RIVERSIDE COMMUNITY COLLEGE DISTRICT
Board of Trustees – Regular Meeting –
February 20, 2007 - 6:00 p.m. – Board Room AD 122, Riverside City College

AGENDA

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 this meeting should contact Kristen Van Hala at (951) 222-8052 as far in advance of the meeting as possible.

Closed Session

- Pursuant to Government Code Section 54957, Public employee, discipline/dismissal/release.

Recommended Action: To be Determined

I. Approval of Minutes - Regular Meeting of January 30, 2007
   Adjourned Meeting of February 2, 2007
   Special Meeting of February 2, 2007
   Adjourned Meeting of February 3, 2007

II. Chancellor’s Reports

A. Communications

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

   Information Only

   1. Update on Chancellor Search – Ms. Mary Figueroa, President, Board of Trustees, Riverside Community College District
2. Presentation on “The Innovative Learning Center,” the Alvord Unified School District / Riverside Community College District Building Center Project – Dr. Wendell W. Tucker, Assistant Superintendent, Operational Support Services, and Dr. Kathy Wright, Deputy Superintendent, Alvord Unified School District

III. Student Report

IV. Comments from the Public

V. Consent Items

A. Action

1. Personnel
   - Appointments and assignments of academic and classified employees.

   a. Academic Personnel

   1. Appointments

      (a) Management

      (b) Contract Faculty

      (c) Long-Term, Temporary Faculty

      (d) Special Assignments

      (e) Overload Assignments

      (f) Part-Time Faculty, Hourly Assignments

      (g) Child Development Center Hourly Employees

      (h) Atypical Teaching Assignments, Spring Semester 2007

      (i) Extra-Curricular Activities, Academic Year 2006-07

2. Request for Participation in Reduced Employment Program
3. Salary Reclassification

4. Title Changes

5. Recommendation Not to Reemploy – Non-Tenure Track Employees in Categorically Funded Positions

6. Recommendation Not to Reemploy – Temporary Employees

7. Recommendation Not to Reemploy – Contract Employee, First Contract

b. Classified Personnel

1. Appointments
   
   (a) Management/Supervisory
   
   (b) Management/Supervisory – Categorically Funded (None)
   
   (c) Classified/Confidential
   
   (d) Classified/Confidential – Categorically Funded (None)
   
   (e) Professional Experts (None)
   
   (f) Short Term
   
   (g) Temporary as Needed Student Workers
   
   (h) Community Education Program (None)
   
   (i) Special Assignments

2. Professional Growth Achievement Steps

3. Requests for Leave Under the California Family Rights Act and the Federal Family and Medical Leave Act

4. Requests for Leave Without Pay

5. Military Leave
6. Separation

2. Purchase Order and Warrant Report -- All District Funds
   - Purchase orders and warrant reports issued by the Business Office.

3. Annuities
   - Tax shelter annuities for employees, amendments and terminations.

4. Approval - Budget Adjustments
   a. Approval - Budget Adjustments
      - Request approval of various budget transfers between major object codes as requested by administrative personnel.
   b. Resolution(s) to Amend Budget
      1. Resolution to Amend Budget – Resolution No. 26-06/07 – 2006-2007 Faculty and Staff Professional Development Program
         - Recommend adopting a resolution to add income and expenditures to the adopted budget.
      2. Resolution to Amend Budget – Resolution No. 27-06/07 – 2006-2007 California High School Exit Exam (CAHSEE) Prep Program
         - Recommend adopting a resolution to add income and expenditures to the adopted budget.
      3. Resolution to Amend Budget – Resolution No. 28-06/07 – 2006-2007 Industry Driven Regional Consortium (IDRC)/Mt. San Antonio Community College (MT. SAC)
         - Recommend adopting a resolution to add income and expenditures to the adopted budget, contingent upon approval of Board Report No. V-A-8-d presented later in this agenda.
   c. Contingency Budget Adjustments (None)

5. Bid Awards (None)

6. Donations
- Recommend approving the listed donated items.

7. Out-of-State Travel
- Recommend approving out-of-state travel requests.

8. Grants, Contracts and Agreements

   a. Agreements for the 2007 Summer Conservatory
      - Recommend approving the agreements to provide services as musical director and costume designer/dry cleaner for the 2007 Summer Conservatory.

   b. Sublease Agreement with Orange County Business Council
      - Recommend ratifying the agreement to sublease a facility for the TriTech Small Business Development Center.

   c. Agreement with County of Riverside Economic Development Agency
      - Recommend ratifying the agreement to provide funding for the TriTech Small Business Development Center.

   d. Agreement with Mt. San Antonio College District
      - Recommend ratifying the agreement to act as the subcontractor and fulfill the goals, objectives, and activities outlined in the Industry Driven Regional Collaborative Grant.

   e. Agreement with Timberland
      - Recommend ratifying the agreement to provide leadership development training services.

   f. Agreement with Luxfer Gas Cylinders
      - Recommend approving the agreement to provide factory maintenance and troubleshooting classes.

   g. Amendment to the Agreements with Tams-Witmark Music Library, Inc.
      - Recommend ratifying the amendment to the agreements to provide royalties and rental materials for Performance Riverside productions.
h. Agreement with Douglas Shrope
   - Recommend approving the agreement to provide services for musical arranging and talk spot writing for the Performance Riverside production of “Sensational Showtunes.”

i. Agreement with Small Potatoes Productions, LLC
   - Recommend approving the agreement to provide services for the production and direction of a documentary film for Riverside School for the Arts.

j. Agreement with Matthew Mortimer
   - Recommend approving the agreement to develop math curriculum.

k. Agreement with University of California Riverside Student Recreation Center
   - Recommend approving the agreement to provide team building activities for the Norco Campus Upward Bound program participants.

l. Agreement with Richard Santana
   - Recommend approving the agreement to provide a workshop and keynote speech for Norco Campus Upward Bound students.

m. Agreements with Gilbert Marquez
   - Recommend approving the agreement to provide training to Norco CIS faculty for 3D Studio Max software.

n. Agreement with Myron Dembo
   - Recommend approving the agreement to provide a one day seminar called “Barriers and Solutions for Improving Students’ Academic Performance” to Norco Campus faculty and staff.

o. Agreement with Jose Marquez, La Vista Solutions, L.L.C.
   - Recommend approving the agreement to provide proposal development services related to the Title V Hispanic-Serving Institutions Cooperative Program for Riverside City College.

p. Agreement with Cynthia Chavez
   - Recommend approving the agreement to provide parenting workshops.
q. Agreement with Foundation for Worldwide International Student Exchange
   - Recommend ratifying the agreement to facilitate homestay placements for international students.

r. Amendment to the Agreement with the Regents of the University of California
   - Recommend ratifying the amendment to provide additional funding for the professional development of science teachers.

s. Amendment to Agreement with Rose & Tuck, LLC
   - Recommend approving the agreement to provide additional funding for Datatel consulting services.

**Recommended Action: Request for Approval and Ratification**

9. Other Items

a. Surplus Property
   - Recommend declaring listed property as surplus, finding the property does not exceed $5,000 and authorizing the property be consigned to be sold on behalf of the District.

b. Surplus Property - Donation
   - Recommend declaring the listed property as surplus, finding that the property does not exceed $5,000 and authorizing the property to be donated to the RCC Art Club.

c. Notice of Completion – Cosmetology Electrical Upgrade Project
   - Recommend accepting the Cosmetology Electrical Upgrade Project as complete, approving execution of the Notice of Completion and authorizing signing of the notice.

**Recommended Action: Request for Approval**

B. Information

   - Informational report relative to financial activity for the period from July 1, 2006 through January 31, 2006.

2. CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended December 31, 2006
- Informational Report relative to the District’s financial status for the period ending December 31, 2006.

**Information Only**

VI. Board Committee Reports

A. Teaching and Learning

1. Agreement with Lee Wade
   - Recommend approving the agreement to provide corporate marketing consultation for Performance Riverside.

2. CalWORKS Work Study Agreement with Employer
   - Recommend approving the blanket agreement to provide employers for the Work Study Program.

3. Scholarship for Student Trustee
   - Recommend approving the proposal to award a scholarship to the Student Trustee.

4. Agreement with Adventureland Safari Travel LLC
   - Recommend approving the agreement to provide travel services for the summer session of the study abroad program in Greece.

**Recommended Action: Request for Approval**

B. Resources Committee

1. Proposed Child Center Fee Increase
   - Recommend approving an annual fee increase for the District’s three child centers beginning July 1, 2007 and annually on July 1 through June 30, 2012.

2. Riverside City College Quadrangle Modernization Project Budget – Proposed $1,019,622 Measure C Budget Augmentation
   - Recommend approving a budget augmentation using Measure C funds for the Quadrangle Modernization Project.

3. Riverside City College Parking Structure Project Budget – Change Order No. 3 Phase II, Change Order No. 1 Phase III, and Proposed $711,082 Measure C Budget Augmentation
   - Recommend approving change orders and a Measure C budget augmentation relative to the Riverside City College Parking Structure Project.
4. **Lovekin Modulars Redistribution Project**  
- Recommend approving an agreement for architectural design and engineering services for the distribution of fifteen modular classrooms from the Riverside City Campus to the Moreno Valley and Norco campuses using Measure C funds.

**Recommended Action: Request for Approval**

5. **FY 2007-08 Budget Development**  
- Informational report concerning the State’s budget proposal for FY 2007-08.  
  **Information Only**

C. **Planning Committee**

1. Approval of Professional Design Services and Educational Planning Consultants to Develop Long Range Educational Program, Growth, and Capital Plans for Norco, Moreno Valley and Riverside campuses.  
- Recommend approving agreements relative to the preparation of long range educational plans for the Norco, Moreno Valley, and Riverside campuses.

2. Proposed agreement for Harley Ellis Devereaux to Provide Design Services for the Norco Student Support Center Project  
- Recommend approving an agreement to prepare plans and specifications for the Norco Student Support Center.

**Recommended Action: Request for Approval**

D. **Board of Trustees Committee Meeting Minutes**  
- Recommend receipt of minutes from the January 29, 2007 Board of Trustees Resources Committee meeting.  
  **Information Only**

VII. **Administrative Reports**

A. **Vice Chancellors**

B. **Presidents**

VIII. **Academic Senate Report**

A. **Riverside City College**

B. **Moreno Valley Campus**
C. Norco Campus/Riverside Community College District

IX. Business from Board Members

X. Adjournment
President Figueroa called the regular meeting of the Board of Trustees to order at 6:15 p.m., in the Student Services Building, Room 101, Moreno Valley Campus.

Trustees Present
Ms. Virginia Blumenthal
Ms. Janet Green
Ms. Mary Figueroa
Mr. Mark Takano (arrived at 6:30 p.m.)
Ms. Yajaira Tiscareño, Student Trustee

Trustees Absent
Mr. José Medina

Staff Present
Dr. Salvatore G. Rotella, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Interim Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Dr. Debbie DiThomas, Associate Vice Chancellor, Student Services and Operations
Dr. Lyn Greene, Associate Dean, Governmental Relations, Grants and Contracts
Dr. Richard Mahon, President, Academic Senate, Riverside City College
Mr. Tom Wagner, President, Academic Senate, District and Norco Campus

Guests Present
Dr. Michael Viera, Superintendent/President, Citrus College
Mr. Paul Holmes, Partner, Murdock, Walrath and Holmes
Ms. Linda S. Devlin, C.P.A., Ahern-Adcock-Devlin LLP

RCC Police Officer, Mr. Sam Weston, led in the Pledge of Allegiance.

Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the regular meeting of December 12, 2006. Motion carried. (3 ayes, 2 absent [Medina, Takano])

Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the Special Meeting of January 8, 2007. Motion carried. (3 ayes, 2 absent [Medina, Takano])
Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the Special Meeting of January 11, 2007. Motion carried. (3 ayes, 2 absent [Medina, Takano])

Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the Special Meeting of January 23, 2007. Motion carried. (3 ayes, 2 absent [Medina, Takano])

Ms. Blumenthal, seconded by Mrs. Green, moved that the Board of Trustees amend the agenda to hear a presentation on agenda items V-A-9-c, 2005-2006 Foundation Independent Audit Report, and V-A-9-d, 2005-2006 District Independent Audit Report by Ms. Devlin.

Dr. Rotella introduced Interim Vice Chancellor Kane, who announced the progress made in the search for the new Chancellor.

Mr. Kennett presented an information report regarding the 2007 Community College National Legislative Summit in Washington, D.C. sponsored by the Association of Community College Trustees, that will be attended by the Board members and the Chancellor, February 11-14, 2007.

Mr. Tan introduced Dr. Viera and Mr. Holmes, who led the recognition of Salvatore G. Rotella, Chancellor, for his founding membership and continuing support for the Community College Facility Coalition (CCFC), as well as for his extraordinary support for Statewide Bond Campaigns.

Ms. Blumenthal, seconded by Mrs. Green, moved that the Board of Trustees approve the schedule of meetings for February through June, 2007. Motion carried. (4 ayes, 1 absent [Medina])

Ms. Tiscareño, student trustee, reported on recent and planned ASRCC activities.

Ms. Karin Skiba made a comment about the CTA
Negotiation Training Update. Ms. Theresa Birkett made a comment about the cost of textbooks for students.

Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees:

- Approve the amended listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 40)
- Approve/ratify the Purchase Orders and Purchase Order Additions totaling $8,306,092.00 and District Warrant Claims totaling $5,312,780.00; (Appendix No. 41)
- Approve amendment to employment contracts and terminations as listed; (Appendix No. 42)
- Approve the budget adjustments as presented; (Appendix No. 43)
- Approve adding the revenue and expenditures of $29,662.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;
- Approve adding the revenue and expenditures of $25,000.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;
- Approve adding the revenue and expenditures of $10,000.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;
- Approve adding the revenue and expenditures of $317,287.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

| PUBLIC |
| CONSENT ITEMS |

| Action |
| Academic and Classified Personnel |
| Purchase Order and Warrant Report — All District Funds |
| Annuities |
| Budget Adjustments |

- Resolution to Amend Budget – Resolution No. 18-06/07 2006-2007 Middle College High School Program, Moreno Valley Campus |
- Resolution to Amend Budget – Resolution No. 19-06/07 2006-2007 Oral Health Sunrise/Sunset Program |
- Resolution to Amend Budget – Resolution No. 20-06/07 2006-2007 Centers for International Trade Development Statewide Leadership |
- Resolution to Amend Budget – Resolution No. 21-06/07 2006-2007 Tri-Tech Small Business Development Center (SBDC) |
Approve adding the revenue and expenditures of $16,200.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 22-06/07 2006-2007 CalWORKS Program

Approve adding the revenue and expenditures of $5,348.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 23-06/07 2006-2007 Temporary Assistance for Needy Families (TANF) Child Development Careers Program

Approve adding the revenue and expenditures of $25,000.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 24-06/07 2006-2007 Gateway to College Dropout Recovery Program

Approve adding the revenue and expenditures of $4,950.00 to the budget, contingent upon Board approval of Board Report No. V-A-8-e, presented later in the agenda, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 25-06/07 2006-2007 VTEA State Leadership Program

Award a bid for the Moreno Valley Science Tech Building Roofing Project to Cabral Roofing in the amount of $91,328.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Award of Bid – Moreno Valley Science Tech Building Roofing Project

Award a bid for the Bradshaw Center and Dispatch Building Roofing Project to Western Single Ply in the amount of $220,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Award of Bid – Bradshaw Center and Dispatch Building Roofing Projects

Award a bid for the Administration and Assessment Center Building Roofing Project to Scholten Roofing Service in the amount of $202,702.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Award of Bid – Administration and Assessment Center Building Roofing Project

Accept the list of donated items; (Appendix No. 44)

Donations

Grant the out-of-state travel as listed; (Appendix No. 45)

Out-of-State Travel
Approve the proposed agreement, for the term of February 1, 2007 through November 30, 2011, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for January 1, 2007 through January 1, 2008, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the curricular changes for inclusion in the college catalog and in the schedule of class offerings; (Appendix No. 46)

Approve the Memorandum of Understanding, for January 31, 2007 through June 30, 2007, for an amount not to exceed $20,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Ratify the agreement, from November 20, 2006 through May 1, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Ratify the addendum to the lease agreement, from December 21, 2006 through October 10, 2008, at a cost of $4202.28 annually, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for February 12, 2007 through June 7, 2007, at a cost of $783.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for February 12, 2007 through June 8, 2007, at a cost of $1,250.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, from January 31, 2007 until terminated, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for February 16, 2007

Agreement with Wells Fargo Bank

Agreement for Special Services with Liebert Cassidy Whitmore

Proposed curricular changes

Memorandum of Understanding with San Bernardino Community College District

Agreement with California Community Colleges Chancellor’s Office

Addendum to Lease Agreement with Mobile Modular Management Corporation

Agreement with Moreno Valley Unified School District

Agreement with Megan Caughlin

Agreement with Southwest Healthcare System

Agreement with Vangie Pearson
Approve the agreement, for May 5, 2007 through May 6, 2007, for an amount not to exceed $400.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreements, for April 19, 2007 through April 21, 2007, for amounts not to exceed $1,500.00 each, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements;

Approve the agreements, for March 6, 2007 through March 7, 2007, for amounts of $300.00 or $600.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements;

Approve the agreement, for February 1, 2007 through June 30, 2007, for an amount that varies based on the fee schedule in the agreement, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreements, from February 1, 2007 through February 18, 2007, for $2,000.00 and $875.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements;

Ratify the agreement, from January 1, 2007 through February 28, 2007, for $100.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the amendment to the agreement, from February 5, 2007 through April 8, 2007, for $3,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, from February 1, 2007 through June 19, 2007, for $4,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreements, from February 1, 2007 through April 8, 2007, for $3,500.00 and $1,500.00,
respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements;

Approve the agreement, from February 1, 2007 through June 30, 2007, for an amount not to exceed $3,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, from February 1, 2007 through January 31, 2008, with automatic annual renewals, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, from January 31, 2007 through January 30, 2008, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Ratify the agreement, for January 8, 2007 through February 28, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for February 1, 2007 through April 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Ratify the amendment, for November 28, 2006 through February 28, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for January 31, 2007 through June 30, 2007, for an amount not to exceed $750.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve the agreement, for February 20, 2007 through June 30, 2007, for an amount not to exceed $1,125.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Sarah Stevenson

Affiliation Agreement with Kaiser Foundation Hospitals and Southern California Permanente Medical Group

Agreement with San Antonio Community Hospital

Agreement with Portrait Homes, Inc.

Agreement with City of Norco

Amendment to Agreement with Press Enterprise

Agreement with Marlene Victoriano

Agreement with Robert Manriquez
Ratify the amendment, for June 1, 2006 through June 30, 2008, to increase the funding by the additional sum of $5437.50, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement; Amendment to Agreement with Foundation for California Community Colleges

Ratify the revised agreement, from July 25, 2006 to August 30, 2007, for an amount not to exceed $4,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement; Revised Agreement with City of Norco

Approve the agreement, for February 13, 2007 through May 1, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement; Agreement with Riverside County Office of Education

Approve the agreement, for February 1, 2007 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement; Agreement with Riverside County Office on Aging

Approve the agreement, for February 1, 2007 through January 31, 2008, for an amount not to exceed $1,110.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement; Agreement with Dun and Bradstreet, Inc.

Approve the amendment to the agreement in an amount not to exceed $150,000.00 and authorize the Vice Chancellor, Administration and Finance, to sign the agreement with the provision that the Vice Chancellor of Administration and Finance, or his designee, may extend the date without a formal amendment to this agreement with the consent of the Consultant; Amendment to Agreement with John R. Byerly, Inc. to Provide Testing and Inspection Services for the Quad Modernization Project

Approve the amendments to the agreements with Keith Francis & Co., Inc., Information Technology Solutions, LLC (ITS), Borg Pacific, Inc., WCS/Ca, Inc. and Patricia A. Guerra, and authorize the Vice Chancellor, Administration and Finance, to sign the amendments with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the dates of the agreements without formal amendments to the agreements; Amendments to Extend Dates and Requests for Additional Funds on Agreements for Professional Services for Riverside Campus Parking Structure Project and the A.G. Paul Quadrangle Modernization Project
Adopt for 2007-2008 a nonresident tuition fee rate of $173 per unit; a capital outlay surcharge of $19 per unit, and direct staff to promulgate these charges via the 2007-2008 catalog, schedule of classes, Board Regulation 6042 and other appropriate materials;

Receive the independent financial and performance audit reports of the Measure C general obligation bonds for the year ended June 30, 2006, for the permanent file of the District;

Receive the Riverside Community College District Foundation’s independent audit report for the year ended June 30, 2006, for the permanent file of the District;

Receive the independent audit report for the year ended June 30, 2006 for the permanent file of the District;

Declare the listed property to be surplus, find that 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, by unanimous vote; (Appendix No. 47)

Accept the March Education Parking Lot as complete; approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and authorize the Board President to sign the notice;

Motion carried. (4 ayes, 1 absent [Medina])

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<tr>
<th>2007-2008 Nonresident Fees</th>
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<tr>
<td>Receive the independent financial and performance audit reports of the Measure C general obligation bonds for the year ended June 30, 2006, for the permanent file of the District;</td>
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<tr>
<td>Receive the Riverside Community College District Foundation’s independent audit report for the year ended June 30, 2006, for the permanent file of the District;</td>
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<tr>
<td>Receive the independent audit report for the year ended June 30, 2006 for the permanent file of the District;</td>
</tr>
<tr>
<td>Declare the listed property to be surplus, find that 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, by unanimous vote; (Appendix No. 47)</td>
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<tr>
<td>Accept the March Education Parking Lot as complete; approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and authorize the Board President to sign the notice;</td>
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<td>Motion carried. (4 ayes, 1 absent [Medina])</td>
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In accordance with Board Policy 1042, the Chancellor has accepted the resignations of Dr. Dawn Lindsay, Dean of Instruction, Norco, effective January 3, 2007, for career advancement; Ms. Brenda Dietz, Payroll Technician, effective December 19, 2006, for personal reasons; Mr. Yxstian Gutierrez, Clerk Typist, effective January 12, 2007, for career advancement; Ms. Violette Kjeldgaard, Theatre Box Office Assistant, effective January 12, 2007, for personal reasons; Ms. Jagruti Patel, Chemistry Lab Coordinator, effective January 19, 2007, for career advancement; Mr. Richard Ririe, Purchasing Specialist, effective January 31, 2007, for personal reasons; Mr. Raymond Robbins, Senior Tool Room Attendant, effective January 12, 2007, for personal reasons; and Ms. Stacey Williams, Student Financial Services Outreach Specialist, effective January 5, 2007, for personal reasons.

The Board received an informational summary of financial activity for the period ended December 31, 2006.

Mr. Takano, seconded by Mrs. Green, moved that the Board of Trustees nominate Board President Mary Figueroa to run for the CCCT Board of Directors for a two-year term. Motion carried.
(4 ayes, 1 absent [Medina])

Ms. Blumenthal, seconded by Mr. Takano, moved that the Board of Trustees appoint Ms. Kathleen Daley to an initial two-year term on the Citizen’s Bond Oversight Committee in the Business Representative category. Motion carried.
(4 ayes, 1 absent [Medina])
President Figueroa announced the Board would be adjourning the closed session item pursuant to Government Code Section 54957, Public Employment to Friday, February 2, 2007 at 7:30 a.m. at the Riverside Marriott Hotel, located at 3400 Market Street, Riverside, California. The Board adjourned to closed session at 7:35 p.m., pursuant to Government Code Section 54957, Public employee, discipline/dismissal/release and pursuant to Government Code Section 54956.8, conference with real property negotiators; property located near the intersection of Blue Springs Drive and Temescal Canyon Road, Lot 20 of Tract 32538 in the City of Corona, County of Riverside; Agency Negotiator: Chancellor Salvatore G. Rotella; under negotiation: price and terms of agreement.

The Board reconvened to open session at 8:45 p.m., announcing that no action was taken in closed session, and adjourned the meeting to Friday, February 2, 2007 at 7:00 a.m. at the Riverside Marriott Hotel, Riverside, CA.
President Figueroa called the adjourned closed session meeting of the Board of Trustee to order at 8:00 a.m., in the Marriott Hotel, 3400 Market Street, Riverside, California.

**CALL TO ORDER**

**Trustees Present**
- Ms. Virginia Blumenthal
- Ms. Mary Figueroa
- Mrs. Janet Green
- Mr. José Medina
- Mr. Mark Takano

**Trustees Absent**
- Ms. Yajaira Tiscareño, Student Trustee

**Staff Present**
- Mr. Art Alcaraz, Director, Diversity and Human Resources

**Guests Present**
- Ms. Sharon Tanabe, Client Partner, Edward W. Kelley Partners

The Board adjourned to closed session at 8:05 a.m., pursuant to Government Code Section 54957, to consider the appointment of Chancellor for the District.

**CLOSED SESSION**

The Board reconvened to open session at 5:00 p.m., announcing that no action would be reported from closed session and adjourned the meeting to Saturday, February 3, 2007, at 7:30 a.m., at the same location.

**RECONVENEMENT TO OPEN SESSION AND ADJOURNMENT**
President Figueroa called the special meeting of the Board of Trustees to order at 5:00 p.m., in the Marriott Riverside Hotel, 3400 Market Street, Riverside, California.

CALL TO ORDER

Trustees Present:
Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Jose Medina
Mr. Mark Takano

Trustees Absent
Ms. Yajaira Tiscareño, Student Trustee

Staff Present:
Mr. Art Alcaraz, Director, Diversity and Human Resources Office

Guests Present:
Mr. Brad Neufeld, Attorney, Best, Best, & Krieger
Ms. Sharon Tanabe, Client Partner, Edward W. Kelley Partners

The Board adjourned to closed session at 5:00 p.m., pursuant to Government Code Section 54957.6, to confer with District labor negotiator, Mr. Neufeld, Attorney, Best, Best, & Krieger, regarding unrepresented employee: Chancellor.

CLOSED SESSION

The Board reconvened to open session announcing no action was taken, and adjourned the meeting at 5:30 p.m.

RECONVENE/ADJOURNED
President Figueroa called the adjourned closed session meeting of the Board of Trustee to order at 8:00 a.m., in the Marriott Hotel, 3400 Market Street, Riverside, California.

**CALL TO ORDER**

**Trustees Present**
Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. José Medina
Mr. Mark Takano

**Trustees Absent**
Ms. Yajaira Tiscareño, Student Trustee

**Staff Present**
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources

**Guests Present**
Ms. Sharon Tanabe, Client Partner, Edward W. Kelley Partners

The Board adjourned to closed session at 8:05 a.m., pursuant to Government Code Section 54957, to consider the appointment of Chancellor for the District.

**CLOSED SESSION**

The Board reconvened to open session at 4:50 p.m., announcing that the three interview finalists would be announced at the February 20, 2007 regular Board Meeting, and adjourned the meeting.

**RECONVENEMENT TO OPEN SESSION AND ADJOURNMENT**
The Learning Center
Typical Student Courtyard
The Learning Center
Typical Early Education and Preschool Cluster Model-Aerial View
The Learning Environment
The learning environment is subdivided into specific zones of organization used for a variety of educational activities.
The Learning Center
Typical Lecture Hall Interior-
View from Entry
The Learning Center
Typical Lecture Hall Interior-
View from Teaching Wall
The Learning Center

View of Observation Rooms Adjacent to Lecture Halls and Classrooms
The Learning Center
Typical Early Education and Preschool Cluster Model

The Learning Environment
The learning environment is subdivided into specific zones of organization used for a variety of educational activities.
The Learning Center

View of Observation Rooms Adjacent to Lecture Halls and Classrooms
The Learning Center
Preschool Interior-
View from Entry
The Learning Center
Preschool Interior-
View to Back of Classroom
The Learning Center
Preschool Interior-
View to Front of Classroom
The Learning Center
Construction Progress-Building F
The Learning Center
Construction Progress
The Learning Center
Construction Progress - Building G
The Learning Center
Construction Progress-
Typical Interior Classroom Casework
The Learning Center
Construction Progress-
Typical Interior Classroom Casework
The Learning Center
Construction Progress-
Typical Interior Classroom Window Systems
The Learning Center
Construction Progress-
Museum Building and Building L
The Learning Center
Construction Progress Playfields
1. Appointments

Board Policy 1040 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

It is recommended the following appointments be approved:

a. Management

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Salary Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>DISTRICT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debbie DiThomas</td>
<td>Interim Vice Chancellor, Student Services and Operations</td>
<td>02/21/07</td>
<td>Contract</td>
</tr>
</tbody>
</table>

b. Contract Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Salary Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>RIVERSITY CITY COLLEGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bobbie Grey</td>
<td>Chemistry Instructor</td>
<td>2007-08</td>
<td>F-5</td>
</tr>
</tbody>
</table>

c. Long-Term, Temporary Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Salary Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>RIVERSITY CITY COLLEGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Dougherty</td>
<td>Mathematics Instructor</td>
<td>02/09/07</td>
<td>G-4</td>
</tr>
</tbody>
</table>

d. Special Assignments

Payment as indicated to the individuals specified on the attached list.

e. Overload Assignments

Winter Intersession 2007
The individuals specified on the attached list.

Spring Semester 2007
The individuals specified on the attached list.
Subject: Academic Personnel

1. Appointments – cont.

   f. Part-Time Faculty, Hourly Assignments

      Spring Semester 2007
      The individuals specified on the attached list.

   g. Child Development Center Hourly Employees

      Spring Semester 2007
      Name                      Position
      Lisa Powers               Preschool Associate Teacher, Hourly

   h. Atypical Teaching Assignments, Spring Semester 2007

      Name                                Credential              Subject
      Willa Ashe                          Standard Secondary        Mathematics
      Dwight Lomayesva                    CC Instructor             Physical Education
      Ward Schinke                        CC Instructor             Economics
      Joan Semonella                      CC Instructor             Speech/English
      Pamela Smyth                        Standard Secondary        English

   i. Extra-Curricular Activities, Academic Year 2006-07

      Name                        Activity
      Jose Ortega                 Assistant Softball Coach (50%)
      Whitney Wilczynski          Assistant Softball Coach (50%)

2. Request for Participation in Reduced Employment Program

   The Agreement between Riverside Community College District and the Riverside Community College Chapter CCA/CTA/NEA provides for faculty participation in the Reduced Employment Program; and the Department Chair and the Vice President have reviewed and support the following request.

   It is recommended the Board of Trustees approve the request of Theodore Knipe, Associate Professor of Psychology, and allow him to participate in the Reduced Employment Program with a teaching load of 60% for the 2007-08 academic year.
3. Salary Reclassification

Board Policy 3080 establishes the procedures for professional growth and salary reclassification. The following employees have fulfilled the requirements of this policy.

It is recommended the Board of Trustees grant salary reclassification to the following faculty members effective March 1, 2007:

<table>
<thead>
<tr>
<th>Name</th>
<th>From Column</th>
<th>To Column</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Namekata</td>
<td>C</td>
<td>D</td>
</tr>
<tr>
<td>Patricia Tutor</td>
<td>G</td>
<td>H</td>
</tr>
</tbody>
</table>

4. Title Changes

As a result of changes and/or levels of responsibilities and in keeping with becoming a three college district, a change in title and salary is recommended for the academic position listed below.

It is recommended the Board of Trustees approve the change in title and salary placement for the following academic management position, effective February 21, 2007:

<table>
<thead>
<tr>
<th>Incumbent</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron Vito</td>
<td>District Dean, Occupational Education</td>
<td>Associate Vice Chancellor, Occupational Education</td>
</tr>
<tr>
<td></td>
<td>Salary Range: 19.4</td>
<td>Salary Range: 19.8</td>
</tr>
</tbody>
</table>

5. Recommendation Not to Reemploy – Non-Tenure Track Employees in Categorically Funded Positions

In compliance with Education Code Section 87470, the contract of the employees listed below will not be renewed for the 2007-08 academic year, and notice will be sent accordingly per Education Code Section 87610.

<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Avalos</td>
</tr>
<tr>
<td>Robert Baradaran</td>
</tr>
<tr>
<td>Karyn Magno</td>
</tr>
<tr>
<td>Daniel Ortega</td>
</tr>
<tr>
<td>Mary Ryder</td>
</tr>
<tr>
<td>Sylvia Stone</td>
</tr>
<tr>
<td>Jeffie Townsell</td>
</tr>
</tbody>
</table>
Subject: Academic Personnel

6. Recommendation Not to Reemploy – Temporary Employees

   Education Code Section 87608 allows the Board of Trustees not to enter into a contract for a second academic year. Education Code Section 87610 allows the Board of Trustees to terminate, at its discretion, the employment of a first-year employee.

   It is recommended the employees listed below not be reemployed and the Board of Trustees authorize the Chancellor or his designee to send a notice of non-reemployment for the 2007-08 academic year.

   Name
   Marc Bratton
   Octavio Chairez
   John Dougherty
   Daniel Kern

7. Recommendation Not to Reemploy – Contract Employee, First Contract

   Education Code Section 87608 allows the Board of Trustees not to enter into a contract for a second academic year. Education Code Section 87610 allows the Board of Trustees to terminate, at its discretion, the employment of a first-year employee.

   It is recommended the employee listed below not be reemployed and the Board of Trustees authorize the Chancellor or his designee to send a notice of non-reemployment for the 2007-08 academic year.

   Name(s)
   TBA
Report No.: V-A-1-b  

Date: February 20, 2007

Subject: Classified Personnel

1. Appointments

In accordance with Board Policy 1040, the Chancellor recommends approval for the following appointments:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Salary</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher Brown</td>
<td>Vice President, Business Services</td>
<td>03/12/07</td>
<td>19.9</td>
<td>Appointment</td>
</tr>
<tr>
<td>Sabean Scott-Demery*</td>
<td>District Campaign Specialist</td>
<td>03/01/07</td>
<td>19-1</td>
<td>Appointment</td>
</tr>
<tr>
<td>Elizabeth Romero</td>
<td>Secretary IV (Dean of Instruction)</td>
<td>02/21/07</td>
<td>17-2</td>
<td>Transfer</td>
</tr>
<tr>
<td>Wendi Gonzalez</td>
<td>Instructional Department Specialist</td>
<td>02/21/07</td>
<td>17-5</td>
<td>Transfer</td>
</tr>
<tr>
<td>Tricia Hodawans</td>
<td>Secretary IV (Dean of Student Services)</td>
<td>02/21/07</td>
<td>17-5</td>
<td>Transfer</td>
</tr>
<tr>
<td>Susan Lafferty</td>
<td>Instructional Department Specialist</td>
<td>02/21/07</td>
<td>17-1</td>
<td>Appointment</td>
</tr>
</tbody>
</table>

*ớператор: San Bernardino Valley College
Subject: Classified Personnel

1. Appointments – Continued

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Salary</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

c. Classified/Confidential (Cont’d)

RIVERSIDE CITY COLLEGE
Sandra Henes Instructional Department Specialist 03/01/07 17-2 Transfer (Senior Citizen Education)

d. Classified/Confidential – Categorically Funded

DISTRICT
(None)

MORENO VALLEY CAMPUS
(None)

NORCO CAMPUS
(None)

RIVERSIDE CITY COLLEGE
(None)

e. Professional Experts
(None)

f. Short Term
Short-term appointments of individuals to serve on an hourly, as needed basis, as indicated on the attached list.

g. Temporary as Needed Student Workers
Short-term appointments to serve on an hourly, as needed basis, as indicated on the attached list.

h. Community Education Program
(None)
Subject: Classified Personnel

1. Appointments – Continued

i. Special Assignments
   Payment to be approved for the following individual in the amount indicated for her participation in a special assignment:
   Additional Support for Title V (01/31/07 – 04/30/07)
     Cristina Cervantes – Total amount not to exceed $2,065
   Sound Design/Run Sound Board for “High School Musical” (07/29/07 – 08/05/07)
     Dorie Couture – Total amount not to exceed $2,000
   ESL Supplemental Instruction Internship/TA (02/21/07 – 06/07/07)
     Yxstian Gutierrez – Total amount not to exceed $3,500
   Men’s Basketball Tournament Director (12/05/06 – 12/09/06)
     Robert Schmidt – Total amount not to exceed $500

2. Professional Growth Achievement Step

   Participation in the Professional Growth Program is voluntary for classified employees. Employees who participate in the program receive achievement steps upon prior approval from the Professional Growth Committee of the coursework.

   Professional achievement steps are $35 per month for completion of 12 semester units of coursework and $40 per month for completion of 12 semester units of job related coursework. Each employee may earn a maximum of seven (7) achievement steps in both categories combined, two (2) of which must be in the job skills area of professional growth. (California School Employees Association Agreement 2005-2008, Exhibit A)

   It is recommended the Board of Trustees approve the following professional growth achievement step, effective March 1, 2007:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Achievement Step(s) Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Dieckmeyer</td>
<td>Instructional Support Specialist</td>
<td>Step 5 @ $35</td>
</tr>
</tbody>
</table>

3. Request for Leave Under the California Family Rights Act and the Federal Family and Medical Leave Act

   It is recommended the Board of Trustees approve/ratify requests for leave under the California Family Rights Act and the Federal Family and Medical Leave Act, a maximum of 12 weeks (480 hours) of combined CFRA/FMLA will be reduced concurrently for the following classified employee:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Katherine Faircloth</td>
<td>Library Clerk II</td>
<td>February 7, 2007</td>
</tr>
</tbody>
</table>
4. Requests for Leave Without Pay

It is recommended the Board of Trustees approve the following requests for leave without pay:

Ms. Sharisse Smith, Educational Advisor, for the period of February 5, 2007 through February 15, 2007 (a total of 9 working days). Ms. Smith will exhaust all leaves allocated to her for this fiscal year. The request has the approval of the area Director and Dean; and

Mr. Richard Laponuke, Maintenance Mechanic, for the period of January 25, 2007 through March 20, 2007 (a total of 37 working days). Mr. Laponuke will exhaust all leaves allocated to him for this fiscal year. The request has the approval of the area Director.

5. Military Leave

Section 395.01 of the Military and Veteran’s Code and Section 87832 of the Education Code authorizes the President, or designee, to approve a leave for military reserve duty with full salary for the first 30 days of such military leave;

It is recommended the Board of Trustees ratify the request for military reserve duty for Mr. Anthony Puzzuto, Warehouse Supervisor, for the period of January 26, 29, 30, 31, 2007 and February 1, 2007 (a total of 5 working days). Mr. Puzzuto meets the college service requirement.

6. Separation

Board policy 1042 authorizes the Chancellor to officially accept the resignation of an employee; and the Chancellor has accepted the following resignation;

In is recommended the Board of Trustees receive, for information only, the resignation of the individual listed below, effective at the end of the workday:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sylvia Saenz</td>
<td>Secretary IV</td>
<td>02/21/07</td>
<td>Career Advancement</td>
</tr>
</tbody>
</table>
Report No.:  V-A-1-b  Date:  February 20, 2007

Subject:        Classified Personnel

Submitted by:      Transmitted to the Board by:
Melissa Kane                 Salvatore G. Rotella
Interim Vice Chancellor, Diversity and Chancellor
Human Resources

Concurred by:      Conceded by:
Brenda Davis, President    James Buysse, Vice Chancellor
Norco Campus     Administration and Finance

Irving G. Hendrick, Interim President
Moreno Valley Campus

Linda Lacy
Interim President, Riverside City College

Ray Maghroori
Vice Chancellor, Academic Affairs
Research for Developmental Education (Spring 2007)
To conduct literature review in the following areas: correlation of reading and writing on composition skills, placement tests and formula in general at other CC’s; compare and synthesize materials, findings and write report. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
  Andres Elizalde – Total amount to be paid not to exceed $2,158.80
  Diane Solorzano – Total amount to be paid not to exceed $2,158.80

Professional Development for Development Education (Spring 2007)
Incorporate reading classes paired with content areas classes in Sociology, World Religion & History. Compensation at Group 1, Step 2 of the Faculty Hourly Salary Schedule.
  Victor Sandoval - Total amount to be paid not to exceed $744.90

Curriculum Development for Developmental Education (Spring 2007)
Develop math diagnostic for Math modules Math 90D, 90E, 90F. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
  Kathy Nabours - Total amount to be paid not to exceed $809.55

Critical Thinking Training, City of Corona, Customized Solutions (Winter 2007)
Training middle management in City of Corona.
  Sharon Crasnow – Paid as lump sum upon completion in the amount of $400.00

Improve CIS programming Curriculum and Student Retention (Winter 2007)
Train faculty on 3DS Max and Torque Game Builder.
  Richard Ries – Paid as lump sum upon completion in the amount of $593.67

Faculty Collaboration on a new musical work commissioned by RSA (Spring 2007)
Read-through for an original musical theatre piece, “Shut Up and Sing” by Peter Curtis.
  Jodi Julian - Paid as lump sum upon completion in the amount of $100.00
  Dina Humble - Paid as lump sum upon completion in the amount of $100.00
  Rita Chenoweth - Paid as lump sum upon completion in the amount of $100.00
  Mark Haines - Paid as lump sum upon completion in the amount of $100.00

Completion of Program Review (Spring 2007)
  Amber Casolari - Paid as lump sum upon completion in the amount of $1000.00
  Peter Boelman - Paid as lump sum upon completion in the amount of $250.00
  John Young - Paid as lump sum upon completion in the amount of $250.00

Installation of Artwork in the RSA Offices (Spring 2007)
Installation of artwork and creation of narratives I relation to artwork for RSA participation in the First Thursdays Arts Walk.
  Stephen Horn - Paid as lump sum upon completion in the amount of $500.00
Curriculum Development for Developmental Education (Spring 2007)
Creating Supplemental Faculty Resources guides to be utilized for Math 90A – 90F instructors.
Creating the worksheets and proofreading the lectures. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
  Pamela Whelchel - Total amount to be paid not to exceed $2158.80
  Sivajah Somasundaram - Total amount to be paid not to exceed $2158.80

Improve CIS Programming Curriculum and Student Retention (Spring 2007)
Faculty Led Study Sessions.
  Scott Huseth - Paid as lump sum upon completion in the amount of $2000.40
  Dennis Rainey - Paid as lump sum upon completion in the amount of $2000.40

Summer Conservatory (SUMMER 2007)
Lighting Design for “High School Musical”
  Mark Haines - Paid as lump sum upon completion in the amount of $1500.00

Workforce Preparation Liaison (Spring 2007)
Primary liaison between RCCD and Riverside County Department of Public Social Services with oversight of Workforce Preparation Skills Program. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
  Monica Green – Total amount to be paid not to exceed $3022.32

Paired Course Development (Title V) (Spring 2007)
Involvement with the project may include but is not limited to serving on the Student Equity Committee, assisting with the development of basic skills learning communities through paired course development, working with local high school faculty, increasing academic resources, and implementing new teaching strategies and methods.
  Lorraine Ogata - Paid as lump sum upon completion in the amount of $1500.00

Renaissance Scholars Program (Spring 2007)
Assist in Hiring of Student Staff. Recruits students for the program. Chairs meetings for the Renaisssances. Records/distributes meeting minutes. Assists in the preparation of campus/district reports, graduation recognition program.
  James Banks - Paid as lump sum upon completion in the amount of $2500.00

Rubidoux Early college High School (Winter 2007)
Parent advisory meetings, faculty collaboration, workshop preparation and presentation, student advisory. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
  Bonavita Quinto-McCallum – Total amount to be paid not to exceed $1834.98

Ujima Project (Spring 2007)
Provide coordination and organization, leadership for the Ujima activities.
  Don Wilcoxson - Paid as lump sum upon completion in the amount of $5000.00
Adjunct Training on Accreditation Standards and SLO’s (Winter 2007)
Active Participation in Workshop.
   Dorothy Ray - Paid as lump sum upon completion in the amount of $50.00
   Elizabeth Hall - Paid as lump sum upon completion in the amount of $50.00
   Lynette Tougas - Paid as lump sum upon completion in the amount of $50.00
   Daniel Tuckerman - Paid as lump sum upon completion in the amount of $50.00
   Jenelle Hermon - Paid as lump sum upon completion in the amount of $50.00
   Jean Waggoner - Paid as lump sum upon completion in the amount of $50.00
   Irina Fealy - Paid as lump sum upon completion in the amount of $50.00
   Carl Christman - Paid as lump sum upon completion in the amount of $50.00
   Sara Nafzgar - Paid as lump sum upon completion in the amount of $50.00
   Margaret Matanane - Paid as lump sum upon completion in the amount of $50.00
   Rachel Anguiano - Paid as lump sum upon completion in the amount of $50.00
   John Sullivan - Paid as lump sum upon completion in the amount of $50.00
   Gloria Cardona - Paid as lump sum upon completion in the amount of $50.00
   Michele Weber - Paid as lump sum upon completion in the amount of $50.00
   Berkley Kaufhold - Paid as lump sum upon completion in the amount of $50.00
   Grace Stinson - Paid as lump sum upon completion in the amount of $50.00
   Mira Deliyska - Paid as lump sum upon completion in the amount of $50.00
   Ines Poblet - Paid as lump sum upon completion in the amount of $50.00

AmeriCorps ALERT project (Spring 2007)
Enhance and Develop material for the AmeriCorps ALERT Project
   Paula Stafford - Paid as lump sum upon completion in the amount of $1000.00

Screening/Interviewing Search Committee (Winter Intersession 2007)
Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
   Marie Colucci – Total amount to be paid not to exceed 11 hours
   Kenneth Cramm – Total amount to be paid not to exceed 11 hours
   Sharon Crasnow – Total amount to be paid not to exceed 14.5 hours
   Gregory Elder – Total amount to be paid not to exceed 13.5 hours
   Evangeline Fawson – Total amount to be paid not to exceed 6 hours
   Deborah Hall – Total amount to be paid not to exceed 6.25 hours
   Kathy Havener – Total amount to be paid not to exceed 5.25 hours
   Mary Legner – Total amount to be paid not to exceed 22.25 hours
   Romulus Mastane – Total amount to be paid not to exceed 20 hours
   Rosario Mercado – Total amount to be paid not to exceed 20 hours
   Susan Mills – Total amount to be paid not to exceed 20 hours
   Gerber Morales – Total amount to be paid not to exceed 17 hours
   Christopher Rocco – Total amount to be paid not to exceed 21 hours
   Rogelio Ruiz – Total amount to be paid not to exceed 16 hours
   Patricia Tutor – Total amount to be paid not to exceed 10 hours
   Judy Perhamus – Total amount to be paid not to exceed 8 hours
Workshop Presentation (Spring 2007)
Prepare and co-present workshop for part-time faculty, teaching basic skills math classes.
   Andy Robles - Paid as lump sum upon completion in the amount of $225.00
   Jason Parks - Paid as lump sum upon completion in the amount of $225.00

Stipend for use of online materials (MUS19) (Spring 2007)
D. Foster teaching sections 47327 & 47330. D. Humble teaching sections 45015, 45016, 45017, 45024.
G. Maldonado teaching section 47962, D. Sausser teaching sections 48340 & 47391
   Carolyn Quin - Paid as lump sum upon completion in the amount of $900.00

Coordinate Student Services Program Review Process (Spring 2007)
Work with all Student Services program leaders to develop Program Review; include student learning outcomes and service area outcomes. Monitor progress with the evaluation cycle of Program Reviews. Coordinate Publication of 3 separate campuses Student Services Program Review documents. Serve as Student Services representative to the District Program Review team.
   Deborah Hall - Paid as lump sum upon completion in the amount of $5000.00

Teacher Preparation Title V Grant (Spring 2007)
Faculty member will incorporate supplemental instruction as part of their classroom syllabus.
Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
   Kenneth Cramm – Total amount to be paid not to exceed $1349.25

Teacher Preparation Title V Grant (Spring 2007)
CBEST Math Comprehension Workshop Presenter. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.
   Deborah Smith – Total amount to be paid not to exceed $431.76

Stipend for use of online materials (ART6) (Spring 2007)
R. Taube teaching section 44067.
   Karin Skiba - Paid as lump sum upon completion in the amount of $100.00

Stipend for use of online materials (PHP 36) (Spring 2007)
S. Sigloch teaching sections 45206 & 45207
   Patricia Smith – Paid as lump sum upon completion in the amount of $200.00
<table>
<thead>
<tr>
<th>NAME</th>
<th>SUBJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson, Kimberly</td>
<td>Nursing</td>
</tr>
<tr>
<td>Avila, Patricia</td>
<td>Counseling</td>
</tr>
<tr>
<td>Brewster, Steven</td>
<td>Library Services</td>
</tr>
<tr>
<td>Clark, Daniel</td>
<td>Accreditation</td>
</tr>
<tr>
<td>Farris, Katheryn</td>
<td>Physical Education</td>
</tr>
<tr>
<td>García, Hayley</td>
<td>Library Services</td>
</tr>
<tr>
<td>Greco, Priscilla</td>
<td>Nursing</td>
</tr>
<tr>
<td>Indermuehle, Denise</td>
<td>Nursing</td>
</tr>
<tr>
<td>LaCava, Wilma</td>
<td>Nursing</td>
</tr>
<tr>
<td>Lesch, Jacqueline</td>
<td>Library Services</td>
</tr>
<tr>
<td>Middleton, Delores</td>
<td>Physician Assistant</td>
</tr>
<tr>
<td>Moncrieff, Melvin</td>
<td>Nursing</td>
</tr>
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## SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES

**EMLOYED AS NEEDED**

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<td>Raymundo Aguilar</td>
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## EMPLOYED AS NEEDED

**SALARY SCHEDULE FOR TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES**

**BOARD POLICY 4035**

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<td>Alex Palmer</td>
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<td>Reyna Velarde</td>
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<td>Heather Steffani</td>
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<td>Scott Stogner</td>
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<td>Joann Banks</td>
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<td>James Coats</td>
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<td>Anthony Albrecht</td>
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## EMPLOYED AS NEEDED

### SALARY SCHEDULE FOR TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES

**BOARD POLICY 4035, CONT.**

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<td>Aaron Thompson</td>
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### VOLUNTEERS

**BOARD RESOLUTION 10-97/98**

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## CATEGORICAL

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Subject: Purchase Order and Warrant Report -- All District Funds

Background: The attached Purchase Order and Warrant Report –All District Funds is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling $15,900,163 requested by District staff and issued by the Business Office, have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 91877-93860) totaling $6,929,385 have been reviewed by the Business Office to verify that monies are available in the appropriate Funds for payment of these warrants. The Riverside County Office of Education’s audit program also has reviewed these claims.

Recommended Action: It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling $15,900,163 and District Warrant Claims totaling $6,929,385.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager
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<td>Early Childhood Studies</td>
<td>Smith, Marianne</td>
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Purchase Orders - Pages 1-4: 1,758,651
Purchase Orders $1,000 and over: 14,682,015
Purchase Orders under $1,000: 1,230,148

Grand Total: 15,960,163
Subject: Annuities

Background: The staff listed on the attached report have requested that their employment contracts be changed to reflect adjustment to their annuities.

Recommended Action: It is recommended that the Board of Trustees approve Amendment to Employment Contracts and terminations as per attached list.

Salvatore G. Rotella
Chancellor

Prepared by: Art Alcarez
Director, Diversity & Human Resources
Background: The 2006-07 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are underbudgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve transfers between major expenditure classifications to allow for needed purchases. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000). The following budget transfers have been requested:

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<thead>
<tr>
<th>Program</th>
<th>Account</th>
<th>Amount</th>
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</thead>
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<tr>
<td>1.</td>
<td>Transfer to reallocate the Middle College High School budget. (Fund 12, Resource 1190)</td>
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<tr>
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<td>Transfer to reallocate the Foster and Kinship Care Education Grant budget. (Fund 12, Resource 1190)</td>
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<td>Other Services</td>
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<td>To:</td>
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<td>Copying and Printing</td>
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Subject: Budget Adjustments (continued)

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<td>5. Transfer to provide for increased Board of Trustees election costs, settlement agreement costs and to purchase a dispatch console.</td>
<td>Instr Salaries, Reg FT</td>
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<td>6. Transfer to provide for construction consulting services related to Measure C funded projects. (Fund 41, Resource 4160)</td>
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Subject: Budget Adjustments (continued)

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<td></td>
<td>Equipment</td>
<td>7,500</td>
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<td>9. Transfer to provide for part-time hourly help, supplies and an upgraded server.</td>
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<td>Rents and Leases</td>
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<td>Comp Software Maint/Lic</td>
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<td>Other Services</td>
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<td>Open Campus, TV Classes</td>
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<td>To: Open Campus</td>
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<td>From: VTEA, Tech Prep</td>
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<td>Classified Special Project</td>
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<td>11. Transfer to purchase additional hard drive equipment for the e-mail server/SAN Storage.</td>
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Subject: Budget Adjustments (continued)

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<td>12. Transfer to provide for an employee’s increased health insurance cost. (Fund 11, Resource 1090)</td>
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<td>From: Performance Riverside</td>
<td>Classified FT Admin</td>
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<td>13. Transfer to provide for increased utility costs. (Fund 11, Resource 1170)</td>
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<tr>
<td>From: Customized Solutions</td>
<td>Classified FT Admin</td>
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<tr>
<td>To: Customized Solutions</td>
<td>Waste Disposal</td>
<td>$ 500</td>
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<tr>
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<td>Electricity</td>
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<tr>
<td>14. Transfer to purchase equipment.</td>
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</tr>
<tr>
<td>From: Puente Program</td>
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<td>To: Puente Program</td>
<td>Equipment</td>
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</tr>
<tr>
<td>15. Transfer to purchase supplies.</td>
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<td></td>
</tr>
<tr>
<td>From: College Safety and Police</td>
<td>Employee Benefits</td>
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<tr>
<td>To: College Safety and Police</td>
<td>Transportation Supplies</td>
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<tr>
<td>16. Transfer to purchase equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>From: Performing Arts, Piano Theory</td>
<td>Other Services</td>
<td>$ 442</td>
</tr>
<tr>
<td>To: Performing Arts, Piano Theory</td>
<td>Equipment</td>
<td>$ 442</td>
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RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a  Date: February 20, 2007

Subject: Budget Adjustments (continued)

<table>
<thead>
<tr>
<th>Program</th>
<th>Account</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>17. Transfer to provide for conference expenses and to purchase equipment. (Fund 12, Resource 1050)</td>
<td>Copying and Printing</td>
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<tr>
<td>From: College Safety and Police</td>
<td>To: College Safety and Police</td>
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<tr>
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<td>Conferences</td>
<td>$ 1,100</td>
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<tr>
<td>To: College Safety and Police</td>
<td>Equipment Replacement</td>
<td>$ 2,400</td>
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</tbody>
</table>

18. Transfer to provide for increased maintenance agreement costs and cell phone charges.

| From: VP, Academic Affairs, Riverside | To: IS, Voice Comm Services |
| Equipment                               | Repairs | $ 25,666 |
|                                        | Cellular Telephone | $ 24,666 |
|                                        | $ 1,000 |

19. Transfer to purchase supplies.

| From: President, Riverside | To: President, Riverside |
| Advertising                | Supplies | $ 5,000 |

20. Transfer to provide for View Points journalism coaching during the Winter session.

| From: English, Speech and Comm | To: English, Speech and Comm |
| Cl Sal Coach Sum Activity      | Academic Special Project    | $ 323 |

21. Transfer to purchase equipment.

<p>| From: Behavioral Science | To: Behavioral Science |
| Instructional Supplies   | Equipment | $ 285 |
| $ 285 | $ 285 |</p>
<table>
<thead>
<tr>
<th>Program</th>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>22. Transfer to reallocate the Nursing Capacity Building and Renovation budget. (Fund 12, Resource 1190)</td>
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</tr>
<tr>
<td>From: Nursing Capacity Bldg/Renovation</td>
<td>Equipment</td>
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<tr>
<td>To: Nursing Capacity Bldg/Renovation</td>
<td>Supplies</td>
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</tr>
<tr>
<td>23. Transfer to purchase equipment.</td>
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<tr>
<td>From: Athletics</td>
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<tr>
<td>To: Athletics</td>
<td>Equipment Replacement</td>
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<tr>
<td>24. Transfer to purchase equipment.</td>
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<tr>
<td>From: Business Operations, Norco</td>
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<tr>
<td>To: Business Operations, Norco</td>
<td>Equipment</td>
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<tr>
<td>25. Transfer to purchase supplies.</td>
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<tr>
<td>From: President, Moreno Valley</td>
<td>Admin Contingency Acct</td>
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<tr>
<td>To: Facilities, Moreno Valley</td>
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<tr>
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<td>Supplies</td>
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<td>Repair Parts</td>
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<td>26. Transfer to provide for repairs.</td>
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<tr>
<td>From: Dental Hygiene</td>
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</tr>
<tr>
<td>To: Dental Hygiene</td>
<td>Repairs</td>
<td>$1,000</td>
</tr>
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</table>
27. Transfer to provide for increased utility costs. (Fund 33, Resource 3300)

From: Early Childhood Center, MV
- Classified Hourly $ 2,500
- Maintenance Supplies $ 300
- Grounds/Garden Supplies $ 1,600
- Equipment $ 2,500

To: Early Childhood Center, MV
- Electricity $ 6,900

Recommended Action: It is recommended that the Board of Trustees approve the budget transfers as presented.
Subject: Resolution to Amend Budget – Resolution No. 26-06/07
2006-2007 Faculty and Staff Professional Development Program

Background: The Riverside Community College District has received additional funding for the 2006-2007 Faculty and Staff Professional Development Program in the amount of $118,981 from the California Community Colleges Chancellor’s Office. The funds will be used to provide professional development for faculty, staff and management. Funds not fully utilized in fiscal year 2006-2007 may be carried over into 2007-2008.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of $118,981 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Kristina Kauffman
Associate Vice Chancellor Institutional Effectiveness
RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 26-06/07

2006-2007 Faculty and Staff Professional Development Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $118,981 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 February 20, 2007.

_________________________
Clerk or Authorized Agent
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
INCOME & EXPENDITURES - BUDGET AMENDMENT  
Resolution No. 26-06/07  
2006-2007 Faculty and Staff Professional Development Program

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118,981 00  TOTAL INCOME
118,981 00  TOTAL EXPENDITURES
RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-b-2 Date: February 20, 2007

Subject: Resolution to Amend Budget – Resolution No. 27-06/07
2006-2007 California High School Exit Exam (CAHSEE) Prep Program

Background: The Riverside Community College District has received additional funding for the 2006-2007 California High School Exit Exam (CAHSEE) Prep Program in the amount of $361,147 from the California Community College Chancellor’s Office. The funds will be used to develop non-credit courses aligned with RCCD and high school standards-based curriculum, equip two computer learning labs, and provide tutoring to students from the 2006 high school graduating class who did not pass the high school exit exam. This will allow students to retake the exit exam at their local high school and complete the requirements for their high school diploma.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of $361,147 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak,
District Dean, Workforce Development
Michael Wright,
Director, Workforce Preparation Grants and Contracts
RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOLUTION TO AMEND BUDGET

RESOLUTION No. 27-06/07
2006-2007 California High School Exit Exam Prep Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $361,147 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 February 20, 2007.

Clerk or Authorized Agent
RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 27-06/07
2006-2007 California High School Exit Exam Prep Program

<table>
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EXPENDITURES

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12  ACW  190  0  6020  0368  2119  5,094.00  Classified FT
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361,147.00 TOTAL INCOME
361,147.00 TOTAL EXPENDITURES
Subject: Resolution to Amend Budget – Resolution No. 28-06/07  
2006-2007 Industry Driven Regional Consortium (IDRC)/  
Mt. San Antonio Community College (Mt. SAC)

Background: With the Board of Trustees approval of Board Report No. V-A-8-d, presented later in this agenda, the Riverside Community College District will enter into an agreement with Mt. San Antonio Community College for an IDRC grant in the amount of $75,000. The funds will be used to purchase software, computer hardware, develop an information website, develop training curricula, train instructors and deliver training support to businesses, their employees and candidates for employment in the region.

Recommended Action: Contingent upon the Board of Trustees’ approval of Board Report No. V-A-8-d, presented later in this agenda, it is recommended that the Board of Trustees approve adding the revenue and expenditures of $75,000 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella  
Chancellor

Prepared by: Robert Grajeda  
Director, Corporate and Business Development
RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 28-06/07

2006-2007 Industry Driven Regional Collaborative (IDRC)-Logistics/
Mt. San Antonio Community College (Mt. SAC)

WHEREAS the governing board of the Riverside Community College District has
determined that income in the amount of $75,000 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 February 20, 2007.

Clerk or Authorized Agent
## RIVERSIDE COMMUNITY COLLEGE DISTRICT
### INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 28-06/07
2006-2007 Industry Driven Regional Collaborative (IDRC)-Logistics
Mt. San Antonio Community College (Mt. SAC)

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### EXPENDITURES

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75,000.00 TOTAL EXPENDITURES
Subject: Donations

Background: The Riverside Community College District Foundation, a not-for-profit organization, encourages and regularly receives donations to be used for programs and projects of the District. In accordance with Board Policy and Regulations 6140, acceptance of such gifts by the District requires Board approval.

Recommended Action: It is recommended that the Board of Trustees accept the attached list of donated items.

Salvatore G. Rotella
Chancellor

Prepared by: Amy C. Cardullo
Director, RCC Foundation and Alumni Affairs
<table>
<thead>
<tr>
<th>Description</th>
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<td>Contributed to the Riverside City College’s Photography Department</td>
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<td>Assorted camera equipment</td>
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<tr>
<td>Contributed to the Riverside City College’s Printing &amp; Graphics Center</td>
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<td>Epson Stylus Pro 10000</td>
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<td>Epson Photographic Dye Ink</td>
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<td>Estimate Value: $4,500</td>
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Board Policy 7011 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; It is recommended that out-of-state travel be granted to:

Retroactive:


Current:

Moreno Valley Campus:

1) Ms. Suzanne Adams, director, procurement assistance center, to travel to Detroit, Michigan, March 26-29, 2007, to attend the 2007 Association of Procurement Technical Assistance Centers Spring Conference and Membership Meeting. Estimated cost: $1,876.25. Funding source: Procurement Assistance Center grant funds.


3) Ms. Maureen Chavez, project director, Title V Program, to travel to Toronto, Ontario, Canada, May 14-18, 2007, to attend the Canadian Institute of English – Practical Methodology, Teaching English to Speakers of Other Languages. There is no cost to the District.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR’S OFFICE

Report No.: V-A-7            Date: February 20, 2007

Subject: Out-of-State Travel (continued)

5) Ms. Debra Gerger, dental hygiene adjunct, dental hygiene program, to travel to New Orleans, Louisiana, March 16-20, 2007, to attend the American Dental Education Association’s Annual Session. Estimated cost: $1,810.00. Funding source: Title V grant funds.

6) Ms. Dominique Moise-Swanson, outcomes assessment specialist, Title V Program, to travel to Denver, Colorado, April 17-20, 2007, to attend the Community College of Denver Academic Support Center, Center for Academic Success, Faculty Development Center. Estimated cost: $929.04. Funding source: Title V grant funds.

7) Dr. Chris Nollette, emergency medical services instructor/director, paramedic program, to travel to Columbus, Ohio, February 28-March 3, 2007, to participate in the National Registry of Emergency Medical Technicians Exam Item Writing Workshop. There is no cost to the District.

8) Dr. Chris Nollette, emergency medical services instructor/director, paramedic program, to travel to Baltimore, Maryland, March 6-7, 2007, to attend the National Association of Emergency Medical Services Board of Director’s Meeting. There is no cost to the District.


10) Ms. Leann Schoepflin, dental hygiene adjunct, dental hygiene program, to travel to New Orleans, Louisiana, March 16-20, 2007, to attend the American Dental Educator’s Association Annual Meeting. Estimated cost: $790.00. Funding source: Title V grant funds.


Subject: Out-of-State Travel

13) Mr. Jeffrey Williamson, statewide director, Center for International Trade Development, to travel to Hannover, Germany, March 12-18, 2007, to attend the 2007 Centrum der Büro- und Informationstechnik (CeBIT), World’s Largest Trade Fair for Information Technologies and Telecommunications -Official California Trade Event. Estimated cost: $3,701.15. Funding source: Statewide Director, Centers for International Trade Development grant funds.

Norco Campus:


2) Mr. Andres Elizalde, instructor, English, to travel to Nashville, Tennessee, March 20-24, 2007, to attend the National Association for Developmental Education Conference. Estimated cost: $1,707.80. Funding sources: $1,200.00 from the Basic Skills grant fund, $200.00 from the general fund, and $307.80 to be paid by the employee.

3) Mr. Jimmie Hill, assistant professor, counseling, to travel to New Orleans, Louisiana, March 3-7, 2007, to attend the Innovations Conference for Community Colleges. Estimated cost: $2,629.55. Funding source: Title V grant funds.

4) Mr. Gustavo Oceguera, director, TRIO, to travel to Washington, D.C., March 12-14, 2007, to attend the Council for Opportunity in Education 27th Annual Policy Seminar and the 23rd Annual Seminar on Relations with U.S. Department of Education. Estimated cost: $1,597.00. Funding sources: $347.00 from Student Support Services grant funds, $347.00 from Talent Search Program grant funds, $347.01 from Upward Bound Program grant funds, and $555.99 from the general fund.

5) Mr. Tom Wagner, associate professor, business, to travel to Jacksonville, Florida, March 7-11, 2007, to attend the Chair Academy’s International Leadership Conference. Estimated cost: $1,900.00. Funding source: the general fund.
RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR’S OFFICE

Report No.: V-A-7 Date: February 20, 2007

Subject: Out-of-State Travel

Riverside City College:


2) Ms. Patricia Avila, associate professor, counseling, to travel to New Orleans, Louisiana, March 3-7, 2007, to attend the League for Innovation in the Community College Conference. Estimated cost: $1,716.98. Funding source: Basic Skills fund.


5) Mr. Joseph DeSantis, instructor, speech communication, and Ms. Jennifer Page, adjunct instructor, speech communication, to travel to Houston, Texas, April 7-15, 2007, to accompany 14 students participating in the Phi Rho Pi National Tournaments. Estimated cost: $13,240.00. Funding sources: $8,716.67 from the general fund, $4,000.00 from the ASRCC 90510 fund, and $523.33 to be paid by the employees.


Subject: Out-of-State Travel

8) Mr. Gary Locke, associate professor, music, and Mrs. Sheila Locke, music specialist, performing arts, to travel to Dayton, Ohio, April 11-15, 2007, to attend the Winter Guard International Championships (Fantasia – Music 61). There is no cost to the District.

9) Mr. Gary Locke, associate professor, music, and Mrs. Sheila Locke, music specialist, performing arts, to travel to Dayton, Ohio, April 18-22, 2007, to attend the Winter Guard International Championships (Drumline – Music 47). There is no cost to the District.


12) Dr. Marilyn Martinez-Flores, associate dean, college program support, to travel to New Orleans, Louisiana, March 3-7, 2007, to attend the League for Innovation in the Community College Conference. Estimated cost: $1,944.08. Funding source: Basic Skills Fund.


Subject: Out-of-State Travel


18) Ms. Heather Smith, assistant professor, biology, to travel to Washington, D.C., March 26-27, 2007, to attend the Medical Countermeasures Against Combined Injury: Radiation with Burn, Blast, Trauma and/or Sepsis Conference. There is no cost to the District.


20) Ms. Patricia Tutor, associate professor, nursing education program, to travel to Jacksonville, Florida, March 6-11, 2007, to attend the 2007 International Conference for Post-Secondary Leaders. Estimated cost: $1,335.16. Funding source: Health Resources and Services Administration grant funds.


22) Mr. Don Ajene Wilcoxson, assistant professor, business administration, to travel to New Orleans, Louisiana, March 3-7, 2007, to attend the League for Innovation in the Community College Conference. Estimated cost: $2,178.46. Funding source: Basic Skills Fund.
Subject: Agreements for the 2007 Summer Conservatory

Background: Presented for the Board’s review and consideration are agreements between Riverside Community College District and Mark Hensen and Lynda Krinke to provide services as the musical director, and as the costume designer/dry cleaner for the RCC Theatre Department Summer Conservatory production of “High School Musical.” These services will be used to mount a production of three performances. The terms of the agreements are for June 25, 2007 through July 30, 2007, for fees of $2,000.00 and $2,500.00, respectively. Funding source: General Fund.

The agreements have been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreements, for June 25, 2007 through July 30, 2007, for amounts not to exceed $2,000.00 and $2,500.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President of Academic Affairs
Jodi Julian
Associate Professor, Theatre
AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
MARK HENSEN

THIS AGREEMENT is made and entered into on this 21st day of February 2007, by and between MARK HENSEN, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Musical Director for the RCC Theatre Department Summer Conservatory production of “High School Musical”.
   a. The services will be provided at: Riverside City Campus.
   b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.

2. The services rendered by the Contractor are subject to review and supervision by the District’s Chancellor and other designated representatives of the District.

3. The term of this agreement shall be from June 25, 2007 through July 30, 2007.

4. Payment in consideration of this agreement includes a service fee that shall not exceed $2,000.00 payable after receipt of invoice.

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or
omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.

7. 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.

8. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.

9. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

10. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year noted below.

Riverside Community College District

Mark Hensen
1519 E. Chapman #335,
Fullerton, CA  92831

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date  Date
AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
LYNDA KRINKE

THIS AGREEMENT is made and entered into on this 21st day of February 2007, by and between LYNDA KRINKE, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Costume Designer and Dry Cleaning for the RCC Theatre Department Summer Conservatory production of “High School Musical”.
   a. The services will be provided at: Riverside City Campus.
   b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.

2. The services rendered by the Contractor are subject to review and supervision by the District’s Chancellor and other designated representatives of the District.

3. The term of this agreement shall be from June 25, 2007 through July 30, 2007.

4. Payment in consideration of this agreement includes a service fee that shall not exceed $2,500.00 payable after receipt of invoice.

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or
omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.

7. 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.

8. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.

9. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

10. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year noted below.

Riverside Community College District                                      Lynda Krinke  
James L. Buysse  
Vice Chancellor, Administration and Finance  
167 Saratoga Ave, Placentia, CA  92870  

_________________________                                          ____________________________
Date                                          Date
Subject: Sublease Agreement with Orange County Business Council

Background: Attached for the Board’s review and consideration is a renewal of a sublease agreement between Riverside Community College District and the Orange County Business Council. The term of the sublease agreement is $1,800.00 a month, from January 1, 2007 through December 31, 2007. Funding source: TriTech Small Business Development Center (“TriTech SBDC”) Grant Funds.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees ratify the sublease agreement, for the term of January 1, 2007 through December 31, 2007, at a cost of $21,600.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Mark Mitchell
Director, TriTech Small Business Development Center
RIVERSIDE COMMUNITY COLLEGE DISTRICT

SUBLEASE AGREEMENT

The parties to this Sublease Agreement, dated January 1, 2007 are: Orange County Business Council (hereinafter referred to as “Tenant”) and the Riverside Community College District, by and through its TriTech Small Business Development Center (hereinafter referred to as “Subtenant”).

Pursuant to Sublease Agreement, Subtenant hereby agrees to lease a portion of Suite 100 of 2 Park Plaza, Irvine, California 92614 (the “Premises”). This Sublease Agreement shall commence on January 1, 2007 and shall continue on a month-to-month basis, unless otherwise agreed to, in writing, by the parties.

Either party may terminate this agreement, or request a revision to the terms of this agreement, upon thirty (30) days written notice to the other party.

Subtenant agrees to abide by and be subject to all terms and conditions of the original lease entered into by Orange County Business Council (“Tenant”) and the Irvine Company (“Landlord”) dated May 1995 (hereinafter referred to as the “Lease”) unless otherwise expressly superceded by this Sublease Agreement. The Lease and all terms and conditions thereof are hereby incorporated by reference into said Sublease Agreement.

Subtenant agrees to pay Tenant the monthly rent of $1800.00 due on the 1st day of each calendar month.

Subtenant has inspected the Premises, which shall be returned to Tenant in the same condition received, to the extent reasonably possible, normal wear and tear excepted.

Landlord hereby grants permission for this Sublease Agreement. Nothing herein shall constitute a release of Tenant, who shall remain bound and wholly liable under all terms and conditions of the Lease.

The Tenant and Subtenant hereby agree to defend, indemnify and hold harmless the other party, its board, officers, agents and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action, of whatever kind, arising in any manner whatsoever, out of, or in connection with, this Agreement for the acts or omissions of its officers, agents and employees.

Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows:

RIVERSIDE COMMUNITY COLLEGE COUNCIL
DISTRICT (SUBTENANT)

By: ____________________________
    James L. Buysse
    Vice Chancellor, Administration and Finance

Dated: ________________

PERMISSION FOR SUBLEASE GRANTED.

THE IRVINE COMPANY
(LANDLORD)

By: ____________________________
    ________________________________
    Signature  Dated

Title

Dated
Report No.: V-A-8-c Date: February 20, 2007

Subject: Agreement with County of Riverside Economic Development Agency

Background: Attached for the Board’s review and consideration is a renewal agreement between Riverside Community College District, by and through its TriTech Small Business Development Center and County of Riverside Economic Development Agency. TriTech SBDC shall implement the County of Riverside Economic Development Agency’s Action Plan in Riverside County. The term of the agreement is July 1, 2006 through June 30, 2007. The County of Riverside Economic Development Agency shall fund TriTech SBDC in the amount of $37,500.00. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for the term of July 1, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Mark Mitchell
Director, TriTech Small Business Development Center
AGREEMENT BY AND BETWEEN
THE COUNTY OF RIVERSIDE ECONOMIC DEVELOPMENT AGENCY
AND THE RIVERSIDE COMMUNITY COLLEGE DISTRICT

This Agreement is made and entered into on this 1st day of July, 2006, by and between the County of Riverside Economic Development Agency, a public agency organized and existing under the laws of the State of California, hereinafter referred to as “Agency,” and the RIVERSIDE COMMUNITY COLLEGE DISTRICT, by and through its TriTech Small Business Development Center, hereinafter referred to as “TriTech.”

RECITALS:
WHEREAS, Agency has developed an Economic Development Action Plan, hereinafter referred to as “Action Plan,” designed to create jobs, increase wages and capital investment in Riverside County; and
WHEREAS, TriTech is a Small Business Development Center, which is part of the Riverside Community College District, focusing on helping Southern California entrepreneurs with high tech / high growth business concepts learn how to bring their ideas to market; and
WHEREAS, Agency desires to partner with TriTech to provide economic development services in order to effectuate the key strategies of the Agency’s Action Plan.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Agency and TriTech agree as follows:

1. PURPOSE OF AGREEMENT.
The purpose of this Agreement is to implement the Agency’s Action Plan in Riverside County.

2. TRITECH SCOPE OF SERVICES.
TriTech shall provide professional economic development services designed to meet the main goals in the Agency’s Action Plan as listed below:

a) Job growth of 3.6%
b) Increase in higher paying occupations of 4.6%
c) Increase capital investment by 5.0%

In its efforts to achieve these goals, the Agency has implemented the following strategies:

a) Market to businesses outside of the county and state
b) Foster local business expansion through regional partnerships, regulatory assistance, streamlined permitting, and skilled workforce and on-demand training
c) Foster new companies by providing start-up locations and technical assistance

The services provided by TriTech that implement the above strategies are described and contained in Exhibit A.

3. COMPENSATION.
For services provided in Section 2 by TriTech pursuant to this Agreement, the Agency will provide the following:

a) $37,500 in direct funding

4. MONTHLY AND ANNUAL REPORTING.
TriTech shall provide Agency with a monthly report detailing Program activities. Report shall be submitted to Agency by the 15th of the subsequent month. A year-end report and recap book shall be submitted by July 15, 2007. The recap book will contain information on the following:
a) Year-end report detailing the outcome of activities described in Exhibit A and how those activities helped further the goals and strategies of the Agency as shown in section 2 above
b) Copies of all collateral materials produced throughout the year
c) Information on trade shows, conferences, and seminars attended and copies of the brochures or agendas for each attended

5. BOARD REPRESENTATION.
The Agency will hold a seat on the TriTech Board of Directors, and Agency will designate a representative to fill the position.

6. TERM.
This Agreement shall be in effect from July 1, 2006 through June 30, 2007.

7. ASSIGNMENT.
Neither this Agreement nor any clause or provision contained herein may be assigned, transferred or released without the expressed written consent of the parties hereto.

8. CHANGES OR MODIFICATIONS.
No part of this Agreement may be modified, altered, amended, waived or changed without the expressed written consent of all parties.

9. INDEMNIFICATION.
(i) TriTech shall indemnify and hold Agency, its officers, agents and employees free and harmless from liability to any person or entity not a party to this Agreement from any damage, loss or injury to person and/or property which primarily relates to or arises out of any acts, errors or omissions of TriTech, its contracting consultants, officers, agents, members, employees, or subcontractors in the performance of their services pursuant to this Agreement, and
(ii) TriTech shall defend at its expense, including attorneys' fees, Agency, its officers, agents and employees in any legal action brought on by a third party which primarily relates to or arises out of any acts, errors, or omissions of TriTech the county, its contractors, consultants, officers, agents, members, employees, or subcontractors in the performance of their services pursuant to this Agreement.

10. INDEPENDENT CAPACITY.
TriTech, its officers, employees and agents shall act in an independent capacity during the term of this Agreement and not as officers, employees or agents of Agency, neither shall they have authority to contract for or on behalf of, or incur obligations on behalf of, Agency.

11. TERMINATION.
This Agreement may be terminated at any time by either party upon the giving of at least thirty (30) days written notice to the other party.

12. ENTIRE AGREEMENT.
This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms, conditions or promises, and no party has relied upon any representations, express or implied, not contained in this Agreement. This Agreement may be modified or amended only in writing signed by the party to be charged.

13. NOTICES.
Any notices required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:
AGENCY:  Sarah Mundy
Deputy Director
Riverside County EDA
1157 Spruce Street
Riverside, CA  92507

TRI TECH: Mark Mitchell
Director
TriTech
Small Business Development Center
14745 Riverside Drive
Riverside, CA 91760

IN WITNESS WHEREOF, the Agency and the Riverside Community College District have executed this Agreement as of the date first above written.

COUNTY OF RIVERSIDE
ECONOMIC DEVELOPMENT AGENCY

By: ________________________________
Robin Zimpfer
Assistant County Executive Officer/EDA

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: ________________________________
James L. Buysse
Vice Chancellor, Administration and Finance

_______________   _________________
Date                                                    Date
1. TriTech will provide comprehensive technical assistance to existing and aspiring high tech business owners and entrepreneurs in Riverside County. The technical assistance comes in the form of confidential, one-on-one counseling for small businesses in the areas of business planning; general and financial management; marketing; sources of capital and loan assistance; human resources; expansion strategies; accounting and record keeping. Consulting services to high-tech / high-growth companies

TriTech’s goal for 2006-2007 is to help raise $1,000,000 in equity financing for high technology businesses.

2. TriTech Institute will train companies in five crucial areas: research, developing a business plan, understanding sales and marketing, management team, finance, and developing a business plan. The international workshops will provide entrepreneurs and businesses information on how best to market their goods and services to the international community and provide high-technology forums with a special emphasis on minority-and women-owned technology businesses and international trade.

The TriTech Institute will hold nine (9) workshops in 2007 that will assist entrepreneurs and business owners in taking their product and services to market. The goal is to attract fifty (50) angel investors to the workshops.

3. The Riverside Innovation Center is scheduled to open in the third quarter of 2007. The incubator is a huge necessity in order to establish the Inland Empire as a technology hub. The incubator will provide entrepreneurs with business mentoring and contacts and wet lab space and bioscience firms. Incubators provide space and support services to entrepreneurs who have innovative ideas but lack operating space, marketing expertise or office help.

TriTech’s goal for 2006-2007 is occupancy of five (5) technology companies within the Riverside Innovation Center.
Subject: Agreement with Mt. San Antonio College District

Background: Attached for the Board’s review and consideration is an agreement between Riverside Community College District and Mt. San Antonio College. The District shall act as the subcontractor and fulfill the goals, objectives, and activities outlined in the Industry Driven Regional Collaborative Grant 06-326-128. The amount funded will be $75,000.00. The term of the agreement is from October 1, 2006 through October 31, 2008. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for the term of October 1, 2006 through October 31, 2008, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Robert Grajeda
Director, Corporate and Business Development
This AGREEMENT made on this 13 day of November, 2006, by and between Mt. San Antonio Community College District, hereinafter referred to as MT. SAC, acting as authorized by the California Community College Chancellor’s Office AGREEMENT for funds for the PROJECT listed above, and Riverside City College District hereinafter referred to as the CONTRACTOR.

WITNESSETH

WHEREAS, MT. SAC has been designated by a California Community College Chancellor’s Office AGREEMENT to fulfill the goals, objectives, and activities outlined in the PROJECT referenced above; and

WHEREAS, said goals, objectives, and activities are to be accomplished during a specified time period as detailed in Exhibit A; and

WHEREAS, the CONTRACTOR has agreed to contract with MT. SAC to fulfill the specific goals, objectives, and activities in Exhibit A;

NOW THEREFORE, MT. SAC and the CONTRACTOR do hereby mutually agree as follows:

1. PROJECT Activities: The CONTRACTOR agrees to develop, conduct, and evaluate activities in substantial accordance with the PROJECT as described in Exhibit A.

2. Terms: The parties agree that this AGREEMENT shall begin October 1, 2006, and continue until October 31, 2008, unless such dates are changed in accordance with the provisions of this AGREEMENT.

3. Adherence to Federal, State, and Local Laws, Regulations, Rules, Directives, and Ordinances: The CONTRACTOR agrees to conduct any and all activities in accordance with federal, state, and local regulations, including the policies and directives of California Community College Chancellor’s Office and MT. SAC in effect or promulgated during the term of this AGREEMENT or extensions thereof.

4. Definition of Role/Responsibility:

A. MT. SAC will serve as Management/Fiscal Agent for the PROJECT and as such will be responsible for:

(1) Paying all approved bills/invoices within 60 days of receipt. Payment is to be approved by John Nixon, Vice President of Instruction.
(2) Filing claims for payment through the California Community College Chancellor’s Office.

(3) Maintaining an audit trail and substantiating documentation required by the California Community College Chancellor’s Office.

B. The CONTRACTOR will:

(1) Be responsible for implementing and achieving PROJECT goals, objectives, and activities as defined in Exhibit A, in accordance with the approved budget and conditions and terms stated in this AGREEMENT and in the statement of work approved by the California Community College Chancellor’s Office.

(2) Submit invoices for work done not more often than monthly. The invoice shall reference the contract name recorded on the first page of this AGREEMENT and shall reflect summary detail, by budget category, of the costs incurred. All supporting documentation shall be attached to invoices as defined on the Fiscal Reporting Check-off Form. Invoices shall be submitted to:

Adrienne J. Price
Director of Grants
Mt. San Antonio College
1100 N. Grand Avenue
Walnut, CA 91789-1399

(3) Sign and return this agreement by December 15, 2006 along with an initial invoice or a request for advance payment for $5,000.

(4) Submit completed forms for the Chancellor’s Office Data Collection System monthly to the Project Manager.

5. Unusual Circumstances Affecting Performance: In the event that the CONTRACTOR cannot meet any or all of the obligations placed upon it by the terms of this AGREEMENT, the CONTRACTOR shall immediately so notify MT. SAC in writing. If within thirty (30) days the CONTRACTOR remains unable to comply with its obligations under this AGREEMENT, the CONTRACTOR shall seek modification in accordance with the procedures set forth in Section 6 of this AGREEMENT. Nothing in this section shall be interpreted or construed as limiting the right of either party to terminate the AGREEMENT in the manner set forth in Section 7 of this AGREEMENT.

6. Amendments or Modifications: Either party may at any time during the term of this AGREEMENT request amendments or modifications. Requests for same shall be in writing, specify the changes requested, and provide the rationale. Such requests shall be reviewed by both parties in accordance with the approved PROJECT and the California Community College Chancellor’s Office compliance requirements. Should both parties agree to modification of this AGREEMENT, any amendments shall be drawn, approved, and executed in the same manner as the original contract.

7. Termination: Either party may, at any time during the term of this AGREEMENT or any
extension thereof, terminate this AGREEMENT by giving thirty (30) days written notice of its intention to terminate. During the thirty (30) day period, the parties agree to attempt to resolve the matter(s) that precipitated the request for termination. If the party giving the termination notice does not withdraw the notice, this AGREEMENT shall terminate upon expiration of the thirty (30) day notice. Provided, however, that in the event MT. SAC elects to terminate this AGREEMENT, and at the time of such termination the CONTRACTOR has incurred expenses for which it is entitled reimbursement under the AGREEMENT that have not yet been reimbursed, then the CONTRACTOR shall be entitled to reimbursement.

8. Records – Access and Maintenance: The CONTRACTOR shall provide MT. SAC with all back-up records, invoices, and information required by the California Community College Chancellor’s Office pertaining to the PROJECT covered by this AGREEMENT. Failure to provide appropriate records necessary for maintenance of an audit trail will be grounds for MT. SAC to withhold payment against submitted invoices until such compliance is demonstrated.

9. Non-Discrimination: In carrying out the PROJECT, the CONTRACTOR shall not discriminate against any participant, enrollee, employee, or applicant because of race, age, religion, sex, national origin, handicap, political affiliation, or belief.

10. Severability: The parties agree that should any provision of this AGREEMENT be determined to be invalid or unenforceable, such determination shall not affect any or all of the other terms and provisions of the AGREEMENT, which shall continue in force and effect.

11. Subcontracting: The CONTRACTOR agrees not to subcontract, assign, transfer, convey, sublet, or otherwise dispose of this AGREEMENT or any right, title, obligation, or interest it may have herein without consent from MT. SAC. Any such subcontract, assignment, transfer, subletting, conveyance, or disposition of the AGREEMENT or any right, title, or interest therein without the prior written consent of MT. SAC will relieve MT. SAC of any and all liabilities and obligations growing out of such AGREEMENT to the CONTRACTOR or to the person or corporation to which the AGREEMENT shall have been subcontracted, assigned, transferred, conveyed, or sublet. Subcontractees, assignees, transferees, or sublettees shall forfeit and lose all monies theretofore earned under such AGREEMENT.

12. Indemnification: The CONTRACTOR agrees to indemnify, defend, and save harmless the State of California, the Board of Governors of the California Community Colleges, and Mt. San Antonio College and their officers, employees, and agents against all claims, demands, suits, judgments, expenses, and costs, if any, arising from or relating to the performance of the PROJECT.

MT. SAC agrees to defend, indemnify, and hold harmless the CONTRACTOR and its officers, agents, and employees from any claims, suits, liabilities, penalties, fines, or damages resulting from any negligent acts or omissions of MT. SAC arising from or alleged to arise from the performance of this AGREEMENT.

13. Publication and Copyrights: The CONTRACTOR agrees that wherever information related to the PROJECT funded under this AGREEMENT appears in the media or in publications, such as publicity, wherever practical, will include a statement, “funded by a grant awarded to Mt. San Antonio College by the California Community College Chancellor’s Office.” California Community College Chancellor’s Office shall have a royalty-free, non-exclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, any copyrightable material that is developed under this AGREEMENT. MT. SAC
shall have a royalty-free, non-exclusive, and irrevocable right to reproduce, publish, or otherwise use, and authorize others to use, any material that is delivered or is specified to be delivered under this AGREEMENT.

14. Notice and Demands: Any notice, demand, or other communication required to be given under this AGREEMENT by either party to the other shall be sufficiently given or delivered to the following address:

A. For the CONTRACTOR is addressed or delivered personally to:

Robert Grajeda  
Director, Corporate and Business Development  
Riverside Community College District  
March Education Center  
14745 Riverside Drive  
Riverside, CA 92518  
Phone: (951) 571-6457  Fax: (951) 653-1051

B. For MT. SAC is addressed or delivered personally to:

Adrienne J. Price  
Director of Grants  
Mt. San Antonio College  
1100 N. Grand Avenue  
Walnut, CA 91789-1399  
Phone: (909) 594-5611, ext. 5417  
Fax: (909) 468-4070

15. Fiscal Limitations: MT. SAC's fiscal obligations to the CONTRACTOR under this AGREEMENT are limited to funds allocated and received for the PROJECT by MT. SAC pursuant to its grant from the Chancellor’s Office, California Community Colleges, and shall not exceed $75,000. No fiscal obligation shall be incurred by MT. SAC for disallowed costs.

The CONTRACTOR understands that any and all payments will be contingent upon the submission of complete and correct invoices to MT. SAC.

Mt. San Antonio College  
Christopher C. O’Hearn  
President/CEO  
Date

Riverside Community College District  
Dr. James Buysse  
Vice Chancellor, Administration & Finance  
Date

95-6000929  
Tax ID Number

Objective #1: Develop a website for the Logistics Training Consortium of Southern California that builds awareness and provides information and solutions including resources, training and education schedules, regional options, and career opportunities.

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Identify vendor(s) to host and develop site</td>
<td>1.1 Select vendor</td>
<td>1.1 October 2006</td>
<td>1.1 Mt. SAC's and RCC's Administrators</td>
</tr>
<tr>
<td>1.2 Create preliminary scope and design of site</td>
<td>1.2 Template for site</td>
<td>1.2 December 2006</td>
<td>1.2 Mt. SAC's and RCC's Administrators, Project Director</td>
</tr>
<tr>
<td>1.3 Negotiate agreements to link to government agency and professional association sites</td>
<td>1.3 Links to a minimum of 5 partners</td>
<td>1.3 January 2007</td>
<td>1.3 Project Director</td>
</tr>
<tr>
<td>1.4 Work with vendor to optimize searches from users based on key words</td>
<td>1.4 User searches result in site coming up in top 10 lists</td>
<td>1.4 January 2007</td>
<td>1.4 Project Director</td>
</tr>
<tr>
<td>1.5 Beta test initial pages and links and seek feedback from industry, community partners, and other users</td>
<td>1.5 Site is operational</td>
<td>1.5 February 2007</td>
<td>1.5 Project Director</td>
</tr>
<tr>
<td>1.6 Add on-line training options</td>
<td>1.6 Links to on-line training functions</td>
<td>1.6 March 2007</td>
<td>1.6 Project Director</td>
</tr>
<tr>
<td>1.7 Add career and job opportunities</td>
<td>1.7 Links to job postings operational</td>
<td>1.7 June 2007</td>
<td>1.7 Project Director</td>
</tr>
<tr>
<td>1.8 Evaluate and modify as needed</td>
<td>1.8 Effective website receiving a minimum of 500 hits per month and positive feedback from users and industry partners</td>
<td>1.8 February 2007 – August 2008</td>
<td>1.8 Project Director</td>
</tr>
</tbody>
</table>

Objective #2: Develop and implement flexible, fee-based and contract education performance-based training programs to deliver at industry or college locations.

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1 Define and scope training options using the Industry Scans from the Center of Excellence and input from Economic Development and Industry Partners</td>
<td>2.1 Listing of training options that match regional industry partners' needs</td>
<td>2.1 September 2006 – December 2006</td>
<td>2.1 Administrators, Project Director, Faculty</td>
</tr>
<tr>
<td>2.2 Identify possible locations and equipment</td>
<td>2.2 A minimum of 6 training sites with equipment</td>
<td>2.2 September 2006 – January 2007</td>
<td>2.2 Project Director</td>
</tr>
<tr>
<td>2.3 Identify Instructors for pool</td>
<td>2.3 A minimum of 8 instructors/trainers to be shared among the colleges</td>
<td>2.3 October 2006 – March 2007</td>
<td>2.3 Project Director, Administrators</td>
</tr>
<tr>
<td>2.4 Develop materials for any gaps and share existing curriculum as needed</td>
<td>2.4 Training materials to be used by colleges with industry</td>
<td>2.4 January 2007 – August 2008</td>
<td>2.4 Project Director, Administrators, Faculty, Trainers</td>
</tr>
<tr>
<td>2.5 Implement and evaluate training</td>
<td>2.5 Continuous improvement of training and materials with a minimum of 10 customized sessions conducted; assessments show promotions for at least 10% of participants</td>
<td>2.5 January 2007 – August 2008</td>
<td>2.5 Administrators, Project Director</td>
</tr>
</tbody>
</table>

#### Objective #3: Develop and implement flexible, customized, short-term, entry-level training solutions.

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>3.1 Design and develop Basic Skills Boot Camp for those seeking entry to logistics careers</td>
<td>3.1 Boot Camps located at a minimum of 3 sites</td>
<td>3.1 December 2006 – April 2008</td>
<td>3.1 Project Director, Faculty</td>
</tr>
<tr>
<td>3.2 Design and develop Vocational English as a Second Language program customized for the Logistics Industry</td>
<td>3.2 VESL programs available from at least 3 locations</td>
<td>3.2 December 2006 – April 2008</td>
<td>3.2 Project Director, Faculty</td>
</tr>
<tr>
<td>3.3 Design and develop entry level training using the Industry Scans from the Center of Excellence and input from Economic Development and Industry Partners</td>
<td>3.3 Plan for training options</td>
<td>3.3 October 2006 – November 2006</td>
<td>3.3 Administrators, Faculty/Trainers</td>
</tr>
<tr>
<td>3.4 Scope and design curriculum including learning objectives and materials</td>
<td>3.4 Materials for training</td>
<td>3.4 November 2006 – December 2005</td>
<td>3.4 Project Director, Faculty/Trainers</td>
</tr>
<tr>
<td>3.5 Share existing materials and develop curriculum for gaps</td>
<td>3.5 Validated materials and curriculum</td>
<td>3.5 December 2006 – January 2007</td>
<td>3.5 Project Director, Administrators, Faculty/Trainers</td>
</tr>
<tr>
<td>3.6 Industry review of curriculum</td>
<td>3.6 Curriculum is modified if needed and validated.</td>
<td>3.6 December 2006 – January 2007</td>
<td>3.6 Project Director</td>
</tr>
<tr>
<td>3.7 Identify instructors and training sites</td>
<td>3.7 Minimum of 4 instructors and 4 training sites</td>
<td>3.7 January 2007</td>
<td>3.7 Project Director, Administrators</td>
</tr>
<tr>
<td>3.8 Provide orientation and train-the-trainer sessions to instructors</td>
<td>3.8 Instructors are ready to teach new programs</td>
<td>3.8 February 2007</td>
<td>3.8 Project Director, Faculty/Trainers</td>
</tr>
</tbody>
</table>
### Objective #3: Develop and implement flexible, customized, short-term, entry-level training solutions.

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
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</tr>
</thead>
<tbody>
<tr>
<td>3.9 Recruit first cohort(s)</td>
<td>Minimum of 30 students referred from One-Stops and 2 cohorts</td>
<td>3.9 November 2006 – February 2007</td>
<td>3.9 Project Director</td>
</tr>
<tr>
<td>3.10 Pilot and assess training</td>
<td>Pilot Training completed</td>
<td>3.10 March 2007</td>
<td>3.10 Project Director, Faculty/Trainers</td>
</tr>
<tr>
<td>3.11 Modify curriculum and delivery as needed</td>
<td>Revised training if/when needed</td>
<td>3.11 On-going</td>
<td>3.11 Project Director, Faculty/Trainers</td>
</tr>
<tr>
<td>3.12 Recruit students for upcoming cohorts</td>
<td>Minimum of 200 students with at least 60% referred by One-Stops</td>
<td>3.12 May 2007 – May 2008</td>
<td>3.12 Project Director</td>
</tr>
<tr>
<td>3.13 Provide job placement support in partnership with One Stop Centers</td>
<td>Placement rate of 75%, Businesses will have a larger, more qualified applicant pool</td>
<td>3.13 April 2007 – September 2008</td>
<td>3.13 Project Director</td>
</tr>
</tbody>
</table>

### Objective #4: Develop and implement on-line training and education solutions.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>4.1 Share existing Logistics training materials among six colleges and develop curriculum for gaps</td>
<td>4.1 Six colleges exchange curriculum and faculty review for gaps.</td>
<td>4.1 September 2006-December 2006</td>
<td>4.1 Administrators, Project Director, Faculty</td>
</tr>
<tr>
<td>4.2 Scope and develop curriculum including learning objectives and materials and discuss methods of instruction, credit, non-credit, and degree programs</td>
<td>4.2 Faculty determine scope and learning methods, credit/non-credit at each college instruction, credit, non-credit, and degree programs</td>
<td>4.2 November 2006-December 2006</td>
<td>4.2 Project Director, Faculty, Administrators</td>
</tr>
<tr>
<td>4.3 Industry review of curriculum to fill gaps</td>
<td>4.3 Colleges meet with employers to determine gaps in proposed curriculum</td>
<td>4.3 January 2007</td>
<td>4.3 Project Director, Faculty</td>
</tr>
<tr>
<td>4.4 Colleges conduct consolidated meeting to reconcile curriculum gaps among partners with industry input</td>
<td>4.4 Colleges compare industry input and decide online curriculum, roles</td>
<td>4.4 February 2007-March 2007</td>
<td>4.4 Project Director, Faculty</td>
</tr>
<tr>
<td>4.5 Investigate and select on-line training system/structure such as Web CT, Web CMS, Etude, etc.</td>
<td>4.5 Faculty/administrators select on-line training systems</td>
<td>4.5 October 2006-February 2007</td>
<td>4.5 Project Director, IT/IS, Faculty</td>
</tr>
<tr>
<td>4.6 Digitize curriculum and package for use via Internet for all colleges</td>
<td>4.6 Faculty, technicians convert curriculum to electronic files</td>
<td>4.6 March 2007-May 2007</td>
<td>4.6 Faculty, IT/IS</td>
</tr>
<tr>
<td>4.7 Develop online modules using selected formats</td>
<td>4.7 Modules developed</td>
<td>4.7 May 2007</td>
<td>4.7 Faculty</td>
</tr>
<tr>
<td>4.8 Upload modules onto selected formats</td>
<td>4.8 Modules uploaded for instruction</td>
<td>4.8 June 2007</td>
<td>4.8 Faculty, IT/IS</td>
</tr>
<tr>
<td>4.9 Coordinate on-line training with key information Systems and faculty online administrators at each college</td>
<td>4.9 Training conducted at each college</td>
<td>4.9 June 2007-July 2007</td>
<td>4.9 Project Director, IS/IT, Faculty</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>4.10 Identify instructors to match curriculum needs among the colleges</td>
<td>4.10 Instructors selected, time allocated</td>
<td>4.10 August 2007</td>
<td>4.10 Project Director, Administrators</td>
</tr>
<tr>
<td>4.11 Provide professional development training to faculty by IT/IS personnel and faculty in-service Directors to maximize faculty skill with online systems as needed</td>
<td>4.11 Complete professional development training</td>
<td>4.11 August 2007</td>
<td>4.11 Project Director, Faculty</td>
</tr>
<tr>
<td>4.13 Schedule face-to-face meetings between students and faculty to ensure scholarly dialogue and interaction</td>
<td>4.13 Schedule for instructors developed and distributed</td>
<td>4.13 Sept. 2007-January 2008</td>
<td>4.13 Project Director, Faculty</td>
</tr>
<tr>
<td>4.14 Conduct in-service for students on accessing lecture via online system, collecting and evaluating student feedback</td>
<td>4.14 In-service for students conducted</td>
<td>4.14 February-March 2008</td>
<td>4.14 Project Director, Faculty</td>
</tr>
<tr>
<td>4.15 Faculty will be available to students by posting virtual office hours for student access</td>
<td>4.15 Virtual office hours posted</td>
<td>4.15 Sept. 2007-January 2008</td>
<td>4.15 Faculty</td>
</tr>
<tr>
<td>4.16 Modify curriculum and delivery as needed with industry input</td>
<td>4.16 Faculty participates in Advisory Board meetings and utilizes information provided by industry partners for continuous improvement process</td>
<td>4.16 April 2008-May 2008</td>
<td>4.16 Project Director, Faculty</td>
</tr>
</tbody>
</table>

**Objective #5:** Market the programs and solutions to potential students, to industry and to incumbent workers.

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
</table>
| **5.1 Design and develop marketing plan**  
- Define target markets  
- Determine outreach strategies and methods | **5.1 Concrete marketing plan** | **5.1 September 2006 – October 2006** | **5.1 Administrators, Project Director** |
| **5.2 Develop materials**  
- Decide on collateral and materials  
- Work with contractor to design and produce materials | **5.2 Collateral and materials are ready** | **5.2 October 2006 – December 2006** | **5.2 Administrators, Project Director** |
| **5.3 Conduct outreach to potential entry level students**  
- Distribute materials to One Stop Centers, ROPs, High Schools and other community partners  
- Arrange for presentations to potential students including CalWorks, Disenfranchised Youth, and other high-risk groups | **5.3 Materials distributed to all partners, presentations made to hundreds of potential students** | **5.3 January 2007 – August 2008** | **5.3 Project Director** |
| **5.4 Conduct outreach to incumbent workers interested in mid-level career ladder positions using payroll distribution (inserting flyers in envelopes), cafeteria postings, giving presentations at meetings, etc.** | **5.4 Minimum of 20 presentations**  
- Increased participation in all training programs  
- Increased awareness of career opportunities | **5.4 January 2007 – August 2008** | **5.4 Project Director** |
| **5.5 Conduct outreach to industry**  
- Purchase mailing lists and databases  
- Join professional associations  
- Make presentations at industry gatherings  
- Attend trade shows and purchase booth(s) | **5.5 Project Director will attend at least 8 events per year and make a minimum of 2 presentations per year**  
- Increased number of training requests and increased number of industry partners | **5.5 October 2006 – June 2008** | **5.5 Project Director** |
<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month-Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.6 Assess efforts and make adjustments</td>
<td>5.6 Qualitative and quantitative feedback is available and activities are revised as needed</td>
<td>5.6 On-going</td>
<td>5.6 Project Director</td>
</tr>
</tbody>
</table>
## Objective #6: Develop and implement credit programs for higher level career ladder positions.

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
</table>
| 6.1 Scope and design curriculum  
- Identify and agree upon levels, learning and performance objectives for each level  
- Align curriculum among college partners and agree on numbering system for courses  
- Work with industry to review and modify plan | 6.1 Existing curriculum assessed and course objectives aligned | 6.1 September 2006 – December 2006 | 6.1 Administrators, Project Director, Faculty |
| 6.2 Develop curriculum  
- Share existing curriculum  
- Develop courses and materials to eliminate gaps  
- Gain necessary approval at each campus | 6.2 Fully aligned curriculum and course materials to share among community colleges | 6.2 September 2006 – December 2006 | 6.2 Administrators, Project Director, Faculty |
| 6.3 Create and sign articulation agreements | 6.3 Signed articulation agreements from consortium colleges | 6.3 September 2006 – December 2006 | 6.3 Administrators, Project Director |
| 6.4 Acquire necessary curriculum approvals  
- Present to Regional Consortia and gain approval  
- Submit to Chancellor's Office for approval | 6.4 Regionally and Chancellor's Office-approved curriculum | 6.4 September 2006 – June 2007 | 6.4 Administrators, Project Director, Faculty |
| 6.5 Identify instructors and provide orientation and train-the-trainer sessions  
- Qualified instructors at each college are available to teach new curriculum | 6.5 Students able to work in the industry or transfer to four-year institutions | 6.5 September 2006 – January 2006 | 6.5 Project Director, Faculty |
| 6.6 Implement and assess curriculum | 6.6 Students able to work in the industry or transfer to four-year institutions | 6.6 September 2007 – August 2008 | 6.6 Project Director, Faculty |
**Objective #7: Maintain partnerships and communication among colleges, industry, and community partners.**

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1 Review cooperative/participation agreements in grant and enhance as needed</td>
<td>7.1 College and regional partnership agreements</td>
<td>7.1 September 2006 – December 2006</td>
<td>7.1 Administrators, Project Director</td>
</tr>
<tr>
<td>7.2 Hire full-time Project Director and select Support Staff</td>
<td>7.2 Selection of Project Director and Support Staff</td>
<td>7.2 September 2006 – October 2006</td>
<td>7.2 Mt. SAC’s Administrators</td>
</tr>
<tr>
<td>7.3 Schedule and conduct face-to-face meetings and conference calls to assure communication of best practices, problem solving, and sharing of resources</td>
<td>7.3 Minimum of monthly face-to-face meetings with conference calls in-between</td>
<td>7.3 September 2006 – September 2008</td>
<td>7.3 All partners</td>
</tr>
<tr>
<td>7.4 Hold industry and community partner regional Advisory Board meetings and events</td>
<td>7.4 Minimum of 4 regional Advisory Board meetings and 2 industry events (e.g. career fairs)</td>
<td>7.4 Fall 2006 – Spring 2008</td>
<td>7.4 Project Director</td>
</tr>
<tr>
<td>7.5 Notify Project Monitor of innovative activities that had an impact on businesses, students and/or the region that can serve as success story or could be replicated statewide.</td>
<td>7.5 Project Director will provide an update by e-mail regularly (at least quarterly) to the Project Monitor regarding project’s accomplishments.</td>
<td>7.5 Quarterly December 2006 – September 2008</td>
<td>7.5 Project Director</td>
</tr>
<tr>
<td>7.6 Share products and best practices with regional consortia and academic senate presidents, and post information that would be of interest to faculty on the EWD website.</td>
<td>7.6 At least 4 presentations are made. Information on the project will be available on the EWD website</td>
<td>7.6 January 2007 – September 2008</td>
<td>7.6 Project Director</td>
</tr>
</tbody>
</table>
**Objective #8: Effectively collect, track, and report activities and results for the project.**

<table>
<thead>
<tr>
<th>Procedures/Activities</th>
<th>Measurable Outcomes</th>
<th>Timeline (Month/Year)</th>
<th>Responsible Persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1 Track and report all outside investments that the project attracts. Provide Project Monitor with information on outside investment to demonstrate the project’s return on investment.</td>
<td>8.1 Revenues generated through employer contracts and donations (space, time, equipment) will be tracked and reported to the Chancellor’s Office.</td>
<td>8.1 January 2007 – September 2008</td>
<td>8.1 Project Director</td>
</tr>
<tr>
<td>8.2 Track courses and programs developed and/or offered Notify MIS staff of courses offered as a result of the project.</td>
<td>8.2 Reports of scheduled courses, training and completion data will be reported.</td>
<td>8.2 July 2007 – September 2008</td>
<td>8.2 Project Director</td>
</tr>
<tr>
<td>8.3 Track program participants’ training participation, completion and employment</td>
<td>8.3 Reports on training completion, certifications, job placements and job retention will be provided.</td>
<td>8.3 March 2007 – September 2008</td>
<td>8.3 Project Director</td>
</tr>
<tr>
<td>8.4 Provide all requested information and reports to the Chancellor’s office: a) Information will be entered into the online data collection system on an on-going basis b) Quarterly reports and final reports will be submitted in a timely manner.</td>
<td>8.4 Reports are submitted by the deadlines</td>
<td>8.4 September 2006 – September 2008</td>
<td>8.4 Administrators, Project Director</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Subject: Agreement with Timberland

Background: Attached for the Board’s review and consideration is an agreement between Riverside Community College District and Timberland. The District shall provide a leadership development training class for 20 Timberland employees. The term of the agreement is from January 2, 2007 through May 31, 2007. The District will be paid $9,360.00, for up to 40 hours of training, at an amount not to exceed $10,000.00. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for the term of January 2, 2007 through May 31, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Robert Grajeda
Director, Corporate and Business Development
RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

In accordance with the terms and provisions of the Employment Training Panel Agreement between Riverside Community College District and the State of California, in August of 2005, this Educational Services Agreement is entered into on the 2nd day of January, 2007, between Riverside Community College District, hereinafter referred to as “District”, and Timberland, hereinafter referred to as “Contractor”.

1. The District shall provide the course(s) and services as specified in the attached Schedule(s) and course document(s), if any, and at the times, dates, and locations indicated therein. The course(s) and services, course document(s), if any, and course schedule(s) so specified will hereinafter be referred to as the “Course.”

2. The Contractor agrees to accept the Course and agrees to pay the District for services rendered in accordance with the provisions of the attached Schedule A.

3. The District will conduct the Course.

4. The District will report attendance (if applicable) and provide performance records to the Contractor within five working days of Course completion.

5. Students/trainees will not receive unit(s) of credit.

6. This Agreement includes the provisions of the attached Schedule(s) and course documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and course document(s) must be individually initialed and dated by both parties to this Agreement.

7. The term of this Agreement shall be from January 2, 2007 through May 31, 2007.

8. The Contractor agrees not to enter into agreements with the contract trainer/s that are in direct competition with the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.

9. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and agreement among the signatories and all parties represent and warrant that they are not relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.

10. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents, resulting from the performance of this agreement.
   The Contractor shall hold harmless, indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents, resulting from the performance of this agreement.

11. Both parties will maintain in full force and effect at all times during this agreement a policy of general liability insurance, or self-insurance, covering all of its operations, with no less than $1,000,000 coverage per occurrence. The parties will also maintain workers’ compensation insurance in accordance with the
laws of the State of California. Evidence of said insurance policies shall be furnished upon request of either party.

12. The parties agree that they will comply with all state and federal non-discrimination and equal opportunity regulations for all persons with regard to race, color, religion, national origin, ancestry, sex, physical/mental disability, medical condition, marital status, age, or sexual orientation.

13. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

By: ________________________________
    Signature

CONTRACTOR

By: ________________________________
    Signature

James Buysse, Vice Chancellor, Administration & Finance

Title

________________________________

Title
Riverside Community College District  
Customized Solutions for Business & Industry

SCHEDULE A  
SERVICES & COMPENSATION

This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Employment Training Panel Agreement (#ET06-0122) between the Riverside Community College District, hereinafter referred to as “District,” and the State of California, and the Educational Services Agreement, dated the 2nd day of January, 2007, between the Riverside Community College District and Timberland, here referred to as "Contractor". This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto.

The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

Name of program: Leadership Development Training

Class Size: 1 class with 20 participants.  
Up to 40 class hours


Fee:
- Cost of Training: $9,360
- Course materials development/delivery: $1,000
- Supplemental texts or dictionaries not created by Riverside Community College District will be purchased by Timberland.
- Costs incurred by Contractor contingent upon the number of students completing training and 90-day retention.
- If wage requirements are not met following the 90-day retention period, costs will be incurred by Contractor at a rate of $468 per student.
- If a student does not attend at least 24 hours of training, costs will be incurred by Contractor at a rate of $468 per student.
- Contractor will be charged at the rate of $13.00 per training hour for the hours more than 24 but less than 36 not completed by each student enrolled.
- Make-up classes will be invoiced for the instructor’s hourly rate of $100.00.
- Not to exceed $10,000.00

Terms:
- Minimum Contractor contribution to be paid prior to the first day of training.
- Cost of Textbooks to be paid prior to the first day of training
- Invoicing for any additional payment due the District will occur at the end of the scheduled training.

Contractor initials ___________ Date ___________ District initials ___________ Date ___________

Bill to:  
Administrative Supervisor
Timberland  
3950 E. Airport Dr.  
Ontario, CA 91761  
Attn: Carol Sprague

Send payment to:  
Accounts Receivable  
Riverside Community College District  
4800 Magnolia Avenue  
Riverside, CA 92506
Subject: Agreement with Luxfer Gas Cylinders

Background: Attached for the Board’s review and consideration is an agreement between Riverside Community College District and Luxfer Gas Cylinders. The District shall provide two factory maintenance and troubleshooting classes for up to 20 Luxfer Gas Cylinders employees. The term of the agreement is from March 21, 2007 through June 30, 2007. The District will be paid $22,400.00, for up to 80 hours of training, at an amount not to exceed $25,000.00. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for the term of March 21, 2007 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Robert Grajeda
Director, Corporate and Business Development
RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

In accordance with the terms and provisions of the Employment Training Panel Agreement between Riverside Community College District and the State of California, in August of 2005, this Educational Services Agreement is entered into on the 21st day of March, 2007, between Riverside Community College District, hereinafter referred to as “District”, and Luxfer Gas Cylinders, hereinafter referred to as “Contractor”.

1. The District shall provide the course(s) and services as specified in the attached Schedule(s) and course document(s), if any, and at the times, dates, and locations indicated therein. The course(s) and services, course document(s), if any, and course schedule(s) so specified will hereinafter be referred to as the "Course."

2. The Contractor agrees to accept the Course and agrees to pay the District for services rendered in accordance with the provisions of the attached Schedule A.

3. The District will conduct the Course.

4. The District will report attendance (if applicable) and provide performance records to the Contractor within five working days of Course completion.

5. Students/trainees will not receive unit(s) of credit.

6. This Agreement includes the provisions of the attached Schedule(s) and course documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and course document(s) must be individually initialed and dated by both parties to this Agreement.

7. The term of this Agreement shall be from March 21, 2007 through June 30, 2007.

8. The Contractor agrees not to enter into agreements with the contract trainer/s that are in direct competition with the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.

9. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and agreement among the signatories and all parties represent and warrant that they are not relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.

10. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents, resulting from the performance of this agreement. The Contractor shall hold harmless, indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents, resulting from the performance of this agreement.

11. Both parties will maintain in full force and effect at all times during this agreement a policy of general liability insurance, or self-insurance, covering all of its operations, with no less than $1,000,000 coverage per occurrence. The parties will also maintain workers’ compensation insurance in accordance with the
laws of the State of California. Evidence of said insurance policies shall be furnished upon request of either party.

12. The parties agree that they will comply with all state and federal non-discrimination and equal opportunity regulations for all persons with regard to race, color, religion, national origin, ancestry, sex, physical/mental disability, medical condition, marital status, age, or sexual orientation.

13. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

By: ________________________________
    Signature

CONTRACTOR

By: ________________________________
    Signature

James Buysse, Vice Chancellor, Administration & Finance
    Title

________________________________
    Title
This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Employment Training Panel Agreement (#ET06-0122) between the Riverside Community College District, hereinafter referred to as “District,” and the State of California, and the Educational Services Agreement, dated the 21st day of March, 2007, between the Riverside Community College District and Luxfer Gas Cylinders, here referred to as "Contractor". This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto.

The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

**Name of program:** Factory Maintenance and Troubleshooting  
**Class Size:** 2 classes with up to 20 participants in each class.  
40 hours of training for each group.  
A total of 80 class hours  
**Training Schedule:** March 21, 2007 – June 30, 2007  
**Fee:**  
- Cost of Training: $22,400  
- Costs incurred by Contractor contingent upon the number of students completing training and 90-day retention.  
- If wage requirements are not met following the 90-day retention period, costs will be incurred by Contractor at a rate of $560 per student.  
- If a student does not attend at least 24 hours of training, costs will be incurred by Contractor at a rate of $560 per student.  
- Contractor will be charged at the rate of $13.00 per training hour for the hours more than 24 but less than 40 not completed by each student enrolled.  
- Make-up classes will be invoiced for the instructor’s hourly rate of $100.00.  
- Not to exceed $25,000.00  
**Terms:**  
- Minimum Contractor contribution to be paid prior to the first day of training.  
- Invoicing for any additional payment due the District will occur at the end of the scheduled training.

<table>
<thead>
<tr>
<th>Contractor initials</th>
<th>Date</th>
<th>District initials</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill to: Kathy MacDougall</td>
<td></td>
<td>Send payment to: Accounts Receivable</td>
<td></td>
</tr>
<tr>
<td>Luxfer Gas Cylinders</td>
<td></td>
<td>Riverside Community College District</td>
<td></td>
</tr>
<tr>
<td>3016 Kansas Avenue</td>
<td></td>
<td>4800 Magnolia Avenue</td>
<td></td>
</tr>
<tr>
<td>Riverside, CA 91507</td>
<td></td>
<td>Riverside, CA 92506</td>
<td></td>
</tr>
</tbody>
</table>
Subject: Amendment to Agreements with Tams-Witmark Music Library, Inc.

Background: Attached for the Board’s review and consideration is a proposed amendment to the agreements between Riverside Community College District and Tams-Witmark Music Library, Inc., for royalties and rental materials for the Performance Riverside productions of “The Will Rogers Follies”, “You’re a Good Man, Charlie Brown (Revised)”, and “Man of La Mancha.” The original agreements were approved by the Board on April 18, 2006. “The Will Rogers Follies” agreement has increased from $15,435.00 to $21,219.25. “The Man of La Mancha” agreement has increased from $15,545.00 to $20,893.75 and “You’re a Good Man, Charlie Brown (Revised)”, for the amount of $20,765.00, has been cancelled. Funding source: General Fund.

The amendment has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees ratify the amendment to the agreements, for April 19, 2006 through March 1, 2007 and April 19, 2006 through June 27, 2007, for the additional amounts of $5,784.25, and $5,348.75, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts
Riverside Community College
Performance Riverside
4678 Saunders Street
Riverside, CA 92506
BY FAX: 909 222 8940

January 12, 2007

Attn: Mg. Ray O'Day

Dear Mg. O'Day:

We have credited and rebilled the royalty and rental charges for your 8 performances of THE WILL ROGERS FOLLIES/ based upon the quotation provided in our December 26th letter. Our credit memorandum and invoice are enclosed to cover this rebilling to your account.

The total billing to your account is $21,379.25. This balance covers the royalty and rental charges for 8 performances at $19,560.00; one student performance at $85.00; two month orchestration rental at $590.00; rental to retain orchestration of $71.75; mailing charges on the orchestration of $97.25.

The charges for your cancelled production of CHARLIE BROWN (REVISED) are $36.00 for the mailing of the rehearsal material, and a one-month minimum rental for the time this material was out of our offices.

We trust you find this to be in order.

Sincerely yours,

TAMS-WITMARK MUSIC LIBRARY, INC.

Chairman

RAH: vfp
January 8, 2007

Riverside Community College  
Performance Riverside  
4678 Saunders Street  
Riverside, CA 92506  
FAX: 951-222-8940

Attn: Ms. Ray O'Day

Dear Ms. O'Day:

We acknowledge your fax regarding **MAN OF LA MANCHA**.

We wish to correct your January 3rd letter in that the correct royalty and rental quotation is $2,745.00 for the first performance and $2,425.00 for each additional consecutive performance. The student performance remains at $805.00.

We foresee the following charges for your production in addition to mailing charges:

<table>
<thead>
<tr>
<th>Charge</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Royalty and Rental first performance</td>
<td>$2,745.00</td>
</tr>
<tr>
<td>Charge 7 addl consecutive performances</td>
<td>$2,425.00</td>
</tr>
<tr>
<td>Charge 1 addl consecutive performance</td>
<td>$805.00</td>
</tr>
<tr>
<td>Orchestration rental 1 month</td>
<td>$295.00</td>
</tr>
<tr>
<td>Rental to retain orch through final performance</td>
<td>73.75</td>
</tr>
<tr>
<td>Balance due</td>
<td>$20,893.75</td>
</tr>
</tbody>
</table>

The mailing charges are not included since we do not know what they will be until the rehearsal material and orchestration is billed to your account for shipment.

We have received your PO# C3001027 in the amount of $12,470.00. Please forward an addendum to cover the difference.
RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-h Date: February 20, 2007

Subject: Agreement with Douglas Shrope

Background: Attached for the Board’s review and consideration is a proposed agreement between Riverside Community College District and Douglas Shrope for musical arranging and talk spot writing services for the Performance Riverside production of “Sensational ShowTunes.” The term of this agreement is February 21, 2007 through March 30, 2007. The total fee for this agreement is $1,000.00. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from February 21, 2007 through March 30, 2007, for $1,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts
AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
DOUGLAS SHROPE

THIS AGREEMENT is made and entered into on this 21st of February, 2007, by and between Douglas Shrope, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide musical arranging and talk spot writing services for “Sensational ShowTunes.”

2. The services rendered by the Contractor are subject to review and supervision by the District’s Chancellor and other designated representatives of the District.

3. The term of this agreement shall be from February 21, 2007 through March 30, 2007.

4. Payment in consideration of this agreement includes a service fee that shall not exceed $1,000.00 payable after receipt of invoice on the following date:

   “Sensational ShowTunes” $1,000.00 payable on 3/30/07

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.
6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and RCCD.

8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

Douglas Shrope
565 Wayland Court
Claremont, CA 91711

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date
Subject: Agreement with Small Potatoes Productions, LLC

Background: Attached for the Board’s review and consideration is a proposed agreement between Riverside Community College District and Small Potatoes Productions, LLC, for production and direction of a documentary film on the arts in downtown Riverside and to prepare a graphics package for the film. The film will include the role of Riverside School for the Arts will have building a stronger downtown Riverside arts community and will feature Performance Riverside and the “Arts Walk on First Thursdays.” Small Potatoes Productions, LLC, also agrees to advise faculty on program development and assessment in the areas of film studies, film production and multimedia for Riverside School for the Arts. The term of this agreement is February 21, 2007 through May 31, 2007. The total fee for this agreement is $7,000.00. Funding source: RSA FIE #2 Grant (SPP 223).

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from February 21, 2007 through May 31, 2007, for $7,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts
AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
SMALL POTATOES PRODUCTIONS, LLC

THIS AGREEMENT is made and entered into on this 21st of February, 2007, by and between Small Potatoes Productions, LLC, hereinafter referred to as “Consultant” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Consultant agrees to produce and direct a documentary film on the arts in downtown Riverside and to prepare a graphics package for the film. The film will include the role of Riverside School for the Arts in building a stronger arts community in the future in downtown Riverside. The Consultant also agrees to advise faculty on program development and assessment in the areas of film studies, film production and multimedia for Riverside School for the Arts.

2. The services rendered by the Consultant are subject to review and supervision by the District’s Chancellor and other designated representatives of the District.

3. The term of this agreement shall be from February 21, 2007 through May 31, 2007.

4. Payment in consideration of this agreement includes a service fee that shall not exceed $7,000.00 payable after receipt of invoices.

   Documentary Production and Direction $3,000.00 payable on 2/21/2007
   Multimedia and Graphics Package $2,000.00 payable on 2/21/2007
   Advice on Program Development and Assessment $2,000.00 payable on 5/31/2007

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Consultant and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.
It is mutually agreed and understood that, during the term of this Agreement, the Consultant shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Consultant, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

7. It is understood and agreed that Consultant is an independent Consultant and that no employer-employee relationship exists between Consultant and RCCD.

8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

Small Potatoes Productions, LLC.
P O Box 8638
Riverside, CA 92515

James L. Buysse
Vice Chancellor, Administration and Finance

Penny Styles McLean, Owner

Date

Date
Subject: Agreement with Matthew Mortimer

Background: Attached for the Board’s review and consideration is an agreement between Riverside Community College District and Matthew Mortimer, to develop math curriculum that meets RCCD’s academic standards for non-credit classes and are aligned to the State High School Exit Exam. The service provider will be paid at the rate of $68.00 per hour. The amount for the period February 21, 2007 through June 30, 2007 will not exceed $10,200.00. Funding source: Chancellor’s Office California Community Colleges California High School Exit Examination Preparation (CAHSEE) Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for the period of February 21, 2007 through June 30, 2007, for an amount not to exceed $10,200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
District Dean, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts
SERVICE AGREEMENT  
BETWEEN  
Matthew Mortimer  
AND  
Riverside Community College District

This Agreement, entered into this 21st DAY OF FEBRUARY 2007 between Matthew Mortimer, hereinafter referred to as the “Service Provider,” and Riverside Community College District, whose address is 4800 Magnolia Avenue, Riverside, California 92506, hereinafter referred to as the “The District.”

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is effective to cover activities beginning February 21, 2007, and will continue in effect until June 30, 2007.

ARTICLE II. SERVICES TO BE PERFORMED

2.01 Service Provider agrees to perform the services specified in the “Scope of Services” attached to this Agreement as “Exhibit A” and incorporated by reference herein.

ARTICLE III. COMPENSATION

3.01 In consideration for the services to be performed by the Service Provider, The District shall pay a total not to exceed $10,200.00. Payable monthly upon receipt of an invoice.

ARTICLE IV. OBLIGATIONS OF SERVICE PROVIDER

4.01 Minimum Amount of Service. Service Provider agrees to devote its best efforts to performance of the services outlined in “Exhibit A” on behalf of The District.

4.02 Indemnification. Service Provider and The District mutually agree to indemnify and hold each other free and harmless from any obligations, costs claims, judgments, attorneys’ fees and attachments arising from, growing out of, or in any way connected with the services rendered to each other pursuant to the terms of the Agreement. The District also agrees to hold Service Provider harmless for claims of liable and slander for information contained in the formal report to The District.

4.03 Assignment. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

4.04 Treatment of The District Information. Service Provider shall regard all District data and information used in the work performed under this agreement as confidential.
4.05 Independent Contractor. It is understood that Service Provider is an independent contractor and that no employer-employee relation exists between the parties hereto.

4.06 Non-Discrimination. Service Provider agrees that he will comply with all state and federal non-discrimination and equal opportunity regulations for all persons with regard to race, color, religion, national origin, ancestry, sex, physical/mental disability, medical condition, marital status, age, or sexual orientation.

ARTICLE V. OBLIGATIONS OF THE COLLEGE

5.01 Cooperation of The District. The District agrees to comply with all reasonable requests of the Service Provider and provide access to all documents and/or information reasonably necessary to the performance of Service Provider’s duties under this Agreement.

ARTICLE VI. TERMINATION OF AGREEMENT

6.01 Termination Upon Notice. Either party hereto may terminate this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

7.01 Entire Agreement of the Parties. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.

7.02 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

Riverside Community College District

James Buysse
Vice Chancellor
Administration and Finance

Service Provider

Matthew Mortimer
1491 Washington Street
Riverside, CA 92506
(951)776-9308

Date
Date
EXHIBIT A

Service Provider Agreement with
Riverside Community College District and Matthew Mortimer

SCOPE OF WORK

With this Agreement, Service Provider will perform services and produce deliverables as detailed within this scope of work.

Provide Math Curriculum Development

Service Provider hereby agrees to provide math curriculum development and alignment for non-credit classes for the California State High School Exit Exam Prep Program at Riverside City College. Curriculum is to meet RCCD’s academic standards and align with the State High School Exit Exam so students have a better opportunity to pass the State High School Exit Exam. Math curriculum development and alignment will be provided for a maximum of 150 hours. The hourly rate is $68 per hour. Thus, the amount for the period February 21, 2007 through June 30, 2007 will not exceed $10,200.

Deliverables

The following will be delivered to Riverside Community College District as a result of the provision of services described within this scope of work.

- Provide math curriculum that meets RCCD’s academic standards for non-credit classes that are aligned to the State High School Exit Exam.
Subject: Agreement with University of California Riverside Student Recreation Center

Background: Presented for the Board’s review and consideration is an agreement between Riverside Community College District and University of California Riverside (UCR) Student Recreation Center Team Excursions to provide a day of team building activities for the Norco Campus Upward Bound program participants. Team Excursions will utilize their obstacle and ropes course to engage the Upward Bound participants in a number of exercises designed to increase interpersonal skills, teamwork and develop self-confidence. The date of the activity is April 12, 2007. Total cost is not to exceed $980.00. Funding source: Upward Bound Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for April 12, 2007, for an amount not exceed $980.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Gustavo Oceguera
Director, Trio Programs
TEAM EXCURSIONS CONTRACT

This Agreement, made this Feb. 21, 2007 is to insure the payment of $ 980 to the University of California, Riverside, Student Recreation Center from Upward Bound RCC in the form of cash, credit card, recharge or check (made payable to REGENTS, UC).

Payment is due in full by the day of the program.

Date of Program 4/12/2007
Time of Course 9am-3pm
Number of Participants 35
Special Stipulations Rate include first time discount of 20%

The FOLLOWING STIPULATIONS MUST BE MET:

1) Each Participant MUST have a completed waiver and should bring a water bottle.
2) In the event the client cancels less than seven working days prior to the date of the course, or fails to show on the arranged date, will forfeit the entire amount of $ 980.
3) Cancellation due to weather or other safety concerns at the site is the responsibility of Team Excursions and will not result in the loss of fees paid.
4) Upward Bound RCC is responsible for payment of $ 980 for 35 participants on the day of the course.
5) THIS AGREEMENT TO PROVIDE CHALLENGE COURSE PROGRAMING SERVICES IS SUBJECT TO PROVEN DETENTION BY WEATHER, LACK OF SAFETY, ACTS OF NATURE, OR OTHER LEGITIMATE CONDITIONS BEYOND THEIR CONTROL.

Group Name Upward Bound RCC
Client Name Angela Allison Work Phone 951 3727121

CLIENT SIGNATURE ___________________________ Please sign and return to secure your date.

Checks must be payable to: REGENTS, UC
Please mail contract and payment to: Student Recreation Center
Attn. Team Excursions
University of California
Riverside, CA 92521

Recharge: Please return with department FAU information: UCR Department:
Department Transactor Name (Print) ___________________ Signature ____________________________
Phone (951) 827-7040 Fax (951) 827-5700 www.excursions.ucr.edu mark.oswood@ucr.edu
Subject: Agreement with Richard Santana

Background: Presented for the Board’s review and consideration is an agreement between Riverside Community College District and Richard Santana to provide a motivational keynote speech and workshop entitled “Overcoming Your Obstacles to Achieve Your College Dreams” for high school students enrolled in the Norco Campus Upward Bound program. The location of services will be at the Norco Campus. This event will take place on April 10, 2007. Total cost is not to exceed $2,275.00. Funding source: Upward Bound Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for April 10, 2007, for an amount not to exceed $2,275.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Gustavo Oceguera
Director, Trio Programs
AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
RICHARD SANTANA

THIS AGREEMENT is made and entered into on this 21st day of February 2007, by and between RICHARD SANTANA, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide: One motivational keynote speech and workshop titled “Overcoming Your Obstacles to Achieve Your College Dreams”. The location of services will be at: RCCD, Norco Campus, 2001 Third St., Norco, CA.

2. The services rendered by the Contractor are subject to review and supervision by the District’s Chancellor and other designated representatives of the District.

3. The term of this agreement shall be April 10, 2007, from 11:00 a.m. to 2:30 p.m.

4. Payment in consideration of this agreement shall be a flat fee of $2,275.00, payable as follows: $1,000.00 deposit by March 9, 2007, with the balance of $1,275.00 due on the date of service. In lieu of a deposit, a purchase order for the total fee is acceptable. In which case, the entire amount of $2,275.00, will be paid on the date of service.

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.
6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.

8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

9. This contract may be cancelled by either party with 30 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

10. This contract shall be governed by and construed in accordance with the laws of the State of California.

The parties enter into this agreement and sign as follows:

Riverside Community College District  
Richard Santana  
3635 Virden Ave.  
Oakland, CA  94619

James L. Buysse  
Vice Chancellor, Administration and Finance

_________________________________________________________________________

Richard Santana, Contractor

_________________________________________________________________________

Date  
Date
Subject: Agreement with Gilbert Marquez

Background: Presented for the Board’s review and consideration is an agreement between Riverside Community College District and Gilbert Marquez to provide six training sessions for Norco CIS faculty on 3D modeling and animation techniques using 3D Studio Max. The term of the agreement is February 21, 2007 to April 28, 2007. Total cost is not to exceed $5,000.00. Funding source: VTEA Grant Funds.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from February 21, 2007 to April 28, 2007, for an amount not to exceed $5,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Gaither Loewenstein
Vice President of Educational Services
AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
GILBERT MARQUEZ

THIS AGREEMENT is made and entered into on this 21st day of February 2007, by and between GILBERT MARQUEZ, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Present a series of six (6) training workshops for CIS faculty covering 3D modeling and animation techniques using 3D Studio Max for CIS faculty.
   a. The services will be provided at: Riverside Community College - Norco Campus computer classroom.
   b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.

2. The term of this agreement shall be from February 21, 2007 through April 28, 2007.

3. Payment in consideration of this agreement includes a service fee that shall not exceed $5,000.00, payable after receipt of invoice. These fees shall include the training fees and travel expenses.

4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

   During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.
5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.

6. Although Contractor is currently an adjunct instructor for RCCD, the work to be performed under this Agreement is outside the course and scope of his instructing position. Therefore, for the purposes of this Agreement, Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.

7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

By: ____________________________
   James L. Buysse, Vice Chancellor Administration and Finance

CONTRACTOR

By: ____________________________
   Gilbert Marquez
   9702 Pacific Avenue
   Anaheim, CA  92804
Subject: Agreement with Myron Dembo

Background: Presented for the Board’s review and consideration is an agreement between Riverside Community College District and Myron Dembo to provide a one day seminar called “Barriers and Solutions for Improving Students’ Academic Performance” to Norco Campus faculty and staff. The term of the agreement is February 22, 2007 through February 23, 2007. Total cost is not to exceed $2,850.00. Funding source: Basic Skills Professional Development Funds.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from February 22, 2007 to February 23, 2007, for an amount not to exceed $2,850.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella  
Chancellor

Prepared by: Gaither Loewenstein  
Vice President of Educational Services
AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
MYRON DEMBO

THIS AGREEMENT is made and entered into on this 21st day of February 2007 by and between MYRON DEMBO hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Present a one day seminar called “Barriers and Solutions for Improving Students’ Academic Performance” to Norco Campus faculty and staff.
   a. The services will be provided at: The Mission Inn, Riverside, CA.
   b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.

2. The term of this agreement shall be from February 22, 2007 through February 23, 2007.

3. Payment in consideration of this agreement includes a service fee that shall not exceed $2,850.00, payable after receipt of invoice.

4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

   During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.

7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
By: ____________________________
By: ____________________________
DISTRICT
James L. Buysse, Vice Chancellor
Administration and Finance

CONTRACTOR
Myron Dembo Ph.D.
600 Phillips Hall
3470 Trousdale Pkwy
Rossier School of Education
University of Southern California
Los Angeles, CA 90089-4036
Report No.: V-A-8-o  Date: February 20, 2007

Subject: Agreement with Jose Marquez, La Vista Solutions, L.L.C.

Background: Presented for the Board’s review and consideration is an agreement between Riverside Community College District and Jose Marquez, La Vista Solutions, L.L.C. covering a period of time from February 21, 2007 through June 30, 2007. This agreement provides for proposal development services related to the Title V Hispanic-Serving Institutions Cooperative Program for Riverside City College. These services will not exceed $5,000.00 for the 2006-07 fiscal year. Funding source: Basic Skills Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for February 21, 2007 through June 30, 2007, for an amount not to exceed $5,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Marilyn Martinez-Flores
Associate Dean, College Program Support
Independent Contractor Agreement
Between Riverside Community College District
And Jose Marquez, La Vista Solutions, L.L.C.

This Agreement, entered into this February 21, 2007, between Riverside Community College District (RCCD), whose address is 4800 Magnolia Avenue, Riverside, California, 92506, hereinafter referred to as the "Client," and Jose Marquez, La Vista Solutions, L.L.C., whose address is 1460 Norfolk Court, Allen, Texas 75002, hereinafter referred to as the "Contractor".

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is effective to cover activities beginning February 20, 2007, and will continue in effect until June 30, 2007 or the date of the submission deadline established by the U.S. Department of Education for the Title V Developing Hispanic-Serving Institutions Program in its 2007 Request for Applications, in the case that the two dates differ.

ARTICLE II. SERVICES TO BE PERFORMED BY CONTRACTOR

2.01 Contractor agrees to perform the services specified in the "Scope of Services" attached to this Agreement as "Exhibit A" and incorporated by reference herein.

ARTICLE III. COMPENSATION

3.01 In consideration for the services to be performed by the Contractor, Client shall pay Contractor as described in "Exhibit B" attached hereto and incorporated by reference herein.
ARTICLE IV. OBLIGATIONS OF CONTRACTOR

4.01 Minimum Amount of Service. Contractor agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of Riverside Community College District. Contractor may represent, perform services for, and be employed by such additional clients, persons, or companies as Contractor, in Contractor's sole discretion, sees fit.

4.02 Time for Performance of Services. Contractor shall meet with the Client and complete deliverables as outlined in "Exhibit A."

4.03 Indemnification and Hold Harmless. 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 Agreement, and agrees to hold the other party, its officers, employees, agents or representatives harmless from any such liability.

Nothing contained herein shall be considered a warranty or guarantee that a passing or “fundable” score will be received on Client’s proposal. The professional services provided by the Contractor are based on knowledge and professional experience in similar situations. The Contractor hereby disclaims any responsibility for Client’s failure to receive a passing score on its proposal; and Client, for itself, its employees, and all others hereby releases the Contractor from any such liability.

4.04 Assignment and Delegation. Neither this Agreement nor any duties or obligations under this Agreement may be assigned or delegated by the Contractor without the prior written consent of the Client.
4.05 Treatment of Client Information. Contractor shall regard all Client data and information used in the work performed under this agreement as confidential, and will comply with all Family Educational Rights and Privacy Act (FERPA) regulations regarding privacy of student data.

ARTICLE V. OBLIGATIONS OF CLIENT

5.01 Cooperation of Client. Client agrees to comply with all reasonable requests of the Contractor and provide access to all documents reasonably necessary to the performance of Contractor's duties under this Agreement.

5.02 Use of Project Deliverables. All project deliverables become the property of the Client upon termination of this Agreement, and as such may be used at will by the Client at any or all of its sites, for purposes determined by the Client.

ARTICLE VI. TERMINATION OF AGREEMENT

6.01 Termination Upon Notice. Notwithstanding any other provision of this Agreement, either party hereto may terminate the sections of this Agreement at any time upon 30 days written notice to the other.
ARTICLE VII. GENERAL PROVISIONS

7.01 Entire Agreement of the Parties. This Agreement supersedes any and all Agreements, either oral or written, between the parties hereto with respect to the rendering of services by Contractor for Client and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.

7.02 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

7.03 Independent Contractor. Contractor, and its officers, employees, and agents, shall act in an independent capacity during the term of this agreement and not as officers, employees or agents of RCCD.

7.04 Intellectual Property. All intellectual property, including but not limited to, any material subject to copyright or patent, or any other intellectual product developed pursuant to or under this Agreement, shall be the property of Client.
ARTICLE XIII. NOTICES

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

RCCD: Colleen Molko  
Associate Director, Grant and Contract Services  
Riverside Community College District  
4800 Magnolia Avenue  
Riverside, CA  92506

La Vista Solutions, L.L.C. Jose Marquez  
Independent Contractor  
1460 Norfolk Court  
Allen, Texas  75002

8.02 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 Page

Riverside Community College District

___________________________________
James L. Buysse
Vice Chancellor, Administration and Finance

___________________________________
Jose Marquez

___________________________________
Independent Contractor Legal Representative
La Vista Solutions, L.L.C.

Date

Date
EXHIBIT A

Independent Contractor Agreement
Between Riverside Community College District
And Jose Marquez, La Vista Solutions, L.L.C.

Scope Of Services

With this Agreement, Contractor will perform services and produce deliverables as detailed within this scope of service. Proposal development services will not commence until RCCD provides e-mail notification that it meets all criteria established in the Application for Designation as an Eligible Institution Fiscal Year 2007.

Title V Developing Hispanic-Serving Institutions
Cooperative Arrangement Development Program Proposal Development Services

Contractor will provide proposal development services to the Riverside City College that will include, but not be limited to the following:

- Perform all activities necessary to plan and develop one Title V Cooperative proposal for the Riverside City College, first in draft form, then in final submission format through the incorporation of input from college officials. Proposal development services will include the review of draft letters of support, and the review of all attachments considered to be part of the application package.
- Confer with college officials at the Riverside City College to develop the focus and a detailed plan for the grant application.

Contractor will not be expected to prepare or complete the Table of Contents, Program Assurances and Certifications, the Application Face Sheet or Budget Forms. The Client is
responsible for the completion and submission of these documents. Client is also responsible for submitting the application electronically on Grants.gov.

The Consultant will not name Jose Marquez, La Vista Solutions, L.L.C. or any other consultant or individual in any portion of the proposal, unless specifically requested by the Client to do so. Instead, Contractor will specify, if and where warranted, that the District will select consultants according to the expertise the proposed scope of work requires and the District’s regulations regarding the selection of consultants.

Deliverables

The following will be delivered to the Client as a result of the provision of services described within this Scope of Services:

- One complete, written Title V Cooperative proposal, first in draft and subsequently in final submission format: One draft and a final, completed proposal, will be prepared and rendered to RCCD a minimum of two weeks prior to the submission deadline, which has yet to be announced at this writing. Proposal development services will include the review of electronic documents and materials necessary to meet the Title V Developing Hispanic-Serving Institutions Cooperative Arrangement Development Program Fiscal Year 2007 Request For Application requirements and the electronic submission process.
EXHIBIT B

Independent Contractor Agreement
Between Riverside Community College District
And Jose Marquez, La Vista Solutions, L.L.C.

Compensation

1. Proposal Development – Title V Cooperative

This agreed upon total, $5,000, for the development and writing of an Title V Cooperative submission for the Riverside City College includes all Contractor outlays (time, travel, materials, etc.). The Contractor shall invoice upon completion of final drafts as outlined in Exhibit A.

2. If the Contractor is not able to render all services outlined in “Exhibit A”, the Contractor will be paid a mutually agreed upon amount for the services rendered.
Subject: Agreement with Cynthia Chavez

Background: Attached for the Board’s review and consideration is a proposed agreement between Riverside Community College District and Cynthia Chavez to provide five 90 minute parenting workshops during 2007 Spring term in the Early Childhood Education Children’s Center, on the Riverside City College Campus, in an amount not to exceed $500.00. The term of this agreement is from February 21, 2007 through June 8, 2007. Funding source: CCAMPIS (Child Care Access Means Parents in School) Grant.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for February 21, 2007 through June 8, 2007, for an amount not to exceed $500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Debbie Whitaker-Meneses
Associate Dean, Early Childhood Education
AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
Cynthia Chavez
17080 Chavez Road
Riverside, CA  92508

THIS AGREEMENT is made and entered into on this 21st day of February, 2007, by and between Cynthia Chavez, hereinafter referred to as “Contractor” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:
1. The Contractor agrees to provide the following services: Provide parent workshops on the following topics and dates February 23 - How to Talk so Your Kids will Listen….. How to Listen so Your Kids will Talk; March 23 – Children’s Literacy; April 20 – Math with Junk Around Your House; May 18 – Helping Preschoolers Learn Self-Control; June 8 - Parenting for the Heart.  All workshops will be 6:00 – 7:30 p.m.
   a. The services will be provided at:  Riverside City College, Early Childhood Education building
   b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.

2. The term of this agreement shall be from February 21, 2007 through June 8, 2007.

3. Payment in consideration of this agreement includes a service fee that shall not exceed $500.00, payable after receipt of invoice.

4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.
5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.

6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.

7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: ____________________________
James L. Buysse, Vice Chancellor
Administration and Finance

CONTRACTOR

By: ____________________________
Cynthia Chavez
17080 Chavez Road
Riverside, CA  92508
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
TEACHING AND LEARNING  

Report No.: V-A-8-q  
Date: February 20, 2007  

Subject: Agreement with Foundation for Worldwide International Student Exchange  

Background: Attached for the Board’s review and consideration is a proposed agreement between Riverside Community College District and Foundation for Worldwide International Student Exchange (WISE) to facilitate homestay placements for our international students. WISE will arrange and manage the residency of students in the private homes of host families for placement fees charged to the students. Included in the placement is ongoing support to the students and host families throughout the term of the homestays. The term of the agreement is for September 15, 2006 through September 15, 2009. Funding source: No cost to the District.  

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contract, Compliance and Legal Services.  

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, from September 15, 2006 to September 15, 2009, at no cost the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.  

Salvatore G. Rotella  
Chancellor  

Prepared by: Debbie DiThomas  
Associate Vice Chancellor, Student Services and Operations  
Marylin Jacobsen  
Director, Center for International Students and Programs
AGREEMENT Between Riverside Community College District And the Foundation for Worldwide International Student Exchange

This Agreement is hereby entered into between The Worldwide International Student Exchange ("WISE") and Riverside Community College District (RCCD) on this 15th day of September, 2006. Many of the students participating in this program request housing in the home of a local host family. This housing option is referred to as “homestay”. WISE is in the business of arranging homestay for students coming to the United States. RCCD may refer students requesting this option to WISE or in the case of some group arrangements, coordinate the activity with WISE to help facilitate the housing requests of its students. The purpose of this Agreement is to define the services, policies, fees, terms and procedures (or homestay services provided by WISE Southern California Region during the term of this Agreement.

NOW, THEREFORE, the parties agree as follows:

Service to be Provided by WISE

WISE will arrange for RCCD students to reside in the private homes of host families in the RCCD area and in the nearby communities of Riverside.

1. Student Service Guarantee
   A) Host families provide a clean and safe home environment, with a private bedroom, which includes a bed, desk with adequate lighting for (studying, and a place to store clothing and closet space. Family members are required to be proficient in English and speak English at home.
   B) The homestay location will be within a 55-minute commute by public transportation, from The RCCD campus.
   C) WISE will make every effort to meet specific requests regarding placement location; however, due to the fluctuating number of available host families, final determination regarding placement location will be made by WISE.
   D) WISE will not place more than two students of the same nationality with the same host family. If it is found that host family has privately rented a room to a student of the same nationality, bringing the total to three, WISE will move one student if the student desires.
   E) WISE may double place students at the request of an agent or a foreign university representative, same gender same room -two separate beds.
   F) A detailed host family profile will be sent to the student or international client when placement is confirmed.
   G) WISE Program Director will meet regularly with RCCD staff to review details for
custom programs should they be requested.

H) WISE Program Director will routinely provide updated student placement information to RCCD staff at the beginning of each semester.

I) WISE staff will forward homestay orientation information for all students.

J) WISE will provide a homestay orientation for custom groups of 6 or more student. "Custom group" is defined as: A program developed for a special interest group for a specific purpose and amount of time. Students all arrive at the same time, participate in the same program and depart at the same time.

K) WISE staff will bold a regularly scheduled hour on campus each week to provide counseling and assistance to students in the homestay program by prior appointment.

L) RCCD staff will refer all homestay problems and/or complaints to the WISE Program Director or local coordinator. RCCD staff will notify the WISE local coordinator of any reported situations pertaining to homestay. Confidentiality will be respected within the limits of safety and liability. WISE will work with RCCD staff to address specific reports, as appropriate.

M) WISE Program Director will be available by phone or e-mail for consultation and to assist students and RCCD staff in the event of an emergency.

N) Students and RCCD staff will be provided with WISE Program Director's cell phone number for emergency purposes.

O) WISE provides on-going support to the student and host family throughout the student's term of homestay.

P) WISE staff will be available for a homestay Presentation biannually for new incoming students.

II. Conditions of Homestay

A) Students are not expected to work for room and board; however, participation in daily home life is expected. They are required to clean up after themselves in the kitchen and common areas, and to clean their own bedrooms and bathrooms weekly.

B) Students receive room and board according to the habits and traditions of the host family.

C) Students are responsible for preparing their own breakfast. They will also be responsible for preparing their own lunch on weekends.

D) It is not guaranteed that the host family will serve a specific type of food, or that there will be a specific schedule for meals; however, dinner typically involves all members of the family. Host families will eat dinner with their students a minimum of 3-4 times per week.

E) When away from the host family's home, students are responsible for their own meals.

F) Host families will help their student with the bus schedule and teach them the route to school, however transportation is the student's responsibility.

G) At the discretion of the WISE Program Coordinator, a student may be denied or removed from homestay if the student exhibits inappropriate or dangerous behavior. In such a case, the responsibility for the student's continued housing will fall to RCCD.

III. Terms of Agreement
A) WISE may adjust standard fees at one-year intervals. New fees will become effective at the beginning of the academic year, with the next scheduled opportunity for change being September 2007. RCCD staff will be notified of any change 6 months prior to the effective date.

B) Information about WISE services and instruction for payment of fees will be available to students as part of the Homestay agreement.

C) To the extent legally permissible, the school shall prevail upon students who have outstanding fees owed to WISE or to a host family to timely pay those fees.

D) For Custom Programs, student applications are due to WISE 90 days prior to arrival.

E) Students must sign and return the Homestay Agreement to WISE prior to arrival.

F) For Custom Programs where WISE pays the host family, full payment to WISE is due from the client a minimum of 30 days prior to arrival (see Fee Schedule).

G) Host family information will be confirmed as follows:
   1. Applications received 8 weeks or more in advance, confirmed 30 days prior to arrival.
   2. Applications received 6 weeks in advance, confirmed 21 days prior to arrival.
   3. Applications received 5 to 3 weeks in advance, confirmed before their departure.
   4. Applications received less than 2 weeks in advance, confirmed as soon as possible.
   5. Late applicants should make plans to stay in a hotel while a host family is being confirmed.
   6. Students are matched with a host family in accordance with the preferences listed on the student's profile; however, WISE does not guarantee that families will be available who meet all the student's criteria. Students requesting “No Pets” shall be limited to those with pet allergies.
   7. WISE reserves the right to change the host family before or after the participant arrives.
   8. WISE does not accommodate special requests with regards to a host family's ethnicity, cultural background, marital status, or distance to the school.

IV Rules and Regulation

A) All host families participate in an in-home interview and instruction on "How to host" and sign an agreement with WISE before they are assigned a student whereby they agree to abide by WISE terms and conditions for hosting.

B) Students and host families must complete and sign the Homestay Contract and return the original copy to the WISE Program Director. In the event that this document has not been completed and signed and a dispute arises, WISE will be unable to assist either party with problem resolution.

C) Students must respect and obey the family's household chores. These rules will vary from family to family. All family rules are approved by WISE.

D) Students may not bring guests to the Host Family's home without prior permission.

E) Students must obey state and federal laws while in the United States.

F) Long distance telephone calls are made at the student's expense either by pre-paid
telephone card or by collect call only.

G) Students are responsible for any damages to the Host Family's home that are incurred by the student.

V  Host Family Changes
Students who experience difficulty in adjusting to their host family should see WISE staff or call to discuss the problem over the phone or via email. The WISE Program Coordinator is available on campus by appointment. Students are strongly encouraged to talk directly to their host parents if they have concerns or problems first. If the family is clearly not meeting WISE standards, WISE staff will find a new family at no additional fee.

A student desiring a new host family for a reason other than that the current family is not meeting WISE standards will be charged an additional relocation placement fee. The WISE Program Coordinator will assess the student's goals and expectations to determine if their needs and desires can be reasonably accommodated by a different family. Students terminating homestay early under these circumstances must give the host family 15 days notice, or pay a fee equal to 15 days rent. Should the host terminate the stay prior to the anticipated last date of occupancy, the host will refund pro-rated amounts upon move student move out.

Term
The term of this agreement shall be for a period of three years, from September 15, 2006 through September 15, 2009. This agreement may be altered based on the mutual written agreement of the parties.

VI. Compensation
WISE shall make every effort to collect all homestay placement fees from the students or student groups provided for under the terms of this agreement. All placement fees must be paid in advance prior to the students move in to homestay. In the event that any home stay placement fees are included in the program fees charged and collected by RCCD for students and student groups attending the International Program, RCCD shall reimburse WISE within thirty (30) days receipt of said home stay fees collected along with a statement reflecting both the name of the student and the fee collected. WISE does offer a homestay payment service where for an additional $25 monthly maintenance fee the students can pay all their fees, including their monthly homestay stipend to WISE in advance and WISE will coordinate the payouts to each family on a month to month basis.

VII. Payment to WISE by Students and Student Group
A) Homestay placement fees are in accordance with the following schedule:
   1. Independent students and Integrated Programs
      Placement fee $295.00
      Continuation Fee per each additional term $75.00
   2. A 10% deposit is required non custom group programs at the time applications are received.

B) Fees are due 30 days prior to arrival. Payment must be made in U.S. dollars

Address for wired funds: Bank of America
Irvine, California

Address for posted checks: WISE Foundation
P. O. Box 4573
Transit Routing # 122000661 Irvine, CA 92716-4573

For further credit to:
Bank of America, Irvine
Foundation for Worldwide International Student Exchange
Account # 1015721027 (any additional wire fee charges must be included with payment)

C) WISE will withhold placement information until placement fee is received.
D) If, in error, a student makes the WISE placement fee payable to RCCD, the College will refund this fee to the student, and the student will pay WISE directly.
E) Homestay students who continue their WISE homestay placement beyond the original term are subject to a continuing fee of $75.00 per each additional term.

VIII. Payment to Host Family
A) Host families receive a stipend according to the following schedule:
   2-meals per day, private room = $24.16 per night
   2-meals per day, shared room = $20.00 per night
   No meals, private room = ... $18.33 per night
B) Students in programs lasting 4 weeks or longer pay their family on a monthly basis at the first of each month, with the first payment being due on the evening of their arrival.
C) Payment should be made using cash, traveler's checks, or personal check from a USA bank.
D) Host families will provide a signed receipt for all payments.

IX. Subcontractors
WISE shall have the right to subcontract any portion of its obligations under the terms of this Agreement with the prior written consent of RCCD. Such consent will be at the sole discretion of The Director of Center for International Student and Programs.

X. Independent Contractor
WISE in the performance of this Agreement shall be and act as an independent contractor, WISE understands and agrees that WISE and all of its employees, contractors, subcontractors, and agents, including host family members, shall not be considered officers, employees, or agents of RCCD, and are not entitled to benefits of any kind or nature normally provided to employees. WISE assumes the full responsibility for the acts and/or omissions of its employees sub-contractors, or agents as they relate to the services to be provided under this Agreement. WISE shall assume full responsibility for payment of all federal, state, and local taxes or contributions, including unemployment insurance (as applicable), social security, and income tax withholding with respect to WISE employees.

XI. Termination
Either party may at any time for any reason terminate this Agreement upon 90 days written notice. Termination of this agreement shall not affect any current RCCD students currently participating in homestay arrangements.

XII. Hold Harmless
A) WISE shall defend, indemnify and hold harmless RCCD its officers, employees, and agents 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 (including reasonable attorneys' fees), or claims for injury or damage are caused by or result from the negligent or intentional acts or omissions of WISE, its officers, employees, or agents, including host family members.

B) RCCD shall defend, indemnify and hold harmless WISE, its officers, employees, and agents 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 (including reasonable attorneys' fees), or claims for injury or damage are caused by or result from the negligent or intentional acts or omissions of RCCD its officers, employees, or agents.

C) Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release any party from its obligation to indemnify as to any claims or cause of action asserted so long as the event(s) upon which such claim or cause of action is predicated shall have occurred prior to the effective date termination of completion.

XIII. Insurance

A) WISE shall, at its own expense, procure and maintain in full force while providing any services under the provisions of this Agreement a policy or policies of general liability, including personal injury, bodily injury, property damage, and contractual liability for the indemnity provided herein, with a limit of liability for bodily injury and property damage of not less than one million dollars ($1,000,000) for each occurrence.

B) The insurance coverage, limits, and indemnity provided herein do not limit or affect WISE's liability for its own acts or omissions.

C) WISE will, through its insurance brokers; or agents, cause to be issued to the RCCD a certificate or certificates of insurance evidencing compliance with the insurance coverage's specified above and naming RCCD, its trustees, officers, agents, and employees as additional insured but only to the extent of the indemnification provided herein. Such certificate shall provide for thirty (30) days' prior written notice of cancellation or material change in the policy and shall state that the insurance coverage's evidenced thereon are primary and noncontributing with any other valid insurance or self-insurance program available to WISE.

D) Certificates of insurance for policies written on all commercial forms shall contain a listing of all endorsements on the policies, such listing to include the specific product(s), location(s), and/or operations(s) to which each endorsement applies, or copies of all endorsements on the policies shall be attached to the certificate. If there are no endorsements on the policies, the certificate shall so state.

XIV Assignment
The obligations of WISE pursuant to this Agreement shall not be assigned by WISE.

XV Compliance With Applicable Laws
WISE agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may, in the future, become applicable to WISE.
XVI  **Permits/Licenses**
WISE and all WISE's employees, or agents, including host families, shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

XVII  **Entire Agreement/Amendment**
This Agreement and any exhibits attached hereto constitute the entire agreement between the parties to it and supersede any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by written amendment executed by both parties to this Agreement.

XVIII  **Non-Discrimination**
WISE and RCCD agree that neither party will engage in unlawful discrimination of persons in employment or services rendered on the basis of race, color, national origin, religion, sex, handicap, age, disability, medical condition, ancestry, or marital status of such persons.

XIX  **Non-Waiver**
Failure or RCCD or WISE to seek redress for violation of or to insist upon the strict performance of, any term or condition of this Agreement, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

XX  **Severability**
If any term, condition, or provision of 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 and effect, and shall not be affected, impaired, or invalidated in any way.

XXI.  **Entire Agreement**
This agreement and any exhibits attached hereto constitute the entire agreement between the parties and supersede any previous or contemporaneous oral or written proposals, statements, discussions, negotiations, or other agreements. Any modification of this agreement must be agreed to in writing and signed by both parties.

XXII  **Governing Law**
The laws of the State of California shall govern the terms and conditions of this Agreement with venue in the state of California.
Acknowledgement and Accepted by:

The Worldwide International Student Exchange
P.O. Box 1332
Dyersburg, TN 38025

Sign: [Signature]
Print Name: Dave Dahl
Date: 1-05-07
Title: WISE Executive Director

Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

Sign: [Signature]
Print Name: James Buysse
Title: Vice Chancellor Administration and Finance
Date:
Subject: Amendment to the Agreement with the Regents of the University of California

Background: Presented for the Board’s review and consideration is an amendment to the agreement between Riverside Community College District and the Regents of the University of California to provide additional funding. Through this amendment, Riverside Community College District has received additional funding for the 2006-2007 University of California, Riverside’s Copernicus Project in the amount of $92,000.00. The funds will be used to increase the number of students entering the field of science teachers and to improve the quality of science teachers. The original agreement was approved by the Board on March 13, 2005. Funding source: Regents of the University of California.

The amendment has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees ratify the amendment, for October 1, 2006 through September 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Ola M. Jackson
Associate Dean, Teacher Preparation and Education Programs
Amendment No. 02
Subaward No. S-00093

between

The Regents of the University of California

and

Riverside Community College District

This Amendment, effective as of the last date signed, amends the above referenced Agreement as follows:

III Period of Performance

The period of performance shall be performed during the period October 1, 2006 through September 30, 2007.

V Cost

This Subaward is increased by ninety-two thousand ($92,000) dollars for a total subaward amount not to exceed $276,000.

XVIII Cost Sharing

RCCD has agreed to provide cost share to this project in the amount of thirty thousand ($30,000) for a cumulative amount of ninety thousand ($90,000) dollars.

All other terms and conditions of the Subaward remain unchanged and in full force.

IN WITNESS WHEREOF, the parties hereto have caused this Subward Amendment to be executed by their duly authorized representatives as of the last date and year written below:

RIVERSIDE COMMUNITY COLLEGE DISTRICT

By: ____________________________

Name: __________________________

Title: ___________________________

Date: ___________________________

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

By: ____________________________

Name: Charles E. Greer, Jr.
Title: Principal Contract & Grant Officer
Date: ___________________________
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion — Lower Tier Covered Transactions

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 65.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposed," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

(1) The prospective lower tier participant certifies, by submission of this proposal, that 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 prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

<table>
<thead>
<tr>
<th>NAME OF APPLICANT</th>
<th>PRAWARD NUMBER AND/OR PROJECT NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</td>
<td></td>
</tr>
<tr>
<td>SIGNATURE</td>
<td>DATE</td>
</tr>
</tbody>
</table>

ED 00-0014, 09/00 (Replaces GCS-001 (REV 12/85), which is obsolete)
SUBRECIPIENT AUDIT

FOR MOST RECENT FISCAL YEAR ENDING ________ (insert year)

Section I

Subrecipient:

_ U.S. Non-Profit, Educational Institution, or State or Local Government entity
  audit for compliance with OMB Circular A-133
  exempt from OMB Circular A-133, expended less than $300,000 of federal funds for fiscal year noted above

_ U.S. For-Profit Entity with Federal Awards - audit for compliance with Federal Acquisition Regulations (FAR), Part 30, if applicable. If not applicable, explain in "Other" below. The signature below certifies that the prices provided to The Regents of the University of California are not greater than those prices charged our most favored customer for like quantities and conditions of sale;

_ U.S. For-Profit Entity without Federal Awards or Foreign /Non-U. S. entity - audit for compliance with general standards for good business practice. In demonstration of fair and reasonable pricing, the signature below certifies that the prices provided to The Regents of the University of California are not greater than those prices charged our most favored customer for like quantities and conditions of sale.

Organization Legal Name: ______________________________________

EIN No.: _______________________________________________________

Contact Name and Title: _________________________________________

Address: _______________________________________________________

City/State/Zip________________________Fax Number:_____________________

Fiscal Year: from ___________ to ___________ month/year month/year

Section II

Please check the appropriate item and provide required reports, as applicable:

_ Our audit report for the subject fiscal year has been completed. There were no material weaknesses, no material instances of noncompliance and no findings related to any sub-award(s) from The Regents of the University of California. Accordingly, a copy of the audit report is not enclosed.

_ Our audit report for the subject fiscal year has been completed. Material weaknesses, material instances of noncompliance, or findings related to subaward(s) from The Regents of the University of California were noted. Enclosed is a copy of the audit report and our response.

_ Our audit report for the subject fiscal year has not yet been completed. We expect the audit to be completed on ________________ (insert date). Within thirty (30) days of completion, we will advise you of the results.

_ Our audit report for the subject fiscal year will not be completed within twelve (12) months after the end of our fiscal year. A copy of the approved extension is enclosed.

_ Other (explain)________________________________________________

Authorizing Signature:__________________________________________ Date:________________________

Please return completed and signed form to:

Jeanne Reyes, Senior Contact and Grant Officer
Office of Research
200 University Office Building
University of California
Riverside, CA 92521
(951) 827-5535 Telephone/(951) 827-4483 Fax
RIVERSIDE COMMUNITY COLLEGE DISTRICT

Report No.: V-A-8-s Date: February 20, 2007

Subject: Amendment to Agreement with Rose & Tuck, LLC

Background: On November 21, 2006, the Board approved a consulting services agreement with Rose & Tuck, LLC, relative to Datatel Benefactor consulting services for a total of $7,000. The Riverside Community College District Foundation utilizes Datatel Benefactor software to maintain the records of donors and identified friends of the College. To complete critical projects currently in progress, the Foundation is requesting to raise the spending limit of the original agreement to $15,000 for the fiscal year 2006-2007. The contract is attached for the Board’s review and consideration.

Recommended Action:

It is recommended that the Board of Trustees approve an additional $8,000 in Datatel consulting services with Rose & Tuck, LLC, per the original contract signed by the Vice Chancellor, Administration and Finance, on November 21, 2006.

Salvatore G. Rotella
Chancellor

Prepared by: Amy C. Cardullo
Director, RCCD Foundation and Alumni Affairs
November 6, 2006

Amy C. Cardullo
Director
Riverside Community College District Foundation
4800 Magnolia Avenue
Riverside, CA 92506

Dear Amy:

Rose & Tuck is pleased to have the opportunity to propose to serve the Riverside Community College District Foundation ("the Foundation"). We propose to assist the Foundation with process and technical activities associated with Datatel's Benefactor administrative application software by providing consulting and programming support on an ad-hoc, as-requested basis from November 2006 through June 2007. Upon request, individual projects will be documented separately to show scope of work and estimates of effort. We propose to begin this work immediately at the convenience of the Foundation and Rose & Tuck.

Darren Rose will serve as your engagement partner and will be ultimately responsible for your satisfaction with Rose & Tuck's services. Linda Kuestner will be assigned as your engagement manager and principal consultant. Additional Rose & Tuck resources will be deployed as needed at the mutual convenience of the Foundation and Rose & Tuck.

Rose & Tuck's current rate for professional services is $250 per hour, or $2000 per day, which we will honor through June 2007. In addition to professional fees, we are reimbursed for expenses related to our work at the Foundation; these expenses may include airfare, hotel, mileage, car rental, meals, and incidental expenses. The Foundation will be billed for the actual time and expenses incurred on this project. Bills will be sent on a monthly basis and are due and payable within 30 days of receipt.

Rose & Tuck's work for the Foundation may require access to online Datatel resources (e.g. AnswerNet, application documentation, technical documentation); to the extent this access is needed to perform our work, we may request that the Foundation add Rose & Tuck staff working on this engagement to the list of the Foundation's authorized users at Datatel. We may also require direct access (via telnet or VPN) to your Datatel system as part of performing our responsibilities.

Rose & Tuck recognizes that the access referenced above or other parts of our work may expose us to information that Datatel considers confidential. We have attached a signed confidentiality agreement to enable the Foundation to provide such access.
Rose & Tuck's maximum liability associated with the performance of services will be limited to the amount of fees paid during this service period, November 2006 to June 2007. Your acceptance of this letter below is an acceptance of this limitation of our liability.

If these terms meet with your satisfaction, please indicate your acceptance by signing below and returning a copy of this agreement using the enclosed envelope. If you have any questions or require additional information, please contact me at drose@rosetuck.com or at (508) 460-0477.

We look forward to the opportunity to work with you and to serving the Riverside Community College District Foundation.

Cordially,

Rose & Tuck

[Signature]

Darren S. Rose
Partner

ACCEPTED BY:
Riverside Community College District Foundation

[Signature]

Signature of Authorized Person

Vice Chancellor, Administration & Finance
Title

[Date]
CONTRACTOR CONFIDENTIALITY AGREEMENT

IN MATERIAL CONSIDERATION of our work as a contractor of the Riverside Community College District Foundation, we hereby agree as follows:

We recognize that our work as a contractor of the Riverside Community College District Foundation ("RCCDF") will bring us into close contact with confidential information of Datatel, Inc. ("Datatel"). We acknowledge that all computer software licensed by Datatel to the Riverside Community College District Foundation is proprietary and confidential information owned by Datatel, and embodies substantial and commercially valuable trade secrets of Datatel. We promise not to disclose anything proprietary to Datatel, including its software, to any unauthorized third party. Except as expressly set forth herein, we have no right to use, reproduce, reverse engineer, publish, license, distribute, disseminate, sell or otherwise make available to any unauthorized third party anything proprietary to Datatel, including its software. We agree that Datatel retains all title and proprietary rights, whether tangible or intangible, including but not limited to copyright, trademark and trade secret rights, in and to Datatel’s software. We agree not to use anything proprietary to Datatel, including its software, except to perform our duties and responsibilities as a contractor.

We recognize and agree that the injury that Datatel or RCCDF may suffer in the event of our breach of any of the foregoing obligations may not be compensated by monetary damages alone. We therefore agree that Datatel and RCCDF, in addition to and without limiting any other remedies or rights that it may have, shall have the right to seek an injunction against us from any court of competent jurisdiction enjoining any such breach.

We further agree to use the proprietary information provided to us by RCCDF solely for the purpose of campaign management and gift/pledge entry tracking and procedures and not to disclose this information to third parties unless authorized to do so by RCCDF.

Accepted this 6th day of November, 2006.

Darren Rose, Partner
Rose & Tuck

Amy Cardullo, Executive Director
Riverside Community College District Foundation

10/31/06
\AGR06\RCCDF-Datatel-Confid
Subject: Surplus Property

Background: 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.

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 that 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.

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller
<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>BRAND</th>
<th>DESCRIPTION</th>
<th>MODEL #</th>
<th>SERIAL #</th>
<th>ASSET TAG #</th>
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<td>CAMCORDER</td>
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<td>B9HB00631</td>
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</table>
Subject: Surplus Property - Donation

Background: 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. The District has determined that the property on the attached list does not exceed the total value of $5,000 and is requesting the property to be donated to a non-profit organization.

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 that the property does not exceed the total value of $5,000; and (3) authorize the property to be donated to the RCC Art Club.

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller
SURPLUS PROPERTY

EQUIPMENT

| 10 Drawing Tables |

Donate to the RCC Art Club
RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Subject: Notice of Completion –Cosmetology Electrical Upgrade Project

Background: On November 21, 2006, the Board of Trustees awarded a contract to Advanced Electrical Contracting, Inc., for the Cosmetology Electrical Upgrade project in the amount of $79,805.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Cosmetology Electrical Upgrade project as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works) and; 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager
NOTICE OF COMPLETION

Civil Code § 3093 - Public Works

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work: Cosmetology Electrical Upgrade Project
Date of completion: February 20, 2007
Nature of owner: Public School
Interest or estate of owner: Fee Simple
Address of owner: 4800 Magnolia Avenue, Riverside, CA 92506
Name of contractor: Advanced Electrical Contracting, Inc.
Street address or legal description of site: 4800 Magnolia Avenue

Dated: February 20, 2007
Owner: Riverside Community College District
(Name of public entity)

By: _________________________________
President, Board of Trustees

STATE OF CALIFORNIA )
) ss
COUNTY OF RIVERSIDE )

I am the President of the governing board of the Riverside Community College District, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, CA on February 20, 2007.

President, Board of Trustees
Subject: Monthly Financial Report

Background: The Financial Report provides summary financial information, by Resource, for the period July 1, 2006 through January 31, 2007. The report presents the current year adopted budget, revised budget and year-to-date actual financial activity along with prior year actual financial information for comparison purposes.

<table>
<thead>
<tr>
<th>General Funds</th>
<th>Page</th>
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<tr>
<td>Resource 1000 – General Operating</td>
<td>1</td>
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<tr>
<td>Resource 1050 – Parking</td>
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<tr>
<td>Resource 1070 – Student Health Services</td>
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</tr>
<tr>
<td>Resource 1080 – Community Education</td>
<td>4</td>
</tr>
<tr>
<td>Resource 1090 – Performance Riverside</td>
<td>5</td>
</tr>
<tr>
<td>Resource 1110 – Contractor-Operated Bookstore</td>
<td>6</td>
</tr>
<tr>
<td>Resource 1170 – Customized Solutions</td>
<td>7</td>
</tr>
<tr>
<td>Resource 1180 – Redevelopment Pass-Through</td>
<td>8</td>
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<tr>
<td>Resource 1190 – Grants and Categorical Programs</td>
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<table>
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<tr>
<th>Special Revenue Funds</th>
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<td>Resource 3200 – Food Services</td>
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<tr>
<td>Resource 3300 – Child Care</td>
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<table>
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<th>Capital Projects Funds</th>
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<td>Resource 4100 – State Construction &amp; Scheduled Maintenance</td>
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<tr>
<td>Resource 4110 – Child Development Center Capital</td>
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<td>Resource 4120 – Non-State Funded Capital Outlay Projects</td>
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<td>Resource 4130 – La Sierra Capital</td>
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<tr>
<td>Resource 4150 – Self-Funded Equipment and Facility Projects</td>
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<td>Resource 4160 – General Obligation Bond Funded Capital Outlay Projects</td>
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<table>
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<tr>
<td>Resource 6100 – Health and Liability Self-Insurance</td>
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<tr>
<td>Resource 6110 – Workers Compensation Self-Insurance</td>
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<th>Expendable Trust and Agency Funds</th>
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<tr>
<td>Student Financial Aid</td>
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<td>RCCD Development Corporation</td>
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</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

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**

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<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
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<td>Intrafund Transfer from</td>
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<td></td>
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<tr>
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<td>380,000</td>
<td>380,000</td>
<td>190,000</td>
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<tr>
<td>Interfund Transfer from</td>
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<td>Self-Funded Equipment and</td>
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<td>Classified Salaries</td>
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<td>28,371,516</td>
<td>28,011,334</td>
<td>14,794,468</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>20,015,422</td>
<td>22,682,549</td>
<td>22,686,495</td>
<td>10,978,785</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>1,767,370</td>
<td>2,855,693</td>
<td>2,812,250</td>
<td>1,261,791</td>
</tr>
<tr>
<td>Services</td>
<td>10,615,968</td>
<td>13,781,025</td>
<td>14,306,767</td>
<td>7,290,155</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>5,728,668</td>
<td>1,992,172</td>
<td>2,155,794</td>
<td>722,580</td>
</tr>
<tr>
<td>Intrafund Transfers to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DSP&amp;S Program (Resource 1190)</td>
<td>612,109</td>
<td>665,157</td>
<td>665,157</td>
<td>332,578</td>
</tr>
<tr>
<td>Customized Solutions (Resource 1170)</td>
<td>173,470</td>
<td>173,470</td>
<td>173,470</td>
<td>0</td>
</tr>
<tr>
<td>Federal Work Study (Resource 1190)</td>
<td>135,760</td>
<td>140,155</td>
<td>140,155</td>
<td>79,211</td>
</tr>
<tr>
<td>Matriculation (Resource 1190)</td>
<td>272,645</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Instr. Equipment Match (Resource 1190)</td>
<td>539,047</td>
<td>222,028</td>
<td>222,028</td>
<td>222,028</td>
</tr>
<tr>
<td>Performance Riverside (Resource 1090)</td>
<td>193,257</td>
<td>193,257</td>
<td>193,257</td>
<td>96,628</td>
</tr>
<tr>
<td>Interfund Transfer to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resource 3300</td>
<td>220,000</td>
<td>220,000</td>
<td>220,000</td>
<td>110,000</td>
</tr>
<tr>
<td>Resource 6100</td>
<td>500,000</td>
<td>250,000</td>
<td>250,000</td>
<td>125,000</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$118,528,442</td>
<td>$133,690,938</td>
<td>$133,690,938</td>
<td>$70,542,688</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$ (186,802)</td>
<td>$(1,021,542)</td>
<td>$(1,021,542)</td>
<td>$3,162,309</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>13,022,273</td>
<td>12,835,471</td>
<td>12,835,471</td>
<td>12,835,471</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$12,835,471</td>
<td>$11,813,929</td>
<td>$11,813,929</td>
<td>$15,997,780</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$22,693,141</td>
</tr>
</tbody>
</table>
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 75% of the operational costs of College Safety and Police and 100% of capital outlay costs, such as parking lot lighting, that directly benefit parking operations.

### Fund 12, Resource 1050 - Parking

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$1,842,227</td>
<td>$1,915,330</td>
<td>$1,915,330</td>
<td>$885,303</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>$1,151,221</td>
<td>$1,379,010</td>
<td>$1,330,837</td>
<td>$761,133</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>340,352</td>
<td>418,476</td>
<td>405,987</td>
<td>184,929</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>88,789</td>
<td>49,163</td>
<td>69,500</td>
<td>24,129</td>
</tr>
<tr>
<td>Services</td>
<td>282,884</td>
<td>266,199</td>
<td>304,124</td>
<td>173,916</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>326,947</td>
<td>197,385</td>
<td>199,785</td>
<td>142,436</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$2,190,193</td>
<td>$2,310,233</td>
<td>$2,310,233</td>
<td>$1,286,543</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$347,966</td>
<td>$394,903</td>
<td>$394,903</td>
<td>$(401,240)</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>952,591</td>
<td>604,625</td>
<td>604,625</td>
<td>604,625</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$604,625</td>
<td>$209,722</td>
<td>$209,722</td>
<td>$203,385</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$222,231</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

Student Health Services was established to account for the financial activities of the student health programs at each of the District's three campuses.

**Fund 12, Resource 1070 - Student Health Services**

<table>
<thead>
<tr>
<th>Prior Year</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7-1-05 to 6-30-06</td>
<td>954,806</td>
<td>954,806</td>
</tr>
<tr>
<td>Revenues</td>
<td>$898,884</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>$109,693</td>
<td>$140,413</td>
<td>$140,413</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>243,834</td>
<td>427,458</td>
<td>427,458</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>59,155</td>
<td>104,149</td>
<td>104,149</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>34,077</td>
<td>61,180</td>
<td>61,180</td>
</tr>
<tr>
<td>Services</td>
<td>163,685</td>
<td>191,991</td>
<td>191,991</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>37,567</td>
<td>40,863</td>
<td>40,863</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$648,011</td>
<td>$966,054</td>
<td>$966,054</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$250,873</td>
<td>$(11,248)</td>
<td>$(11,248)</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>417,843</td>
<td>668,716</td>
<td>668,716</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$668,716</td>
<td>$657,468</td>
<td>$657,468</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

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**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$ 988,791</td>
<td>$ 1,002,906</td>
<td>$ 1,002,906</td>
<td>$ 600,465</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>$ 15,865</td>
<td>$ 3,842</td>
<td>$ 3,842</td>
<td>$ 2,268</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>348,233</td>
<td>373,957</td>
<td>373,957</td>
<td>222,765</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>70,343</td>
<td>69,157</td>
<td>69,157</td>
<td>33,361</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>15,570</td>
<td>16,000</td>
<td>16,000</td>
<td>6,802</td>
</tr>
<tr>
<td>Services</td>
<td>524,165</td>
<td>544,955</td>
<td>544,955</td>
<td>322,749</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>10,105</td>
<td>5,000</td>
<td>5,000</td>
<td>2,171</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$ 984,281</strong></td>
<td><strong>$ 1,012,911</strong></td>
<td><strong>$ 1,012,911</strong></td>
<td><strong>$ 590,116</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$ 4,510</td>
<td>$ (10,005)</td>
<td>$ (10,005)</td>
<td>$ 10,349</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>81,877</td>
<td>86,387</td>
<td>86,387</td>
<td>86,387</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 86,387</td>
<td>$ 76,382</td>
<td>$ 76,382</td>
<td>$ 96,736</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$ 98,190</td>
</tr>
</tbody>
</table>
Performance Riverside is used to record the revenues and expenditures associated with Performance Riverside activities.

**Fund 11, Resource 1090 - Performance Riverside**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intrafund Transfer from General Operating (Resource 1000)</td>
<td>193,257</td>
<td>193,257</td>
<td>193,257</td>
<td>96,628</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$ 867,211</td>
<td>$ 903,932</td>
<td>$ 903,932</td>
<td>$ 521,864</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>$ 250,120</td>
<td>$ 290,481</td>
<td>$ 290,367</td>
<td>$ 157,811</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>77,549</td>
<td>87,718</td>
<td>95,032</td>
<td>46,347</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>35,642</td>
<td>33,488</td>
<td>33,488</td>
<td>12,817</td>
</tr>
<tr>
<td>Services</td>
<td>629,517</td>
<td>487,829</td>
<td>480,629</td>
<td>253,860</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>1,408</td>
<td>3,000</td>
<td>3,000</td>
<td>0</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 994,236</td>
<td>$ 902,516</td>
<td>$ 902,516</td>
<td>$ 470,835</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$ (127,025)</td>
<td>$ 1,416</td>
<td>$ 1,416</td>
<td>$ 51,029</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>(531,168)</td>
<td>(658,193)</td>
<td>(658,193)</td>
<td>(658,193)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ (658,193)</td>
<td>$ (656,777)</td>
<td>$ (656,777)</td>
<td>$ (607,164)</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td>$ (604,920)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

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

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$863,446</td>
<td>$863,441</td>
<td>$863,441</td>
<td>$452,636</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services</td>
<td>$35,685</td>
<td>$36,150</td>
<td>$36,150</td>
<td>$18,715</td>
</tr>
<tr>
<td>Interfund Transfer to Food Services (Resource 3200)</td>
<td>356,930</td>
<td>506,930</td>
<td>506,930</td>
<td>253,465</td>
</tr>
<tr>
<td>Intrafund Transfer to General Operating (Resource 1000)</td>
<td>450,000</td>
<td>380,000</td>
<td>380,000</td>
<td>190,000</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$842,615</td>
<td>$923,080</td>
<td>$923,080</td>
<td>$462,180</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$20,831</td>
<td>$(59,639)</td>
<td>$(59,639)</td>
<td>$(9,544)</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$108,464</td>
<td>$48,825</td>
<td>$48,825</td>
<td>$98,920</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$98,920</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED JANUARY 31, 2007

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**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td>$ 273,316</td>
<td>$ 452,513</td>
<td>$ 452,513</td>
<td>$ 53,326</td>
</tr>
<tr>
<td>Intrafund Transfer from General Operating (Resource 1000)</td>
<td>173,470</td>
<td>173,470</td>
<td>173,470</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$ 446,786</td>
<td>$ 625,983</td>
<td>$ 625,983</td>
<td>$ 53,326</td>
</tr>
</tbody>
</table>

**Expenditures**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Salaries</td>
<td>$ 400</td>
<td>$ 5,700</td>
<td>$ 5,700</td>
<td>$ 400</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>95,874</td>
<td>144,239</td>
<td>139,651</td>
<td>80,053</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>27,627</td>
<td>42,250</td>
<td>46,838</td>
<td>22,850</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>9,270</td>
<td>31,000</td>
<td>31,000</td>
<td>7,000</td>
</tr>
<tr>
<td>Services</td>
<td>133,601</td>
<td>254,923</td>
<td>254,923</td>
<td>77,177</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 266,772</td>
<td>$ 478,112</td>
<td>$ 478,112</td>
<td>$187,480</td>
</tr>
</tbody>
</table>

**Revenues Over (Under) Expenditures**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 180,014</td>
<td>$ 147,871</td>
<td>$ 147,871</td>
<td>$ 134,154</td>
<td></td>
</tr>
</tbody>
</table>

**Beginning Fund Balance**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>86,701</td>
<td>266,715</td>
<td>266,715</td>
<td>266,715</td>
<td></td>
</tr>
</tbody>
</table>

**Ending Fund Balance**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 266,715</td>
<td>$ 414,586</td>
<td>$ 414,586</td>
<td>$ 132,561</td>
<td></td>
</tr>
</tbody>
</table>

**Ending Cash Balance**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 115,866</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

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**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$972,143</td>
<td>$1,000,989</td>
<td>$1,000,989</td>
<td>$152,954</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services</td>
<td>$142,829</td>
<td>$156,100</td>
<td>$156,100</td>
<td>$92,443</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$142,829</td>
<td>$156,100</td>
<td>$156,100</td>
<td>$92,443</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$829,314</td>
<td>$844,889</td>
<td>$844,889</td>
<td>$60,511</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>2,172,196</td>
<td>3,001,510</td>
<td>3,001,510</td>
<td>3,001,510</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$3,001,510</td>
<td>$3,846,399</td>
<td>$3,846,399</td>
<td>$3,062,021</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$1,992,366</td>
</tr>
</tbody>
</table>
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

<table>
<thead>
<tr>
<th>Prior Year</th>
<th>7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intrafund Transfers from</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Operating (Resource 1000)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>For DSP&amp;S</td>
<td>$612,109</td>
<td>$665,157</td>
<td>$665,157</td>
<td>$332,578</td>
</tr>
<tr>
<td>For Federal Work Study</td>
<td>$135,760</td>
<td>$140,155</td>
<td>$140,155</td>
<td>$79,211</td>
</tr>
<tr>
<td>For Matriculation</td>
<td>$272,645</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>For Instructional Equipment</td>
<td>$539,047</td>
<td>$222,028</td>
<td>$222,028</td>
<td>$222,028</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$17,157,471</td>
<td>$23,182,543</td>
<td>$24,367,873</td>
<td>$10,247,979</td>
</tr>
</tbody>
</table>

| Expenditures | | | | |
| Academic Salaries | $2,884,240 | $4,072,998 | $4,399,936 | $1,809,959 |
| Classified Salaries | $4,692,454 | $6,571,377 | $6,892,164 | $3,309,716 |
| Employee Benefits | $2,174,675 | $2,849,356 | $3,006,898 | $1,224,160 |
| Materials & Supplies | $1,439,600 | $2,128,838 | $2,223,236 | $348,414 |
| Services | $2,959,657 | $4,029,694 | $4,376,008 | $987,322 |
| Capital Outlay | $2,670,122 | $3,082,028 | $3,014,668 | $770,339 |
| Scholarships | $65,231 | $213,765 | $188,203 | $11,000 |
| Student Grants (Financial, Book, Meal, Transportation) | $271,492 | $234,487 | $266,760 | $170,395 |
| **Total Expenditures** | $17,157,471 | $23,182,543 | $24,367,873 | $8,631,305 |

| Revenues Over (Under) Expenditures | | | | $1,616,674 |
| Beginning Fund Balance | | | | 0 |
| **Ending Fund Balance** | | | | $1,616,674 |

| Ending Cash Balance | | | | $720,566 |
RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Food Services is used to account for the financial activities for all food service operations in District facilities, except for the Culinary Academy on Spruce Street. It is intended to be self-sustaining.

**Fund 32, Resource 3200 - Food Services**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$1,221,257</td>
<td>$1,221,231</td>
<td>$1,221,231</td>
<td>$708,832</td>
</tr>
<tr>
<td>Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)</td>
<td>356,930</td>
<td>506,930</td>
<td>506,930</td>
<td>253,465</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$1,578,187</td>
<td>$1,728,161</td>
<td>$1,728,161</td>
<td>$962,297</td>
</tr>
</tbody>
</table>

Expenditures

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classified Salaries</td>
<td>$624,505</td>
<td>$632,710</td>
<td>$632,710</td>
<td>$370,174</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>229,286</td>
<td>266,147</td>
<td>266,147</td>
<td>118,478</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>689,248</td>
<td>689,993</td>
<td>690,493</td>
<td>412,895</td>
</tr>
<tr>
<td>Services</td>
<td>103,355</td>
<td>251,225</td>
<td>250,045</td>
<td>110,862</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>468</td>
<td>0</td>
<td>680</td>
<td>0</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$1,646,862</td>
<td>$1,840,075</td>
<td>$1,840,075</td>
<td>$1,012,409</td>
</tr>
</tbody>
</table>

Revenues Over (Under) Expenditures

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$68,675</td>
<td>$111,914</td>
<td>$111,914</td>
<td>$(50,112)</td>
</tr>
</tbody>
</table>

Beginning Fund Balance

|                        | 295,949                              | 227,274        | 227,274        | 227,274               |

Ending Fund Balance

|                        | $227,274                             | $115,360       | $115,360       | $177,162              |

Ending Cash Balance

|                        |                                     |                |                | $156,659              |
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED JANUARY 31, 2007  

Child Care was established to manage the finances of the District's Child Care Centers at all three campuses.

**Fund 33, Resource 3300 - Child Care**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfund Transfer from General Operating (Resource 1000)</td>
<td>$1,144,168</td>
<td>$1,230,457</td>
<td>$1,230,457</td>
<td>$668,186</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$1,364,168</td>
<td>$1,450,457</td>
<td>$1,450,457</td>
<td>$778,186</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>$837,349</td>
<td>$914,833</td>
<td>$914,833</td>
<td>$520,640</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>165,242</td>
<td>189,371</td>
<td>186,871</td>
<td>72,376</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>199,107</td>
<td>213,504</td>
<td>213,504</td>
<td>97,323</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>41,684</td>
<td>65,340</td>
<td>61,440</td>
<td>24,593</td>
</tr>
<tr>
<td>Services</td>
<td>49,943</td>
<td>58,670</td>
<td>67,570</td>
<td>40,915</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>2,014</td>
<td>8,000</td>
<td>5,500</td>
<td>851</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$1,295,339</td>
<td>$1,449,718</td>
<td>$1,449,718</td>
<td>$756,698</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$68,829</td>
<td>$739</td>
<td>$739</td>
<td>$21,488</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$99,379</td>
<td>$100,118</td>
<td>$100,118</td>
<td>$120,867</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$132,399</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 4160).

### Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$ 4,346,375</td>
<td>$ 9,632,003</td>
<td>$ 9,632,003</td>
<td>$ 3,291,889</td>
</tr>
<tr>
<td>Intrafund Transfer from General Obligation Bond Funded Projects (Resource 4160)</td>
<td>0</td>
<td>293,742</td>
<td>293,742</td>
<td>293,742</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$ 4,346,375</td>
<td>$ 9,925,745</td>
<td>$ 9,925,745</td>
<td>$ 3,585,631</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>$ 11,654</td>
<td>$ 5,209</td>
<td>$ 13,209</td>
<td>$ 3,033</td>
</tr>
<tr>
<td>Services</td>
<td>82</td>
<td>6,531</td>
<td>6,531</td>
<td>0</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$ 4,435,325</td>
<td>$ 10,556,791</td>
<td>$ 10,548,791</td>
<td>$ 3,411,651</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 4,447,061</td>
<td>$ 10,568,531</td>
<td>$ 10,568,531</td>
<td>$ 3,414,684</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$ (100,686)</td>
<td>$ (642,786)</td>
<td>$ (642,786)</td>
<td>$ 170,947</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>743,472</td>
<td>642,786</td>
<td>642,786</td>
<td>642,786</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 642,786</td>
<td>$ 0</td>
<td>$ 0</td>
<td>$ 813,733</td>
</tr>
</tbody>
</table>

Ending Cash Balance

$ 787,733
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

Child Development Center Capital was established to account for the construction and expansion of the District's childcare facilities.

Fund 41, Resource 4110 - Child Development Center Capital

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$3,226</td>
<td>$500</td>
<td>$500</td>
<td>$668</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>$522</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$860</td>
<td>$49,055</td>
<td>$49,055</td>
<td>0</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$1,382</td>
<td>$49,055</td>
<td>$49,055</td>
<td>0</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$1,844</td>
<td>$-(48,555)</td>
<td>$-(48,555)</td>
<td>$668</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>46,711</td>
<td>48,555</td>
<td>48,555</td>
<td>48,555</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$48,555</td>
<td>$0</td>
<td>$0</td>
<td>$49,223</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$49,223</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
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Non-State Funded Capital Outlay Projects was established to account for financial activities related to the acquisition or construction of major capital projects that are funded from non-state revenue sources.

**Fund 41, Resource 4120 - Non-State Funded Capital Outlay Projects**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td>$ 20</td>
<td>$ 20</td>
<td>$ 20</td>
<td>$ 7</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>$ 0</td>
<td>$ 0</td>
<td>$ 0</td>
<td>$ 0</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 0</td>
<td>$ 0</td>
<td>$ 0</td>
<td>$ 0</td>
</tr>
<tr>
<td><strong>Revenues Over (Under) Expenditures</strong></td>
<td>$ 20</td>
<td>$ 20</td>
<td>$ 20</td>
<td>$ 7</td>
</tr>
<tr>
<td><strong>Beginning Fund Balance</strong></td>
<td>485</td>
<td>505</td>
<td>505</td>
<td>505</td>
</tr>
<tr>
<td><strong>Ending Fund Balance</strong></td>
<td>$ 505</td>
<td>$ 525</td>
<td>$ 525</td>
<td>$ 512</td>
</tr>
<tr>
<td><strong>Ending Cash Balance</strong></td>
<td>$ 512</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$ 400,095</td>
<td>$ 489,501</td>
<td>$ 489,501</td>
<td>$ 139,555</td>
</tr>
<tr>
<td>Proceeds from the sale of the La Sierra Property</td>
<td>9,035,971</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$ 9,436,066</td>
<td>$ 489,501</td>
<td>$ 489,501</td>
<td>$ 139,555</td>
</tr>
</tbody>
</table>

### Expenditures

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services</td>
<td>$ 19,445</td>
<td>$ 18,893</td>
<td>$ 18,893</td>
<td>$ 94</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>4,347,965</td>
<td>2,278,214</td>
<td>2,278,214</td>
<td>18,556</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 4,367,410</td>
<td>$ 2,297,107</td>
<td>$ 2,297,107</td>
<td>$ 18,630</td>
</tr>
</tbody>
</table>

Revenues Over (Under) Expenditures: $ 5,068,656 $ (1,807,606) $ (1,807,606) $ 120,925


Ending Fund Balance: $ 11,181,686 $ 9,374,080 $ 9,374,080 $ 11,302,611

Ending Cash Balance: $ 10,232,957
RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Self-Funded Equipment and Facility Projects was established to provide for Board approved capital projects. The funding source for this resource was one-time, overcap growth money.

**Fund 41, Resource 4150 - Self-Funded Equipment and Facility Projects**

<table>
<thead>
<tr>
<th>Prior Year</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7-1-05 to 6-30-06</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue</td>
<td>$23,985</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfund Transfers to:</td>
<td>$1,123,870</td>
<td>$15,985</td>
<td>$15,985</td>
</tr>
<tr>
<td>General Operating (Resource 1000)</td>
<td>$1,123,870</td>
<td>$15,985</td>
<td>$15,985</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$1,123,870</td>
<td>$15,985</td>
<td>$15,985</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$(1,099,885)</td>
<td>$(15,985)</td>
<td>$(15,985)</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>$1,115,870</td>
<td>$15,985</td>
<td>$15,985</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$15,985</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
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FOR THE PERIOD ENDED JANUARY 31, 2007

General Obligation Bond Funded Capital Outlay Projects was established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

**Fund 41, Resource 4160 - General Obligation Bond Funded Capital Outlay Projects**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$ 1,726,681</td>
<td>$ 1,500,000</td>
<td>$ 1,878,000</td>
<td>$ 654,828</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>$ 0</td>
<td>$ 147,834</td>
<td>$ 45,236</td>
<td>$ 24,824</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>0</td>
<td>53,390</td>
<td>53,390</td>
<td>11,179</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>13,131</td>
<td>21,869</td>
<td>21,869</td>
<td>0</td>
</tr>
<tr>
<td>Services</td>
<td>243,283</td>
<td>182,837</td>
<td>317,935</td>
<td>92,289</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>18,081,475</td>
<td>27,279,703</td>
<td>35,159,839</td>
<td>10,775,632</td>
</tr>
<tr>
<td>Intrafund Transfers to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Construction (Resource 4100)</td>
<td>0</td>
<td>293,742</td>
<td>293,742</td>
<td>293,742</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 18,337,889</td>
<td>$ 27,979,375</td>
<td>$ 35,892,011</td>
<td>$ 11,197,666</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$(16,611,208)</td>
<td>$(26,479,375)</td>
<td>$(34,014,011)</td>
<td>$(10,542,838)</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>50,782,712</td>
<td>34,171,504</td>
<td>34,171,504</td>
<td>34,171,504</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 34,171,504</td>
<td>$ 7,692,129</td>
<td>$ 157,493</td>
<td>$ 23,628,666</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$ 23,628,667</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED JANUARY 31, 2007

Health and Liability Self-Insurance is used to account for the revenues and expenditures of the District's health and liability self-insurance programs.

**Fund 61, Resource 6100 - Health and Liability Self-Insurance**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfund transfer from General Operating (Resource 1000)</td>
<td>$ 500,000</td>
<td>$ 250,000</td>
<td>$ 250,000</td>
<td>$ 125,000</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$ 4,923,670</td>
<td>$ 4,681,168</td>
<td>$ 4,696,644</td>
<td>$ 3,023,230</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>$ 139,672</td>
<td>$ 161,673</td>
<td>$ 161,673</td>
<td>$ 90,200</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>44,825</td>
<td>52,906</td>
<td>52,906</td>
<td>30,608</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>3,307</td>
<td>3,900</td>
<td>7,400</td>
<td>3,006</td>
</tr>
<tr>
<td>Services</td>
<td>2,739,930</td>
<td>4,094,050</td>
<td>4,090,550</td>
<td>1,651,991</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>37,756</td>
<td>80,568</td>
<td>80,568</td>
<td>32,727</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 2,965,490</td>
<td>$ 4,393,097</td>
<td>$ 4,393,097</td>
<td>$ 1,808,532</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$ 1,958,180</td>
<td>$ 288,071</td>
<td>$ 303,547</td>
<td>$ 1,214,698</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>110,881</td>
<td>2,069,061</td>
<td>2,053,585</td>
<td>2,053,585</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 2,069,061</td>
<td>$ 2,357,132</td>
<td>$ 2,357,132</td>
<td>$ 3,268,283</td>
</tr>
</tbody>
</table>

Ending Cash Balance  
$ 4,031,750
RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2007

Workers' Compensation Self-Insurance is used to account for the revenues and expenditures of the District's workers compensation self-insurance program.

Fund 61, Resource 6110 - Workers' Compensation Self-Insurance

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$1,150,767</td>
<td>$1,391,620</td>
<td>$1,391,620</td>
<td>$785,751</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>$42,340</td>
<td>$58,508</td>
<td>$58,508</td>
<td>$33,048</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>$13,915</td>
<td>$21,828</td>
<td>$21,828</td>
<td>$11,417</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>$1,071</td>
<td>$620</td>
<td>$620</td>
<td>$154</td>
</tr>
<tr>
<td>Services</td>
<td>$1,553,161</td>
<td>$1,174,880</td>
<td>$998,538</td>
<td>$554,403</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>0</td>
<td>0</td>
<td>7,700</td>
<td>0</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$1,610,487</td>
<td>$1,255,836</td>
<td>$1,087,194</td>
<td>$599,022</td>
</tr>
</tbody>
</table>

Revenues Over (Under) Expenditures

|                  |                                      |                |                |                       |
|$ (459,720)       | $135,784                             | $304,426       | $186,730       |

Beginning Fund Balance

|                  |                                      |                |                |                       |
|806,383           | 346,663                              | 178,021        | 178,021        |

Ending Fund Balance

|                  |                                      |                |                |                       |
|$ 346,663         | $482,447                             | $482,447       | $364,750       |

Ending Cash Balance

|                  |                                      |                |                |                       |
|                  |                                      |                |                |                       |
|                  |                                      |                |                | $1,902,129            |
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED JANUARY 31, 2007  

Associated Students of RCC 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, pay phone commissions and athletic ticket sales.

<table>
<thead>
<tr>
<th>Associated Students of RCC</th>
<th>Prior Year Actuals 7-1-05 to 6-30-06</th>
<th>Adopted Budget</th>
<th>Revised Budget</th>
<th>Year to Date Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td>$ 590,083</td>
<td>$ 601,000</td>
<td>$ 601,000</td>
<td>$ 339,009</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>$ 568,064</td>
<td>$ 601,000</td>
<td>$ 601,000</td>
<td>$ 282,214</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$ 568,064</td>
<td>$ 601,000</td>
<td>$ 601,000</td>
<td>$ 282,214</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
<td>$ 22,019</td>
<td>$ 0</td>
<td>$ 0</td>
<td>$ 56,795</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
<td>1,011,610</td>
<td>1,033,629</td>
<td>1,033,629</td>
<td>1,033,629</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>$ 1,033,629</td>
<td>$ 1,033,629</td>
<td>$ 1,033,629</td>
<td>$ 1,090,424</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
<td></td>
<td></td>
<td></td>
<td>$ 1,979,338</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED JANUARY 31, 2007

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.

| Student Financial Aid |  |
|-----------------------|--|---|---|---|---|---|
|                       | Prior Year | Adopted | Revised | Year to Date |
|                       | Actuals 7-1-05 to 6-30-06 | Budget | Budget | Activity |
| Revenues              | $ 15,049,054 | $ 15,785,943 | $ 15,785,943 | $ 7,240,303 |

Expenditures

|                      |  |
|----------------------|--|---|---|---|---|
| Other                | $ 15,049,054 | $ 15,785,943 | $ 15,785,943 | $ 6,664,116 |
| Scholarships and Grant Reimbursements | $ 15,049,054 | $ 15,785,943 | $ 15,785,943 | $ 6,664,116 |
| Total Expenditures   | $ 15,049,054 | $ 15,785,943 | $ 15,785,943 | $ 6,664,116 |
| Revenues Over (Under) Expenditures | $ 0 | $ 0 | $ 0 | $ 576,187 |
| Beginning Fund Balance | $ 0 | $ 0 | $ 0 | $ 576,187 |
| Ending Fund Balance  | $ 0 | $ 0 | $ 0 | $ 576,187 |

Ending Cash Balance $ 624,044
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED JANUARY 31, 2007  

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.

<table>
<thead>
<tr>
<th>RCCD Development Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>Prior Year</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Actuals</td>
</tr>
<tr>
<td>Adopted Budget</td>
</tr>
<tr>
<td>Revised Budget</td>
</tr>
<tr>
<td>Year to Date Activity</td>
</tr>
<tr>
<td>-----------------------------</td>
</tr>
<tr>
<td>Revenues</td>
</tr>
<tr>
<td>$ 16</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 8</td>
</tr>
<tr>
<td>-----------------------------</td>
</tr>
<tr>
<td>Expenditures</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Services</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 20</td>
</tr>
<tr>
<td>Total Expenditures</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 20</td>
</tr>
<tr>
<td>Revenues Over (Under) Expenditures</td>
</tr>
<tr>
<td>$ 16</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ 0</td>
</tr>
<tr>
<td>$ (12)</td>
</tr>
<tr>
<td>Beginning Fund Balance</td>
</tr>
<tr>
<td>16,237</td>
</tr>
<tr>
<td>16,253</td>
</tr>
<tr>
<td>16,253</td>
</tr>
<tr>
<td>16,253</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
</tr>
<tr>
<td>$ 16,253</td>
</tr>
<tr>
<td>$ 16,253</td>
</tr>
<tr>
<td>$ 16,253</td>
</tr>
<tr>
<td>$ 16,241</td>
</tr>
<tr>
<td>Ending Cash Balance</td>
</tr>
<tr>
<td>$ 16,241</td>
</tr>
</tbody>
</table>
RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-2  Date: February 20, 2007

Subject: CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended
December 31, 2006

Background: 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 for
each fiscal quarter for submission to the Chancellor’s Office. The Chancellor’s Office is
revising the CCFS-311Q format but it will not be finalized until April 2007. In the interim the
Chancellor’s Office will be collecting the CCFS-311Q data via an Excel spreadsheet. For
purposes of this report, the General Fund includes:

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 1180 – Redevelopment Pass-Through
Resource 1190 – Grants and Categorical Programs

Information Only: Attached for the Board’s review and information is a copy of the CCFS-311Q

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller
### Unrestricted General Fund Revenues, Expenditures and Fund Balance:

#### A. Revenues:

<table>
<thead>
<tr>
<th>Object</th>
<th>Description</th>
<th>Fiscal Year 2006-07</th>
<th>Fiscal Year 2007-08</th>
<th>Difference</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.1</td>
<td>Unrestricted General Fund Revenues (Objects 810, 910, 920)</td>
<td>123,578,246</td>
<td>125,578,246</td>
<td>2,000,000</td>
<td>1.6%</td>
</tr>
<tr>
<td>0.2</td>
<td>Other Financing Sources (object 980)</td>
<td>10,000,000</td>
<td>10,000,000</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>0.3</td>
<td>Total Unrestricted Revenues (0.1 + 0.2)</td>
<td>133,578,246</td>
<td>135,578,246</td>
<td>2,000,000</td>
<td>1.5%</td>
</tr>
</tbody>
</table>

#### B. Expenditures:

<table>
<thead>
<tr>
<th>Object</th>
<th>Description</th>
<th>Fiscal Year 2006-07</th>
<th>Fiscal Year 2007-08</th>
<th>Difference</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.1</td>
<td>Unrestricted General Fund Expenditures (Objects 900, 910, 920)</td>
<td>104,000,000</td>
<td>106,000,000</td>
<td>2,000,000</td>
<td>1.9%</td>
</tr>
<tr>
<td>0.2</td>
<td>Other Expenditures (Object 980)</td>
<td>5,000,000</td>
<td>5,000,000</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>0.3</td>
<td>Total Unrestricted Expenditures (0.1 + 0.2)</td>
<td>109,000,000</td>
<td>111,000,000</td>
<td>2,000,000</td>
<td>1.8%</td>
</tr>
</tbody>
</table>

#### C. Fund Balance, Beginning

<table>
<thead>
<tr>
<th>Fiscal Year 2006-07</th>
<th>Fiscal Year 2007-08</th>
<th>Difference</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,000,000</td>
<td>10,000,000</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

#### D. Fund Balance, Ending (C + D.3)

<table>
<thead>
<tr>
<th>Fiscal Year 2006-07</th>
<th>Fiscal Year 2007-08</th>
<th>Difference</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>10,000,000</td>
<td>10,000,000</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>
V. Has the district settled any employee contracts during this quarter? No

If yes, complete the following: (Yr/wk. year settlement, provide info-regardless for all years covered.)

<table>
<thead>
<tr>
<th>Contract Period Settled Seprately from Contract Period (Yr/Wk)</th>
<th>Management</th>
<th>Inside Union</th>
<th>Inside Non-Union</th>
<th>Total Settlements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1: 0</td>
<td>0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Year 2: 0</td>
<td>0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Year 3: 0</td>
<td>0</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

a. SALARIES:

b. BENEFITS:

   Year 1: 0
   Year 2: 0
   Year 3: 0

* 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 re-energized personnel pool.

VI. Did the district have significant events for the quarter (include occurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted versus actual expenditures, borrowing of funds [TTAAN], issuance of COPs, etc.)? No

If yes, list events and/or financial ramifications. (Other explanation below include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed this year? No

No fiscal? No

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

To the best of my knowledge, the data contained in this report are correct.

District Chief Financial Officer

Date

Qtr. Ended: December 31, 2006

District Superintendent

Date

Governing Board Meeting Date:

Backup V-B-2

February 20, 2007

Page 3 of 4

District:

Westside Community College District
### Cash Position - Unrestricted and Restricted

<table>
<thead>
<tr>
<th>Activity</th>
<th>YTD Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Cash, July 1, 2006</td>
<td>$14,873,393</td>
</tr>
<tr>
<td>Accounts Receivable Collections</td>
<td>$12,140,340</td>
</tr>
<tr>
<td>Accounts Payable Payments</td>
<td>(5,406,084)</td>
</tr>
<tr>
<td>Revenue and Other Financial Sources</td>
<td>$72,821,985</td>
</tr>
<tr>
<td>Expenditures and Other Outgo</td>
<td>(57,649,692)</td>
</tr>
<tr>
<td>Ending Cash, December 31, 2006</td>
<td>$26,718,622</td>
</tr>
</tbody>
</table>

### Budget and Actual Activity - Unrestricted

<table>
<thead>
<tr>
<th>Activity</th>
<th>Budget Amount</th>
<th>Revised Amount</th>
<th>YTD Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal</td>
<td>$123,500</td>
<td>$123,500</td>
<td>$10,877</td>
</tr>
<tr>
<td>State</td>
<td>88,142,709</td>
<td>88,142,709</td>
<td>43,381,448</td>
</tr>
<tr>
<td>Local</td>
<td>47,030,157</td>
<td>47,030,157</td>
<td>20,243,062</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>155,296,366</td>
<td>155,296,366</td>
<td>64,505,337</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Salaries</td>
<td>$62,153,458</td>
<td>$62,004,287</td>
<td>$28,484,238</td>
</tr>
<tr>
<td>Classified Salaries</td>
<td>20,180,193</td>
<td>28,042,548</td>
<td>13,119,854</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>22,881,674</td>
<td>22,893,797</td>
<td>8,993,966</td>
</tr>
<tr>
<td>Materials &amp; Supplies</td>
<td>2,936,181</td>
<td>2,880,261</td>
<td>1,816,703</td>
</tr>
<tr>
<td>Services</td>
<td>15,104,882</td>
<td>15,375,768</td>
<td>6,035,359</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>2,000,172</td>
<td>2,149,899</td>
<td>618,276</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>134,250,560</td>
<td>134,250,560</td>
<td>58,235,486</td>
</tr>
<tr>
<td>Other Outgo</td>
<td>1,981,685</td>
<td>1,981,685</td>
<td>1,074,562</td>
</tr>
<tr>
<td>Total Expenditures and Other Outgo</td>
<td>136,232,245</td>
<td>136,232,245</td>
<td>69,309,049</td>
</tr>
<tr>
<td>Revenues Over (Under)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td>(941,899)</td>
<td>(941,899)</td>
<td>4,295,174</td>
</tr>
<tr>
<td>Beginning Fund Balances</td>
<td>12,638,844</td>
<td>12,638,844</td>
<td>12,638,844</td>
</tr>
<tr>
<td>Ending Fund Balances</td>
<td>$11,696,945</td>
<td>$11,696,945</td>
<td>$16,934,018</td>
</tr>
</tbody>
</table>

### Contingency

<table>
<thead>
<tr>
<th>Activity</th>
<th>YTD Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>$10,790,945</td>
</tr>
<tr>
<td>Reserve</td>
<td>$10,790,945</td>
</tr>
<tr>
<td>Total Contingency/Reserve</td>
<td>$10,790,945</td>
</tr>
</tbody>
</table>


Subject: Agreement with Lee Wade

Background: Attached for the Board’s review and consideration is a proposed agreement between Riverside Community College District and Lee Wade to provide corporate marketing consultation including, but not limited to, packaging media and coordinating cross promotions for corporate sales, coordinating special events, conceptualizing media packaging/fund raising materials, differentiating marketing programs and generating corporate sales funds for Performance Riverside. The term of this agreement is February 21, 2007 through December 30, 2007. The total fee for this agreement shall not exceed $28,750.00. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from February 21, 2007 through December 30, 2007, for an amount not to exceed $28,750.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts
AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
LEE WADE

THIS AGREEMENT is made and entered into on this 21st of February, 2007, by and between Lee Wade, hereinafter referred to as “Consultant” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “District”.

The parties hereto mutually agree as follows:

1. The Consultant agrees to provide corporate marketing consultation including, but not limited to, packaging media and coordinating cross promotions for corporate sales, coordinating special events, conceptualizing media packaging/fund raising materials, differentiating marketing programs, and generating corporate sales funds for Performance Riverside.

2. The services rendered by the Consultant are subject to review and supervision by the District’s Chancellor and other designated representatives of the District.

3. The term of this agreement shall be from February 21, 2007 through December 30, 2007.

4. Payment in consideration of this agreement includes a service fee that shall not exceed $28,750.00 ($5,000.00 payable after receipt of invoice on the following dates and 50% of the first $25,000.00 in corporate sales and 45% of the next $25,000.00 in corporate sales, also after receipt of invoice).

   - Marketing Consultation $2,000.00 payable 3/1/2007
   - $3,000.00 payable on 5/1/2007
   - Corporate Sales
     50% of first $25,000.00
     45% of next $25,000.00

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Consultant and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.
It is mutually agreed and understood that, during the term of this Agreement, the Consultant shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Consultant, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

7. It is understood and agreed that Consultant is an independent Consultant and that no employer-employee relationship exists between Consultant and RCCD.

8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

Lee Wade
3509 Elmwood Court
Riverside, CA 92506

James L. Buysse
Vice Chancellor, Administration and Finance

Consultant

Date

Date
Report No.: VI-A-2               Date: February 20, 2007

Subject: CalWORKs Work Study Agreement with Employer

Background: Attached for the Board’s review and consideration is a blanket work study agreement to be used between Riverside Community College District and employers who hire CalWORKs eligible students. Funding in the amount of $37,080.00 has been provided for the Work Study Program by the California Community College Chancellor’s Office beginning January 2, 2007 through June 30, 2007. The funding will allow for reimbursement of up to half of the students’ earnings for a period of up to four months excluding payment for vacation time, holiday pay, sick leave, union dues, jury duty, or any employer taxes. The wage reimbursement incentive is expected to facilitate the job placement of CalWORKs students by Workforce Preparation staff. In order to quickly fill employer needs, these work study agreements for individual students would be signed by the District Dean of Workforce Development. This will allow CalWORKs students the opportunity to immediately meet their work participation requirements as specified by Riverside County Department Public Social Services. There will be no cost to the District. Funding source: California Community College Chancellor’s Office.

This agreement has been reviewed by Ruth Adams, Director, Compliance, Contracts and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the blanket work study agreement, for the period of February 21, 2007 through June 30, 2007, and authorize Shelagh Camak, District Dean of Workforce Development, to sign the individual work study agreements for Calworks eligible students.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
District Dean, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts
RIVERSIDE COMMUNITY COLLEGE DISTRICT
CalWORKs WORK STUDY AGREEMENT

Contract No.

Amount

Hours

The Riverside Community College District (RCCD) and _______________________________ (EMPLOYER) enter into this agreement for _________________________ (Name of CalWORKs Student).

1. The term of this agreement is from ______________________ through ____________________.

2. EMPLOYER shall employ and train the Student Employee with the Training Plan appended to this agreement and in accordance with all applicable laws, regulations and policies as Attachment A.

3. RCCD shall pay EMPLOYER an amount not to exceed $____________ in accordance with the Payment Schedule appended to this agreement as Attachment B.

4. During the training, EMPLOYER shall insure that the STUDENT/EMPLOYEE: (A) Is on EMPLOYER'S payroll, (B) Receives the same benefits as EMPLOYER'S other employees performing similar work, (C) Is paid the wage indicated in this agreement, and (D) Is provided Worker's Compensation coverage.

5. RCCD's share of the work study reimbursement shall not include payment for vacation time, holiday pay, sick leave, union dues, jury duty, etc.

6. RCCD and authorized representatives of appropriate County, State and Federal agencies have the right to observe and monitor all conditions and activities involved in the performance of this agreement and have the right to verify data submitted with respect to this agreement by examining relevant records and documents during the EMPLOYER'S normal business hours.

7. No alteration or variation of the terms of this agreement shall be valid and/or binding unless made in writing and signed by the parties hereto. There are no oral understandings or agreements incorporated herein.

8. Either party may terminate this agreement upon (10) day's prior written notice to the other party. RCCD may immediately terminate this agreement at such time as funds are not made available through the State of California for the purpose of carrying out this agreement.

9. EMPLOYER, and agents and employees of EMPLOYER in the performance of the agreement, shall act in an independent capacity and not as officers, employees or agents of RCCD.

10. EMPLOYER agrees to abide by the CalWORKs Work Study (CWWS) assurances incorporated herein by this reference and appended hereto as Attachment C.

11. This agreement is contingent upon the fact that the STUDENT/EMPLOYEE is enrolled in at least 3 units of approved academic courses. If this STUDENT/EMPLOYEE should withdraw from RCC, or be enrolled in less than 3 units, this contract will terminate. The employer will be given a 14-day nonce of contract termination in this instance.

APPROVED BY EMPLOYER

APPROVED BY RCCD

Signature                                      Date

Name and Title

Company Name

Address

Phone Number

Shelagh Camak, District Dean
Workforce Development
1. EMPLOYER will comply with all requirements of the CalWORKs Work Study Program and with all related Laws, Regulations and Policies.

2. EMPLOYER will comply with Titles IV and VII of the Civil Rights Act of 1964 (PL 88-354) which prohibits discrimination on the grounds of race, age, handicap, color, national origin, sex, political affiliation or beliefs.

3. The programs will not involve political activities.

4. STUDENT/EMPLOYEE will not be employed in the construction, operation or maintenance of any part of any facility which is used for religious instruction or worship.

5. The program will not result in the displacement of employed workers or impair existing contracts for service.

6. Job openings under this program do not result from the termination of other employees in anticipation of receiving subsidies under this program.

7. No STUDENT/EMPLOYEE shall be placed in a position affected by a labor dispute involving a work stoppage, and no payment shall be made to the EMPLOYER for the training and employment of STUDENT/EMPLOYEE during the period of work stoppage.

8. STUDENT/EMPLOYEE shall be compensated by the EMPLOYER at such rates, including periodic increases, as are reasonable considering such factors as industry, geographic region and STUDENT/EMPLOYEE proficiency. In no event shall the rate be less than the highest of the following:
   (a) the minimum wage rate specified in Section 6(a)(1) of the Fair Labor Standard Acts
   (b) the minimum wage rate prescribed by applicable state or local law
   (c) the CalWORKs Work Study Program agreement.

9. EMPLOYER will invoice RCCD for reimbursement of STUDENT/EMPLOYEE’S earnings on a monthly basis, providing RCCD copies of STUDENT/EMPLOYEE’S pay stubs and EMPLOYER’S earnings record for STUDENT/EMPLOYEE.

10. The EMPLOYER will maintain workers’ compensation insurance to cover the STUDENT/EMPLOYEE for any injuries sustained while employed by the EMPLOYER. The EMPLOYER will provide evidence of such insurance to RCCD.

11. The EMPLOYER will maintain commercial general liability insurance, auto liability insurance and/or garage liability insurance, as appropriate, to cover any claims damages, losses, causes of action or demands, or any other liability in connection with or in any manner arising out of the EMPLOYER’S performance of the work contemplated by the CWWS agreement.

12. The CWWS agreement may be terminated or funds suspended in whole or in part for cause, including failure of the EMPLOYER to comply with the terms or conditions of the agreement.

13. If the CWWS position is covered by a collective bargaining agreement, EMPLOYER shall obtain written concurrence of the appropriate labor organization.

14. All records pertinent to the program, including payroll records, shall be maintained for a period of five (5) years from the expiration date of the CWWS agreement. Records pertaining to unresolved audit findings must be maintained until final resolution of the audit.

15. EMPLOYER agrees to indemnify and hold harmless RCCD CalWORKs and its' employees and agents from all claims, damages, losses, causes of action and demands, or any other liability in connection with or in any manner arising out of the EMPLOYER’S performance of the work contemplated by the CWWS agreement.

_____________________________________________
Signature of Employer  Date
ON-THE-JOB TRAINING PRE-AWARD REVIEW

<table>
<thead>
<tr>
<th>EMPLOYER:</th>
<th>ADDRESS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTACT PERSON:</td>
<td>TELEPHONE NO.:</td>
</tr>
<tr>
<td>FEDERAL I.D.:</td>
<td>STATE I.D.:</td>
</tr>
<tr>
<td>WORKERS COMPENSATION CARRIER:</td>
<td></td>
</tr>
<tr>
<td>WORKERS COMPENSATION POLICY #:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STUDENT/EMPLOYEE NAME:</th>
<th>JOB TITLE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>STUDENT/EMPLOYEE SOCIAL SECURITY #:</td>
<td></td>
</tr>
</tbody>
</table>

**CHECKLIST**

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are there any working conditions that would endanger the health/safety of an employee?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the CWWS position under a lay-off or hiring freeze?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the CWWS position seasonal or intermittent?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the training wage based on commission or piece work?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does the CWWS position require a license or certification?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*All YES responses require explanations in the comments section*

**COMMENTS**

_______________________________________________  ______________________________
Signature of CalWORKs Representative    Date
ON-THE-JOB-TRAINING REQUEST FOR REIMBURSEMENT SHEET

<table>
<thead>
<tr>
<th>COMPANY:</th>
<th>CONTACT PERSON:</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>PHONE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STUDENT/EMPLOYEE:</th>
<th>SOCIAL SECURITY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>OCCUPATION:</td>
<td>CONTRACT ENDING DATE:</td>
</tr>
</tbody>
</table>

The Student/Employee named above has completed ________________ hours of training for the month of ________________.

I certify that the above information is correct and have attached payroll records to verify the training hours and wages paid.

I request payment of $____________________ according to the terms of the OJT agreement.

_______________________________    ___________________________
Employer Signature      Date

I certify that I have worked the number of hours and received the training as indicated above.

_______________________________    ___________________________
Student/Employee Signature       Date
Subjects: Scholarship for Student Trustee

Background: Presented for the Board’s review and consideration is a proposal that the Riverside Community College District Student Trustee be awarded a $300.00 scholarship at the end of each fall and spring term (totaling $600.00/year) in recognition of his/her service to the Riverside Community College District as a Student Trustee. A 2005 survey of student board members, which was conducted by the Community College League of California, demonstrates that a large majority of the California Community Colleges compensate their Student Board Member in some manner. Funding source: General Fund.

Recommended Action: It is recommended that the Board of Trustees approve awarding a $300.00 scholarship, at the end of each fall and spring term, for a total amount of $600.00, to the Student Trustee in recognition of his/her service to the Riverside Community College District.

Salvatore G. Rotella
Chancellor

Prepared by: Debbie DiThomas
Associate Vice-Chancellor, Student Services and Operations
## Student Board Member Survey 2005

<table>
<thead>
<tr>
<th>District</th>
<th>Number of St. Trustees</th>
<th>Selection Process</th>
<th>Student Trustee = ASB Pres</th>
<th>Selected</th>
<th>Seated</th>
<th>Makes Motions</th>
<th>Attends Closed Sessions *</th>
<th>Advisory Vote</th>
<th>Staff Contact</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alhambra</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>July</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $250/semester book stipend</td>
</tr>
<tr>
<td>Antelope Valley</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Dean, Student Development</td>
<td>Yes - $120/meeting</td>
</tr>
<tr>
<td>Barstow</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June or July</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>CSSO</td>
<td>Yes - $600/Month</td>
</tr>
<tr>
<td>Butte</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>No - same as board</td>
</tr>
<tr>
<td>Cabrillo</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>July</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Dean Student Affairs</td>
<td>No - same as board</td>
</tr>
<tr>
<td>Cerillos</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>April</td>
<td>June</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Dean, Student Activities</td>
<td>Yes - $800/month same as board</td>
</tr>
<tr>
<td>Chabot/Las Positas</td>
<td>2</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>May</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>CEO</td>
<td>Yes - $100/month</td>
</tr>
<tr>
<td>Chaffey</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>April</td>
<td>July</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $250/semester book/supply stipend</td>
</tr>
<tr>
<td>Citrus</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>May</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>CEO &amp; SAA</td>
<td>Yes - $40/meeting</td>
</tr>
</tbody>
</table>

* September 2005  * By law, students may not attend closed sessions on collective bargaining or personnel.
<table>
<thead>
<tr>
<th>District</th>
<th>Number of St. Trustees</th>
<th>Selection Process</th>
<th>Student Trustee</th>
<th>Selected</th>
<th>Seated</th>
<th>Makes Motions</th>
<th>Attends Closed Sessions *</th>
<th>Advisory Votes</th>
<th>Staff Contact</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coast</td>
<td>1</td>
<td>Student Committee</td>
<td>Selects</td>
<td>No</td>
<td>May</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Chancellor's Assistant</td>
<td>$200/month</td>
</tr>
<tr>
<td>Compton</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>$120/month</td>
</tr>
<tr>
<td>Contra Costa</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>March or April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>$400/month</td>
</tr>
<tr>
<td>Copper Mountain</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>August</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>CEO's Assistant</td>
<td>1/2 of board</td>
</tr>
<tr>
<td>Desert</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>CSSO</td>
<td>1/2 of board</td>
</tr>
<tr>
<td>El Camino</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>VP Student &amp; Community</td>
<td>$290/month</td>
</tr>
<tr>
<td>Feather River</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May or June</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>$25/meeting</td>
</tr>
<tr>
<td>Foothill/De Anza</td>
<td>2</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Special assist to the Chancellor</td>
<td>$450/each</td>
</tr>
<tr>
<td>Glendale</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>$240/month same as board</td>
</tr>
</tbody>
</table>

* By law, students may not attend closed sessions on collective bargaining or personnel.
<table>
<thead>
<tr>
<th>District</th>
<th>Number of St. Trustees</th>
<th>Selection Process</th>
<th>Student Trustee = ASB Pres.</th>
<th>Selected</th>
<th>Seated</th>
<th>Makes Motions</th>
<th>Attends Closed Sessions *</th>
<th>Advisory Vote</th>
<th>Staff Contact</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cosumnes/</td>
<td>2</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $275/month</td>
</tr>
<tr>
<td>Cuyama</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kern</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>March</td>
<td>April</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO, SAA</td>
<td>No - same as board</td>
</tr>
<tr>
<td>Kern</td>
<td>1</td>
<td>Rotates among 5</td>
<td></td>
<td>March</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Chancellor's Assistant</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Lake Tahoe</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>CEO</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Lassen</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>July</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Long Beach</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $100/month</td>
</tr>
<tr>
<td>Los Angeles</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yearly</td>
<td>Decision</td>
<td>No</td>
<td>Assoc VC Institute &amp; SS</td>
<td>Yes - $500/month</td>
</tr>
<tr>
<td>Los Rios</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>May</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO, CISO</td>
<td>Yes - 75% of board</td>
</tr>
<tr>
<td>Marin</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $120/month</td>
</tr>
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<tr>
<td>Mendocino-Lake</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $25/meeting</td>
</tr>
<tr>
<td>Merced</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Miracosta</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $120/month</td>
</tr>
<tr>
<td>Monterey Peninsula</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>July</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>No - same as board</td>
</tr>
<tr>
<td>Mt. San Antonio</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>March or April</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $400/month</td>
</tr>
<tr>
<td>Mt. San Jacinto</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>SAA</td>
<td>Yes - $50/month</td>
</tr>
<tr>
<td>Napa Valley</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>March or April</td>
<td>May</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>North Orange</td>
<td>2</td>
<td>Student Body elect</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - 25% of board</td>
</tr>
<tr>
<td>Ohlone</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>July</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $252/month same as board</td>
</tr>
<tr>
<td>Palos Verde</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>No</td>
</tr>
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<tr>
<td>Palomar</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>April</td>
<td>May</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $420/month, same as board</td>
</tr>
<tr>
<td>Pasadena Area</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>$250/month</td>
<td></td>
</tr>
<tr>
<td>Palos Verdes</td>
<td>2</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Dean of A &amp; R</td>
<td>$200/month maximum</td>
</tr>
<tr>
<td>Rancho Santiago</td>
<td>1</td>
<td>Selected by committee of student assoc. officers</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Redwood</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Assoc. VPSS</td>
<td>Yes - $190/month</td>
</tr>
<tr>
<td>Rio Hondo</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $190/month</td>
</tr>
<tr>
<td>Riverside</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Assoc. VPSS</td>
<td>No</td>
</tr>
<tr>
<td>San Bernadino</td>
<td>2</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $550/month</td>
</tr>
<tr>
<td>San Diego</td>
<td>3</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>SAA</td>
<td>Yes - $100/month each. (All 3 attend all meetings, 1 sits at)</td>
</tr>
<tr>
<td>San Francisco</td>
<td>1</td>
<td>Student body committee selects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>CEO, SAA</td>
<td>Yes - $430/month</td>
</tr>
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<tbody>
<tr>
<td>San Joaquin Delta</td>
<td>1</td>
<td>Selected by committee of student assoc. officers</td>
<td>No</td>
<td>May</td>
<td>May</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO's Admin Assist</td>
<td>$40/month, same as board, no benefits</td>
</tr>
<tr>
<td>San Jose-Evergreen</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Student Advisor</td>
<td>1/2 of board</td>
</tr>
<tr>
<td>San Luis Obispo County</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>$240/month, same as board</td>
</tr>
<tr>
<td>San Mateo County</td>
<td>1</td>
<td>One rep elected at each college; panel of 3 ASB officers selects one</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - ST receives one payment annually on 5/31, ST must have $250/semester book store credit</td>
</tr>
<tr>
<td>Santa Barbara</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>July-Aug</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>$250/semester book store credit</td>
</tr>
<tr>
<td>Santa Clara</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $100/month plus $100/semester book store credit</td>
</tr>
<tr>
<td>Santa Monica</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO &amp; CEO</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Sequoia</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>SAA</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>Shasta-Tehama-Trinity R.</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>May</td>
<td>May</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Director of Student Affairs</td>
<td>$100/month</td>
</tr>
<tr>
<td>Sierra Joint</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Can be</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - same as board</td>
</tr>
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<td>Solano County</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>Yes - $75/meeting</td>
</tr>
<tr>
<td>Sonoma County</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>No - same as board</td>
</tr>
<tr>
<td>South Orange</td>
<td>1</td>
<td>Student Body Elects</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO &amp; CSBO</td>
<td>Yes - 1/2 of board</td>
</tr>
<tr>
<td>Southwestern</td>
<td>1</td>
<td>Student Body President</td>
<td>Yes</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO &amp; CSBO</td>
<td>Yes - same as board</td>
</tr>
<tr>
<td>State Center</td>
<td>2</td>
<td>One elected from each college by Student Body</td>
<td>No</td>
<td>May</td>
<td>August</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>CEO</td>
<td>No</td>
</tr>
<tr>
<td>Yavapai County</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>April</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>CEO</td>
<td>No</td>
</tr>
<tr>
<td>Victor Valley</td>
<td>1</td>
<td>Student Body President or Designee</td>
<td>No</td>
<td>Feb, Mar, Apr or May</td>
<td>July</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>SAA</td>
<td>Yes - $6000/Semester</td>
</tr>
<tr>
<td>West Hills</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>CSBO</td>
<td>No</td>
</tr>
<tr>
<td>West Kern</td>
<td>1</td>
<td>Student Body Vice President</td>
<td>No</td>
<td>April</td>
<td>July</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>SAA</td>
<td>No - same as board</td>
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<td>West Valley-Mission</td>
<td>2</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes - $200/month, plus benefits</td>
</tr>
<tr>
<td>Yosemite</td>
<td>1</td>
<td>Selected by student committee</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>CEO</td>
<td>No - same as board</td>
</tr>
<tr>
<td>Yuba</td>
<td>1</td>
<td>Student Body Elects</td>
<td>No</td>
<td>May</td>
<td>June</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>CASBO</td>
<td>Yes - $47/site$ plus $300/year scholarship</td>
</tr>
</tbody>
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Subject: Agreement with Adventureland Safari Travel LLC

Background: Attached for the Board’s review and consideration is an agreement between Riverside Community College District and Adventureland Safari Travel LLC to provide classroom facilities, faculty and student housing, transfer transportation, academic guide, group airfare and insurance for the summer session study abroad program in Greece from July 24, 2007 through August 10, 2007. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for July 24, 2007 through August 10, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Jan Schall
Coordinator, International Education/Study Abroad Programs
1. What is Adventureland/Safari Travel Programs and what services does it provide?

   Adventureland/Safari Travel, LLC will provide the following services:
   
   a. Travel and living accommodations for students and faculty members participating in the Greece Educational Tour to Athens, Delphi, Meteora, Piraes, Hania, Agios Nikolaos, Santorini, and Crete
   b. Assistance through its travel contractors in Greece to students having medical and logistical problems or needing individual travel arrangements.
   c. Escort services and assistance by one of its representatives for the duration of the program.
   d. Orientation meetings both prior to departure from the U.S. as well as on arrival in Greece.
   e. Arrangements for English speaking guides to lead the group in each location and to speak on subjects related to the culture, history, politics and economics of Greece throughout the entire tour.

2. Dates for Program

   - Depart LAX for Athens: Tuesday, July 24, 2007
   - Depart Athens for LAX: Friday, August 10, 2007

3. Itinerary of Program

   The following itinerary was negotiated between the Riverside Community College District and Adventureland/Safari Travel, LLC:

   JULY 24    Los Angeles International Airport - Departure
   JULY 25    ATHENS, GREECE - Arrival. Transfer to hotel
               Welcome dinner and orientation at Plaka restaurant
JULY 26  ATHENS.  Tour of Acropolis (guide) and visit to Archeological museum.

JULY 27  Drive to DELPHI  Transfer to hotel – Evening drive to Temples of Apollo and Athena (guide) plus museum.  Delphi is renowned as the dwelling place of Apollo.  In ancient times, people would consult the oracle of Delphi for guidance.

JULY 28  Drive to METEORA.  Morning at leisure then drive across the Thessaly Plains to the spectacular Meteora region, through Amphissa, Lamia and Trikala.

JULY 29  METEORA. - Tour the monasteries of Meteora and marvel at the towering rocky pinnacles that the region is famous for.  Meteora is an ancient religious retreat and home of twenty-four monasteries.

JULY 30  Bus drive to ATHENS / PIRAEUS  -  night ferry to CRETE on ANEK Line ferry

JULY 31  HANIA.  - Transfer to hotel

AUGUST 1  HANIA.  Free day to do optional Samaria Gorge walk, one of the most spectacular natural parks in Europe.  Haunted by the Kri-Kri, the chin-bearded wild goat of Crete.  The lucky ones may catch a glimpse of one of these curved, ridged horned creatures.

AUGUST 2  Drive to AGIOS NIKOLAOS  Day visit to museum and Knossos (guided tour)

AUGUST 3  AGIOS NIKOLAOS  The sea in Agios Nikolaos is superb in this city surrounded by beautiful beaches and bays.  This is a day to enjoy the open air cafes along the bank of one of the most picturesque landmarks of the city--Lake “Voulismeni”, which according to Mythology, was the bathing place of the goddess Athena.
AUGUST 4  Ferry to SANTORINI. *Flying Cat* and transfer to hotel
Late afternoon excursion to see the island’s most spectacular view and sunset in *Oia*.

AUGUST 5  SANTORINI. Day sailboat excursion to *Caldera (Nea Kamini, Palea Kamini)*.

AUGUST 6  SANTORINI. Free day to explore the complex overlapping *shield volcanoes*, on this island related to the myth of Atlantis. Amazing views.

AUGUST 7  Ferry to MYKONOS *Sea Jet* Transfer to hotel

AUGUST 8  MYKONOS the most famous of the Greek islands, since the sixties, a haven for jet-setters and bohemians, beautiful beaches and dazzling white houses worked their magic on Shirley Valentine in the movie of the same name.

AUGUST 9  ATHENS. Ferry from Mykonos to Pireus *High Speed* - transfer to Athens hotel
Farewell dinner

AUGUST 10  Return to LAX

4. Air and land transportation

- Adventureland/Safari Travel, LLC will be responsible for all transportation related to the tour program throughout Greece. Adventureland/Safari Travel, LLC will make arrangements for smooth departures, transfers, and arrivals related to the study tour.
- Adventureland/Safari Travel, LLC will provide peak-season, round-trip air transportation from Los Angeles to Greece on a regularly scheduled carrier. Preference will be given to airlines with only one change of planes and with the shortest possible layover between flights, in any case no less than two
hours. Due to recent events and their impact on air travel, airlines have been reducing the number of flights and changing schedules on short notices.

- Land transportation from town to town will be by air-conditioned motorcoach and ferry. Stops will be made, as requested, at gas stations or markets with restroom facilities.
- Adventureland/Safari Travel, LLC will provide airport transfers in Athens on arrival and departure.

5. Living accommodations for students

- Hotels throughout the program will be three or four star, centrally located, twin-bedded rooms.
- In all hotels an abundant, Swedish style buffet breakfast is served daily.
- 24-hour receptionists will relay messages received by telephone or fax. In case of emergency the receptionist will promptly contact the Adventureland/Safari Travel, LLC representative and/or the Adventureland/Safari Travel, LLC office, as well as designated faculty.

6. Social programs / orientations

- Adventureland/Safari Travel, LLC will conduct a pre-departure orientation meeting to cover such general aspects as Greek culture and social customs, as well as practical information concerning how to exchange money, how to get laundry service, how to send and receive faxes and e-mail, and how to find inexpensive but good restaurants. Students holding passports other than USA will be required to bring their passports with the appropriate visas for Greece.
- A second orientation meeting will take place on the day of arrival in Athens along with a complimentary welcome dinner.
- In Athens, participants will be given detailed instructions in case of medical emergencies and Police assistance in case either should be needed.

7. Local Staff Assistance

- An Adventureland/Safari Travel, LLC representative will meet the group at the LAX airport on departure and any other time during the program, as requested by the Director of the Program. The representative will be available to instructors and participants throughout the program.

8. Safety / crisis management plan

- A 24-hour English speaking receptionist will be instructed to promptly report to the Adventureland/Safari Travel LLC, representative as well as the
Adventureland/Safari Travel LLC office any emergency or other situation requiring prompt attention and assistance

- The Adventureland/Safari Travel LLC representative will be available for help and assistance seven days a week until late evening hours; he/she are instructed to provide immediate assistance in case of accidents, medical emergencies, or situations requiring police intervention.
- A list of local pharmacies and Medical Clinics with English-speaking doctors will be provided by Adventureland/Safari Travel LLC for participants wishing to seek care for non-emergency medical problems.
- The Riverside Community College District Coordinator of the International Education Program will be promptly notified of any bona-fide emergency situation and will be informed about the steps being taken to control it.

9. Entrance fees and sites of cultural interest

- Adventureland/Safari Travel LLC will provide some entrance fees.
- If requested by the Riverside Community College District Program Coordinator, Adventureland/Safari Travel LLC will arrange for short lectures at sites of cultural and historical significance

10. Meals

- Welcome dinner
- Daily breakfast.
- Farewell dinner

11. Insurance for students and Faculty

- Students who carry no insurance in the United States can, for a reasonable fee, buy extra coverage through Adventureland/Safari Travel LLC.

12. Contractor’s Insurance and Registration.

- Adventureland/Safari Travel LLC holds foreign general liability and errors and omissions insurance policies to the amount of $1,000,000 - 3,000,000.
- Through ADVENTURELAND SAFARI, LLC, National/International Student Programs is registered with the California Seller of Travel Program, CST #2018845-10, and is a participant in the Travel Consumer Restitution Fund (TCRC). Registration as a Seller of Travel does not constitute approval by the State of California.
• Passengers may request reimbursement from TCRC if they are owed a refund of more than $50 for transportation or travel services which was not refunded in a timely manner by a Seller of Travel who was registered and participating in the TCRC at the time of the sale. The maximum amount that may be paid by the TCRC to any one passenger is the total amount paid on behalf of the passenger to the Seller of Travel, not to exceed $15,000. A claim must be submitted to the TCRC within six months after the scheduled completion date of the travel. A claim must include sufficient information and documentation and a $35 processing fee. Passenger must agree to waive his/her right to other civil remedies against a registered participating Seller of Travel for matters arising out of a sale for which the claim is filed with the TCRC, if claimant was located in California at the time of the sale. A claim form can be requested by writing to:

   Travel Consumer Restitution Corporation
   P.O. Box 6001
   Larkspur, CA 94977-6001

   or by faxing a request to: (415) 927-7698

• Passengers purchasing travel outside of California are not covered by the California Travel Consumer Restitution Corporation.

13. Cost of program: $3,000 per person, which includes:

• Air transportation from/to LAX
• Airport transfers
• Accommodations on a double-occupancy basis in 3 and 4-star hotels
• Motorcoach and ferry transportation from town to town
• Daily breakfast
• Welcome dinner and farewell dinner
• Escort/Guide services throughout entire study tour
• Some entrance fees
• Adventureland/Safari Travel Escort representative

14. Payment schedule and procedures

   1st payment of $500 (non-refundable deposit) due April 15, 2007
   2nd payment of $1,250 due May 21, 2007
   Balance $1,250 due June 20, 2007

   Checks are payable to Adventureland/Safari Travel, LLC. VISA and MASTERCARD payments are accepted; there is a 4% processing fee. There will be a $25 per person service fee for any final payment received.
after the due date, and a $25 fee for each returned check.

15. Withdrawal from Program

Cancellation Policy:

- From May 22 to June 15, 2007: $1,400 (incl. deposit of $500)
- From June 16 to July 10, 2007: $1,800 (incl. deposit of $500)
- On or after July 11: no refund

Notification of withdrawal from the program must be made in writing, with proof of mailing, to ADVENTURELAND TRAVEL LLC, 10738 Riverside Drive, Suite D, North Hollywood, CA 91602. Refunds will be calculated according to the post office date on the certificate of mailing.

16. Subcontracting and responsibilities

- Adventureland/Safarai Travel LLC will perform the services listed above, subcontracting with other entities (airlines, hotels, tour companies, etc.) as required. Adventureland/Safari Travel LLC is not responsible for airline delays of any kind, or for expenses or loss incurred as a result of such delays. In regard to transportation/travel, regardless of the type of vehicle, Adventureland/Safari Travel LLC acts as passenger agent only. Adventureland/Safari Travel LLC assumes no liability for accident, injury, damage, or loss in any transportation conveyance, or as a result of default by any person or company engaged in transporting the passenger.
- Adventureland/Safari Travel LLC will not be responsible for losses due to acts of negligence, replacement of lost items (such as passports, conveyance tickets, etc.), for items of a personal nature (such as use of mini-bar, personal telephone calls, faxes and e-mail, personal laundry) or for damages to furniture, etc.
- Adventureland/Safarai Travel LLC, not the Riverside Community College District, is responsible for all travel arrangements and any liability arising therefrom. The Riverside Community College District is NOT liable for any damages arising out of the services described herein, including, but not limited to any promises or representations, whether expressed or implied. Nothing contained herein shall be construed to in any way bind Riverside Community College District, the Riverside Governing Board, any of its agents, employees, or representatives to any promises, obligations, covenants or duties, whether expressed or implied herein.
17. Indemnification

It is mutually agreed and understood that, during the term of this Agreement, the Riverside Community College District shall indemnify and hold Adventureland/Safari Travel LLC, and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Riverside Community College District, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, Adventureland/Safari Travel LLC shall indemnify and hold the Riverside Community College District, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of Adventureland/Safari Travel LLC, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

For the Riverside Community College District

____________________________________                     Date________________

For Adventureland/Safari Travel LLC

____________________________________                     Date________________

Dr. Luigi M. De Lucia
RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-1 Date: February 20, 2007

Subject: Proposed Child Center Fee Increase

Background: Fees currently being charged parents for the education and care of their children at RCC Child Centers were last raised on October 1, 2004. Since that time, personnel and other costs at the Center have risen and fees at other child centers in the Riverside area have increased. A survey of ten separate regional child center agencies, including centers run by community colleges (3), churches (3), nonprofit organizations (1), universities (1), and a for-profit business (2) reveals that RCC’s fees are now on average significantly lower than market rates. A fee increase of 6% would enable RCC to offer students and the community fees that are comparable to, but on average lower than, fees obtainable elsewhere. The proposed 2007-08 through 2010-11 fee schedule (Attachment A) includes summary data on rates at other centers by category of children served.

It is also recommended that the Board of Trustees allow management to reserve the right to change the fees on an annual basis not to exceed 6% per fiscal year on the following dates: July 1, 2007; July 1, 2008; July 1, 2009, July 1, 2010, and July 1, 2011.

Recommended Action: It is recommended that the Board of Trustees approve a 6% annual fee increase for the College’s three child centers to begin on July 1, 2007 and annually on July 1 through June 30, 2012.

Salvatore G. Rotella
Chancellor

Prepared by: Debbie Whitaker-Meneses
Associate Dean, Early Childhood Programs
Proposed 6% Fee Increase Structure  
(Effective July 2007)  
Registration Fee: $60.00 for the first child and $30.00 for concurrently enrolled siblings.  
Start dates during mid-month are calculated at the daily rate.

Preschool Program - Community Tuition Rates  
Full Day: 6:30 a.m.-5:30 p.m. @ $22.25/day  
(Includes Breakfast and Afternoon Snack) Parent provides lunch.

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>Current Monthly Rate (05-06)</th>
<th>Current Daily Rate</th>
<th>Proposed Monthly Rate (06-07)</th>
<th>Proposed Daily Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>$468.00</td>
<td>$22.25</td>
<td>$488</td>
<td>$470 - $620</td>
<td>$628 - $683</td>
</tr>
</tbody>
</table>

Preschool Program - Community Tuition Rates  
Half Day: 6:30 a.m.-12:30 p.m. @ $19.00/day  
(Includes Breakfast) Parent provides lunch.

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed Monthly Rate (06-07)</th>
<th>Proposed Daily Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>$390.00</td>
<td>$19.00</td>
<td>$320</td>
<td>$344 - $457</td>
<td>$477 - $542</td>
</tr>
</tbody>
</table>

Preschool Program - Concurrently Enrolled RCC Student Parent  
Full Day: 6:30 a.m.-5:30 p.m. @ $19.25/day  
(Includes Breakfast and Afternoon Snack) Parent provides lunch.

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed Monthly Rate (06-07)</th>
<th>Proposed Daily Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Days (Mon. thru Fri.)</td>
<td>$400.00</td>
<td>$19.25</td>
<td>$424</td>
<td>No college student discount</td>
<td>$424</td>
</tr>
<tr>
<td>3 Days (M W F)</td>
<td>$266.00</td>
<td></td>
<td>$282</td>
<td>$282</td>
<td></td>
</tr>
<tr>
<td>2 Days (T Th)</td>
<td>$190.00</td>
<td></td>
<td>$201</td>
<td>$201</td>
<td>N/A</td>
</tr>
</tbody>
</table>
**Preschool Program - Concurrently Enrolled RCC Student Parent**

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed 2006/07 Monthly Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Mon. thru Fri.)</td>
<td>$341.00</td>
<td>$16.50</td>
<td>$361</td>
<td>No college student discount</td>
</tr>
<tr>
<td><strong>3 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(M W F)</td>
<td>$217.00</td>
<td></td>
<td>$230</td>
<td></td>
</tr>
<tr>
<td><strong>2 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(T Th)</td>
<td>$155.00</td>
<td></td>
<td>$164</td>
<td></td>
</tr>
</tbody>
</table>

**Toddler Program (No RCC Student Discount)**

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed 2006/07 Monthly Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Mon. thru Fri.)</td>
<td>$650.00</td>
<td>$31.50</td>
<td>$689</td>
<td>$867 - $975</td>
</tr>
<tr>
<td><strong>3 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(M W F)</td>
<td>$427.00</td>
<td></td>
<td>$492 - $794</td>
<td>$867 - $975</td>
</tr>
<tr>
<td><strong>2 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(T Th)</td>
<td>$305.00</td>
<td></td>
<td>$553</td>
<td>$867 - $975</td>
</tr>
</tbody>
</table>

Toddler Program (No RCC Student Discount)

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed 2006/07 Monthly Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Mon. thru Fri.)</td>
<td>$467.00</td>
<td>$19.75</td>
<td>$431</td>
<td>$596 - $700</td>
</tr>
<tr>
<td><strong>3 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(M W F)</td>
<td>$259.00</td>
<td></td>
<td>$360 - $395</td>
<td></td>
</tr>
<tr>
<td><strong>2 Days</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(T Th)</td>
<td>$185.00</td>
<td></td>
<td>$375</td>
<td></td>
</tr>
</tbody>
</table>
Infant Program (No RCC Student Discount)

Full Day: 6:30 a.m.-5:30 p.m. @ $32.75/day
Parent provides food/diapers.

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed 2006/07 Monthly Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Days (Mon. thru Fri.)</td>
<td>$680.00</td>
<td>$32.75</td>
<td>$721</td>
<td>$715 - $826</td>
</tr>
<tr>
<td>3 Days (M W F)</td>
<td>$441.00</td>
<td></td>
<td>$467</td>
<td></td>
</tr>
<tr>
<td>2 Days (T Th)</td>
<td>$315.00</td>
<td></td>
<td>$334</td>
<td></td>
</tr>
</tbody>
</table>

Infant Program (No RCC Student Discount)

Half Day: 6:30 a.m.-12:30 p.m. or 12:30-5:30 p.m. @ 21.25/day
Parent provides food/diapers.

<table>
<thead>
<tr>
<th>Days per Week</th>
<th>2005/06 Monthly Rate</th>
<th>Current Daily Rate</th>
<th>Proposed 2006/07 Monthly Rate</th>
<th>Comparison to 05/06 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Days (Mon. thru Fri.)</td>
<td>$440.00</td>
<td>$21.25</td>
<td>$467</td>
<td>$741</td>
</tr>
<tr>
<td>3 Days (M W F)</td>
<td>$280.00</td>
<td></td>
<td>$297</td>
<td></td>
</tr>
<tr>
<td>2 Days (T Th)</td>
<td>$200.00</td>
<td></td>
<td>$212</td>
<td></td>
</tr>
</tbody>
</table>

*Infant and Toddler Rates listed above are identical to the RCC community rates.*

Student parent discounts for all age groups listed above can be sought through CCAMPIS/SHINE funding.

Qualifications are:

a.) Current Pell Grant Awardee
b.) Concurrently enrolled RCC student
c.) At least one semester of successful completion of college units
d.) Participation in at least three self-selected (Self-Help Initiates Necessary Education) workshops per term
e.) Next in line for available funded slots at the Riverside Campus Children’s Center.

Child Care Access Means Parents In School (CCAMPIS) Grant
Department of Education, Washington D.C.
Subject: Riverside City College Quadrangle Modernization Project Budget – Proposed $1,019,622 Measure C Budget Augmentation

Background: On August 8, 2002, the Board of Trustees approved the hiring of the Steinberg Group for architectural services for the Riverside City Campus Quadrangle Modernization Project. An amendment to the Steinberg Group Agreement for additional services was approved subsequently by the Board of Trustees on November 21, 2006. The additional services included the redesign of the Quadrangle irrigation system and Quadrangle landscape.

Staff is now requesting a budget augmentation in the amount of $519,622 for the replacement of the irrigation system, landscape repair and replacement. The irrigation installation will include a new irrigation system with controller, soil prepping, fine grading, planting of new shrubs and trees, new turf and ground cover and repairing and replacing pedestrian sidewalks throughout the Quad complex.

Additionally, on February 21, 2006, the Board of Trustees approved Measure C funds for furniture, fixtures and equipment for the Quad Project. Due to the office to classroom changes approved by the Board of Trustees on June 20, 2006, staff is requesting additional funds in the amount of $500,000 to provide additional furniture, fixtures and equipment, as well as information technology infrastructure to accommodate the changes.

Recommended Action: It is recommended that the Board of Trustees approve a budget augmentation using Measure C funds, not to exceed $1,019,622 for the Quadrangle Modernization Project.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor
Facilities Planning, Design and Construction
RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-3   Date: February 20, 2007

Subject: Riverside City College Parking Structure Project Budget – Change Order No. 3 Phase II, Change Order No. 1 Phase III, and Proposed $711,082 Measure C Budget Augmentation

Background: On January 25, 2005, the Board of Trustees approved a budget in the amount of $19,638,093 for the Riverside City College Parking Structure Project. The entire project consisted of three phases. Phase I included mass grading, constructing retaining walls and preparing the site for the actual Structure. Phase II was the construction of the Structure. Phase III included the periphery improvements around the Structure and along the Magnolia Avenue banks and street upgrades at the corner of Terracina and Magnolia. On November 10, 2005, the budget was adjusted in the amount of $591,721 due to additional requirements from the City and the Division of the State Architect (DSA), additional information technology requirements, and cleaning up and improving the landscaping and irrigation system along the Magnolia Avenue banks, bringing the total project budget to $20,229,814.

On February 22, 2005, the Board of Trustees awarded a contract to Bomel Construction Co., Inc. for the design and construction of the Parking Structure (Phase II) in the amount of $13,672,000. On August 29, 2006, the Board approved Change Order No. 1 for Phase II in the amount of $532,163. On October 17, 2006, the Board approved Change Order No. 2 for Phase II in the amount of $167,358. These change orders were funded out of the project contingency.

Staff is now bringing forward for the Board’s review and consideration Change Order No. 3 for Phase II in the amount of $285,203. Work associated with this Change Order is itemized in Attachment A. This Change Order will close out the contract with Bomel Construction Co., Inc.

Additionally staff is bringing forward for the Board’s review and consideration Change Order No. 1 for Phase III of the project. On January 24, 2006 the Board of Trustees awarded a contract to ASR Constructors for the construction of Phase III of the Parking Structure Project – the periphery improvements – in the amount of $2,055,000. Staff is requesting approval of Change Order No. 1 for Phase III in the amount of $350,879. Work associated with this Change Order is itemized in Attachment B. This Change Order will close out the contract with ASR Constructors. In addition to the funding for Change Order 1, funding is needed for additional architectural services in the amount of $60,000 and additional DSA plan check services in the amount of $15,000.
Subject: Riverside City College Parking Structure Project Budget – Change Order No. 3 Phase II, Change Order No. 1 Phase III, and Proposed $711,082 Measure C Budget Augmentation (continued)

The total funding needed for the above items is $711,082. These additional funds are required to cover costs for additional full time inspection required by DSA, additional city requirements and inspection fees, District scope changes for additional information technology infrastructure and unforeseen conditions. Staff is requesting that this budget augmentation be funded from Measure C.

Recommended Action: It is recommended that the Board of Trustees 1) approve Change Order No. 3, Phase II, in the amount of $285,203, 2) approve Change Order No. 1, Phase III in the amount of $350,879, 3) approve additional funding for architectural services in the amount of $60,000, 4) approve additional funding in the amount of $15,000 for DSA plan check fees, 5) approve a project budget augmentation in the amount of $711,082 funded by Measure C funds, and 6) authorize the Vice Chancellor, Administration and Finance to sign the Change Orders.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor
Facilities Planning, Design and Construction
ATTACHMENT A
CHANGE ORDER

BOMEL CONSTRUCTION
8195 E. Kaiser Blvd.
Anaheim Hills, CA 92808

PROJECT: Parking Structure
Riverside Community College District

CHANGE ORDER # 3
DATE: February 20, 2007

CONTRACTOR: BOMEL Construction
8195 Kaiser Blvd.
Anaheim Hill, CA 92808

D.S.A. # A-04-107494

ORIGINAL CONTRACT AMOUNT: $13,672,000.00
Previous Change Orders: $ 699,521.00
This Change Order: $ 285,203.00
Total Change Order: $ 984,724.00

REVISED CONTRACT AMOUNT: $14,656,724.00

ORIGINAL CONTRACT COMPLETION DATE:
Previous Change Order: _____ Calendar Days
This Change Order: _____ Calendar Days
Total Change Orders: _____ Calendar Days

REVISED CONTRACT COMPLETION DATE:

Upon signing by the Owner and the Contractor, the above noted Contract is hereby changed per the terms of the contract and this Change Order including attached exhibit "A".

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work.

APPROVALS:

Higginson + Cartozian Architects, Inc.
DATE ____________________________

BOMEL Construction Company Inc.
DATE ____________________________

Riverside Community College District
DATE ____________________________
#1 DESCRIPTION:  
PCO 04  
Delete sidewalk.  
REASON:  
The exit sidewalk required by DSA on the north side of the building was credited back by the contractor and added to the scope of work of the periphery contractor due to scheduling constraints.  
REQUESTED BY: Riverside Community College  
COST: <$7,795.00>  
TIME EXTENSION: 0 days  

#2 DESCRIPTION:  
PCO 21  
Modify conduits feeding switchgear  
REASON:  
The City Utility Inspector requested modifying the conduit from that shown on the City’s layout plans between the transformer and the switchgear.  
REQUESTED BY: City of Riverside  
COST: $2,377  
TIME EXTENSION: 0 days  

#3 DESCRIPTION:  
PCO 24  
Add concrete wall North East Corner of practice field  
REASON:  
The wall as called out in the periphery bid documents was a gravity wall which was not compatible with the ultimate design of the north field area. The wall was changed to be consistent with the balance of the retaining walls in this area.  
REQUESTED BY: Riverside Community College  
COST: $18,500  
TIME EXTENSION: 0 days  

#4 DESCRIPTION:  
PCO 29  
IT equipment and installation  
REASON:  
Provide labor and material for the installation of the most current design and expanded Information Technology system.  
REQUESTED BY: Riverside Community College  
COST: $69,108  
TIME EXTENSION: 0 days  

#5 DESCRIPTION:  
PCO 31  
Add windscreen for tennis courts  
REASON:  
Windscreen was added to the perimeter fencing of the upper deck as requested by the Athletic Department.  
REQUESTED BY: Riverside Community College  
COST: $58,987  
TIME EXTENSION: 0 days
<table>
<thead>
<tr>
<th>#</th>
<th>DESCRIPTION:</th>
<th>REASON:</th>
<th>REQUESTED BY:</th>
<th>COST:</th>
<th>TIME EXTENSION:</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>PCO 37 Modify existing drainage</td>
<td>The existing storm drain system was modified to correct the poor drainage conditions in parking lot ‘Y’.</td>
<td>Riverside Community College</td>
<td>$31,803</td>
<td>0 days</td>
</tr>
<tr>
<td></td>
<td>system in parking lot ‘Y’</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>PCO 42 Correction of previous PCO</td>
<td>The incorrect amounts previously shown on PCO 7R1 and PCO 27 are corrected here.</td>
<td>Riverside Community College</td>
<td>$17,766</td>
<td>0 days</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>PCO 43 Add IT fire treated</td>
<td>Fire treated backboards were added to the MDF room when the IT requirements were expanded</td>
<td>Riverside Community College</td>
<td>$1,879</td>
<td>0 days</td>
</tr>
<tr>
<td></td>
<td>backboards</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>PCO 44 Add IT conduit</td>
<td>3” conduit was added between the MDF room and Security with the expanded IT requirements.</td>
<td>Riverside Community College</td>
<td>$61,584</td>
<td>0 days</td>
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<tr>
<td>10</td>
<td>PCO 45 Add two pull boxes for IT</td>
<td>Two large pull boxes were added in-line for the IT system due to the excessive length of run.</td>
<td>Riverside Community College</td>
<td>$12,717</td>
<td>0 days</td>
</tr>
</tbody>
</table>
#11 DESCRIPTION: PCO 46
Change locksets
REASON: The design build locksets, which were manufactured by Dorma, were changed to Schlage to be compatible with other City Campus locks.
REQUESTED BY: Riverside Community College
COST: $1,848
TIME EXTENSION: 0 days

#12 DESCRIPTION: PCO 47
Additional grading for north field
REASON: Modify grading at north field to be compatible with the latest modified grading plans providing revised drainage against the north side of the structure.
REQUESTED BY: Riverside Community College
COST: $7,000
TIME EXTENSION: 0 days

#13 DESCRIPTION: PCO 48
Upgrade handrail
REASON: Modify proposed hand rail at Terracina Bridge to be compatible with that used for the periphery project on Terracina.
REQUESTED BY: Riverside Community College
COST: $4,200
TIME EXTENSION: 0 days

#14 DESCRIPTION: PCO 50
Add IT rack at security
REASON: Original rack was to be shared with CCTV equipment but design space was inadequate so a second rack was added.
REQUESTED BY: Riverside Community College
COST: $2,030
TIME EXTENSION: 0 days

#15 DESCRIPTION: PCO 54
Add pavement markings
REASON: Vehicle striping was modified after initial installation for safety reasons.
REQUESTED BY: Riverside Community College
COST: $997
TIME EXTENSION: 0 days
#16 DESCRIPTION: PCO 56
Provide tennis court signage

REASON: Tennis court signage was added for court numbering and rules and regulations.

REQUESTED BY: Riverside Community College
COST: $2,202
TIME EXTENSION: 0 days

Total Amount $285,203.00
ATTACHMENT B
CHANGE ORDER

PROJECT: Periphery Improvements (Phase III)  CHANGE ORDER #: 1  DATE: February 20, 2007
Riverside Community College District

CONTRACTOR: ASR Constructors  5230 Wilson Street  Riverside, CA 92506

- Original Contract Amount: $2,055,000.00
  - Previous Change Order: $0
  - This Change Order: $350,879.00
  - Total Change Order: $350,879.00

- Revised Contract Amount: $2,405,879.00

- Original Contract Completion Date:
  - Previous Change Order: 0 Calendar Days
  - This Change Order: 0 Calendar Days
  - Total Change Orders: 0 Calendar Days

- Revised Contract Completion Date:

Upon signing by the Owner and the Contractor, the above noted Contract is hereby changed per the terms of the contract and this Change Order including attached exhibit "A".

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work.

APPROVALS:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Higginson + Cartozian Architects</td>
<td></td>
</tr>
<tr>
<td>ASR Constructors</td>
<td></td>
</tr>
<tr>
<td>Riverside Community College District</td>
<td></td>
</tr>
</tbody>
</table>
#1 DESCRIPTION: PCO 01
REASON: Concrete flatwork and associated improvements on the north side of the Parking Structure.
REQUESTED BY: DSA/Riverside Community College
COST: $11,805
TIME EXTENSION: 0 days

#2 DESCRIPTION: PCO 02
REASON: Concrete flatwork, fencing and gates on the east side of the Parking Structure.
REQUESTED BY: DSA/Riverside Community College
COST: $30,468
TIME EXTENSION: 0 days

#3 DESCRIPTION: PCO 03
REASON: Modify retaining wall footing along Terracina, additional depth requested
REQUESTED BY: Geotechnical Engineer
COST: $1,345
TIME EXTENSION: 0 days

#4 DESCRIPTION: PCO 04
REASON: Upsize storm drain for additional structure drainage
REQUESTED BY: Geotechnical Engineer
COST: $3,622
TIME EXTENSION: 0 days

#5 DESCRIPTION: PCO 05
REASON: Demo, remove and replace city sidewalk along Magnolia Avenue
REQUESTED BY: Riverside Community College/Safety hazard
COST: $2,195
TIME EXTENSION: 0 days

#6 DESCRIPTION: PCO 07
REASON: Upsize 6 inch fire line to an 8 inch line in Parking Lot Y
REQUESTED BY: City of Riverside
COST: $10,337
TIME EXTENSION: 0 days
#7 DESCRIPTION: PCO 08/PCO44  
REASON: Add pedestrian guard rail on Magnolia Avenue and east and west of Terracina Bridge  
REQUESTED BY: Riverside Community College  
COST: $46,599  
TIME EXTENSION: 0 days

#8 DESCRIPTION: PCO 10  
REASON: Public works street opening permit (Purchased by General Contractor)  
REQUESTED BY: City of Riverside  
COST: $3,854  
TIME EXTENSION: 0 days

#9 DESCRIPTION: PCO 11  
REASON: Upgrade median concrete from natural gray to colored stamped concrete  
REQUESTED BY: City of Riverside  
COST: $16,948  
TIME EXTENSION: 0 days

#10 DESCRIPTION: PCO 12  
REASON: Demo and remove abandoned electrical manhole on Terracina Drive and fill with concrete  
REQUESTED BY: Riverside Community College/unforeseen  
COST: $848  
TIME EXTENSION: 0 days

#11 DESCRIPTION: PCO 14  
REASON: Add 4 inch conduit from the Parking Structure across Terracina to the DLLRC  
REQUESTED BY: Riverside Community College  
COST: $6,858  
TIME EXTENSION: 0 days

#12 DESCRIPTION: PCO 15  
REASON: Upsize one 2 inch electrical conduit to 4 inch down Magnolia Avenue slope  
REQUESTED BY: City Of Riverside  
COST: $1,352  
TIME EXTENSION: 0 days
#13 DESCRIPTION: PCO 16
REASON: Upgrade landscape irrigation system in various areas around the Parking Structure
REQUESTED BY: Riverside Community College
COST: $5,487
TIME EXTENSION: 0 days

#14 DESCRIPTION: PCO 18
REASON: Remove and relocate existing practice fence that encroached into construction site
REQUESTED BY: Riverside Community College/oversight
COST: $8,769
TIME EXTENSION: 0 days

#15 DESCRIPTION: PCO 19
REASON: Provide Rainbird couplers in lieu of Toro quick couplers
REQUESTED BY: Riverside Community College
COST: <$17>
TIME EXTENSION: 0 days

#16 DESCRIPTION: PCO 20
REASON: Connect Ceramic’s Building roof drains to the storm drain
REQUESTED BY: Riverside Community College/Unforeseen
COST: $813
TIME EXTENSION: 0 days

#17 DESCRIPTION: PCO 22
REASON: Valve stem extension of existing water valve adjacent to Terracina
REQUESTED BY: Riverside Community College
COST: $1,602
TIME EXTENSION: 0 days

#18 DESCRIPTION: PCO 23
REASON: Upgrade Ceramics driveway from asphalt to concrete
REQUESTED BY: Riverside Community College
COST: $1,875
TIME EXTENSION: 0 days
#19 DESCRIPTION: PCO 25
   REASON: Add landscape and irrigation at the original racquetball location
   REQUESTED BY: Riverside Community College/Location change
   COST: $8,304
   TIME EXTENSION: 0 days

#20 DESCRIPTION: PCO 26
   REASON: Plan revision to the Parking lot Y, adding additional landscape islands
   REQUESTED BY: Riverside Community College
   COST: $3,226
   TIME EXTENSION: 0 days

#21 DESCRIPTION: PCO 27
   REASON: Add an isolation valve and clean out box for domestic line to the restroom facility
   REQUESTED BY: Riverside Community College
   COST: $1,069
   TIME EXTENSION: 0 days

#22 DESCRIPTION: PCO 28
   REASON: Change Information Technology pull boxes PBG2 and PBG3 to a new vault
   REQUESTED BY: Riverside Community College
   COST: $19,572
   TIME EXTENSION: 0 days

#23 DESCRIPTION: PCO 29
   REASON: Change Information Technology crossing Terracina Bridge
   REQUESTED BY: Riverside Community College
   COST: $9,426
   TIME EXTENSION: 0 days

#24 DESCRIPTION: PCO 32
   REASON: Add conduit and pull boxes for future lighting on the north practice field
   REQUESTED BY: Riverside Community College
   COST: $10,686
   TIME EXTENSION: 0 days
#25 DESCRIPTION: PCO 34

REASON: Modify Information Technology pathway routing conduits crossing drainage adjacent to the bridge
REQUESTED BY: Riverside Community College
COST: $6,805
TIME EXTENSION: 0 days

#26 DESCRIPTION: PCO 35

REASON: Traffic signal changes, longer mass arms, larger poles, footing changes and new controller
REQUESTED BY: City of Riverside
COST: $57,797
TIME EXTENSION: 0 days

#27 DESCRIPTION: PCO 36

REASON: Modify storm drains and grading on all surrounding practice fields
REQUESTED BY: Riverside Community College
COST: $31,512
TIME EXTENSION: 0 days

#28 DESCRIPTION: PCO 37

REASON: Construct concrete pad and handrail for the fire line back flow detective device on Magnolia Avenue
REQUESTED BY: City of Riverside
COST: $7,747
TIME EXTENSION: 0 days

#29 DESCRIPTION: PCO 39/PCO 40

REASON: Add concrete curbing to control drainage at the south east corner of the Parking Structure and construct concrete masonry wall unit for the Ceramics Road
REQUESTED BY: Riverside Community College
COST: $1,181
TIME EXTENSION: 0 days

#30 DESCRIPTION: PCO 41

REASON: Pour concrete approach at Terracina Bridge
REQUESTED BY: Riverside Community College/Oversight
COST: $8,133
TIME EXTENSION: 0 days
Change Order #1 - Periphery Improvements – Riverside CCD  
Higginson + Cartozian Architects, Inc.  
February 20, 2007

#31 DESCRIPTION:  PCO 42
REASON: Add fencing on the north east corner of the practice field
REQUESTED BY: Riverside Community College
COST: $4,450
TIME EXTENSION: 0 days

#32 DESCRIPTION:  PCO 43
REASON: Add 4 inch conduit pathway for the copper and fiber backbone through the Parking Structure, this included additional footage in copper and fiber
REQUESTED BY: Riverside Community College
COST: $8,230
TIME EXTENSION: 0 days

#33 DESCRIPTION:  PCO 45
REASON: Remove and replace approximately 26’ x 45’ of 3” AC paving at the north entrance of the Parking Structure and Parking Lot Y
REQUESTED BY: Riverside Community College
COST: $6,505
TIME EXTENSION: 0 days

#34 DESCRIPTION:  PCO 46
REASON: Provide new traffic barrier supports and move the existing barrier at Terracina Road
REQUESTED BY: Riverside Community College
COST: $5,143
TIME EXTENSION: 0 days

#35 DESCRIPTION:  PCO 47
REASON: Provide 10’ square x 5” thick concrete pad with a depressed 3/4” x 7 diameter for the new shot put ring
REQUESTED BY: Riverside Community College
COST: $3,000
TIME EXTENSION: 0 days

#36 DESCRIPTION:  PCO 48
REASON: Provide curb and jute mesh at south east corner of Terracina
REQUESTED BY: City of Riverside
COST: $3,333
TIME EXTENSION: 0 days

Total Amount $350,879.00
RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-4 Date: February 20, 2007

Subject: Lovekin Modulars Redistribution Project

Background: On January 29, 2007 the Committee on Resources discussed the distribution of the portables in the Lovekin Complex, which was created as a swing space during the Quad Modernization Project. The swing space provided alternative space for offices and classrooms housed in the Quad. The swing space consists of fifty-one (51) portables including two restroom facilities. As the Quad Modernization Project is nearing completion, the staff is developing a plan for a redistribution of the portables. Some units will remain on the Riverside City College campus to solve current space needs and future swing space use whereas others will be distributed to the Moreno Valley and Norco Campuses. Some are also being held in reserve for other uses such as at Ben Clark.

In preparation for moving units to the Moreno Valley and Norco campuses, staff proposes to engage Higginson + Cartozian Architects, Inc. to provide architectural design and engineering services to relocate fifteen of the modular classrooms and one restroom facility as follows:

- Moreno Valley Campus – Nine (9) modular classrooms and related site work
- Norco Campus – Six (6) modular classrooms, one restroom facility and related site work

Services provided by Higginson + Cartozian, Inc. would include design development, final design, preparation of construction documents and specifications, administering the process to obtain Division of State Architect (DSA) approval, assisting with the bidding process and monitoring quality assurance. A total project budget for the distribution of these portables will be presented at a later date. The fee for the design, architecture and engineering services is $136,000 ($63,000 for the Norco campus and $73,000 for the Moreno Valley).

Finally, staff will provide additional information concerning the distribution/disposition of remaining modulars in the near future.

Recommended Action: It is recommended that the Board of Trustees approve the agreement with Higginson + Cartozian Architects, Inc for architectural design and engineering services for the distribution of fifteen modular classrooms from the Riverside City Campus, Lovekin Complex to the Moreno Valley and Norco campus and the use of Measure C funds in an amount not to exceed $136,000 and authorize the Vice Chancellor, Administration and Finance to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor
Facilities Planning, Design and Construction
AGREEMENT BETWEEN

RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

HIGGINSON+CARTOZIAN ARCHITECTS, INC.

THIS AGREEMENT is made and entered into on the 21st day of February, 2007, by and between HIGGINSON +CARTOZIAN ARCHITECTS, INC. hereinafter referred to as Consultant and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the “District.”

The parties hereto mutually agree as follows:

1. Scope of services: Reference Exhibit I, attached.

2. The services outlined in Paragraph 1 will primarily be conducted at Consultants office(s), and on site at Riverside Community College Moreno Valley Campus and Norco Campus.

3. The services rendered by the Consultant are subject to review by the Associate Vice Chancellor, Facilities Planning, Design and Construction or his designee.

4. The term of this agreement shall be from February 21, 2007, to the estimated completion date of November 1, 2007, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of the Consultant.

5. Payment in consideration of this agreement shall not exceed $136,000 including expenses. Invoice for services will be submitted every month for the portion of services completed on a percentage basis. Payments will be made as authorized by the Associate Vice Chancellor, Facilities Planning, Design and Construction, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph 1, have been satisfactorily completed, as determined by Associate Vice Chancellor, Facilities Planning, Design and Construction.

6. All data prepared by Consultant hereunder, such as plans, drawings, tracings, quantities, specifications, proposals, sketches, magnetic media, computer software or other programming, diagrams, and calculations shall become the property of District upon completion of the Services and Scope of Work described in this Agreement, except that the Consultant shall have the right to retain copies of all such data for Consultant records. District shall not be limited in any way in its use of such data at any time provided that any such use which is not within the
purposes intended by this Agreement shall be at District’s sole risk, and provided further, that Consultant shall be indemnified against any damages resulting from such use. In the event Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall first obtain approval of District’s representative in writing.

7. All ideas, memoranda, specifications, plans, manufacturing procedures, drawings, descriptions, written information, and other materials submitted to Consultant in connection with this Agreement shall be held in a strictly confidential manner by Consultant. Such materials shall not, without the written consent of District, be used by Consultant for any purpose other than the performance of the Services or Scope of Work hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or Scope of Work hereunder.

8. Consultant shall indemnify and hold the District, its Trustees, officers, agents, employees and independent contractors or consultants free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of Consultant, its employees, agents or assigns, arising out of, pertaining to, or relating to the performance of Consultant services under this Agreement. Consultant shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its officers, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged negligence, recklessness or willful misconduct. The obligations to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.

9. District shall indemnify and hold Consultant, its officers, agents, and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of the District, its employees, agents, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District’s actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged negligence, recklessness, or willful misconduct. The obligations to indemnify and hold Consultant free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligent acts are fully and finally barred by the applicable statute of limitations.

10. Consultant shall procure and maintain comprehensive general liability insurance coverage that shall protect District from claims for damages for personal injury,
including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from Consultant’s activities as well as District’s activities under this contract. Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Such insurance shall provide for limits of not less than $1,000,000.

11. Abandonment: If the project is suspended for more than three months or abandoned in whole or in part, the Consultant shall be paid compensation for services performed prior to receipt of written notice from District of such suspension or abandonments, together with reimbursable expenses then due and all termination expenses resulting from such suspension or abandonment. If the project is resumed after being suspended for more than three months, the compensation shall be subject to renegotiation.

Termination of Agreement: This agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. On the event of termination due to the fault of parties other than the Consultant, the Consultant shall be paid his compensation for services performed to termination date, including reimbursable expenses due and all termination expenses. Termination expenses are defined as reimbursable expenses directly attributed to termination, plus an amount computed as a percentage of the total compensation earned to the time of termination.

12. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Higginson+Cartozian Architects, Inc.  Riverside Community College District

David Higginson
AIA, CEO
1455 Park Avenue
Redlands, CA 92373

James L. Buysse
Vice Chancellor
Administration and Finance
Exhibit I

Scope of Services

Scope of Project

During the Quadrangle Modernization Project, the Lovekin Complex was created to serve as a swing space with modulars for alternate space for offices and classrooms. Fifty-one portables consist within the Lovekin Complex and due to the near completion of the Quadrangle Project the District has developed a plan to move the swing space between campuses to solve current needs and future swing space use.

Consultant has designed placement of fifteen of the modular classrooms and one toilet facility at the following sites:

Moreno Valley Campus – Nine modular classrooms and related site work.
Norco Campus – Six modular classrooms and one modular toilet facility and related site work.

Scope of Services

Services provided by Consultant would include design development, final design, construction documents and specifications, administering the process to obtain Division of State Architect (DSA) approval, assisting with the bidding process and monitoring quality assurance.

Services to Include:
Architectural, Landscape, Civil, Technology/Data and Electrical Engineering.

Planning and Design Phase:
- Review the program furnished by the client to ascertain the requirement of the project and shall confirm such requirements with governing agencies and client for design concepts and approvals.
- Assist client in processing of Design Documents through the Governing Agency.

Design Development, and Construction Document Phase:
- Implementation of College program requirements.
- Development and preparation of construction documents, consisting of drawings and details as required for the construction and building permits.
- Assist client with Development of Specifications.
- Make required corrections and coordinate with governmental agencies for approvals and building permits.
- Provide onsite assistance and observation as needed to ascertain that construction is in general conformance with the intent of the construction documents. Six (6) observations are included. Other billed hourly as approved by client.
- Assist the client during project bidding to determine “or-equal” and status of products. Prepare addendum as needed to clarify certain aspects or questions which may arise during bidding.
- Assist client in filing the required documents for approval of governing agencies having jurisdiction of the project for building permits.
RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-5 Date: February 20, 2007

Subject: FY 2007-08 Budget Development

Background: Attached for the Board’s review is a copy of information presented at the
January 12, 2007, ACCCA workshop concerning the Governor’s “January” budget proposal for
FY 2007-08. Staff will lead a discussion of this proposal and its implications for California’s
community colleges. Additionally, if other budgetary information, such as the First Principal
Apportionment (P1) Report, becomes available on or before February 15, staff will bring same to
the Committee meeting for review and discussion.

Information only.

Salvatore G. Rotella
President

Prepared by: James L. Buysse
Vice Chancellor
Administration and Finance
Preface

The Governor’s Budget Proposal for 2007-08 proposes to limit General Fund spending to the amount of revenue the state will collect, with the exception that it proposes to use $840 million of funds available from previous years to pre-pay debt. By eliminating the state’s net operating deficit ($5 billion), setting aside a total reserve of $2.1 billion, and eschewing tax increases and new budgetary borrowing, the Administration believes this Budget puts California on the path to full fiscal recovery.

The education budget can still be characterized as “a starting point;” it does not provide community colleges with increases in funding similar to the 2006-07 Budget. The System, received more than $700 million in ongoing funding in 2006-07, while the starting point for 2007-08 is $377 million. The System’s budget request for 2007-08 totaled more than $700 million in ongoing funds.

Governor Schwarzenegger’s Budget Proposal for 2007-08 funds the Proposition 98 minimum funding level. But, due to relatively slow growth in Proposition 98 funding—and the continuing decline in statewide ADA/FTES—there is only enough new money to fund the 4.04% estimated statutory cost-of-living adjustment (COLA) for 2007-08, and little else. Outside of the funded COLA and growth funding, there appears to be very little in the way of new, ongoing funding being proposed for 2007-08.

Nonetheless, while California’s economy continues to improve, the demands on government in terms of expenditures are still increasing faster than revenues. The Governor has laid out an ambitious plan to provide health insurance coverage for California’s children and families, as well as improving prison facilities. The “devil” will be in the details to accomplish these goals.

Keep in mind, the COLA percentage could change a bit between now and the ultimate Budget adoption. And both the revenue and expenditure numbers for the current year will continue to change, necessitating a change in the state’s projected ending balance for the current year.

Since, this year’s starting point is not quite as good as last year’s, we do urge caution. The 2007-08 Budget proposal could be defined as a “status quo” budget. Thus, we advise districts to plan their budgets consistent with the Governor’s proposals (according to the System’s new funding formulas in SB 361), but to avoid making final commitments until all of the votes have been cast. The dynamics of the Governor’s budget proposal, combined with a new Legislature and the changing economic environment, make the adoption of the Governor’s Proposed Budget far less than a sure thing. Just as the Legislature will look for some room to maneuver, community colleges would be wise to do the same.

While we applaud efforts to maintain programs for students and hope that the reduction in student fees will provide greater access, it is important to realize that the work has only just begun.

Arnold Bray
Legislative Representative
Overview of the Proposed Community College Budget for 2007-08

The Governor’s Budget continues the state’s commitment to funding increases for enrollment growth, basic budget support, financial aid, and expansion of recent initiatives in career-technical education and nursing. Additionally, the Governor’s Budget proposes a new initiative to address pressing state needs—focusing on increasing the rate of meaningful educational outcomes for the most at-risk community college students.

For the California Community Colleges, the Budget includes $8.6 billion ($6.6 billion from General Fund and Proposition 98 sources), which reflects an increase of $322.3 million ($362.3 million General Fund and Proposition 98 sources) above the revised 2006-07 Budget. These amounts reflect a 3.9% total funding increase, including a 5.9% General Fund and Proposition 98 increase over the current year.

The overall increase in Proposition 98 funding for K-14 education is $1.8 billion. The community college share of Proposition 98 is at 11.06%, a level that has been attained only once since Proposition 98 was established—compared to the current-year share of 10.74%.

Community College Fees

The Budget proposes no fee increase. Community college fees for credit courses will remain at $20 per credit unit pursuant to an agreement reached in negotiations on the 2006 Budget Act. Community college fees remain the lowest in the nation and are 24% of the national average.

Major Adjustments

Budget Year

- $224.9 million for a cost-of-living increase (4.04%) for general-purpose Appropriations.
- $109.1 million for enrollment growth for appropriations (2%). This funding will enable community colleges to enroll an additional 23,000 full time equivalent (FTES) students. This level exceeds the 1.6% change in the adult population, and is in addition to the funding that is already in the system for the unrestored FTES from the prior three years. When the $109.1 million is added to the restoration funding that is already in the system, there will be the potential for at least 4% growth over the estimated level of current year FTES. The amount of actual restoration dollars available in 2007-08 will not be known until the First Principal Appropriation (P-1) in February.
- $19.6 million increase for Categorical Program enrollment growth (2%) and COLA (4.04%). These programs include basic skills, matriculation, disabled students programs and services, campus childcare tax bailout, and extended opportunity programs and services.
• $33.1 million redirection of surplus basic skills overcap incentive funding to support additional matriculation and support services for community college students. Of this amount, $19.1 million is specifically dedicated to additional counseling and tutoring services for those students most at risk of failing to complete a program.

• $9 million one-time current-year funding and $9 million in ongoing funding to support additional nursing program investments in community colleges. These funds are available in the community college base from the 2006 Budget Act set-aside actions and are now proposed to assist colleges in expanding enrollments by providing startup funding for new nursing programs, funding new clinical simulation laboratories, expanding services that will reduce attrition, and funding incentives to add more prerequisite science courses.

• $33.2 million increase to offset the remaining revenue reduction incurred by colleges in the budget year due to the reduction in student fees from $26 to $20 per unit in the spring of 2007 and other workload adjustments.

• $197.2 million reduction to apportionments to reflect estimated growth in local property taxes of an identical amount.

• $350,000 in ongoing funds for the Fiscal Crisis and Management Assistance Team (FCMAT) to ensure resources are available to respond to financial instability indicators.

Capital Outlay

The Governor’s Budget proposes funding 60 projects at a cost of $479.4 million from 2006 bond funds (Proposition 1B). In addition, the Governor is proposing that a new education facilities bond measure be placed on the 2008 and 2010 ballots that would generate approximately $6 billion earmarked for community college capital outlay projects. The Governor’s proposal would provide community colleges with more than 50% of the total amount ($11 billion).

State Bond Proposal for 2008

AB 100 (Núñez, D-Los Angeles) is working its way through the legislative process. The bill would enact the Kindergarten-University Public Education Facilities Bond Act of 2008. The bond act, if approved by the voters at the November 4, 2008, statewide general election, would provide for the issuance of $9,087,000,000 of state general obligation bonds to provide aid to school districts, county superintendents of schools, county boards of education, the California Community Colleges, the University of California, the Hastings College of the Law, and the California State University to construct and modernize education facilities.
Left Outs

The System Office requested funds for Career Development and College Preparation, Student Services allocation for newly accredited colleges, Basic Skills Initiative, Part-Time Faculty Office Hours/Health Insurance, Increase for Full-Time Faculty Positions, Compensation Equity for Part-Time Faculty, Mathematics Engineering Science Achievement (MESA), Economic Development, Technology, Reimbursement of State Mandates, Physical Plant/Instructional Equipment—none of these items were provided any new funding in the 2007-08 Budget.

Proposition 98

Proposition 98, adopted by voters in 1988, is a complex set of formulas that set the minimum funding level for K-14 education from year to year. Because of its dominant role in carving out state resources and setting budget priorities, it is often the subject of controversy and litigation.

In 2006, the Governor made peace with the education community by agreeing to restore funding for Proposition 98 that had been in dispute since 2004-05. Reaching this agreement was a major reason behind the sizable increases that schools received in 2006-07 in both ongoing and onetime funds. But, in addition, this agreement provided for allocating another $2.9 billion owed under Proposition 98 for 2004-05 and 2005-06 in annual payments over the next seven years, starting in 2007-08.

One would have thought that, after just settling this dispute with the education community, the Governor wouldn’t make any controversial proposals regarding Proposition 98 funding in 2007-08. But he did—and, in fact, his Budget Proposal includes the following two controversial proposals:

- First, the Budget proposes to shift all state support for Home-to-School Transportation from Proposition 98 to the Public Transportation Account (PTA), a state account funded from the sales tax on gasoline. This shift of $627 million would be followed by a downward rebenching of the minimum guarantee. The Budget asserts that “this proposal does not result in a reduction to Home-to-School Transportation nor any other Proposition 98 funded program.” This proposed shift does not appear to have any immediate impact on school funding, in that the Budget does include funding for the 4.04% (est.) COLA for transportation. But we expect that this proposal will be opposed by other agencies that would have otherwise received more funding from the PTA for mass transit construction and operation.

- Second, the Administration has proposed that $269 million in funding for the Stage II CalWORKS Child Care Program be paid for with Proposition 98 dollars rather than other state General Fund revenues, as in previous years. This shift clearly reduces resources that would be available to other K-14 education programs, and uses up virtually all of the growth in Proposition 98 funds beyond the amount needed to fund the COLA. It is likely that this proposal will be contested in the Legislature—and certainly will be protested by the Education Coalition.
It is interesting to note that the Administration states that current law provides for the downward rebenching of Proposition 98 when an entire program, namely Home-to-School Transportation, is shifted outside of Proposition 98. But since some of the Stage II CalWORKs Child Care Program is already funded through Proposition 98, the Administration asserts there is no need to rebench Proposition 98 upwards for this proposed shift.

**Proposition 98 Details**

For 2006-07, the Governor’s Budget estimates the Proposition 98 guarantee at $55.022 billion, an increase of 3.1% over the prior year. The guarantee is based on the application of Test 3, which adjusts funding based on the change in state General Fund revenues per capita and the change in ADA, with Test 3 being operative usually in times of weak revenue growth.

For 2007-08, the Governor’s Budget proposed to fully fund Proposition 98 based on Test 2, which reflects growth in the state economy more broadly. Specifically, this test increases prior-year funding based on the change in per capita personal income and the change in ADA. The Test 2 increase is estimated to be 4.58% under the Governor’s plan.

While in years of statewide ADA growth the Proposition 98 guarantee also is adjusted for that rate of growth, there were no downward adjustments when statewide ADA declined—for the first two years of such decline. In 2007-08, with this being the third consecutive year of ADA decline, the Proposition 98 minimum guarantee was reduced to reflect the estimated 0.39% statewide decline in ADA.

The Proposition 98 guarantee was also increased by $44 million in 2007-08 under the Maintenance Factor formula, wherein prior reductions to Proposition 98 get restored when state taxes grow faster than personal income (such as is the case for 2007-08). After factoring in this payment, there is still $310 million of Maintenance Factor remaining, meaning that Proposition 98 funding could increase by up to this amount if state taxes come in higher than currently expected.

Finally, the resultant Proposition 98 funding level for 2007-08 was reduced by the $627 million noted above to reflect the shift of Home-to-School Transportation to outside of Proposition 98. Total Proposition 98 funding in 2007-08 is proposed at $56.835 billion, with the General Fund contributing $41.190 billion, or 72.5%, and the balance funded from local property taxes.

The budget year’s Proposition 98 funding is certainly impacted by the two proposed funding shifts. Had the transportation shift not occurred, the K-12 portion of Proposition 96 would have increased by $2.963 billion and the community college share of Proposition 98 would have been less than 11.06%.
Budget Proposals for Non-Proposition 98 Programs

While this report is focused on the Proposition 98 portion of the Governor’s Budget, it is also important to consider what the Administration is proposing for other programs supported by the state’s General Fund, since decisions on funding levels for K-12 programs will not be made in a vacuum. Rather, they will be weighed against the other competing demands for state General Fund resources. Thus, this section examines the other areas of the State Budget.

The Governor’s Budget proposes an overall increase of only $50 million for Health and Human Services programs, an increase of 0.2%. The state’s three major programs in this area include CalWORKs, which assists low income families; SSI/SSP, which provide supplemental income for the aged, blind, and disabled; and Medi-Cal, the state’s primary health assistance program.

The Budget expands health care coverage by $36 million for a program established in 2006 that creates a two-county pilot program to allow parents to self-certify income and assets when enrolling their children into Medi-Cal and during the annual eligibility review process. The Budget proposes a reduction of $324 million related to reforming the CalWORKs program. One hundred and forty million dollars is also saved by suspending the July 1, 2007, CalWORKs cost-of-living adjustment.

Higher education, which includes the University of California (UC), the California State University (CSU), the California Community Colleges, and the state’s financial aid programs for those institutions, receives significant increases in the Governor’s Budget. The budget honors the “compact” with the higher education segments, providing full funding for the base and full enrollment growth. The Budget proposes a 7% fee increase for UC and 10% for CSU students, unlike last year, when the Budget proposed to buy out the scheduled fee increases.

This Budget offers something that is at least somewhat positive in nearly every area, with the exception of CalWORKs. While every public agency will likely make the case that it could and should have received more, few are the massive cuts of yesteryear. We think the real debate is not over the merits of funding programs either within or outside of Proposition 98—the real debate will be about the economics and politics of the Budget itself. It will also be a test of leadership for both the Governor and the Legislature.

Mandates

One year ago, the Governor released his proposed Budget for the state that included partial funding for mandate claims, a slight improvement over the prior years that saw the vast majority of claims go unpaid, as the state elected to defer payment to an unspecified future year. These deferrals were estimated to exceed $1 billion.

By the May Revise, General Fund revenues had improved so significantly that the Governor proposed to eliminate the accumulated mandate debt entirely. Ultimately, the adopted 2006-07 Budget contained $4 million to reimburse community college mandate claims.
The Governor's Budget for 2007-08 unfortunately returns to the years of the recent past, deferring payment on mandate claims. Like 2004-05 and 2005-06, the Budget proposes to defer payment on 38 specific mandates. The Governor's Budget contains a token $1,000 for each of the 38 mandates, which is insufficient to pay the claims but requires districts to carry out the mandate without added state funding nonetheless. Based on the 2006-07 estimate of annual new claims, the Budget Proposal would result in unfunded mandates totaling $290 million, roughly $130 million from 2006-07 and $160 million from 2007-08.

The Budget also reflects the fiscal consequences of actions taken by the Commission on State Mandates last summer to eliminate reimbursement for three previously funded mandates—the Mandate Reimbursement Process, the Open Meetings Act, and the School Accountability Report Cards. At the direction of the Legislature, in language contained in a trailer bill to the 2005 Budget Act, the Commission revisited these mandates and reversed its prior decision, finding them no longer reimbursable. School districts, however, are not relieved of carrying out these duties, as they are required by the State Constitution or sections of state law that do not require reimbursement, according to the Commission's decision.

Again, like last year, during the May Revision we expect the Governor to reassess his priorities in light of the current economic projections. We are hopeful that mandates will be given favorably consideration at that time. In the meantime, we recommend that districts continue to file claims.

Lottery Funding

Lottery funding is a particularly volatile funding source. We saw the last significant increase in Lottery funding in the 2003-04 fiscal year. In the most recent years, the Lottery Commission had assumed that the new "Mega Millions" game would increase sales, thereby increasing revenues to school agencies. Revenue increased only slightly, but since ADA/FTES decreased from year to year, revenues per ADA/FTES actually increased.

The first quarter of 2006-07 is showing a 12% decline in Lottery sales. This is the very characteristic of Lottery funding, which references the idea that school agencies should be prudent in the use of these dollars for ongoing expenditures. As a result, the 2006-07 first quarter Lottery payment was $34.12 per ADA/FTES (unrestricted). This is approximately $4.59 less than the first quarter of 2005-06.

While there is still time for revenues to materialize for the entire year as originally projected, just as we have seen in prior years, the drop in first quarter payments is cause for concern. Therefore, at this time, we are projecting a per-ADA/FTES amount of $148 per annual ADA/FTES, down from our earlier estimate of $154 per ADA/FTES. The $148 would be allocated as $123.25 per annual ADA/FTES unrestricted and $24.75 per annual ADA/FTES for Proposition 20 restricted funding. The 2006-07 projected amounts may be revised as the year progresses and updates will be made based on any changes in revenues and/or annual ADA/FTES.
For the 2007-08 fiscal year, the estimated projections have not yet been made available from the Lottery Commission. Based on our reduced estimates for 2006-07, we estimate that funding will again be a total of $148 per annual ADA/FTES in 2007-08, but with a slight change to the distribution between unrestricted and Proposition 20 funding. The estimated per annual ADA/FTES unrestricted amount is $123.20 and the per annual ADA/FTES for Proposition 20 is $24.80. We recommend that districts budget for these amounts. The Governor’s Budget funds 2007-08 Lottery at the same amount as 2006-07 ($173.9 million).

STERS AND PERS

Prior to the release of the proposed State Budget, the Governor issued an executive order to establish the Public Employee Post-Employment Benefits Commission to address the issue of unfunded liabilities faced by California’s public employers for other postemployment benefits, mainly health benefits for retirees.

The commission consists of 12 members, six of whom are appointed by the Governor and three by the leader of each house. The Governor appoints a chairperson. The Commission is to identify the amount of unfunded liabilities for all of California’s public agencies for other postemployment benefits, identify various approaches for addressing the unfunded liabilities, compare the advantages and disadvantages for each approach, and propose a plan or plans for addressing the unfunded benefits. This work is to be completed and submitted to the Governor and the Legislature by January 1, 2008.

STERS

- Combined unfunded portion of future liability for pensions is $49 billion
- STRS intends to increase member contributions by one-half of 1% (for a total contribution of 8.5%) starting July 1, 2009
- STRS intends to increase employer contributions by one-half of 1% per year starting July 1, 2009, to a maximum of 13% to 14.25%

PERS

- PERS board will adopt employer contribution rate for 2007-08 in May 2007, as usual
- No long term plan announced yet to address unfunded liability
Community College
Local Assistance Budget
# California Community Colleges

## Local Assistance Budget (in thousands)

### Per Governor’s Proposed Budget for 2007-08

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>COLA (4.0%) on Apportionments</td>
<td>224,900</td>
</tr>
<tr>
<td>Growth (2%) and COLA (4.04%) on Selected Categorical Programs</td>
<td>19,890</td>
</tr>
<tr>
<td>Growth (2%)</td>
<td>198,132</td>
</tr>
</tbody>
</table>

| Academic Senate                                                          | 467     |
| Baccalaureate Pilot Program                                             | 100     |
| Basic Skills and Apprenticeship*                                       | 15,239  |
| Career Technical Education                                              | 20,000  |
| Childcare Tax Bailout Funds                                             | 6,804   |
| Dissatisfied Students Programs and Services                            | 114,472 |
| Ecotourism Development                                                  | 46,716  |
| Extended Opportunity, Programs and Services and Special Services       | 119,927 |
| Faculty and Staff Diversity                                             | 7,747   |
| Fiscal Office and Management, Assistance Team                          | 350     |
| Foster Care Education                                                  | 4,754   |
| Fund for Student Success                                                | 6,158   |
| Incapitation                                                            | 134,436 |
| Nursing Program Support**                                               | 25,836  |
| Part-time Faculty Compensation                                         | 50,828  |
| Part-time Faculty, Health Insurancce                                    | 1,000   |
| Part-time Faculty Office Hours                                          | 7,172   |
| Scheduled Maint./Special Repairs/Instructional Equip./Library Materials | 27,345  |
| Special Services for CalWORKS                                          | 43,586  |
| Student Financial Aid Administration                                   | 51,308  |
| Telecommunications & Technology Infrastructure                          | 26,197  |
| Transfer Education and Articulation                                    | 1,424   |

* $33,110 shifted from surplus Basic Skills overlap incentive to Matriculation, counseling, and tutoring.

** Plus $9 million in one-time funds.
2007-08 System Budget Request
And
Governor’s Budget Comparison
California Community Colleges  
2007-08 System Budget  
Summary of Recommended Funding Increases  
(Dollars in Thousands)

<table>
<thead>
<tr>
<th>Strategic Plan Goal Area/ Budget Item</th>
<th>Ongoing Funds</th>
<th>One-Time Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>College Awareness and Access</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fee reduction backfill</td>
<td>$40,000</td>
<td></td>
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<tr>
<td>COLA (5%)</td>
<td>$298,000</td>
<td></td>
</tr>
<tr>
<td>Enrollment growth (5%)</td>
<td>$170,000</td>
<td></td>
</tr>
<tr>
<td>Career Development and College Preparation</td>
<td>$30,000</td>
<td></td>
</tr>
<tr>
<td>Establish COLA and growth for CalWORKs, financial aid administration and Foster Care Education/Training</td>
<td>$5,635</td>
<td></td>
</tr>
<tr>
<td>Student Services allocations for newly accredited colleges</td>
<td>$873</td>
<td></td>
</tr>
<tr>
<td><strong>Student Success and Readiness</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic skills initiative*</td>
<td>*</td>
<td></td>
</tr>
<tr>
<td>Matriculation/ counseling/placement</td>
<td>$14,000</td>
<td></td>
</tr>
<tr>
<td>Part-time faculty office hours/health insurance</td>
<td>$12,000</td>
<td></td>
</tr>
<tr>
<td>Increase full-time faculty positions</td>
<td>$45,000</td>
<td></td>
</tr>
<tr>
<td>Compensation equity for part-time faculty</td>
<td>$50,000</td>
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<tr>
<td>Mathematics Engineering Science Achievement (MESA)</td>
<td>$2,200</td>
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<tr>
<td><strong>Partnerships for Economic and Workforce Development</strong></td>
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<tr>
<td>Career Technical Education Equipment</td>
<td></td>
<td>$20,000</td>
</tr>
<tr>
<td>Economic Development -- regional clearinghouses**</td>
<td>$2,000</td>
<td>**</td>
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<tr>
<td><strong>System Effectiveness</strong></td>
<td></td>
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<tr>
<td>Academic Senate – COLA</td>
<td>$23</td>
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<tr>
<td>Technology items</td>
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<tr>
<td>Professional and staff development</td>
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<tr>
<td><strong>Resource Development</strong></td>
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<td></td>
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<tr>
<td>Fiscal Crisis Management Assistance Team (FCMAT)</td>
<td>$570</td>
<td></td>
</tr>
<tr>
<td>Reimbursement of state mandates</td>
<td>$16,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>Instructional Equipment/ Facilities Maintenance</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td>$710,601</td>
<td>$99,650</td>
</tr>
</tbody>
</table>

* "Convert" funds that otherwise would be budgeted in 2007-08 for basic skills "over-cap" (about $33 million) to cover start-up and partial-year costs of new Basic Skills Initiative, with understanding that an infusion of a similar amount of new funds will be needed in 2008-09 to meet annualized costs.

** Assumes approximately $1.1 million of match from non-Proposition 98 sources, for total of $3.1 million.
## 2007-08 California Community College Budget

### Comparison of System Budget Request to Governor’s Budget - Preliminary Draft

*(dollars in thousands)*

<table>
<thead>
<tr>
<th>Budget Items</th>
<th>System Request</th>
<th>Governor’s Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>On-Going Funds</td>
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<td>Fee Reduction Badcift</td>
<td>$40,000</td>
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<td>COLA (System Request 5%; 4.04% CB), includes categoricals</td>
<td>298,000</td>
<td></td>
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<tr>
<td>Growth (System Request 3%; 2% CB), includes categoricals</td>
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<td>Reimbursement of state mandates</td>
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<td>Physical Plant/Instructional Equipment</td>
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<tr>
<td>Nursing Initiative***</td>
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<td></td>
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<td>CalPASS</td>
<td></td>
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</tr>
<tr>
<td><strong>Total</strong>*</td>
<td>$710,601</td>
<td>$99,650</td>
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</table>

* Convert funds that otherwise would be budgeted in 2007-08 for base skills overpay ($33.1 million) to cover start-up costs of new base skills initiative.

**Eliminate $9 million in funds made available 2006-07 for career/technical education for nursing initiatives: One-time funds of $9 million are also made available for nursing. This does not represent new funds.

***Governor’s Budget, on-going funds, is adjusted by $10 million to use to Prop. 96 epsl
2007 SSC Community College
Financial Projection Dartboard
2007 SSC Community College Financial Projection Dartboard
Governor's Budget Version

This initial 2007 version of SSC's Financial Projection Dartboard is based on the Governor's Budget Proposal for 2007-08. We have updated the COLA, CPI, and 10-year T-bill factors per the latest economic forecasts, and this resulted in changes to virtually every factor for 2007-08 and thereafter. SSC staff relies on various state agencies and outside sources in developing these factors, but we assume responsibility for them with the understanding that they are, at best, general guidelines.

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<tbody>
<tr>
<td>Statutory COLA</td>
<td>5.92%</td>
<td>4.04%</td>
<td>2.7%</td>
<td>2.5%</td>
<td>2.7%</td>
<td>2.9%</td>
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<td>California CPI</td>
<td>3.2%</td>
<td>2.6%</td>
<td>2.4%</td>
<td>2.5%</td>
<td>2.6%</td>
<td>2.7%</td>
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<td>$123.00</td>
<td>$123.00</td>
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<td>PERS Employer Rate²</td>
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<td>$25.00</td>
<td>$25.00</td>
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<td>Interest Rate for 10-Year</td>
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<td>9.0%</td>
<td>9.0%</td>
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<tr>
<td>Treasuries</td>
<td>4.6%</td>
<td>5.1%</td>
<td>5.4%</td>
<td>5.4%</td>
<td>5.4%</td>
<td>5.4%</td>
</tr>
</tbody>
</table>

¹ The forecast for Lottery funding per FTES includes both base (unrestricted) funding and the amount restricted by Proposition 20 for instructional materials. Lottery funding is based on prior year actual annual FTES.

² We expect future PERS rates to increase, but do not have estimates at this time.
Governor’s Proposed Initiatives
Governor’s Proposed Budget
Background Information - Initiatives

Career Technical Education Initiative

In an ever-evolving economy, California students need multiple pathways to rewarding and productive careers. The Administration remains committed to expanding opportunities for high school and community college students to take high-quality, academically rigorous career technical education (CTE) courses.

Since the Governor launched his CTE initiative in 2005, the state has made significant investments aimed at reinvigorating CTE programs. Chapter 352, Statutes of 2005 (SB 70) marked the beginning of the Governor’s CTE Initiative, providing $20 million for CTE courses in high schools and Community Colleges. At the heart of this initiative are “2 + 2” programs that offer articulated series of courses beginning in a high school and continuing at a community college.

As a result of the investments in the 2005-06 budget and those described for the current year budget, the state has begun to restore the capacity and vitality that many CTE programs had lost due to decades of erosion in these programs. California is making significant progress in building CTE programs that will provide students with additional options and opportunities and help to meet the evolving demands of California business and industry.

The Governor’s Budget proposes $52 million to expand CTE course offerings and programs. These resources include $20 million in the CCC’s base funding for SB 70 programs as well as $32 million in new funding provided pursuant to Chapter 731, Statutes of 2006 (SB 1133). The Administration proposes that these funds be used for the following activities:

- Expanding the number of CTE courses offered in middle schools, high schools, and community colleges.
- Building stronger partnerships between the business sector and educational institutions.
- Planning and implementing CTE curriculum for emerging industries.
- Expanding internship opportunities for students.
- Establishing career exploration opportunities for middle school students.
- Creating career-themed high schools.
- Establishing streamlined pathways for becoming a CTE teacher.
- Creating several pilot career academies for young adults and high school dropouts who are unable to maintain living wage employment due to academic deficiencies.

CCC Student Success Initiative

The Governor’s Budget proposes to redirect $33.1 million in underutilized, ongoing funds for improving student outcomes. These funds are currently dedicated for student instruction that exceeds district funding limits and are not projected to be needed in the foreseeable future. Instead, this amount is proposed to help the most at-risk, first-time students that are in transition from high school to define and complete specific academic goals with the following services:

- $14 million is provided for additional core Matriculation Program services, which includes orientations, counseling, and academic assessment, referrals to specialized services, evaluation of study skills, and advising on course selection.
- $19.1 million is provided for targeted counseling services to help assess career options, evaluate aptitudes, and form an academic plan of study for career preparation for those students that are most at risk of failing to complete a meaningful education program. This funding would provide hands-on tutoring to assist these young adults in progressing through
their plan and achieving their goals. Accountability measures for improved outcomes for these students are proposed to be incorporated into the new CCC accountability system.

**Nursing Initiative**

Building on investments made in the current year budget described previously, the Governor's Budget proposes $9 million in ongoing funding and $9 million in one-time current year funding to support additional nursing instructional capacity in community colleges. The CCC, with 74 existing nursing programs, are the leaders in training and educating the nursing workforce. Recognizing their mission and capacity to provide additional training and services to meet the documented clinical nursing shortage, the Budget proposes:

- $3 million in ongoing funding for additional services to reduce enrollment attrition ($5.2 million) and for incentives to increase costly enrollment course sections that are prerequisite to enrolling in nursing programs ($3.8 million).
- $9 million in one-time funding for start-up costs for five new nursing programs ($5 million) and for development of four new regional clinical simulation laboratories ($4 million).

Source: California Community College Chancellor's Office
Subject: Approval of Professional Design Services and Educational Planning Consultants to Develop Long Range Educational Program, Growth, and Capital Plans for Norco, Riverside and Moreno Valley Campuses

Background: On February 21, 2006, the Board of Trustees adopted a planning process that included the development of Long Range Educational Program, Growth, and Capital Plans for the District’s three campuses in preparation for the move to a three college system. On August 1, 2006, the District sent out Requests for Proposals (RFP) (attached) for Consultants to assist the Office of Facilities Planning, Design and Construction and the District’s Norco, Riverside and Moreno Valley campuses in preparing campus long range educational program, growth, and capital plans. The plans will include an examination of potential academic program development, potential for maximum growth at build out for each of the campuses, and a capital program that will identify preferred land use, potential building sites, circulation plans, ADA accessibility plans, as well as capacity and massing plans to support the academic program needs of each campus.

The District subsequently received ten responses. Each of the three campuses received a set of the ten submittals for review by the campus screening committee. The same four firms were invited for interviews by the Norco, Riverside, and the Moreno Valley Campuses with Moreno Valley Campus inviting an additional firm. The firms were selected to be interviewed based on their team profiles and team experiences within the California community college system and the Division of State Architect.

Interviews were held at the Norco and Riverside Campuses on October 27, 2006, and at the Moreno Valley Campus on November 3, 2006. After presentations and discussions, the screening committees from each campus recommended that the following firms be approved for hire to assist in the development of the Long Range/Master Plan project for particular campuses. Attached are draft contracts reflecting their assignments (final contracts will be available for Board Committee review on February 15, 2007).

Norco Campus: MDA Johnson Favaro – Culver City, CA, Fee: $362,867
Riverside Campus: Steinberg Architects – Los Angeles, CA Fee: $807,532
Moreno Valley Campus: Maas Companies, Inc. – North Fork, CA Fee: $289,985

The Funding Source: Measure C
Subject: Approval of Professional Design Services and Educational Planning Consultants to Develop Long Range Educational Program, Growth, and Capital Plans for Norco, Riverside and Moreno Valley Campuses (continued)

Recommended Action: It is recommended that the Board of Trustees approve 1) the attached agreement and fee of $362,867 with MDA Johnson Favaro to prepare a long range educational program, growth, and capital plan for the Norco Campus; 2) the attached agreement and fee of $807,532 with Steinberg Architects to prepare a long range educational program, growth, and capital plan for the Riverside Campus; 3) the attached agreement and fee of $289,985 with Maas Companies, Inc. to prepare a long range educational program, growth, and capital plan for the Moreno Valley Campus; 4) funding of the agreements with Measure C Funds; and 5) authorize the Vice Chancellor, Administration and Finance to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor
Facilities Planning, Design and Construction
1. BACKGROUND AND INTRODUCTION:

The Riverside Community College District (RCCD) Office of Facilities Planning, Design and Construction on behalf of the RCCD Board of Trustees and the District’s three campuses requests proposals from qualified consultants to assist the Office of Facilities Planning, Design and Construction and the District’s three campuses in preparing campus long range educational program, growth, and capital plans for the District’s three campuses. The plans will include an examination of potential academic program development, potential for maximum growth at build out for each of the campuses and a capital program that will identify preferred land use, potential building sites, circulation plans, as well as capacity and massing plans to support the academic program needs of each of the campuses.

The Riverside Community College District is located in the County of Riverside, in what is referred to as the Inland Empire, the fastest growing area in California. In the past decade the District has grown by fifty percent in Weekly Student Contact Hours (WSCH). The District operates three separate campuses: Riverside City Campus, Moreno Valley Campus, and Norco Campus, and four other Learning Centers in the surrounding communities, and maintains a system office building and district office building in downtown Riverside. The District serves 32,000 students each semester.

The Riverside City Campus is the oldest of the campuses and is the site of the original college. Located on 118 acres in the City of Riverside, the campus opened in 1916 and is known for its historic A.G. Paul Quadrangle. Today it serves more than 18,000 students each semester and has 36 buildings.
Located in the City of Moreno Valley, the 132 acre Moreno Valley Campus opened in 1991, it is known for its growing numbers of health, human, and public service programs and serves more than 7,000 students each semester in 11 buildings. It is also operates three off site learning centers.

Since opening in March 1991, the 141 acre Norco Campus has grown to serve more than 8,400 students, it has 10 buildings, and is in the planning stages for Phase III expansion in order to accommodate more students.

Currently the District is in transition from a single college with multiple campuses to a District with three autonomous colleges. This transition period is expected to be completed within the next 2-3 years. The above referenced planning effort will assist the campuses to move toward college status by looking at the potential for program development and expansion, planning for additional growth to maximum capacity, and planning for the ultimate capital expansion of each of the campuses/colleges.

In 2003 the District initiated a planning process that would update the “Educational Master Plan of the District 1997-2005 and Beyond.” The intent of the process was to build upon a learner-centered curriculum framework, focusing on planning that would help shape the direction of the emerging colleges. This effort produced the “Riverside Community College District Academic Master Plan 2005-2010.” The Academic Master Plan is an aggregation of academic department plans, which serves as the foundation for additional and ongoing planning at the campus/college and District levels. It is intended to be flexible in adjusting to changing times, capable of responding to internal and external challenges and opportunities, and dynamic in meeting the educational goals of students. To that end, it is intended to be a fluid document, undergoing regular department review, update and change.

The District and its three campuses/colleges are ready to move to the next level of planning which will examine the potential of additional educational program development, growth and capital development. With the passage of its Measure “C” Bond in March 2004 the District can now seriously consider the potential for full capital development of its campuses/colleges.

2. PROPOSED PROJECT:

The selected consultant(s) will be required to produce written, graphic, and digital documentation of updated educational plans, growth plans to ultimate build out, and capital plans to accommodate maximum student enrollment. The consultant(s) will assist the campuses/colleges in the planning process through adoption of the plans by the District’s Board of Trustees.

The consultant(s) will work with the campus/college leadership, Academic Planning Council and Strategic Planning Committee, and the District’s Strategic Planning Executive Committee to develop and/or revise educational plans, growth plans, and
capital plans through participation in open forums, committee meetings and public review.

The final product will include, but not be limited to: a planning document that will outline each campus/college educational plan, provide a capital plan that illustrates the potential building and infrastructure capacity of each of the campuses/colleges to accommodate potential education plan expansion, and potential maximum growth.

The educational plan component will include but not be limited to: College/Campus background and history, mission, vision, description/assessment of existing conditions, external influences, internal influences, analysis of current program status to preferred future program status, and responses to move from current situation to future programs.

The capital plans will include, but not be limited to: site analyses, site utilities, appropriate land use designations and placement; maximum buildable areas available; appropriate massing, building height and constraints for each available building site; allocation of building areas to maintain an open space structure; a density appropriate to pedestrian oriented campuses/colleges; building and landscape design standards; pedestrian and vehicular circulation (including bicycle, service and emergency) and parking locations; recreation and athletic facilities, child care facilities, and performing arts venues; synergistic uses and potential adjacencies for program interaction and facility efficiency.

The plans will include, but not be limited to: an Education Plan, a Land Use Map, a Building and Massing Plan, a Utility Infrastructure Plan and a Circulation Plan for each of the campuses/colleges.

The campuses/colleges will be open to suggestions by the consultant(s) to additional and/or modified areas of analysis based on their review of the project.

Planning Team and Process:

The consultant(s) team should include appropriate individuals familiar with educational program planning in the California Community Colleges and technical planning expertise in landscape planning, facility planning and design, long range planning and design and infrastructure engineering, planning and design. The consultant’s proposal should include a description of the recommended approach to developing the planning process and outcomes that are described above. The planning process will require interactive meetings, planning charettes, open forums, workshops and presentations.

The proposal submitted by prospective consultant(s) should anticipate a minimum start-up period of two to three weeks for orientation meetings with the Office of Facilities Planning, Design, and Construction staff and campus/college leadership before the formal planning process begins.
During the course of the process the consultant(s) will be responsible for producing all meeting minutes and associated handouts in an electronic format consistent with RCCD standards for review and distribution by the RCCD Office of Planning, Design, and Construction.

3. SCOPE OF REQUIRED SERVICES:

Program Definition/Data Collection: Through meetings with the campus/college leadership, faculty and staff, and through the review of existing program documents, data and other applicable sources the consultant(s) will obtain necessary program information and help to refine that program information into an educational plan and examine the potential for maximum campus/college enrollment within the context of available buildable space. The educational plan information and growth capacity information will be used to determine the type and amount of building space that would be needed as the campus/college matures to final build out. The information will translate into space requirements, land use, adjacencies, capacity/massing, circulation, infrastructure and utility requirements.

Site Analysis including Massing Analysis and Future Expansion: The consultant(s) will examine campus physical attributes and constraints, surrounding context, and existing and potential future program needs. As part of the capacity/massing study, potential building sites would be identified and would show utility service connections and identify potential site issues. The study will provide total site capacity information for potential development.

Final Product: The consultant(s) will prepare a draft and final planning document which will include, but not be limited to, the following elements:

- Executive Summary
- Introduction
- Planning Context and Determinants
- Education Plan and Academic Program Development
  - Background Campus/College
  - History
  - Status/Dynamics
  - Explanation for the Educational Plan Effort
- Mission of the Campus/College
- Vision of the Campus/College
- Description/Assessment of Existing Conditions
  - External Conditions
- Campus/College Programs (the internal community)
- Analysis of Current Status in Relation to Identified and Preferred Future Responses to Move from Current Situation to Future Programs
- Objectives for Each Major Program (growth, stabilization, reduction, or development

RCCD Long Range Planning RFP
Future Activities
Reports
Revisions of Educational Plans
Goals of Physical Development
Planning Principles
Building and Landscape Design Standards
Landscape and Open Space
Land Use
Capacity and Massing
Transportation and Circulation
Recreation, Performance, and Athletics Facilities
Parking
Infrastructure and Utilities

4. PROPOSED SCHEDULE

It is anticipated that the following schedule will be maintained:

Project Orientation (1)          October, 2006
Planning Meetings (2)           October 2006-February 2007
Public Forums and Comment (4)   April 2007, - May, 2007
Individual Campus/College Presentations (6) June 2007
Individual Campus/College Presentations (7) July 2007
Plan Adoption by the Board of Trustees (8) August 2007

(1) Orientation Meetings with Facilities Planning, Design, and Construction staff and campus/college leadership.
(2) Planning sessions with campus/college leadership, academic planning councils, strategic planning committees, and others as required.
(3) Draft Plans developed and available for campus/college review and comment.
(4) Draft Plans revised and made available for public review and comment.
(5) Final Plans developed and made available for campus/college review and approval.
(6) Individual campus/college presentations to Strategic Planning Executive Committee.
(7) Individual campus/college presentations to the Board of Trustees.
(8) Board Action

5. SUBMITTAL FORMAT AND SELECTION CRITERIA

Available Documents:

The following documents are available for review through the RCCD Office of Facilities Planning, Design, and Construction
Riverside Community College District Academic Master Plan 2005-2010
Riverside Community College District College District Facilities Master Plan
October 2001
Riverside Community College District Strategic Plan 2003-04
Riverside Community College District Strategic Initiatives 2005
Program Review Documents (These are academic program reviews that are taking
place in preparation for the campuses/college accreditation review. Currently 15
of these are complete the remainder are to be completed by the end of the current
academic year.
Measure “C” Bond Documentation
Internal Scan done in preparation for Measure “C”
External Scan done in preparation for Measure “C”

Qualifications:
Prospective consultant(s) should assemble a planning team that has the following
qualifications:

1. Outstanding credentials in Community College campus/college educational program
   planning, long range planning and master planning.

2. Significant experience in the preparation of education plans, long range and master
   plans for California Community Colleges.

3. Exceptional qualifications in large scale site planning and development including
   capacity and massing study experience.

4. Nationally recognized expertise in sustainable development (green facilities) and
   livable campus environments.

5. Public involvement and communications expertise.

Highest consideration will be given to consultants with demonstrated understanding of
campus/college educational planning, master planning and long range development plans,
experience with academic program development, academic facilities requirements,
capacity and massing studies, planning and architectural data gathering, analytical
methodologies, familiarity with California Community Colleges, and responsiveness to
the needs of the District’s three campuses/colleges.

Proposal Format:
Consultant(s) proposals should be concise and contain the following sections in order as
shown:
1. **Introduction** – Describe philosophy of consultant/firm and areas in which consultant/firm excels. Describe what is unique about the consultant/firm as it relates to this specific engagement.

2. **Approach** – Describe specific techniques to be employed. Outline anticipated work plan and schedule. Describe how your team will work with the campus/college leadership, faculty and staff to manage and conduct the planning process and keep the project on schedule to present results to the Board of Trustees in August 2007.

3. **Statement of Qualifications/Team Description and Relevant Professional Experience** – Provide names and educational background of each team member, including sub consultants, if applicable. Describe experience of each team member relative to college/campus long range and master planning and the proposed role for each team member.

4. **Project Experience** – List projects in chronological order in which team members were involved. Indicate whether project was done by firm or by team member when employed in another firm.

5. **Client Relationships and References** – Provide names, addresses, telephone numbers, and email addresses of at least four clients who can evaluate work that has been completed by the consultant(s)/firm in the past five years.

6. **Illustrative Materials** – Provide a limited representation of promotional photos and drawings, and examples of educational program materials, that illustrate long range and master planning work of the consultant(s)/firm with California Community Colleges.

**Fee Proposal:**

Provide one copy of the total fee proposal with supporting details in a separate, clearly identified envelope. Estimates should be provided for time and work effort required, hourly billing rates, and estimated reimbursable expenses, (e.g., printing and copying expenses) not covered by fees. Please provide the fee proposal for servicing one, two or all three of the campuses/colleges. Identify the fee by campus/college: Riverside City Campus, Moreno Valley Campus, Norco Campus.

**6. SELECTION PROCESS**

All proposals will be examined for merit and ranked by a screening committee according to quality and responsiveness. The top proposals will be placed on a short list of finalists and will be called for interviews. Each of the District’s campuses/colleges will be engaged in selecting the consultant(s) that will work with that specific campus/college.
Team members giving the presentation shall consist of those who will actually direct and complete the planning process. Upon completion of the interviews, fee proposals will be evaluated. The firm or firms selected as first choice will be notified and asked to negotiate final terms of the contract with the Vice Chancellor Administration and Finance or his representative. Contracts will be forwarded to the Board of Trustees for approval and authorization to proceed.

Schedule for Consultant(s)/Firm(s) Selection:

- Announcement of RFP: August 1, 2006
- Proposals Due: September 15, 2006
- Shortlist: September 29, 2006
- Interviews: October 2, 2006-October 13, 2006
- Final Selection: October, 2006
- Board Approval: October 2006

RCCD has the sole authority to select the final consultant(s)/firm(s) and reserves the right to reject any and all submittals.

7. SUBMISSION OF PROPOSALS

Interested consultants should submit six (6) copies of their bound proposal, including one original with original signatures, to RCCD by the due date. Proposals should be clearly labeled “RESPONSE: REQUEST FOR PROPOSALS CONSULTANT(S) FOR THE DEVELOPMENT OF CAMPUS LONG RANGE PROGRAM, GROWTH, AND CAPITAL PLANS RIVERSIDE CAMPUS/MORENO VALLEY CAMPUS/NORCO CAMPUS” and delivered to RCCD in the following manner:

By U.S. Mail or other delivery service such as UPS, FedEx, etc., to

Purchasing Office
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

ALL RESPONSES MUST BE RECEIVED BY September 15, 2006, 2:00 PM
No oral, telegraphic, electronic, facsimile or telephone statements will be considered. Any Proposals received after 2:00 PM, September 15, 2006 will not be considered and will be returned unopened.

All submittals become the property of the Riverside Community College District.
Questions regarding this RFP may be directed to:

Rick Hernandez, Director Capital Planning  
Office of Facilities Planning, Design, and Construction  
Riverside Community College District  
Phone 951 222-8471  
email: Rick.Hernandez@rcc.edu.
DRAFT

AGREEMENT BETWEEN

RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

MDA JOHNSON FAVARO

THIS AGREEMENT is made and entered into on the 21st day of February, 2007, by and between MDA JOHNSON FAVARO hereinafter referred to as Consultant and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the “District.”

The parties hereto mutually agree as follows:

1. Scope of services: Reference Exhibit I, attached.

2. The services outlined in Paragraph 1 will primarily be conducted at Consultant’s office(s), and on site at Riverside Community College Norco Campus.

3. The services rendered by the Consultant are subject to review by the Associate Vice Chancellor, Facilities Planning, Design and Construction or his designee.

4. The term of this agreement shall be from February 21, 2007, to the estimated completion date of February 29, 2008, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of the Consultant.

5. Payment in consideration of this agreement shall not exceed $362,670 including expenses. Invoice for services will be submitted every month for the portion of services completed on a percentage basis. Payments will be made as authorized by the Associate Vice Chancellor, Facilities Planning, Design and Construction, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph 1, have been satisfactorily completed, as determined by Associate Vice Chancellor, Facilities Planning, Design and Construction.

6. All data prepared by Consultant hereunder, such as plans, drawings, tracings, quantities, specifications, proposals, sketches, magnetic media, computer software or other programming, diagrams, and calculations shall become the property of District upon completion of the Services and Scope of Work described in this Agreement, except that the Consultant shall have the right to retain copies of all such data for Consultant records. District shall not be limited in any way in its use of such data at any time provided that any such use which is not within the
purposes intended by this Agreement shall be at District’s sole risk, and provided further, that Consultant shall be indemnified against any damages resulting from such use. In the event Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall first obtain approval of District’s representative in writing.

7. All ideas, memoranda, specifications, plans, manufacturing procedures, drawings, descriptions, written information, and other materials submitted to Consultant in connection with this Agreement shall be held in a strictly confidential manner by Consultant. Such materials shall not, without the written consent of District, be used by Consultant for any purpose other than the performance of the Services or Scope of Work hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or Scope of Work hereunder.

8. Consultant shall indemnify and hold the District, its Trustees, officers, agents, employees and independent contractors or consultants free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of Consultant, its employees, agents or assigns, arising out of, pertaining to, or relating to the performance of Consultant services under this Agreement. Consultant shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its officers, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged negligence, recklessness or willful misconduct. The obligations to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.

9. District shall indemnify and hold Consultant, its officers, agents, and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of the District, its employees, agents, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District’s actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged negligence, recklessness, or willful misconduct. The obligations to indemnify and hold Consultant free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligent acts are fully and finally barred by the applicable statute of limitations.

10. Consultant shall procure and maintain comprehensive general liability insurance coverage that shall protect District from claims for damages for personal injury,
including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from Consultant’s activities as well as District’s activities under this contract. Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Such insurance shall provide for limits of not less than $1,000,000.

11. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

MDA Johnson Favaro         Riverside Community College District

__________________________________  ____________________________________
Jim Favaro                James L. Buysse
5898 Blackwelder Street   Vice Chancellor
Ground Floor              Administration and Finance
Culver City, Ca  90232
Riverside Community College District Norco Campus Master Plan

Our approach is founded upon a three phase parallel process for both the Educational Master Plan and the Facilities and Open Space Master Plan. The total process spans not less than eight months nor more than ten. The first phase, Reconnaissance and Analysis, consists of research, interviews and analysis of the existing campus and its context, assessment and analysis of existing facilities and review of all existing College data and documents. In the next phase, Option Development, options for a comprehensive campus master plan that integrate technical and qualitative requirements and characteristics of the campus and include phase I, five-year and thirty-year plan options are hypothesized, revised, refined and finalized. Based on approvals from both the College and District senior administration and their respective Strategic Planning Executive Committees the final preferred campus master plan is documented in comprehensive form, both written and graphic, for presentation to and approval from the RCCD Board of Trustees. The following is an overview of the project schedule. A detailed work plan outlining tasks and deliverables for both MDA Johnson Favaro and Stratus follows. The work plan will be refined in consultation with the District and the College in the orientation/mobilization phase and finalized upon commencement of the project.

### Facilities & Open Space Master Plan Schedule

**MDA Johnson Favaro**

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<th>Phase</th>
<th>Duration</th>
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<th>Finish</th>
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<td>Project Kick-Off Meeting</td>
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<tr>
<td>Final Documentation</td>
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**Total Project Duration**: (36 weeks)

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1. College President and senior administration, District facilities management team.
2. Includes completion and submittal to DSA of “Existing Campus Designated Accessibility Plan” in March, 2007
3. Presented to both College and District Senior Administration, both College and District Strategic Planning Executive Committees, College students, faculty and staff and the Norco community
4. Includes periodic updates with College and District Senior Administration, College and District Strategic Planning Executive Committees, College students, faculty and staff and the Norco community, and completion and submittal to DSA of “Proposed Campus Master Plan Designated Accessibility Plan” in September, 2007
5. Presented to College & District Senior Administration and College & District Strategic Planning Executive Committees for approval.
6. Presented to RCCD Board of Trustees for Final Approval.
## Facilities & Open Space Master Plan Program of Outreach

(MDA Johnson Favaro)

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<tr>
<th></th>
<th>Project Orientation Weeks 1-2</th>
<th>Reconnaissance &amp; Analysis Weeks 3-14</th>
<th>Option Development Weeks 15-32</th>
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1. Academic Deans, Athletics and Recreation, Performing Arts, Maintenance and Operations, Student Services, Special Programs, Student Life/Activities & Organizations etc.
2. Departments of Public Works, Transportation, Fire and Police, etc.
3. Norco Neighbors, Community-at-Large and Service Area Constituencies
Facilities & Open Space Master Plan Work Plan: Tasks & Deliverables
(MDA Johnson Favaro)

I. MOBILIZATION  
Weeks 1-2

1. Kick-off Meeting with College President & Senior Administration (February 6, 2007)
2. Identify User Groups, Stakeholders and Interest Groups
3. Create outreach and decision-making hierarchy organization chart
4. Finalize and distribute project schedule
5. Finalize and distribute work plan and outreach plan

II. RECONNAISSANCE & ANALYSIS  
Weeks 3-14

Assemble & Review Existing Documents

1. Review relevant existing County-wide City-wide, District-wide and College demographic data and projections as available. (Including especially Norco Campus projections: Student head counts, FTES, WSCH, etc)

2. Collect, review and assess existing RCCD data
   - Riverside Community College District Academic Master plan 2005-2010
   - Riverside Community College District Facilities Master Plan, October 2001
   - Riverside Community College District Strategic Plan 2003-4
   - Riverside Community College District Strategic Initiative 2005
   - Program Review Documents
   - Measure “C” Bond Documentation
   - Internal Scan Prepared for Measure “C”
   - External Scan Prepared for Measure “C”

3. Collect and Assess Existing Campus Data
   - Inventory of Existing Facilities (Based on State of California Title V Standards: Instructional discipline classifications, room use standards, stallion occupancy standards, space classifications, TOP Codes, CapLoad Ratios, etc)
   - RCCD 3D/Int Facilities Assessment Report
   - Campus Land Survey (Property Boundaries Topography, Building Footprints, Pavement, Curbs and Ramps, Utilities, Trees, etc)
   - Existing Facilities AS-Built Documents
   - Campus Planning History
   - Existing City/County Planning and Zoning (Codes, Covenants, Deed Restrictions)
   - Existing Geotechnical and Environmental Data
   - Existing Traffic and Parking Studies, Parking Inventory

Document Graphically Existing Campus and Facilities

4. Photograph existing campus and facilities and assemble into coherent format

5. Create existing conditions campus base plan (To include surrounding properties, open space streets and neighborhoods. Assemble and incorporate previously completed campus site documentation and adopted plans.)

6. Create existing conditions 3-D computer generated site model (To include surrounding properties, open space, streets and neighborhoods)

7. Create existing conditions physical site model (To include surrounding properties, open space, streets and neighborhoods)
Analyze and Document Analysis of Existing Campus

8. Create campus existing conditions diagrams.
   • Figure-ground
   • Vehicular traffic and parking
   • Service and emergency vehicle access
   • Bicycle and pedestrian circulation
   • Permeable and impervious surfaces
   • Landscape and open space
   • Topography
   • Utilities (Based on District provided survey)

9. Create campus analysis diagrams
   • Land use
   • Description of basic site physical features
   • Campus wide departmental program distribution
   • Site constraints and opportunities
   • Facilities opportunities
   • Basic observations on operation, adjacencies, etc.
   • Planning principles

10. Create campus adjacent and nearby properties, open space, streets and neighborhoods existing conditions and analysis diagrams (Same as #10 and #11 above)

Analyze and Document the Analysis of Facilities Use Patterns and Their Physical Status

11. Assemble inventory of facilities and relate to campus (Building areas, heights, FAR’s, massing, site coverage, service access and security requirements)

12. Confirm physical status of all existing facilities: Removal and/or replacement, renovation and/or addition, repair and/or upgrade.
   (Based on 3DI Facilities Assessment Report, visual observation and District/College input)

13. Assemble preliminary inventory of existing facilities to remain, ones suitable for addition, renovation and/or replacement.

Document Near Term and Long Term Facilities Needs

14. Review, document graphically and analyze current use patterns of existing facilities. (Describe how departments & programs fit or do not fit in their facilities, how they are used & relate one to another, circulation patterns, load capacity based on Title V State Standards, current & past educational master plan documentation, etc.)

15. Summarize basic facilities assets and needs. (Understand conceptually and record facilities needs for the future based on preliminary college educational plan findings)

Consultant and Regulatory Coordination

16. Create "Existing Campus Designated Accessibility Plan" for submittal to DSA in March of 2007. (Based on up-to-date College/District provided campus land survey with topography, building and parking lot footprints, paved and unpaved areas)

17. Coordinate with educational master plan on preliminary information regarding internal/external scans, future program development, enrollment projections, and preliminary read on facilities needs.
18. Coordinate with traffic consultant in the comprehensive assessment and documentation of campus access and on campus traffic, service and emergency vehicular circulation, parking conditions, candidate parking sites and the traffic circulation network and patterns of surrounding streets and neighborhoods.

19. Coordinate with District facilities management team, civil engineering and MEP consultants on understanding and documenting existing utility infrastructure, and challenges and opportunities for its future development (Wet and dry utilities, sanitary sewer, storm sewer and site drainage).

**Summarize Findings**

20. Articulate observations, opportunities and challenges for the campus and the facilities it must accommodate.

21. Conduct campus wide review of, articulate and illustrate graphically key campus planning principles guiding the future development of campus facilities and open space.

22. Assist the College in the creation of and articulate in written and graphic form a comprehensive long term vision for the campus and clearly stated goals for the fulfillment of the vision.

23. Submit in the form of a Preliminary Report written and graphic summary of findings of Reconnaissance & Analysis phase. (May 16, 2007)

**III. OPTION DEVELOPMENT**

**Weeks 15-32**

**Site Capacity Studies, Preliminary Facilities Program Development and Distribution Alternates**

1. Based on preliminary assessment of needs, facilities assets and their physical status and preliminary findings of the educational master plan assemble facilities summary outline program descriptions, including major components and their space needs into consolidated Excel spreadsheet format.

2. Based on outline program spreadsheets create space metric diagrams illustrating preliminary floor area requirements of major high priority facilities.

3. Create Alternate campus-wide and site-specific program/departmental distribution diagrams (Overall facilities dimensional & operational requirements; basic adjacency requirements; basic blocking and stacking).

4. Alternate campus site capacity studies (Building heights, footprint coverage including, performance venue(s) recreational and athletic outdoor courts and fields and parking).

**Facilities Site Area Needs and Configuration Alternates**

5. Analysis of facilities area needs compared to site capacities (The sizes of things: Site coverage, building massing, especially regarding footprint needs of department, administration, student community and services, performance venue(s) and indoor athletic/recreation facilities).

6. Alternate departmental, student life and administration facilities location and configuration studies.

7. Alternate performance venue(s) outdoor athletic and recreation fields and courts location and
configuration studies

8. Alternate parking facilities location and configuration studies; alternate vehicular access and circulation studies.

Master Plan and Master Plan Implementation Alternates

9. Create preliminary overall facilities master plan diagram based on previously completed plans and studies and analysis cited above.

10. Alternate 2-d site specific and campus wide regulating and illustrative master plan studies Phase I, five year and thirty year plans.

11. Alternate site specific and campus wide circulation plan diagrams: auto, public transit, pedestrian, bicycle, service and emergency vehicles. Phase I, five year and thirty year plans.

12. Alternate site-specific and campus wide landscape and open space studies Phase I five year and thirty year plans. Same sites as #3 above.

13. Alternate 3-d site specific and campus wide computer generated massing diagrams Phase I, five year and thirty year plans.

14. Alternate 3-d site and campus wide specific physical massing models Phase I, five year and thirty year plans.

15. Alternate cost of construction and implementation scenarios Phase I and five year plans only: Topography, site access, construction lay down and staging area, minimization of facilities surge space and/or temporary facilities requirements, construction phasing, etc.

Qualitative Matters and Design Standards

16. Compile imagery to assist the College in establishing overall character and aesthetic direction of future campus development.

17. Alternate perspective views with emphasis on open space and relationships with surrounding neighborhoods. Phase I, five year and thirty year plans.

18. Prepare campus building and landscape design standards based on preliminary College consensus on desired overall campus character and aesthetic direction of future campus development.

Consultant & Regulatory Coordination


20. Coordinate with City/County transportation department and traffic and parking consultant in assessment of traffic and parking impacts and site plan options to address parking and circulation needs. Phase I, five year and thirty year plans.

21. Coordinate with sustainability consultant to develop campus wide sustainable design guidelines.
Coordinate with District facilities management team, civil engineering and MEP consultants on alternate plans for extension and expansion of existing utility infrastructure based on alternate campus master plans options developed above. (Wet and dry utilities, sanitary sewer, storm sewer and site drainage)

Coordinate with cost estimating consultant in the creation of alternate cost of construction and master plan implementation scenarios. Removal, replacement, renovation, repair, additions and new facilities and associated site development. Phase I and five year plans only.

Alternate Measure "C" bond project definition and State financing scenarios. Coordinate with Educational Master Planner, District and College on strategic funding plans for high priority projects using Measure "C", funds or State funding or both.

Summarize Findings

Written and graphic summary of results of "vision" sessions, retreats, workshops, meetings and interviews.

Draft report summarizing in written and graphic form the findings and conclusions of this phase. (Including but not limited to: Facilities outline programs and program distribution plan, preferred master plan option, campus landscape and building design guidelines, assessment of project implementation and phasing for Phase I, five-year and thirty-year plans; opinion of probable construction costs and strategic funding plan for Phase I projects based on preliminary findings of updated Educational Master Plan.)

**IV FINAL DOCUMENTATION**

**Finalize and Document Master Plan Regulating & Illustrative Plans**

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<th>Week</th>
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<td>33-36</td>
<td>Finalize and Document Master Plan Regulating &amp; Illustrative Plans</td>
</tr>
<tr>
<td>1.</td>
<td>Final campus facilities and open space illustrative master plan (Phase I, Five-Year and Thirty-Year Plans)</td>
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<td>2.</td>
<td>Final campus facilities and open space regulating plan (Phase I, Five-Year and Thirty-Year Plans)</td>
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<td>3.</td>
<td>Final campus landscape illustrative master plan. (Phase I, Five-Year and Thirty-Year Plans)</td>
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<td>Final campus circulation plan: auto, pedestrian, bicycle, public transit, service and emergency vehicles. (Phase I, Five-Year and Thirty-Year Plans)</td>
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<td>Facilities removal, renovation and repair plan (Phase I, Five-Year and Thirty-Year Plans)</td>
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<td>6.</td>
<td>Campus master plan implementation and construction phasing plan (Phase I, Five-Year and Thirty-Year Plans)</td>
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<td>7.</td>
<td>Pre-schematic plans and outline building programs for high priority Phase I Measure C and/or State funded projects. (As supported by Educational Master Plan and opinion of probable construction costs)</td>
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</table>
Qualitative Matters and Design Guidelines

8. Basic illustrative 3-d computer generated model
   (Phase I, Five-Year and Thirty-Year Plans)

9. Basic illustrative 3-d physical model
   (Phase I, Five-Year and Thirty-Year Plans)

10. Perspective views
    (Phase I, Five-Year and Thirty-Year Plans)

11. Prepare campus building and landscape design standards based on College consensus on desired overall campus character and aesthetic direction of future campus development.

12. Illustrative 3-d building typology & construction type diagrams for identified high priority projects.
    (Phase I, and Five-Year plans only)

Consultant Coordination

13. Coordinate as needed with City/County transportation department and parking and traffic consultant in the documentation of a comprehensive circulation and parking plan

14. Coordinate as needed with District facilities assessment consultant in the documentation of a comprehensive facilities removal, upgrade and/or renovation and/or addition plan

15. Coordinate with District facilities management team, civil engineering and MEP consultants on final plans for extension and expansion of existing utility infrastructure based on alternate campus master plans options developed above. (Wet and dry utilities, sanitary sewer, storm sewer and site drainage)

16. Coordinate as needed with cost estimating consultant in the documentation of a detailed opinion of probable construction costs of facilities in the Phase I and five year plan

17. Coordinate with Educational Master Plan in identifying high priority phase I and five year facilities construction projects and strategies to fund them, including Measure "C" and State funds.

18. Coordinate with sustainability consultant in the integration of sustainability concepts into the final campus master plan.

Summarize Findings

19. Final written and graphic summary of the campus master plan.
   Including but not limited to: Final facilities outline programs and program distribution plan, final campus illustrative and regulating plan, campus landscape and building design guidelines, assessment of project implementation and phasing for phase I, five-year and thirty-year plans; opinion of probable construction costs and strategic funding plan for phase I projects in coordination with Educational Master Plan.
### Educational Master Plan Project Schedule (Stratus)

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### Educational Master Plan Program of Outreach (Stratus)

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Educational Master Plan Work Plan: Tasks & Deliverables

(Stratus)

I. MOBILIZATION

1. Kick-off Meeting with College President & Senior Administration (2/6/07)
2. Coordinate work plan, outreach plan and project schedule with District Educational Master Plan Consultant
3. Coordinate work plan, outreach plan, and project schedule with College Facilities and Open Space Master Plan Consultant

II. RECONNAISSANCE & ANALYSIS

Document Review

4. Individual team members examine documents and hold a team meeting to discuss them and their implications for the remainder of the project. Documents include:
   - Current Educational Master Plan; Facilities Master Plan
   - Current structure/process for planning & governance
   - The most recent WASC self study/report
   - Work done to respond to last WASC report
   - Special studies on current issues facing District
   - Projects Included in bond issue
   - Catalog; schedules of class; PR materials
   - Organizational structure: current and planned
   - Statistical Fact Book

Strategic Research

5. The researcher conducts an environmental scan of the demographic, economic, workforce, educational, technological, global and other forces and trends that will impact the Colleges and the District. Research is also conducted on any issues identified in the Project Orientation phase of the project that are of special importance to one of the Colleges or to the District as a whole.

6. Interviews, focus groups and forums held with selected faculty, staff, students and community members to identify insights, ideas, concerns and opportunities for the Colleges and the District.

7. The research findings are synthesized and summarized.

III. OPTION DEVELOPMENT

Opportunity Assessment

8. Based upon the findings of above tasks, the consulting team compiles a list of ideas on how the strengths of the Colleges can be combined with external needs, trends, forces, opportunities to create strategies that will enhance learning for students, service to the community and lead to distinction for the Colleges and the District. Ideas could include new programs, services, partnerships, technology initiatives, and facilities. These will be reviewed by the College Planning Committees as a part of this planning process.
9. The consulting team also drafts statements on institutional values, vision, mission, goals, objectives, and strategies

Planning Committee Retreat

10. The consulting team holds a one-day retreat of the Campus Planning Committees to summarize the findings of the above tasks; describe how the information led to the formation of strategies and initiatives for the College; and to review draft statements on values, vision, mission, goals, objectives, and recommended strategies. Retreats will encourage active participation and include breaking into small groups to review the information and draft statements.

11. Following the retreat, the statements will be revised to reflect the discussion and advice

Identify Space Implications

12. Following revision of the key planning statements, the consulting team identifies the facilities needed to achieve the desired ends of the Campus Educational Plans.

13. The consultants also lead a workshop that applies the “Experience Engineering” approach developed by Lewis Carbone and adapted to higher education by Lawrence Manson, Diana Moore and Sandy Hajas at Ventura College. Experience Engineering is a unique approach that identifies the key characteristics that an institution wants its students to see, experience and “feel” as a result of being on the campus and touched by its faculty, staff, programs, services and facilities. Experience Engineering will lead to the space planning principles and characteristics that can be used by the architects and designers in the facilities planning portion of the project.

14. A member on the consulting team with expertise in space research will formulate the key space metrics associated with the Campus Educational Plan, including estimated campus enrollments, by headcount and FTE; FTEs and weekly student credit hours by instructional discipline; assignable square footage requirements by type of instructional space, and other factors.

II. FINAL DOCUMENTATION

Weeks 33-36

Final Review

15. Final meetings with Campus Planning Committees held, followed by open forums to present and discuss the Campus Educational Plans.

16. A meeting is also held with a District-wide group to discuss the Campus Plans and how they, collectively, will chart the future course for the District.

17. Final Report

Following final review, final drafts of the Campus Educational Plans are prepared and can be used as the basis for the development of the Facilities Master Planning process.
AGREEMENT BETWEEN

RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

STEINBERG ARCHITECTS

THIS AGREEMENT is made and entered into on the 21ST day of February, 2007, by and between STEINBERG ARCHITECTS hereinafter referred to as Consultant and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the “District.”

The parties hereto mutually agree as follows:

1. Scope of services: Reference Exhibit I, attached.

2. The services outlined in Paragraph 1 will primarily be conducted at Consultant’s office(s), and on site at Riverside Community College, Riverside City Campus.

3. The services rendered by the Consultant are subject to review by the Associate Vice Chancellor, Facilities Planning, Design and Construction or his designee.

4. The term of this agreement shall be from February 21, 2007, to the estimated completion date of February 29, 2008, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of the Consultant.

5. Payment in consideration of this agreement shall not exceed $807,532 including expenses. Invoice for services will be submitted every month for the portion of services completed on a percentage basis. Payments will be made as authorized by the Associate Vice Chancellor, Facilities Planning, Design and Construction, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph 1, have been satisfactorily completed, as determined by Associate Vice Chancellor, Facilities Planning, Design and Construction.

6. All data prepared by Consultant hereunder, such as plans, drawings, tracings, quantities, specifications, proposals, sketches, magnetic media, computer software or other programming, diagrams, and calculations shall become the property of District upon completion of the Services and Scope of Work described in this Agreement, except that the Consultant shall have the right to retain copies of all such data for Consultant records. District shall not be limited in any way in its use of such data at any time provided that any such use which is not within the
purposes intended by this Agreement shall be at District’s sole risk, and provided further, that Consultant shall be indemnified against any damages resulting from such use. In the event Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall first obtain approval of District’s representative in writing.

7. All ideas, memoranda, specifications, plans, manufacturing procedures, drawings, descriptions, written information, and other materials submitted to Consultant in connection with this Agreement shall be held in a strictly confidential manner by Consultant. Such materials shall not, without the written consent of District, be used by Consultant for any purpose other than the performance of the Services or Scope of Work hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or Scope of Work hereunder.

8. Consultant shall indemnify and hold the District, its Trustees, officers, agents, employees and independent contractors or consultants free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of Consultant, its employees, agents or assigns, arising out of, pertaining to, or relating to the performance of Consultant services under this Agreement. Consultant shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its officers, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged negligence, recklessness or willful misconduct. The obligations to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.

9. District shall indemnify and hold Consultant, its officers, agents, and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of the District, its employees, agents, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District’s actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged negligence, recklessness, or willful misconduct. The obligations to indemnify and hold Consultant free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligent acts are fully and finally barred by the applicable statute of limitations.

10. Consultant shall procure and maintain comprehensive general liability insurance coverage that shall protect District from claims for damages for personal injury,
including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from Consultant’s activities as well as District’s activities under this contract. Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Such insurance shall provide for limits of not less than $1,000,000.

11. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Steinberg Architects    Riverside Community College District

Dave Hart     James L. Buysse
523 West 6th Street, Suite 245     Vice Chancellor
Los Angeles, CA  90014     Administration and Finance
Riverside Community College District – Riverside City College
Facilities and Educational Master Plan

Steinberg Architects and Maas Companies, Inc. have developed a comprehensive long range planning process that has been customized to suit the needs of Riverside City College. Per the request of the District, we have separated the efforts into a facility master plan and educational master plan. Each plan is further subdivided into four phases: mobilization, reconnaissance & analysis, option development and final documentation. Critical to the success of the project is the understanding that the major phases not only build upon one another but that the facility master plan informs the educational master plan and vice versa. This continuous dialogue ensures that all campus issues and opportunities are fully addressed.

An effective master plan is dependent upon the strong commitment and participation of the College and District. Our approach is predicated on open participation and dialogue from all levels – trustees, administrators, faculty, staff and students – with all parties encouraged to be involved as integral components of the planning process. We are sensitive to, and will be inclusive of the College’s process for shared governance. This component will be incorporated into the process methodology, knowing that it is an important aspect of decision-making within the District.

The following document outlines a proposed schedule, a program of outreach for meetings, a descriptive scope of services and a professional services fee for both the facility and educational master plans. Items that are italicized are those which are specific to the planning efforts at Riverside City College.

Proposed Facilities and Educational Master Plan Schedule

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Preliminary Report Issued June 11, 2007

Option Development

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Draft Report Issued October 15, 2007

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Final Report Issued November 12, 2007

Total Project Duration: 36 Weeks

Notes:
1. Composition of District and College Committees to be determined in consultation with R. Hernandez and M. Webster.
2. Educational planning and assessment of requested facility needs by stakeholders to occur simultaneously. Follow-up with stakeholders also involves both planning assumptions and justification for recommended facilities.
3. Option development assumes full participation by selected committees and stakeholders during the summer.
4. Proposed capital construction projects included in Master Plan to be consistent with District's 5-Year Capital Construction Plan. Prioritization of projects to be completed via consultation with District staff.
5. Recommended projects in Master Plan shall be consistent with State Guidelines for capacity load ratios.
6. Survey to be developed, administered and evaluated by Maas Companies/Steinberg Architects personnel utilizing agreed upon site.

### Facilities and Educational Master Plan Program of Outreach

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| Meetings Per Phase | 3 | 21 | 22 | 7 | 53 |
Facilities Master Plan

I. MOBILIZATION  

   Weeks 1-2

   1. Kick-off Meeting with College President and Senior Administration.
   2. Identify User Groups, Stakeholders and Interest Groups.
   3. Develop communication plan, decision-making hierarchy organization chart, and approval process.
   4. Finalize project schedule and set regular meeting dates.
   5. Finalize and distribute work plan.
   6. Execute project set-up functions.

II. RECONNAISSANCE & ANALYSIS  

   Weeks 3-14

   Assemble and Review Existing Documents

   1. Review relevant existing County-wide, City-wide, District-wide and College demographic data and projections as available. (Including City Campus projections: Student headcounts, FTES, WSCH, etc.)

   2. Collect, review and assess existing RCCD data (to be provided by owner):
      
      • RCCD Academic Master Plan 2005-2010
      • RCCD Facilities Master Plan, October 2001
      • RCCD Strategic Plan 2003-2004
      • RCCD Strategic Initiative 2005
      • Program Review Documents
      • Measure “C” Bond Documentation (including City Campus Bond Plan Options)
      • Internal Scan Prepared for Measure “C”
      • External Scan Prepared for Measure “C”
      • City Campus Master Bond Plan

   3. Collect and Assess Existing Campus Data (to be provided by owner):
      
      • Inventory of existing facilities (based on State of California Title V Standards: instructional discipline classifications, room use standards, station occupancy standards, space classifications, TOP Codes, Capacity Load Ratios, etc.)
      • RCCD 3D/International Facilities Assessment Report
      • Campus Land Survey (property boundaries, topography, building footprints, pavement, curbs and ramps, utilities, trees, etc.)
      • Existing facilities as-built documents
      • Campus planning history
      • Existing city/county planning and zoning (codes, covenants, deed restrictions)
      • Existing geotechnical and environmental data
      • Existing traffic and parking studies, parking inventory

Document Graphically Existing Campus and Facilities

   4. Photograph existing campus and facilities and assemble into coherent format.
5. Create existing conditions campus base plan. (To include surrounding properties, open space, streets and neighborhoods. Assemble and incorporate previously completed campus site documentation and adopted plans.)

6. Create existing conditions 3-D computer generated site model. (To include surrounding properties, open space, streets and neighborhoods.)

7. Create existing conditions physical site model. (To include surrounding properties, open space, streets and neighborhoods.)

**Analyze and Document Analysis of Existing Campus**

8. Create existing campus conditions diagrams:
   - Figure-ground
   - Vehicular traffic and parking
   - Service and emergency vehicle access
   - Bicycle and pedestrian circulation
   - Permeable and impermeable surfaces (soft vs. hard)
   - Landscape and open space
   - Topography
   - Utilities (based on District provided survey)
   - Existing campus wayfinding and exterior signage

9. Create campus analysis diagrams:
   - Land-use
   - Description of basic site physical features
   - Site constraints and opportunities
   - Facilities opportunities
   - Basic observations on operation, adjacencies, etc.
   - Planning principles (to be developed later into conceptual framework diagrams for long-range plan)

10. Conduct macro-level analysis of adjacent and nearby properties, open space, streets and neighborhoods existing conditions and create analysis diagrams.

11. **Conduct an existing tree survey.** (Includes photographing and tagging of all trees on campus over 2-inches in diameter, documentation of species, pests and diseases, structural defects and hazards and recommendation for treatment and maintenance.)

12. **Conduct an existing signage assessment.** (Includes documentation of existing monument, vehicular directional, parking lot entry, pedestrian directional, campus maps, building signage, departmental signage, building directory, room and restroom signage.)

**Analyze and Document the Analysis of Facilities Use Patterns and Their Physical Status**

13. Assemble inventory of facilities and relate to campus. (Building areas, heights, FAR’s, massing, site coverage, service access and security requirements.)

14. Confirm physical status of all existing facilities: removal and/or replacement, renovations and/or addition, repair and/or upgrade. (Based on 3D/I Facilities Assessment Report, visual observation and District/College input.)

15. **Confirm and document campus-wide departmental program distribution.** Color code existing floor plans by major department and/or usage in conjunction with Educational Master Plan's review of existing Space Inventory (Report 17).
16. Assemble preliminary inventory of existing facilities to remain, ones suitable for addition, renovation and/or replacement.

Document Near Term and Long Term Facilities Needs

17. Review, document graphically and analyze current use patterns of existing facilities. (Describe how departments and programs fit or do not fit in their facilities, how they are used and relate to one another, circulation patterns, load capacity based on Title V Standards, current and past educational master plan documentation, etc.)

18. Create Space Use Matrix by department/uses for every assignable room on campus. (Matrix to document building number, room number, room type, room name, assignable square footage and include totals by department and room type to create accurate baseline for planning efforts.)

19. Summarize basic facilities assets and needs. (Understand conceptually and record facilities needs for the future based on preliminary college educational plan findings.)

Consultant and Regulatory Coordination

20. Create “Existing Campus Designated Accessibility Plan” for submittal to DSA. Photograph and document in plan form the existing conditions at the college including:
   • Parking Spaces
   • Path of Travel – On site from public transportation and parking lots, along pedestrian ways to major building entries and through buildings
   • Accessible Signage
   • Ramps
   • Identify non-compliant areas, barriers, and hazards
   • Establish a corrective time frame to address improvements

21. Coordinate with educational master plan on preliminary information regarding internal/external scans, future program development, enrollment projections, and preliminary read on facilities needs.

22. Coordinate with District facilities management team and District consultants on understanding and documenting existing utility infrastructure, challenges and opportunities for its future development. (Wet and dry utilities, sanitary sewer, storm sewer and site drainage.)

Summarize Findings

23. Articulate observations, opportunities and challenges for the campus and the facilities it must accommodate.

24. Conduct campus-wide review of, articulate and illustrate graphically key campus planning principles guiding the future development of the campus facilities and open space.

25. Assist the College in the creation of and articulate in written and graphic form a comprehensive long-term vision for the campus including clearly stated goals for the fulfillment of the vision.


III. OPTION DEVELOPMENT

Establish Goals and Objectives

2. **Develop and prioritize goals of physical environment and future development.**

3. **Develop planning concepts that will guide and inform the option development and result in an overall conceptual plan.**

### Site Capacity Studies and Distribution Alternates

4. Based on preliminary assessment of needs, facilities assets and their physical status and preliminary findings of the educational master plan, assemble facilities summary outline program descriptions, including major components and their space needs into consolidated Excel spreadsheet format.

5. Create alternate campus-wide program/departmental distribution diagrams. (Overall facilities dimensional and operational requirements and basic adjacency requirements.)

6. Alternate campus site capacity studies. (Building heights, footprint coverage including: performance venue(s), recreation and athletic outdoor courts and fields and parking.)

### Facilities Site Area Needs and Configuration Alternates

7. Analysis of facilities area needs compared to site capacities. (Site coverage and building massing regarding footprint needs of departmental, administration, student services, community, performance venue(s) and indoor athletic/recreation facilities.)

8. Alternate departmental, student life and administration facilities location and configuration studies.

9. Alternate performance venue(s), outdoor athletic and recreation courts and fields location and configuration studies.

10. Alternate parking facilities location and configuration studies. Alternate vehicular access and circulation studies.

### Master Plan Alternates

11. Create preliminary overall facilities master plan diagram based on previously completed plans, studies and analysis cited above.

12. Alternate 2-D campus-wide regulating and illustrative master plan studies.


15. Alternate 3-D campus-wide computer generated massing diagrams.

16. Alternate 3-D campus-wide specific physical massing models.

17. Prepare "rough order of magnitude" cost estimate and project phasing plan for facilities master plan.

### Qualitative Matters and Design Guidelines

18. Compile imagery to assist the College in establishing an overall character and aesthetic direction of future campus development.

19. **Prepare overall campus renderings to illustrate final vision of master plan.**

20. Prepare campus building and landscape design guidelines based on preliminary College consensus on desired overall campus character and aesthetic direction of future campus development.
21. Prepare campus signage guidelines that enhances overall building and landscape guidelines and includes examples of preferred direction.

**Consultant and Regulatory Coordination**

22. Create “Proposed Campus Master Plan Designated Accessibility Plan” for submittal to DSA.

23. Coordinate with City/County transportation department in assessment of traffic and parking impacts and site plan options to address parking and circulation needs.

24. Develop campus-wide sustainable design guidelines. Prepare matrix based on LEED categories that outlines District expectations for sustainable building design.

25. Coordinate with District facilities management team and District consultants on alternate plans for extension and expansion of existing utility infrastructure based on alternate campus master plan options developed above. (Wet and dry utilities, sanitary sewer, storm drain and site drainage.)

26. Alternate Measure “C” bond project definition and State financing scenarios. Coordinate with Educational Master Planning, District and College on strategic funding plans for high priority projects using Measure “C” funds, State funding or both.

**Summarize Findings**

27. Written and graphic summary of result of workshops, meetings and interviews.

28. Draft report summarizing in written and graphic form the findings and conclusions of this phase. (Including but not limited to: facilities program distribution plan, preferred master plan option, campus landscape and building design guidelines, phasing plans, and strategic funding plan based on preliminary findings of Educational Master Plan.)

**IV. FINAL DOCUMENTATION**

**Finalize and Document Master Plan Regulating and Illustrative Plans**

1. Final campus facilities and open space illustrative master plan.

2. Final campus facilities and open space regulating plan.

3. Final campus landscape illustrative master plan.

4. Final campus circulation plan: automobile, pedestrian, bicycle, public transit, service and emergency vehicles.

5. Facilities removal, renovation and repair plan.

6. Overall campus perspective renderings.

7. Prepare campus building and landscape design guidelines based on College consensus of desired overall campus character and aesthetic direction of future campus development.

8. Prepare campus signage guidelines based on College consensus of desired overall campus character and aesthetic direction of future campus development. Guidelines to address monument, vehicular directional, parking lot entry, pedestrian directional, campus maps, building signage, departmental signage, building directory, room and restroom signage.


10. Final "rough order of magnitude" facilities master plan cost and project phasing plan.
Riverside Community College District – Riverside City College
Facilities and Educational Master Plan

Consultant Coordination

11. Coordinate as needed with City/County transportation department in the documentation of a comprehensive circulation and parking plan.

12. Coordinate as needed with District facilities assessment consultant in the documentation of a comprehensive facilities removal, upgrade and/or renovation and/or addition plan.

13. Coordinate with District facilities management team and District consultants on final plans for extension and expansion of existing utility infrastructure based on campus master plan. (Wet and dry utilities, sanitary sewer, storm sewer and site drainage.)

14. Coordinate with Educational Master Plan in identifying high priority Phase I and five year facilities construction projects and strategies to fund them, including Measure "C" and State funds.

15. Coordinate with District facilities management team in the integration of sustainability concepts into the final campus master plan.

Summarize Findings

16. Final written and graphic summary of the campus master plan. (Including but not limited to: final facilities program distribution plan, final campus illustrative and regulating plan, campus landscape and building design guidelines, five-year and thirty year plans, strategic funding plan.)
Educational Master Plan

I. MOBILIZATION

1. Kick-off Meeting with College President and Senior Administration.
2. Identify User Groups, Stakeholders and Interest Groups.
3. Develop communication plan, decision-making hierarchy organization chart, and approval process.
4. Finalize project schedule and set regular meeting dates.

II. RECONNAISSANCE & ANALYSIS

Assemble and Review Existing Documents

5. Review relevant existing County-wide, City-wide, District-wide and College demographic data and projections as available. (Including City Campus projections: Student headcounts, FTES, WSCH, etc.)
6. Collect, review and assess existing RCCD data (to be provided by owner):
   - RCCD Academic Master Plan 2005-2010
   - RCCD Facilities Master Plan, October 2001
   - RCCD Strategic Plan 2003-2004
   - RCCD Strategic Initiative 2005
   - Program Review Documents
   - Internal Scan Prepared for Measure “C”
   - External Scan Prepared for Measure “C”
   - Technology Plan
   - Five-Year Capital Construction Plan
   - Scheduled Maintenance Plan
   - Catalog, Schedule of Classes, PR Materials
   - Statistical Fact Book

Gather and Analyze College-wide Input

7. Conduct on-campus interview with administrators, faculty, staff and students.
8. Gather and analyze written response opportunities for faculty and staff via Unit Planning Guide input surveys.
9. Gather and analyze written response opportunities for administrative, academic and support services dean/director level staff via Trends/Projection surveys.
10. Conduct college-wide presentations with open dialogue feedback opportunities.

Conduct Baseline Curriculum Study

11. Conduct a “section level” curriculum analysis.

12. Conduct full data analysis of key curriculum indicators of the College. Key indicators shall include course and program productivity measures, analysis of student participation rates, evaluation of enrollments per section, weekly student contact hours (WSCH) per section, full time equivalent faculty (FTE) load ratios, WSCH and full time equivalent student (FTES) productivity, and lecture and laboratory WSCH comparisons to assess existing efficiency levels.
13. Generate a "current curriculum baseline" for the instructional programs of the District from which forecasts for space needs can be made.

Environmental Scans

14. Generate a comparative demographic analysis of the service area of the college campuses.

15. Conduct a local, regional and state (external) environmental scan, identifying trends or conditions that may have an impact on the College in the future.

16. Conduct an (internal) environmental scan within the District identifying historic trends and key student characteristics with regard to gender, age and ethnic distribution, enrollment scheduling preferences, student load distribution and awards of the College.

17. Review and assess the District's existing Space Inventory Report (Report 17) and Five Year Capital Construction Plan for current status and capacity/load threshold ratios.

18. Synthesize and Summarize the research findings.

III. OPTION DEVELOPMENT  

Weeks 15-32

Opportunity Assessment

19. Prepare and present a projected future program of instruction using enrollment growth, class sections, weekly student contact hours (WSCH) and required lecture and laboratory hours as the basis for determination.

20. Determine space capacity needs for the future vis-à-vis quantifiable square foot needs.

21. Based on the instructional program projected for the future, outline a proposed facility/building plan that meets forecasted enrollment and WSCH and refines the existing Capital Projects Plan relative to need, prioritization, sequencing, phasing and financing demands.

IV. FINAL DOCUMENTATION  

Weeks 33-36

Finalize and Document Educational Plan

22. Determine and implement the financing plan/strategy and establish performance and accounting monitoring mechanisms.

23. Identify project priorities in conjunction with the facilities master plan.

24. Prepare final report that includes narratives and charts of relevant information.
### Facilities and Educational Master Plan Professional Services Fee

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*Estimated Reimbursable Expenses to be clarified with District.

**Assumptions:**

1. Owner to provide Environmental Scans.
2. Owner to provide full utility mapping, assessment and recommendation for future build-out.
3. Owner to provide as-built drawings of existing conditions.
4. Owner to provide clean CAD files of existing building floor plans.
5. Owner to provide soils reports.
6. Owner to provide survey of campus.
7. Owner to coordinate CEQA process.
8. Owner to coordinate outside consultants.
9. Planning to include three horizons.
DRAFT

AGREEMENT BETWEEN

RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

MAAS COMPANIES

THIS AGREEMENT is made and entered into on the 21st day of February, 2007, by and between MAAS COMPANIES hereinafter referred to as Consultant and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the “District.”

The parties hereto mutually agree as follows:

1. Scope of services: Reference Exhibit I, attached.

2. The services outlined in Paragraph 1 will primarily be conducted at Consultant’s office(s), and on site at Riverside Community College Moreno Valley Campus.

3. The services rendered by the Consultant are subject to review by the Associate Vice Chancellor, Facilities Planning, Design and Construction or his designee.

4. The term of this agreement shall be from February 21, 2007, to the estimated completion date of February 29, 2008, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of the Consultant.

5. Payment in consideration of this agreement shall not exceed $289,985 including expenses. Invoice for services will be submitted every month for the portion of services completed on a percentage basis. Payments will be made as authorized by the Associate Vice Chancellor, Facilities Planning, Design and Construction, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph 1, have been satisfactorily completed, as determined by Associate Vice Chancellor, Facilities Planning, Design and Construction.

6. All data prepared by Consultant hereunder, such as plans, drawings, tracings, quantities, specifications, proposals, sketches, magnetic media, computer software or other programming, diagrams, and calculations shall become the property of District upon completion of the Services and Scope of Work described in this Agreement, except that the Consultant shall have the right to retain copies of all such data for Consultant records. District shall not be limited in any way in its use of such data at any time provided that any such use which is not within the
purposes intended by this Agreement shall be at District’s sole risk, and provided further, that Consultant shall be indemnified against any damages resulting from such use. In the event Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall first obtain approval of District’s representative in writing.

7. All ideas, memoranda, specifications, plans, manufacturing procedures, drawings, descriptions, written information, and other materials submitted to Consultant in connection with this Agreement shall be held in a strictly confidential manner by Consultant. Such materials shall not, without the written consent of District, be used by Consultant for any purpose other than the performance of the Services or Scope of Work hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or Scope of Work hereunder.

8. Consultant shall indemnify and hold the District, its Trustees, officers, agents, employees and independent contractors or consultants free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of Consultant, its employees, agents or assigns, arising out of, pertaining to, or relating to the performance of Consultant services under this Agreement. Consultant shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its officers, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged negligence, recklessness or willful misconduct. The obligations to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.

9. District shall indemnify and hold Consultant, its officers, agents, and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of the District, its employees, agents, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District’s actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged negligence, recklessness, or willful misconduct. The obligations to indemnify and hold Consultant free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligent acts are fully and finally barred by the applicable statute of limitations.

10. Consultant shall procure and maintain comprehensive general liability insurance coverage that shall protect District from claims for damages for personal injury,
including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from Consultant’s activities as well as District’s activities under this contract. Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Such insurance shall provide for limits of not less than $1,000,000.

11. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

MAAS Companies

Michael Maas
P.O. Box 897
North Fork, CA 93643

Riverside Community College District

James L. Buysse
Vice Chancellor
Administration and Finance
Riverside Community College District Moreno Valley Master Plan

I. Approach

Inherent in the process of actualizing the Riverside Community College District's Moreno Valley Master Planning Project will be a strong commitment to and reliance on participation from the College and the District. Maas Companies' approach is predicated on open participation and dialogue from all levels of the District and College - trustees, administrators, faculty, staff and students - with all parties encouraged to be involved as integral components of the planning process. Maas Companies is sensitive to, and will be inclusive of, the College's process for shared governance. This component will be incorporated into the process methodology, knowing that it is an important aspect of decision-making within the College and the District.

Maas Companies has assembled a team of experienced project specialists from its existing staff to conduct the educational and facility master planning process outlined in the Work Plan Activities for the Moreno Valley Master Plan Project. Architectural, engineering and technology resources will also be available for executing specific portions of the Work Plan Activities. Greater detail relative to these technical resources is provided under Consultant's Staff Resources and Fee for Services as part of this project proposal response.

Process Description/Methodology Educational and Facilities Master Planning

Maas Companies will provide services, assistance and guidance that will lead to the generation of an Educational/Facilities Master Plan and refinement of the Strategic Capital Projects Plan for the Moreno Valley Campus as well as the current or proposed educational centers assigned to the College.

The process begins with an orientation meeting during which District/College representatives clearly define reporting channels, identify responsibilities and levels of involvement for the planning process. Then, together with the District/College staff, the draft, detailed timeline is finalized for the project along with agreed upon dates for status meetings and opportunities for the District/College staff to review and offer feedback on information and analysis and finally the formal presentation to the Board of Trustees. Information gathering is done in face-to-face interviews, committee meetings, written feedback opportunities and with web-based online surveys.

The proposed activities and Scope of Work, as outlined below, is offered to clarify the work plan activities relative to this project proposal.
## Educational/Facilities Master Plan Program of Outreach

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<tr>
<th>Group</th>
<th>Project Orientation</th>
<th>Reconnaissance &amp; Analysis</th>
<th>Option Development</th>
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### Notes
- **Final Documentation** column is marked with an asterisk (*) for the RCCD Board of Trustees and District Administrative Leadership.
| MV Campus User Groups, Stakeholders & Interest Groups | 12 | 12 | 24 |
| City of MV & County of Riverside Depts. | 2 | 2 | 4 |
| College-wide Community Forums/Meetings | 1 | 1 | 2 |
| Community of MV Community Meetings | 1 | 1 | 2 |
| **Meetings Per Phase** | 3 | 20 | 21 | 7 | 51 |
I. Mobilization  
   A. Start-up  
      1. In concert with the District, layout a mutually agreed upon methodology for the planning process, including the process for College-wide participation and input.  
      2. Organize and facilitate on-campus meetings.

II. Reconnaissance & Analysis  
   A. Baseline Curriculum Study  
      1. Conduct a "section level" curriculum analysis.  
      2. Conduct full data analysis of key curriculum indicators of the College – key indicators shall include course and program productivity measures, analysis of student participation rates, evaluation of enrollments per section, weekly student contact hours (WSCH) per section, full time equivalent faculty (FTEF) load ratios, WSCH and full time equivalent student (FTES) productivity, and lecture and laboratory WSCH comparisons to assess existing efficiency levels.  
      3. Generate a "current curriculum baseline" for the instructional programs of the District from which forecasts for space needs can be made.  
   B. External Environmental Scan  
      1. Generate a comparative demographic analysis of the service area of the college campuses.  
      2. Conduct a local, regional and state (external) environmental scan, identifying trends or conditions that may have an impact on the College in the future.  
   C. Internal Environmental Scan  
      1. Conduct an (internal) environmental scan within the District identifying historic trends and key student characteristics with regard to gender, age and ethnic distribution, enrollment scheduling preferences, student load distribution and awards of the College.  
      2. Review and assess the District's existing Space Inventory Report (Report 17) and Five Year Capital Construction Plan for current status and capacity/load threshold ratios.

III. Option Development  
   A. Analysis  
      1. Prepare and present a projected future program of instruction using enrollment growth, class sections, weekly student contact hours (WSCH) and required lecture and laboratory hours as the basis for determination.  
      2. Determine space capacity needs for the future vis-à-vis quantifiable square foot needs.  
      3. Review and analyze existing building plans, infrastructure plans, traffic and pedestrian flow, ADA accessibility issues, parking counts and open-space ratios.
IV. Final Documentation

A. Recommendations
1. Based on the instructional program projected for the future, outline a proposed facility/building plan that meets forecasted enrollment and WSCH and refines the existing Capital Projects Plan relative to need, prioritization, sequencing, phasing and financing demands.
2. Develop – with the District's administrators, faculty, staff and students – planning options and conceptual Land Use and Building and Massing plans for each of the campuses.
3. Develop a plan for pedestrian and vehicular circulation for each of the campuses/colleges.
4. Identify infrastructure needs and costs for rehabilitation and/or upgrades.
5. Develop a plan for phasing and implementation.

B. Report Generation
1. Determine and implement the financing plan/strategy and establish performance and accounting monitoring mechanisms.
2. Identify project priorities and cost estimates for new construction, reconstruction and renovation projects.
3. Conduct all production and postproduction work that will lead to the qualifying document to access the College's funding sources.

V. Work Plan Activities - Detail

A. Educational Planning Component
1. Review and assess facilities/physical plant, parking, vehicular and pedestrian circulation, ingress and egress corridors relative to the campus.
2. Review and assess pertinent documents of the District's that are related to the existing planning process, including, but not limited to, the following:
   a. Academic Master Plan 2005-2010
   b. Facilities Master Plan
   c. Strategic Plan
   d. Program Review Documents
   e. Integrated Educational Master Plan
   f. Technology Plan
   g. Five-Year Capital Construction Plan
   h. Schedule Maintenance Plan
3. In concert with Riverside Community College District and the College, establish a Steering Committee to work with Maas Companies throughout the entire master planning process.
4. Develop a process for College-wide participation and input including the following:
   a. On-campus interviews with administrators, faculty, staff and students
   b. Written response opportunities for faculty and staff via Unit Planning input surveys
   c. Written response opportunities for administrative and academic and support services dean/director level staff via Trends/Projection surveys
   d. College-wide presentations with open dialogue feedback opportunities
5. Organize and facilitate on-campus meetings with the Steering Committee.
6. Conduct a "section level" curriculum analysis for the campus and designated education centers.
7. Conduct full data analysis of key curriculum indicators of the College - key indicators shall include the following:
   a. Course and program productivity measures
   b. Analysis of student participation rates
   c. Evaluation of enrollments per section, weekly student contact hours (WSCH) per section, full time equivalent faculty (FTEF) load ratios, WSCH and full time equivalent student (FTES) productivity, and lecture and laboratory WSCH comparisons to assess existing efficiency levels.
8. Generate a "current curriculum baseline" for the instructional programs of the College from which forecasts for space needs can be made.
9. Generate a comparative demographic analysis of the service area of the College campus.
10. Conduct a local, regional and state (external) environmental scan, identifying trends or conditions that may have an impact on the District in the future.
11. Conduct an (internal) environmental scan within the District identifying historic trends and key student characteristics with regard to gender, age and ethnic distribution, enrollment scheduling preferences, student load distribution and awards of the College.
12. Review and assess the District's existing Space Inventory Report (Report 17) and Five Year Capital Construction Plan for current status and capacity/load threshold ratios.
13. Prepare and present a projected future program of instruction using enrollment growth, class sections, weekly student contact hours (WSCH) and required lecture and laboratory hours as the basis for determination.
14. Determine space capacity needs for the future (15 years) vis-à-vis quantifiable square foot needs.
15. Based on the instructional program projected for the future, outline a proposed facility/building plan that meets forecasted enrollment and WSCH and refines the existing Strategic Capital Projects Plan relative to need, prioritization, sequencing, phasing and financing demands.
16. Conduct all production and post-production work that will lead to the generation of a finished educational/facilities master plan that can be used as a qualifying document to access the College's funding sources.

B. Facilities Planning Component
1. Determine development potential at campus and identified satellite locations.
2. Develop – with the District/College administrators, faculty, staff and students – planning options and conceptual Land Use and Building and Massing plans for the campus.
3. Develop a plan for pedestrian and vehicular circulation including an ADA accessibility plan for the campus.
4. Identify infrastructure needs and costs for rehabilitation and/or upgrades.
5. Develop a plan for phasing and implementation.
6. Identify project priorities and cost estimates for new construction, reconstruction and renovation projects.
7. Determine and implement the financing plan/strategy and establish performance and accounting monitoring mechanisms.
## III. Educational and Facilities Master Plan Fee Schedule

### MAAS COMPANIES, INC.
RIVERSIDE COMMUNITY COLLEGE DISTRICT
FEE SCHEDULE IN RESPONSE TO RFP

MORENO VALLEY CAMPUS
DETAILED SCHEDULE OF VALUES (Revised 1/28/07)

<table>
<thead>
<tr>
<th>LOE</th>
<th>Rate Per Hour</th>
<th>Price</th>
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<tbody>
<tr>
<td>Direct Labor:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Maas</td>
<td>54</td>
<td>$165</td>
</tr>
<tr>
<td>Ann Kennedy</td>
<td>112</td>
<td>$130</td>
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<tr>
<td>Dan Rosenberg</td>
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<td>$85</td>
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<tr>
<td>Susan Moore</td>
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<tr>
<td>Jeffrey Kellogg</td>
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<td>$115</td>
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<td>Consultants:</td>
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<tr>
<td>Joyce Black</td>
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<td>Total Consultant Labor</td>
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<td>Total</td>
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### Labor

<p>| | |</p>
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<tr>
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<tr>
<td>Subcontractors:</td>
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<tr>
<td>SGPA</td>
<td>$36,500</td>
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<tr>
<td>TMAD Engineers</td>
<td>$11,000</td>
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<tr>
<td>Total Subcontractor Expenses</td>
<td>$47,500</td>
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| ADA Transition Plan for the Campus | $66,000 |
| Coordination/Prioritization of College | |
| Master Plan with District-wide Master Plan as directed by District Facilities Staff | $75,000 |

### Other Direct (Reimbursable) Expenses:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel Costs (Including airfare, lodging, car rental &amp; per diem)</td>
<td>$22,400</td>
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<tr>
<td>Materials &amp; Supplies</td>
<td>$7,000</td>
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<tr>
<td>Printing &amp; Reproduction</td>
<td>$7,000</td>
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<tr>
<td>Other</td>
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<tr>
<td>Total Other Direct Expenses</td>
<td>$39,900</td>
</tr>
<tr>
<td>Total Project Cost for Moreno Valley Campus</td>
<td>$289,985</td>
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Subject: Proposed Agreement for Harley Ellis Devereaux to Provide Design Services for the Norco Student Support Center Project

Background: On November 21, 2006, the Board approved the Planning, Design and Construction of the Norco Student Support Center Project (NSSC) and Measure C funding for the project in the amount $11,042,820. In preparation for the planning and design of the project, Facilities Planning, Design and Construction (FPDC) staff issued a Request for Qualifications (RFQ) (attached) for qualified architects to assist the campus with planning and designing the project. Over 100 inquiries were received, and twenty-six responses were subsequently submitted by various architectural firms. At the request of the Norco Campus Administration, FPDC staff prescreened the twenty-six submittals and did extensive reference checks. Four firms were invited for interviews.

After presentations and discussion, the NSSC Architect Review Committee, consisting of representatives from the Norco Campus faculty, staff, and administration, recommended that Harley Ellis Devereaux be selected to program and design the project. Staff therefore proposes that the District enter into an agreement with Harley Ellis Devereaux to prepare program plans, including a Final Project Proposal (FPP), detailed plans, specifications, and working drawings for the Norco Student Support Center Project (draft agreement attached, final agreement will be presented to the Board Committee on February 15, 2007). The contract term would be from February 22, 2007, to the estimated project post occupancy review in June 2010, with the provision that this date may be extended at the discretion of the Vice Chancellor, Administration and Finance or his designee. Harley Ellis Devereaux Architecture services would include but not be limited to:

a. Project Program Plan Development and Preparation of a Final Project Proposal (FPP)
b. Preparation of schematic design and design development documents
c. Assist the District with the documentation required for environmental assessment and documentation
d. Preparation of detailed cost estimates at schematic design, design development, and construction document phases
e. Participation at design value engineering sessions
f. Preparation of construction documents and specifications
g. Assist the District with obtaining appropriate agency approvals, including but not limited to, State Chancellor’s Office, Department of the State Architect, and District Board of Trustees design approval
h. Assist the District with the bidding and award of construction contract(s)
i. Provide construction phase contract administration
j. Assist the District with a post occupancy project evaluation
Subject: Proposed Agreement for Harley Ellis Devereaux to Provide Design Services for the Norco Student Support Center Project (continued)

The cost for services under this agreement would not exceed 7.9% of the construction cost, (construction cost is estimated at $8,800,000).

Recommended Action: It is recommended that the Board of Trustees approve the attached agreement between the Riverside Community College District and Harley Ellis Devereaux to prepare plans and specifications for the Norco Student Support Center Project and authorize the Vice Chancellor, Administration and Finance to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor
Facilities, Planning, Design and Construction
Riverside Community College District

September 15, 2006

REQUEST FOR SUBMITTAL OF
STATEMENT OF QUALIFICATIONS FOR DESIGN PROFESSIONALS

Student Support Center
Norco Campus
Riverside Community College District

1. Introduction:

The Riverside Community College District (RCCD) Office of Facilities Planning, Design and Construction on behalf of the RCCD Board of Trustees is inviting written Statement of Qualifications (SOQ), including in-depth supporting material, on or before October 13, 2006, at 5:00 PM for consideration in the selection of Design Professionals for architectural and engineering services required for the design of the Norco Campus Student Support Center.

The Riverside Community College District is located in the County of Riverside, in what is referred to as the Inland Empire, the fastest growing area in California. In the past eight years the District has grown by 50% in Weekly Student Contact Hours (WSCH). The District operates three separate campuses: Riverside City Campus, Moreno Valley Campus, and Norco Campus, four Learning Centers in the surrounding communities and two offices in downtown Riverside, a Systems Office Building and the District Office Building. The District serves 35,000 students each semester.

The Riverside City Campus is the oldest of the District’s three campuses and is the site of the original college. Located in the City of Riverside, the campus opened in 1916 and today serves more than 19,000 students each semester.

Since opening in March 1991, the Norco Campus has grown to serve more than 8,400 students, has 10 buildings, and is in the planning and design stages for Phase III expansion in order to accommodate more students.

Currently the District is in transition from a single college with multiple campuses to a District with three autonomous colleges. This transition period is expected to be completed within the next 2-3 years. The above referenced project will be designed and constructed during Norco Campus transition to an autonomous college.

The Norco Campus, through its strategic planning process, has identified the Norco Campus Student Support Center as a high priority project. The current facility was designed and constructed with the campus Phase I construction in 1991 when student headcount enrollment was 1,200. Current headcount enrollment exceeds 8,400 students. Initially a plan to expand the capacity of the current cafeteria was evaluated. This concept was rejected when it became apparent that the existing physical structure did not provide enough space for expansion.
The campus has identified a need for a two story structure that would have approximately 15,000 assignable square feet-22,000 gross square feet. The project has not been formally programmed yet but the campus has identified desired program space that includes:

1st floor would include cafeteria, Tiger’s Den (vending machines and sitting area), staff dining room, and restrooms for students and staff.

2nd floor would house a student government office, student activities coordinator office, several small meeting rooms, a faculty innovation center, medium sized meeting rooms and a large meeting room (hopefully, to accommodate the Board of Trustees meetings that occur once per semester in fall and spring), an open “commons” area for students that can be used as a lounge with computer workstations and additional restrooms.

The District is giving strong consideration to using multiple prime contracting to encourage use of local labor, contractors, and subcontractors and to move the project through planning, design and construction as quickly as possible. The District will be seeking design professional consultation and counsel to help manage this process during the bidding and construction of the project.

Assumptions:

1. Construction Cost has been estimated at $376 per assignable foot in 2006 dollars.
2. Escalation of construction costs have been estimated at 7% a year to mid point of construction.
3. Project Cost has been calculated at 120% of construction costs to cover architect, engineer, CEQA, DSA, construction management and contingency expenses.

Project Budget Cost—at $376 per square feet – 15,000 assignable square feet

Total Construction Cost = $5,640,000
Total Project Cost = $6,768,000
Total Project Cost to mid point of construction = $7,241,760

During the Final Programming exercise the District will expect the design professional to assist in confirming final project costs.

2. PROJECT SIZE AND CAPACITY:

The total project will provide approximately 22,000 gross square feet and 15,000 assignable square feet.
3. SCHEDULE:

It is anticipated that the following draft schedule will be maintained:
(The District will look to the Design Professional for assistance in compressing this draft schedule).

Receive submittals October 13, 2006
Review submittals October 16-24
Schedule interviews October 24, 2006
Negotiate contract Oct 24 – Nov 1, 2006
Prepare board report Oct 24 – Nov 1, 2006
Board approval November 21, 2006
Final program development Dec 1- Feb 12, 2007
Schematic design/Final project proposal Feb 12- May 1, 2007
DSA plan review March 1 – June 1, 2008
Bidding process July 2 – September 1, 2008
Start construction October 2008
Occupancy August 2009

4. SCOPE OF SERVICES:

The scope of services for this project includes but is not limited to:

a. Final Program Plan (FPP) Development
b. Prepare schematic design and design development documents
c. Assist the District with the documentation required for environmental assessment and documentation
d. Preparation of project cost estimate upon completion of FFP
e. Preparation of detailed cost estimates at schematic design, design development, and construction document phases
f. Participation at value engineering sessions
g. Preparation construction documents
h. Assist the District with obtaining appropriate agency approvals, including but not limited to, State Chancellor’s Office, Division of the State Architect, and District Board of Trustees design approval.
i. Assist in bidding and award of construction contract(s)
j. Provide construction phase contracts administration
k. Assist the District with a post occupancy project evaluation

5. SELECTION CRITERIA:

The RCCD Screening Committee will be seeking a design firm that exhibits design talent with demonstrated experience with comparable projects within a higher education setting, with particular interest in firms that have designed comparable community college facilities. Applicants should highlight such projects and their similarities with the proposed project. Major considerations in selection of the design team will be based on the following:
1. Technical Competence and Past Performance Record
2. Design philosophy
3. Client Relationships and References
4. Program Responsiveness
5. Production, Coordination, and Supervision Capability
6. Management plan/Quality control
7. Cost Control and Reporting
8. Previous Higher Education and Community College/DSA Experience
9. Community Relations

RCCD has the sole authority to select the final architectural firm and reserves the right to reject any and all submittals.

6. SUBMITTAL FORMAT:

Note: If your firm has, with in the past year, submitted a proposal for design services to the Riverside Community College District the District will use those previously submitted materials for consideration for this project. If you wish to have the District use previously submitted materials please so indicate in your response to this SOQ and include a cover letter that explains your firm’s specific interest in being considered for this particular project. Based on previously submitted materials and the above cited cover letter your submittal for this particular project will be considered and evaluated.

If you have not submitted a proposal to the District in the past year please make sure that your proposal conforms to the following format and outline.

Proposals must conform to the following format and outline and must contain all the information requested:

Section 1: The firm’s design excellence for this type of project:
   a. National design awards for academic/student services buildings
   b. Other awards the firm has earned for similar projects
   c. Experience and demonstrated excellence in providing quality design within constrained budgets

Section 2: Design philosophy and approach:
   a. How would the consultant describe good design?
   b. How would the consultant approach implementation of the Final Program Design?
   c. What do you see as the design opportunities for this project
   d. What are the physical opportunities and constraints that you see for this project?

Section 3: Experience of the firm:
a. Describe the experience of the firm in designing projects similar to this project (indicate the year of completion, construction cost, square footage, etc.).
b. Describe the experience and success of the firm in designing projects within a fixed budget.
c. Describe the experience and success of the firm in meeting deadlines and producing deliverables.

Section 4: Experience of the proposed team members for this project:

a. Describe the experience of the proposed project manager and other key members of your team.
b. Describe the experience of the lead firm and proposed consultants as a team on past projects.

Section 5: Management Plan:

a. Describe the management plan for the project including team organization throughout the design and construction phases.
b. Describe your methodology for production quality control and continuity throughout the duration of the project.
c. Describe your approach to managing document completeness, coordination, and constructability.
d. Describe your cost control methods utilized to meet budget requirements.

Section 6: Construction Management:

a. Describe experience in construction management phase.
b. Describe team member organization during the construction phase.
c. Describe the firm’s approach to problems and change orders during construction.

Section 7: References:

a. Provide references for at least three similar projects.

Section 8: Provide any other relevant information that you deem appropriate.
7. SELECTION PROCESS:

1. The District will solicit State of Qualifications from prospective firms.
2. The District will screen proposals and establish a short list of “finalists” (3-5) to be interviewed.
3. The District will conduct interviews of the finalists.
4. The District will negotiate fees and agreed upon services.
5. District staff will recommend appointment of the firm to the Board of Trustees.
6. Upon action by the Board, District will execute agreement with the firm.

8. SUBMISSION OF QUALIFICATIONS:

Interested firms should submit six (6) copies of their bound proposal, including one original with original signatures, to RCCD by the due date. Proposals should be clearly labeled “RESPONSE TO ARCHITECTURAL SERVICES REQUEST FOR QUALIFICATIONS, Norco Campus Student Support Center” and delivered to RCCD in the following manner:

By U.S. Mail or other delivery service such as UPS, FedEx, etc., to

Purchasing Office
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

Personal Delivery to:
North Hall
Riverside Community College District
3617 Saunders Ave.
Riverside, CA 92506

ALL RESPONSES MUST BE RECEIVED BY October 3, 2006, 5:00 PM.
No oral, telegraphic, electronic, facsimile or telephone statements will be considered. Any Statement of Qualifications received after October 3, 2006, 5:00 PM will not be considered and will be returned unopened.

All submittals become the property of the Riverside Community College District.

Inquiries regarding this SOQ can be directed to:

Rick Hernandez,         Doretta Sowell
Director Capital Planning   Purchasing Manager
Riverside Community College District  951.222.8042
4800 Magnolia Avenue        doretta.sowell@rcc.edu
Riverside, CA 92506-1299
951.222.8471
Rick.Hernandez@rcc.edu
DRAFT
AGREEMENT BETWEEN
Harley Ellis Devereaux
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on the 28th day of February, 2007, by and
between Harley Ellis Devereaux, hereinafter referred to as “Architect” and RIVERSIDE
COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the “District.”

The parties hereto mutually agree as follows:

A. General Provisions: This agreement shall be governed by the laws of the State of
California.

B. Services: Architect will provide architectural and engineering services for the
design of the new Student Support Center at the Riverside Community College
District’s Norco Campus, hereinafter referred to as “Project.”

C. Project Scope: The Architect agrees and understands the Project is a new two story
structure that would have approximately 15,000 assignable square feet-22,000 gross
square feet. The project has not been formally programmed yet but the campus has
identified desired program space that includes:

1st floor would include cafeteria, Tiger’s Den (vending machines and sitting area),
staff dining room, and restrooms for students and staff.

2nd floor would house a student government office, student activities coordinator
office, several small meeting rooms, a faculty innovation center, medium sized
meeting rooms and a large meeting room (hopefully, to accommodate the Board of
Trustees meetings that occur once per semester in fall and spring), an open
“commons” area for students that can be used as a lounge with computer
workstations and additional restrooms.

D. Term: The term of this agreement shall be from February 28, 2007, to the
estimated completion date of May 1, 2009, with the provision that the Vice
Chancellor of Administration and Finance or his designee may extend the date
without a formal amendment to this agreement with the Consent of the Architect.

This agreement shall be governed by the laws of the State of California.

1. Architect Services:

1.2 Architect services include the use and engagement of the following
Consultants:

1.2.1 Structural Engineer: TBD
1.2.2 Civil Engineer: TBD
1.2.3 Mechanical/Plumbing/Electrical Engineer: TBD
1.2.4 Cost Estimator: TBD
1.2.5 Landscape Architect: TBD
1.2.6 Food Service Design Architect: Webb Design, Inc.

1.3 Items 1.2.1 through 1.2.5 are included in Architect’s Basic Services. Item 1.2.6 is considered to be outside of Basic Services. See item 10.2.

1.4 All consultants provided under provisions of Section B.1.2, except as otherwise noted, shall be paid by the Architect. The District has approved the list of consultants as submitted in Section B.1.2. Should the Architect wish to substitute or change one of the consultants listed in B.1.2 Architect will discuss such substitution or change and secure District’s agreement to the change in writing.

1.5 Nothing in the foregoing shall create any contractual relationship between District and any consultants employed by the Architect under the terms of this Agreement. Architect is responsible for the performance of its consultants as it would be if it rendered these services itself.

1.6 District will provide Architect with a site survey and soils report.

2.0 Pre-Design Services

2.1 Architect will perform the following pre-design services:

2.1.1 Thoroughly review and analyze all documents, provided by District, including the Initial Program Plan (IPP) and any other pre-programming information available to date. Also review the requirements of State Chancellor’s Office, Department of the State Architect, and District Board of Trustees.

3.0 Final Program Plan (FPP)

3.1 Architect will provide a Final Program Plan (FPP) in accordance with the requirements of the California Community Colleges Facilities Planning Manual, Chapter 5, including, but not limited to the following considerations:

3.1.1 Meet with District and campus representatives to confirm the program space needs identified from the IPP document.

3.1.2 Identification and development of Assignable Square Feet (ASF) and Gross Square Feet (GSF) space requirements.
3.1.3 Development of circulation assumptions.

3.1.4 Understanding internal department adjacencies and adjacencies within departments.

3.1.5 Verify stacking plan.

3.1.6 Verify location of departments.

3.1.7 Visioning session to bring stakeholders together around this phase of the project and develop common vision, goals and objectives – then take them through the process of the project indicating timeframes for their individual participation in this process.

3.1.8 Identify opportunities for plan enhancements (i.e.: relocating specific functions to other locations in the building to be more efficient and effective).

3.1.9 Preparation of conceptual drawings including floor plans, site plans, elevations, renderings, etc.

3.1.10 Preparation of a cost model based on the conceptual drawings and provide the District supporting information to prepare the State JCAF-32 budget form.

3.1.11 Prepare a detailed equipment/furniture list for the building to support the State JCAF-33 form.

4.0 Schematic Design Services

4.1 Architect will provide the following schematic design services during this phase of the project design:

4.1.1 Utilizing the plans developed through the FPP process and refine the "conceptual" site plan(s) for review by District and the State Chancellor’s Office, Department of the State Architect, and District Board of Trustees.

4.1.2 If the "conceptual" site plan(s) indicate substantial construction cost variance, Architect will develop the "magnitude" construction cost estimate for each concept with a professional independent cost estimator.

4.1.3 Provide technical assistance to District in submitting the documents required for environmental assessment and documentation.

4.1.4 Based upon the approved space program and requirements, the approved site plan, and utilizing the floor plan within the FPP prepare several conceptual floor plans for review and approval by District.

4.1.5 Through conferences with District, coordinate the functional and circulation aspects of the approved conceptual floor plans. Specific emphasis will be placed on bay spacing core design and floor plate size and shape.
4.2 Architect will prepare a preliminary schematic design package for District review and approval including:

4.2.1 Site plan.

4.2.2 Floor plans.

4.2.3 Exterior elevations, and/or sketches.

4.2.4 Building sections.

4.2.5 Interior sketches.

4.2.6 Architect shall provide District with an Estimated Project Construction Cost based on documents submitted in this phase.

4.3 Upon District approval of the preliminary schematic design:

4.3.1 Study alternate structural systems.

4.3.2 Study alternate Heating, Ventilation and Air Conditioning (HVAC) systems and prepare an outline specification to be used by the cost estimator in establishing a construction budget.

4.3.3 Study alternate plumbing systems and prepare an outline specification to be used by the cost estimator in establishing a construction budget.

4.3.4 Study alternate electrical systems and prepare an outline specification to be used by the cost estimator in establishing a construction budget.

4.3.5 Study alternate fire protection systems and prepare an outline specification to be used by the cost estimator in establishing a construction budget.

4.4 Through conferences with District select the appropriate building systems.

4.5 Provide technical assistance to the cost estimator in the preparation of a construction budget based upon the preliminary schematic design concept.

4.6 Upon District approval, refine the preliminary schematic design concept and upon review with the State Chancellor’s Office, Department of the State Architect, and District Board of Trustees, make modifications as required.

4.7 Through conferences with District, further refine the preliminary schematic design concept and complete the final schematic design documents for final review and approval.

5.0 Design Development Services

5.1 Architect will further refine the schematic design and the various building systems and details during design development. Services during this phase of design will include the following:
5.1.1 Establish the final design for all architectural systems.
5.1.2 Establish the final design for all structural systems.
5.1.3 Establish the final design for HVAC systems.
5.1.4 Establish the final design for plumbing systems.
5.1.5 Establish the final design for electrical systems.
5.1.6 Coordinate the requirements of Landscape Architect.
5.1.7 Coordinate the requirements of Civil Engineer.
5.1.8 Coordinate the requirements of Food Services Design Architect.
5.1.9 Coordinate the requirements of District security system.
5.1.10 Coordinate the requirements of District Building Management and Maintenance Department.
5.1.11 Coordinate the requirements of District Telephone/Communications and Information Technology Department.
5.1.12 Coordinate the requirements of the Cost Estimating Architect.
5.1.13 Architect shall provide District with an Estimated Project Construction Cost based on documents submitted in this phase.
5.1.14 Upon District approval, Architect will coordinate review of the Design Development documents with the State Chancellor’s Office, Department of the State Architect, and District Board of Trustees, and make modifications as required.

6.0 Construction Documents Services

6.1 Architect will develop documents for the bidding and construction of the Project. Architect services will include the following:

6.1.1 Prepare final architectural drawings, specifications and bidding documents.
6.1.2 Prepare final structural drawings, specifications and bidding documents.
6.1.3 Prepare final HVAC, plumbing, electrical drawings, specifications and bidding documents.
6.1.4 Prepare final landscape drawings, specifications and bidding documents.
6.1.5 Prepare final civil drawings, specifications and bidding documents.
6.1.6 Prepare final food service drawings, specifications and bidding documents.
6.1.7 Coordinate the architectural, structural, HVAC, plumbing, electrical,
landscape, civil, and food service construction documents with the drawings, specifications and bidding documents prepared by the Interior Architect and District’s other Architects.

6.1.7 Coordinate constructability review process at 50% drawings and 90% drawings.

6.1.8 Architect shall submit construction documents to the District for review and approval upon 50% completion, and upon Architect’s determination that the documents are 100% complete and coordinated. Architect will resubmit the documents for back check by the District after corrections are made to the 100% submittals.

6.1.9 Upon 50%, 100%, and final back check completion of the Construction Documents, Architect shall submit to the District an Estimated Project Construction Cost.

6.1.10 The Project is subject to an independent cost estimate conducted by an estimator designated by the District and at the District’s expense. Architect shall provide four copies of the current Drawings and Specifications at the following points in the design process:

1. End of Schematic Design phase
2. End of the Design Development phase
3. Construction Document phase at 50% completion
4. Construction Document phase at 100% completion of correction by Architect and back check by District.

6.1.11 Provide technical assistance to District in obtaining approvals from the State Chancellor’s Office, Department of the State Architect, and District Board of Trustees.

6.1.12 Architect shall prepare Construction Documents in compliance with applicable laws, codes, rules, regulations, ordinances, and standards.

6.1.13 All documents, illustrations, plans, and other presentation materials developed and prepared by the Architect under this agreement will become the property of the District.

7.0 Bidding and Negotiation Services

7.1 Architect will assist to bid and construct the Project. These services are to include:

7.1.1 Provide technical assistance to District in bidding the various elements of the Construction Contract.

7.1.2 Provide technical assistance to District in developing the Contract for Construction with the General Contractor.

8.0 Construction Administration Services

8.1 Architect will assist the District in administering the construction process.
Architect services during this phase will include the following:

8.1.1 At a pre-construction meeting, establish with the General Contractor, the typical various subcontractors and District, the methods for administering the construction process.

8.1.2 Provide weekly on-site observation visits by an Architect Construction Administrator with the intention of assisting the District, and the General Contractor and in determining the General Contractor's compliance with the contract documents.

8.1.3 Provide periodic on-site visits by a representative of the structural, HVAC, plumbing, and electrical engineers with the intention of assisting the District and the General Contractor and in determining the General Contractor's compliance with the contract documents.

8.1.4 Provide periodic on-site visits by a representative of the landscape architect with the intention of assisting the District, and the General Contractor and in determining the General Contractor's compliance with the contract documents.

8.1.5 Provide periodic on-site visits by a representative of the civil engineer with the intention of assisting the District, and the General Contractor and in determining the General Contractor's compliance with the contract documents.

8.1.6 Provide periodic on-site visits by a representative of the food service design Architect with the intention of assisting the District, and the General Contractor and in determining the General Contractor's compliance with the contract documents.

8.1.7 Provide the General Contractor with technical assistance in reviewing shop drawings and submittals. Review up to two (2) shop drawing submittals per item.

8.1.8 Issue clarifications as required for the progress of the project.

8.1.9 Review applications for payment by the General Contractor.

8.1.10 Upon completion of the project, develop, with the General Contractor and District, a final punch list of all items to be completed.

9.0 Post-Construction Services and Post Occupancy Services

9.1 Architect will assist the District in obtaining the maximum benefit and use of the new building. Architect services during this phase will include the following:

9.1.1 Provide thirty-two (32) hours of meetings with District during the "de-bugging/commissioning" process for the purpose of assisting District in making any necessary modifications.

9.1.2 Provide two (2) training sessions (including representatives of the architectural, mechanical, plumbing, and electrical staff) for the purpose of
familiarizing District staff with the operations of the building components.

9.1.3 Upon completion of the project, organize CADD-generated as-built drawings based upon a record maintained and drawn by the General Contractor during the course of construction.

9.1.4 Upon completion of the project, review the equipment and maintenance manuals prepared by the General Contractor.

9.1.5 Approximately six (6) months after completion of the facility, provide twenty (20) hours of meetings with District for the purpose of post occupancy review to evaluate the building’s effectiveness and assist in gaining the maximum benefit of the facility.

9.1.6 Approximately one (1) year after completion of the building, but before the one-year warranty has expired, inspect the facility and prepare a list for repair work by the General Contractor as stipulated in the General Conditions of the Construction Contract.

10.0 Fee for Architectural Services

10.1 Total Fee for Basic Services – For services rendered in accordance with this Agreement, the basis for compensation shall be a lump-sum-fee of 7.5% of total construction cost (construction cost is defined as that amount identified for construction in the State JCAF 32 as $9,200,000, which includes $400,000 for Group 2 Equipment) in the amount of $xxxxx. Total FPP Project cost is $11,042,820.

10.2 District agrees Food Service Design Consulting is not included in basic services. District will compensate Architect $xxxxx for a full service cafeteria design this fee.

10.3 All reimbursable expenses are to be included in Total Fee listed in 10.1 above.

10.4 Payment shall be made upon completion of each project phase, after review and approval by the District based on and in accordance with the schedule listed below. District agrees to pay directly all permit fees charged by authorities and that these permit fees will not be a reimbursable expense to Architect.

Schedule: Percentage of fee to be paid upon completion of each phase, monthly payments based on the percentage of completion may be made, not to exceed the total fee due for each phase.

1. Pre Design, FPP 5%
2. Schematic Design Phase Increase to 20%
3. Design Development Increase to 35%
4. Construction Documents Increase to 65%
5. Bidding and Award Increase to 70%
6. Construction Phase Increase to 95%
7. Construction Completion Increase to 100%
Recap of Compensation:

1. Pre Design, FPP $ 
2. Schematic Design Phase 
3. Design Development Phase 
4. Construction Documents 
5. Bidding and Award 
6. Construction Phase 
7. Construction Completion 

10.5 Should there be changes to the scope of the project that affects the fee, District and Architect agree to negotiate additional fees for such scope changes and it is understood that Architect will not proceed without written and signed Authorization for Additional Services from the District.

11.0 Additional Services

District understands and recognizes that Architect has available for additional compensation the following additional services:

11.1 Interior signage design package to include basic lobby, way finding and classroom or office numbering.

11.2 Lighting Architect.

11.3 Audio Visual Architect.

11.4 Technology Architect.

11.5 Acoustical Architect.

11.6 Security Architect.

E. Location of Services: The services outlined in Paragraph B 1-11, will be conducted at Architect’s offices and at the District.

F. Review of Services: The services rendered by the Architect are subject to review by the Associate Vice Chancellor, Facilities.

G. Suspension: If the Project is suspended or abandoned for more than twelve consecutive months Architect shall be compensated for all authorized services performed up to the time the District informs the Architect the Project is to be suspended.
H. **Payments:** Payments in consideration of this agreement will be made as authorized by the Associate Vice Chancellor, Facilities, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph B, have been satisfactorily completed, as determined by Associate Vice Chancellor, Facilities.

I. **Indemnification:** Architect shall indemnify and hold the District, its Trustees, officers, agents, employees and independent contractors or consultants free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of Architect, its employees, agents or assigns, arising out of, pertaining to, or relating to the performance of Architect services under this Agreement. Architect shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its officers, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged negligence, recklessness or willful misconduct. The obligations to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.

District shall indemnify and hold Architect, its officers, agents, and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of the District, its employees, agents, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District’s actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Architect), Architect, its officers and employees in any legal actions based upon such alleged negligence, recklessness, or willful misconduct. The obligations to indemnify and hold Architect free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligent acts are fully and finally barred by the applicable statute of limitations.

J. **Insurance:** Architect shall procure and maintain comprehensive general liability insurance coverage that shall protect District from claims for damages for personal injury, including, but no limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from Architect’s activities as well as District’s activities under this contract. Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Such insurance shall provide for limits of not less than $1,000,000.

K. **Non Discrimination:** Architect shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national
origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

L. Ownership: All ideas, memoranda, specifications, plans, manufacturing procedures, drawings, descriptions, written information, and other materials submitted to Architect in connection with this Agreement shall be held in a strictly confidential manner by Architect. Such materials shall not, without the written consent of District, be used by Architect for any purpose other than the performance of the Services or Scope of Work hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or Scope of Work hereunder.

All data prepared by Architect hereunder, such as plans, drawings, tracings, quantities, specifications, proposals, sketches, magnetic media, computer software or other programming, diagrams, and calculations shall become the property of District upon completion of the Services and Scope of Work described in this Agreement, except that the Architect shall have the right to retain copies of all such data for Architect records. District shall not be limited in any way in its use of such data at any time provided that any such use which is not within the purposes intended by this Agreement shall be at District’s sole risk, and provided further, that Architect shall be indemnified against any damages resulting from such use. In the event Architect, following the termination of this Agreement, desires to use any such data, Architect shall first obtain approval of District’s representative in writing.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

________________________________________  ______________________________________
Architect     James L. Buysse
Vice Chancellor
Administration and Finance
Chairperson Takano called the committee to order at 5:30 p.m. in Board Room AD122, in the O.W. Noble Administration Building, Riverside City College.

Committee Members Present
Mr. Mark Takano, Chairperson
Ms. Virginia Blumenthal, Vice Chairperson
Dr. Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Interim Vice Chancellor, Diversity and Human Resources
Dr. Richard Mahon, Academic Senate Representative (Riverside)
Mr. Tom Wagner, Academic Senate Representative (District and Norco)
Ms. Yajaira Tiscareño, ASRCC Representative
Ms. Tamara Caponetto, CSEA Representative
Ms. Tish Chavez, Confidential Representative

Resource Persons Present
Dr. Salvatore G. Rotella, Chancellor
Dr. Brenda Davis, President, Norco Campus
Dr. Linda Lacy, Interim President, Riverside City College
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Mr. Aaron Brown, Associate Vice Chancellor, Finance
Ms. Lorraine Anderson, District Dean, Admissions and Records
Mr. Bill Bogle, Jr., Auxiliary Business Services Manager

Guests Present
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Ms. Deborah L. Crowley, C.P.A., Eadie and Payne, LLP
Ms. Linda S. Devlin, C.P.A., Ahern-Adcock-Devlin LLP

Dr. Lacy introduced Ms. Anderson, who led the committee review of the proposed agreement with Wells Fargo Bank to provide a multi-purpose identification/ATM card for enrolled students and District employees that will be brought to the Board of Trustees for approval at the January 30, 2007 regular meeting. Discussion followed.
Mr. Takano recommended that the Committee amend the agenda to discuss the Proposal to Relocate Portables from the Lovekin Complex as the second item on the agenda.

Dr. Buysse led the review of the preliminary proposal for the distribution and relocation of Lovekin portables using Measure C funds. Discussion followed.

Mr. Brown led the review of the proposal for the 2007-2008 nonresident tuition fee and capital surcharge fee rate that will be brought to the Board of Trustees for approval at the January 30th regular meeting. Discussion followed.

Mr. Bogle introduced Ms. Crowley, who led the review of the independent financial and performance audit reports of the Measure C general obligation bonds for the year ended June 30, 2006 that will be presented to the Board of Trustees for acceptance at the January 30th regular meeting. Discussion followed.

Mr. Bogle introduced Ms. Devlin, who led the review of Riverside Community College District Foundation’s independent audit report for the year ended June 30, 2006 that will be presented to the Board of Trustees for acceptance at the January 30th regular meeting. Discussion followed.

Ms. Devlin led the review of the District’s independent audit report for the year ended June 30, 2006 that will be presented to the Board of Trustees for acceptance at the January 30th regular meeting. Discussion followed.

The committee adjourned the meeting at 6:30 p.m.