

Meeting	11/15/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-6)
Subject	Change Order No. 9 for the Culinary Arts Academy and District Offices Project with J.M. Farnan
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 9 with J.M. Farnan in the amount of \$4,105.43; and 2) the change order in excess of ten percent by a total of \$13,979.84.

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### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with J.M. Farnan in the amount of \$645,336.

At this time it is requested that the Board of Trustees approve Change Order No. 9 with J.M. Farnan in the amount of \$4,105.43 for the CAA/DO project, amending their contract to \$723,849.44, exceeding the allowable change order contingency by a total amount of \$13,979.84 to date. The change order amount stems from the following: 1) Owner requested plumbing modifications to make ready for owner provided soft water system; 2) Core drill for relocated lavatory waste; and 3) Another core drill for relocated lavatory waste (different location). Detailed costs are listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

### Attachments:

[Change Order No 9\\_Summary\\_J M Farnan](#)

Riverside Community College District  
Facilities Planning & Development  
Culinary Arts Academy and District Office Building

**CHANGE ORDER SUMMARY**

Change Order **No. 9**

Contractor: **J.M. Farnan Co., Inc. (BC#20 – Plumbing)**

<i>Approved Contract Amount:</i>	\$ 645,336.00
<i>Change Order No.1 Amount:</i>	\$ 13,347.66
<i>Change Order No.2 Amount:</i>	\$ 1,659.94
<i>Change Order No.3 Amount:</i>	\$ 16,088.38
<i>Change Order No.4 Amount:</i>	\$ 7,934.45
<i>Change Order No. 5 Amount:</i>	\$ 17,848.20
<i>Change Order No. 6 Amount</i>	\$ 2,432.64
<i>Change Order No. 7 Amount:</i>	\$ 10,663.74
<i>Change Order No. 8 Amount:</i>	\$ 4,433.00
<b><i>Change Order No. 9 Amount:</i></b>	<b><u>\$ 4,105.43</u></b>
<i>Revised Contract Sum:</i>	\$ 723,849.44
<i>Original Contract Contingency:</i>	\$ 64,533.60
<i>Remaining Project Contingency:</i>	<b>\$ -13,979.84</b>

Change Order Description:

**Item No. 1**

Cost Proposal #524: Owner requested plumbing modifications to make ready for owner provided soft water system. As JMF has gone beyond their 10% change order, the final value of this work will require a board approved change.

\$ 3,408.43

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

**Item No. 2**

Cost Proposal #282: Pursuant to direction given in CCD#34, core drill for relocated lavatory waste.

\$ 174.25

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

**Item No. 3**

Cost Proposal #282R1: Pursuant to direction given in CCD#34, core drill for relocated lavatory waste. Current balance on available allowance monies prior to this change is \$0. Formal change will need to be issued in the amount of \$522.75 to cover the allowance shortage. This change will need to go to the board as it will exceed the allowable 10% project threshold.

\$ 2,163.00

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

**TOTAL ADD/CREDIT:**

**\$ 4,105.43**

## Agenda Item (XII-A)

Meeting 11/15/2016 - Regular

Agenda Item Business From Board Members (XII-A)

Subject Presentation of 2015-16 Annual Report by Measure C Citizens' Bond Oversight Committee

College/District District

Information Only

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### Background Narrative:

Proposition 39 and the Bylaws of the RCCD Measure C Citizens' Bond Oversight Committee require that the Committee submit an annual report to the Board of Trustees. The report is submitted as an information item and details activities of the Committee during the past year in a format determined by Committee members. The RCCD administrator who staffs the Committee prepares the report; Its content is reviewed and approved by the Committee prior to presentation to the Board of Trustees.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development  
Peggy Cartwright, AVC, Strategic Communications and Institutional Advancement

### Attachments:

[CBOC Annual Report 2015-16](#)

# 2015-16 Annual Report



## Riverside Community College District Citizens' Bond Oversight Committee



Morrie Barembaum, Chair  
Susan Cash, Vice Chair  
James Cuevas  
Clark Dupont  
Raymond Hicks  
Jeff Kraus  
Tyrone Macedon, Sr.





# Summary of the Citizens' Bond Oversight Committee

Proceedings and Activities  
2015-16



## Meetings of the Citizens' Bond Oversight Committee

The Committee conducts its meetings in accordance with the provisions of the Ralph M. Brown Public Meeting Act, Government Code Sections 54950 et seq. Meeting notices and agendas are sent to members of the Committee within the required period and are posted at RCCD campuses and education centers. Meeting notices, agendas, minutes, and documents and reports received by the Committee are a matter of public record and are available through the RCCD website: <http://rccd.edu/cboc> or by calling the RCCD Office of Strategic Communications and Institutional Advancement at (951) 222-8856.

### MEETING: OCTOBER 15, 2015

Norco College  
Science & Technology Building, Room 107  
2001 Third Street  
Norco, CA 92860

#### Measure C Projects Update

Chief of Staff and Facilities Development Chris Carlson presented the Measure C projects update.

#### Moreno Valley College

##### *Network Operations Center*

The Network Operations Center is an on-going project at Moreno Valley College.

##### *Ben Clark Training Center*

With the MVC Comprehensive Master Plan approved, the District submitted an Updated Letter of Intent for Ben Clark Training Center on June 30, 2015. BCTC, a self-funded facility, is included in the Five-Year Capital Improvement Plan filed with the State.

##### *Educational Master Plan*

The key projects in the Master Plan and Five-Year CIP include the Library and Learning Center, Natural Sciences Building and the Ben Clark Training Center.

##### *ADA Transition Plan – Phase I*

The fire panels at MVC were completed, which finalizes the ADA transition plan, phase I.

#### Norco College

##### *Groundwater Monitoring Wells / Land Use Agreement*

The report on the Department of Toxic Substance Control groundwater monitoring wells is almost complete. We will have a land use agreement on certain areas around the site, which provides Norco College requirements for current maintenance and operations of parking lots and protocols for future construction projects.

#### Riverside City College

##### *RCCD Centennial Plaza – (Coil School for the Arts, RCC Culinary Academy and District Offices)*

Occupancy is expected for the District offices in February 2016. The Culinary Arts program will move in during their April 2-16 break, as they are not on a traditional academic year. The School for the Arts is planning to host their spring performances in the performance hall, but won't move the academic programming until the summer break.



Henry W. Coil Sr. and Alice Edna Coil School for the Arts

### ***Kane Student Services and Administration***

The Dr. Charles A. Kane Student Services and Administration Building project is moving along. An additional layer of roofing (waterproofing) is being installed in anticipation of the El Niño forecast this winter.

### ***Educational Master Plan***

RCC is updating the Educational Master Plan, which will affirm the College's remaining Measure C projects.



Dr. Charles A. Kane Student Services and Administration Building at Riverside City College

### **Campus Update – Norco College**

Vice President of Business Services Beth Gomez provided an update on Norco College. She presented information on the Norco College Master Plan, which includes the three projects discussed in the project update as well as recommended renovations. Upon completion of these projects a few buildings will be repurposed.

The District signed a 30-year deed with the Department of Education on June 4, 1985 thereby granting RCCD the land on which Norco College is currently located. She reported that as of June 4, 2015 the College now owns the land and is no longer required to report anything that has to do with the land with the U.S. Department of Education.

The Master Plan also calls for a secondary road to be constructed on campus. The city of Norco is working with the College to construct and install a public electronic sign at the corner of Hamner Avenue and Third Street, just behind the existing monument sign.

### **Measure C Financial Update**

Vice Chancellor of Business and Financial Services Aaron Brown provided the Measure C financial update. In the project commitments summary changes, there is a change to the amount of Issuances of Series 2004 A through Series 2015 E. Issuances and proceeds were changed by the amount of the 2015 issuance. The interest income change occurred because at the beginning of the year we give an estimate. Now we have actual results and can make an estimate for the new year. Another significant change is the project savings impacted the budget and significant items were moved from in-progress to complete. You'll see the programming of the new issuance so we can fully budget the commitments. Bottom line is the \$10 million are the commitments to-date and there is \$40 million left to issue.

As far as expenditures from the last meeting, it is roughly \$14.4 million. Major items are the Culinary Arts Academy and Coil School for the Arts, which account for about \$8.8 million, and the RCC Student Services Building at \$3.6 million, the MVC Network Operations Center, and the NC Fuel Cell project. The four projects account for 96% of that total.

### **Business from Committee Members**

#### ***Measure C Audit***

Gema Ptasinski, a partner with Vincenti, Lloyd & Stutzman, presented the Measure C financial audit for 2014-15. The auditor presented a letter addressed to the Board of Trustees and the CBOC with the scope and results of the audit. There were no difficulties in performing the audit. There were two corrected misstatements because the District changed funds and there were a few adjustments in reporting that occurred. It wasn't anything to be concerned about, just a transitioning situation and both were corrected.

The audit is a combined report with the financial and performance audits. The auditor reported a clean audit and full compliance of the law. There were no issues with Measure C findings after a review of income and expenditures. The auditor's summary letter reported no adjustments and no findings of errors.

#### ***Measure C Audit – Chair Interview***

Nicolas Ferguson, CBOC chair, presented a report of the Measure C Audit telephone interview he had with the auditor. He reported that there were no issues between district staff and the CBOC. The material is presented and questions are answered in a timely manner.

#### **Review of 2014-15 Annual Report**

Nicolas Ferguson presented the 2014-15 CBOC Annual Report. The Committee approved the report with the correction. The report is to be presented to the Board of Trustees at the October 20, 2015 meeting. Members Jeff Kraus and James Cuevas will attend the meeting to report on behalf of the CBOC.

## MEETING - JANUARY 21, 2016

Ben Clark Training Center  
Cal Fire Executive Conference Room  
16902 Bundy Avenue  
Riverside, CA 92518

### Ben Clark Training Center Update

Dean of Public Safety Education and Training Art Turnier gave a report on the Ben Clark Training Center and the programs it offers in public safety, fire technology, emergency medical technician, paramedics, law enforcement, and basic and advanced officer training for fire and law. The College partners with Cal Fire and the Riverside County Sheriff's Department. RCCD has been involved in public safety since 1952 when the first sheriff's academy was held. The land was part of March Air Force Base when it was an active duty base. One side of the campus is run by Cal Fire and the other is run by the Sheriff's Department.

### Measure C Financial Update

Vice Chancellor of Business and Financial Services Aaron Brown, provided the Measure C financial update. Major current projects include the Culinary Arts Academy, the Coil School for the Arts and RCC's Kane Student Services and Administration building. The September financial report shows a decrease in cash balance of about \$13 million due to the major projects. All expenditures are highlighted in the budget report; about 98% are related to all project listed plus the Moreno Valley College Network Operations Center.

### Measure C Project Update

Chief of Staff and Facilities Development Chris Carlson provided the Measure C project update.

#### Moreno Valley College

##### Network Operations Center

The Network Operations Center at MVC is ongoing. The contractor will continue this project until finished. The job is at the final punch list items. This has delayed staff location changes at the College as well as delaying the redundancy as an IT network system.

##### Educational Master Plan

MVC's Educational Master Plan is completed and includes the request for Ben Clark Training Center. Student Services remodel - staff is working with Business Services to put out a RFQ and RFP for architectural services. The master list of architects is outdated, so we are requesting RFQs and RFPs for the handful of remaining projects. Scope of the project is a major remodel of the



Fuel Cell Project at Norco College

Student Services building because the original building and services have changed. This is a start to implement the College's Master Plan.

#### Ben Clark Training Center

Holt Architects was awarded this project for site development planning.

#### Norco College

##### Groundwater Monitoring Wells

Norco has received sign off from Department of Toxic Substance Control. It will go to the Board of Trustees in February for approval. Norco's Measure C projects and funding are complete.

#### RCCD Centennial Plaza

Centennial Plaza is under construction; staff is pushing for completion. The plan is for the District Office (floors 2 and 3) furniture to be installed in January 2016, upon completion of construction. A preview opening and block dedication will be held on March 13. The Culinary faculty has requested some additions to the Culinary Academy; these changes have been made.

#### Committee Update

Vice Chair Morrie Barembaum stated that an election of new officers for the CBOC needs to occur at the next meeting. Also the two vacant positions need to be filled. District staff will solicit for new members and appointments will take place.

## MEETING – APRIL 21, 2016

Riverside Community College District  
Executive Conference Room, #309  
3801 Market Street  
Riverside, CA 92501

### Measure C Financial Update

*Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, Series 2015 E*

Director of Business Services Majd Askar provided the Measure C Financial Update and shared the financial changes that have occurred over the last quarter. To date there is approximately \$40 million in issuances; Measure C has \$17,168,614 cash on hand. She provided Committee members the financial information on Measure C projects.

### Measure C Project Update

Chief of Staff and Facilities Development Chris Carlson delivered the Measure C project update.

### RCCD Centennial Plaza

A preview opening of Centennial Plaza was held on March 13, 2016. District staff and operations have moved in. The Culinary Arts faculty and Culinary Academy will move in August. The Coil School for the Arts programs will move in fall 2016.

### Moreno Valley College

#### *Network Operations Center*

The Network Operations Center project is complete.

#### *Student Services Remodel*

An RFQ/RFP has been issued and eight companies were invited to interview to undertake the remodeling and development of the Student Services building.

#### *Ben Clark Training Center*

BCTC ground lease site planning agreement was awarded to Holt Architects in January 2016.

#### *Five-Year Capital Improvement Plan*

The final proposal for the Library and Learning Center was submitted to the state.

Center for Human Performance initial project proposal submitted to the state.

Natural Science Building initial project proposal submitted to the state.

Allied Health Building deferring initial project proposal submitted to the state.

An updated letter of intent for BCTC was submitted on 6/30/15 to the state.

Comprehensive Master Plan was approved; work is underway to design an initial facility at BCTC.

### Norco College

#### *Norco Groundwater Monitoring Wells Project*

Project completed with new Land Use Covenant entered into by RCCD and the Department of Toxic Substance Control.

#### *Five-Year Capital Improvement Plan*

Multimedia and Arts Center final project proposal submitted to the state.

Center for Human Performance initial project proposal submitted to the state.

Library and Learning Resource Center initial project proposal submitted to the state.

Student Services Remodel needs initial project proposal development.

### Riverside City College

#### *Kane Student Services and Administration Building*

The project is close to completion, RCC will host an unveiling event for the Dr. Charles A. Kane Student Services and Administration building on Saturday, April 23, coupled with a program for high school seniors. Move-in is scheduled for spring 2016.



Network Operations Center at Moreno Valley College

### **Five-Year Capital Improvement Plan**

RCC will update the Five Year Capital Improvement Plan Facilities Master Plan which includes Life Science/Physical Science reconstruction, a new Cosmetology Building, and Business Education repurposing. A project proposal will be submitted for a state bond and will go to the Board in June.

### **New Committee Member Applications**

The Office of Strategic Communications and Institutional Advancement received one application for the two vacancies on the CBOC; this applicant didn't qualify due to residency. The process will be extended and staff will continue to recruit for the open positions.

### **Business from Committee Members**

Nicolas Ferguson submitted his letter of resignation from the CBOC, therefore Peggy Cartwright led an election for the position of chairperson.

Tyrone Macedon, Sr., made a motion to nominate Morrie Barembaum as committee chair. The nomination was seconded by Jeff Kraus. Vote 4-0.

Morrie Barembaum was the vice chair; the Committee elected to fill his seat. Jeff Kraus nominated Susan Cash to serve as vice chair. The nomination was seconded by Tyrone Macedon, Sr. Vote 4-0.

### **Centennial Plaza Update**

Committee members were invited to participate in a tour of Centennial Plaza after the meeting was adjourned.



RCC Culinary Academy at Centennial Plaza

## **MEETING – JULY 21, 2016**

Riverside City College  
Kane Student Services and Administration Building  
Executive Conference Room, #224  
4800 Magnolia Avenue  
Riverside, CA 92506

### **Riverside City College Update**

Riverside City College President Wolde-Ab Isaac provided the RCC update. The Dr. Charles A. Kane Student Services and Administration Building was officially dedicated on April 23, 2016 and funded through Measure C. Student Services staff and operations occupied the building in early July. College services that were housed in five separate buildings throughout the campus are now consolidated into this 44,000-square-foot one-stop customer service center. The facility was designed through a collaboration of representatives from all student service programs. Vacant space is being transformed into student engagement centers for visiting lecturers and specialized student programs.

*A discussion occurred between Committee members and Dr. Isaac regarding RCC programs and student success.*

### **Measure C Financial Update**

*Project Commitments Summary Series A, Series B, Series A Refunding, Series 2007 C, Series 2010 D, and Series 2015 E as of June 30, 2016*

Vice Chancellor of Business and Financial Services Aaron Brown provided the Measure C Financial Update. Committee members received the financial report which shows expenditure activity and no changes to the commitments since the last report. There are approximately \$5 million in cash expenditures since the last report on March 31, 2016. The major components of the expenditures were the Dr. Charles A. Kane Student Services and Administration Building, the Culinary Arts Academy and District Offices, and the Coil School for the Arts which represent about 85 percent of the total expenditures. There was a significant continuance of our IT budget for upgrade projects, about \$600,000, to replace equipment such as routers and switches representing approximately 90% of the total expenditures. The Board did not take action on any additional commitments, yet there is still a lot of activity going on.

*A discussion occurred between Committee members and Vice Chancellor Brown regarding the Committee's role and the financial report.*

As of the July 2015 issuance there is about \$12 million of the \$45 million left. All projects, once approved, go through a bid process. Brown asked Madj Askar, director of Business Services, to present at the next meeting information on the District's bid process. The financial report is in compliance and in accordance with Proposition 39.

## Measure C Project Update

Chief of Staff and Facilities Development Chris Carlson provided the Measure C project update.

### Moreno Valley College

#### *Network Operations Center*

The Network Operations Center is now complete and is DSA certified.

#### *Student Services Remodel*

We are selecting an architect on the remodeling and development of a new Student Services building and reevaluating remodeling.

#### *Ben Clark Training Center*

The Ben Clark Training Center ground lease site planning agreement has been completed and the final presentation to the executive team which includes the Economic Development Agency, Riverside County Sheriff's Department and Cal Fire was made in July. The goal is to make BCTC into an official center.

#### *Five-Year Capital Improvement Plan*

MVC's Five-Year CIP priority is the Library Learning Center with several additional projects.

### Norco College

#### *Groundwater Monitoring Wells / Land Use Agreement*

The Land Use Covenant between RCCD and Department of Toxic Substances Control is complete.

#### *Five-Year Capital Improvement Plan*

NC's Five-Year CIP priority projects include Multimedia and Arts Center, Center for Human Performance, and several additional projects.

### Riverside City College

#### *Coil School for the Arts and RCC Culinary Academy*

The Centennial Plaza project is 100% complete.

#### *Five-Year Capital Improvement Plan*

RCC's Master Plan was presented to the Board in April to serve as an update to the facilities master plan. The state requires us to file a Five-Year Capital Improvement Plan and RCC's number one priority is the Life Science/Physical Science Reconstruction. There is a proposal for a new Cosmetology Building, followed by the Business Education repurposing.

### Business from Committee Members

On June 21, 2016 the Board of Trustees approved the appointments of Raymond Hicks and Clark Dupont to serve on the RCCD Citizens Bond Oversight Committee. Hicks and Dupont fill the vacancies of Nicholas Ferguson and Robert Frost. Hicks represents as a member of a college support organization position and Dupont serves as a community-at-large member.

The meeting was adjourned in honor of former CBOC Chair Nicolas Ferguson who passed away on May 9, 2016.



Fire Technology at the Ben Clark Training Center

## Statement of Compliance

This Annual Report is submitted to the Board of Trustees by the Riverside Community College District Citizens' Bond Oversight Committee. This Committee advises that, to the best of its knowledge, the Riverside Community College District complies with the requirements in Article XIII A, Section 1(b) (3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure C and no funds were used for any teacher or administrative salaries or other operating expenses as prohibited by Article XIII A, Section (b) (s) (a) of the California Constitution.

Respectfully submitted:  
Morrie Barembaum, Chair  
Citizens' Bond Oversight Committee

Date: November 15, 2016

Riverside Community College District  
Citizens' Bond Oversight Committee

# 2015-16 Annual Report



Submitted to the  
Riverside Community College District  
Board of Trustees  
November 15, 2016

**RCCD**

**RIVERSIDE COMMUNITY  
COLLEGE DISTRICT**

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE



## Agenda Item (XII-B)

Meeting 11/15/2016 - Regular  
Agenda Item Business From Board Members (XII-B)  
Subject Update from Members of the Board of Trustees on Business of the Board.  
College/District District  
Information Only

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### Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting including any updates regarding the following assigned associations:

- Association of Community College Trustees (ACCT)
- Association of Governing Board of Universities and Colleges (AGB)
- California Community College Trustees and Legislative Network (CCCT)
- Community College League of California (CCLC)
- Latino Trustees Association
- Inland Valleys Trustees and CEO Association
- African-American Organizations Liaison Riverside Branch - NAACP
- Hispanic Chambers of Commerce: Corona, Moreno Valley and Riverside
- Chambers of Commerce: Corona, Moreno Valley, Norco and Riverside
- Riverside County School Boards Association
- Riverside County Committee on School District Organization
- Alvord Unified School District Ad-Hoc Committee

Prepared By: Chris Carlson, Chief of Staff & Facilities Development  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

None.



## Agenda Item (XIII-A)

Meeting	11/15/2016 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	To be Determined

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### Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor  
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

None.