

**Board of Trustees - Regular Meeting  
Tuesday, October 21, 2014 6:00 PM  
Moreno Valley College, Student Academic  
Services General Assembly Room #121, 16130  
Lasselle Street, Moreno Valley, CA 92551**

**ORDER OF BUSINESS**

**Pledge of Allegiance**

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

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

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, Suite 210, 1533 Spruce Street, Riverside, California, 92507 or online at [www.rccd.edu/administration/board](http://www.rccd.edu/administration/board).

**I. COMMENTS FROM THE PUBLIC**

Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Pursuant to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.

**II. APPROVAL OF MINUTES**

- A. Minutes of the Board of Trustees Regular/Committee Meeting of September 2, 2014  
Recommend approving the September 2, 2014 Board of Trustees Regular/Committee meeting minutes as prepared.
- B. Minutes of the Board of Trustees Regular Meeting of September 16, 2014  
Recommend approving the September 16, 2014 Board of Trustees Regular meeting minutes as prepared.

**III. PUBLIC HEARING (NONE)**

**IV. CHANCELLOR'S REPORTS**

- A. Chancellor's Communications  
Information Only
- B. Presentation - Moreno Valley College Student Art Work  
Information Only
- C. Five to Thrive Presentation Led by Mr. Bob Fontaine,  
Associate Professor, Emergency Medical Services  
Information Only

- D. Health Care Update  
Information Only
- E. Future Monthly Committee Agenda Planner and Annual  
Master Planning Calendar.  
Information Only
- V. STUDENT REPORT
  - A. Student Report  
Information Only
- VI. CONSENT AGENDA ACTION
  - A. Diversity/Human Resources
    - 1. Academic Personnel  
Recommend approving/ratifying academic  
personnel actions.
    - 2. Classified Personnel  
Recommend approving/ratifying classified  
personnel actions.
    - 3. Other Personnel  
Recommend approving/ratifying other personnel  
actions.
    - 4. Resolution No. 19-14/15 Authorizing Post-  
Retirement Employment and Seeking an  
Exemption from the 180 Day Separation-From-  
Service Requirement Set Forth in Education Code  
Section 24214.5 for Pending Employment of  
STRS Retiree Irving Hendrick  
Recommend adopting Resolution No. 19-14/15  
Authorizing Post-Retirement Employment and  
Seeking an Exemption from the 180 Day  
Separation-From-Service Requirement Set Forth  
in Education Code Section 24214.5 for Pending  
Employment of STRS Retiree Irving Hendrick
  - B. District Business
    - 1. Purchase Order and Warrant Report – All District  
Resources  
Recommend approving/ratifying the Purchase  
Orders and Purchase Order Additions totaling  
\$5,459,545 and District Warrant Claims totaling  
\$4,537,144.
    - 2. Budget Adjustments
      - a. Budget Adjustments  
Recommend approving the budget transfers as  
presented.
    - 3. Resolution(s) to Amend Budget
      - a. Resolution No. 04-14/15 – 2014-2015 Sector  
Navigator – Program Income  
Recommend approving adding the revenue and  
expenditures of \$16,800 to the budget.
      - b. Resolution No. 5-14/15 – 2014-2015 College  
Connection Program  
Recommend approving adding the revenue and  
expenditures of \$3,372 to the budget.
      - c. Resolution No. 6-14/15 – 2014-2015 California  
Work Opportunity and Responsibility to Kids  
(CalWORKs) Set-Aside Program  
Recommend approving adding the revenue and  
expenditures of \$80,000 to the budget.
      - d. Resolution No. 7-14/15 – 2014-2015 Student  
Success and Support Program

- Recommend approving adding the revenue and expenditures of \$1,823,347 to the budget.
  - e. Resolution No. 8-14/15 – 2014-2015 Extended Opportunity Programs and Services (EOPS)  
Recommend approving adding the revenue and expenditures of \$72,816 to the budget.
  - f. Resolution No. 09-14/15 – 2014-2015 Realignment of Scheduled Maintenance and Instructional Equipment  
Recommend approving realigning Scheduled Maintenance and Instructional Equipment revenues and expenditures of \$1,304,772 between Resources 4100 and 1190.
  - g. Resolution No. 10-14/15 – 2014-2015 Proposition 39: Clean Energy Jobs Act of 2012  
Recommend approving adding the revenue and expenditures of \$865,540 to the budget.
  - h. Resolution No. 11-14/15 – 2014-2015 TANF and CalWORKs Programs  
Recommend approving adding the revenue and expenditures of \$97,820 to the budget.
  - i. Resolution No. 12-14/15 – 2014-2015 Kaiser Foundation Hospitals  
Recommend approving adding the revenue and expenditures of \$21,250 to the budget.
  - j. Resolution No. 13-14/15 – 2014-2015 State of California Employment Training Panel – CORE#2  
Recommend approving adding the revenue and expenditures of \$374,800 to the budget.
  - k. Resolution No. 14-14/15 – 2014-2015 Song-Brown Health Care Workforce Training Contract #13-4212  
Recommend approving adding the revenue and expenditures of \$67,973 to the budget.
  - l. Resolution No. 15-14/15 – 2014-2015 Song-Brown Health Care Workforce Training Contract #13-4199  
Recommend approving adding the revenue and expenditures of \$114,999 to the budget.
  - m. Resolution No. 16-14/15 – 2014-2015 Upward Bound Math and Science  
Recommend approving adding the revenue and expenditures of \$30,000 to the budget.
  - n. Resolution No. 17-14/15 – 2014-2015 College Connection II Program  
Recommend approving adding the revenue and expenditures of \$58,418 to the budget.
  - o. Resolution No. 18-14/15 – 2014-2015 ICT Digital Media Mini Grant  
Recommend approving adding the revenue and expenditures of \$10,000 to the budget.
- 4. Contingency Budget Adjustments (None)
- 5. Bid Awards
  - a. Purchase Computer Equipment, Peripherals and Related Services from Authorized Resellers Utilizing the Western States Contracting Alliance (WSCA) Contracts  
Recommend approving the purchase of Lenovo, Apple, Dell and Hewlett Packard computer

- equipment, peripherals and related services from authorized resellers, utilizing Western States Contracting Alliance (WSCA) contracts through December 31, 2014.
- b. Approval to Purchase Information Technology Goods and Services Utilizing the California Multiple Award Schedules (CMAS) Contract Number 3-13-70-2834G  
Recommend approving the purchase of information technology goods and services from Presidio Networked Solutions, utilizing CMAS contract number 3-13-70-2834G.
  - c. Purchase Audio Visual and Communication Integration Goods and Services Utilizing the California Multiple Award Schedules (CMAS) Contract Number 3-10-58-077G  
Recommend approving the purchase of audio visual and communication integration goods and services from Spinitar, utilizing CMAS contract number 3-10-58-077G through January 31, 2019.
  - d. Approval to Award Alternate #1 for the RCC Bradshaw HVAC Replacement Project  
Recommend awarding alternate #1 for the RCC Bradshaw HVAC Replacement Project, in the amount of \$94,000 to AMS Anderson Air Conditioning, LP.
6. Grants, Contracts and Agreements
- a. Contracts and Agreements Report Less than \$84,100 – All District Resources  
Recommend ratifying contracts totaling \$566,857 for the period of September 1, 2014 through September 30, 2014.
  - b. Contract Agreement C14-0031 between Chancellor's Office, California Community Colleges and Riverside Community College District's Riverside City College  
Recommend approving the Contract Agreement C14-0031 (CalWORKs Set-A-Side), for the time frame of July 1, 2014 through June 30, 2015, in the amount of \$80,000.00.
7. Out-of-State Travel  
Recommend approving out-of-state travel.
8. Other Items
- a. Surplus Property - Donation  
Recommend by unanimous vote: declaring the property on the attached list to be surplus; finding that the property does not exceed the total value of \$5,000; and authorizing the property to be donated to the Victory Outreach Church of Riverside to meet technology needs.
  - b. Surplus Property  
Recommend by unanimous vote: declaring the property on the attached list to be surplus; finding the property does not exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.
  - c. Destruction of Records

Recommend approving the destruction of the records on the attached listing.

- VII. CONSENT AGENDA INFORMATION
  - A. 2013-2014 CCFS-311 – Annual Financial and Budget Report  
Information Only
- VIII. BOARD COMMITTEE REPORTS
  - A. Governance (None)
  - B. Teaching and Learning (None)
  - C. Planning and Operations (None)
  - D. Resources (None)
  - E. Facilities
    - 1. Agreement Amendment 3 for the District-wide ADA Transition Plan Implementation Phase I Project with PSOMAS  
Recommend approving Agreement Amendment No. 3 for the District-wide ADA Transition Plan Implementation Project for the partial Fire Alarm System upgrade for Moreno Valley College with PSOMAS in the amount not to exceed \$48,260.
    - 2. Agreements for the Culinary Arts Academy/District Office Building, Henry W. Coil, Sr., and Alice Edna Coil School for the Arts Building, and Parking Structure with GLUMAC  
Recommend approving: the agreement with GLUMAC for LEED Commissioning Services in the amount of \$39,180 for the CAA/DO project; and the agreement with GLUMAC for LEED Commissioning Services in the amount of \$19,960 for the CSA and Parking Structure project.
- IX. ADMINISTRATIVE REPORTS
  - A. Vice Chancellors
    - 1. District Academic Calendar 2015-2016  
Recommend approving the proposed District academic calendar for 2015-2016.
  - B. Presidents
- X. ACADEMIC SENATE REPORTS
  - A. Moreno Valley College/Riverside Community College District
  - B. Norco College
  - C. Riverside City College
- XI. BARGAINING UNIT REPORTS
  - A. CTA - California Teachers Association
  - B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
  - A. Update from Members of the Board of Trustees on Business of the Board.  
Information Only
- XIII. CLOSED SESSION
  - A. Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release  
Recommended Action to be Determined.
- XIV. ADJOURNMENT

# Agenda Item (II-A)

Meeting	10/21/2014 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of September 2, 2014
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

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## Background Narrative:

Recommended approving the September 2, 2014 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor  
Kathy Tizcareno, Administrative Assistant

## Attachments:

[090214\\_MIN](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR  
AND COMMITTEE MEETINGS OF THE GOVERNANCE,  
TEACHING AND LEARNING, PLANNING AND OPERATIONS,  
RESOURCES, AND FACILITIES COMMITTEES  
OF SEPTEMBER 2, 2014

President Blumenthal called the Board of Trustees meeting to order at 6:00 p.m. in the Bradshaw Building-Hall of Fame, Riverside City College, 4800 Magnolia Avenue, California.

CALL TO ORDER

Trustees Present

Virginia Blumenthal, President  
Janet Green, Vice President  
Nathan Miller, Secretary  
Mary Figueroa, Board Member  
Sam Davis, Board Member  
April Galvan, Student Trustee

Staff Present

Mr. Aaron Brown, Vice Chancellor, Business and Financial Services  
Ms. Sylvia Thomas, Acting Vice Chancellor, Diversity and Human Resources  
Dr. Robin Steinback, Interim Vice Chancellor, Educational Services, Workforce Development and Planning  
Dr. Wolde-Ab Isaac, Interim President, Riverside City College  
Dr. Sandra Mayo, President, Moreno Valley College  
Dr. Paul Parnell, President, Norco College  
Ms. Chris Carlson, Chief of Staff and Facilities Development  
Mr. Robert Schmidt, Senior Public Affairs Officer, Strategic Communications and Relations  
Dr. Irving G. Hendrick, Special Assistant to the Chancellor  
Mr. Laurens Thurman, Consultant, Norco College  
Dr. Carol Farrar, Interim Vice President, Academic Affairs, Moreno Valley College  
Dr. Diane Dieckmeyer, Vice President, Academic Affairs, Norco College  
Dr. Susan Mills, Interim Vice President, Academic Affairs, Riverside City College  
Mr. Bart Doering, Facilities Development Director, Facilities Planning & Development

Student Trustee April Galvan led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The Governance Committee Chair Virginia Blumenthal convened the meeting at 6:08 p.m. Committee members in attendance: Academic Senate Representatives: Dr. Travis Gibbs (Moreno Valley College/RCCD), Ms. Peggy Campo (Norco College) and Mr. Lee Nelson (Riverside City College); CTA Representatives: Mark Sellick (Riverside City College); CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Tenisha James.

GOVERNANCE COMMITTEE

Ms. Carlson presented the committee with background information on Resolution No. 03-14/15 Support for

Resolution No. 03-14/15 Support for Community Colleges to Offer

Community Colleges to Offer Baccalaureate Degrees that will be presented to the Board for approval at the September 16 regular meeting. Discussion followed.

Baccalaureate Degrees

The committee adjourned at 6:45 p.m.

The Teaching and Learning Committee Chair Sam Davis convened the meeting at 6:46 p.m. Committee members in attendance: Dr. Robin Steinback, Interim Vice Chancellor, Educational Services, Workforce Development and Planning; Academic Senate Representatives: Dr. Travis Gibbs (Moreno Valley College/RCCD), Ms. Peggy Campo (Norco College) and Mr. Lee Nelson (Riverside City College); CTA Representative: Mark Sellick (Riverside City College); CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Ruth Adams.

TEACHING AND LEARNING  
COMMITTEE

Dr. Farrar facilitated an informational presentation of Moreno Valley College's action steps addressing recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC). Discussion followed.

Presentation on Moreno Valley College's Action Steps Addressing Recommendations from the Accrediting Commission for Community and Junior Colleges

Dr. Dieckmeyer facilitated an informational presentation of Moreno Valley College's action steps addressing recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC). Discussion followed.

Presentation of Norco College's Action Steps Addressing Recommendations from the Accrediting Commission for Community and Junior Colleges

Dr. Mills facilitated an informational presentation of Riverside City College's action steps addressing recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC). Discussion followed.

Presentation of Riverside City College's Action Steps Addressing Recommendations from the Accrediting Commission for Community and Junior Colleges

Dr. Steinback facilitated an informational presentation on the District's action steps addressing recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC). Discussion followed.

Presentation of District's Action Steps Addressing Recommendations from the Accrediting Commission for Community and Junior Colleges

The Committee adjourned the meeting at 7:25 p.m.

The Resources Committee Chair Janet Green convened the meeting at 8:04 p.m. Committee members in attendance: Mr. Aaron Brown, Vice Chancellor, Business and Financial Services, Ms. Sylvia Thomas, Acting Vice Chancellor, Diversity and Human Resources; Academic Senate Representatives: Academic Senate Representatives: Dr. Travis Gibbs (Moreno Valley College/RCCD),

RESOURCES COMMITTEE



Ms. Peggy Campo (Norco College) and Mr. Lee Nelson (Riverside City College); CTA Representative: Dr. Dariush Haghghat and Mr. Leo Truttman (Riverside City College); CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Association Representative: Ms. Beth Gomez.

Mr. Brown led the committee review of the 2014-15 final budget, including Resolution No. 02-14/15 Temporarily Suspending the 5% Fund Balance Target that will be presented to the Board for adoption and public hearing at the September 16 regular meeting. Discussion followed.

Public Hearing and Budget Adoption for the 2014-2015 Riverside Community College District Budget inclusive of Resolution No. 02-14/15 Temporarily Suspending 5% Fund Balance Target

The Committee adjourned the meeting at 8:05 p.m.

The Facilities Committee Chair Nathan Miller convened the meeting at 8:08 p.m. Committee members in attendance: Ms. Chris Carlson, Chief of Staff and Facilities Development; Academic Senate Representatives: Dr. Travis Gibbs and Mr. Sal Soto (Moreno Valley College/RCCD), Ms. Peggy Campo (Norco College) and Mr. Lee Nelson (Riverside City College); CTA Representative: Ms. Rhonda Taube (Riverside City College); CSEA Representative: Mr. Gustavo Segura; and Management Association Representative: Mr. Gustavo Ocegura.

FACILITIES COMMITTEE

Mr. Thurman presented the committee with the agreement amendment for the Student Services Building at Riverside City College for construction management services with Bernards Builders Management Services in the amount not to exceed \$62,322 that will be presented to the Board for approval at the September 16 regular meeting. Noting that this amendment was needed due to change in the scope of the project. Discussion followed.

Agreement Amendment No. 1 for the Student Services Building with Bernards Builders Management Services

Ms. Carlson and Mr. Thurman led the committee review of the agreement amendment for the Student Services building at Riverside City College for construction management services with Bernards Builders Management Services in the amount not to exceed \$30,246 that will be presented to the Board for approval at the September 16 regular meeting. Discussion followed.

Agreement Amendment No. 2 for the Student Services Building with Bernards Builders Management Services

The committee adjourned the meeting at 8:14 p.m.

Adjourned

The Board adjourned the meeting at 8:15 p.m.

ADJOURNMENT

## Agenda Item (II-B)

Meeting	10/21/2014 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of September 16, 2014
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

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### Background Narrative:

Recommend approving the September 16, 2014 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor  
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

### Attachments:

[091614\\_MIN](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING  
OF SEPTEMBER 16, 2014

President Blumenthal called the regular meeting of the Board of Trustees to order at 6:00 p.m., in the O.W. Noble Administrative Center, Board Room AD 122, Riverside City College, 4800 Magnolia Avenue, Riverside, California 92506

CALL TO ORDER

Trustees Present

Virginia Blumenthal, President  
Janet Green, Vice President  
Nathan Miller, Secretary  
Sam Davis, Board Member  
Mary Figueroa, Board Member  
April Galvan, Student Trustee

Staff Present

Michael L. Burke, Ph.D., Chancellor  
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services  
Dr. Robin Steinback, Interim Vice Chancellor, Educational Services,  
Workforce Development & Planning  
Ms. Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources  
Dr. Wolde-Ab Isaac, Interim President, Riverside City College  
Dr. Sandra Mayo, President, Moreno Valley College  
Dr. Paul Parnell, President, Norco College  
Ms. Chris Carlson, Chief of Staff and Facilities Development  
Dr. Lyn Greene, Associate Professor, Political Science, Norco College  
Mr. Lee Nelson, Academic Senate Representative, Riverside City College  
Dr. Travis Gibbs, Academic Senate Representative, District/Moreno Valley College  
Dr. Dariush Haghghat, President, CTA  
Ms. Jennifer Lawson, CSEA representative

Guests Present

Dr. Richard Mahon, Professor, Humanities, Riverside City College  
Ms. Debra Yorba, Vice President, Keenan and Associates

Student Trustee April Galvan led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Mr. Dennis Lopez commented on implementing strategies that would assist students who qualify for and would benefit from the California Dream Act and AB 540.

COMMENTS FROM THE PUBLIC

Green/Figueroa moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of August 5, 2014.  
Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF AUGUST 5, 2014

Figueroa/Green moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of August 19, 2014, to include Trustee Green's comment that the Board has met with K-12

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF AUGUST 19, 2014

school districts in the past and should continue the practice. Motion carried. (5 ayes)

Green/Davis moved that the Board of Trustees approve the minutes of the Board of Trustees Special Meeting of August 26, 2014. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING OF AUGUST 26, 2014

PUBLIC HEARING

Mr. Nelson, Dr. Haghghat and Dr. Gibbs addressed the issue of increasing full-time faculty and adopting a budget that is committed to increasing funds for instruction. The Board was presented with a budget resolution adopted by the Riverside City College Academic Senate on September 8, 2014, urging the Board to adopt a budget that commits to “devoting an increasing proportion of the budget to instruction over administrative costs.”

Trustee Figueroa requested a resource document put together by the Community Colleges League of California that includes statewide college assessments of full-time and part-time faculty percentages be provided to the Board, with President Blumenthal noting it can be reviewed and discussed before the Board of Trustees Resource Committee

Green/Miller moved that the Board of Trustees adopt the 2014-2015 budget for the Riverside Community College District. Motion carried. (4 ayes, 1 no [Davis])

Figueroa/Green moved that the Board of Trustees adopt Resolution Number 02-14/15 to temporarily reduce the District’s reserve from 4.28 percent to 5 percent for the 2014-2015 year. Motion carried. (5 ayes)

Dr. Yates gave a presentation citing the importance of early childhood education and the positive effects it has on a child’s learning skills and outcomes, as well as the social and emotional advantages that are gained through early childhood education experience.

Five to Thrive Presentation Led by Dr. Shari Yates, Associate Professor, Early Childhood Education

The Board of Trustees received information on documents that are used to monitor and review upcoming action items, information items, and presentations, as well as planning for the monthly committee and Board meetings.

Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

STUDENT REPORT

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

CONSENT ITEMS

Action

Figueroa/Davis moved that the Board of Trustees:

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

Academic Personnel

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

Classified Personnel

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

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$2,587,648 and District Warrant Claims totaling \$4,882,669;

Purchase Order and Warrant Report – All District Resources

Ratify contracts totaling \$406,201 for the period of August 1, 2014 through August 31, 2014;

Contracts and Agreements Report Less than \$84,100 – All District Resources

Approve Norco College (as fiscal agent for "ABout Students" Regional Consortium) move forward to engage WestEd effective September 17, 2014 in the amount of \$92,000 to assist in the development and submission of the Regional Comprehensive Plan completed to date by December 31, 2014 with a final plan submitted by March 31, 2015;

Consulting Services for the AB86 Consortium Grant between Riverside Community College District on behalf of Norco College and WestEd

Approve Agreement ET15-0211 between the State of California, Employment Training Panel and Riverside Community College District for an amount not to exceed \$374,800.00;

Agreement for Funding between the Employment Training Panel and Riverside Community

Approve the out-of-state travel;

Out-of-State Travel

Accept the projects listed on the attachment as complete and approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works.)

Notices of Completion

Motion carried. (5 ayes)

Information

The Board received the quarterly financial status report for the quarter ended June 30, 2014.

CCFS-311Q – Quarterly  
Financial Status Report for  
the 4th Quarter Ended June  
30, 2014

## BOARD COMMITTEE REPORTS

### Governance

Dr. Mahon urged the Board of Trustees to reject for procedural and substantive reasons the resolution supporting community colleges offering baccalaureate degrees. It should be presented to the curriculum committee for discussion, and, he expressed concerns with the mandates of the pilot program.

Resolution No. 03-14/15  
Support For Community  
Colleges to Offer  
Baccalaureate Degrees

Miller/Green moved that the Board of Trustees adopt Resolution No. 03-14/15, Support for Community Colleges to Offer Baccalaureate Degrees. Motion carried. (5 ayes)

### Facilities

Miller/Green moved that the Board of Trustees approve Agreement Amendment No. 1 for the Student Services Building Project at Riverside City College for construction management services with Bernards Builders Management Services in an amount not to exceed \$62,322. Motion carried. (5 ayes)

Agreement Amendment No. 1  
for the Student Services  
Building with Bernards  
Builders Management  
Services

Miller/Davis moved that the Board of Trustees approve Agreement Amendment No. 2 for the Student Services Building Project at Riverside City College for construction management services with Bernards Builders Management Services in an amount not to exceed \$30,246. Motion carried. (5 ayes)

Agreement Amendment No. 2  
for the Student Services  
Building with Bernards  
Builders Management  
Services

## ADMINISTRATIVE REPORTS

### Vice Chancellors

Ms. Yorba provided updates on employee benefits programs, health plan renewals, prescription savings, open enrollment meetings and the new online enrollment program called Benefit Bridge. Members' issues on all of the plans have stabilized; and, issues that do come up are being resolved quickly.

Healthcare Update

## ACADEMIC SENATE REPORTS

Dr. Travis Gibbs presented the report on behalf of Moreno

Moreno Valley College

Valley College and the District.

Dr. Lyn Greene presented the report on behalf of Norco College and the District.

Norco College

Mr. Lee Nelson presented the report on behalf of Riverside City College.

Riverside City College

### BARGAINING UNIT REPORTS

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

CTA – California Teachers Association

Ms. Jennifer Lawson, CSEA, presented the report on behalf of the CSEA.

CSEA – California State Employees Association

### BUSINESS FROM BOARD MEMBERS

Figueroa/Miller moved that the Board of Trustees approve changing the date of the November 4, 2014 Regular/Committee meeting of the Board of Trustees to November 3, 2014. Motion carried. (5 ayes)

Change Date of Regular/Committee Board of Trustees Meeting from (Tuesday) November 4, 2014 to (Monday) November 3, 2014

Trustee Davis noted his attendance at college events and graduations. He noted that he has been introducing Chancellor Burke to community leaders create a bridge between Riverside's diverse communities and the District.

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

Trustee Figueroa commented on the District's increasing enrollment figures during our economic rebound. She acknowledged Moreno Valley College for its enrollment gains and service in a highly Hispanic community, and the challenges communities face when surrounded by violence and the impact to accessing education, and the call for the District to ensure success of all students. Attention to the website to better attract the community was requested, to better make the Board of Trustees' webpage more relevant.

Trustee Miller remarked on events that he has attended and a tour he took of Norco College. He emphasized the importance of RCCD being an energy efficient and sustainable practices District. He clarified remarks regarding joint meetings with K-12 Districts, to note its importance, and added his attendance to two joint meetings with K-12 Districts.

Trustee Green commented on the events she has attended. She expressed appreciation for the faculty presentation and importance of early childhood development.

Trustee Blumenthal noted events she had attended. She also expressed appreciation for the faculty presentation, and how early childhood education helps to divert children from engaging in crime-type activities and lifestyles. Compliments were bestowed on the performance of the football team.

The Board adjourned the meeting at 8:11 p.m.

ADJOURNED



# Agenda Item (IV-A)

Meeting 10/21/2014 - Regular  
Agenda Item Chancellor's Reports (IV-A)  
Subject Chancellor's Communications  
College/District District  
Information Only

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## Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor

## Attachments:

# Agenda Item (IV-B)

Meeting 10/21/2014 - Regular  
Agenda Item Chancellor's Reports (IV-B)  
Subject Presentation - Moreno Valley College Student Art Work  
College/District Moreno Valley  
Information Only

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## Background Narrative:

Moreno Valley College art students, under the direction of Amy Balent, Associate Professor, Art, are presenting their original art work. The art pieces utilized pencil, colored pencil, acrylic paint, pastel, and markers.

Prepared By: Sandra Mayo, President, Moreno Valley College

## Attachments:

# Agenda Item (IV-C)

Meeting 10/21/2014 - Regular

Agenda Item Chancellor's Reports (IV-C)

Subject Five to Thrive Presentation Led by Mr. Bob Fontaine, Associate Professor, Emergency Medical Services

College/District District

Information Only

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## Background Narrative:

Each month, a faculty member is invited through the Academic Senate to present on teaching and programs from the classroom that distinguish RCCD and its faculty and colleges. This month the presentation will be from Mr. Bob Fontaine, Associate Professor, Emergency Medical Services.

Prepared By: Michael Burke, Ph.D., Chancellor

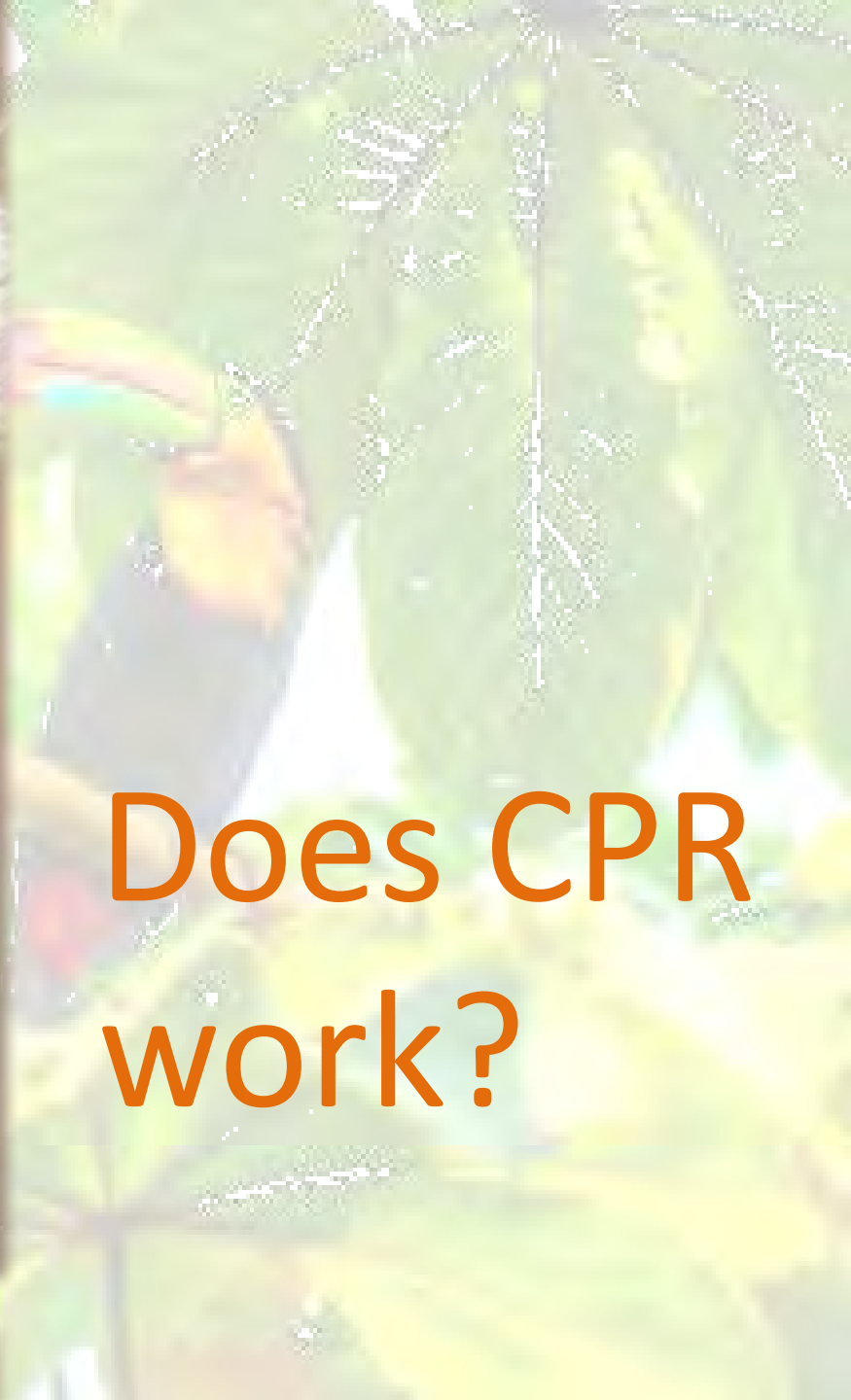
## Attachments:

[Five to Thrive Presentation](#)

# The World is Wild: Can 5 minutes save us?

**Bob Fontaine, MA, Paramedic**  
Moreno Valley College EMS Academy





Does CPR  
work?





What is a  
save?





No clowning  
around





# Brain cells and time







Hands only CPR



Staying Alive.....



# Thank you

[Robert.Fontaine@mvc.edu](mailto:Robert.Fontaine@mvc.edu)



# Agenda Item (IV-D)

Meeting 10/21/2014 - Regular  
Agenda Item Chancellor's Reports (IV-D)  
Subject Health Care Update  
College/District District

Information Only

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## Background Narrative:

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

Any new claims or concerns will be brought forward.

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

## Attachments:

# Agenda Item (IV-E)

Meeting 10/21/2014 - Regular

Agenda Item Chancellor's Reports (IV-E)

Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar.

College/District District

Information Only

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## Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor

## Attachments:

[Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)

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

**November 2014**

**Page 1**

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <ul style="list-style-type: none"> <li>✓ Board report &amp; backup materials attached for review by the Cabinet.</li> <li>■ Board report and/or backup not yet complete – review pending.</li> <li>★ Approved by the Cabinet for placement on the Board agenda.</li> </ul> <p style="background-color: yellow; margin: 0;"><b>ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 10/28/14 &amp; 11/11/14.</b></p> </div>	<ul style="list-style-type: none"> <li>✓ Proposed Curricular Changes Steinback/Thomas (Action)</li> <li>✓ Presentation on Annual Clery Report for RCCD Steinback/Miyashiro (Info Only)</li> </ul>		<ul style="list-style-type: none"> <li>■ Mass Notification System Identification and Selection Process - Presentation (Brown/Simmons)</li> <li>■ 2013-14 Prop 39 Financial and Performance Audits (Brown)</li> </ul>	<ul style="list-style-type: none"> <li>✓ RCC Student Services Bldg. – Award/Agreement for IOR Services to The Vinewood Co. (Carlson/Thurman)</li> <li>✓ RCC Student Services Bldg. – Award/Agreement for Special Inspection &amp; Testing Services to River City Testing (Carlson/Thurman)</li> <li>✓ Amendment No. 1 for Project Labor Administration Services with Padilla &amp; Associates (Isaac, Carlson, Thurman)</li> </ul>

Updated 10/15/14

**RECOMMENDED 2014-15 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR**

Month	Planned Agenda Item
August	<ul style="list-style-type: none"> <li>• Presentation of Annual Report by Measure C Citizens’ Bond Oversight Committee</li> <li>• Proposed Curricular Changes</li> </ul>
September	<ul style="list-style-type: none"> <li>• CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended June 30</li> <li>• Budget – Public Hearing</li> </ul>
October	<ul style="list-style-type: none"> <li>• Annual Master Grant Submission Schedule</li> <li>• Emeritus Awards, Faculty</li> </ul>
November	<ul style="list-style-type: none"> <li>• Annual CCFS-311 Financial and Budget Report</li> <li>• Annual Proposition 39 Financial and Performance Audits</li> </ul>
December	<ul style="list-style-type: none"> <li>• Organizational Meeting: Elect the President, Vice President and Secretary of the Board of Trustees; Board association and committee appointments.</li> <li>• Annual Board of Trustees Meeting Calendar for January-December</li> <li>• Annual District Academic Calendar</li> <li>• CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended September 30</li> <li>• RCCD Report Card on the Strategic Plan</li> <li>• Annual Independent Audit Report for the Riverside Community College District</li> <li>• Annual Independent Audit Report for the Riverside Community College District Foundation</li> <li>• Fall Scholarship Award to Student Trustee</li> </ul>
January	<ul style="list-style-type: none"> <li>• Accountability Reporting for Community Colleges</li> <li>• Grants Office Annual Winter Report</li> <li>• Governor’s Budget Proposal</li> <li>• Nonresident Tuition and Capital Outlay Surcharge Fees</li> <li>• Proposed Curricular Changes</li> </ul>
February	<ul style="list-style-type: none"> <li>• CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended December 31</li> <li>• Recommendation Not to Employ (March 15<sup>th</sup> Letters)</li> </ul>
March	<ul style="list-style-type: none"> <li>•</li> </ul>
April	<ul style="list-style-type: none"> <li>• Authorization to Encumber Funds</li> <li>• Proposed Curricular Changes</li> <li>• Accountability Reporting for Community Colleges</li> </ul>
May	<ul style="list-style-type: none"> <li>• CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended March 31</li> <li>• Summer Workweek</li> <li>• Academic Rank – Full Professors</li> <li>• College Closure – Holiday Schedule</li> <li>• Resolution to Recognize Classified School Employee Week</li> <li>• Board of Trustees Annual Self-Evaluation</li> <li>• Chancellor’s Evaluation</li> </ul>
June	<ul style="list-style-type: none"> <li>• Administration of Oath of Office to Student Trustee</li> <li>• Spring Scholarship Award to Student Trustee</li> <li>• Department Chairs and Stipends, Academic Year</li> <li>• Coordinator Assignments</li> <li>• Extra-Curricular Assignments</li> <li>• Notices of Employment–Tenured Faculty; Contract Faculty; and Categorically Funded</li> <li>• Academic Administrator Employment Contracts</li> <li>• Tentative Budget and Notice and Public Hearing on the Budget</li> <li>• Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals</li> <li>• Moreno Valley College Catalog</li> <li>• Norco College Catalog</li> <li>• Riverside City College Catalog</li> <li>• Board Self Evaluation – Reporting Out</li> </ul>



# Agenda Item (V-A)

Meeting 10/21/2014 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

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## Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor

## Attachments:

[Student Report\\_102114](#)



**MORENO VALLEY COLLEGE  
ASSOCIATED STUDENTS  
BOARD REPORT  
October 21st, 2014**

- Moreno Valley College held its Annual “Pink Ribbon Week” events during the week of October 6<sup>th</sup> – 10<sup>th</sup> 2014. As part of the week long activities, the ASMVC Student Government showed a movie that told a story about Lymphoma in the SAS building and helped serve pink sundaes. They additionally held a “Breast Cancer Awareness” day event on Tuesday, October 7<sup>th</sup>, 2014 under the Lion’s Den Patio during the “College Hour”. On Thursday October 9<sup>th</sup>, 2014, there was a pre-determined circuit walk around the Moreno Valley College Campus. The walk was open to students, staff, and faculty to “JOIN THE FIGHT”. All of these events were held in the hopes of bringing awareness to the student body and the public of how important the early detection of breast cancer and prompt medical attention can help save lives.
- On Sunday, October 12<sup>th</sup>, 2014 The ASMVC participated in the AIDSLA Walk that was held in the city of Los Angeles. An open invitation was extended to all interested parties of the Moreno Valley College Campus who wanted to go. The event was a chance to raise awareness and money for AIDS research.
- On Tuesday, October 14<sup>th</sup>, 2014, the ASMVC will hold a day and evening BBQ, for the students of the Moreno Valley College Campus.
- On Tuesday, October 14<sup>th</sup>, and Wednesday October 15<sup>th</sup>, 2014, the ASMVC held their annual Blood Drive sign-ups. This is an event that is held in partnership with the LifeStream Organization to bring awareness of the need for blood for lifesaving transfusions to those in need, whether from an accident or because of illnesses. The student body was invited to come and sign up to donate blood on these particular days. Additionally, anyone who donated their time as a volunteer worker received a T-shirt for two hours of service.
- On Thursday October 16<sup>th</sup>, 2014, thru Sunday October 19<sup>th</sup>, 2014<sup>th</sup>, the ASMVC Executive Cabinet and members of the Student Government participated in the CCCSAA, (California Community College Student Affairs Association), Student Leadership Conference that was held in the city of Los Angeles. This is a conference that holds various workshops and meetings that are aimed at educating the Student Leaders of the various Community Colleges in ways to make their ASO’s (Associated Student Organizations) more effective and productive.
- On Thursday, October 16<sup>th</sup>, 2014, there was an Eating Disorders Awareness event that was held on the Moreno Valley College Campus to educate the student body of the dangers of not eating healthy.
- On Tuesday, October 21<sup>st</sup>, 2014, The ASMVC Student Government along with the LifeStream Organization will hold its Annual Blood Drive. This is the event in which the students actually donate the blood that they volunteered and signed up for earlier the previous week. There are three LifeStream buses that are scheduled to come to the Moreno Valley Campus that the students will utilize.
- On Thursday, October 30<sup>th</sup>, 2014, the ASMVC will hold a “Day of the Dead” Event on the Moreno valley College Campus. This is an event that is being held in partnership with the Spanish Club.
- On Friday, October 31<sup>st</sup>, 2014. The Moreno Valley College Campus will transform and open itself up to the public once again for the Annual Halloween Valley event,. There will be games, a Haunted House, and various activities for all to enjoy.

Respectfully submitted,

***Tyrone A Macedon Sr., Student Body President***

Associated Students of Moreno Valley College (ASMVC)



The Associated Students of Norco College have been involved in the following campus events:

- Pink Week
  - The ASNC Campus Activities Committee fundraised throughout the week for the *Making Strides Against Breast Cancer of Riverside*.
- Hispanic Heritage Month Celebration
  - The Puente Program held an event at Norco College to show the diversity of the Hispanic, Chicano, and Latino cultures.

The Associated Students of Norco College are looking forward to the following campus events:

- CCCSAA
  - The Associated Students of Norco College will be attending the CCCSAA Conference on Oct. 17<sup>th</sup> through the 19<sup>th</sup>
- Annual Harvest Festival
  - The Annual Harvest Festival will take place on October 24<sup>th</sup> at the Norco College Amphitheater from 6:00-8:30pm.

For any questions regarding the report, please contact the ASNC President, Mr. Benjamin Vargas Jr, at [benjamin.vargas@norcollege.edu](mailto:benjamin.vargas@norcollege.edu)



## Associated Students of Riverside City College Board Report October 10<sup>th</sup>, 2014

- On the first Thursday of every month, ASRCC holds a “Tiger Pride Day” to raise school spirit. On November 2<sup>nd</sup> ASRCC saw not only one of its best tiger pride days, but one of its best events. From 12pm to 2pm students were given free lunch while meeting their ASO representatives in a more relaxed environment. Because of this environment, students asked more questions pertaining to ASRCC, raised more of their concerns about the college, and were willing to be a part of solution to these problems by getting involved.
- ASRCC kicked-off Breast Cancer Awareness month with one of our clubs on campus, The Fighting Tigers. The Fighting Tigers are a club on campus whose main goal is to bring the fight against all forms of cancer to the Riverside campus. ASRCC joined the fight by co-hosting a Breast Cancer Awareness Day on October 7<sup>th</sup>. Students were educated on breast cancer and participated in various activities as part of a fundraiser for the American Cancer Society. With donations from the Keep a Breast Foundation, the ASRCC Tigers and the Fighting Tigers were able to promote the motto that early detection is the biggest weapon in the fight against cancer.
- In just three weeks Riverside City College will put on its biggest event of the year, Halloween Town. This year Halloween Town will be on October 24<sup>th</sup> from 5pm-8pm. Halloween Town creates a safe place for parents to bring their children to enjoy the holiday. The event will consist of games and activities for children, multiple costume contests, and course trick-or-treating. Most the clubs on campus are assisting ASRCC in decorating on of our oldest building, the A.G. Paul Quadrangle, according to this year’s theme “Kid’s TV Land”. Local business and academic department around RCC have very generous with donations, one in particular is the RCC Culinary Arts program who have volunteered to make pies for a pie eating contest.
- As members of an ASO, we are politicians in training. With this in mind it bring me great pride to report that in just a few weeks the Student Body Senate of ASRCC will be holding a Constitutional Convention. October 25<sup>th</sup> will mark the beginning of a three week process to update the governing documents of ASRCC to better serve the students of RCC.
- ASRCC is always trying to do its job in serving the students and the local community, but it is currently unable to do so. As it stands currently the Student Government Center at RCC is being forced to close at approximately 4pm every day. With these limitations on us, ARCC is unable to serve half of its student population, night students. All of ASRCC believes that this is an injustice to those students who have paid their student services fees and are now not being equally

served. After 4pm students are not able to use the computers in our center, they are not able access the tools for success in our student resource center, and they not equally benefited from events hosted by ASRCC. As the President of ASRC I cannot burden my constituents by asking them to take work related to extracurricular activities home. We are students first and when at home that is where the focus needs to be.

Raymundo Orozco  
Student Body President  
Associated Students of Riverside City College



# Agenda Item (VI-A-1)

Meeting 10/21/2014 - Regular

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

Subject Academic Personnel

College/District District

Funding

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

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## Background Narrative:

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

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

## Attachments:

[20141021\\_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
DIVERSITY AND HUMAN RESOURCES

Subject: Academic Personnel

Date: October 21, 2014

1. Appointments

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

The Chancellor recommends approval/ratification for the following appointment(s) and authorizes the Interim Vice Chancellor, Diversity and Human Resources to sign the employment contracts:

a. Management Contract

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Contract Salary</u>
MORENO VALLEY COLLEGE			
Mercadante, Larry	Interim Dean, Instruction Career & Technical Education	10/22/14 – 03/03/15	Z-1
McCroskey, Paula	Interim, Dean, Student Services (Counseling)	10/22/14 – 02/12/15	X-5
Foster, Dyrell	Vice President, Student Services	12/08/14 – 06/30/16	AB-5
NORCO COLLEGE			
Synodinos, Dimitrios	Interim Dean, Student Life	10/22/14 – Not to exceed two years	W-1

b. Long Term, Temporary Faculty

<u>Name</u>	<u>Discipline</u>	<u>Date</u>	<u>Placement</u>
NORCO COLLEGE			
VISITING ASSISTANT PROFESSOR			
Ahmadi, Mejghan	Counseling	10/29/14	E-2

c. Department Chairs and Stipends Academic Year 2014-15

Additions/Revisions to the list submitted/approved by the Board of Trustees on June 17, 2014.

<u>Name</u>	<u>Department</u>	<u>Revision/ Addition</u>	<u>Stipend</u>
RIVERSIDE CITY COLLEGE			
Knieriem, James	Applied Technology	Addition	\$939.46
Ulloa, Yuri	Applied Technology	Revision	\$152.94

Subject: Academic Personnel

Date: September 16, 2014

2. Salary Reclassification(s)

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

<u>Name</u>	<u>From Column</u>	<u>To Column</u>	<u>Effective Date</u>
Parker, LaTonya	E	F	11/01/14

3. Separation(s)

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

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

<u>Name</u>	<u>Title</u>	<u>Last Day of Employment</u>	<u>Reason</u>
Whiteside, Christopher	Dean, Instruction, CTE	09/30/14	Personal



# Agenda Item (VI-A-2)

Meeting 10/21/2014 - Regular

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

Subject Classified Personnel

College/District District

Funding

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

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## Background Narrative:

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

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

## Attachments:

[20141021\\_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
DIVERSITY AND HUMAN RESOURCES

Subject: Classified Personnel

Date: October 21, 2014

1. Appointments

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

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Contract/ Salary</u>	<u>Action</u>
a. Management/Supervisory (None)				
b. Management/Supervisory – Categorically Funded (None)				
c. Classified/Confidential				
<b>MORENO VALLEY COLLEGE</b>				
Ferrell, Christopher	Food Service IV – 10-Month (part-time, 48.75%)	10/22/14	I-1	Appointment
<b>NORCO COLLEGE</b>				
Garcia, Lilia	Placement Coordinator	10/22/14	O-1	Appointment
Youngberg, Joel	Computer Technician (part-time, 47.5%)	10/22/14	E-1	Appointment
<b>RIVERSIDE CITY COLLEGE</b>				
Neal, Lamar	Admissions & Records Operations Assistant (part-time, 48.75%)	10/22/14	C-1	Appointment
Tamburello, Tina	Clinical Licensed Vocational Nurse	10/27/14	M-1	Appointment
d. Classified/Confidential – Categorically Funded				
<b>MORENO VALLEY COLLEGE</b>				
Carey, Braddley	Learning Center Assistant (Part-Time, 48.75%)	10/22/14	A-1	Appointment
<b>NORCO COLLEGE</b>				
Sattar, Sahib	Educational Advisor	11/03/14	M-5	Rehire

2. Requests for Temporary Increase in Workload

It is recommended the Board of Trustees approve/ratify the temporary increase in workload for the following individuals. These requests have the approval of the college Presidents.

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>From/To</u>
Jones, Ruth	Administrative Assistant II	72.5% to 100%	10/22/14-06/30/15
Nava, Patricia	Dental Education Center Administrative Assistant	75% to 100%	10/22/14-03/30/15
Orta-Perez, Angel	Outreach Specialist	50% to 100%	10/01/14-06/15/15
Pham, Theresa	Disability Specialist	62.5% to 100%	10/22/14-12/19/14
Yearyean, Sarah	Lab Tech II	50% to 100%	10/22/14-11/18/14

3. Requests for Permanent Increase in Workload

It is recommended the Board of Trustees approve the permanent increase in workload for the following individuals. These requests have the approval of the college Presidents.

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date</u>
Chavira, Victor	Groundsperson	47.50% to 100%	10/22/14
Ortega, Whitney	Director, Director, Foster and Kinship Care Education Program	50% to 100%	10/22/14

4. Separation(s)

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

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

<u>Name</u>	<u>Position</u>	<u>Last Date of Employment</u>	<u>Reason</u>
Goatcher, Sandra	Custodian	12/05/14	Disability Retirement
Hernandez, Stefanie	Counseling Clerk I	09/30/14	Personal
Leyva, Ruben	Admissions and Records Operations Assistant	10/10/14	Personal
Petroff, Aaron	Student Accounts Specialist	09/03/14	Personal

# Agenda Item (VI-A-3)

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

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## Background Narrative:

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

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

## Attachments:

[20141021\\_Other Personnel](#)  
[20141021\\_Other Personnel\\_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel

Date: October 21, 2014

1. Substitute Assignments

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

2. Short-Term Positions

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

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

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

4. Professional Expert(s)

Pursuant to Ed Code 88003, a professional expert is any person employed on a temporary basis for a specific project, regardless of length of employment. It is recommended that the Board of Trustees approve the employment of the following professional expert(s) for Riverside City College and authorize the Interim Vice Chancellor, Diversity and Human Resources to sign the employment agreement(s).

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Effective</u>	<u>Amount</u>
Hay, Laurie	Psychological Health Services Mental Health Counselor	Health Services	10/22/14	\$50.00/hr (Not to exceed 1000 hours)

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
(None)				
MORENO VALLEY				
	Instructional Media	Instructional Media		
Martinez, Jimmy	Assistant	Center	10/20/14-06/30/15	22.82
	Instructional Media	Instructional Media		
McLaughlin, Devin	Assistant	Center	10/22/14-06/30/15	22.82
NORCO				
Hollie, Marceline	Warehouse Assistant	Facilities	09/22/14-06/30/15	\$16.46
Stoltze, Hannah	Custodian	Facilities	10/13/14-06/30/15	\$15.82
Yalong, Arthur	Warehouse Assistant	Facilities	10/13/14-06/30/15	\$16.46
RIVERSIDE				
Castro, Jonathan	Cashier/Clerk	Student Services	09/11/14-12/31/14	\$18.96

## SHORT-TERM POSITIONS

Backup Other Personnel

October 21, 2014

Page 1 of 1

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<b>DISTRICT</b>				
Aceto, Christina	Research Intern	Institutional Research	11/01/14-06/30/15	\$14.22
Brown-Rogers, Arletha	Research Intern	Institutional Research	11/01/14-06/30/15	\$14.22
	Reserve College			
Grable, Danielle	Police Officer	RCCD Police	10/22/14-06/30/15	\$15.65
		Center for		
	Business Technical	International Trade		
Miles, Koyett	Assistant	Development	10/22/14-03/15/15	\$24.00
Perez, Maria	Research Intern	Institutional Research	11/01/14-06/30/15	\$14.22
Rabb, DuBron	Research Intern	Institutional Research	11/01/14-06/30/15	\$14.22
Solem, Loann	Research Intern	Institutional Research	11/01/14-06/30/15	\$14.20
Tewahaftewa, Antoinette	Office Assistant IV	Chancellor's Office	10/01/14-06/30/15	\$14.00
		Diversity & Human		
		Resources		
Truong, Minh	Office Assistant III	Resources	10/22/14-06/30/15	\$12.50
<b>MORENO VALLEY COLLEGE</b>				
Dixon, Lucille	SI Leader	Basic Skills	08/21/14-06/30/15	\$12.00
Gonzalez, Viviana	SI Leader	STEM Title III	10/22/14-06/30/15	\$12.00
		TRiO Upward Bound		
Meyer, Sherry	Tutor IV	Programs	10/22/14-06/30/15	\$12.00
Ruvalcaba, Vanessa	SI Leader	HIS STEM/Title III	10/22/14-06/30/15	\$12.00
Villanueva, Adelaida	Office Assistant IV	EOPS Program	10/24/14-03/24/15	\$14.00
<b>NORCO COLLEGE</b>				
		TRiO Upward Bound		
Nelson, William	Grant Facilitator	Programs	10/22/14-06/30/15	\$40.00
		TRiO Upward Bound		
Ramirez, Rosalie	Grant Facilitator	Programs	11/01/14-06/30/15	\$40.00
<b>RIVERSIDE CITY COLLEGE</b>				
		Film, Television and		
Hernandez-Ruelas, Evelyn	Lab Aide II	Video	10/22/14-06/30/15	\$10.00
Paschke, Jaron	SI Leader (English)	Academic Support	10/22/14-06/30/15	\$12.00
Sandoval, Alec	SI Leader (English)	Academic Support	10/22/14-06/30/15	\$12.00
Talamaivao, Pene	SI Leader (English)	Academic Support	10/22/14-06/30/15	\$12.00
Ybarra, Allyssa	SI Leader	Academic Support	10/22/14-06/30/15	\$12.00

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

Backup Other Personnel  
October 21, 2014  
Page 1 of 5

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
RIVERSIDE COMMUNITY COLLEGE DISTRICT				
Fecliciano Cabrera, Aida	Student Aide II	Chancellor's Office	10/10/14	\$ 10.00
Johnson, Brooke	Student Aide I	Disability Resource Ctr	09/11/14	\$ 9.00
MORENO VALLEY COLLEGE				
Chambers, Tiffany N	Student Aide I	Tutorial Services	09/09/14	\$ 9.00
Cubbage, Theodore	Student Aide I	Food Services	09/11/14	\$ 9.00
Culpepper, Charles	Student Aide I	Tutorial Services	09/09/14	\$ 9.00
DaCosta, Ernestina M	Student Aide I	Tutorial Services	09/09/14	\$ 9.00
DeLorenzo, Becky	Student Aide I	Tutorial Services	09/19/14	\$ 9.00
		Human Health Public Services Dental Assistant Program		
Estrada, Gabriela	Student Aide II		09/11/14	\$ 10.00
Markell, Emily L	Student Aide I	Tutorial Services	10/08/14	\$ 9.00
Padilla, Andres	Student Aide I	Tutorial Services	10/08/14	\$ 9.50
Patel, Vibhavari	Student Aide I	Tutorial Services	09/11/14	\$ 9.00
Vergara, Rafael Jr	Student Aide I	Tutorial Services	09/19/14	\$ 9.00
NORCO COLLEGE				
		Business, Engineering & Information Technology		
Boling, Justin	Student Aide II		09/16/14	\$ 10.00
Brown, Kory	Student Aide II	Tutorial Services	09/15/14	\$ 10.00
Cazares, Sinsemilla	Student Aide I	Food Services	09/25/14	\$ 9.00
Erwin, Hunter	Student Aide I	Food Services	09/26/14	\$ 9.00
Galvez, Jesse	Student Aide I	Food Services	09/26/14	\$ 9.00
Iqbal, Areeb	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
Kauser, Mahejabeen	Student Aide I	Food Services	09/26/14	\$ 9.00
Kelder, Elise	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
		Business, Engineering & Information Technology		
Koertz, Art	Student Aide II		09/16/14	\$ 10.00
Kuryllo, Evan	Student Aide III	Tutorial Services	09/15/14	\$ 11.00
		Business, Engineering & Information Technology		
Lang, Anthony	Student Aide II		09/25/14	\$ 10.00
		Center for International Trade Development		
LeBlanc, Holly	Student Aide II		09/16/14	\$ 10.00
		Career Technology		
Li, Justin	Student Aide II	Education	09/26/14	\$ 10.50
Lytile, Jazmine	Student Aide II	Tutorial Services	09/15/14	\$ 10.00



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

Backup Other Personnel  
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO COLLEGE (continued)				
Mauricio, Deanna	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
Orpet, Sharon	Student Aide II	Tutorial Services	09/15/14	\$ 10.00
Pasion, Ganymede	Student Aide II	Tutorial Services	09/25/14	\$ 10.25
Petrosan, Iia	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
Raza, Ali	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
Ruffin, Joselyn	Student Aide I	Food Services	09/15/14	\$ 9.00
Sandoval Magana, Maria	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
Wallin, Aaron	Student Aide III	Tutorial Services	09/15/14	\$ 11.00
Wheatley, Brian	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
Willoughby, Arepa	Student Aide II	Tutorial Services	09/25/14	\$ 10.00
RIVERSIDE CITY COLLEGE				
Akhnoukh, Merna	Student Aide I	Tutorial Services	09/11/14	\$ 9.00
Alejandro, Cristian	Student Aide I	Honors Program	09/26/14	\$ 9.00
Al-Fayiz, Hadeel	Student Aide I	Tutorial Services	09/24/14	\$ 9.00
Armijo, Antonio	Student Aide I	Performing Arts / Music	10/09/14	\$ 9.00
Baldwin, Sophie	Student Aide I	Early Childhood Educ.	09/15/14	\$ 9.00
Bojorquez Saldana, Juan	Student Aide I	Tutorial Services	09/24/14	\$ 9.00
Bonelli, Marissa	Student Aide I	Early Childhood Educ.	09/24/14	\$ 9.00
Borja, Stephany	Student Aide I	Library	10/09/14	\$ 9.00
Caddel, Taylor	Student Aide II	Math Learning Center	09/11/14	\$ 10.00
Campbell, Ian	Student Aide I	Food Services	10/09/14	\$ 9.00
Campbell, Wendy	Student Aide I	Early Childhood Educ.	09/24/14	\$ 9.00
Chang, Christopher	Student Aide I	Performing Arts/Music	09/11/14	\$ 9.00
Chavez, Alex	Student Aide I	Tutorial Services	10/09/14	\$ 9.00
Davis, Triston	Student Aide I	Performing Arts / Music	09/11/14	\$ 9.00
Dettman, Ian	Student Aide I	Tutorial Services	09/11/14	\$ 9.00
Eggleton, Heather	Student Aide IV	Academic Support	09/22/14	\$ 12.00
Emelina, Albina	Student Aide I	Counseling	09/11/14	\$ 9.00
Fergus, Brianna	Student Aide I	Food Services	09/10/14	\$ 9.00
Flores, Aarron	Student Aide I	Tutorial Services	09/24/14	\$ 9.00
Frialdi-Vargas, India	Student Aide I	Performing Arts / Music	09/24/14	\$ 9.00
Georgie, Gabriella	Student Aide I	Disability Resource Ctr	09/24/14	\$ 9.50
Godinez, Alexis	Student Aide I	Early Childhood Educ.	10/02/14	\$ 9.00
Hall, Darrand	Student Aide I	Performing Arts / Theatre	09/11/14	\$ 9.00
Jenkins, Charles	Student Aide I	Performing Arts / Theatre	10/09/14	\$ 9.00
John, Marisa	Student Aide IV	Academic Support	09/23/14	\$ 12.00
Juneau-Snyder, David	Student Aide I	Performing Arts / Music	09/24/14	\$ 9.00
Kevin Rivas	Student Aide II	Political Science / MUN Applied Tech / Film and	10/09/14	\$ 10.50
Lor, Bounroeun	Student Aide II	Television	09/11/14	\$ 10.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (continued)				
Lyder, Dawn	Student Aide I	Disability Resource Ctr	09/11/14	\$ 9.50
Martinez, Anthony	Student Aide I	Performing Arts / Marching Band	09/30/14	\$ 9.00
McCarver, Garrett	Student Aide II	Applied Tech / Film and Television	09/11/14	\$ 10.00
Medina, Iliana	Student Aide I	Counseling	09/12/14	\$ 9.00
Merrihew, Cameron	Student Aide I	Behavioral Science	*11/01/13	\$ 8.00
Miramontes, Julia	Student Aide I	Performing Arts / Music	09/24/14	\$ 9.00
Moore, Chantea	Student Aide I	Disability Resource Ctr	09/09/14	\$ 9.00
Moreno, Jim	Student Aide II	Applied Tech / Film and Television	09/11/14	\$ 10.00
Moreno, Michael	Student Aide II	Television	09/11/14	\$ 10.00
Morrow, Zachary	Student Aide I	Tutorial Services	09/24/14	\$ 9.00
Nedoma, Julia	Student Aide IV	Internation Student Ctr	09/26/14	\$ 12.00
Ochoa, Javier	Student Aide II	Applied Tech / Film and Television	09/23/14	\$ 10.00
Padlan, Kathryn	Student Aide I	Performing Arts / Music	10/13/14	\$ 9.00
Prayogi, Rafika	Student Aide I	Counseling	09/12/14	\$ 9.00
Ramirez, Samuel	Student Aide I	Tutorial Services	09/24/14	\$ 9.00
Recendez, Angelisa	Student Aide I	Food Services	09/10/14	\$ 9.00
Reyes, Olivia	Student Aide I	Early Childhood Educ.	09/25/14	\$ 9.00
Robinson, Joseph	Student Aide I	Performing Arts / Music	09/11/14	\$ 9.00
Rodea Hernandez, Norma	Student Aide II	Math Learning Center	09/11/14	\$ 10.00
Salazar, Yvette	Student Aide I	Tutorial Services	10/09/14	\$ 9.00
Sanchez Jr., David	Student Aide I	Performing Arts / Music	09/16/14	\$ 9.00
Scott, Deedee	Student Aide I	Tutorial Services	09/24/14	\$ 9.00
Sohail, Huma	Student Aide I	English and Media Studies	10/09/14	\$ 9.00
Solano Osorio, Christian	Student Aide IV	Academic Support	09/22/14	\$ 12.00
Sterling, Tatiana	Student Aide III	Behavioral Science	10/13/14	\$ 11.00
Steward Jr., Lashon	Student Aide I	Tutorial Services	10/13/14	\$ 9.00
Terrell, Savannah	Student Aide I	Performing Arts / Music	09/25/14	\$ 9.00
Thakrar, Rahul	Student Aide IV	Academic Support	09/12/14	\$ 12.00
Trevino, Catherine	Student Aide I	Tutorial Services	10/01/14	\$ 9.00
Turner, Scott	Student Aide II	Applied Tech / Film and Television	09/11/14	\$ 10.00
Valenzuela, Frank	Student Aide I	Performing Arts / Music	10/10/14	\$ 9.00
Weng, Cheng	Student Aide IV	Academic Support	09/11/14	\$ 12.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND  
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>CATEGORICAL FUNDS</u>				
AMERICA READS PROGRAM				
Alvarado Cervantes, Cinthya	Student Aide II	My Learning Studio-RCC	09/12/14	\$ 10.00
Nesby, Taylor	Student Aide II	My Learning Studio-RCC	09/26/14	\$ 10.00
AMERICA COUNTS PROGRAM				
Alvarado Cervantes, Cinthya	Student Aide II	My Learning Studio-RCC Palm Middle School-	09/12/14	\$ 10.00
Mullins, Lakjaira Doris	Student Aide IV	MVC	10/01/14	\$ 12.75
Nesby, Taylor	Student Aide II	My Learning Studio-RCC Palm Middle School-	09/26/14	\$ 10.00
Powell, Michael	Student Aide IV	MVC	10/01/14	\$ 12.00
COMMUNITY SERVICE PROGRAM				
Cervantes, Jason	Student Aide II	Disabled Student Services -MVC	09/11/14	\$ 10.00
Gonzalez-Ayala, Yasmeeen	Student Aide I	Early Childhood Education-MVC	09/11/14	\$ 9.00
LeBlanc, Timothy	Student Aide III	UCR Artsblock - RCC	09/12/14	\$ 11.00
Marks, Jennifer	Student Aide I	Disability Resource Ctr	09/12/14	\$ 9.00
Mosley, Cynthia	Student Aide II	Center for Social Justice and Civil Liberties - RCC	10/02/14	\$ 10.00
Ornelas, Rebekah	Student Aide II	Operation Safehouse - RCC	10/02/14	\$ 10.00
MORENO VALLEY COLLEGE				
Hoskins, Corey Lin	Student Aide I	EOPS	09/11/14	\$ 9.00
Jones, Michael Allen	Student Aide II	Services Career and Transfer	09/11/14	\$ 10.00
Prieto, Michelle	Student Aide I	Center	09/11/14	\$ 9.00
Quast, Sylvia Christine	Student Aide I	EOPS	10/01/14	\$ 9.00
Salceda, Zunem	Student Aide II	Disabled Student Services	09/24/14	\$ 10.00
Sandoval, Karen	Student Aide II	Employment Placement	09/11/14	\$ 10.00
Stoudenmire, Victoria	Student Aide II	Student Activities Center	09/11/14	\$ 10.00
Trigo, Samantha	Student Aide II	Services	09/11/14	\$ 10.00
Troupe, Jessica Michelle	Student Aide II	Services	09/11/14	\$ 10.00

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

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<b>NORCO COLLEGE</b>				
Aguilar, Madeline	Student Aide I	Library	09/16/14	\$ 9.00
Alvarez, Juan	Student Aide II	SSS	09/18/14	\$ 10.00
Ambriz, Karina	Student Aide II	Trio, Upward Bound	09/30/14	\$ 10.00
Boyer, Kasey	Student Aide II	STEM	09/16/14	\$ 10.00
Campos Ramirez, Salvador	Student Aide I	Art Gallery	09/18/14	\$ 9.00
Covarrubias, Jocelyn	Student Aide I	Library	09/16/14	\$ 9.00
<b>NORCO COLLEGE (continued)</b>				
Duong, PhoucBrian	Student Aide I	Student Activities	09/16/14	\$ 9.00
Fritz, Jodi	Student Aide I	Library	09/16/14	\$ 9.00
Garcia, Yasmine	Student Aide II	STEM	09/16/14	\$ 10.00
Layton, Breanna	Student Aide I	Student Activities	09/16/14	\$ 9.00
Moy, Kevin	Student Aide I	Student Activities	09/16/14	\$ 9.00
Sullivan, David	Student Aide II	Library	09/16/14	\$ 10.00
Walchi, Cody	Student Aide I	Art Gallery	09/18/14	\$ 9.00
Woo, Willie	Student Aide I	Library	09/16/14	\$ 9.00
<b>RIVERSIDE CITY COLLEGE</b>				
		Student Financial		
Aguayo, Marcos	Student Aide I	Services	09/22/14	\$ 9.00
Botello Venegas, Noemy	Student Aide II	Academic Support/CAP	09/12/14	\$ 10.00
Chavez, Paul	Student Aide I	Performing Arts / Theatre	09/12/14	\$ 10.00
Davis, Chinyere	Student Aide I	Culinary Academy	10/13/14	\$ 9.00
		Kinesiology / Men's		
Felix, Diego	Student Aide I	Track	09/12/14	\$ 9.25
		Kinesiology / Athletic		
Fortis, Raquel	Student Aide I	Training	09/16/14	\$ 9.00
Gutierrez, Evelyn	Student Aide I	Culinary Academy	10/02/14	\$ 9.00
		Kinesiology / Women's		
League, Alexis	Student Aide I	Track	09/16/14	\$ 9.00
		Kinesiology / Women's		
Lofton, Jordan	Student Aide I	Basketball	09/16/14	\$ 9.00
Lomas Carraman, Rosa	Student Aide I	Transfer Center	09/12/14	\$ 9.00
Moore, Megan	Student Aide I	Services	09/12/14	\$ 9.00
Murray, Areale	Student Aide I	Culinary Academy	09/12/14	\$ 9.00
		Diversity and Human		
Nunez, Eva	Student Aide I	Resources	09/11/14	\$ 9.00
Reed, Shannika	Student Aide I	Kinesiology / Volleyball	10/02/14	\$ 9.00
Sanchez, Bianca	Student Aide I	Disability Resource Ctr	09/12/14	\$ 9.00
Wiley, Heather	Student Aide II	Foundation Office	10/13/14	\$ 10.00

\*Faculty member promised to pay student, but never followed through on hire paperwork.

# Agenda Item (VI-A-4)

Meeting 10/21/2014 - Regular

Agenda Item Consent Agenda Action (VI-A-4)

Subject Resolution No. 19-14/15 Authorizing Post-Retirement Employment and Seeking an Exemption from the 180 Day Separation-From-Service Requirement Set Forth in Education Code Section 24214.5 for Pending Employment of STRS Retiree Irving Hendrick

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees adopt Resolution No. 19 -14/15 Authorizing Post-Retirement Employment and Seeking an Exemption from the 180 Day Separation-From-Service Requirement Set Forth in Education Code Section 24214.5 for Pending Employment of STRS Retiree Irving Hendrick

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## **Background Narrative:**

Dr. Irving Hendrick has over fifty years of experience directly and indirectly handling personnel issues in his various and numerous roles in higher education. Based on his leadership positions at both the University of California Riverside and Riverside Community College District, particularly within the Academic Senate and in administration, Dr. Hendrick is particularly qualified to assist with the District's current needs in the area of personnel matters. His specific combination of leadership positions, experience, and values make Dr. Hendrick uniquely qualified to provide leadership in the search for a President of Riverside City College and to provide assistance with collective bargaining negotiations.

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources  
Rosa Espinoza-Leal, Executive Administrative Assistant

## **Attachments:**

[20141021 Resolution 19 1415 Resolution Authorizing Post Ret Employment](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION AUTHORIZING POST-RETIREMENT EMPLOYMENT AND SEEKING AN EXEMPTION FROM THE 180 DAY SEPARATION-FROM-SERVICE REQUIREMENT SET FORTH IN EDUCATION CODE SECTION 24214.5 FOR PENDING EMPLOYMENT OF STRS RETIREE IRVING HENDRICK

RESOLUTION No. 19-14/15

WHEREAS, the governing board of the Riverside Community College District is a school employer subject to the Teachers Retirement Law, including, without limitation, Education Code sections 24214 and 24214.5; and

WHEREAS, Dr. Irving Hendrick (“Dr. Hendrick”) is a retired member of the CalSTRS system, whose most recent retirement date is October 21, 2014 (employment in current position ends October 20, 2014), and who has attained normal retirement age, and would otherwise have a postretirement compensation limitation of zero dollars during the first 180 days following; and

WHEREAS, the governing board of the Riverside Community College District intends to employ Dr. Hendrick, effective December 1, 2014, on an interim basis in the position of Assistant to the Chancellor for Personnel Matters;

WHEREAS, it is necessary to hire Dr. Hendrick to fill a critically needed position before 180 days have passed as detailed below:

The position of Assistant to the Chancellor for Personnel Matters is presently vacant. The position is critically needed, as the District must fill the currently vacant Presidency at Riverside City College and prepare for, and conduct, upcoming Collective Bargaining Negotiations with both the CSEA and CTA units. The District has not permanently filled its Vice Chancellor for Diversity and Human Resources position nor the position of Director of

Diversity and Human Resources, thus the assistance of the Assistant to the Chancellor for Personnel Matters is crucial.

Dr. Hendrick is exceedingly well qualified for the position. Dr. Hendrick has over fifty years of experience directly and indirectly handling personnel issues in his various and numerous roles in higher education. Dr. Hendrick has twenty-eight years of experience searching for and hiring dozens of faculty and development officers while working as department chairman (1969-1973), Associate Dean (1973-1984), Dean (1987-1998), and Interim Assistant Vice Chancellor of Development at the University of California, Riverside (“UCR”) (1998-2000). Dr. Hendrick has also served as Vice Chair of the UCR’s Academic Senate Committee on Faculty Welfare. Dr. Hendrick was instrumental in searches for high level executive candidates, including a successful search for the Executive Vice Chancellor at UCR. At the District, Dr. Hendrick has served the District as Interim Vice Chancellor on two occasions. Based on his leadership positions within the Academic Senate and in administration, and on key faculty issues and the Board’s confidence that Dr. Hendrick’s values mirror its own, the Board believes that Dr. Hendrick is uniquely qualified to assist with these endeavors. Dr. Hendrick’s assistance with upcoming Collective Bargaining Negotiations with the faculty and classified personnel is crucial as he has the ability to help bridge contesting positions. Likewise, his specific combination of leadership positions and values make Dr. Hendrick uniquely qualified to assist in the search for a President of Riverside City College.

Although the District anticipates filling key positions on a permanent basis at some point, it will not be able to do so immediately and the need to hire a President for Riverside City College and to engage in collective bargaining is pressing.

WHEREAS, Dr. Hendrick did not receive any retirement incentive or any financial inducement to retire from any public employer; and

WHEREAS, the termination of Dr. Hendrick’s position as Special Assistant to the Chancellor is not the basis for the need to acquire the service at issue herein.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Riverside Community College District hereby finds, determines, and resolves as follows:

1. The above delineated facts regarding the prior employment and pending employment of Dr. Hendrick are true and correct and are adopted as findings.
2. The Riverside Community College District is seeking an exemption on behalf of Dr. Hendrick from the 180 day separation-from-service requirement set forth in Education Code section 24214.5(a).
3. The Chancellor is directed and authorized to take all necessary action to submit necessary documentation required to STRS in order to process this exemption request.
4. Dr. Hendrick is hereby employed as the Assistant to the Chancellor for Personnel Matters, subject to each and all of the terms and conditions set forth in the attached employment agreement. Provided, however, that notwithstanding anything in his employment agreement to the contrary, Dr. Hendrick's employment during the first 180 days following his most recent retirement is subject to and conditioned upon the prior receipt of this Resolution and all other documentation required by Education Code section 24214.5 by CalSTRS. As such, Dr. Hendrick shall not be employed to perform retired member activities during that period of time unless and until performance of such activities is authorized in accordance with Education Code section 24214.5.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on October 21, 2014.

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Clerk or Authorized Agent



# Agenda Item (VI-B-1)

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$5,459,545 and District Warrant Claims totaling \$4,537,144.

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## Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$5,459,545 requested by District staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 229124 – 230278) totaling \$4,537,144 have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

## Attachments:

[10212014\\_Contracts and Purchase Orders Over \\$84,100 Report \(September\)](#)

Report of Purchases-All District Resources  
 Purchases Over \$84,100  
 9/01/14 thru 9/30/14

PO#	Department	Vendor	Description	Amount
C0004735	Performance Riverside	OD Music, Inc	Paymaster Services	\$ 206,865
C0004746	Facilities - Moreno Valley	Adams Mallory Construction Co Inc	Moreno Valley Network Operations Center Bid Award	2,372,739
P0043990	Information Services	CDW-G	Cisco Network Equipment-National IPA Contract	588,538
<u>Additions to Approved/Ratify Purchase Orders of \$84,100 and Over</u>				
C0003172	Facilities	Johnson Controls, Inc.	HVAC Maintenance	111,634
C0003570	Information Services	Computerland of Silicon Valley	Microsoft Licenses	357,519
C0004101	Facilities	Bernards Bros. Construction Management	Student Services & Administration Building CM Srvcs	92,568
Total				<u>\$ 3,729,863</u>
<u>All Purchase Orders, Contracts, and Additions for the Period of 9/01/14 - 9/30/14</u>				
Contracts- C4732 - C4762				\$ 566,857
Contract Additions- C3172 - C4701				
Purchase Orders- P43902 - P44292				945,897
Purchase Order Additions- P42825 - P43856				
Blanket Purchase Orders- B13247 - B13327				216,928
Blanket Purchase Order Additions- B12476 - B13237				
Total				<u>\$ 1,729,682</u>
 Grand Total				<u><u>\$ 5,459,545</u></u>

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the budget transfers as presented.

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## Background Narrative:

The 2014-15 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000). Additionally, at the close of each fiscal year, it is necessary for the Board to grant authority to make necessary transfers among the various accounts and funds of the district.

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

## Attachments:

[10212014\\_Budget Adjustments](#)

## Budget Adjustments October 21, 2014

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to purchase a computer and printer.		
From: VP, Business Services	Administrative Contingency	\$ 1,862
To: VP, Business Services	Equipment	\$ 1,862
R2. Transfer to purchase a new air conditioning unit.		
From: VP, Business Services	Repairs	\$ 8,150
To: Facilities	Fixtures and Fixed Equip.	\$ 8,150
R3. Transfer to purchase a currency counter.		
From: Auxiliary Business Services	Other Services	\$ 1,728
To: Auxiliary Business Services	Equipment	\$ 1,728
R4. Transfer to purchase art work for the permanent collection.		
From: Art Gallery	Supplies	\$ 324
To: Art Gallery	Equipment	\$ 324
R5. Transfer to purchase filing cabinets.		
From: Performing Arts	Instructional Supplies	\$ 794
To: Performing Arts	Equipment	\$ 794

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R6. Transfer to purchase office supplies.		
From: VP, Academic Affairs	Administrative Contingency	\$ 197
To: Communication Studies	Office Supplies	\$ 197
R7. Transfer to purchase a computer.		
From: President	Administrative Contingency	\$ 984
To: President	Equipment	\$ 984
R8. Transfer to purchase a computer and to provide for student help.		
From: President	Administrative Contingency	\$ 12,828
To: Institutional Effectiveness	Equipment	\$ 1,688
English and Media Studies	Short Term Student Help	9,649
	Employee Benefits	221
	General Liability and Property	130
Sociology	Short Term Student Help	1,100
	Employee Benefits	25
	General Liability and Property	15
R9. Transfer to purchase a computer and chair.		
From: Dean of Instruction, Languages, Humanities and Social Sciences	Administrative Contingency	\$ 2,609
To: Dean of Instruction, Languages, Humanities and Social Sciences	Equipment	\$ 2,211
Economics, Geography & Poli Sci	Equipment	398
R10. Transfer to provide for repairs.		
From: Communication Studies	Supplies	\$ 50
To: Behavioral Science	Repairs	\$ 50

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R11. Transfer to provide for repairs.		
From: Economics, Geography & Poli Sci	Instructional Media	\$ 50
To: Behavioral Science	Repairs	\$ 50
R12. Transfer to purchase supplies.		
From: Economics, Geography & Poli Sci	Short Term Student Help	\$ 333
	Employee Benefits	8
	General Liability and Property	4
To: Economics, Geography & Poli Sci	Supplies	\$ 345
R13. Transfer to purchase repair parts.		
From: Applied Technology	Repairs	\$ 880
To: Applied Technology	Repair Parts	\$ 880
R14. Transfer to provide a departmental operating budget for the new Dean of Instruction, Languages, Humanities and Social Sciences.		
From: Early Childhood Studies - Learning Center	Other Services	\$ 4,801
To: Dean of Instruction, Languages, Humanities and Social Sciences	Reference Books	\$ 121
	Copying and Printing	292
	Software	63
	Supplies	4,325
R15. Transfer to purchase window coverings.		
From: Cosmetology	Supplies	\$ 1,475
To: Cosmetology	Fixtures and Fixed Equip.	\$ 1,475

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R16. Transfer to provide for a temporary increase in workload for a classified manager.		
From: VP, Student Services	Conferences	\$ 5,868
To: Student Services	Classified Administrator	\$ 4,767
	Employee Benefits	1,037
	General Liability & Property	64
R17. Transfer to purchase a computer.		
From: Admissions and Records	Supplies	\$ 1,219
To: Admissions and Records	Equipment	\$ 1,219
R18. Transfer to provide for mileage and conferences.		
From: Counseling	Tests	\$ 3,500
To: Counseling	Mileage	\$ 500
	Conferences	3,000
R19. Transfer to purchase printers.		
From: Counseling	Supplies	\$ 1,000
To: Counseling	Equipment	\$ 1,000
R20. Transfer to purchase a printer.		
From: Athletics	Custodial Supplies	\$ 430
To: Athletics	Equipment	\$ 430

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R21. Transfer to provide for academic part time services.		
From: Student Activities	Short Term Student Help	\$ 9,776
	Employee Benefits	224
To: Student Activities	Acad PT Non-Instructional	\$ 8,923
	Employee Benefits	1,077
R22. Transfer to provide for classified differential pay and to purchase a computer.		
From: International Students	Advertising	\$ 7,052
To: International Students	CL Salary Full Time	\$ 4,296
	Employee Benefits	930
	General Liability & Property	58
	Equipment	1,768
R23. Transfer to reallocate the Gateway to College grant budget. (Fund 12, Resource 1190)		
From: Gateway to College	Classified Perm PT	\$ 19,500
To: Gateway to College	Supplies	\$ 15,000
	Food	2,500
	Repairs	2,000
R24. Transfer to purchase repair parts and provide for repairs. (Fund 12, Resource 1180)		
From: VP, Business Services	Equipment	\$ 4,698
To: VP, Business Services	Repairs	\$ 1,898
	Repair Parts	2,800
R25. Transfer to provide for a conference. (Fund 12, Resource 1190)		
From: EOPS/CARE	Supplies	\$ 220
To: EOPS/CARE	Conferences	\$ 220



<u>Program</u>	<u>Account</u>	<u>Amount</u>
R26. Transfer to provide for academic special projects.		
From: Open Campus	Supplies	\$ 594
To: Open Campus	Academic Special Project	\$ 527
	Employee Benefits	67
R27. Transfer to purchase supplies. (Fund 12, Resource 1190)		
From: SSS Trio - Riverside	License Fees	\$ 700
To: SSS Trio - Riverside	Supplies	\$ 700
R28. Transfer to purchase a printer. (Fund 12, Resource 1190)		
From: SSSP - Riverside	Supplies	\$ 547
To: SSSP - Riverside	Equipment	\$ 547
<u>Norco</u>		
N1. Transfer to provide for differential pay.		
From: VP, Business Services	Administrative Contingency	\$ 1,902
To: VP, Business Services	Classified FT	\$ 1,545
	Employee Benefits	336
	General Liability and Property	21
N2. Transfer to purchase supplies.		
From: VP, Business Services	Administrative Contingency	\$ 3,904
	Mileage	200
To: VP, Business Services	Supplies	\$ 4,104

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N3. Transfer to purchase stationary wall panels.		
From: VP, Business Services	Administrative Contingency	\$ 10,894
To: Building Maintenance	Remodel Projects	\$ 1,400
	Fixtures & Fixed Equipment	9,494
N4. Transfer to purchase a backboard and covered storage, and to provide for maintenance of the soccer field.		
From: Community Use of Facilities	Supplies	\$ 18,972
To: Community Use of Facilities	Other Services	\$ 10,000
	Fixtures & Fixed Equipment	8,972
N5. Transfer to provide for landscaping.		
From: Building Maintenance	Equipment	\$ 4,231
To: Grounds Maintenance & Repairs	Other Services	\$ 4,231
N6. Transfer to provide for a conference and academic special project.		
From: VP, Academic Affairs	Instructional Supplies	\$ 6,568
To: VP, Academic Affairs	Conferences	\$ 5,200
	Academic Special Project	1,200
	Employee Benefits	152
	General Liability and Property	16
N7. Transfer to purchase office supplies and a computer.		
From: Dean of Instruction	Academic Special Project	\$ 5,349
	Employee Benefits	679
	General Liability and Property	72
To: Dean of Instruction	Supplies	\$ 4,000
	Equipment	2,100

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N8. Transfer to provide for differential pay and increased workload.		
From: VP, Student Services	Administrative Contingency	\$ 10,123
To: Veterans Services	Classified FT	\$ 5,268
	Employee Benefits	1,147
	General Liability and Property	71
Admissions & Records	Classified Perm PT	2,954
	Employee Benefits	643
	General Liability and Property	40
N9. Transfer to provide for short-term hourly help, reference books, and office supplies.		
From: VP, Student Services	Administrative Contingency	\$ 10,047
To: Student Activities	Short-Term Temporary	\$ 8,800
	Employee Benefits	334
	General Liability and Property	119
Student Personnel Administration	Reference Books	294
Intramural Sports	Supplies	500
N10. Transfer to provide for a conference.		
From: Evaluators	Supplies	\$ 50
To: Evaluators	Conferences	\$ 50
N11. Transfer to provide for a conference.		
From: Transfer Center	Supplies	\$ 250
To: Transfer Center	Conferences	\$ 250

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N12. Transfer to provide for membership, repairs, and to purchase a storage cabinet.		
From: Student Services	Supplies	\$ 2,423
To: Student Services	Memberships	\$ 1,000
	Repairs	1,004
	Equipment	419
N13. Transfer to provide for an academic special project and purchase a copier and computers. (Fund 12, Resource 1190)		
From: Student Success and Support	Other Services	\$ 49,185
To: Student Success and Support	Academic Special Project	\$ 7,247
	Equipment	41,938
N14. Transfer to provide for indirect costs. (Fund 12, Resource 1190)		
From: AB 86 Adult Education	Equipment	\$ 1,230
To: AB 86 Adult Education	Indirect Charges	\$ 1,230
N15. Transfer to provide for short-term hourly help. (Fund 12, Resource 1190)		
From: SSS Rise	Travel Expenses	\$ 32
	Conferences	55
	Rents and Leases	33
	Transportation	66
To: SSS Rise	Short-Term Temporary	\$ 186
N16. Transfer to provide for short-term hourly help. (Fund 12, Resource 1190)		
From: Student Support Services TRIO	Mileage	\$ 500
	Transportation	1,500
To: Student Support Services TRIO	Short-Term Temporary	\$ 2,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Moreno Valley</u>		
M1. Transfer to provide for student help, a classified special project and to purchase computers.		
From: VP, Business Services	Consultants	\$ 1,670
	Administrative Contingency	9,381
To: VP, Business Services	Classified Special Project	\$ 6,472
	Employee Benefits	779
	Student Help – Non-Instr	2,000
Humanities & Social Sciences	Equipment	1,800
M2. Transfer to provide for the Library remodel project and to purchase a pressure washer.		
From: Facilities	Repairs	\$ 7,203
To: Facilities	Remodel Project	\$ 6,783
	Equipment	420
M3. Transfer to purchase supplies.		
From: Health, Humanities & Public Srvc	Other Services	\$ 593
	Mileage	180
To: Health, Humanities & Public Srvc	Supplies	\$ 773
M4. Transfer to purchase anatomical models. (Fund 12, Resource 1190)		
From: Song Brown PA Base	Supplies	\$ 1,904
	Consultants	1,000
To: Song Brown PA Base	Equipment	\$ 2,904
M5. Transfer to provide for professional services.		
From: Academy/Criminal Services	Academic PT Non-Instr	\$ 13,541
	Employee Benefits	1,897
To: Academy/Criminal Services	Professional Services	\$ 15,438

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M6. Transfer to provide annual licensing. (Fund 12, Resource 1190)		
From: Academy/Criminal Srvc - Lottery	Instructional Supplies	\$ 500
To: Academy/Criminal Srvc - Lottery	Comp Software Maint/Lic	\$ 500
M7. Transfer to purchase supplies.		
From: Student Services	Administrative Contingency	\$ 672
To: Student Services	Supplies	\$ 350
Counseling	Supplies	322
M8. Transfer to provide for student help.		
From: Counseling	Supplies	\$ 1,534
To: Counseling	Student Help – Non-Instr	\$ 1,500
	Employee Benefits	34
M9. Transfer to purchase a copy machine.		
From: Admissions & Records	Supplies	\$ 4,863
To: Admissions & Records	Equipment	\$ 4,863
M10. Transfer to purchase computer tablets. (Fund 12, Resource 1190)		
From: Foster Youth Support Srvc	Other Services	\$ 501
To: Foster Youth Support Srvc	Equipment	\$ 501

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M11. Transfer to provide for a conference and memberships. (Fund 12, Resource 1190)		
From: Student Financial Srvcs–BFAP/SFAA	Supplies	\$ 3,650
	Classified Perm PT	1,567
	Employee Benefits	81
To: Student Financial Srvcs-BFAP/SFAA	Conferences	\$ 3,650
	Memberships	1,648
M12. Transfer to provide for a conference. (Fund 12, Resource 1190)		
From: EOPS/CARE	Equipment	\$ 2,679
To: EOPS/CARE	Conferences	\$ 2,679
<u>District Office and District Support Services</u>		
D1. Transfer to purchase a computer.		
From: Chancellor’s Office	Administrative Contingency	\$ 2,000
To: Chancellor’s Office	Equipment	\$ 2,000
D2. Transfer to provide for an academic special project and employee benefits.		
From: Chancellor’s Office	Administrative Contingency	\$ 798
To: Chancellor’s Office	Academic Special Project	\$ 701
	Employee Benefits	88
	General Liability and Property	9
D3. Transfer to reallocate the CTE Community Collaborative Pathways Initiative budget. (Fund 12, Resource 1190)		
From: CTE	Equipment	\$ 8,000
To: CTE	Copying and Printing	\$ 2,000
	Supplies	5,000
	Food	1,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D4. Transfer to purchase computers.		
From: Grants	Conferences	\$ 3,000
	Cellular Telephone	1,800
To: Grants	Equipment	\$ 4,800
D5. Transfer to purchase ballistic vests.		
From: Safety & Police	Other Services	\$ 404
To: Safety & Police	Equipment	\$ 404
D6. Transfer to purchase and equip a police vehicle.		
From: Safety & Police	Supplies	\$ 23,442
To: Safety & Police	Equipment	\$ 22,332
	Repairs	300
	Other Services	810
D7. Transfer to purchase alarm and panic devices. (Fund 12, Resource 1120)		
From: Ctr for Social Justice & Civil Liberties Electricity		\$ 2,875
To: Ctr for Social Justice & Civil Liberties Equipment		\$ 2,875



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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 04-14/15 – 2014-2015 Sector Navigator – Program Income
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$16,800 to the budget.

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## Background Narrative:

The Riverside Community College District has received funding for the 2014-2015 fiscal year in the amount of \$16,800 to support the Sector Navigator – Program Income. The program will facilitate export promotion activities for qualified small businesses. The funding will be utilized for travel, advertising, and other operational expenses of the program.

Prepared By: Robin Steinback, Interim Vice Chancellor, Ed. Svcs., Workforce Dev. and Planning  
John Tillquist, Associate Vice Chancellor, Economic Development

## Attachments:

[10212014\\_Resolution No. 04-14/15 – Sector Navigator – Program Income](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 04-14/15

2014-2015 Sector Navigator - Program Income

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$16,800 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 October 21, 2014.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 04-14/15  
 2014-2015 Sector Navigator - Program Income

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	A00	1190	0	0000	0221	8890	16,800	00	REVENUE
									EXPENDITURES
12	AXD	1190	0	6819	0221	5220	5,200	00	
12	AXD	1190	0	6819	0221	5740	5,600	00	
12	AXD	1190	0	6819	0221	5890	6,000	00	
							16,800	00	TOTAL REVENUE
							16,800	00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 5-14/15 – 2014-2015 College Connection Program
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$3,372 to the budget.

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## Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the 2014-2015 College Connection Program in the amount of \$3,372 from the Riverside County Superintendent of Schools. The funds will be used for conferences.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Ed Bush, Vice President, Student Services  
Cecilia Alvarado, Dean, Student Services (Riverside)

## Attachments:

[10212014\\_Resolution No. 5-14/15 – College Connection Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 5-14/15

2014-2015 College Connection Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$3,372 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 5-14/15  
 2014-2015 College Connection Program**

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0157	8190	3,372 00	REVENUE
								EXPENDITURES
12	DCW	1190	0	6020	0157	5220	3,372 00	Conferences
							3,372 00	TOTAL REVENUE
							3,372 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 6-14/15 – 2014-2015 California Work Opportunity and Responsibility to Kids (CalWORKs) Set-Aside Program
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$80,000 to the budget.

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## Background Narrative:

The Riverside Community College District's Riverside City College has received funding for the 2014-2015 California Work Opportunity and Responsibility to Kids (CalWORKs) Set-Aside Program in the amount of \$80,000 from the California Community Colleges Chancellor's Office. The funds will be used to administer the reimbursement process for statewide CalWORKs Directors who attend conferences hosted by the California Community Colleges Chancellor's Office.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Mazie Brewington, Vice President, Business Services (Riv)  
Michael Wright, Director, Workforce Preparation Grants and Contracts

## Attachments:

[10212014\\_Resolution No. 6-14/15 – CalWORKs Set-Aside Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 6-14/15

2014-2015 California Work Opportunity and Responsibility to Kids (CalWORKs) Set-Aside  
Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$80,000 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 October 21, 2014.

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Clerk or Authorized Agent



RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT

Resolution No. 6-14/15

2014-2015 California Work Opportunity and Responsibility to Kids (CalWORKs) Set-Aside  
 Program

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0359	8626	80,000 00	REVENUE
								EXPENDITURES
12	DCW	1190	0	6020	0359	2118	4,226 00	Classified FT Administrator
12	DCW	1190	0	6020	0359	3120	375 00	Employee Benefits
12	DCW	1190	0	6020	0359	3325	61 00	
12	DCW	1190	0	6020	0359	3420	1,045 00	
12	DCW	1190	0	6020	0359	3520	2 00	
12	DCW	1190	0	6020	0359	3620	97 00	↓
12	DCW	1190	0	6020	0359	4555	2,200 00	Copying/Printing
12	DCW	1190	0	6020	0359	5211	6,600 00	Meeting Expenses
12	DCW	1190	0	6020	0359	5219	65,337 00	Other Travel
12	DCW	1190	0	6020	0359	5421	57 00	General Liability & Property
							80,000 00	TOTAL REVENUE
							80,000 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 7-14/15 – 2014-2015 Student Success and Support Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$1,823,347 to the budget.

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## Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2014-2015 Student Success and Support Program in the amount of \$1,823,347 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$958,763, Norco College - \$470,533, and Moreno Valley College - \$394,051. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Paul Parnell, President, Norco College  
Sandra Mayo, President, Moreno Valley College  
Ed Bush, Vice President, Student Services  
Monica Green-Cochrane, Vice President, Student Services  
Eugenia Vincent, Vice President, Student Services (Acting)

## Attachments:

[10212014\\_Resolution No. 7-14/15 – Student Success and Support Program](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 7-14/15

2014-2015 Student Success and Support Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$1,823,347 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 7-14/15  
 2014-2015 Student Success and Support Program**

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0080	8659	958,763 00	REVENUE
12	E00	1190	0	0000	0080	8659	470,533 00	↓
12	F00	1190	0	0000	0080	8659	394,051 00	↓
								EXPENDITURES
12	DZT	1190	0	6301	0080	1439	825,000 00	Acad PT Non-Instructional
12	DZT	1190	0	6301	0080	3130	73,260 00	Employee Benefits
12	DZT	1190	0	6301	0080	3335	11,963 00	↓
12	DZT	1190	0	6301	0080	3530	413 00	↓
12	DZT	1190	0	6301	0080	3630	18,893 00	↓
12	DZT	1190	0	6217	0080	4360	18,096 00	Tests
12	DZT	1190	0	6301	0080	5421	11,138 00	General Liability & Property
12	EZT	1190	0	6301	0080	1439	400,000 00	Acad PT Non-Instructional
12	EZT	1190	0	6301	0080	3130	35,520 00	Employee Benefits
12	EZT	1190	0	6301	0080	3335	5,800 00	↓
12	EZT	1190	0	6301	0080	3530	200 00	↓
12	EZT	1190	0	6301	0080	3630	9,160 00	↓
12	EZT	1190	0	6217	0080	4360	14,453 00	Tests
12	EZT	1190	0	6301	0080	5421	5,400 00	General Liability & Property
12	FZT	1190	0	6301	0080	1439	330,000 00	Acad PT Non-Instructional
12	FZT	1190	0	6301	0080	3130	29,304 00	Employee Benefits
12	FZT	1190	0	6301	0080	3335	4,785 00	↓
12	FZT	1190	0	6301	0080	3530	165 00	↓
12	FZT	1190	0	6301	0080	3630	7,557 00	↓
12	FZT	1190	0	6217	0080	4360	17,785 00	Tests
12	FZT	1190	0	6301	0080	5421	4,455 00	General Liability & Property
							1,823,347 00	TOTAL REVENUE
							1,823,347 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 8-14/15 – 2014-2015 Extended Opportunity Programs and Services (EOPS)
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$72,816 to the budget.

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## Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2014-2015 Extended Opportunity Programs and Services (EOPS) in the amount of \$72,816 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$30,606, Norco College - \$18,415, and Moreno Valley College - \$23,795. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Paul Parnell, President, Norco College  
Sandra Mayo, President, Moreno Valley College  
Ed Bush, Vice President, Student Services  
Monica Green-Cochrane, Vice President, Student Services  
Eugenia Vincent, Vice President, Student Services (Acting)

## Attachments:

[10212014\\_Resolution No. 8-14/15 – Extended Opportunity Programs and Services](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 8-14/15

2014-2015 Extended Opportunity Programs and Services (EOPS)

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$72,816 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 8-14/15  
 2014-2015 Extended Opportunity Programs and Services (EOPS)

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0060	8622	30,606 00	REVENUE
12	E00	1190	0	0000	0060	8622	18,415 00	↓
12	F00	1190	0	0000	0060	8622	23,795 00	↓
								EXPENDITURES
12	DZF	1190	0	6434	1060	1439	23,000 00	Acad PT Non-Instructional
12	DZF	1190	0	6434	1060	3130	2,042 00	Employee Benefits
12	DZF	1190	0	6434	1060	3335	334 00	↓
12	DZF	1190	0	6434	1060	3530	12 00	↓
12	DZF	1190	0	6434	1060	3630	527 00	↓
12	DZF	1190	0	7321	0060	7640	4,380 00	Book Grants
12	DZF	1190	0	6434	1060	5421	311 00	General Liability & Property
12	EZF	1190	0	6434	1060	5649	8,306 00	Comp Software Maint/Lic
12	EZF	1190	0	7321	0060	7640	10,109 00	Book Grants
12	FZF	1190	0	6434	1060	1439	16,000 00	Acad PT Non-Instructional
12	FZF	1190	0	6434	1060	3130	1,421 00	Employee Benefits
12	FZF	1190	0	6434	1060	3335	232 00	↓
12	FZF	1190	0	6434	1060	3530	8 00	↓
12	FZF	1190	0	6434	1060	3630	366 00	↓
12	FZF	1190	0	7321	0060	7640	5,552 00	Book Grants
12	FZF	1190	0	6434	1060	5421	216 00	General Liability & Property
							72,816 00	TOTAL REVENUE
							72,816 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-f)
Subject	Resolution No. 09-14/15 – 2014-2015 Realignment of Scheduled Maintenance and Instructional Equipment
College/District	District
Funding	State Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve realigning Scheduled Maintenance and Instructional Equipment revenues and expenditures of \$1,304,772 between Resources 4100 and 1190.

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## Background Narrative:

The State provided combined Scheduled Maintenance and Instructional Equipment funding in the FY 2014-2015 block grant allocation. As indicated in the District's FY 2014-2015 adopted budget document, the entire State allocation was budgeted in Resource 4100 (State Construction and Scheduled Maintenance) temporarily until such time as the colleges determined how they wanted to split their allocation between Scheduled Maintenance and Instructional Equipment (Resource 1190 – Grants and Categorical Programs).

Each college has now determined their funding allocation realignment. The total amount realigned is as follows: Riverside City College - \$612,949; Norco College - \$345,549; and Moreno Valley College - \$346,274.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Wolde-Ab Isaac, Interim President, Riverside  
Paul Parnell, President, Norco College  
Sandra Mayo, President, Moreno Valley College

## Attachments:

[10212014\\_Resolution No. 09-14/15 – Realignment of Scheduled Maintenance and Instructional Equipment](#)



RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 09-14/15

2014-2015 Realignment of Scheduled Maintenance and Instructional Equipment

WHEREAS the governing board of the Riverside Community College District has determined that realigning the income in the amount of \$1,304,772 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 October 21, 2014.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT

Resolution No. 09-14/15

2014-2015 Realignment of Scheduled Maintenance and Instructional Equipment

Year	County	District	Date	Fund
15	33	07	10/21/2014	12/41

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
41	D00	4100	0	0000	0650	8652	-612,949 00	REVENUE
12	D00	1190	0	0000	0075	8629	612,949 00	
41	E00	4100	0	0000	0650	8652	-345,549 00	
12	E00	1190	0	0000	0075	8629	345,549 00	
41	F00	4100	0	0000	0650	8652	-346,274 00	
12	F00	1190	0	0000	0075	8629	346,274 00	↓
								EXPENDITURES
41	DDD	4100	0	7121	0650	6226	-612,949 00	Remodel Project
12	DJA	1190	0	6010	2075	6481	612,949 00	Equipment
41	EDD	4100	0	7122	0650	6226	-345,549 00	Remodel Project
12	EJA	1190	0	6010	2075	6481	345,549 00	Equipment
41	FDD	4100	0	7125	0650	6226	-346,274 00	Remodel Project
12	FJA	1190	0	6010	2075	6481	346,274 00	Equipment
							0 00	TOTAL INCOME
							0 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-g)
Subject	Resolution No. 10-14/15 – 2014-2015 Proposition 39: Clean Energy Jobs Act of 2012
College/District	District
Funding	State Construction
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$865,540 to the budget.

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## Background Narrative:

The Riverside Community College District has received additional funding for the 2014-2015 Proposition 39: Clean Energy Jobs Act of 2012 in the amount of \$746,762 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$401,758, Norco College - \$172,502, and Moreno Valley College - \$172,502. The funds will be used for energy conservation projects at all three colleges, subject to the requirements of the Act.

Additionally, each college will receive utility incentives for each of the Proposition 39 projects. Incentives totaling \$118,778 have been estimated as follows: Riverside City College - \$50,260, Norco College - \$24,133, and Moreno Valley College - \$44,385. The incentives will also be used to fund the costs of each project.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development

## Attachments:

[10212014\\_Resolution No. 10-14/15 – Proposition 39: Clean Energy Jobs Act of 2012](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 10-14/15

2014-2015 Proposition 39: Clean Energy Jobs Act of 2012

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$865,540 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 10-14/15  
 2014-2015 Proposition 39: Clean Energy Jobs Act of 2012

Year	County	District	Date	Fund
15	33	07	10/21/2014	14

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
41	D00	4100	0	0000	0905	8658	401,758 00	REVENUE
41	D00	4100	0	0000	0905	8890	50,260 00	
41	E00	4100	0	0000	0911	8658	172,502 00	
41	E00	4100	0	0000	0911	8890	24,133 00	
41	F00	4100	0	0000	0916	8658	172,502 00	
41	F00	4100	0	0000	0916	8890	44,385 00	↓
								EXPENDITURES
<b>Interior and Exterior Lighting</b>								
41	DDD	4100	0	7121	0905	6226	452,018 00	Building Remodel
<b>Interior Lighting</b>								
41	EDD	4100	0	7122	0911	6226	196,635 00	Building Remodel
<b>Retro Commissioning</b>								
41	FDD	4100	0	7125	0916	6226	216,887 00	Building Remodel
							865,540 00	TOTAL REVENUE
							865,540 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-h)
Subject	Resolution No. 11-14/15 – 2014-2015 TANF and CalWORKs Programs
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$97,820 to the budget.

---

## Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2014-2015 TANF and CalWORKs Programs in the amount of \$28,365 and \$69,455 respectively from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$52,765, Norco College - \$25,029, and Moreno Valley College - \$20,026. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Paul Parnell, President, Norco College  
Sandra Mayo, President, Moreno Valley College  
Ed Bush, Vice President, Student Services  
Monica Green-Cochrane, Vice President, Student Services  
Eugenia Vincent, Vice President, Student Services (Acting)

## Attachments:

[10212014\\_Resolution No. 11-14/15 – TANF and CalWORKs Programs](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 11-14/15

2014-2015 TANF and CalWORKs Programs

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$97,820 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 11-14/15  
 2014-2015 Student Success and Support Program**

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0366	8140	8,415 00	REVENUE
12	D00	1190	0	0000	0367	8626	44,350 00	
12	E00	1190	0	0000	0366	8140	15,032 00	
12	E00	1190	0	0000	0367	8626	9,997 00	
12	F00	1190	0	0000	0366	8140	4,918 00	
12	F00	1190	0	0000	0367	8626	15,108 00	↓
								EXPENDITURES
12	DCW	1190	0	7321	0366	7660	8,415 00	Transportation
12	DCW	1190	0	6020	4367	2331	42,792 00	Student Help Non-Instruct
12	DCW	1190	0	6020	4367	3620	980 00	Employee Benefits
12	DCW	1190	0	6020	4367	5421	578 00	General Liability & Property
12	ECW	1190	0	7321	0366	7660	15,032 00	Transportation
12	ECW	1190	0	6020	4367	2331	9,646 00	Student Help Non-Instruct
12	ECW	1190	0	6020	4367	3620	221 00	Employee Benefits
12	ECW	1190	0	6020	4367	5421	130 00	General Liability & Property
12	FCW	1190	0	7321	0366	7660	4,918 00	Transportation
12	FCW	1190	0	6020	4367	2331	14,577 00	Student Help Non-Instruct
12	FCW	1190	0	6020	4367	3620	334 00	Employee Benefits
12	FCW	1190	0	6020	4367	5421	197 00	General Liability & Property
							97,820 00	TOTAL REVENUE
							97,820 00	TOTAL EXPENDITURES



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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-i)
Subject	Resolution No. 12-14/15 – 2014-2015 Kaiser Foundation Hospitals
College/District	Moreno Valley
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$21,250 to the budget.

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## Background Narrative:

The Riverside Community College District's Moreno Valley College has received additional funding for the 2014-2015 Kaiser Foundation Hospitals program in the amount of \$21,250 from the Kaiser Foundation. The funds will be used for instructional supplies.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Eugenia Vincent, Vice President, Student Services (Acting)  
Donna Lesser, Associate Professor, Dental Hygiene (MVC)

## Attachments:

[10212014\\_Resolution No.12-14/15 – Kaiser Foundation Hospitals](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 12-14/15

2014-2015 Kaiser Foundation Hospitals

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$21,250 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 12-14/15  
 2014-2015 Kaiser Foundation Hospitals**

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	F00	1190	0	0000	0269	8820	21,250 00	REVENUE
								EXPENDITURES
12	FHE	1190	0	1240	2269	4320	21,250 00	Instructional Supplies
							21,250 00	TOTAL REVENUE
							21,250 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-j)
Subject	Resolution No. 13-14/15 – 2014-2015 State of California Employment Training Panel – CORE#2
College/District	District
Funding	General Funds
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$374,800 to the budget.

---

## Background Narrative:

The Riverside Community College District has received funding for the 2014-2015 State of California Employment Training Panel program in the amount of \$374,800 from the State of California for the Customized Solutions program. The funds will be used for operational expenses for the program.

Prepared By: Robin Steinback, Interim Vice Chancellor, Ed. Svcs., Workforce Dev. and Planning  
John Tillquist, Associate Vice Chancellor, Economic Development

## Attachments:

[10212014\\_Resolution No.13-14/15 – State of California ETP - CORE #2](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 13-14/15

2014-2015 State of California Employment Training Panel - CORE #2

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$374,800 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 13-14/15  
 2014-2015 State of California Employment Training Panel - CORE#2

Year	County	District	Date	Fund
15	33	07	10/21/2014	11

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
11	A00	1170	0	0000	0469	8831	374,800 00	REVENUE
								EXPENDITURES
11	AXB	1170	0	7010	0469	4590	500 00	Office Supplies
11	AXB	1170	0	7010	0469	4599	1,000 00	Instructional Supplies
11	AXB	1170	0	7010	0469	5110	5,000 00	Consultants
11	AXB	1170	0	7010	0469	5197	360,000 00	Sub-Contracts
11	AXB	1170	0	7010	0469	5210	100 00	Mileage
11	AXB	1170	0	7010	0469	5220	750 00	Conferences
11	AXB	1170	0	7010	0469	5890	7,450 00	Other Services (trainers)
							374,800 00	TOTAL REVENUE
							374,800 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-k)
Subject	Resolution No. 14-14/15 – 2014-2015 Song-Brown Health Care Workforce Training Contract #13-4212
College/District	Moreno Valley
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$67,973 to the budget.

---

## Background Narrative:

The Riverside Community College District's Moreno Valley College has received funding for the 2014-2015 Song-Brown Health Care Workforce Training Contract #13-4212 program in the amount of \$67,973 from the State of California. The funds will be used for travel and maintenance agreements.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Roslynn Byous, Director  
Carol Farrar, Interim Vice President, Academic Affairs (MVC)

## Attachments:

[10212014\\_Resolution No.14-14/15 – Song-Brown Health Care Workforce Training Contract #13-4212](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 14-14/15

2014-2015 Song-Brown Health Care Workforce Training Contract #13-4212

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$67,973 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 October 21, 2014.

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Clerk or Authorized Agent



RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT

Resolution No. 14-14/15

2014-2015 Song-Brown Health Care Workforce Training Contract #13-4212

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	F00	1190	0	0000	0244	8659	67,973 00	REVENUE
								EXPENDITURES
12	FJC	1190	0	6010	4244	5220	46,938 00	Conferences
12	FJC	1190	0	6010	4244	5644	16,000 00	Repairs
12	FJC	1190	0	6010	4244	5910	5,035 00	Indirect Costs
							67,973 00	TOTAL REVENUE
							67,973 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-I)
Subject	Resolution No. 15-14/15 – 2014-2015 Song-Brown Health Care Workforce Training Contract #13-4199
College/District	Moreno Valley
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue expenditures of \$114,999 to the budget.

---

## Background Narrative:

The Riverside Community College District's Moreno Valley College has received funding for the 2014-2015 Song-Brown Health Care Workforce Training Contract #13-4199 program in the amount of \$114,999 from the State of California. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Roslynn Byous, Director  
Carol Farrar, Interim Vice President, Academic Affairs (MVC)

## Attachments:

[10212014\\_Resolution No.15-14/15 – Song-Brown Health Care Workforce Training Contract #13-4199](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 15-14/15

2014-2015 Song-Brown Health Care Workforce Training Contract #13-4199

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$114,999 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 October 21, 2014.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT

Resolution No. 15-14/15

2014-2015 Song-Brown Health Care Workforce Training Contract #13-4199

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	F00	1190	0	0000	0244	8659	114,999 00	REVENUE
								EXPENDITURES
12	FJC	1190	0	6010	4378	1490	21,733 00	Academic Special Project
12	FJC	1190	0	6010	4378	3130	1,930 00	Employee Benefits
12	FJC	1190	0	6010	4378	3335	315 00	
12	FJC	1190	0	6010	4378	3530	11 00	
12	FJC	1190	0	6010	4378	3630	498 00	
12	FJC	1190	0	6010	4378	4230	2,500 00	Reference Books
12	FJC	1190	0	6010	4378	4330	2,500 00	Subscriptions
12	FJC	1190	0	6010	4378	4555	1,000 00	Copying and Printing
12	FJC	1190	0	6010	4378	4590	15,000 00	Supplies
12	FJC	1190	0	6010	4378	4710	1,701 00	Food
12	FJC	1190	0	6010	4378	5110	30,000 00	Consultants
12	FJC	1190	0	6010	4378	5198	6,000 00	Professional Services
12	FJC	1190	0	6010	4378	5220	8,000 00	Conferences
12	FJC	1190	0	6010	4378	5421	293 00	GL & P
12	FJC	1190	0	6010	4378	5790	4,000 00	License Fees
12	FJC	1190	0	6010	4378	5890	6,000 00	Other Services
12	FJC	1190	0	6010	4378	5910	8,518 00	Indirect Costs
12	FJC	1190	0	6010	4378	6481	2,500 00	Equipment
12	FJC	1190	0	6010	4378	6485	2,500 00	Equipment
							114,999 00	TOTAL REVENUE
							114,999 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-m)
Subject	Resolution No. 16-14/15 – 2014-2015 Upward Bound Math and Science
College/District	Moreno Valley
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$30,000 to the budget.

---

## Background Narrative:

The Riverside Community College District's Moreno Valley College has received additional funding for the 2014-2015 Upward Bound Math and Science program in the amount of \$30,000 from the Moreno Valley Unified School District and Vista Del Lago High School. The funds will be used for salaries and benefits.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Eugenia Vincent, Vice President, Student Services (Acting)  
Micki Clowney, Director, Upward Bound (MVC)

## Attachments:

[10212014\\_Resolution No.16-14/15 – Upward Bound Math & Science – MVUSD & VDLHS](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 16-14/15

2014-2015 Upward Bound Math and Science

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$30,000 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 16-14/15  
 2014-2015 Upward Bound Math and Science**

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	F00	1190	0	0000	0269	8890	30,000 00	REVENUE
								EXPENDITURES
12	FZA	1190	0	6460	0293	2119	23,815 00	Classified FT
12	FZA	1190	0	6460	0293	3220	2,804 00	Employee Benefits
12	FZA	1190	0	6460	0293	3320	1,477 00	
12	FZA	1190	0	6460	0293	3325	346 00	
12	FZA	1190	0	6460	0293	3420	678 00	
12	FZA	1190	0	6460	0293	3520	12 00	
12	FZA	1190	0	6460	0293	3620	546 00	
12	FZA	1190	0	6460	0293	5421	322 00	GL & P
							30,000 00	TOTAL REVENUE
							30,000 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-n)
Subject	Resolution No. 17-14/15 – 2014-2015 College Connection II Program
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$58,418 to the budget.

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## Background Narrative:

The Riverside Community College District's Riverside City College has received funding for the 2014-2015 College Connection II Program in the amount of \$58,418 from the Riverside County Superintendent of Schools. The funds will be used for salary, benefits, and other operating expenses of the program.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Ed Bush, Vice President, Student Services  
Cecilia Alvarado, Dean, Student Services (Riverside)

## Attachments:

[10212014\\_Resolution No. 17-14/15 – College Connection II Program](#)



RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 17-14/15

2014-2015 College Connection II Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$58,418 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 October 21, 2014.

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Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**INCOME & EXPENDITURES - BUDGET AMENDMENT**  
 Resolution No. 17-14/15  
 2014-2015 College Connection II Program

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0291	8820	9,000 00	REVENUE
12	D00	1190	0	0000	0291	8190	49,418 00	
								EXPENDITURES
12	DCW	1190	0	6020	0291	2119	34,447 00	Classified FT
12	DCW	1190	0	6020	0291	3220	4,055 00	Employee Benefits
12	DCW	1190	0	6020	0291	3320	2,136 00	
12	DCW	1190	0	6020	0291	3325	499 00	
12	DCW	1190	0	6020	0291	3420	12,360 00	
12	DCW	1190	0	6020	0291	3520	17 00	
12	DCW	1190	0	6020	0291	3620	789 00	↓
12	DCW	1190	0	6020	0291	4590	250 00	Office and Other Supplies
12	DCW	1190	0	6020	0291	5210	3,160 00	Mileage
12	DCW	1190	0	6020	0291	5421	465 00	General Liability & Property
12	DCW	1190	0	6020	0291	5541	240 00	Cell Phones
							58,418 00	TOTAL REVENUE
							58,418 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-o)
Subject	Resolution No. 18-14/15 – 2014-2015 ICT Digital Media Mini Grant
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$10,000 to the budget.

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## Background Narrative:

The Riverside Community College District's Norco College has received funding for the 2014-2015 ICT Digital Media Mini Grant in the amount of \$10,000 from the San Bernardino Community College District. The funds will be used for consultants.

Prepared By: Paul Parnell, President, Norco College  
Diane Dieckmeyer, Vice President, Academic Affairs  
Kevin Fleming, Dean of Instruction, CTE Programs and Grants

## Attachments:

[10212014\\_Resolution No. 18-14/15 – ICT Digital Media Mini Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 18-14/15

2014-2015 ICT Digital Media Mini Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$10,000 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 October 21, 2014.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
 INCOME & EXPENDITURES - BUDGET AMENDMENT  
 Resolution No. 18-14/15  
 2014-2015 ICT Digital Media Mini Grant

Year	County	District	Date	Fund
15	33	07	10/21/2014	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	E00	1190	0	0000	0294	8627	10,000 00	REVENUE
								EXPENDITURES
12	EJC	1190	0	6010	4294	5110	9,600 00	Consultants
12	EJC	1190	0	6010	4294	5910	400 00	Indirect Admin Costs
							10,000 00	TOTAL REVENUE
							10,000 00	TOTAL EXPENDITURES

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Purchase Computer Equipment, Peripherals and Related Services from Authorized Resellers Utilizing the Western States Contracting Alliance (WSCA) Contracts
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of Lenovo, Apple, Dell and Hewlett Packard computer equipment, peripherals and related services from authorized resellers, utilizing Western States Contracting Alliance (WSCA) contracts through December 31, 2014.

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## Background Narrative:

On November 17, 2009, the Riverside Community College District Board of Trustees approved the purchase of Lenovo, Apple, Dell and Hewlett Packard computer equipment, peripherals and related services from authorized resellers, utilizing Western States Contracting Alliance (WSCA) Agreement Nos. B27168, B27158, B27160, and B27164. WSCA and current vendors mutually agreed to amend the contracts to extend the term through December 31, 2014, until the evaluation and awards of the new solicitation is complete.

Staff recommends use of the extended WSCA agreements, as needed throughout the District, for the purchase of Lenovo, Apple, Dell and Hewlett Packard computer equipment, peripherals and related services from authorized resellers. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

## Attachments:

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Approval to Purchase Information Technology Goods and Services Utilizing the California Multiple Award Schedules (CMAS) Contract Number 3-13-70-2834G
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of information technology goods and services from Presidio Networked Solutions, utilizing CMAS contract number 3-13-70-2834G.

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## Background Narrative:

The California Multiple Award Schedules (CMAS) offers a wide variety of products and services at prices that have been assessed to be fair, reasonable and competitive. CMAS contracts are established by the State of California, Department of General Services for use of all California State and Local Government agencies that are empowered to expend public funds for the acquisition of products and services. Public Contract Code 10298 authorizes state and local agencies to contract with suppliers that have been awarded CMAS contracts, without further competitive bidding.

Riverside Community College District utilizes multiple vendors to purchase information technology goods and services. Staff recommends use of the CMAS awarded contract number 3-13-70-2834G, as one source to purchase information technology goods and services from Presidio Networked Solutions. The term for CMAS contract number 3-13-70-2834G is from August 22, 2013 through September 30, 2017. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that these contracts best meet the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

## Attachments:

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-c)
Subject	Purchase Audio Visual and Communication Integration Goods and Services Utilizing the California Multiple Award Schedules (CMAS) Contract Number 3-10-58-077G
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of audio visual and communication integration goods and services from Spinitar, utilizing CMAS contract number 3-10-58-077G through January 31, 2019.

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## **Background Narrative:**

On February 21, 2012, the Riverside Community College District Board of Trustees approved utilizing the California Multiple Award Schedule (CMAS) contract with Spinitar to provide audio visual and communication integration goods and services. The Department of General Services (DGS) issued a new solicitation and awarded the competitively bid contract to Spinitar. CMAS contract number 3-10-58-077G is valid through January 31, 2019.

Staff recommends use of the CMAS contract, as needed throughout the District, with Spinitar, as one of the sources for providing audio visual and communication integration goods and services. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

## **Attachments:**



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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-d)
Subject	Approval to Award Alternate #1 for the RCC Bradshaw HVAC Replacement Project
College/District	Riverside
Funding	State and Measure C Scheduled Maintenance
Recommended Action	It is recommended that the Board of Trustees award alternate #1 for the RCC Bradshaw HVAC Replacement Project, in the amount of \$94,000 to AMS Anderson Air Conditioning, LP.

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## Background Narrative:

On March 27, 2014, the District received bids in response to an Invitation for Bid solicitation for the Bradshaw HVAC Replacement Project at Riverside City College. The scope of work for this project included the replacement of one (1) air handler, two (2) package units and one (1) cooling tower. AMS Anderson Air Condition, LP, submitted a base bid amount of \$370,568 and a deductive alternate in the amount of \$(94,000) for the cooling tower.

On April 15, 2014, the Riverside Community College District Board of Trustees approved the bid award to AMS Anderson Air Conditioning, LP, in the total amount of amount of \$276,568, exercising deductive alternate #1, due to budget constraints. Riverside City College has identified additional funding, 2014/15 California Community Chancellor's Office Scheduled Maintenance funds, and is now requesting approval to award alternate #1 for the cooling tower, in the amount of \$94,000.

District staff recommends the award of alternate #1 to AMS Anderson Air Condition, LP, in the amount of \$94,000, for a total bid amount of \$370,568.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Mazie Brewington, Vice President, Business Services (Riv)  
Scott Zwart, Assistant Director, Facilities, Maintenance and Operations  
Majd Askar, Purchasing Manager

## Attachments:

[10212014\\_Lowest Responsive and Responsible Bidders Summary](#)

## Lowest Responsive and Responsible Bidders Bradshaw HVAC Replacement Project at Riverside City College

<u>Contractor</u>	<u>Business Location</u>	<u>Base Bid</u>	<u>Alt #1</u>	<u>Total Bid</u>
AMS Anderson Air Conditioning, LP	Fullerton	\$ 370,568	\$ (94,000)	\$ 276,568
ACCO Engineered Systems, Inc.	Costa Mesa	\$ 405,417	\$ (122,184)	\$ 283,233
ACH Mechanical Contractors, Inc.	Redlands	\$ 484,700	\$ (101,000)	\$ 383,700
Air-Ex A/C	Pomona	\$ 532,200	\$ (124,000)	\$ 408,200

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$84,100 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$566,857 for the period of September 1, 2014 through September 30, 2014.

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## Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$84,100. The attached listing of contracts and agreements under \$84,100 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

## Attachments:

[10212014\\_Contracts and Agreements Less than \\$84,100 Report \(September\)](#)

Contracts and Agreements Report-All District Resources  
\$84,100 and Under  
9/01/14 thru 9/30/14

PO#	Department	Vendor	Location	Description	Amount
C0004732	Applied Technology	Micros System	Huntington Beach	Repairs - Service	\$ 2,128
C0004733	Facilities - Moreno Valley	Padilla & Associates, Inc	Santa Ana	Moreno Valley NOC PLA	16,600
C0004734	CTE Projects	Humphreys Half Moon Inn and Suites	San Diego	Meeting Expenses	6,000
C0004736	Facilities	Orkin, Inc.	Atlanta, GA	Pest Control Services	13,356
C0004737	Chancellor's Office	Mission Inn	Riverside	Venue Reservation	3,083
C0004738	Workforce Preparation	Phillips, Carol J	Riverside	Professional Services	875
C0004739	Facilities	Crestron Electronics, Inc.	Rockleigh, NJ	Repairs - Service	5,000
C0004740	Chancellor's Office	Richgrosssolutions Inc	Hot Springs, SD	Consultants	4,500
C0004741	Facilities	Johnson Controls, Inc.	Cypress	Repairs - Service	1,405
C0004742	Open Campus	Intelecom Intelligent	Pasadena	Online Fees	2,500
C0004743	Matriculation - Moreno Valley	The College Board	Dallas, TX	Tests	15,500
C0004744	Facilities - Moreno Valley	Inland Inspections & Consulting	Riverside	Moreno Valley NOC Inspection Services RFP	62,000
C0004745	Facilities - Moreno Valley	River City Testing	Riverside	Testing	22,915
C0004747	Academy / Criminal Services	The Grove Community Church	Riverside	Rents and Leases	560
C0004748	Facilities - Moreno Valley	J Kim Electric Inc	Fullerton	Bid Award LED Lighting Installation	71,070
C0004749	College Relations / Special Projects	American Alarm Systems, Inc.	Santa Ana	Alarm Monitoring Services	4,589
C0004750	Student Activities - Intramurals-Norco	Clover Enterprises Inc	Riverside	Professional Services	6,350
C0004751	Matriculation - Norco	Comevo LLC	San Luis Obispo	Computer Software Maint/Lic	31,800
C0004752	Administrative Support Center	Harland Technology Services	Omaha, NE	Repairs - Service	1,459
C0004753	CTE Projects	Pala Mesa Resort	Fallbrook	Meeting Expenses	8,830
C0004754	Chancellor's Office	Smith, Cindra Jo	Gold River	Facilitator	2,200
C0004755	Academic Affairs	Rise - ASL Interpreters	Hemet	Interpreting Services	10,000
C0004756	RCCD Foundation	Sharp Electronics Corp.	Pasadena	Repairs - Service	2,268
C0004757	Counseling - Norco	Marriott	Norco	Rents and Leases	386
C0004758	Campus Student Services - Norco	Oi School House Class of Oh Oh LLC	Los Angeles	Math Consultant	9,500
C0004759	Disabled Student Services - Moreno Valley	Rise - ASL Interpreters	Hemet	Professional Services	10,000
C0004760	Educational Services - Moreno Valley	CBE Office Solutions	Irvine	Repairs - Service	2,045
C0004761	Dean of Instruction - Moreno Valley	CBE Office Solutions	Irvine	Repairs - Service	6,134
C0004762	Information Services	Ellucian Inc	Chicago, IL	SQL Migration Services	48,900
N/A	CTE Projects	Corona/Norco Unified School District	Norco	Student Teacher Internship	No Cost
N/A	CTE Projects	Moreno Valley Unified School District	Moreno Valley	Student Teacher Internship	No Cost
N/A	Nursing	UHS Corona dba Corona Regional Medical Center	Corona	Clinical Facility for Nursing Student Training	No Cost
N/A	Nursing	Office of Statewide Health Planning & Development	Sacramento	Funding for Additional Nursing Students	No Cost
N/A	Purchasing	Adams Mallory Construction	Placentia	Escrow Account	No Cost
N/A	Student Financial Services	Real Journey Academics	Moreno Valley	Off Campus FWS Work Location	No Cost
N/A	Student Financial Services	Moreno Valley Unified School District	Moreno Valley	Off Campus FWS Work Location	No Cost
N/A	PA Program	Office of Statewide Health Planning & Development	Sacramento	Grant for Travel & Maintenance Agreements	No Cost
N/A	PA Program	Office of Statewide Health Planning & Development	Sacramento	Grant for Internal Faculty, Tutoring, Supplies, etc.	No Cost
N/A	Workforce Preparation	Riverside County Depart. of Public Social Services	Riverside	Foster & Kinship Care Ed Pre-Training	No Cost
N/A	Workforce Preparation	California Family Life Center	Hemet	Computer Training Workshops	No Cost
N/A	Marching Band	BD Performing Arts	Concord	Drum Line Program	No Cost
N/A	Customized Solutions	Flexsteel Industries, Inc.	Riverside	Training	No Cost
N/A	Risk Management	HCC Life Insurance Co./Keenan Associates	Kennesaw, GA	Binding Coverage Disclosure Form	No Cost
N/A	Customized Solutions	Quest Consulting & Training Corp	Pacific Palisades	Training	No Cost
N/A	Customized Solutions	DLI & Associates	San Juan Capistrano	Training	No Cost
N/A	Customized Solutions	State of California, ETP	Sacramento	New ETP Core ET 15-0211	No Cost
N/A	Facilities Planning & Development	City of Riverside	Riverside	Traffic Signal Installation	No Cost

Contracts and Agreements Report-All District Resources  
 \$84,100 and Under  
 9/01/14 thru 9/30/14

PO#	Department	Vendor	Location	Description	Amount
N/A	Customized Solutions	Developing Leaders	Rancho Cucamonga	Training	No Cost
N/A	Safety & Police	City of Inglewood	Inglewood	Authorization to Participate in FTP Process	No Cost
Additions to Approved/Ratify Contracts of \$84,100 and Under					
C0003301	College Relations / Special Projects	Callas, Thomas W	Tustin	Collections Manager	1,156
C0003667	Facilities Planning & Development	Tilden-Coil Constructors, Inc	Riverside	Amend. #1/Utility Infrastructure CM Services	35,792
C0003681	Information Services	Hyland Software, Inc	Westlake, OH	Computer Software Maint/Lic	21,667
C0004001	Community Ed & Senior Citizen Education	Education to Go	Temecula	Professional Services	1,545
C0004015	Auxiliary Business Services	Protection One	Lawrence, KS	Alarm Monitoring Services	601
C0004118	Counseling	Canon Business Solutions, Inc	Ontario	Repairs - Service	835
C0004191	Facilities Planning & Development	Padilla & Associates, Inc	Santa Ana	District-Wide Utility Infrastructure PLA	6,329
C0004206	Customized Solutions	Imonti, Deborah	Kamuela, HI	Grant / Contract Sub Agreements	12,000
C0004467	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	530
C0004587	Risk Management	Experian Consumer Services	Costa Mesa	Credit Monitoring Services	30,000
C0004591	Business & Financial Services	Jones & Mayer	Fullerton	Legal	3,000
C0004602	Business & Financial Services	Public Interest Investigation Inc	Los Angeles	Legal	24,198
C0004677	Information Services	Ellucian Inc	Chicago, IL	Computer Software Maint/Lic	21,659
C0004690	CTE Projects	Canyon Crest Country Club	Riverside	Meeting Expenses	408
C0004691	Risk Management	Baker & Hostetler LLP	Houston, TX	Legal	25,000
C0004701	Risk Management	Black Box Network Services	Los Angeles	Insurance	10,184
N/A	Nursing	Cal State University Fullerton	Fullerton	Amends/Extends Term	No Cost
N/A	Customized Solutions	Riverside County Regional Medical Center	Moreno Valley	Amend. #2/Extends Date for Critical Care	No Cost
N/A	Customized Solutions	Riverside County Regional Medical Center	Moreno Valley	Amend. #3/Extends Date for Practice Services	No Cost
N/A	Customized Solutions	UTC Aerospace	Riverside	Amend. #1/Wording Only	No Cost
N/A	Customized Solutions	State of California, ETP	Sacramento	Amend. #2/Wording Only	No Cost
N/A	Student Services - Moreno Valley	Moreno Valley Unified School District	Moreno Valley	Amend. #1/Adds Funds & Extends Date	No Cost
N/A	Nursing	Office of Statewide Health Planning & Development	Sacramento	Amend. #1 to 13-4049	No Cost
N/A	Workforce Preparation	Riverside County Superintendent of Schools	Riverside	Amend. C/Wording Only	No Cost
N/A	Facilities Planning & Development	Tilden-Coil Constructors, Inc.	Riverside	Amend. #1/Wording Only on CSA Agreement	No Cost
N/A	Facilities Planning & Development	Tilden-Coil Constructors, Inc.	Riverside	Amend. #1/Wording Only on CAADO Agreement	No Cost
Total					<u>\$ 566,857</u>

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Contract Agreement C14-0031 between Chancellor's Office, California Community Colleges and Riverside Community College District's Riverside City College
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve the Contract Agreement C14-0031 (CalWORKs Set-A-Side), for the time frame of July 1, 2014 through June 30, 2015, in the amount of \$80,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the Contract.

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## Background Narrative:

This contract between Riverside City College and the California Community College Chancellor's Office represents a renewal of last year's contract. These funds will be used to support CalWORKs Director's training and technical assistance throughout the state. The total payment under this agreement shall not exceed \$80,000.00, for the period of July 1, 2014 through June 30, 2015. Funding source: California Community College Chancellor's Office.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside  
Michael Wright, Director, Workforce Preparation Grants and Contracts  
Mazie Brewington, Vice President, Business Services (Riv)

## Attachments:

[C14-0031](#)

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

AGREEMENT NUMBER <b>C14-0031</b>
REGISTRATION NUMBER

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



STATE AGENCY'S NAME	
BOG, California Community Colleges, Chancellor's Office	
CONTRACTOR'S NAME	
Riverside CCD	
- The term of this Agreement is:
 

The term of this Agreement is:	July 1, 2014	through	June 30, 2015
--------------------------------	--------------	---------	---------------
- The maximum amount of this Agreement is:
 

The maximum amount of this Agreement is:	\$ 80,000.00
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- The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.
 

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

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

<b>CONTRACTOR</b>		<i>Chancellor's Office, California          Community Colleges Use Only</i>
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Riverside CCD		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING		
ADDRESS 4800 Magnolia Ave., Riverside, CA 92506		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME BOG, California Community Colleges, Chancellor's Office		Exempt from DGS approval pursuant to AB 1441, Chapter 36 of the Statutes of 2000
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Erik Skinner, Deputy Chancellor		
ADDRESS 1102 Q Street, Suite 4554, Sacramento, CA 95811-6539		

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 80,000.00	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
	Local Assistance (OPTIONAL USE)			General
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	ITEM	CHAPTER	STATUTE	FISCAL YEAR
	6870-101-0001(8)	25	2014	2014-16
TOTAL AMOUNT ENCUMBERED TO DATE \$ 80,000.00	OBJECT OF EXPENDITURE (CODE AND TITLE)			
				5218-751-21450
<i>I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.</i>		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER			DATE	



**EXHIBIT A  
(Standard Agreement)**

**SCOPE OF WORK**

**1. Services to Be Provided**

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

**2. Project Representatives**

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

Chancellor's Office: Project Monitor	Contractor: Project Director
Name: Jason Orta	Name: Michael Wright
Phone: (916) 327-5890	Phone: (951) 222-8968
Fax:	Fax:

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

Chancellor's Office: Contract Manager	Contractor: Riverside CCD
Name: Wendy Lozoya	Name: Michael Wright
Address: 1102 Q Street, Suite 4554 Sacramento, CA 95811-6539	Address: 4800 Magnolia Ave., Riverside, CA 92506
Phone: (916) 327-5906	Phone: (951) 222-8968
Fax:	Fax:

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

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

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

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

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

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

**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. Costs and Payments**

- a. In consideration of satisfactory performance of this Agreement, the Chancellor's Office agrees to pay the Contractor costs in accordance with the Contractor's Cost Proposal, Exhibit G, which is also attached hereto and by reference made a part of this Agreement.
- b. The total amount payable under this Agreement shall not exceed the maximum amount of this Agreement, specified on the face page of this Agreement. Payment shall be made according to the apportionment schedule set forth in the California Code of Regulations, title 5, section 58870, except that the final payment will not be made until the final report has been submitted and approved. If the final report is not submitted by the deadline date set forth in section 6 of Exhibit D, the Chancellor's Office may make the final payment through a claim schedule. If total expenditures are less than the apportionment payments, the Chancellor's Office may invoice the Contractor for the excess amount.

**2. Budget Changes**

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

**3. Budget Contingency Clause**

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

**EXHIBIT B  
(Standard Agreement)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**4. Fiscal Reports**

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

*Invoices for services rendered are to be delivered to the Accounting Office, California Community Colleges, 1102 Q Street, Suite 4554, Sacramento, CA 95811-6539.*

**5. Prompt Payment Clause**

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

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

**1. Amendment**

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

**2. Assignment**

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

**3. Audit**

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

**4. Indemnification**

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

- a. The Chancellor's Office will notify Contractor of any such claim in writing and tender the defense thereof within a reasonable time; and
- b. Contractor will have sole control of the defense of any action on such claim and all negotiations for its settlement or compromise; provided that:

**EXHIBIT C  
(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

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

**5. Disputes**

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

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

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

**6. Termination**

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

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(Standard Agreement)**

**GENERAL TERMS AND CONDITIONS**

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

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

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

**7. Independent Status of Contractor**

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

**8. Recycling Certification**

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

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**GENERAL TERMS AND CONDITIONS**

**9. Nondiscrimination Clause**

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

**10. Certification Clauses**

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

**11. Timeliness**

Time is of the essence in this Agreement.

**12. Compensation**

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

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**GENERAL TERMS AND CONDITIONS**

**13. Governing Law**

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

**14. Antitrust Claims**

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

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



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**15. Child Support Compliance Act**

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

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

**16. Unenforceable Provision**

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

**17. Priority Hiring Considerations**

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

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(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

**1. Excise Tax**

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

**2. Subcontracts**

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

**3. Subcontract Payments**

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

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**4. Notice**

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

**5. Interpretation**

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

**6. Reports**

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

b. **Final Report.** By July 31, 2015, Contractor shall provide the Project Monitor a comprehensive Final Report, a brief summary of same, and a brief (200 words or less), factual abstract of the final report.

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

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

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

The Contractor shall be available from July 31, 2015, to and including August 31, 2015 to answer questions pertaining to the Final Report and/or revise the Final Report.

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

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- d. All reports are to be delivered to the Project Monitor, Chancellor's Office, California Community Colleges, 1102 Q Street, Suite 4554, Sacramento, CA 95811-6539
- e. Any document or written report prepared, in whole or in part, by Contractor or subcontractors, shall contain the numbers and dollar amounts of this Agreement and all subcontracts relating to the preparation of such document or written report. The Agreement and subcontract numbers and dollar amounts shall be contained in a separate section of such document or written report. (Gov. Code, § 7550(a).)
- f. When multiple documents or written reports are the subject or product of this Agreement, the disclosure section must also contain a statement indicating that the total Agreement amount represents compensation for multiple documents or written reports. (Gov. Code, § 7550(b).)

**7. Copyright and Intellectual Property**

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

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



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

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

**8. Public Hearings**

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

**9. Confidentiality of Data and Reports**

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

**10. Provisions Relating to Data**

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

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

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

**11. Ownership of Data And Reports**

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

**12. Approval of Products and Deliverables**

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

**13. Waiver**

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

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

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

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

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

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

**16. Travel and Per Diem**

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



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

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

Accounting Unit  
Chancellor's Office  
California Community Colleges  
1102 Q Street, Suite 4554  
Sacramento, CA 95811-6539

**17. Captions**

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

**18. Accessibility for Persons with Disabilities**

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

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

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

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

**19. Eligibility for Noncitizens**

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

**20. Performance Evaluation**

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

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

**21. Commissions and Contingency Agreements**

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

**22. Licenses and Permits**

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

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

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

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

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

**23. Standards of Conduct**

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

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

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

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

**24. Follow-on Contracts**

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

**25. Statewide or Regional Projects**

**EXHIBIT D  
(Standard Agreement)**

**SPECIAL TERMS AND CONDITIONS**

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

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

**26. Surveys**

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

**27. Safety and Accident Prevention**

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

# Exhibit F

## Contractor's Proposal

**California Community Colleges Chancellor's Office Agreement for the  
CalWORKs Program  
Riverside Community College District  
Contract Agreement No. 14-0031**

**2014-15 Work Statement**

**Exhibit F**

Of the amount approved in the 2014-15 State Budget Act for the provision of specialized services for CalWORKs students, **\$80,000** has been set-aside for statewide activities in support of local community college CalWORKs program operations. These funds will be used to engage in a variety of local technical assistance projects and activities.

The activities to be carried out under this agreement shall include all of the following:

**1. Training**

**1.1 New CalWORKs Directors/Coordinators Training**

Conduct new CalWORKs directors/coordinators training in September in Sacramento. Cover costs of CalWORKs Directors/Coordinators including per diem, travel expenses, lodging, hotel set-up fee, and training materials.

**1.2 Statewide Training**

Provide training and/or technical assistance on regulations, reporting procedures, budget, accountability, audit issues, best practices, technology, and any other CalWORKs-related issues.

**2. Program Evaluations and Technical Assistance**

**2.1 Consulting Services**

Provide consulting services to the community college system. Consulting services include consultant fees, travel and per diem expenses to be paid through this agreement.

**3. Miscellaneous Activities**

**3.1 CalWORKs State Advisory Committee and Ad Hoc Task Groups**

Support four meetings annually for CalWORKs state advisory committee and support ad hoc task force group meetings as needed to discuss, review, and recommend policy/issues related to CalWORKs. Meeting costs, travel and per diem expenses will be paid through this agreement.

**3.2 Reproduction and Dissemination**

Support the reproduction and distribution of reports and other materials for the CalWORKs programs. This may include, but is not limited to, reproduction and dissemination of flyers, brochures, posters, and manuals.

**4. Administrative Support**

**4.1 Administrative Expenses**

Provide necessary administrative and fiscal oversight to support the above activities. All participants attending meetings/trainings/program reviews who require travel reimbursement will receive the current state approved rates for lodging, meals, automotive and other transportation expenses.

# Exhibit G

## Contractor's Cost Proposal



California Community Colleges Chancellor's Office Agreement for the  
CalWORKs Program  
Riverside Community College District  
Contract Agreement No. 14-0031

2014-15 BUDGET

Exhibit G

1.	Training	\$21,000
2.	Program Evaluation and Technical Assistance	\$30,000
3.	Miscellaneous Activities	\$21,000
	Subtotal	<u>\$72,000</u>
4.	Administrative Support	\$8,000
	Grand Total	<u><u>\$80,000</u></u>

**California Community Colleges Chancellor's Office Agreement for the  
CalWORKs Program  
Riverside Community College District  
Contract Agreement No. 14-0031**

**2014-15 BUDGET SPECIFICS**

**Exhibit G**

<b>1. Training</b>	<b>\$21,000</b>
1.1 New CalWORKs Directors/Coordinators Training New CalWORKs Directors/Coordinators Training in September 2014 in Sacramento to cover costs of New CalWORKs Directors/Coordinators including per diem, travel expenses, lodging, hotel set-up fee, and training materials.	
1.2 Statewide Training Provide training and/or technical assistance on regulations, reporting procedures, budget, accountability, audit issues, best practices, technology, and any other CalWORKs-related issues.	
<b>2. Program Evaluation and Technical Assistance</b>	<b>\$30,000</b>
2.1 Consulting Services Onsite targeted technical assistance and support for up to 10 college site visits, as well as consulting fees to provide consulting services to the community college system. Costs include consultant fees, travel and per diem expenses.	
<b>3. Miscellaneous Activities</b>	<b>\$21,000</b>
3.1 CalWORKs State Advisory Committee and Ad Hoc Task Groups Support four meetings annually for CalWORKs state advisory committee and support ad hoc task force group meetings as needed to discuss, review, and recommend policy/issues related to CalWORKs. Meeting costs, travel and per diem expenses will be paid through this agreement.	
3.2 Reproduction and Dissemination Support the reproduction and distribution of reports and other material that would be of value to CalWORKs programs. This may include, but is not limited to, reproduction and dissemination of flyers, brochures, posters, and manuals.	
<b>Subtotal</b>	<b>\$72,000</b>
<b>4. Administrative Support</b>	<b>\$8,000</b>
4.1 Administrative Expenses Provide necessary administrative and fiscal oversight to support the above activities.	
<b>Grand Total</b>	<b>\$80,000</b>

# Exhibit H

## Contractor's Certification Clause

**CCC- 1005 (Chancellor's Office, California Community Colleges)  
Contractor Certification Clauses (Rev. 12/06)**

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

**CONTRACTOR CERTIFICATION CLAUSES**

**1. Statement of Compliance (Nondiscrimination)**

Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code, § 12990 (a-f) and Cal. Code Regs., tit. 2, § 8103.) (Not applicable to public entities.)

**2. Drug-Free Workplace Requirements**

Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, §§ 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b. Establish a Drug-Free Awareness Program to inform employees about:
  1. The dangers of drug abuse in the workplace;
  2. The person's or organization's policy of maintaining a drug-free workplace;
  3. Any available counseling, rehabilitation and employee assistance programs;and,
  4. Penalties that may be imposed upon employees for drug abuse violations.
- c. Every employee who works on the proposed or resulting Agreement will:
  1. Receive a copy of the company's drug-free workplace policy statement; and,
  2. Agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future state contracts or agreements if the Chancellor's Office determines that any of the following has occurred: (1) the Contractor has made false certification, or (2) violated the certification by failing to carry out the requirements as noted above. (Gov. Code, §§ 8350 et seq.)

**3. National Labor Relations Board Certification**

Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contr. Code, § 10296.) (Not applicable to public entities.)

**4. Contracts or Agreements for Legal Services \$50,000 or More – Pro Bono Requirement**

Contractor hereby certifies that Contractor will comply with the requirements of section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the Agreement equal to the lesser of either:

- a. 30 multiplied by the number of full time attorneys in the firm's offices in the state, with the number of hours prorated on an actual day basis for any Agreement period of less than a full year; or
- b. 10% of its Agreement with the Chancellor's Office.

Failure to make a good faith effort may be cause for non-renewal of a state contract or agreement for legal services, and may be taken into account when determining the award of future contracts or agreements with the state for legal services.

**5. Expatriate Corporations**

Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code sections 10286 and 10286.1, and is eligible to contract with the State of California.

**6. Sweatfree Code Of Conduct**

- a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the Chancellor's Office pursuant to the Contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. Contractor further declares under penalty of perjury that it adheres to the Sweatfree Code of Conduct as set forth

on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

- b. Contractor agrees to cooperate fully in providing reasonable access to the Contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the Chancellor's Office, the Department of Industrial Relations, or the Department of Justice to determine the Contractor's compliance with the requirements under paragraph a.

#### **7. Debarment, Suspension, And Other Responsibility Matters**

If the Agreement for which this Certification is being executed is funded in whole or in part with federal funds, Executive Order 12549, Debarment and Suspension, and the implementing regulations set forth at 34 Code of Federal Regulations part 85, require that prospective participants in covered transactions, as defined at 34 Code of Federal Regulations part 85, sections 85.105 and 85.110, provide the certification set forth in paragraph a. or the explanation required by paragraph b. below.

- a. Contractor certifies that Contractor and its principals:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  2. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph 8(a)(2) of this certification; and
  4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- b. Where Contractor is unable to certify to any of the statements in this certification, Contractor shall attach an explanation to this Certification.

#### **8. Domestic Partners**

If the amount of this Agreement equals or exceeds \$100,000 or if this Agreement, together with any other contracts Contractor may have with the Chancellor's Office, equals or exceeds \$100,000 during any fiscal year, then Contractor certifies that it will provide the same benefits to an employee with a registered domestic partner that it provides to an employee with a spouse in accordance with the provisions of Public Contract Code section 10295.3. For any Agreement not covered by these requirements, Contractor may elect to offer domestic partner benefits to Contractor's employees in accordance with Public Contract Code section 10295.3. However, Contractor cannot require an employee to cover the costs of providing any benefits that have otherwise

been provided to all employees regardless of marital or domestic partner status. (Pub. Contr. Code, § 10295.3(d).)

### **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the Chancellor's Office.

#### **1. Conflicts of Interests**

Contractor needs to be aware of the following provisions regarding current or former state employees, including current or former Chancellor's Office employees or district employees working at the Chancellor's Office on an Interjurisdictional Exchange (IJE). If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the Chancellor's Office must be contacted immediately for clarification.

##### Current State Employees (Pub. Contr. Code, § 10410):

1. No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
2. No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

##### Former State Employees (Pub. Contr. Code, § 10411):

1. For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract or agreement in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract or agreement while employed in any capacity by any state agency.
2. For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract or agreement with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract or agreement within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contr. Code, § 10420.)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contr. Code, § 10430(e).)

#### **2. Labor Code/Workers' Compensation**

Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and Contractor affirms it will comply with such provisions before commencing the performance of the work of this Agreement. (Lab. Code, § 3700.)

**3. Americans With Disabilities Act**

Contractor assures the Chancellor's Office that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. §§ 12101 et seq.)

**4. Contractor Name Change**

An Amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the Chancellor's Office will process the Amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said Amendment.

**5. Corporate Qualifications to Do Business in California**

- a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.
- b. "Doing business" is defined in Revenue & Tax Code section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.
- c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

**6. Resolution**

A county, city, district, or other local public body must provide the Chancellor's Office with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

**7. Air or Water Pollution Violation**

Under the state laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution. (Gov. Code, § 4477.)

**8. Payee Data Record Form (Std. 204)**

This form must be completed by all contractors that are not another state agency or other government entity.



# Agenda Item (VI-B-7)

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

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## Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor  
Kathy Tizcareno, Administrative Assistant

## Attachments:

[Out-of-State Travel\\_102114](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: October 21, 2014

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

Revision:

- 1) Mr. Mark DeAsis, dean, admissions and records, Norco College, to travel to Lake Buena Vista, Florida, October 20-24, 2014, to attend the 2014 National Association of Veteran's Program Administrators Training and Conference. Estimated cost: \$2,436.94. Funding source: Veterans' Education grant funds. (Funding source changed from the general fund to Veterans' Education grant funds.)

Current:

*Moreno Valley College:*

- 2) Ms. Maureen Chavez, associate dean, grants and college support programs, to travel to Jalisco, Mexico, February 24-28, 2015, to attend the Hispanic Association of Colleges and Universities' 11th International Conference. Estimated cost: \$2,424.98. Funding sources: \$1,212.49 from the Hispanic Speaking Institutions/Science, Technology, Engineering, and Math /Temporary Assistance Program and \$1,212.49 from the Hispanic Speaking Institutions grant funds.
- 3) Ms. Linda Pratt, director, student financial services, to travel to Atlanta, Georgia, December 1-5, 2014, to attend the 2014 Federal Student Aid Training Conference for Financial Aid Professionals. Estimated cost: \$1,882.88. Funding source: Chancellor's Office, California Community Colleges Board Financial Assistance Program funds.
- 4) Mr. John Sousa, STEM coordinator, grants and college support programs, to travel to Denver, Colorado, November 8-12, 2014, to attend the 2014 Science, Technology, Engineering, and Math Tech Conference. Estimated cost: \$2,239.69. Funding Source: Hispanic Speaking Institutions/Science, Technology, Engineering, and Math/Temporary Assistance Program grant funds.
- 5) Dr. Adviye Tolunay, associate professor, psychology, humanities and social sciences, to travel to Dublin, Ireland, February 18 - April 30, 2015, to provide leadership and course offerings for Study Abroad Spring Semester 2015. There is no cost to the District.

*Norco College:*

- 6) Ms. Lorena Patton, director, Science, Technology, Engineering, and Math Tech, to travel to New Orleans, Louisiana, October 26-29, 2014, to attend the Aligning Academic Support and Science, Technology, Engineering, and Math Curriculum Conference. Estimated cost: \$3,128.67. Funding Source: Science, Technology, Engineering, and Math Tech grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: October 21, 2014

- 7) Mr. Walter Stevens, associate professor, theater department, to travel to Dublin Ireland, February 18 through April 30, 2015, to provide leadership and course offering for Study Abroad Spring Semester 2015. There is no cost to the District.

*Riverside City College:*

- 8) Ms. Rachelle Fawcett, associate faculty, kinesiology and athletics, to travel to Daytona Beach, Florida, April 8-13, 2015, to accompany 24 students participate in the National Cheerleading Association College Nationals. There is no cost to the District.
- 9) Dr. Ward Schinke, associate professor, political science, to travel to New York City, New York, March 28 through April 5, 2015, to accompany ten (10) students attending the National Model United Nations Conference. Estimated cost: \$25,024.64. Funding sources: \$13,624.64 from the general fund Model United Nations; \$400 from the Model United Nations trust; \$5,000 from the Friends of Forensics; \$6,000 from Associated Students Riverside City College.

*Riverside Community College District:*

- 10) Mr. Jeff Williamson, statewide director, center for international trade development, Corona, to travel to Hong Kong, November 1-10, 2014, to attend the California Pavilion Hong Kong Wine and Spirits Fair. Estimated cost: \$4,862. Funding source: Sector Navigator grant funds.

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Surplus Property - Donation
College/District	Moreno Valley
Funding	NA
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 Victory Outreach Church of Riverside to meet technology needs.

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## Background Narrative:

Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement. 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.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Norm Godin, Vice President, Business Services, MVC

## Attachments:

[10212014\\_SurplusPropertyList-Donation](#)



# Victory Outreach Church Of Riverside

*"A Place You Call Home,  
A People You Call Family"*

Rev. David Castro  
Victory Outreach Ministries  
1760 Chicago Ave, STE L1  
Riverside, CA 92507  
June 12, 2014

Gustavo Segura  
Instructional Media Coordinator  
Moreno Valley College  
16130 Lasselie Street  
Moreno Valley, CA 92503

Dear Gustavo Segura:

Victory Outreach Ministries of Riverside would like to accept your very generous donation of audio video equipment. Our ministry has been reaching the inner cities for over 50 years. Your donations will provide the technology needed in our quest to continue to reach those in need.

The items we have accepted are listed below:

- 1) Wireless microphone system - hme RX520 Ser. # 002063 Asset # 010421
- 2) Mixer - Mackie 408 Ser. # 21AR14943 Asset # N/A
- 3) Amplifier - Peavey CS400 and Peavey CS800
- 4) Three Hitachi CP-SX 1350 Projectors
- 5) Three Hitachi CP-X445 Projectors
- 6) 1- Audio snake 25 foot/6 channel
- 7) 1 - Elmo document camera

Thank you again, and we look forward to your continued support.

Sincerely,

Rev. David Castro, M.Div.  
Victory Outreach Ministries



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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find the property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to TheLiquidation Company to be sold on behalf of the District.

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## Background Narrative:

Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement. Education Code section 81452 permits surplus property to be sold at private sale, without advertising, if the total value of the property does not exceed \$5,000. The District has determined that the property on the attached list does not exceed the total value of \$5,000. To help defray disposal costs and to generate a nominal amount of revenue, the staff proposes that we consign the surplus property identified in the attachment to The Liquidation Company for disposal.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Bill Bogle, Controller

## Attachments:

[10212014\\_Surplus Property List](#)

SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	FORD	VEHICLE	2006	1068154	11831
1	FORD	VEHICLE	2006	1186534	NONE
1	GATEWAY	MINI PC	E-4300	NONE	24711
1	GATEWAY	MINI PC	E-4300	NONE	30620
1	GATEWAY	MINI PC	E-4300	NONE	25697
1	GATEWAY	MINI PC	E-4300	NONE	25683
1	GATEWAY	MINI PC	E-4300	NONE	25696
1	GATEWAY	MINI PC	E-4300	NONE	24896
1	GATEWAY	MINI PC	E-4300	NONE	24895
1	GATEWAY	MINI PC	E-4300	NONE	24883
1	GATEWAY	MINI PC	E-4300	NONE	25129
1	GATEWAY	MINI PC	E-4300	NONE	30621
1	GATEWAY	MINI PC	E-4300	NONE	25690
1	GATEWAY	MINI PC	E-4300	NONE	30681
1	GATEWAY	MINI PC	E-4300	NONE	24718
1	GATEWAY	MINI PC	E-4300	NONE	25863
1	GATEWAY	MINI PC	E-4300	NONE	24655
1	GATEWAY	MINI PC	E-4300	NONE	25878
1	GATEWAY	MINI PC	E-4300	NONE	25687
1	GATEWAY	MINI PC	E-4300	NONE	25869
1	GATEWAY	MINI PC	E-4300	NONE	25681
1	GATEWAY	MINI PC	E-4300	NONE	24656
1	GATEWAY	MINI PC	E-4300	NONE	25705
1	GATEWAY	MINI PC	E-4300	NONE	25685
1	GATEWAY	MINI PC	E-4300	NONE	25682
1	GATEWAY	MINI PC	E-4300	NONE	25677
1	GATEWAY	MINI PC	E-4300	NONE	25884
1	GATEWAY	MINI PC	E-4300	NONE	25702
1	GATEWAY	MINI PC	E-4300	NONE	25874
1	GATEWAY	MINI PC	E-4300	NONE	24559
1	GATEWAY	MINI PC	E-4300	NONE	25699
1	GATEWAY	MINI PC	E-4300	NONE	25700
1	GATEWAY	MINI PC	E-4300	NONE	24772
1	GATEWAY	TOWER PC	E4610D	NONE	25698
1	GATEWAY	TOWER PC	E-4500S	NONE	25695
1	GATEWAY	TOWER PC	E-4500D	NONE	25859
1	GATEWAY	TOWER PC	E-6300	NONE	25689
1	GATEWAY	TOWER PC	E-4610D	NONE	25883
1	GATEWAY	TOWER PC	E-4610D	NONE	23316
1	GATEWAY	TOWER PC	E-6500	NONE	25860
1	GATEWAY	TOWER PC	E-4610S	NONE	25864
1	GATEWAY	TOWER PC	E-6100	NONE	24561
1	GATEWAY	ALL IN ONE PC	PROFILE4	NONE	24720
1	HP	PRINTER	DJ830C	NONE	30671
1	HP	PRINTER	LJ6MP	NONE	24568



SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	HP	PRINTER	0JK5400	NONE	25704
1	HP	PRINTER	DJ6840	NONE	26817
1	HP	PRINTER	LJ5M	NONE	32298
1	HP	PRINTER	LJ5M	NONE	34430
1	HP	PRINTER	0JK5400	NONE	34423
1	HP	PRINTER	DJ680C	NONE	34429
1	HP	PRINTER	LJ4100	NONE	40382
1	HP	PRINTER	LJ5M	NONE	34690
1	HP	PRINTER	0J4500	NONE	33784
1	HP	PRINTER	PSC4280	NONE	31963
1	HP	PRINTER	NONE	NONE	34958
1	LEXMARK	PRINTER	NONE	NONE	31784
1	SAMSUNG	PRINTER	NONE	NONE	38248
1	LEXMARK	PRINTER	NONE	NONE	31783
1	BROTHERS	PRINTER	NONE	NONE	38234
1	DELL	CPU	NONE	NONE	17582
1	GATEWAY	CPU	NONE	NONE	31405
1	GATEWAY	CPU	NONE	NONE	31410
1	GATEWAY	CPU	NONE	NONE	31443
1	DELL	CPU	NONE	NONE	16428
1	DELL	CPU	NONE	NONE	19398
1	GATEWAY	CPU	NONE	NONE	36893
1	GATEWAY	CPU	NONE	NONE	37781
1	GATEWAY	CPU	NONE	NONE	23563
1	GATEWAY	CPU	NONE	NONE	37319
1	GATEWAY	CPU	NONE	NONE	36793
1	GATEWAY	CPU	NONE	NONE	31417
1	GATEWAY	CPU	NONE	NONE	33889
1	DELL	CPU	NONE	NONE	16616
1	GATEWAY	CPU	NONE	NONE	33910
1	GATEWAY	CPU	NONE	NONE	33148
1	GATEWAY	CPU	NONE	NONE	33160
1	APPLE	CPU	NONE	NONE	36937
1	DELL	CPU	NONE	NONE	33841
1	GATEWAY	CPU	NONE	NONE	33556
1	GATEWAY	CPU	NONE	NONE	35013
1	GATEWAY	MONITOR	NONE	NONE	3316
1	GATEWAY	MONITOR	NONE	NONE	31525
1	GATEWAY	MONITOR	NONE	NONE	31540
1	GATEWAY	MONITOR	NONE	NONE	24934
1	GATEWAY	MONITOR	NONE	NONE	34826
1	GATEWAY	MONITOR	NONE	NONE	40748
1	GATEWAY	MONITOR	NONE	NONE	31520
1	GATEWAY	MONITOR	NONE	NONE	31528
1	GATEWAY	MONITOR	NONE	NONE	31538

SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	GATEWAY	MONITOR	NONE	NONE	31502
1	GATEWAY	MONITOR	NONE	NONE	25466
1	GATEWAY	MONITOR	NONE	NONE	18869
1	GATEWAY	MONITOR	NONE	NONE	31539
1	GATEWAY	MONITOR	NONE	NONE	19484
1	GATEWAY	MONITOR	NONE	NONE	22690
1	GATEWAY	MONITOR	NONE	NONE	24597
1	GATEWAY	MONITOR	NONE	NONE	26431
1	GATEWAY	MONITOR	NONE	NONE	36588
1	HP	PRINTER	8150N	USBF010421	17348
1	PANASONIC	TV	NONE	LB12010531	18166
1	HAIER	TV	NONE	NONE	NONE
1	NEC	LCD PROJECTOR	NONE	2900318NC	NONE
1	PANASONIC	FAX MACHINE	NONE	5FBRD034247	7870
1	HP	PRINTER	DESKJET952C	MY0C91Q04P	NONE
1	OLYMPUS	CAMERA	NONE	69584460	NONE
1	OLYMPUS	CAMERA	NONE	69584519	NONE
1	PANASONIC	VCR	NONE	D1KN01326	18158
1	PANASONIC	VCR	NONE	D1KN01393	2278
1	3M	TRANSPARENCY MAKER	NONE	NONE	2278
1	HP	PRINTER	DESKJET952C	KA063035	NONE
1	PANASONIC	TV	NONE	KA0630325	4620
1	PANASONIC	TV	NONE	KA1550094G	4635
1	GATEWAY	CPU	PENTIUM 4	26141109	19157
1	APPLE	CPU	NONE	KB23904LLKX	17281
1	SONY	PROJECTOR	NONE	25683	15897
1	HP	PRINTER	970CSE	MY023180PQ	51892
1	DELL	MONITOR	E173FPB	CNOU4931247K	30010
1	PANASONIC	TV	CT-1030M	KA3620041	NONE
1	PANASONIC	TV	CT-1030M	KA0630397	NONE
1	SONY	CAMERA	DCR-HC90	330570	25224
1	CANNON	CAMERA	ZR900	71263200105	34192
1	CANNON	CAMERA	ZR900	7.12622E+11	34191
1	GATEWAY	LAPTOP	450SX4	30091857	21083
1	GATEWAY	LAPTOP	600YG2	30265398	22324
1	GATEWAY	LAPTOP	600YG2	30265394	22320
1	DELL	LAPTOP	D800	25RC871	26188
1	DELL	LAPTOP	D800	53RC871	26185
1	DELL	LAPTOP	D620	664MZC1	34150
1	DELL	LAPTOP	D620	FW3MZC1	34155
1	DELL	LAPTOP	D620	2Z3MZC1	34151
1	DELL	LAPTOP	D620	924MXC1	32675
1	DELL	LAPTOP	D630	8MQ1BD1	36372
1	DELL	LATOP	D630	2LP1BD1	36286
1	GATEWAY	LAPTOP	M675	32968106	23322

SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	GATEWAY	LAPTOP	M675	3281587	23178
1	GATEWAY	LAPTOP	600YG2	30265418	22329
1	APPLE	LAPTOP	MACBOOK	W841304PNRW	23323
1	YORKVILLE	SPEAKER	PULSE15	3101280	NONE
1	YORKVILLE	SPEAKER	PULSE15	3101238	NONE
1	YORKVILLE	SPEAKER	PULSE15	3101280	NONE
1	YORKVILLE	SPEAKER	PULSE15	3101484	NONE
1	PEAVEY	AMPLIFIER	CS1000X	20621	NONE
1	SAMSON	MIXER	MPL2242	M001721	20618
1	GATEWAY	CPU	E4000	30265190	22256
1	GATEWAY	CPU	E4000	30265239	22257
1	GATEWAY	CPU	E4000	302265242	22258
1	GATEWAY	CPU	E4000	30253829	22033
1	GATEWAY	CPU	E4000	30253889	21944
1	GATEWAY	CPU	E4000	30265200	22267
1	GATEWAY	CPU	E4000	30265201	22268
1	GATEWAY	CPU	E4000	30265234	22269
1	GATEWAY	CPU	E4000	30265216	22342
1	GATEWAY	CPU	E4000	30253881	21946
1	GATEWAY	CPU	E4000	30265212	22279
1	GATEWAY	CPU	E4000	30254336	22120
1	GATEWAY	CPU	E4000	30265226	22287
1	GATEWAY	CPU	E4000	30129259	NONE
1	GATEWAY	CPU	E4000	30265209	22289
1	GATEWAY	CPU	E4000	30265188	22261
1	GATEWAY	CPU	E4000	30265187	22263
1	GATEWAY	CPU	E4000	30265193	22276
1	GATEWAY	CPU	E4000	30265204	22272
1	GATEWAY	CPU	E4000	30265230	22273
1	GATEWAY	CPU	E4000	30265202	22274
1	GATEWAY	CPU	E4000	30265229	22275
1	GATEWAY	CPU	E4000	30265206	22281
1	GATEWAY	CPU	E4000	30265233	22282
1	GATEWAY	CPU	E4000	30265197	22283
1	GATEWAY	CPU	E4000	30336768	21461
1	GATEWAY	CPU	E4000	30265194	22285
1	GATEWAY	CPU	E4000	30129261	22103
1	GATEWAY	CPU	E4000	30265214	22103
1	GATEWAY	CPU	E4000	30253822	22293
1	GATEWAY	CPU	E4000	30254000	22023
1	GATEWAY	CPU	E4000	30253837	22349
1	GATEWAY	CPU	E4000	30265232	21958
1	GATEWAY	CPU	E4000	30265205	NONE
1	GATEWAY	CPU	E4000	30334054	22288
1	GATEWAY	CPU	E4000	30265248	21471

SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	GATEWAY	CPU	E4000	30265236	22264
1	GATEWAY	CPU	E4000	30260606	22630
1	GATEWAY	CPU	SELECT SB	22567685	17298
1	GATEWAY	CPU	E4000	30336756	21466
1	GATEWAY	CPU	E4000	30205623	22338
1	GATEWAY	CPU	E4000	30253898	22070
1	GATEWAY	CPU	E4000	30205617	22560
1	GATEWAY	CPU	E4000	30205615	22334
1	GATEWAY	CPU	E4000	30232230	23326
1	GATEWAY	CPU	E4000	30336760	21454
1	GATEWAY	CPU	E4000	30254350	22110
1	GATEWAY	CPU	K7-700	30254004	22145
1	GATEWAY	CPU	E4000	30205618	NONE
1	GATEWAY	CPU	E4000	30231411	NONE
1	GATEWAY	CPU	E4000	30265217	22290
1	GATEWAY	CPU	E4000	30255639	22281
1	GATEWAY	CPU	E4000	30265241	22260
1	GATEWAY	CPU	E4000	30255656	22079
1	GATEWAY	CPU	E4000	30253908	22006
1	GATEWAY	MONITOR	FPD1730	MUL7003D0027858	NONE
1	GATEWAY	MONITOR	FPD1730	MUL7003D0027885	21810
1	GATEWAY	MONITOR	FPD1730	LIC32580637	22607
1	GATEWAY	MONITOR	FPD1730	QS7330600345	22251
1	GATEWAY	MONITOR	FPD1730	LIC32579921	22617
1	GATEWAY	MONITOR	FPD1730	MUL7003D0032523	21489
1	GATEWAY	MONITOR	FPD1730	LIC32579382	22614
1	GATEWAY	CPU	E3600	26141405	19156
1	GATEWAY	CPU	E3600	26141403	20437
1	GATEWAY	CPU	E3600	26865858	4505
1	GATEWAY	CPU	E3600	NONE	20437
1	JBL	SPEAKER	CONTROL 5	NONE	4505
1	JBL	SPEAKER	CONTROL 5	704101968	4506
1	JBL	SPEAKER	CONTROL 5	60472681	4502
1	JBL	SPEAKER	CONTROL 5	704101968	4504
1	JBL	SPEAKER	CONTROL 5	704101968	4501
1	JBL	SPEAKER	CONTROL 5	704101968	4503
1	RCA	TV	JKR985RR	505570479	NONE
1	DELL	LAPTOP	D800	F6RC871	26187
1	HITACHI	LCD PROJECTOR	CP-X445	F6C001381	NONE
1	SONY	LCD PROJECTOR	VP-PX15	12667	19183
1	PICTURETEL	VIDEOCONFERENCING CODEC	S2000	17738	11681
1	PICTURETEL	CAMERA	PTZ-2P	RM013941	11680
1	GATEWAY	CPU	E4300	NONE	24711
1	GATEWAY	CPU	E4300	NONE	30620
1	GATEWAY	CPU	E4300	NONE	25697

SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	GATEWAY	CPU	E4300	NONE	25683
1	GATEWAY	CPU	E4300	NONE	25696
1	GATEWAY	CPU	E4300	NONE	24896
1	GATEWAY	CPU	E4300	NONE	24895
1	GATEWAY	CPU	E4300	NONE	24883
1	GATEWAY	CPU	E4300	NONE	25129
1	GATEWAY	CPU	E4300	NONE	30621
1	GATEWAY	CPU	E4300	NONE	25690
1	GATEWAY	CPU	E4300	NONE	30681
1	GATEWAY	CPU	E4300	NONE	24718
1	GATEWAY	CPU	E4300	NONE	25863
1	GATEWAY	CPU	E4300	NONE	24655
1	GATEWAY	CPU	E4300	NONE	25878
1	GATEWAY	CPU	E4300	NONE	25687
1	GATEWAY	CPU	E4300	NONE	25681
1	GATEWAY	CPU	E4300	NONE	24656
1	GATEWAY	CPU	E4300	NONE	25705
1	GATEWAY	CPU	E4300	NONE	25685
1	GATEWAY	CPU	E4300	NONE	25682
1	GATEWAY	CPU	E4300	NONE	25677
1	GATEWAY	CPU	E4300	NONE	25884
1	GATEWAY	CPU	E4300	NONE	25702
1	GATEWAY	CPU	E4300	NONE	25874
1	GATEWAY	CPU	E4300	NONE	24559
1	GATEWAY	CPU	E4300	NONE	25699
1	GATEWAY	CPU	E4300	NONE	25700
1	GATEWAY	CPU	E4300	NONE	24772
1	GATEWAY	CPU	E4300	NONE	25698
1	GATEWAY	CPU	E4300	NONE	25695
1	GATEWAY	CPU	E4300	NONE	25859
1	GATEWAY	CPU	E4300	NONE	25689
1	GATEWAY	CPU	E4300	NONE	25883
1	GATEWAY	CPU	E4300	NONE	23316
1	GATEWAY	CPU	E4300	NONE	25860
1	GATEWAY	CPU	E4300	NONE	25864
1	GATEWAY	CPU	E4300	NONE	24561
1	GATEWAY	CPU	E4300	NONE	24720
1	GATEWAY	CPU	E4300	NONE	30671
1	GATEWAY	CPU	E4300	NONE	24658
1	GATEWAY	CPU	E4300	NONE	25704
1	GATEWAY	CPU	E4300	NONE	26817
1	GATEWAY	CPU	E4300	NONE	322989
1	GATEWAY	CPU	E4300	NONE	34430
1	GATEWAY	CPU	E2610N	NONE	34423
1	GATEWAY	CPU	E2610N	NONE	34429

SURPLUS PROPERTY  
 OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	GATEWAY	CPU	E2610N	NONE	40382
1	GATEWAY	CPU	E2610N	NONE	34690
1	GATEWAY	CPU	E6500	NONE	33784
1	GATEWAY	CPU	E4610D	NONE	31963
1	GATEWAY	CPU	E4500S	NONE	34958
1	GATEWAY	CPU	E4500D	NONE	32420
1	GATEWAY	CPU	E6300	NONE	36083
1	GATEWAY	CPU	E4610D	NONE	36091
1	GATEWAY	CPU	E4610D	NONE	36104
1	GATEWAY	CPU	E4610D	NONE	34678
1	GATEWAY	CPU	E6500	NONE	33775
1	GATEWAY	CPU	E4610S	NONE	22923
1	GATEWAY	CPU	E6100	NONE	23589
1	GATEWAY	CPU	PROFILE4	NONE	39309
1	HP	PRINTER	DJ830C	NONE	12516
1	HP	PRINTER	LJ6MP	NONE	40438
1	HP	PRINTER	OJK5400	NONE	NONE
1	HP	PRINTER	DJ6840	NONE	9381
1	HP	PRINTER	LJ5M	NONE	9524
1	HP	PRINTER	LJ5M	NONE	31638
1	HP	PRINTER	0J7210	NONE	9375
1	HP	PRINTER	DJ680C	NONE	23660
1	HP	PRINTER	LJ4100	NONE	51212
1	HP	PRINTER	LJ5M	NONE	NONE
1	HP	PRINTER	PSC4280	NONE	36921
1	HP	NETBOOK	MINI 311	CNF033CT7K	NONE
1	HP	NETBOOK	MINI 311	CNF0320FZQ	43647
1	HP	NETBOOK	MINI 311	CNF034D4SF	43556
1	HP	NETBOOK	MINI 311	CNF033CV2C	42885
1	HP	NETBOOK	MINI 311	CNF033LTWC	43640
1	HP	NETBOOK	MINI 311	CNF033CT3R	NONE
1	HP	NETBOOK	MINI 311	CNF033CTST	42883
1	HP	NETBOOK	MINI 311	CNF034D4SH	43624
1	HP	NETBOOK	MINI 311	CNF0321XP5	43553
1	HP	NETBOOK	MINI 311	CNF033CT45	43545
1	GATEWAY	MONITOR	FPD1570	6708	1711
1	GATEWAY	MONITOR	FPD1520	2177	19676
1	HP	NETBOOK	MINI 311	CV07	43518
1	HP	NETBOOK	MINI 311	1XM8	NONE
1	HP	NETBOOK	MINI 311	CS23	43586
1	HP	NETBOOK	MINI 311	59HS	434092
1	HP	NETBOOK	MINI 311	159DS	43618
1	HP	NETBOOK	MINI 311	CSZT	43612
1	HP	NETBOOK	MINI 311	CTYK	43528
1	HP	NETBOOK	MINI 311	D4SN	43594

SURPLUS PROPERTY  
OCTOBER 21, 2014

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	HP	NETBOOK	MINI 311	1XLX	43568
1	HP	NETBOOK	MINI 311	0H1Y	43552
1	HP	NETBOOK	MINI 311	1XSL	43505
1	HP	NETBOOK	MINI 311	OH1Y	42908
1	HP	NETBOOK	MINI 311	1XSL	43608
1	HP	NETBOOK	MINI 311	CSBJ	42884
1	HP	NETBOOK	MINI 311	CTK1	43585
1	HP	NETBOOK	MINI 311	3RQM	43593
1	HP	NETBOOK	MINI 311	1XSD	NONE
1	HP	NETBOOK	MINI 311	CTBM	NONE

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

Meeting	10/21/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-c)
Subject	Destruction of Records
College/District	District
Funding	General Funds
Recommended Action	It is recommended that the Board of Trustees approve the destruction of the records on the attached listing.

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## Background Narrative:

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

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Bill Bogle, Controller

## Attachments:

[10212014\\_Destruction of Records](#)



## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
CCCCC086086	BUSINESS SERVICES FEDERAL P STATE REPORTS	6/30/14
CCCCC720811	COLLEGE BANK FOUNDATION CHECKS DEPOSIT SLIPS LEDGER CARDS	6/30/14
CCCCC519962	ABS - RCC DEVELOPMENT CORP FINANCIAL STATEMENTS - BANK STATEMENTS - JOURNAL ENTRIES FORM 990 & 199	6/30/13
CCCCC519973	ABS FOUNDATION - PAYABLES & CANCELLED CHECKS	6/30/14
CCCCC520343	ABS - BOOKSTORE - FINANCIALS	6/30/14
CCCCC520438	ABS - FOUNDATION - BENEFACTOR POSTINGS	6/30/14
CCCCC105929	COLLEGE BANK - RCCD FOUNDATION FINANCIAL STATEMENTS/LEDGERS	6/30/14
CCCCC086324	COLLEGE BANK STUDENT INSURANCE CLAIMS	6/30/14
CCCCC086002	STUDENT FEDERAL GRANTS CAL GRANTS	6/30/14
CCCCC086298	BOOKSTORE COLLEGE BANK	6/30/14
CCCCC085899	COLLEGE BANK CAFETERIA FINAL STATEMENTS BOOKSTORE FINAL STATEMENTS	6/30/14
CCCCC085995	COLLEGE BANK FOUNDATION FINANCIAL STATEMENTS	6/30/14
CCCCC086202	COLLEGE BANK BOOKSTORE FINANCIALS LEDGERS STUDENT FEDERAL GRANTS	7/31/13
C0100337130	PARKING CITATIONS NOVEMBER-DECEMBER 2009- JANUARY 2010	7/31/14
C0100337131	HEALTH CHARGES, GUIDANCE TESTS, RIV-NORCO-MV LIBRARY	7/31/14
C0100337145	FY 10-11 FOOD SERVICES, CASH COUNT SHEETS, RIV-NOR- MV JANUARY 2011-JUNE 2011	7/31/14
C0100337124	FY 10-11 STUDENT ACCOUNTS: WORK EXPERIENCE, SUPPLY ORDERS, STOP PAYMENTS, WRITE OFFS, BANKRUPTCEY, PARKING REFUNDS, FREE MOTORCYCLE, SPONSORED	7/31/13
C0100337128	FY 10-11 CULINARY, CHILD CARE, CAFETERIA RECEIPTS, BOUNCED CHECK NOTICES	7/31/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100337134	FY 10-11 METERS, DENTAL HYGIENE, ISO, BALANCE SHEET, DISTRICT REIMBURSEMENTS, DISTRICT RECEIPTS	7/31/14
C0100337133	FY 10-11 PARKING CITATIONS JULY-DECEMBER	7/31/13
C0100337146	FY 10-11 FOOD SERVICES, CASH COUNT SHEETS, RIV-NOR-MV JULY 2010-DECEMBER 2010	7/31/14
C0100337147	JANUARY 2010-JUNE 2010 FOOD SERVICES, CASH SHEETS RIV-NOR-MV	7/31/14
C0100337127	FY 09-10 PARKING CITATIONS, MARCH 2010-JUNE 2010	7/31/13
C0100337129	10SUM-11WIN TERMS STUDENT ACCOUNTS-ABS OFFICE SPONSORED BILLING	7/31/14
C0100337139	FY 07-11 COMMISSIONS	7/31/14
CCCCC748619	ABS FOUNDATION: BENEFACTORS	6/30/13
C0100257260	CASHIER SESSIONS & RECONCILIATIONS	7/31/13
C0100257257	CASHIER SESSIONS & RECONCILIATIONS SESSION 82040-84033 MARCH 15/10 - 06/30/10	7/31/13
C0100257261	STUDENT REFUNDS 2007-2008 & 2008-2009 COSMETOLOGY 2009-2010 FOOD SERVICES & CULINARY ACADEMY CASH RECEIPTS TRANSFERS INVEOTRY 2009-2010	6/30/14
C0100257259	CASHIER SESSIONS & RECONCILIATIONS	7/31/13
C0100257263	ABS BANKCARD RECONCILIATIONS APRIL 2010- JUNE 2010, ASRCC VIEWPOINTS 2009-2010	7/31/13
C0100257258	CASHIER SESSIONS & RECONCILIATIONS	7/31/13
C0100257262	COMMUNITY EDUCATION CASH & BANK CARD RECONCILIATIONS 2009-2010	7/31/13
C0100257264	ABS BANKCARD RECONCILIATIONS JULY 2009 MARCH 2010	7/31/13
CCCCC281480	AUXILLARY BUSINESS SERVICES STUDENT FEDERAL AND STATE GRANTS CHECK REGISTERS	6/30/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100156339	3-5-09 THRU 6-2-09 CASHIER SESSIONS & RECONCILIATIONS SESSIONS 74268-76160 ASRCC NKCARDS, STUDENT SERVICE FEES, FD SVC STATE BOARD, INCOME STMTS, STATE GRANT FRAUD CHECKS, RCCD STATE REFUNDS, BKCARD CHARGEBACKS. BANK RECONCILIATIONS: FD SERVICE, DISTRICT CLEARING, REVOLVING FUND, DISTRICT BKCARD, COMMUNITY ED BANK ANALYSIS. FOUNDATION	6/30/14
C0100254311	2010 STUDENT ACCOUNTS, SPONSORD BILLING, BEN CLARK SPONSORED BILLING	1/30/14
C0100254313	09 SUM & 09 FALL STUDENT ACCOUNTS, AUTOMATED REFUNDS	6/30/14
C0100254309	2009 STUDENT ACCOUNTS, REFUNDS FOR 09 WIN TO 09 SPR, COTOP 2 OF 2	6/30/14
C0100254308	01/09 - 12/09 STUDENT ACCOUNTS, MANUAL REFUNDS, DEFERRMENTS, 2009 COTOP REFUNDS, 2008-2009 STOP PAYMENT REQUESTS, 2009 PARKING PERMIT ISSUES, WORK EXPERIENCE 1 OF 2	6/30/14
C0100254310	2010 STUDENT ACCOUNTS, COTOP INFO LETTERS	1/30/14
C0100254281	FOUNDATION PAYABLES	6/30/14
CCCCC915006	ABS CASHIER SESSIONS AND RECONCILIATIONS	6/30/14
CCCCC915013	ABS FOOD SERVICES REGISTER TAPES	6/30/14
CCCCC914980	ABS STUDENT FEDERAL AND STATE GRANTS, BANK STATEMENTS AND FINANCIALS	6/30/14
C0100056717	BANK RECONCILIATION, BENEFACOR POSTINGS, FOUNDATION	6/30/14
C0100056718	THEATRE BANK RECONCILIATIONS, ASRCC, BANK RECONCILIATIONS, STATE GRANTS BANK RECONCILIATION	6/30/14
C0100056720	FEDERAL GRANTS, BANK ACOUNTS RECONCILIATIONS, STUDENT FEDERAL GRANTS BANK ACCOUNT REC.	6/30/14
C0100157563	ABS STUDENT FEDERAL & STATE GRANTS BANK RECONCILIATIONS & LEDGERS	6/30/14
C0100157544	ABS STUDENT FEDERAL & STATE GRANTS	6/30/14
C0100153941	ABS STUDENT FEDERAL AND STATE GRANTS FINANCIAL STATEMENTS	6/30/14
C0100153946	10 ABS STUDENT FERAL GRANTS, BANK RECONCILIATIONS & LEDGERS	6/30/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100161068	EMPLOYEE RECORDS -2004-06 BUDGET 05-06, 06-07 INSTITUTIONAL EFFECTIVENESS #20	12/31/13
C0100156303	AUXILIARY BUSUNESS SERVICES 97-00 STATE BOARD OF EQUALIZATION 01-02 DEVELOPMENT CORPORATION	6/30/14
C0100156315	WRITTEN OFF DISTRICT & BOOKSTORE	6/30/14
C0100156301	AUXILIARY BUSUNESS SERVICES FOUNDATIONS FINANCIALS	6/30/14
C0100156305	AUXILIARY BUSUNESS SERVICES FOUADATION BENEFACTOR POSTINGS	6/30/14
C0100210836	2006-2007 ST SERVICE FEES, FD SERVICE FINANCIALS & ST BOARD, BANK RECS: FD SERV, CLAERING, REVOLVING, BANKCARD, COM ED, FOUNDATION FOUNDATION FINANCIALS & VIEWPOINTS	6/30/14
C0100210835	7/01/05 - 06/30/07 ST FEDERAL & STATE GRANTS BANK RECONCILIATIONS & LEDGERS	6/30/14
C0100292089	11 WIN-11 SPR STUDENT ACCOUNT AUTOMATED REFUND RUNS	6/30/14
C0100292091	01-21-10 TO 03-23-10 CREDIT CARD TRANSACTION RIVERSIDE, NORCO & MORENO VALLEY	6/30/14
C0100292093	2011 COTOP LETTERS/RETURNS STUDENT ACCOUNTS	6/30/13
C0100292092	02/11 TO 06/11 ASRCC CASH RECEIPTS	6/30/14
C0100292099	2009-2010 DISTRICT RECEIPTS (PINK COPIES) HEALTH CHARGES RECEIPTS	6/30/14
C0100292115	STUDENT ACCOUNTS BEN CLARK TRAINING CENTER ADJ & FIT BILLING STATEMENTS	6/30/14
C0100292090	2010/2011 THEATER	6/30/14
C0100292097	NOVEMBER 2, 2009 - JANUARY 20, 2010 CREDIT CARD TRANSACTIONS RIVERSIDE, NORCO & MORENO VALLEY	6/30/14
C0100292098	JANUARY 4, 2010 - MAY 20, 2010 FOOD SERVICES RIVERSIDE TRAILERS & MORENO VALLEY	12/31/13
C0100292107	2009-2010 CULINARY RECEIPTS/BACKUP, LIBRARY PAYMENTS, WEB SALES, MISC. CASHIER RECEIPTS, BRINK BOOKS	6/30/14
C0100254296	2008-09 STUDENT FEDERAL & STATE GRANTS (2 OF 2)	6/30/14
C0100292105	2009-2010 FOUNDATION MEETINGS	6/30/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100292112	JULY 2010-JANUARY 2011 ASRCC CASH RECEIPTS	6/30/14
C0100292096	STUDENT ACCOUNTS MISC. RECORDS UP TO 2010 PARKING, COTOP, CORRECTIONS ABS AND OFFICE SUPPLIES INFO 2007-2010	6/30/14
C0100292118	STUDENT ACCOUNTS REFUND RUNS 10SUM, 10SPR & MISC. YEARS	12/31/13
C0100292119	2009 AND PREVIOUS YEARS ABS DIRECT DEPOSITS	6/30/14
C0100292120	2011 STUDENT ACCOUNTS COTOP INFORMATION	12/31/14
C0100292121	10WIN & 10FAL STUDENT ACCOUNTS REFUND RUNS	12/31/13
C0100292124	PARKING CITATIONS AUGUST 2009 THRU OCTOBER 2009	6/30/14
C0100292106	2009-2010 ASRCC-CASH RECEIPTS 12/2009 - 6/2010	12/31/13
C0100310168	PT EVALS 09, SPRING 09, FALL 09, EVALS 09-10, EVENTS W.S. FALL 07, EVALS 08, EVALS DSAC MINUTES 06-10 VIDEO LIST RENTAL SPRING FOLLOW UPS 07-08	12/31/13
C0100310169	FLEX 2010-2011	1/31/14
C0100336075	ACCOUNTING SERVICES STUDENT REFUNDS/CHARGE BACKS, STUDENT FEDERAL & STATE GRANTS & LOANS,	7/1/14
C0100336073	ACCOUNTING SERVICES DISTRICT INVOICES A-M 2010-2011	7/31/14
C0100336074	ACCOUNTING SERVICES FOOD SERVICES & CULINARY ACADEMY FINANCIALS, BANK RECS, TRANSFERS 2010-2011	7/1/14
C0100336076	ACCOUNTING SERVICES ASRCC STUDENT SERV. FEES & BANKCARDS, DISTRICT CLEARING & BANKCARD, REVOLVING	7/1/14
C0100310171	ABS BANKCARDS JULY 2010 - MARCH 2011	7/1/14
C0100336072	ACCOUNTING SERVICES DISTRICT INVOICES N-Z 2010-2011	7/1/14
C0100310172	COMMUNITY EDUCATION COSMETOLOGY 2010-2011	7/31/14
C0100310173	ASRCC BUDGET BOOKS 1990-2011, FINANCIALS & JOURNALS 2008-2010	7/31/14
C0100310174	ADMISSIONS SESSIONS APRIL 1, 2011 - JUNE 30, 2011	7/31/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100310175	ADMISSIONS SESSIONS APRIL 1, 2011 - JUNE 30, 2011	7/31/14
C0100310177	ADMISSIONS SESSIONS JULY1, 2010 - NOV 14, 2010	7/31/14
C0100310170	ABS BANKCARDS APRIL, MAY, JUNE 2011	7/31/14
C0100310176	ADMISSIONS SESSIONS NOV 15, 2010 - MARCH 31, 2011	7/31/14
C0100240102	FY 2009 RECORDS OF DEPOSIT	7/1/14
C0100240100	FY 2009 RECORDS OF DEPOSIT	7/1/14
C0100240101	FY 2009 RECORDS OF DEPOSIT	7/1/14
C0100240099	FY 2009 RECEIPTS BOOKS	7/1/14
C0100240105	FY 2009 RECORDS OF DEPOSIT	7/1/14
C0100240104	FY 2009 RECORDS OF DEPOSIT	6/30/14
C0100289161	2009/2010 RECORDS OF DEPOSIT	6/30/14
C0100289162	2009/2010 RECORDS OF DEPOSIT	6/30/14
C0100289163	2009/2010 RECORDS OF DEPOSIT	6/30/14
C0100289160	2009/2010 RECORDS OF DEPOSIT	6/30/14
C0100153933	EOPS, STUDENT AND EMPLOYEE SIGN IN SHEETS, DAILY REPORTS 1/06-12/06, APPEALS FALL 07, 1 SEMESTER PLANS - FALL 07	12/31/13
C0100239494	2008- FALL	9/30/13
C0100239484	2008 - FALL -	9/30/13
C0100239486	2008 FALL	9/30/13
C0100289230	10 FALL/SPRING APPLICATIONS 07-08 EOPS BUDGET 11 SPRING APPLICATIONS 10 SPRING STUDENT FILES S-Z 00-03 TRANSFER REQUESTS 91-04 A-1 FORMS 10 FALL TUTORIAL SERVICES BOX 3 OF 3	8/1/13
C0100289235	10 SPRING STUDENT FILES A-G BOX 1 OF 3	8/1/13

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100289237	10 SPRING STUDENT FILES H-R	8/1/13
CCCCC212307	FINANCE & CATEGORICAL PROJECTS	6/30/13
C0100156331	TRANSFER BOX 2 OF 4, 2008-2009 TRANSFERS	12/31/13
C0100156329	TRANSFER BOX 3 OF 4, 2008-2009 TRANSFERS	12/31/13
C0100156330	TRANSFER BOX 4 OF 4, 2008-2009 TRANSFERS	12/31/13
C0100156327	TRANSFER BOX 1 OF 4, 2008-2009 TRANSFERS	12/31/13
C0100123198	ACCOUNTING SVCS., ACCRUAL REPORTS AND BACK UP	7/1/14
C0100173929	AARON BROWN- REVENUE BOOK 05-06, CAPITAL & POSITION REQUEST 06-07, RCCD BUDGET 00/01, TENATIVE BUDGET 05/06, FINAL BUDGET 05/06, CAPITAL & POSITION REQUESTS 05/06, TENTATIVE BUDGET 06/07	6/30/14
C0100173933	AARON BROWN- PARS 99/00, 00/01, 01/02, 04/05, AB 500 HOURLY CONVERSION DATA, GALACY PURCHASING	6/30/14
C0100173939	AARON BROWN- TRAN 98/99, 00/01, 01/02, HEALTH SERVICES (PATTI SMITH), FIXED CHARGES, INDEPENDENT CONTRACTOR VS. EMPLOYEE, TELECOMMUNICATIONS SITE	6/30/14
C0100173937	AARON BROWN- INDEPENDENT AUDIT 06-30-98 THROUGH 06-30-01 AND BUDGET BUNCH 03/04, 05/05 & 05/06	6/30/14
CCCCC519978	ABS FOUNDATION -CBB - COMMON FUND - PAINE WEBBER AUDIT PAPERS - JOURNAL ENTRIES - BOARD & FINANCE MEETINGS BENEFACTORS	6/30/13
CCCCC520369	RCC FOUNDATION - CHECK REQUISITIONS REF38: PENT	6/30/13
CCCCC520350	RCC FOUNDATION - PAYROLL DEDUCTIONS 93/94 FUND	6/30/13
CCCCC520371	RCC FOUNDATION - CORRESPONDENCE	6/30/13
CCCCC520426	RCC FOUNDATION IN-KIND PAYROLL DEDUCTIONS YEAR	6/30/13
CCCCC520430	RCC FOUNDATION - MEETING FOLDERS	6/30/13
CCCCC520428	RCC FOUNDATION - MISC FILES ( GREEN )	6/30/13
CCCCC520436	RCC FOUNDATION - MISC FOLDERS	6/30/13
CCCCC520380	RCC FOUNDATION - GIFT TRANSACTION LOG / MISC	6/30/13
CCCCC520422	RCC FOUNDATION - MAIL LISTS	6/30/13
CCCCC520429	RCC FOUNDATION - COMMITTEE MEETING FOLDERS	6/30/13
CCCCC520420	RCC FOUNDATION - CHECK REQUISITIONS	6/30/13
CCCCC520421	RCC FOUNDATION- COMMITTEE FOLDERS	6/30/13
CCCCC520423	RCC FOUNDATION - ASSOCIATION SCHOLARSHIP MISC	6/30/13
CCCCC520439	RCC FOUNDATION - BOARD MEETINGS FOLDERS - MONUMENTAL ART	6/30/13

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
CCCCC520443	RCC FOUNDATION - CORRESPONDENCE	6/30/13
CCCCC520444	RCC FOUNDATION & ASSOCIATES	6/30/13
CCCCC520447	RCC FOUNDATION & EVENTS	6/30/13
CCCCC467720	FOUNDATION STUDENT GRANTS	6/30/13
C0100173930	AARON BROWN- FINAL BUDGET 02/03 CHANGE/NOTES, ADOPTED BUDGET 02/03, TENTATIVE BUDGET 03/04 WORKING PAPERS	6/30/14
C0100210849	FY 2004-2005 PROGRAM FILES, FUNCTION 232-627	6/30/13
C0100210845	FY 2004- 2005 PROGRAM FILES, FUNCTION 041-135	6/30/13
C0100210848	FY 2005-2006 PROGRAM FILES, FUNCTION 041-132	6/30/14
C0100210847	FY 2005-2006 PROGRAM FILES, FUNCTION 133-172	6/30/14
C0100210844	FY 2005-2006 PROGRAM FILES, FUNCTION 173-271	6/30/14
C0100210850	FY 2005-2006 PROGRAM FILES, FUNCTION 300-735	6/30/14
C0100210846	FY 2004-2005 PROGRAM FILES, FUNCTION 137-231	6/30/13
C0100208759	STUDENT INSURANCE (INCIDENT REPORT) 1988-2006	3/10/14
C0100208762	STUDENT INSURANCE (INCIDENT REPORTS) 1988-2006	3/10/14
CCCCC872849	HR 179 CLASSIFIED RECRUITMENTS	6/30/14
CCCCC872850	HR 177 HUMAN RESOURCES CLASSIFIED RECRUITMENTS	6/30/14
CCCCC798699	98/99 MONTHLY REPORTS AND ELIGIABILITY REPORTS RCCD INSURANCE	12/31/13
CCCCC798697	PAID INSURANCE, INVOICES MONTHLY PAID INSURANCES, RCCD, H.N., KAISU, PACIFIC CARE, DELTA STOP LOSS- CAN	12/31/13
C0100230364	HR 227 CERTIFICATED RECRUITMENTS - C938 TO C943	12/31/13
C0100257314	CLASSIFIED RECRUITMENTS - #0600216-0600224 (HR 269)	12/31/13
C0100257313	CLASSIFIED RECRUITMENTS - #0600260-0600277 (HR 265)	6/30/14
C0100257310	CLASSIFIED RECRUITMENTS - #0600252-0600259 (HR 266)	6/30/14



## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100286483	CLASSIFIED RECRUITMENT - 0600817-0600843 (HR 383)	12/31/13
C0100286470	CLASSIFIED RECRUITMENT - 0600412-0600473 (HR 374)	12/31/13
C0100286469	CLASSIFIED RECRUITMENT - 0600510-0600532 (HR 377)	12/31/13
C0100289089	CLASSIFIED RECRUITMENTS - 0600624-0600716 (HR 381)	12/31/13
C0100286492	CLASSIFIED RECRUITMENT - 0600751-0600805 (HR 382)	12/31/13
C0100286471	CLASSIFIED RECRUITMENT - 0601197-0601218 (HR 385)	12/31/13
C0100286480	CLASSIFIED RECRUITMENT - 0600568-0600576 (HR 380)	12/31/13
C0100286491	CLASSIFIED RECRUITMENT - 0600555-0600565 (HR 379)	12/31/13
C0100286490	CLASSIFIED RECRUITMENT - 0600846-0601194 (HR 384)	12/31/13
C0100286472	CLASSIFIED RECRUITMENT - 0600475-0600492 (HR 375)	12/31/13
C0100286489	CLASSIFIED RECRUITMENT - 0601226-0601336 (HR 398)	12/31/13
C0100286488	CLASSIFIED RECRUITMENT - 0600547-0600550 (HR 378)	12/31/13
C0100289099	HR 376 CLASSIFIED RECRUITMENT - 0600493-0600505	12/31/13
C0100153961	INTERNATIONAL STUDENT CENTER STUDENT FILES	12/31/13
C0100154065	INTERNATIONAL STUDENT CENTER STUDENTS FILES	12/31/13
C0100208734	INTERNATIONAL STUDENT CENTER STUDENT FILES, CLASS 3	12/31/13
C0100208732	INTERNATIONAL STUDENT CENTER STUDENT FILES, CLASS 3	12/31/13
C0100208724	INTERNATIONAL STUDENT CENTER, STUDENT FILES/BOOKS, CLASS 3	12/31/13
C0100208733	INTERNATIONAL STUDENT CENTER STUDENT FILES, CLASS 3	12/31/13
C0100289058	STUDENT FILES - AHN-ZHU AND ABA-SHI	12/31/13
C0100337116	ILP WHITNEY	1/1/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100337111	CW H-R 05-09	7/1/14
C0100337100	CW FILES L-Z 2008	7/1/14
C0100337102	CW FY 2005-2009 R-Z	7/1/14
C0100337109	CW 2005-2009	7/1/14
C0100337093	CW 2005-2009	7/1/14
C0100337107	CW FILES M-W 05-09	7/1/14
C0100337115	ILP WHITNEY	1/1/14
C0100337099	CAL WORK A-G FY 2005-09	1/1/14
C0100337101	FKCE FILES 2009-10	7/1/14
C0100337103	CW 05-09 G-P	7/1/14
C0100337105	CW G-M 05-09	7/1/14
C0100337108	JOHNS ILP BINDER, QUARTLY REPORTS, MANAGEMENT HANDBOOK, EMANCIPATION EVENT, ILP AUDITORS, LIFE SKILLS TEST 10/11, AFTER CARE	1/1/14
C0100337110	ILP EDUCATION EVENTS, LIFE SKILLS ATTENDANCE 07-08, THINKING IT THROUGH TESTS, EMERGENCY PLAN	1/1/14
C0100337094	ILP FILES MANAGEMENT MEETING, LIFE SKILLS, ILP EVENTS, ADVISORY BOARD EVALUATIONS, JOINT MEETINGS	1/1/14
C0100337095	JOHNS ILP FOLDERS 2009 LIFE SKILLS ATTENDANCE, EC DIRECTIVES/SPECIAL PROJECTS, LIFE SKILLS BINDERS,	7/30/13
C0100208748	VTEA ADMIN/BOOK 06/07	7/30/13
C0100208746	VTEA ADMIN/BOOK 07/08	7/30/13
C0100208754	DESERT REGIONAL CONSORTIUM 07/08	7/30/13

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100208757	TECH PREP 07/08	7/30/13
C0100208749	VTEA EXPENDITURES 07/08	7/30/13
C0100208755	VTEA PRG EXPENDITURES 07/08	7/30/13
C0100210768	AB 1802/BLYTHE 06/07	7/30/13
C0100208747	VTEA PROGRAMS EXPENDITURES 06/07	7/30/13
C0100208756	TECH PREP 06/07	7/30/13
C0100208758	DESERT REGION TECH PREP COLLABORATIVE 07/08	7/30/13
C0100292011	102-TECH PREP REG. FY 08-09	6/30/14
C0100292022	EOPS: 1996-2009 BANQUET: 2006-07 ADVISORY MTG: 1996-2007 STAFF MTG: 1996-2009	6/30/14
C0100292003	101-TECH PREP FY 08-09	6/30/14
C0100292004	370-PERKINS 1-C FY 08-09	7/1/14
C0100292154	FY 9-10 ILP BACK UP JAN 10 - JUNE 10	7/1/14
C0100310099	ALL WORKFORCE PREP GRANT PROGRAM FILES FY07-08	7/1/14
C0100310100	WORKFORCE PREP GRANT FILES ILP FY08-09 DEC-APRIL	7/1/14
C0100292156	WORKFORCE PREP GRANT FILES	7/1/14
C0100310104	CALWORKS CLIENT FILES CANO-GALV	7/1/14
C0100310102	ILP FISCAL BACK UP JULY 07 - NOV 07	7/1/14
C0100292159	GRANT FILES 06-07	7/1/14
C0100292153	CALWORKS CLIENT FILES A-CANE	7/1/14
C0100292163	WORKFORCE PREP GRANT FILES ILP FY 08-09 JULY-NOVEMBER	7/1/14

### Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100292155	CALWORKS CLIENT FILES MONT-PETERSON, B.	7/1/14
C0100292158	GRANT FILES M. WRIGHT	7/1/14
C0100310097	CALWORKS CLIENT FILES PATTERSON, J. - SHOEMAKER	7/1/14
C0100292157	ILP BACK UP FY 9-10 JULY 09 - DEC 09	7/1/14
C0100292151	CALWORKS CLIENT FILES	7/1/14
C0100292164	FISCAL BACK UP ILP DEC 07 - MAY 08	7/1/14
C0100310091	WORKFORCE PREP GRANT FILES FY 08-09 SPP049-SPP363	1/1/14
C0100292160	CALWORKS CLIENT FILES SILVA-ZWI	7/1/14
C0100310095	WORKFORCE PREP GRANT FILES ILP FY08-09 JULY-NOVEMBER	7/31/13
C0100160728	4 OF 7 JOB TICKETS	7/31/13
C0100160729	3 OF 7 JOB TICKETS	7/31/13
C0100160753	2 OF 7 JOB TICKETS	7/31/14
C0100160744	6 OF 7 JOB TICKETS	7/31/14
C0100160747	7 OF 7 JOB TICKETS	7/31/14
C0100160754	5 OF 7 JOB TICKETS	7/31/14
C0100160746	3 OF 7 JOB TICKETS	7/31/14
C0100160748	4 OF 7 JOB TICKETS	7/31/14
C0100160723	1 OF 7 JOB TICKETS	7/31/13
C0100160724	7 OF 7 JOB TICKETS	7/31/13
C0100160725	6 OF 7 JOB TICKETS	7/31/13
C0100160727	5 OF 7 JOB TICKETS	7/31/13

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100160730	2 OF 7 JOB TICKETS	7/31/13
C0100160752	1 OF 7 JOB TICKETS	7/31/14
C0100363040	WC FILES M3	12/31/13
C0100363005	WC FILES M12	12/31/13
C0100363038	WC FILES M9	12/31/13
C0100363046	WC FILES M8	12/31/13
C0100363045	WC FILES M4	6/30/13
CCCCC674473	SUBPEONAS	11/1/13
CCCCC674477	SUBPEONAS	6/30/14
CCCCC229198	SIPE RECORDS	11/30/13
CCCCC235321	RISK MANAGEMENT SIPE	11/1/13
C0100375736	05/06 POLICY & PROCEDURE	6/30/14
C0100208701	# 17 S & P ISIR REPORT, PKG W/S	8/30/13
C0100208780	# 7 SCHOLARSHIP APPS. RIV	12/31/13
C0100173952	# 9 SCHOLARSHIP APPS	12/31/13
C0100173955	# 2 SCHOLARSHIP APPS - RIV	8/30/13
C0100173953	# 19 OUTSIDE SCHOL BAL	8/30/13
C0100173967	# 5 SCHOLARSHIPS APPS RIV	12/31/13
C0100173972	# 4 RCC FOUND SCHOL SCORE SHEETS RIV	12/31/13
C0100208785	# 1 SCHOLARSHIP APPS XYZ SCORE SHEETS & MISC	12/31/13
C0100173956	# 6 SCHOLARSHIP APPS RIV	12/31/13
C0100173951	# 6 ISIR	8/30/13
C0100173957	# 8 SCHOLARSHIP APPS RIV	12/31/13
C0100173962	# 3 SCHOLARSHIP APPS RIV	12/31/13
C0100208743	MV - RIV - APPEAL APPROVED FILES MORENO VALLEY NORCO RIVERSIDE 13, 260, CLASS 3	6/30/14

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100208772	SFS APPEALS, KARYN MAGNO 2005-2007	12/31/13
C0100239519	2007-2008 CHECK TRANSMITTALS - MAY 08 - AUG 08	12/31/13
C0100239502	2007-2008 DOWNLOAD	12/31/13
C0100239515	2008 WELLS FARGO TEXTBOOK SCHOLARSHIP	12/31/13
C0100239503	2007-2008 COD CHECK TRANSMITTALS	12/31/13
C0100239505	2007-2008 FAO FILES. APPEALS ABS STUDY ABRAOD RZTY	12/31/13
C0100239509	2007-2008 PELL FILES	12/31/13
C0100239506	2007-2008 CHECK TRAMITTALS - NOV 07- DEC 07	12/31/14
C0100239501	2005-2006 PAYROLL	12/31/13
C0100239504	2007-2008 CHECK TRANSMITTALS SEPT 08- OCT 08	12/31/13
C0100239500	2007-2008 CHECK TRANSMITTALS JAN 08- APR 08	12/31/13
C0100239507	2007-2008 CHECK TRANSMITTALS - APRIL 08 - MAY 08	7/1/14
C0100286309	NORCO - DEAN OF STUDENT SERVICES - FY 09-10 BUDGET - NSSV	6/30/14
C0100292025	08-09 AA II FILES	6/30/14
C0100292041	08-09 SCHOLARSHIP APPS. RIV	6/30/14
C0100292070	08-09 H-L	6/30/14
C0100292043	08-09 DIRECT DEPOSIT FORMS	10/1/13
C0100292073	08-09 MISC. ANALYST, PKG REPORTS A-G, STUDY ABROAD FILES, DO'S	10/1/13
C0100292069	08-09 SCHOLARSHIP APPS. RIV	10/1/13
C0100292065	08-09 D-G PROCESSED FILES	10/1/13
C0100292075	08-09 D-G FILES	6/30/13

## Destruction of Records

CONTAINER NUMBER	DESCRIPTION	DESTROY DATE
C0100292036	08-09 SCHOLARSHIP APPS. RIV	6/30/14
C0100292032	08-09 FILES SFS OFFICE STOP PAYMENT/REISSUE, BOOK LOAN, SE09/MRR	6/30/14
C0100292026	07-08 BUDGET ATTENDANCE AA II FILES	6/30/14
C0100292064	08-09 H-M	6/30/14
C0100292068	08-09 LOANS & APPLICATIONS P-A & 07-08 MISC.	6/30/14
C0100292076	08-09 STOP PAYMENT	6/30/14
C0100291987	08 FEE WAIVERS	9/30/14
C0100240053	CBEST WORKSHOP INFO	9/30/14
C0100240063	EVENT INFORMATION	9/30/14
C0100335978	03-08 GRANT INFORMATION, OMB CIRCULARS, ACADEMIC ENGLISH TASK FORCE, BOARD MEETING DOCUMENTS,	10/1/13
C0100335975	05-06 CONSULTANTS, TASK FORCE (03-06), 06-07 TITLE V TASK FORCE, CONSULTANTS, SUBCOMMITTEE, 06-07 SPECIAL PROJECTS BY CATEGORY, COURSE INOVATION BY FACULTY MEMBER	10/1/13
C0100335974	04-05 ANNUAL PERFORMANCE REPORT, FINANCIAL RECORDS BY OBJECT CODE, MONTHLY STATUS REPORTS BY MONTH	10/1/13
C0100335976	GRANT SURVEYS	10/1/13
C0100335972	03-06 ANNUAL PERFORMANCE REPORTS, FINANCIAL RECORDS BY OBJECT CODE, SPECIAL PROJECTS BY CATEGORY 04-05 SPECIAL PROJECTS BY CATEGORY 04-06 COURSE INNOVATOINS BINDER BY TERM 05-06 SPECIAL PROJECTS BY CATEGORY	10/1/13
C0100335973	06-07 ANNUAL PERFORMANCE REPORT, FINANCIAL RECORDS BY OBJECT CODE	10/1/13
C0100335979	07-08 FINANCIAL RECORDS BY OBJECT CODE, SPECIAL PROJECTS BY CATEGORY, TASK FORCE MEETINGS	10/1/13
C0100335977	05-06 ANNUAL PERFORMANCE REPORT, FINANCIAL RECORDS BY OBJECT CODE	10/1/13

## Destruction of Records

<b>CONTAINER NUMBER</b>	<b>DESCRIPTION</b>	<b>DESTROY DATE</b>
C0100335980	03-08 TITLE V OFFICE POLICY & PROCEDURES MANUAL, BOARD POLICY MANUAL, POLICY & PROCEDURES MANUAL, ONLINE SURVEY, RETREAT SURVEY, FACULTY TEACHING	10/1/13
C0100335981	GENERAL GRANT INFORMATION, STUDENT FILES	10/1/13
CCCCC086154	TUTORIAL TIME CARDS IBM LISTINGS	6/30/13



# Agenda Item (VII-A)

Meeting 10/21/2014 - Regular

Agenda Item Consent Agenda Information (VII-A)

Subject 2013-2014 CCFS-311 – Annual Financial and Budget Report

College/District District

Information Only

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## Background Narrative:

See the attached 2013-2014 CCFS-311 – Annual Financial and Budget Report.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Bill Bogle, Controller

## Attachments:

[10212014\\_2013-2014 CCFS-311 – Annual Financial and Budget Report](#)

# **CCFS-311 – Annual Financial and Budget Report**

## **Background Narrative**

### **FY 2013-2014**

Title 5 of the California Code of Regulations, Sections 58300, et seq., requires that financial information be submitted annually to the Board of Governors for the California Community Colleges. To comply with this requirement, the District prepares a statement of revenues and expenditures commonly known as the CCFS-311 – Annual Financial and Budget Report. The CCFS-311 reports the following information:

Analysis of Compliance with the 50 Percent Law

Analysis of Net Ending Fund Balance

Detail of Unrestricted and Restricted General Fund Revenues

Expenditures by Combined General Fund Activity

Gann Appropriation Limit

Actual Financial Information – FY 2013-2014

Budget Financial Information – FY 2014-2015

Analysis of Interfund Transfers

Receipt and Expenditures of Lottery Proceeds – Actuals

Receipt and Expenditures of Lottery Proceeds – Budget

Details of Education Protection Account

California Community Colleges

**ANNUAL FINANCIAL AND BUDGET REPORT**  
(Financial Report for Fiscal Year 2013-2014)  
(Budget Report for Fiscal Year 2014-2015)

District: RIVERSIDE

District Code: 960

This is to certify that the Annual Financial and Budget Report has been prepared and the budget adopted in accordance with the *California Code of Regulations*, beginning with Section 58300. Further, to the best of my knowledge, the data contained in this report are correct.



District Chief Business Officer

10-7-14

Date



District Superintendent

10-7-14

Date

Contact: Aaron Brown

(951) 222-8789

In accordance with the *California Code of Regulations*, Section 58305(d) a copy of this report is due to the Chancellor's Office on or before October 10, 2014. Please submit the report to :

Chancellor's Office  
California Community Colleges  
Fiscal Services Unit  
1102 Q Street, Suite 300  
Sacramento, CA 95814-6511

Annual Financial and Budget Report

The Current Expense of Education

SUPPLEMENTAL DATA

S11 GENERAL FUND - UNRESTRICTED SUBFUND

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

	Object Code	Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
Academic Salaries		Instructional Salary Cost	Total CEE	Activities	
		AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
<b>Instructional Salaries</b>					
Contract or Regular	1100	26,630,742	26,630,742		26,630,742
Other	1300	24,422,161	24,422,161		24,422,161
<b>Total Instructional Salaries</b>		51,052,903	51,052,903	0	51,052,903
<b>Non-Instructional Salaries</b>					
Contract or Regular	1200		11,087,725	831,231	11,918,956
Other	1400		1,376,819	102,533	1,479,352
<b>Total Non-Instructional Salaries</b>		0	12,464,544	933,764	13,398,308
<b>Total Academic Salaries</b>		51,052,903	63,517,447	933,764	64,451,211
<b>Classified Salaries</b>					
<b>Non-Instructional Salaries</b>					
Regular Status	2100		23,405,914	847,797	24,253,711
Other	2300		1,041,930	214,951	1,256,881
<b>Total Non-Instructional Salaries</b>		0	24,447,844	1,062,748	25,510,592
<b>Instructional Aides</b>					
Regular Status	2200	1,949,279	1,949,279		1,949,279
Other	2400	373,255	373,255		373,255
<b>Total Instructional Aides</b>		2,322,534	2,322,534	0	2,322,534
<b>Total Classified Salaries</b>		2,322,534	26,770,378	1,062,748	27,833,126
<b>Employee Benefits</b>	3000	12,048,250	28,793,209	563,282	29,356,491
<b>Supplies and Materials</b>	4000		1,497,614	121,170	1,618,784
<b>Other Operating Expenses</b>	5000		11,978,551	3,757,840	15,736,391
<b>Equipment Replacement</b>	6420		1,414		1,414
<b>Total Expenditures Prior to Exclusions</b>		65,423,687	132,558,613	6,438,804	138,997,417

Annual Financial and Budget Report

The Current Expense of Education

SUPPLEMENTAL DATA

S11 GENERAL FUND - UNRESTRICTED SUBFUND

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

		Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
Exclusions		Instructional Salary Cost	Total CEE	Activities	
		AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
<b>Activities to Exclude</b>	<b>TOP Code</b>				
Instructional Staff-Retirees' Benefits and Retirement Incentives	5900		1,382,227		1,382,227
Student Health Services Above Amount Collected	6441		21,712		21,712
Student Transportation	6491		55		55
Noninstructional Staff-Retirees' Benefits and Retirement Incentives	6740		1,069,917		1,069,917
<b>Objects to Exclude</b>	<b>Object Code</b>				
Rents and Leases	5060		1,116,330		1,116,330
Lottery Expenditures					
Academic Salaries	1000				0
Classified Salaries	2000		2,798,920		2,798,920
Employee Benefits	3000		233,076		233,076
Supplies and Materials	4000				
Software	4100				0
Books, Magazines, & Periodicals	4200				0
Instructional Supplies & Materials	4300				0
Noninstructional, Supplies & Materials	4400				0
Total Supplies and Materials		0	0	0	0
Other Operating Expenses and Services	5000				0

Annual Financial and Budget Report

The Current Expense of Education

SUPPLEMENTAL DATA

S11 GENERAL FUND - UNRESTRICTED SUBFUND

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

		Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
	Object	Instructional Salary Cost	Total CEE	Activities	
	Code	AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
Capital Outlay	6000				
Library Books	6300				0
Equipment	6400				
Equipment - Additional	6410				0
Equipment - Replacement	6420				0
Total Equipment		0	0	0	0
Total Capital Outlay		0	0	0	0
Other Outgo	7000				0
<b>Total Exclusions</b>		0	6,622,237	0	6,622,237
<b>Total for ECS 84362, 50% Law</b>		65,423,687	125,936,376	6,438,804	132,375,180
<b>Percent of CEE (Instructional Salary Cost / Total CEE)</b>		51.95%	100.00%		
<b>50% of Current Expense of Education</b>			62,968,188		
<b>Nonexempted (Remaining) Deficiency from second preceeding Fiscal Year</b>					
<b>Amount Required to be Expended for Salaries of Classroom Instructors</b>		65,423,687	125,936,376	6,438,804	132,375,180
<b>Reconciliation to Unrestricted General Fund Expenditures</b>					
<b>Total Expenditures Prior to Exclusions</b>		65,423,687	132,558,613	6,438,804	138,997,417
<b>Capital Expenditures</b>	6000	246,036	700,380	23,122	723,502
<b>Equipment Replacement (Back out)</b>	6420		(1,414)	0	(1,414)
<b>Total Unrestricted General Fund Expenditures</b>		65,669,723	133,257,579	6,461,926	139,719,505

COMBINED BALANCE SHEET

10 General Fund — Combined

(Total Unrestricted and Restricted)

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	11	12	10
		General Fund Unrestricted	General Fund Restricted	General Fund COMBINED
<b>ASSETS</b>				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111	1,063,973	286,639	1,350,612
In County Treasury	9112	2,733,186	9,411,082	12,144,268
Cash With Fiscal Agents	9113			0
Revolving Cash Accounts	9114	50,000		50,000
Investments (at cost)	9120			0
Accounts Receivable	9130	19,521,475	4,250,941	23,772,416
Due from Other Funds	9140	227,187	275,919	503,106
Inventories, Stores, and Prepaid Items	9200			
Inventories and Stores	9210			0
Prepaid Items	9220	28,392	58,760	87,152
<b>TOTAL ASSETS</b>		23,624,213	14,283,341	37,907,554
<b>LIABILITIES</b>				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510	5,780,053	1,813,923	7,593,976
Accrued Salaries and Wages Payable	9520			0
Compensated Absences Payable Current	9530			0
Due to Other Funds	9540	126,411	79,760	206,171
Temporary Loans	9550			0
Current Portion of Long-Term Debt	9560	4,970,000		4,970,000
Deferred Revenues	9570	1,013,691	1,801,346	2,815,037
<b>TOTAL LIABILITIES</b>		11,890,155	3,695,029	15,585,184

COMBINED BALANCE SHEET

10 General Fund — Combined

(Total Unrestricted and Restricted)

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	11	12	10
		General Fund Unrestricted	General Fund Restricted	General Fund COMBINED
<b>FUND BALANCE (NON-GASB 54)</b>				
Fund Balance Reserved	9710			0
NonCash Assets	9711			0
Amounts Restricted by Law for Specific Purposes	9712			0
Reserve for Encumbrances Credit	9713			0
Reserve for Encumbrances Debit	9714			0
Reserve for Debt Services	9715			0
Assigned/Committed	9754			0
Unassigned	9790	11,734,058	10,588,312	22,322,370
<b>Total Fund Balance</b>		<b>11,734,058</b>	<b>10,588,312</b>	<b>22,322,370</b>
<b>Fund Balance (GASB 54)</b>	9750			
Nonspendable Fund Balance	9751			0
Restricted Fund Balance	9752			0
Committed Fund Balance	9753			0
Assigned Fund Balance	9754			0
Total Designated Fund Balance		0	0	0
Uncommitted Fund Balance	9790			0
<b>TOTAL FUND EQUITY</b>		<b>11,734,058</b>	<b>10,588,312</b>	<b>22,322,370</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		<b>23,624,213</b>	<b>14,283,341</b>	<b>37,907,554</b>



Annual Financial and Budget Report

- 20 Debt Service Funds:
- 21 Bond Interest and Redemption Fund
- 22 Revenue Bond Interest and Redemption Fund
- 29 Other Debt Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	21 Bond Interest and Redemption Fund	22 Revenue Bond Interest and Redemption Fund	29 Other Debt Service Fund
<b>ASSETS</b>				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111			
In County Treasury	9112	11,566,842		
Cash With Fiscal Agents	9113			
Investments (at cost)	9120			
Accounts Receivable	9130			
Due from Other Funds	9140			
<b>TOTAL ASSETS</b>		11,566,842	0	0
<b>LIABILITIES</b>				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510			
Accrued Salaries and Wages Payable	9520			
Compensated Absences Payable Current	9530			
Due to Other Funds	9540			
Temporary Loans	9550			
Current Portion of Long-Term Debt	9560			
Deferred Revenues	9570			
<b>TOTAL LIABILITIES</b>		0	0	0

Annual Financial and Budget Report

- 20 Debt Service Funds:
- 21 Bond Interest and Redemption Fund
- 22 Revenue Bond Interest and Redemption Fund
- 29 Other Debt Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	21 Bond Interest and Redemption Fund	22 Revenue Bond Interest and Redemption Fund	29 Other Debt Service Fund
<b>FUND BALANCE (NON-GASB 54)</b>				
Fund Balance Reserved	9710			
NonCash Assets	9711			
Amounts Restricted by Law for Specific Purposes	9712			
Reserve for Encumbrances Credit	9713			
Reserve for Encumbrances Debit	9714			
Reserve for Debt Services	9715			
Assigned/Committed	9754			
Unassigned	9790	11,566,842		
<b>Total Fund Balance</b>		11,566,842	0	0
<b>Fund Balance (GASB 54)</b>	9750			
Nonspendable Fund Balance	9751			
Restricted Fund Balance	9752			
Committed Fund Balance	9753			
Assigned Fund Balance	9754			
Total Designated Fund Balance		0	0	0
Uncommitted Fund Balance	9790			
<b>TOTAL FUND EQUITY</b>		11,566,842	0	0
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		11,566,842	0	0

Annual Financial and Budget Report

30 Special Revenue Funds:

- 31 Bookstore Fund
- 32 Cafeteria Fund
- 33 Child Development Fund
- 34 Farm Operation Fund
- 35 Revenue Bond Project Fund
- 39 Other Special Revenue Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA	31	32	33	34	35	39
	(Object)	Bookstore Fund	Cafeteria Fund	Child Development Fund	Farm Operation Fund	Revenue Bond Project Fund	Other Special Revenue Fund
<b>ASSETS</b>							
Cash, Investments, and Receivables	9100						
Cash:							
Awaiting Deposit and in Banks	9111		56,678	38,351			
In County Treasury	9112		741,501	210,379			
Cash With Fiscal Agents	9113						
Revolving Cash Accounts	9114						
Investments (at cost)	9120						
Accounts Receivable	9130		11,498	29,253			
Due from Other Funds	9140		20,749	26,518			
Inventories, Stores, and Prepaid Items	9200						
Inventories and Stores	9210		28,744				
Prepaid Items	9220						
<b>TOTAL ASSETS</b>		0	859,170	304,501	0	0	0
<b>LIABILITIES</b>							
Current Liabilities and Deferred Revenue	9500						
Accounts Payable	9510		86,905	56,954			
Accrued Salaries and Wages Payable	9520						
Compensated Absences Payable Current	9530						
Due to Other Funds	9540		95,239	55,201			
Temporary Loans	9550						
Current Portion of Long-Term Debt	9560						
Deferred Revenues	9570						
<b>TOTAL LIABILITIES</b>		0	182,144	112,155	0	0	0

Annual Financial and Budget Report

30 Special Revenue Funds:

- 31 Bookstore Fund
- 32 Cafeteria Fund
- 33 Child Development Fund
- 34 Farm Operation Fund
- 35 Revenue Bond Project Fund
- 39 Other Special Revenue Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	31 Bookstore Fund	32 Cafeteria Fund	33 Child Development Fund	34 Farm Operation Fund	35 Revenue Bond Project Fund	39 Other Special Revenue Fund
<b>FUND BALANCE (NON-GASB 54)</b>							
Fund Balance Reserved	9710	0	0	0	0	0	0
NonCash Assets	9711	0	0	0	0	0	0
Amounts Restricted by Law for Specific Purposes	9712	0	0	0	0	0	0
Reserve for Encumbrances Credit	9713	0	0	0	0	0	0
Reserve for Encumbrances Debit	9714	0	0	0	0	0	0
Reserve for Debt Services	9715	0	0	0	0	0	0
Assigned/Committed	9754	0	0	0	0	0	0
Unassigned	9790	0	680,026	192,346	0	0	0
<b>Total Fund Balance</b>		0	680,026	192,346	0	0	0
<b>Fund Balance (GASB 54)</b>	9750						
Nonspendable Fund Balance	9751	0	0	0	0	0	0
Restricted Fund Balance	9752	0	0	0	0	0	0
Committed Fund Balance	9753	0	0	0	0	0	0
Assigned Fund Balance	9754	0	0	0	0	0	0
Total Designated Fund Balance		0	0	0	0	0	0
Uncommitted Fund Balance	9790	0	0	0	0	0	0
<b>TOTAL FUND EQUITY</b>		0	680,026	192,346	0	0	0
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		0	862,170	304,501	0	0	0

Annual Financial and Budget Report

40 Capital Projects Funds:

41 Capital Outlay Projects Fund

42 Revenue Bond Construction Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	41	42	43
		Capital Outlay Projects Fund	Revenue Bond Construction Fund	General Obligation Bond Fund
<b>ASSETS</b>				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111			
In County Treasury	9112	48,243,560		
Cash With Fiscal Agents	9113			
Revolving Cash Accounts	9114			
Investments (at cost)	9120			
Accounts Receivable	9130	2,054,147		
Due from Other Funds	9140	40,380		
Inventories, Stores, and Prepaid Items	9200			
Inventories and Stores	9210			
Prepaid Items	9220			
<b>TOTAL ASSETS</b>		50,338,087	0	0
<b>LIABILITIES</b>				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510	1,845,677		
Accrued Salaries and Wages Payable	9520			
Compensated Absences Payable Current	9530			
Due to Other Funds	9540	32,964		
Temporary Loans	9550			
Current Portion of Long-Term Debt	9560			
Deferred Revenues	9570	1,081,157		
<b>TOTAL LIABILITIES</b>		2,959,798	0	0

Annual Financial and Budget Report

40 Capital Projects Funds:

41 Capital Outlay Projects Fund

42 Revenue Bond Construction Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	41	42	43
		Capital Outlay Projects Fund	Revenue Bond Construction Fund	General Obligation Bond Fund
<b>FUND BALANCE (NON-GASB 54)</b>				
Fund Balance Reserved	9710			
NonCash Assets	9711			
Amounts Restricted by Law for Specific Purposes	9712			
Reserve for Encumbrances Credit	9713			
Reserve for Encumbrances Debit	9714			
Reserve for Debt Services	9715			
Assigned/Committed	9754			
Unassigned	9790	47,378,289		
<b>Total Fund Balance</b>		47,378,289	0	0
<b>Fund Balance (GASB 54)</b>	9750			
Nonspendable Fund Balance	9751			
Restricted Fund Balance	9752			
Committed Fund Balance	9753			
Assigned Fund Balance	9754			
<b>Total Designated Fund Balance</b>		0	0	0
Uncommitted Fund Balance	9790			
<b>TOTAL FUND EQUITY</b>		47,378,289	0	0
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		50,338,087	0	0

Annual Financial and Budget Report

50 Enterprise Funds:

- 51 Bookstore Fund
- 52 Cafeteria Fund
- 53 Farm Operations Fund
- 59 Other Enterprise Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	51	52	53	59
		Bookstore Fund	Cafeteria Fund	Farm Operations Fund	Other Enterprise Fund
<b>ASSETS</b>					
Cash, Investments, and Receivables	9100				
Cash:					
Awaiting Deposit and in Banks	9111				
In County Treasury	9112				
Cash With Fiscal Agents	9113				
Revolving Cash Accounts	9114				
Investments (at cost)	9120				
Accounts Receivable	9130				
Due from Other Funds	9140				
Inventories, Stores, and Prepaid Items	9200				
Inventories and Stores	9210				
Prepaid Items	9220				
<b>Fixed Assets</b>	9300				
Sites	9310				
Site Improvements	9320				
Accumulated Depreciation Site Improvements	9321				
Buildings	9330				
Accumulated Depreciation Buildings	9331				
Library Books	9340				
Equipment	9350				
Accumulated Depreciation Equipment	9351				
Work in Progress	9360				
<b>Total Fixed Assets</b>		0	0	0	0
<b>TOTAL ASSETS</b>		0	0	0	0

Annual Financial and Budget Report

50 Enterprise Funds:

51 Bookstore Fund

53 Farm Operations Fund

COMBINED BALANCE SHEET

52 Cafeteria Fund

59 Other Enterprise Fund

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	51	52	53	59
		Bookstore Fund	Cafeteria Fund	Farm Operations Fund	Other Enterprise Fund
<b>LIABILITIES</b>					
Current Liabilities and Deferred Revenue	9500				
Accounts Payable	9510				
Accrued Salaries and Wages Payable	9520				
Compensated Absences Payable Current	9530				
Due to Other Funds	9540				
Temporary Loans	9550				
Current Portion of Long-Term Debt	9560				
Deferred Revenues	9570				
Total Current Liabilities and Deferred Revenue		0	0	0	0
Long-Term Liabilities	9600				
Bonds Payable	9610				
Revenue Bonds Payable	9620				
Certificates of Participation	9630				
Lease Purchase of Capital Lease	9640				
Compensated Absences Long Term	9650				
Post-Employment Benefits Long Term	9660				
Other Long-Term Liabilities	9670				
Total Long-Term Liabilities		0	0	0	0
<b>TOTAL LIABILITIES</b>	968	0	0	0	0



Annual Financial and Budget Report

50 Enterprise Funds:

- |                   |                          |
|-------------------|--------------------------|
| 51 Bookstore Fund | 53 Farm Operations Fund  |
| 52 Cafeteria Fund | 59 Other Enterprise Fund |

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	51	52	53	59
		Bookstore Fund	Cafeteria Fund	Farm Operations Fund	Other Enterprise Fund
<b>FUND EQUITY</b>					
Fund Balance Reserved	9710				
NonCash Assets	9711				
Amounts Restricted by Law for Specific Purposes	9712				
Reserve for Encumbrances Credit	9713				
Reserve for Encumbrances Debit	9714				
Reserve for Debt Services	9715				
Assigned/Committed	9754				
Unassigned	9790				
Total Reserved Fund Balance		0	0	0	0
<b>Fund Balance (GASB 54)</b>	9750				
Nonspendable Fund Balance	9751				
Restricted Fund Balance	9752				
Committed Fund Balance	9753				
Assigned Fund Balance	9754				
Total Designated Fund Balance		0	0	0	0
Uncommitted(Unrestricted) Fund Balance	9790				
<b>Other Equity</b>	9800				
Contributed Capital	9810				
Retained Earnings	9850				
Investment in General Fixed Assets	9890				
<b>TOTAL FUND EQUITY</b>		0	0	0	0
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		0	0	0	0

Annual Financial and Budget Report

60 Internal Service Funds:

61 Self-Insurance Fund

69 Other Internal Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA	61	69
	(Object)	Self-Insurance Fund	Other Internal Service Fund
<b>ASSETS</b>			
Cash, Investments, and Receivables	9100		
Cash:			
Awaiting Deposit and in Banks	9111		
In County Treasury	9112	7,157,377	
Cash With Fiscal Agents	9113	400,000	
Revolving Cash Accounts	9114		
Investments (at cost)	9120		
Accounts Receivable	9130	538,379	
Due from Other Funds	9140	2,009	
Student Loans Receivable	9150		
Inventories, Stores, and Prepaid Items	9200		
Inventories and Stores	9210		
Prepaid Items	9220	828	
<b>Fixed Assets</b>	9300		
Sites	9310		
Site Improvements	9320		
Accumulated Depreciation Site Improvements	9321		
Buildings	9330		
Accumulated Depreciation Buildings	9331		
Library Books	9340		
Equipment	9350		
Accumulated Depreciation Equipment	9351		
Work in Progress	9360		
<b>Total Fixed Assets</b>		0	0
<b>TOTAL ASSETS</b>		8,098,593	0

Annual Financial and Budget Report

60 Internal Service Funds:

61 Self-Insurance Fund

69 Other Internal Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA	61	69
	(Object)	Self-Insurance Fund	Other Internal Service Fund
<b>LIABILITIES</b>			
Current Liabilities and Deferred Revenue	9500		
Accounts Payable	9510	2,686,709	
Accrued Salaries and Wages Payable	9520		
Compensated Absences Payable Current	9530		
Due to Other Funds	9540	395	
Temporary Loans	9550		
Current Portion of Long-Term Debt	9560		
Deferred Revenues	9570	1,115,953	
Total Current Liabilities and Deferred Revenue		3,803,057	0
Long-Term Liabilities	9600		
Bonds Payable	9610		
Revenue Bonds Payable	9620		
Certificates of Participation	9630		
Lease Purchase of Capital Lease	9640		
Compensated Absences Long Term	9650		
Post-Employment Benefits Long Term	9660		
Other Long-Term Liabilities	9670		
Total Long-Term Liabilities		0	0
<b>TOTAL LIABILITIES</b>	968	3,803,057	0

Annual Financial and Budget Report

60 Internal Service Funds:

61 Self-Insurance Fund

69 Other Internal Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA	61	69
	(Object)	Self-Insurance Fund	Other Internal Service Fund
<b>FUND EQUITY</b>			
Fund Balance Reserved	9710		
NonCash Assets	9711		
Amounts Restricted by Law for Specific Purposes	9712		
Reserve for Encumbrances Credit	9713		
Reserve for Encumbrances Debit	9714		
Reserve for Debt Services	9715		
Assigned/Committed	9754		
Unassigned	9790		
Total Reserved Fund Balance		0	0
<b>Fund Balance (GASB 54)</b>	9750		
Nonspendable Fund Balance	9751		
Restricted Fund Balance	9752		
Committed Fund Balance	9753		
Assigned Fund Balance	9754		
Total Designated Fund Balance		0	0
Uncommitted(Unrestricted) Fund Balance	9790	4,295,536	
<b>Other Equity</b>	9800		
Contributed Capital	9810		
Retained Earnings	9850		
Investment in General Fixed Assets	9890		
<b>TOTAL FUND EQUITY</b>		4,295,536	0
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		8,098,593	0

Annual Financial and Budget Report

70 Trust Funds

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	71	72	73	74	75	76	77	79
		Associated Students Trust Fund	Student Representation Fee Trust Fund	Student Body Center Fee Trust Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Investment Trust Fund	Deferred Compensation Trust Fund	Other Trust Fund
<b>ASSETS</b>									
Cash, Investments, and Receivables	9100								
Cash:									
Awaiting Deposit and in Banks	9111								
In County Treasury	9112	2,002,580			338,998				
Cash With Fiscal Agents	9113								
Revolving Cash Accounts	9114								
Investments (at cost)	9120								
Accounts Receivable	9130	869			286,634				
Due from Other Funds	9140	77,352							
Student Loans Receivable	9150								
Inventories, Stores, and Prepaid Items	9200								
Inventories and Stores	9210								
Prepaid Items	9220								
<b>Fixed Assets</b>	9300								
Sites	9310								
Site Improvements	9320								
Accumulated Depreciation Site Improvements	9321								
Buildings	9330								
Accumulated Depreciation Buildings	9331								
Library Books	9340								
Equipment	9350								
Accumulated Depreciation Equipment	9351								
Work in Progress	9360								
<b>Total Fixed Assets</b>		0	0	0	0	0	0	0	0
<b>TOTAL ASSETS</b>		2,080,801	0	0	625,632	0	0	0	0

Annual Financial and Budget Report

70 Trust Funds

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	71	72	73	74	75	76	77	79
		Associated Students Trust Fund	Student Representation Fee Trust Fund	Student Body Center Fee Trust Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Investment Trust Fund	Deferred Compensation Trust Fund	Other Trust Fund
<b>LIABILITIES</b>									
Current Liabilities and Deferred Revenue	9500								
Accounts Payable	9510	52,573			335,446				
Accrued Salaries and Wages Payable	9520								
Compensated Absences Payable Current	9530								
Due to Other Funds	9540	24,608			255,534				
Temporary Loans	9550								
Current Portion of Long-Term Debt	9560								
Deferred Revenues	9570								
Total Current Liabilities and Deferred Revenue		77,181	0	0	590,980	0	0	0	0
Long-Term Liabilities	9600								
Bonds Payable	9610								
Revenue Bonds Payable	9620								
Certificates of Participation	9630								
Lease Purchase of Capital Lease	9640								
Compensated Absences Long Term	9650								
Post-Employment Benefits Long Term	9660								
Other Long-Term Liabilities	9670								
Total Long-Term Liabilities		0	0	0	0	0	0	0	0
<b>TOTAL LIABILITIES</b>	968	77,181	0	0	590,980	0	0	0	0

Annual Financial and Budget Report

70 Trust Funds

COMBINED BALANCE SHEET

For Year Ended June 30, 2014

District ID: 960

Name: RIVERSIDE

Description	CA (Object)	71	72	73	74	75	76	77	79
		Associated Students Trust Fund	Student Representation Fee Trust Fund	Student Body Center Fee Trust Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Investment Trust Fund	Deferred Compensation Trust Fund	Other Trust Fund
<b>FUND EQUITY</b>									
Fund Balance Reserved	9710								
NonCash Assets	9711								
Amounts Restricted by Law for Specific Purposes	9712	996,228							
Reserve for Encumbrances Credit	9713								
Reserve for Encumbrances Debit	9714								
Reserve for Debt Services	9715								
Assigned/Committed	9754								
Unassigned	9790	1,007,392			34,652				
<b>Total Reserved Fund Balance</b>		<b>2,003,620</b>	<b>0</b>	<b>0</b>	<b>34,652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance (GASB 54)</b>	9750								
Nonspendable Fund Balance	9751								
Restricted Fund Balance	9752								
Committed Fund Balance	9753								
Assigned Fund Balance	9754								
<b>Total Designated Fund Balance</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Uncommitted(Unrestricted) Fund Balance	9790								
<b>Other Equity</b>	9800								
Contributed Capital	9810								
Retained Earnings	9850								
Investment in General Fixed Assets	9890								
<b>TOTAL FUND EQUITY</b>		<b>2,003,620</b>	<b>0</b>	<b>0</b>	<b>34,652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		<b>2,080,801</b>	<b>0</b>	<b>0</b>	<b>625,632</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2013-2014

District ID: 960

Name: RIVERSIDE

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
<b>Federal Revenues</b>	8100			
Forest Revenues	8110			0
Higher Education Act	8120		7,622,495	7,622,495
Workforce Investment Act	8130			0
Temporary Assistance for Needy Families (TANF)	8140		166,487	166,487
Student Financial Aid	8150	119,990	965,407	1,085,397
Veterans Education	8160		7,839	7,839
Vocational and Technical Education Act (VATEA)	8170		1,381,345	1,381,345
Other Federal Revenues	8190		2,311,320	2,311,320
<b>Total Federal Revenues</b>	8100	119,990	12,454,893	12,574,883
<b>State Revenues</b>	8600			
General Apportionments	8610			0
Apprenticeship Apportionment	8611			0
State General Apportionment	8612	73,271,776		73,271,776
Other General Apportionment	8613	1,475,329		1,475,329
General Categorical Programs	8620			
Child Development	8621			0
Extended Opportunity Programs and Services(EOPS)	8622		1,445,095	1,445,095
Disabled Students Programs and Services(DSPS)	8623		2,205,842	2,205,842
Temporary Assistance for Needy Families (TANF)	8624			0
California Work Opportunity and Responsibility to Kids (CalWORKs)	8625		805,577	805,577
Telecommunications and Technology Infrastructure Program (TTIP)	8626			0
Other General Categorical Programs	8627		5,948,566	5,948,566



Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2013-2014

District ID: 960

Name: RIVERSIDE

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
<b>EPA Proceeds</b>	8630	19,665,239		19,665,239
<b>Reimbursable Categorical Programs</b>	8650			
Instructional Improvement Grant	8651			0
Other Reimbursable Categorical Programs	8652		4,078	4,078
<b>State Tax Subventions</b>	8670			
Homeowners' Property Tax Relief	8671	450,433		450,433
Timber Yield Tax	8672			0
Other State Tax Subventions	8673	1,276		1,276
<b>State Non-Tax Revenues</b>	8680			
State Lottery Proceeds	8681	3,031,996	894,756	3,926,752
State Mandated Costs	8685	703,405		703,405
Other State Non-Tax Revenues	8686			0
Other State Revenues	8690			0
<b>Total State Revenues</b>	8600	98,599,454	11,303,914	109,903,368

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2013-2014

District ID: 960

Name: RIVERSIDE

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted Actual	Restricted Actual	General Fund Actual
<b>Local Revenues</b>	8800			
Property Taxes	8810			
Tax Allocation, Secured Roll	8811	29,249,184		29,249,184
Tax Allocation, Supplemental Roll	8812	484,681		484,681
Tax Allocation, Unsecured Roll	8813	1,440,212		1,440,212
Prior Years Taxes	8816	843,427		843,427
Education Revenues Augmentation Fund (ERAF)	8817	(6,622,484)		(6,622,484)
Redevelopment Agency Funds - Pass Through	8818	633,210		633,210
Redevelopment Agency Funds - Residual	8819	3,159,732		3,159,732
Redevelopment Agency Funds - Asset Liquidation	8819.1	96,687		96,687
Contributions, Gifts, Grants, and Endowments	8820	44,170	545,928	590,098
Contract Services	8830			
Contract Instructional Services	8831	665,622		665,622
Other Contract Services	8832			0
Sales and Commissions	8840	1,268,477		1,268,477
Rentals and Leases	8850	286,096	7,824	293,920
Interest and Investment Income	8860	70,754	38,740	109,494
Student Fees and Charges	8870			
Community Services Classes	8872	177,761		177,761
Dormitory	8873			0
Enrollment	8874	8,632,772		8,632,772
Contra Revenue Account	8874.1			0
Field Trips and Use of Nondistrict Facilities	8875			0
Health Services	8876		1,340,567	1,340,567
Instructional Materials Fees and Sales of Materials	8877			0
Insurance	8878			0
Student Records	8879	134,080		134,080
Nonresident Tuition	8880	2,476,038	749,917	3,225,955
Parking Services and Public Transportation	8881		1,915,644	1,915,644
Other Student Fees and Charges	8885	117,835	194,851	312,686
Other Local Revenues	8890	593,883	2,592,145	3,186,028
<b>Total Local Revenues</b>	8800	43,752,137	7,385,616	51,137,753
<b>Total Revenues</b>		142,471,581	31,144,423	173,616,004

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2013-2014

District ID: 960

Name: RIVERSIDE

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
<b>Other Financing Sources</b>	8900			
Proceeds of General Fixed Assets	8910	8,646		8,646
Proceeds of Long-Term Debt	8940			0
Incoming Transfers -- (8981/8982/8983)	898#	(1,368,845)	1,368,845	0
<b>Total Other Financing Sources</b>	8900	(1,360,199)	1,368,845	8,646
<b>Total Revenues and Other Financing Sources</b>		141,111,382	32,513,268	173,624,650

Annual Financial and Budget Report

S10 General Fund - Combined

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Agriculture and Natural Resources	0100						0
Architecture and Environmental Design	0200	36,191		37			36,228
Environmental Sciences and Technologies	0300						0
Biological Sciences	0400	3,782,534		152,655	87,430		4,022,619
Business and Management	0500	2,754,824		4,567	1,671		2,761,062
Communications	0600	1,653,733		32,886	138,466		1,825,085
Computer and Information Science	0700	2,257,064	2,841	44,690	28,468		2,333,063
Education	0800	5,376,854		458,426	4,972		5,840,252
Engineering and Related Industrial Technology	0900	2,083,358		96,679	245,864		2,425,901
Fine and Applied Arts	1000	5,632,712		244,431	95,465		5,972,608
Foreign language	1100	2,243,063		5,145	63		2,248,271
Health	1200	6,629,151		542,969	91,115		7,263,235
Consumer Education And Home Economics	1300	1,364,632		417,739	1,977		1,784,348
Law	1400	84,504					84,504
Humanities(Letters)	1500	8,951,386		30,952			8,982,338
Library Science	1600	36,631		37			36,668
Mathematics	1700	6,351,116		10,588	99,723		6,461,427
Military Studies	1800						0
Physical Sciences	1900	3,090,074		98,937	60,874		3,249,885
Psychology	2000	1,287,389		937			1,288,326
Public Affairs and Services	2100	2,091,711		837,638	116,461		3,045,810
Social Sciences	2200	4,909,067		10,730	1,610		4,921,407
Commercial Services	3000	1,237,340		53,155	3,888		1,294,383
Interdisciplinary Studies	4900	5,442,634		184,876	107,843		5,735,353
Instruc Staff-Retirees' Bnfts & Retire Incents	5900		1,382,227				1,382,227
<b>Sub-Total Instructional Activites</b>		67,295,968	1,385,068	3,228,074	1,085,890		72,995,000
<b>Total Expenditures for GF Activities*</b>		68,511,416	72,321,735	21,473,823	5,189,189	4,221,951	171,718,114

\*Total Expenditures for GF Activities above is the grand total of Instructional and Non-Instructional activities.

Annual Financial and Budget Report

S10 General Fund - Combined

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Instructional Administration and Governance	6000						
Academic Administration	6010	526,553	15,301,336	2,796,750	1,110,515		19,735,154
Course and Curriculum Development	6020	61,672	2,386,779	956,660	186,405		3,591,516
Academic / Faculty Senate	6030						0
Other Instructional Administration & Governance	6090						0
<b>Total Instructional Admin. &amp; Governance</b>		588,225	17,688,115	3,753,410	1,296,920	0	23,326,670
Instructional Support Services	6100						
Learning Center	6110		523,260	4,248			527,508
Library	6120	104,528	3,284,447	206,937	367,013		3,962,925
Media	6130		1,361,333	110,389	525,840		1,997,562
Museums and Galleries	6140						0
Academic Information Systems and Technology	6150						0
Other Instructional Support Services	6190						0
<b>Total Instructional Support Services</b>		104,528	5,169,040	321,574	892,853	0	6,487,995
Admissions and Records	6200	7,508	2,923,692	423,786	14,816		3,369,802
Student Counseling and Guidance	6300						
Counseling and Guidance	6310	174,319	4,336,559	158,660	23,186		4,692,724
Matriculation and Student Assessment	6320						0
Transfer Programs	6330	3,211	53,157	8,072	628		65,068
Career Guidance	6340						0
Other Student Counseling and Guidance	6390						0
<b>Total Student Counseling and Guidance</b>		177,530	4,389,716	166,732	23,814	0	4,757,792

Annual Financial and Budget Report

S10 General Fund - Combined

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Other Student Services	6400						
Cal Work Opportunity and Responsibility to Kids *	6410						0
Disabled Student Programs and Services (DSPS)	6420	49,488	1,930,875	138,044	43,243		2,161,650
Extended Opportunity Programs and Services (EOPS)	6430	31,473	962,068	83,356	18,289		1,095,186
Health Services	6440	27,822	1,009,315	343,908	12,509		1,393,554
Student Personnel Administration	6450	57,522	3,252,968	508,612	17,286		3,836,388
Financial Aid Administration	6460	17,735	2,958,627	195,512	2,058		3,173,932
Job Placement Services	6470			1,507			1,507
Veterans Services	6480		392,931	14,489	4,267		411,687
Miscellaneous Student Services	6490	479	12,195	200,632			213,306
<b>Total Other Student Services</b>		184,519	10,518,979	1,486,060	97,652	0	12,287,210
Operation and maintenance of Plant	6500						
Building Maintenance and Repairs	6510		2,020,665	819,897	31,479		2,872,041
Custodial Services	6530		3,019,652	257,123	10,245		3,287,020
Grounds Maintenance and Repairs	6550		1,561,253	202,378	63,707		1,827,338
Utilities	6570			3,821,392			3,821,392
Other Operations and Maintenance of Plant	6590			192,484	20,113		212,597
<b>Total Operation and Maintenance of Plant</b>	6500	0	6,601,570	5,293,274	125,544	0	12,020,388
<b>Planning, Policymaking and Coordinations</b>	6600	70,218	2,806,511	713,855	6,825		3,597,409

\* California Work Opportunity and Responsibility to Kids (CalWORKs).

Annual Financial and Budget Report

S10 General Fund - Combined

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
General Institutional Support Services	6700						
Community Relations	6710	60	1,735,926	238,081	16,125		1,990,192
Fiscal Operations	6720		3,037,382	727,882	437,797		4,203,061
Human Resources Management	6730	650	1,614,045	299,862	2,351		1,916,908
Noninstruct Staff Retirees' Benefits & Retirement *	6740		1,069,917				1,069,917
Staff Development	6750	4,157	59,639	15,122			78,918
Staff Diversity	6760			18,384			18,384
Logistical Services	6770	4,047	3,158,044	940,597	94,536		4,197,224
Management Information Systems	6780		3,760,629	1,476,035	16,896		5,253,560
Other General Institutional Support Services	6790		34,484				34,484
<b>Total General Institutional Support Services</b>	<b>6700</b>	<b>8,914</b>	<b>14,470,066</b>	<b>3,715,963</b>	<b>567,705</b>	<b>0</b>	<b>18,762,648</b>
Community Services & Economic Development	6800						
Community Recreation	6810		290,682	220,629			511,311
Community Service Classes	6820	352	623,503	91,119	19		714,993
Community Use of Facilities	6830		360,996	121,438	13,680		496,114
Economic Development	6840						0
Other Community Services & Economic Development	6890						0
<b>Total Community Services</b>	<b>6800</b>	<b>352</b>	<b>1,275,181</b>	<b>433,186</b>	<b>13,699</b>	<b>0</b>	<b>1,722,418</b>

\* Noninstructional Staff Retirees' Benefits & Retirement Incentives.

Annual Financial and Budget Report

S10 General Fund - Combined

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Ancillary Services	6900						
Bookstore	6910			43,628			43,628
Child Development Centers	6920		13,570	121,374			134,944
Farm Operations	6930						0
Food Services	6940		19,568				19,568
Parking	6950		1,971,382	400,172	115,466		2,487,020
Student and Co-Curricular Activities	6960	55,959	963,066	63,256	7,698		1,089,979
Student Housing	6970						0
Other Ancillary Services	6990						0
<b>Total Ancillary Services</b>	6900	55,959	2,967,586	628,430	123,164	0	3,775,139
Auxiliary Operations	7000						
Contract Education	7010	11,898	876,030	891,397	2,341		1,781,666
Other Auxiliary Operations	7090	5,797	1,250,181	405,608			1,661,586
<b>Total Auxiliary Operations</b>	7000	17,695	2,126,211	1,297,005	2,341	0	3,443,252



Annual Financial and Budget Report

S10 General Fund - Combined

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
<b>Physical Property and Related Acquisitions</b>	7100			12,474	937,966		950,440
Long-Term Debt and Other Financing	7200						
Long_Term Debt	7210						0
Tax revenue Anticipation Notes	7220						0
Other Financing	7290						0
<b>Total Long-Term Debt and Other Financing</b>	7200	0	0	0	0	0	0
Transfers, Student Aid and Other Outgo	7300						
Transfers	7310					3,253,843	3,253,843
Student Aid	7320					968,108	968,108
Other Outgo	7390						0
<b>Total Transfers, Student Aid and Other Outgo</b>	7300	0	0	0	0	4,221,951	4,221,951
<b>Sub-Total Non-Instructional Activites</b>		1,215,448	70,936,667	18,245,749	4,103,299	4,221,951	98,723,114
<b>Total Expenditures General Fund: activities *</b>		68,511,416	72,321,735	21,473,823	5,189,189	4,221,951	171,718,114

\* Total Expenditures for the General Fund: Instructional Activities and Non-Instructional Activities.

Gann Appropriations Limit

GANN Report

DISTRICT NAME: RIVERSIDE

I.	2014-2015 Appropriations Limit:			
A.	2013-2014 Appropriations Limit:			\$168,932,799
B.	2014-2015 Price Factor:	0.9977		
C.	Population factor:			
	1. 2012-2013 Second Period Actual FTES	25,130.00		
	2. 2013-2014 Second Period Actual FTES	26,493.00		
	3. 2013-2014 Population change factor (C2/C1)	1.0542		
D.	2013-2014 Limit adjusted by inflation and population factors (A * B * C.3)			\$177,679,352
E.	Adjustments to increase limit:			
	1. Transfers in of financial responsibility		\$0	
	2. Temporary voter approved increases		0	
	3. Total adjustments - increase			0
	Sub-Total (D + E.3)			\$177,679,352
F.	Adjustments to decrease limit:			
	1. Transfers out of financial responsibility		\$0	
	2. Lapses of voter approved increases		0	
	3. Total adjustments - decrease			0
G.	2014-2015 Appropriations Limit (D + E.3 - F.3)			\$177,679,352
II.	2014-2015 Appropriations Subject to Limit:			
A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)			97,756,606
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)			480,000
C.	Local Property taxes			28,484,492
D.	Estimated excess Debt Service taxes			0
E.	Estimated Parcel taxes, Square Foot taxes, etc.			0
F.	Interest on proceeds of taxes			49,475
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates			0
H.	2014-2015 Appropriations Subject to Limit			\$126,770,573

Annual Financial and Budget Report

**10 General Fund**

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

**General Fund**

Description	Object Code	Fund: 11		Fund: 12		Fund: 10	
		UNRESTRICTED SUBFUND		RESTRICTED SUBFUND		TOTAL	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100	119,990	188,321	12,454,893	13,560,641	12,574,883	13,748,962
State Revenues	8600	98,599,454	103,900,716	11,303,914	13,770,127	109,903,368	117,670,843
Local Revenues	8800	43,752,137	44,894,490	7,385,616	7,952,392	51,137,753	52,846,882
<b>Total Revenues</b>		142,471,581	148,983,527	31,144,423	35,283,160	173,616,004	184,266,687
<b>EXPENDITURES:</b>							
Academic Salaries	1000	64,451,211	66,615,853	3,931,112	4,293,908	68,382,323	70,909,761
Classified Salaries	2000	27,833,125	29,812,887	10,997,271	11,753,728	38,830,396	41,566,615
Employee Benefits	3000	29,356,491	31,985,385	4,263,941	5,007,113	33,620,432	36,992,498
Supplies and Materials	4000	1,618,903	2,361,966	1,694,487	2,586,513	3,313,390	4,948,479
Other Operating Expenses and Services	5000	13,032,306	19,119,765	5,128,127	7,659,236	18,160,433	26,779,001
Capital Outlay	6000	723,502	1,207,061	4,465,687	9,966,430	5,189,189	11,173,491
<b>Total Expenditures</b>		137,015,538	151,102,917	30,480,625	41,266,928	167,496,163	192,369,845
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		5,456,043	(2,119,390)	663,798	(5,983,768)	6,119,841	(8,103,158)
<b>Other Financing Sources</b>	8900	-1,360,199	283,800	1,368,845	1,108,393	8,646	1,392,193
<b>Other Outgo</b>	7000	3,288,493	3,009,799	933,458	1,148,759	4,221,951	4,158,558
<b>Net Increase/(Decrease) in Fund Balance</b>		807,351	(4,845,389)	1,099,185	(6,024,134)	1,906,536	(10,869,523)
<b>BEGINNING FUND BALANCE:</b>							
Net Beginning Balance, July 1	9010	10,926,707	11,734,058	9,489,129	10,588,314	20,415,836	22,322,372
Prior Years Adjustments	9020					0	
Adjusted Beginning Balance	9030	10,926,707		9,489,129		20,415,836	
<b>Ending Fund Balance, June 30</b>		11,734,058	6,888,669	10,588,314	4,564,180	22,322,372	11,452,849

Annual Financial and Budget Report

20 Debt service Funds

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

DEBT SERVICE FUNDS

Description	Object Code	Fund: 21		Fund: 22		Fund: 29	
		BOND INTEREST AND REDEMPTION FUND		REVENUE BOND INTEREST AND REDEMPTION FUND		OTHER DEBT SERVICE FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100	2,308,240					
State Revenues	8600	143,513					
Local Revenues	8800	13,827,123					
<b>Total Revenues</b>		16,278,876	0	0	0	0	0
Other Financing Sources	8900						
Interfund Transfers In	8981						
Other Incoming Transfers	8983						
<b>Total Other Financing Sources</b>		0	0	0	0	0	0
Other Outgo	7000						
Debt Retirement (Long Term Debt)	7100						
Debt Reduction	7110	15,936,068					
Debt Interest and Other Service Charges	7120						
Transfers Outgoing	7300 & 7400						
Reserve for Contingencies	7900						
<b>Total Other Outgo</b>	7000	15,936,068	0	0	0	0	0
<b>Net Other Financing Sources / (Other Outgo)</b>	8900 & 7000	(15,936,068)	0	0	0	0	0
<b>Net Increase/Decrease in Fund Balance</b>		342,808	0	0	0	0	0
<b>BEGINNING FUND BALANCE:</b>							
Net Beginning Balance, July 1	9010	11,224,034	11,566,842		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	11,224,034		0		0	
<b>Ending Fund Balance, June 30</b>		11,566,842	11,566,842	0	0	0	0

Annual Financial and Budget Report

30 Special Revenue Funds -- Part 1

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

Special Revenue Funds

Description	Object Code	FUND: 31		FUND 32		FUND 33	
		BOOKSTORE FUND		CAFETERIA FUND		CHILD DEVELOPMENT FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100						50,500
State Revenues	8600					70,348	70,348
Local Revenues	8800			2,151,728	2,214,681	992,581	986,744
<b>Total Income</b>		0	0	2,151,728	2,214,681	1,062,929	1,107,592
<b>Expenditures</b>							
Academic Salaries	1000					590,109	607,128
Classified Salaries	2000			830,381	893,621	213,259	182,990
Employee Benefits	3000			302,670	321,430	116,681	129,786
Supplies and Materials	4000			999,770	1,033,272	37,278	39,400
Other Operating Expenses and Services	5000			165,725	188,160	39,828	68,517
Capital Outlay	6000			28,989	73,483	26,607	42,304
<b>Total Expenditures</b>		0	0	2,327,535	2,509,966	1,023,762	1,070,125
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		0	0	(175,807)	(295,285)	39,167	37,467
<b>Other Financing Sources</b>	8900			483,843	256,503		99,903
<b>Other Outgo</b>	7000						
<b>Net Increase/(Decrease) in Fund Balance</b>		0	0	308,036	(38,782)	39,167	137,370
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010		0	371,989	680,025	153,179	192,346
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0		371,989		153,179	
<b>Ending Fund Balance, June 30</b>		0	0	680,025	641,243	192,346	329,716

Annual Financial and Budget Report

30 Special Revenue Funds -- Part 2

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

**Special Revenue Funds**

Description	Object	FUND: 34		FUND 35		FUND 39	
	Code	FARM OPERATION FUND		REVENUE BOND PROJECT FUND		OTHER SPECIAL REVENUE FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100						
State Revenues	8600						
Local Revenues	8800						
<b>Total Income</b>		0	0	0	0	0	0
<b>Expenditures</b>							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
<b>Total Expenditures</b>		0	0	0	0	0	0
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		0	0	0	0	0	0
<b>Other Financing Sources</b>	8900						
<b>Other Outgo</b>	7000						
<b>Net Increase/(Decrease) in Fund Balance</b>		0	0	0	0	0	0
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010		0		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0		0		0	
<b>Ending Fund Balance, June 30</b>		0	0	0	0	0	0

Annual Financial and Budget Report

40 Capital Projects Funds

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

**Capital Projects Funds**

Description	Object	FUND: 41		FUND 42		FUND 43	
	Code	CAPITAL QUTLAY PROJECTS FUND		REVENUE BOND CONSTRUCTION FUND		GENERAL OBLIGATION BOND FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100						
State Revenues	8600	3,875,979	4,650,707				
Local Revenues	8800	385,613	1,388,168				
<b>Total Income</b>		4,261,592	6,038,875	0	0	0	0
<b>Expenditures</b>							
Academic Salaries	1000						
Classified Salaries	2000	332,207	624,550				
Employee Benefits	3000	136,204	312,891				
Supplies and Materials	4000	8,506					
Other Operating Expenses and Services	5000	525,716	305,849				
Capital Outlay	6000	23,554,080	112,133,869				
<b>Total Expenditures</b>		24,556,713	113,377,159	0	0	0	0
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		(20,295,121)	(107,338,284)	0	0	0	0
<b>Other Financing Sources</b>	8900	1,270,000	1,484,875				
<b>Other Outgo</b>	7000		214,875				
<b>Net Increase/(Decrease) in Fund Balance</b>		(19,025,121)	(106,068,284)	0	0	0	0
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010	66,403,411	47,378,290		0		0
Prior Years Adustments	9020						
Adjusted Beginning Balance	9030	66,403,411		0		0	
<b>Ending Fund Balance, June 30</b>		47,378,290	(58,689,994)	0	0	0	0

Annual Financial and Budget Report

50 Enterprise Funds Group -- Part 1

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

Enterprise Funds

Description	Object Code	FUND: 51		FUND 52		FUND 53	
		BOOKSTORE FUND		CAFETERIA FUND		FARM OPERATIONS	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Local Revenues	8800						
Other Financing Sources	8900						
<b>Total Income</b>		0	0	0	0	0	0
<b>Cost of Sales</b>	5890						
<b>Gross Profit or Loss</b>		0	0	0	0	0	0
<b>Expenditures</b>							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
<b>Total Expenditures</b>		0	0	0	0	0	0
<b>Net Profit or Loss</b>		0	0	0	0	0	0
<b>Other Outgo</b>	7000						
<b>Net Increase/(Decrease) in Fund Balance</b>		0	0	0	0	0	0
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010		0		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0		0		0	
<b>Ending Fund Balance, June 30</b>		0	0	0	0	0	0



Annual Financial and Budget Report

50 Enterprise Funds Group -- Part 2

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

Enterprise Funds

Description	Object Code	FUND: 59					
		OTHER ENTERPRISE FUND					
		Actual	Budget				
<b>REVENUES:</b>							
Local Revenues	8800						
Other Financing Sources	8900						
<b>Total Income</b>		0	0				
<b>Cost of Sales</b>	5890						
<b>Gross Profit or Loss</b>		0	0				
<b>Expenditures</b>							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
<b>Total Expenditures</b>		0	0				
<b>Net Profit or Loss</b>		0	0				
<b>Other Outgo</b>	7000						
<b>Net Increase/(Decrease) in Fund Balance</b>		0	0				
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010		0				
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0					
<b>Ending Fund Balance, June 30</b>		0	0				

Annual Financial and Budget Report

60 Enterprise Funds Group

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

Internal Service Funds

Description	Object Code	FUND: 61		FUND 69			
		SELF-INSURANCE FUND		OTHER INTERNAL SERVICES FUND			
		Actual	Budget	Actual	Budget		
<b>REVENUES:</b>							
Local Revenues	8800	7,074,913	9,012,847				
Other Financing Sources	8900	1,500,000					
<b>Total Income</b>		8,574,913	9,012,847	0	0		
<b>Expenditures</b>							
Academic Salaries	1000	409					
Classified Salaries	2000	470,974	473,191				
Employee Benefits	3000	161,687	167,000				
Supplies and Materials	4000	6,144	9,500				
Other Operating Expenses and Services	5000	6,861,287	8,037,038				
Capital Outlay	6000	70,868	434,497				
<b>Total Expenditures</b>		7,571,369	9,121,226	0	0		
<b>Net Profit or Loss</b>		1,003,544	(108,379)	0	0		
<b>Other Outgo</b>	7000						
<b>Net Increase/(Decrease) in Fund Balance</b>		1,003,544	(108,379)	0	0		
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010	3,291,992	4,295,536		0		
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	3,291,992		0			
<b>Ending Fund Balance, June 30</b>		4,295,536	4,187,157	0	0		

Annual Financial and Budget Report

70 Fiduciary Funds Group -- Part 1

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

Fiduciary Funds Group

Description	Object Code	FUND: 71		FUND 72		FUND 73	
		ASSOCIATED STUDENTS TRUST FUND		REPRESENTATION FEE TRUST FUND		BODY CENTER FEE TRUST FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100						
State Revenues	8600						
Local Revenues	8800	947,187	895,000				
<b>Total Income</b>		947,187	895,000	0	0	0	0
<b>Expenditures</b>							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000	387,261	451,080				
Other Operating Expenses and Services	5000	381,155	443,920				
Capital Outlay	6000						
<b>Total Expenditures</b>		768,416	895,000	0	0	0	0
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		178,771	0	0	0	0	0
<b>Other Financing Sources</b>	8900						
<b>Other Outgo</b>	7000	(22,899)					
<b>Net Increase/(Decrease) in Fund Balance</b>		201,670	0	0	0	0	0
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010	805,722	1,007,392		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	805,722		0		0	
<b>Ending Fund Balance, June 30</b>		1,007,392	1,007,392	0	0	0	0

Annual Financial and Budget Report

70 Fiduciary Funds Group -- Part 2

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

**Fiduciary Funds Group**

Description	Object	FUND: 74		FUND 75		FUND 76	
	Code	FINANCIAL AID TRUST FUND		SCHOLARSHIP & LOAN TRUST FUND		INVESTMENT TRUST FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
<b>REVENUES:</b>							
Federal Revenues	8100	47,704,086	62,024,000				
State Revenues	8600	2,387,034	3,130,000				
Local Revenues	8800	601,920					
<b>Total Income</b>		50,693,040	65,154,000	0	0	0	0
<b>Expenditures</b>							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
<b>Total Expenditures</b>		0	0	0	0	0	0
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		50,693,040	65,154,000	0	0	0	0
<b>Other Financing Sources</b>	8900						
<b>Other Outgo</b>	7000	50,666,043	65,154,000				
<b>Net Increase/(Decrease) in Fund Balance</b>		26,997	0	0	0	0	0
<b>Beginning Fund Balance:</b>							
Net Beginning Balance, July 1	9010	7,655	34,652		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	7,655		0		0	
<b>Ending Fund Balance, June 30</b>		34,652	34,652	0	0	0	0

Annual Financial and Budget Report

70 Fiduciary Funds Group -- Part 3

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

960 RIVERSIDE

For Actual Year: 2013-2014

Budget Year: 2014-2015

**Fiduciary Funds Group**

Description	Object	FUND: 77		FUND 79	
	Code	DEFERRED COMPENSATION TRUST FUND		OTHER TRUST FUNDS	
		Actual	Budget	Actual	Budget
<b>REVENUES:</b>					
Federal Revenues	8100				
State Revenues	8600				
Local Revenues	8800				
<b>Total Income</b>		0	0	0	0
<b>Expenditures</b>					
Academic Salaries	1000				
Classified Salaries	2000				
Employee Benefits	3000				
Supplies and Materials	4000				
Other Operating Expenses and Services	5000				
Capital Outlay	6000				
<b>Total Expenditures</b>		0	0	0	0
<b>Excess /(Deficiency) of Revenues over Expenditures</b>		0	0	0	0
<b>Other Financing Sources</b>	8900				
<b>Other Outgo</b>	7000				
<b>Net Increase/(Decrease) in Fund Balance</b>		0	0	0	0
<b>Beginning Fund Balance:</b>					
Net Beginning Balance, July 1	9010		0		0
Prior Years Adjustments	9020				
Adjusted Beginning Balance	9030	0		0	
<b>Ending Fund Balance, June 30</b>		0	0	0	0

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2013-2014

District ID: 960

Name: RIVERSIDE

Fund Number In	Fund Name	Fund Number Out	Fund Name	Amount Transferred
32	CAFETERIA FUND	11	UNRESTRICTED SUBFUND	483,843
41	CAPITAL OUTLAY PROJECTS FUND	11	UNRESTRICTED SUBFUND	1,270,000
61	SELF-INSURANCE FUND	11	UNRESTRICTED SUBFUND	1,500,000

**CALIFORNIA COMMUNITY COLLEGES**  
**Annual Financial and Budget Report**  
**SUPPLEMENTAL DATA**

**Receipt and Expenditures of Lottery Proceeds**  
**Lottery Actual Report**  
**L10 GENERAL FUND**

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Unrestricted			Restricted Prop 20		
Lottery Adjustments and Proceeds:							
Net Beginning Balance, July 1	9010						
Adjustments	9020						
Adjusted Beginning Balance	9030		0			0	
Actual Fiscal Year Data							
State Lottery Proceeds:	8681		3,031,996			894,756	
		Instructional & Institutional Unrestricted				Instructional Materials Propostition 20	Total
		Instructional Activities (AC 0100-5900)	Support Activities (AC 6000-6700)	Support Activities (AC 6800-7390)	Total Unrestricted	Instructional (AC 0100-4900)	
<b>Expenditures</b>							
Academic Salaries	1000				0		0
Classified Salaries	2000		2,798,920		2,798,920		2,798,920
Employee Benefits	3000		1,423,135		1,423,135		1,423,135
<b>Supplies &amp; Materials</b>	4000						
Software	4100				0	2,230	2,230
Books, Magazines, & Periodicals	4200				0	8,814	8,814
Instructional Supplies & Materials	4300				0	608,344	608,344
Noninstructional Supplies & Mtrls	4400				0		0
<b>Total Supplies and Materials</b>		0	0	0	0	619,388	619,388
Other Operating Expenses and Services	5000				0	96,923	96,923
Capital Outlay	6000						
Library Books	6300				0	178,445	178,445
Equipment	6400						
Equipment - Additional	6410				0		0
Equipment - Replacement	6420				0		0
<b>Total Capital Outlay</b>		0	0	0	0	178,445	178,445
Other Outgo	7000				0		0
<b>Total Expenditures</b>		0	4,222,055	0	4,222,055	894,756	5,116,811
<b>Ending Balance</b>					(1,190,059)	0	(1,190,059)

CALIFORNIA COMMUNITY COLLEGES  
Annual Financial and Budget Report  
SUPPLEMENTAL DATA

Receipt and Expenditures of Lottery Proceeds  
Lottery Budget Report  
L10 GENERAL FUND

For Actual Year: 2013-2014

Budget Year: 2014-2015

District ID: 960

Name: RIVERSIDE

Activity Classification	Activity Code	Unrestricted			Restricted Prop 20		Total
		Instructional & Institutional Unrestricted	Support Activities	Support Activities	Total Unrestricted	Instructional Materials Proposition 20	
		Instructional Activities (AC 0100-5900)	Support Activities (AC 6000-6700)	Support Activities (AC 6800-7390)	Total Unrestricted	Instructional (AC 0100-4900)	
Lottery Adjustments and Proceeds:							
Net Beginning Balance, July 1	9010		(1,190,059)				
Adjustments	9020						
Adjusted Beginning Balance	9030		(1,190,059)			0	
Budget Fiscal Year Data							
State Lottery Proceeds:	8681		3,425,000			867,835	
<b>Expenditures</b>							
Academic Salaries	1000				0		0
Classified Salaries	2000		298,786		298,786		298,786
Employee Benefits	3000		155,597		155,597		155,597
<b>Supplies &amp; Materials</b>	4000						
Software	4100				0		0
Books, Magazines, & Periodicals	4200				0		0
Instructional Supplies & Materials	4300				0	657,436	657,436
Noninstructional Supplies & Mtrls	4400				0		0
<b>Total Supplies and Materials</b>		0	0	0	0	657,436	657,436
Other Operating Expenses and Services	5000		4,034		4,034	108,193	112,227
Capital Outlay	6000						
Library Books	6300				0	102,206	102,206
Equipment	6400						
Equipment - Additional	6410				0		0
Equipment - Replacement	6420				0		0
<b>Total Capital Outlay</b>		0	0	0	0	102,206	102,206
Other Outgo	7000				0		0
<b>Total Expenditures</b>		0	458,417	0	458,417	867,835	1,326,252
<b>Ending Balance</b>					1,776,524	0	



Annual Financial and Budget Report

For Actual Year: 2013-2014

District ID: 960

Name: RIVERSIDE

<b>EPA Revenue</b>	19,665,239
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Activity Classification	Activity Code	Salaries and Benefits	Operating Expenses	Capital Outlay	Total
		(Obj 1000-3000)	(Obj 4000-5000)	(Obj 6000)	
Instructional Activities	0100-5900	19,665,239	0	0	19,665,239
<b>TOTAL</b>		19,665,239	0	0	19,665,239

# Agenda Item (VIII-E-1)

Meeting	10/21/2014 - Regular
Agenda Item	Committee - Facilities (VIII-E-1)
Subject	Agreement Amendment 3 for the District-wide ADA Transition Plan Implementation Phase I Project with PSOMAS
College/District	District
Funding	Moreno Valley College Facilities Building Maintenance Fund
Recommended Action	It is recommended that the board of Trustees approve Agreement Amendment No. 3 for the District-wide ADA Transition Plan Implementation Project for the partial Fire Alarm System upgrade for Moreno Valley College with PSOMAS in the amount not to exceed \$48,260.

---

## Background Narrative:

On September 21, 2010, the Board of Trustees approved an agreement with PSOMAS for engineering and architectural services in the amount of \$324,578.20 for the District-wide ADA Transition Plan Implementation Phase I Project. On November 15, 2011, the Board of Trustees approved Agreement Amendment No. 1 in the amount of \$44,619.70 for re-scoping efforts requested by the District. On May 20, 2014, the board approved Agreement Amendment No. 2 for additional services at all three colleges and the partial Fire Alarm System upgrade for Norco College with PSOMAS in the amount of \$21,745.

At this time, it is requested that the Board of Trustees approve Agreement Amendment No. 3 for the District-wide ADA Transition Plan Implementation Phase I Project for additional services with PSOMAS in the amount not to exceed \$48,260 for the Moreno Valley College (MVC) fire alarm system upgrade. During construction at MVC, existing fire alarm devices were discovered, that were not approved by the Division of the State Architect (DSA). Additional cost/design is required to add these devices to the existing fire alarm plans to make them compliant. Details of the scope of work are outlined in Exhibits A and B, on the attached amendment.

The Moreno Valley College Facilities Building Maintenance Fund will cover the cost of this amendment, requiring no augmentation to the project budget.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Norm Godin, Vice President, Business Services, MVC  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director  
Calvin Belcher, Project Manager

## Attachments:

[Amendment 3\\_DW ADA Trans. Plan and Imple.Ph.I\\_PSOMAS](#)

THIRD (3) AMENDMENT TO AGREEMENT  
BETWEEN  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
AND  
PSOMAS  
( District-wide ADA Transition Plan Implementation – Phase I Project)

This document amends the original agreement between the Riverside Community College District and PSOMAS, which was originally approved by the Board of Trustees on September 21, 2010.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$48,260, including reimbursable expenses. PSOMAS' agreement, including amendments and reimbursable expenses, now totals \$439,202.90. The term of this agreement shall be from the original agreement date of September 22, 2010, to the extended amended date of December 31, 2015.

Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibits A & B, attached.

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

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

PSOMAS

RIVERSIDE COMMUNITY COLLEGE  
DISTRICT

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

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

Bruce Kirby, P.E.  
1500 Iowa Avenue  
Suite 210  
Riverside, CA 92507-2465

Aaron S. Brown  
Vice Chancellor  
Business and Financial Services

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

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

**PSOMAS**

Balancing the Natural and Built Environment

August 29, 2014

JN4RIV240300

Calvin Belcher  
Project Manager  
Facilities, Planning, Design, and Construction  
**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
(RCCD) SYSTEMS OFFICE**  
450 E. Alessandro Blvd.,  
Riverside, CA 92508

Subject: **Amendment to Agreement – Moreno Valley Campus Fire Alarm System  
Riverside Community College District - ADA Transition Plan Repair Project**

Dear Calvin:

Psomas is requesting this Add Service Request. This work relates contracting additional unforeseen conditions for a subconsultants to prepare Professional services that include design for fire alarm engineering services to provide a solution to synchronize replacement fire alarm strobe devices on existing fire alarm circuits with each other.

The scope of additional services is described in attached Exhibit "A" and Exhibit "B".

Please let me know when you would like to schedule some time to review this request.  
Sincerely,

**PSOMAS**



Bruce W. Kirby, P.E.  
Vice President / Project Manager

cc: Glenn Dea- CDA  
Enclosure : Exhibit A & B

1500 Iowa Avenue  
Suite 210  
Riverside, CA 92507-2465

Tel 951.787.8421  
Fax 951.682.3379  
[www.psomas.com](http://www.psomas.com)

August 29, 2014  
**Moreno Valley Fire Alarm System**  
Page 2 of 3

**RIVERSIDE COMMUNITY COLLEGE DISTRICT – ADA TRANSITION PLAN REPAIR PROJECT**

**SCOPE OF WORK:**

1. Per CDA Letter dated August 26, 2014 – Exhibit A – see attached
2. Also, S&K Letter dated August 14, 2014 – Exhibits B - see attached

**FEE SUMMARY:**

**DESIGN FEE :**

**EXHIBIT “A” and “B”\_ attached is**

CDA Fee

**\$6,880.00**

S&K Fee

**\$18,260.00**

**Subtotal:**

**\$25,140.00**

Psomas (Project Coordination Fee):

**\$ 3,120.00**

(16-hrs at \$195/ hr.)

Psomas will be the lead prime consultant on this contract  
and will provide the following oversight and management of this effort including:

- Meeting attendance for this work, as required.
- Consultant coordination and schedule updates.
- Contract billing, processing, and accounting.

All rates shown (above) are per the approved master contract rates.

Deliverables – the following item will be provided for use in the Final Design:

- AutoCAD file versions of the Fire Alarm System and Data in .dwg format.

**SUBTOTAL DESIGN FEE:**

**\$28,260.00**

August 29, 2014  
**Moreno Valley Fire Alarm System**  
 Page 3 of 3

**RIVERSIDE COMMUNITY COLLEGE DISTRICT – ADA TRANSITION PLAN REPAIR PROJECT**

**DESIGN CONTINGENCY :**

DSA’s review of the District’s campus-wide fire alarm testing and documentation may result in DSA requests for additional documentation or fire alarm engineering associated with buildings not part of the present, approved DSA drawings (DSA A# 04-112105), as the District study did not include voltage drop calculations for existing fire alarm devices identified with those buildings. For this reason, CDA recommends that an allowance contingency amount be authorized by RCCD for additional A/E professional services associated with buildings not part of the present, approved DSA drawings (DSA A# 04-112105), should such services be necessary to address DSA requests or requirements.

Contingency Services - The District may request additional services, or may request changes in the sequence, timing, manner, or scope of services. As additional services or changes to services are requested by the District, this Agreement may be modified subject to mutual consent by execution of an addendum by authorized representative of both parties, setting forth in writing the addition or change in services to be performed, the performance time schedule, and the additional compensation for said services.

**SUBTOTAL CONTINGENCY BUDGET:** **\$20,000.00**

**TOTAL FEE:** **\$48,260.00**

## EXHIBIT " A"



O: [626]913-8101  
F: [626]913-8102  
W: [www.cda-arc.com](http://www.cda-arc.com)

Creative Design Associates, Inc.  
17528 E. Rowland St.  
City of Industry, CA 91748

August 26, 2014

**Mr. Bruce Kirby, PE**  
**PSOMAS**  
1500 Iowa Avenue, Suite 210  
Riverside, CA 92507

**Re: Fee Proposal – A/E Professional Services**  
**Riverside Community College District**  
**DSA A# 04-112105 – Moreno Valley College, ADA Transition Plan**  
**Implementation / Phase 1, Barrier Removal project**  
**Agreement between Psomas and CDA dated September 22, 2010**  
**RCCD ADA Transition Project - JN 4RIV240300**

Dear Mr. Kirby:

We are pleased to submit this A/E professional services fee proposal to provide consultant services on behalf of Psomas and the Riverside Community College District (RCCD) as described below:

### **SCOPE OF SERVICES:**

CDA will provide additional A/E professional services as requested and provided to the District in support of the Riverside Community College District (RCCD) ADA Transition Plan and Implementation – Phase I Project for the following College:

- Moreno Valley College

The term of this agreement shall be from the original agreement date of September 22, 2010, to the extended estimated completion date of December 31, 2015. Payments and final payment shall coincide with original agreement.

### **TASK 1: MORENO VALLEY COLLEGE – PARTIAL FIRE ALARM SYSTEM UPGRADE**

This task is related to barrier removal work undertaken at Moreno Valley College – DSA A#04-112105:

1. During construction, existing fire alarm strobe devices not part of the subject project were found by the Inspector-of-Record not to synchronize with each other.

Similar to a remedy being implemented at Norco College, RCCD has authorized the replacement of existing fire alarm strobe devices on existing fire alarm circuits

at Moreno Valley College. RCCD informed the Division of the State Architect (DSA) of these conditions and of a proposed design solution. RCCD also advised that it cannot locate DSA-approved "as-built" fire alarm system plans for several campus buildings, and therefore cannot provide voltage drop calculations to DSA to account for each notification device's voltage draw, or to provide total draw and drop for each circuit. On May 13, 2013, the DSA advised in a meeting with RCCD and design team representatives of the following:

*DSA requested a fire alarm plan documenting all fire alarm devices, both new and existing to remain, at the subject buildings. The design solution to synchronize replacement fire alarm strobe devices on existing fire alarm circuits with each other is to be documented on these plans. If DSA-approved "as-built" fire alarm system plans cannot be located, voltage drop calculations need not be submitted to DSA. All CCD's related to such fire alarm work on existing, undocumented, fire alarm circuits shall be submitted directly to Don Fenlason.*

2. Additionally, during testing of the completed fire alarm work for this project, the Inspector-of-Record reported that the existing fire alarm system failed testing of 10% of the addressable devices, as some fire alarm devices not part of the subject project were found by the Inspector-of-Record to not function properly. The DSA has been informed of these conditions. In response, RCCD has worked towards developing an RFQ for issue on or about December 2013 to test, document, and correct existing fire alarm conditions at Moreno Valley College, separate from fire alarm-related work undertaken under the DSA A#04-112105 ADA Transition Plan and Implementation – Phase I Project.

The Psomas team has recommended that the results of the District's campus-wide fire alarm testing and documentation work be included as a FOR REFERENCE ONLY set of documents with the team's fire alarm-related submissions to the DSA to facilitate project closeout with the DSA. Project certification is acknowledged via a DSA-issued letter certifying that the project has been completed in accordance with the requirements that address the safety of design and construction pursuant to Education Code Sections 17280-17316 and 81130-81147. Proof of Project Certification includes the following: 1) a copy of the DSA's certification letter; 2) for older projects, a copy of the DSA history card showing certification; and 3) the DSA Tracker site showing the project is certified.

The Psomas team recommends this approach to obtaining Project Certification for these reasons:

- a. Certification provides a method to determine the safety of school and community college construction.
- b. District Board members may be personally liable for projects until certified.



- c. The DSA will be unable to approve new proposed projects associated with uncertified construction (See DSA IR A-20 – New Projects Associated with Existing Uncertified Projects, revised 03-22-2013) New work involving uncertified projects cannot be approved by the DSA until the issue of certification is resolved.

#### **TASK 1 – SCOPE OF SERVICES:**

The A/E professional services consist of the following:

1. For existing fire alarm strobe devices not previously part of the subject project, incorporating the Contractors' as-built information of existing fire alarm strobes that have been replaced with new into the present, approved DSA drawings (DSA A# 04-112105).
2. Indicate new devices' current draw is less than original devices and therefore new devices have no detrimental effect on voltage drop.
3. Submit the results of the District's campus-wide fire alarm testing and documentation work as a FOR REFERENCE ONLY set of documents for inclusion with the team's fire alarm-related submissions to the DSA.  
*NOTE: DSA's review of the District's campus-wide fire alarm testing and documentation may result in DSA requests for additional documentation or fire alarm engineering associated with buildings not part of the present, approved DSA drawings (DSA A# 04-112105), as the District study did not include voltage drop calculations for existing fire alarm devices identified with those buildings. For this reason, CDA recommends that an allowance amount be authorized by RCCD for additional A/E professional services associated with buildings not part of the present, approved DSA drawings (DSA A# 04-112105), should such services be necessary to address DSA requests or requirements.*
4. Prepare documentation for submittal to DSA for approval.

The project will be designed and processed as a Construction Change Document to the existing, approved DSA A# 04-112105 – Moreno Valley College, ADA Transition Plan Implementation / Phase I, Barrier Removal project, for approval by the Division of State Architect (DSA). There will not be multiple design phases.

CDA will assist Psomas as its plan review liaison in support of Psomas obtaining plan review approvals from the Division of the State Architect (DSA). CDA will serve as the prime design consultant for this project and will provide or retain the required services of architectural and FA sub-consultants. CDA will coordinate and manage the services of these subconsultants as well as obtain from each sub consultant all necessary information and work products necessary for the execution of the project through its completion. As subconsultant to Psomas, CDA will provide services as follows:

- **Drawings & Specifications** - CDA will assist Psomas in updating Drawings and Specifications for the DSA A# 04-112101 project. For existing fire alarm strobe

devices not previously part of the subject project, this task includes incorporating into the DSA-approved Fire Alarm design drawings the Contractors' as-built information of existing fire alarm strobes that have been replaced with new.

- **DSA Backcheck & Revisions** – CDA will assist Psomas in the DSA backcheck meetings for this Construction Change Document submittal and integrate the backcheck correction comments into final documents for approval by DSA.
- **Bidding & Negotiations** – CDA will assist Psomas in responding to requests for information.
- **Construction Administration** – CDA will assist Psomas in responding to requests for information.
- **DSA Closure** – CDA will assist Psomas in securing the approval of the construction documents and closure of the DSA A#.

**Compensation:**

These professional services shall be provided for a Firm Fixed Price (FFP) of \$25,140.00

<b>Task</b>	<b>Fee</b>
Architectural Design	\$ 6,880.00
Services*	\$ 18,260.00
Fire Alarm Design and Engineering (see attached proposal by S&K Engineers dated 08/14/2014)	
Bidding & Negotiations	Included in proposed fee.
Construction Administration	Included in proposed fee.
DSA Closure	Included in proposed fee.
<b>Total</b>	<b>\$25,140.00</b>

<b>*Architectural Design Services</b>	<b>Fee</b>
Architect (16 hrs @ \$150/hr)	\$ 2,400.00
Proj. Mgr.(16 hrs @ \$130/hr)	\$ 2,080.00
Coordination w/ DSA (16 hrs @ \$150/hr)	\$ 2,400.00
Consultant markup - waived	\$ 0.00
<b>Total</b>	<b>\$ 6,880.00</b>

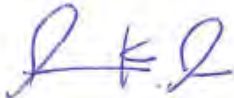
**Qualifications:**

We will perform these services in character, sequence and timing so that they will be coordinated with those of the project subconsultants, and as expeditiously as is consistent with professional skill and care. We will provide these services in accordance with current, generally accepted professional practices, and it is understood that our firm makes no warranties, either express or implied, as to its findings, design, recommendations, specifications or professional advice.

If you have any questions regarding this proposal, please don't hesitate to contact us at [626] 913-8101. Thank you for this opportunity to assist Psomas and the Riverside Community College District.

Sincerely,  
**Creative Design Associates, Inc.**

Accepted by:  
**Psomas**



Glenn K. Dea, Architect C-26299  
Certified Access Specialist (CASp-023)  
Vice President

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## EXHIBIT " B "

MECHANICAL . ELECTRICAL . PLUMBING . CONSULTANTS

August 14, 2014

Glenn Dea  
Creative Design Associates  
17528 E. Rowland St. 2<sup>nd</sup> Floor  
City of Industry, CA 91748

Project: Riverside Community College District (RCCD)  
P14065 Moreno Valley

Dear Glenn:

Thank you for this opportunity to provide you with this electrical engineering proposal for additional services for limited ADA Modernization Project of Moreno Valley College.

### Electrical Engineering Scope of Services:

1. Include Contractors as-built drawing information of existing fire alarm strobes that have been replaced with new into DSA approved drawings.
2. Revise voltage drop calculations based on installed devices which have lower current draw than specified.
- 3a. Incorporate existing as-built fire alarm system into documents identifying strobes that have been replaced with new.
- 3b. Provide voltage drop calculation for existing as-built system based on new, lower current draw devices.
4. Prepare documentation for submittal to DSA for approval.

### Compensation

The services described above will be provided for a lump sum fee of \$18,260.00 per the attached fee schedule.

Invoicing will be monthly commensurate with the amount of work completed.

Exclusions: All work related to the simplex-grinnell drawings.

421 EAST HUNTINGTON DRIVE . MONROVIA, CALIFORNIA 91016  
626.930.1383 PH . 626.930.1385 FAX . www.skengineers.com

Riverside Community College District (RCCD)

Moreno Valley Campus

Company	Discipline	Categories	2013		Direct Labor Fees	Totals
			Hours	Rates		
S&K Engineers	MEP	PRINCIPAL	6	\$295.00	\$1,770.00	\$18,260.00
		PROJECT MANAGER	10	\$243.00	\$2,430.00	
		SENIOR ENGINEER	20	\$243.00	\$4,860.00	
		SENIOR DESIGNER	0	\$210.00	\$0.00	
		DESIGNER	50	\$184.00	\$9,200.00	
		CAD	0	\$132.00	\$0.00	

**Non-Reimbursable Expenses Breakdown**

#	Expense Description
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
TOTALS	

Dea, Glenn  
Moreno Valley College

August 14, 2014  
Page 2 of 2

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Sincerely,  
**S&K Engineers**

Accepted by:  
**Creative Design Associates, Inc.**

Kevin Keyfauver,  
Principal

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Agenda Item (VIII-E-2)

Meeting	10/21/2014 - Regular
Agenda Item	Committee - Facilities (VIII-E-2)
Subject	Agreements for the Culinary Arts Academy/District Office Building, Henry W. Coil, Sr., and Alice Edna Coil School for the Arts Building, and Parking Structure with GLUMAC
College/District	District
Funding	College and District Allocated Measure C Funds/Program Reserve Measure C Funds, Redevelopment Funds, and La Sierra Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) agreement with GLUMAC for LEED Commissioning Services in the amount of \$39,180 for the CAA/DO project; and 2) agreement with GLUMAC for LEED Commissioning Services in the amount of \$19,960 for the CSA and Parking Structure project.

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## Background Narrative:

On December 15, 2009 the Board of Trustees adopted the resolution that the Riverside Community College District declare that the Design and Development of Facilities to be LEED Certified, in recognition of the Green Initiatives in the 2009-2012 Strategic Plan, Resolution No. 13-09/10.

GLUMAC will act as the Commissioning Authority for the Culinary Arts Academy/District Office Building (CAA/DO) and the Coil School for the Arts Building (CSA), and Parking Structure projects. GLUMAC will develop the Systems Manual and Operation and Maintenance (O & M) documentation for both projects that will satisfy the CAL Green requirements. Detailed scopes of work are described in Exhibit I, on the attached agreements.

At this time, it is requested that the Board of Trustees approve the agreements with GLUMAC in the amount of \$39,189 for the CAA/DO projects, \$19,950 for the CSA and Parking Structure project. Costs for the requested agreements are within the project budget approved by the Board of Trustees.

Prepared By: Michael Burke, Ph.D., Chancellor

Aaron Brown, Vice Chancellor, Business and Financial Services  
Wolde-Ab Isaac, Interim President, Riverside  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Facilities Development Director

## Attachments:

[Agreement\\_CAA-DO-GLUMAC\\_r7](#)  
[Agreement\\_CSA\\_P-S\\_GLUMAC\\_r7](#)

**AGREEMENT BETWEEN**  
**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**And**

**GLUMAC**

THIS AGREEMENT is made and entered into on the 22<sup>nd</sup> day of October, 2014, by and between GLUMAC 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 District’s 3801 Market Street, Riverside, CA 92501 location.
3. The services rendered by the Consultant are subject to review by the Chief of Staff and Facilities Development or her designee.
4. The term of this agreement shall be from October 22, 2014, to the estimated completion date of June 22, 2016, with the provision that the Vice Chancellor of Business and Financial Services 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 \$39,180 including reimbursable 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 Chief of Staff and Facilities Development, 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 the Chief of Staff and Facilities Development.
6. All data prepared by Consultant hereunder specific only to this project, 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 and defended



against any damages resulting from such use. In the event the Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall make the request in writing through the office of the Chief of Staff and Facilities Development, who will obtain approval from the Board of Trustees before releasing the information requested.

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 upon adjudicated 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 Trustees, officers, agents, employees and independent contractors or consultants, in any legal actions based upon such actual negligence, recklessness or willful misconduct and only in proportion thereto. 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 actual 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 upon any adjudicated 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 actual negligence, recklessness, or willful misconduct and only in proportion thereto. 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 actual negligent acts are fully and finally barred by the applicable statute of limitations.
10. Consultant shall procure and maintain insurance coverage as follows:

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, in the amount of \$1,000,000 per person and \$3,000,000 per occurrence;

Professional liability/errors and omission insurance in the amount of \$1,000,000;  
and

Workers' Compensation insurance in accordance with the laws of the State of California.

Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Contractor shall provide District with the required Certificate of Insurance within 10 days of signing this Agreement.

11. District may terminate this Agreement for convenience at any time upon written notice to Consultant, in which case District will pay Consultant in full for all services performed and all expenses incurred under this Agreement up to and including the effective date of termination. In ascertaining the services actually rendered to the date of termination, consideration will be given to both completed Work and Work in progress, whether delivered to District or in the possession of the Consultant, and to authorize Reimbursable Expenses. No other compensation will be payable for anticipated profit on unperformed services.
12. Consultant shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. Consultant understands that harassment of any student or employee of Riverside Community College District with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.
13. Consultant is an independent contractor and no employer-employee relationship exists between Consultant and District. Any and all local, state or federal taxes that would be associated with the payment under this Agreement is to be paid solely by Consultant.

14. 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.
15. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
16. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

GLUMAC

Riverside Community College District

\_\_\_\_\_  
Steven Carroll  
Principal  
~~617 W. 7<sup>th</sup> Street, Ste. 500~~  
~~Los Angeles, CA 90017~~  
18200 Von Karman  
Irvine, CA 92612

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

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

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

Exhibit I

GLUMAC

September 12, 2014



Bart Doering  
Facilities Development Director  
Riverside Community College District  
450 E. Alessandro Blvd  
Riverside, CA 92508  
951.222.8062  
[Bart.Doering@rccd.edu](mailto:Bart.Doering@rccd.edu)

Subject: CALGreen and LEED Commissioning Services Proposal  
RCCD Culinary Arts & District Office

Dear Bart:

Glumac is pleased to submit the enclosed fee proposal for the RCCD Culinary Arts & District Office. Glumac will act as the Commissioning Authority for the project, and will work closely with the entire project team to meet or exceed expectations set in the scope of work, and to produce deliverables on time and within budget.

Our firm's extensive experience with LEED certification makes us well-qualified to provide commissioning services to your project. Our commissioning experience spans a wide range of building sizes and types, from high-rise residential towers to federal administrative buildings to data centers.

The proposed scope of work satisfies the CALGreen commissioning requirements as well as the LEED v3 Energy & Atmosphere (EA) Prerequisite 1 "Fundamental Commissioning" (EAp1). We have broken out the associated fees to meet EA Credit 3 "Enhanced Commissioning" (EAc3) requirements.

Glumac appreciates the opportunity to offer our services. We welcome any questions you may have regarding this proposal and can provide clarifications or further information at your request. We look forward to the opportunity to work with your team.

Sincerely,

Steven Carroll, P.E., CxA, LEED AP  
Principal  
Commissioning Group  
GLUMAC

Seattle • Portland • Corvallis • Sacramento • San Francisco  
Silicon Valley • Las Vegas • Los Angeles • Irvine • Shanghai

617 W. 7th St., Ste. 500  
Los Angeles, CA 90017

213.230.8806  
[www.glumac.com](http://www.glumac.com)

# FEE PROPOSAL

## RCCD CULINARY ARTS & DISTRICT OFFICE

### EXECUTIVE SUMMARY

Glumac understands the project consists of a three level approximately 60,000 square foot building. The space will include four kitchens, an ice-carving room, faculty offices and offices for Riverside Community College District on the second and third floors.

The project will be pursuing US Green Building Council (USGBC) Leadership in Energy and Environmental Design for New Construction (LEED-NC v3) certification and will be designed and constructed under the CALGreen code where Building Commissioning services are required. Glumac will act as the Commissioning Coordinator and ensure that the commissioning requirements are carried out and completed successfully.

The proposed scope of work below is based on the LEED Reference Guide, the Federal General Services Administration Model Commissioning Plan and Guide Specification (Version 2.05) and the ASHRAE document, *The HVAC Commissioning Process, ASHRAE Guideline 0-2005*, as well as Glumac Commissioning experience.

### SCOPE OF SERVICES

Glumac will act as the Independent Third Party Commissioning Authority and will oversee and participate in the commissioning process to assist in ensuring that the building's mechanical and electrical systems are complete, fully functional and perform in accordance with the contract documents and design intent.

#### Pre-Construction Phase

##### *The Owner's Project Requirements*

The owner's project requirements (OPR) documents the functional requirements of a project and expectations of the building use and operation as it relates to systems being commissioned. The document describes the physical and functional building characteristics desired by the owner and establishes performance and acceptance criteria. The OPR is most effective when developed during pre-design and used to develop the Basis of Design (BOD) during the design process. The level of detail and complexity of the OPR will vary according to building use, type and systems. The Owner will document the owner's project requirements. The owner and the design team shall make updates to these documents during design and construction.

\\in\data\Jobs\2014\04\_14\_P0409 RCCD Culinary Arts & District Office Cx\Project Management\Contracts\Proposals\Proposal for RCCD Culinary Arts & District Office Cx REV 1.DOCX



RCCD Culinary Arts & District Office  
Bart Doering  
Riverside Community College District  
September 12, 2014  
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- A. Glumac will facilitate this process and assist the owner in the development of the Owner's Project Requirements and ensure that the OPR satisfies the CALGreen Requirements.

#### *The Basis of Design*

The basis of design (BOD) describes the building systems to be commissioned and outlines design assumptions not indicated in the design documents. The design team develops the BOD to describe how the building systems design meets the Owner's Project Requirements (OPR), and why the systems were selected. The BOD is most effective when developed early in the project design and updated as necessary throughout the design process. The design team will document the basis of design for the Project.

- A. Glumac will provide guidance in the development and perform a review the BoD for clarity and completeness and ensure that the BOD satisfies the CALGreen Requirements.

#### *The Commissioning Plan*

The commissioning plan (Cx plan) establishes the commissioning process guideline for the project and commissioning team's level of effort by identifying the required Cx activities to ensure that the Owner's Project Requirements (OPR) and the Basis of Design (BOD) are met. The Cx Plan also includes a commissioning schedule from design to occupancy.

- A. Glumac will develop and utilize a commissioning plan that will be used throughout the commissioning process.

#### *Commissioning Measures*

Commissioning measures must be included in the project specifications to provide commissioning process requirements, roles, and responsibilities.

- A. Glumac will develop the commissioning measures or requirements to be included in the construction documents (plans and specifications).

#### *Design Review Kickoff Meeting*

A design review kickoff meeting is required per new Title 24 commissioning standards to provide the necessary communication between the commissioning reviewer and the project team.

- A. Glumac will facilitate this meeting between the commissioning reviewer, owner's representative, design engineer(s), and the project manager. Based on this project Glumac will plan to attend one (1) design phase meeting in person and two (2) meetings via teleconference.



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Bart Doering  
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September 12, 2014  
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#### *Construction Document Review*

Construction document review is required per new Title 24 commissioning standards with a focus on building envelope, lighting, service hot water heating, and HVAC systems.

- A. Glumac will coordinate to perform construction document review in accordance with Title 24 requirements.

#### *Title 24 Compliance Forms*

Title 24 compliance forms are required for pre-construction phase tasks outlined above.

- A. Glumac will coordinate all compliance forms to be signed by the commissioning agent and/or commissioning reviewer.

### **Construction & Commissioning Phase**

- A. Glumac will conduct a review of the contractor control submittal for compliance with the Owner's Project Requirements, Basis of Design, and construction documents.
- B. Glumac will verify that the installation and performance of energy consuming systems meet the owner's project requirements and basis of design.
- C. Glumac will conduct Commissioning Meetings with the entire team throughout the duration of the project to review progress to date, any commissioning issues, documentation and reporting. We will provide agendas prior and minutes after each meeting. Based on the current schedule we are anticipating (1) construction kick off meeting and twelve (12) progress meetings.
- D. Glumac will conduct regularly scheduled Commissioning Site Observations throughout the duration of the project. Construction progress and installation will be reviewed and a Site Observation Report submitted after each visit. Based on the current schedule we are anticipating twelve (12) site observation visits.
- E. Glumac will develop Prefunctional Checklists to ensure that individual components of a system are installed properly.
- F. Glumac will develop Functional Testing Procedures to be carried out by the contractors, witness and record the results. The Functional Test Results will be evaluated to ensure that the commissioned systems are functioning in accordance with the Owner's Project Requirements and the Basis of Design.



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### Post Construction Phase

- A. Glumac will complete a commissioning report that satisfies the CALGreen Requirements and will include at a minimum:
  - 1. An Executive Summary with results of the Commissioning Process including observations, conclusions and any outstanding items.
  - 2. A Commissioning Issue Log identifying deficiencies discovered during the commissioning process, how they were resolved and any seasonal testing scheduled for a later date.
  - 3. System performance test results including the Prefunctional Checklists and Functional Test Results.
  
- B. The systems manual documents information focuses on the operation of the building systems. This document provides information needed to understand, operate, and maintain the equipment and systems and informs those not involved in the design and construction of the building systems. This document is in addition to the record construction drawings, documents, and the Operation & Maintenance (O&M) Manuals supplied by the contractor. The Systems Manual is assembled during the construction phase and available during the contractors' training of the facility staff.
  - 1. Glumac will develop the Systems Manual that satisfies the CALGreen Requirements and will include at a minimum:
    - a. Final Version of the OPR and BOD
    - b. Single Line Diagrams
    - c. As-Built Sequence of Operations and original set points
    - d. Operating instructions for integrated building systems
    - e. Recommended schedule of maintenance requirements
    - f. Recommended schedule of the Re-Commissioning of systems along with blank functional testing forms
    - g. Recommended schedule for testing and calibration of sensors.
  
- C. The systems operation training verifies that a training program is developed to provide training to the appropriate maintenance staff for each equipment type and/or system and that this training program is documented in the commissioning report. The systems operations training program is specified in the project specifications for the major systems listed. The System Manual, Operation and Maintenance (O&M) documentation, and record drawings are prepared and available to the maintenance staff prior to implementation of any training or the development of a written training program. The training program is to be administered when the appropriate maintenance staff is made available to receive training.
  - 1. Glumac will review the operations training program developed by the contractors for accuracy and completeness and verify that the requirements for training operating personnel and tenant space occupants are completed and ensure that the training satisfies the CALGreen Requirements.





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D. Title 24 compliance forms are required for construction and post-construction phase tasks outlined above.

1. Glumac will coordinate all compliance forms assigned to the commissioning agent and/or commissioning reviewer.

### **Commissioned Systems**

The following is a list of proposed systems to be commissioned under this scope of work:

- A. Heating, ventilation, and air conditioning (HVAC) systems;
  - 1. Rooftop packaged AC Units
  - 2. Exhaust Fans
  - 3. Heating Hot Water System – Boilers, pumps, etc.
  - 4. Split System Fan Coil Systems
  - 5. Variable Frequency Drives
  - 6. Terminal Units – VAV's Diffusers, etc.
  - 7. Kitchen Exhaust Systems
- B. Building Automation System;
- C. Lighting Control Systems;
- D. Domestic Hot Water Systems
  - 1. Domestic Water Booster Pump
  - 2. Hot Water Pump
  - 3. Gas Water Heater
  - 4. Electric Water Heater
- E. Irrigation Controls

### **COMMISSIONING ASSUMPTIONS**

The following assumptions are made in the preparations of this proposal:

- A. The Owner/Architect will provide the design documents (drawings and specifications) for our work.



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- B. The Owner/Architects will provide the contractors' submittal documents, test and balancing data, and other required documents.
- C. We include the use of digital photography with the Commissioning report in order to describe existing conditions and identify O&M requirements.
- D. We anticipate that the work will be performed during normal business hours.
- E. All calibration and testing equipment including load banks, infrared cameras, specialty metering equipment, etc will be provided by the installing contractors.
- F. Commissioning services will be performed only on those systems identified above.



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**PROFESSIONAL FEES**

You will be invoiced monthly as a percentage complete against the following fixed fee:

Phase	Fee
<b>Commissioning Services</b>	
LEED NC v3 Fundamental / CALGreen Commissioning	\$39,180
<b>Total Fee</b>	<b>\$39,180.00</b>

*Thirty Nine Thousand One Hundred Eighty Dollars*

~~REIMBURSABLES~~ SC OK 9/24/14

~~In addition to the above fee, you will be invoiced for reimbursable expenses plus a 10% reimbursable mark-up fee. Reimbursable expenses include air travel, mileage, rental car, lodging and per diem, CAD plots (at our blueprint service provider's rates), printing (at FedEx Office rates) and messenger service.~~

**TERMS AND CONDITIONS**

The following Terms and Conditions will govern all services performed on behalf of Client and are hereby incorporated into the Commissioning Services Fee Proposal.

1. **Commissioning Services.** Commissioning plans, specifications and reports represent Glumac, Inc.'s ("Glumac") judgment as a design professional with respect to the proper commissioning of equipment and components of the work. It is recognized, however, that Glumac does not have control over contractor's proper performance of the work, including but not limited to the contractor's means, methods, techniques, sequences and procedures of construction. Accordingly, Glumac cannot and does not warrant or represent that commissioned equipment and components of the work will not vary from the requirements of the contract documents or comply with applicable codes. Glumac does not perform any work of a contractor and its Commissioning Services are limited to design, plans, and oversight only. No withholding, deductions or offsets shall be made from Glumac's compensation for any reason unless Glumac has been found to be legally liable for such amounts. Payment of Glumac's fees shall be a condition precedent to bringing any action or suit against Glumac.
2. **Operation and Maintenance.** Client acknowledges that the proper performance of equipment and components commissioned under this Agreement requires periodic and regular maintenance and testing. Client agrees to retain and train qualified personnel regarding the proper operation, maintenance and testing of equipment and components commissioned by Glumac. Client further agrees that, after commissioning, it will maintain the equipment and components commissioned by Glumac in accordance with manufacturer's instructions and industry practice.

GLUMAC

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3. **Payment.** All fees and other charges will be billed to Client monthly and will be due and payable no later than 30 days after the date of invoice. Client will pay Glumac interest on past due amounts at the rate of 1.5 percent per month or the highest amount permitted by law, whichever is greater. In addition to all other remedies, Glumac may withhold delivery of services, reports, plans, specifications, documents or other deliverables if Client fails to pay an invoice when due. Payment to Glumac will not be withheld, postponed or made contingent on the construction, completion or success of the project or upon receipt by the Client of project funds, offsetting reimbursements, or credits from other parties.
4. **Contingency Fund.** The Client and Glumac agree that changes may be required to the plans and specifications during the various phases of design, development, and construction, and therefore the cost of the project may exceed the estimated construction cost. The Client will set aside a reserve in the amount of 10% of the estimated construction cost as a contingency reserve to be used, as required, to pay for any such changes. The Client waives any claim against Glumac or Glumac's subconsultants with respect to any increased costs to the extent of the contingency reserve due to such changes or due to claims made by the construction contractors relating to such changes.
5. **Additional Services.** Any services not explicitly described as being performed by Glumac or its subconsultants are excluded. If agreed to in writing by Client and Glumac, Glumac will provide additional services. Client will pay Glumac for such additional services in accordance with Glumac's current fee schedule or as otherwise agreed by Client and Glumac in writing. These Terms and Conditions will apply to all additional services provided by Glumac. In the case of additional services added to the Engineering Fee Proposal, Glumac's liability shall be limited to the extent of the additional fee for the specific additional services added.
6. **Professional Standards.** Subject to all conditions set forth herein, Glumac will only be liable for breaching its obligation to perform its services to the level of competency maintained by other practicing engineering professionals in the same or similar community performing the same services at the same time as they were performed by Glumac. Glumac makes no warranties, either express or implied. Glumac does not guarantee the completion or quality of performance of contracts by the construction contractor or subcontractors, or other third parties, nor accepts responsibility for their acts, omissions or any safety precautions.
7. **Independent Contractor.** The relationship of Glumac to Client shall at all times be that of an independent contractor. Glumac shall not be liable for the acts of Client or its agents in performing Work.
8. **Document Ownership.** Glumac holds copyright for all tracings, calculations, and other original documents produced by Glumac and such documents shall be the property of Glumac, except when otherwise provided by law, governmental requirement, or by prior agreement, these documents become public property or the property of the Client. A limited license is granted to use the documents for the specific purposes and project covered by the Agreement. Reproduction of these documents either in hard copy or soft copy (including posting on the web) is prohibited without copyright permission. No right to create modifications or derivatives of Glumac documents is granted pursuant to this limited license. You may not remove any copyright or other proprietary notices contained in the documents and information. Any product, process or technology described in the documents may be the subject of other Intellectual Property rights reserved by Glumac. The drawings, specifications, and reproductions thereof are instruments of service to be used only for the specific project covered by the Agreement between the Client and Glumac. Glumac assumes no liability for misinterpretation, modification, or misuse by others of any instruments of service prepared by Glumac in accordance with its services.

GLUMAC

RCCD Culinary Arts & District Office  
Bart Doering  
Riverside Community College District  
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9. **Electronic Documents.** If Glumac provides Client any design documents, including but not limited to plans and specifications, in electronic form ("Electronic Documents"), acceptance and use of the Electronic Documents by Client shall be at Client's sole risk and Client will: (a) Waive and covenant not to sue Glumac alleging any inaccuracy or defect in the Electronic Documents; (b) Agree that Glumac makes no representation with regard to the compatibility of the Electronic Documents with Client's software or hardware; and (c) to the fullest extent permitted by law, indemnify, hold harmless, reimburse and defend Glumac from, for and against any alleged claim, damage, liability, or cost, including but not limited to attorneys' fees, that may arise from Client's use of the Electronic Documents or any subsequent modification of the Electronic Documents by any person or entity.
10. **Schedule.** Glumac will perform its services with reasonable diligence consistent with sound professional practice as ordinarily provided by engineers practicing in the same or similar locality under the same or similar circumstances. Client will require its other consultants and contractors to incorporate into their schedules reasonable periods of time for Glumac to perform its services and will require that they coordinate their services with Glumac's services. Client is aware that many factors outside Glumac's control may affect Glumac's ability to timely perform and complete its services and Client agrees that Glumac is not responsible for damages arising directly or indirectly from any delays, including but not limited to liquidated damages.
11. **Cost Estimates.** Any cost estimates provided by Glumac will be based on Glumac's professional experience and judgment. However, Client agrees that Glumac has no control over market conditions or bidding procedures and, as a result, Glumac does not warrant that bids or construction costs will not vary from Glumac's cost estimates.
12. **Construction Support.** If specifically included in the scope of Glumac's services, construction support services will be performed solely for the purpose of reviewing portions of the work for general conformance with the design concept set forth in the contract plans and specifications. These services are different from inspection or other quality-control services. The Client shall coordinate the contractor's involvement in any Glumac construction support services and shall provide Glumac all necessary contracts and documents to perform the same. Glumac will not provide any administration of the contract between the contractor and the Client. Glumac is not a contractor and does not provide the services of a contractor under any circumstances. Glumac will not supervise, direct or have control over any contractor's work, nor will Glumac have any responsibility for the means, methods, techniques, sequences or procedures of construction selected by the contractor, nor will Glumac be responsible for the contractor's safety precautions and programs in connection with the work, nor will Glumac be responsible for the contractor's failure to perform the work in accordance with the requirements of the contract documents or applicable building or structural codes, nor will Glumac be responsible for the acts or omissions of the Contractor or of any other persons or entities performing portions of the work, all of which are the sole responsibility of the contractor or its agents.
13. **Submittal Review.** Glumac will review and render appropriate services on shop drawings, product data, samples, and other submittals required by the contract documents. Such review shall be solely for general conformance with the design concept and the information shown on the contract documents. Glumac's review will not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, compliance with applicable building or structural codes, coordination of the work of other trades or construction safety precautions, all of which are the sole responsibility of the contractor. Glumac's review will be conducted with reasonable promptness while allowing sufficient time in Glumac's judgment to permit adequate review. Review of a specific item shall not indicate acceptance of an assembly of which the item is a part. Glumac will not review and will not be responsible for any deviations from the contract documents not clearly identified in writing on the submittal by the contractor, nor will Glumac be

required to review partial submissions or those for which submissions for correlated items have not been received.

14. **Property Release.** Client hereby irrevocably grants to Glumac, its employees, agents, licensees, independent contractors and assigns, permission to use, reuse, display, broadcast, perform, reproduce, distribute, transmit, reprint and commercialize, in any manner or media now known or later developed, photographs or artwork depicting property for which Glumac performs services ("Content") for any purpose (excluding defamation and pornography) which may include, among others, advertising, promotion, marketing and packaging for Glumac's products or services. Client agrees that the Content may be combined with other content, text and graphics and cropped, altered or modified.
15. **Copyright License.** Client hereby irrevocably grants to Glumac, its employees, agents, licensees, independent contractors and assigns the perpetual, assignable, royalty-free, worldwide right and license to use any photograph depicting property for which Glumac performs services ("Content"), in whole or in part, including the rights to reproduce, sublicense, transfer, publish, distribute, publicly display, broadcast, download, transmit, modify and prepare derivative works, in any manner or media now known or later developed, for the marketing and sale of Glumac products or services and for any other business purpose or activity relating to Glumac. Client waives any right to inspect or approve Glumac's use of the Content, including written copy that may be created in connection therewith.
16. **Termination for Convenience.** Either Glumac or Client may terminate this Agreement at any time with or without cause upon giving the other party ten (10) calendar days' prior written notice. Client will pay Glumac for all services rendered and all costs incurred up to the date of termination, along with all other reasonable termination costs, including but not limited to expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Glumac's anticipated profit on the value of the services not performed by Glumac. If no notice of termination is given, Glumac's obligations created by this Agreement will be terminated upon completion of the services.
17. **Notice of Deficiencies.** Client shall provide prompt written notice within thirty (30) days of when Client becomes aware or should have reasonably been aware of any fault or defect in the project, including errors, omissions or inconsistencies in the services and work product provided by Glumac.
18. **Additional Insured.** For both "Ongoing Operations" coverage and "Products/Completed Operation" coverage for up to a period of 10 years after project completion, Client will cause all of its general liability and excess insurers to name Glumac as an additional insured and Client will require its consultants, contractors and subcontractors performing services or work to name Glumac as an additional insured on their general liability and umbrella/excess insurance policies and provide evidence of compliance in the form of a certificate, endorsement, or other means upon request.
19. **Waiver of Subrogation.** Client and Glumac waive all rights against each other for damages or loss to the extent covered by any available insurance. Client will require all of Client's insurers to waive subrogation against Glumac and Client will contractually require all of its contractors, consultants, and agents of any tier to have their respective insurers waive subrogation against Glumac.
20. **Indemnity.** Subject to all provisions of this Agreement and to the fullest extent permitted by law, Client shall indemnify, hold harmless, reimburse and defend (with counsel of Glumac's choice) Glumac, its employees, officers, directors and agents from, for and against all actual or alleged claims, losses, damages, costs and expenses arising from or related to the work, the Project, or this Agreement (with the sole exception that Client will have no duty to indemnify Glumac from



RCCD Culinary Arts & District Office  
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Page 11

claims or losses to the extent those claims or losses are caused by the fault or negligence of Glumac or its employees as adjudicated by a court of competent jurisdiction). Under no circumstances shall Glumac be liable for any actual or alleged claims, losses, damages, costs and expenses arising from or related to the work, fault, or negligence of its subconsultants.

21. **Modifications.** No change, modification, or amendment to this Agreement will be valid unless agreed to by both of the parties hereto in writing.
22. **Successors and Assigns.** This Agreement shall inure to the benefit of and shall be binding upon each of the parties hereto and such parties partners, successors, executors, administrators and assigns.
23. **Severability.** In the event any clause or portion thereof in this Agreement is deemed invalid or unenforceable by a court or arbitrator of competent jurisdiction, then that clause or portion thereof will be treated as if it were omitted at the time of execution, and the remaining terms of this Agreement shall survive and be enforceable.
24. **Arbitration.** Client agrees that any claim, damage, or dispute arising out of these Terms and Conditions or any services performed by Glumac will be resolved by binding and confidential arbitration before a single arbitrator in the place where the project is located. The parties shall mutually select the arbitrator and the rules applicable to the arbitration process. Unless the parties mutually agree otherwise, the arbitration shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. As a condition precedent to serving a demand for arbitration, Client agrees that it will obtain a written certificate executed by an independent design professional with similar experience on similar projects and licensed in the jurisdiction in which the project is located certifying that Glumac failed to meet the applicable standard of care. Client will provide Glumac with a copy of the certificate and all written analysis supporting the certificate's findings at least 30 days before serving a demand for arbitration. Client and Glumac agree that any party hereto shall commence all claims and causes of action within the period specified by applicable law but in any case not more than ten (10) years after the date of substantial completion of the project. Client and Glumac waive all claims and causes of action not commenced or noticed in accordance with the time periods in this section.
25. **Governing Law:** The laws of the State that the project is constructed will govern the validity of this Agreement, its interpretation and performance. Any dispute arising in any way from this Agreement shall be subject to the jurisdiction of the courts of that State.
26. **Client's Terms.** Any terms and conditions set forth or referenced in Client's purchase order, requisition, or other notice of authorization to proceed are inapplicable to the services provided under this proposal or any related agreement, except when specifically accepted or confirmed in writing and signed by Glumac.
27. **No Third Party Beneficiaries.** Glumac's responsibilities under this Agreement run only to Client. Glumac's responsibilities do not extend to any third party including, without limitation, the successors and assigns of Client, any Client's Association or any individual unit owner associated with Client. To the fullest extent permitted by law, no party has any third-party beneficiary or other rights arising from or related to the services provided by Glumac.
28. **Limitation of Liability.** Client agrees that, in recognition of the relative risks and benefits of the project, Glumac's aggregate joint, several and individual liability, whether for breach of contract, breach of warranty, negligence, professional malpractice, strict liability or otherwise will be limited to an amount no greater than \$1 million or Glumac's fee, whichever amount is lesser. This provision will survive the termination or expiration of this Agreement.

GLUMAC

RCCD Culinary Arts & District Office  
Bart Doering  
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29. **Limitation of Remedy.** Client covenants that it will not, under any circumstances, bring a lawsuit, arbitration demand, or claim of any kind against Glumac's individual employees, officers, directors, or agents and that Client's sole remedy will be against Glumac, Inc.
30. **Waiver of Consequential Damages.** Neither Glumac nor any of its officers, directors, employees or agents will be liable for any indirect, punitive, consequential, liquidated, or exemplary damages of any nature, including but not limited to fines, penalties or lost profits, whether said claim is based upon contract, warranty, tort (including negligence and strict liability) indemnity or any other theory of law, and the Client expressly waives all rights and remedies with respect to the same.
31. **Entire Agreement.** This Agreement contains all terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist, or bind any of the parties hereto.


This proposal shall be valid for a period of ninety (90) days from the date of proposal submittal.

Upon authorization, we will proceed with the scope of work detailed above unless notified of any changes in writing. Please endorse and return one copy of this proposal.

For **Riverside Community  
College District**

For **GLUMAC**

\_\_\_\_\_  
Bart Doering  
Facilities Development Director

  
\_\_\_\_\_  
Steven Carroll, P.E., CxA, LEED AP  
Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
September 12, 2014  
Date





RCCD Culinary Arts & District Office  
 Bart Doering  
 Riverside Community College District  
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## STANDARD HOURLY RATES

CLASSIFICATION	RATE/HR.	CLASSIFICATION	RATE/HR.
<b>COMMISSIONING</b>		<b>SUSTAINABILITY CONSULTING</b>	
Commissioning Authority	\$180	Integrated Design / LEED Consulting	\$100 - \$170
Commissioning Agent	\$150	Energy Analysis	\$110 - \$160
Commissioning Technician	\$125	CFD Analysis	\$120 - \$200
Commissioning Coordinator	\$100	Lighting Design	\$110 - \$160
		Technology Integration Design	\$130 - \$180
<b>ENGINEERING DESIGN</b>		<b>PROJECT ADMINISTRATION</b>	
Principal	\$225	Project Coordinator	\$100
Associate Principal	\$205	Project Administrator	\$80
Project Manager	\$160 - \$200	Project Assistant	\$70
Project Engineer	\$140 - \$190	Construction Manager	\$130 - 190
Project Designer	\$100 - \$160		
BIM	\$105 - \$165		
CAD	\$75 - \$105		

## REIMBURSABLE EXPENSES

Drawing Plots & Prints (Color/Band)	At cost (prevailing printer rates)
Travel, Lodging, Transportation	At cost
Printing, Reproduction, Photography	At cost
Mileage	At prevailing IRS Rate/Mile
Reimbursable Mark-up Fee (on all expenses)	10%

Effective January 2013

**AGREEMENT BETWEEN**  
**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**And**

**GLUMAC**

THIS AGREEMENT is made and entered into on the 22<sup>nd</sup> day of October, 2014, by and between GLUMAC 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 District’s 3890 and 3902 University Avenue, Riverside, CA 92501 locations.
3. The services rendered by the Consultant are subject to review by the Chief of Staff and Facilities Development or her designee.
4. The term of this agreement shall be from October 22, 2014, to the estimated completion date of June 22, 2016, with the provision that the Vice Chancellor of Business and Financial Services 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 \$19,960 including reimbursable 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 Chief of Staff and Facilities Development, 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 the Chief of Staff and Facilities Development.
6. All data prepared by Consultant hereunder specific only to this project, 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 and defended

against any damages resulting from such use. In the event the Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall make the request in writing through the office of the Chief of Staff and Facilities Development, who will obtain approval from the Board of Trustees before releasing the information requested.

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 upon adjudicated 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 Trustees, officers, agents, employees and independent contractors or consultants, in any legal actions based upon such actual negligence, recklessness or willful misconduct and only in proportion thereto. 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 actual 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 upon any adjudicated 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 actual negligence, recklessness, or willful misconduct and only in proportion thereto. 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 actual negligent acts are fully and finally barred by the applicable statute of limitations.
10. Consultant shall procure and maintain insurance coverage as follows:

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, in the amount of \$1,000,000 per person and \$3,000,000 per occurrence;

Professional liability/errors and omission insurance in the amount of \$1,000,000;  
and

Workers' Compensation insurance in accordance with the laws of the State of California.

Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Contractor shall provide District with the required Certificate of Insurance within 10 days of signing this Agreement.

11. District may terminate this Agreement for convenience at any time upon written notice to Consultant, in which case District will pay Consultant in full for all services performed and all expenses incurred under this Agreement up to and including the effective date of termination. In ascertaining the services actually rendered to the date of termination, consideration will be given to both completed Work and Work in progress, whether delivered to District or in the possession of the Consultant, and to authorize Reimbursable Expenses. No other compensation will be payable for anticipated profit on unperformed services.
12. Consultant shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. Consultant understands that harassment of any student or employee of Riverside Community College District with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.
13. Consultant is an independent contractor and no employer-employee relationship exists between Consultant and District. Any and all local, state or federal taxes that would be associated with the payment under this Agreement is to be paid solely by Consultant.

14. 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.
15. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
16. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

GLUMAC

Riverside Community College District

\_\_\_\_\_  
Steven Carroll  
Principal  
~~617 W. 7<sup>th</sup> Street, Ste. 500~~  
~~Los Angeles, CA 90017~~  
18200 Von Karman  
Irvine, CA 92612

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

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

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

Exhibit I

GLUMAC

engineers for a sustainable future™



September 12, 2014

Bart Doering  
Facilities Development Director  
Riverside Community College District  
450 E. Alessandro Blvd  
Riverside, CA 92508  
951.222.8962  
[Bart.Doering@rccd.edu](mailto:Bart.Doering@rccd.edu)

Subject: CALGreen and LEED Commissioning Services Proposal  
RCCD Coil School for the Arts & Parking Structure

Dear Bart:

Glumac is pleased to submit the enclosed fee proposal for the RCCD Coil School for the Arts & Parking Structure. Glumac will act as the Commissioning Authority for the project, and will work closely with the entire project team to meet or exceed expectations set in the scope of work, and to produce deliverables on time and within budget.

Our firm's extensive experience with LEED certification makes us well-qualified to provide commissioning services to your project. Our commissioning experience spans a wide range of building sizes and types, from high-rise residential towers to federal administrative buildings to data centers.

The proposed scope of work satisfies the CALGreen commissioning requirements as well as the LEED v3 Energy & Atmosphere (EA) Prerequisite 1 "Fundamental Commissioning" (EAp1). We have broken out the associated fees to meet EA Credit 3 "Enhanced Commissioning" (EAc3) requirements.

Glumac appreciates the opportunity to offer our services. We welcome any questions you may have regarding this proposal and can provide clarifications or further information at your request. We look forward to the opportunity to work with your team.

Sincerely,

Steven Carroll, P.E., CxA, LEED AP  
Principal  
Commissioning Group  
GLUMAC

Seattle • Portland • Corvallis • Sacramento • San Francisco  
Silicon Valley • Las Vegas • Los Angeles • Irvine • Shanghai

617 W. 7th St., Ste. 500  
Los Angeles, CA 90017

T 213.239.8866

[www.glumac.com](http://www.glumac.com)

GLUMAC

Henry W. Coil Sr., & Alice Edna Coil School for the Arts Building and Parking Structure – LEED Commissioning Services

# FEE PROPOSAL

## RCCD COIL SCHOOL FOR THE ARTS & PARKING STRUCTURE

### EXECUTIVE SUMMARY

Glumac understands the project is a two level building of approximately 36,000 square feet. The space will consist of a 450 seat concert hall, practice and choir rooms and a recording studio.

The project will be pursuing US Green Building Council (USGBC) Leadership in Energy and Environmental Design for New Construction (LEED-NC v3) certification and will be designed and constructed under the CALGreen code where Building Commissioning services are required. Glumac will act as the Commissioning Coordinator and ensure that the commissioning requirements are carried out and completed successfully.

The proposed scope of work below is based on the LEED Reference Guide, the Federal General Services Administration Model Commissioning Plan and Guide Specification (Version 2.05) and the ASHRAE document, *The HVAC Commissioning Process, ASHRAE Guideline 0-2005*, as well as Glumac Commissioning experience.

### SCOPE OF SERVICES

Glumac will act as the Independent Third Party Commissioning Authority and will oversee and participate in the commissioning process to assist in ensuring that the building's mechanical and electrical systems are complete, fully functional and perform in accordance with the contract documents and design intent.

#### Pre-Construction Phase

##### *The Owner's Project Requirements*

The owner's project requirements (OPR) documents the functional requirements of a project and expectations of the building use and operation as it relates to systems being commissioned. The document describes the physical and functional building characteristics desired by the owner and establishes performance and acceptance criteria. The OPR is most effective when developed during pre-design and used to develop the Basis of Design (BOD) during the design process. The level of detail and complexity of the OPR will vary according to building use, type and systems. The Owner will document the owner's project requirements. The owner and the design team shall make updates to these documents during design and construction.

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RCCD Coil School for the Arts & Parking Structure  
Bart Doering  
Riverside Community College District  
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- A. Glumac will facilitate this process and assist the owner in the development of the Owner's Project Requirements and ensure that the OPR satisfies the CALGreen Requirements.

#### *The Basis of Design*

The basis of design (BOD) describes the building systems to be commissioned and outlines design assumptions not indicated in the design documents. The design team develops the BOD to describe how the building systems design meets the Owner's Project Requirements (OPR), and why the systems were selected. The BOD is most effective when developed early in the project design and updated as necessary throughout the design process. The design team will document the basis of design for the Project.

- A. Glumac will provide guidance in the development and perform a review the BoD for clarity and completeness and ensure that the BOD satisfies the CALGreen Requirements.

#### *The Commissioning Plan*

The commissioning plan (Cx plan) establishes the commissioning process guideline for the project and commissioning team's level of effort by identifying the required Cx activities to ensure that the Owner's Project Requirements (OPR) and the Basis of Design (BOD) are met. The Cx Plan also includes a commissioning schedule from design to occupancy.

- A. Glumac will develop and utilize a commissioning plan that will be used throughout the commissioning process.

#### *Commissioning Measures*

Commissioning measures must be included in the project specifications to provide commissioning process requirements, roles, and responsibilities.

- A. Glumac will develop the commissioning measures or requirements to be included in the construction documents (plans and specifications).

#### *Design Review Kickoff Meeting*

A design review kickoff meeting is required per new Title 24 commissioning standards to provide the necessary communication between the commissioning reviewer and the project team.

- A. Glumac will facilitate this meeting between the commissioning reviewer, owner's representative, design engineer(s), and the project manager. Based on this project Glumac will plan to attend one (1) design phase meeting in person and two (2) meetings via teleconference.





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#### *Construction Document Review*

Construction document review is required per new Title 24 commissioning standards with a focus on building envelope, lighting, service hot water heating, and HVAC systems.

- A. Glumac will coordinate to perform construction document review in accordance with Title 24 requirements.

#### *Title 24 Compliance Forms*

Title 24 compliance forms are required for pre-construction phase tasks outlined above.

- A. Glumac will coordinate all compliance forms to be signed by the commissioning agent and/or commissioning reviewer.

#### **Construction & Commissioning Phase**

- A. Glumac will conduct a review of the contractor control submittal for compliance with the Owner's Project Requirements, Basis of Design, and construction documents.
- B. Glumac will verify that the installation and performance of energy consuming systems meet the owner's project requirements and basis of design.
- C. Glumac will conduct **Commissioning Meetings** with the entire team throughout the duration of the project to review progress to date, any commissioning issues, documentation and reporting. We will provide agendas prior and minutes after each meeting. Based on the current schedule we are anticipating (1) construction kick off meeting and twelve (12) progress meetings.
- D. Glumac will conduct **regularly scheduled Commissioning Site Observations** throughout the duration of the project. Construction progress and installation will be reviewed and a Site Observation Report submitted after each visit. Based on the current schedule we are anticipating twelve (12) site observation visits.
- E. Glumac will **develop Prefunctional Checklists** to ensure that individual components of a system are installed properly.
- F. Glumac will **develop Functional Testing Procedures** to be carried out by the contractors, witness and record the results. The Functional Test Results will be evaluated to ensure that the commissioned systems are functioning in accordance with the Owner's Project Requirements and the Basis of Design.

## Post Construction Phase

- A. Glumac will complete a commissioning report that satisfies the CALGreen Requirements and will include at a minimum:
1. An Executive Summary with results of the Commissioning Process including observations, conclusions and any outstanding items.
  2. A Commissioning Issue Log identifying deficiencies discovered during the commissioning process, how they were resolved and any seasonal testing scheduled for a later date.
  3. System performance test results including the Prefunctional Checklists and Functional Test Results.
- B. The systems manual documents information focuses on the operation of the building systems. This document provides information needed to understand, operate, and maintain the equipment and systems and informs those not involved in the design and construction of the building systems. This document is in addition to the record construction drawings, documents, and the Operation & Maintenance (O&M) Manuals supplied by the contractor. The Systems Manual is assembled during the construction phase and available during the contractors' training of the facility staff.
1. Glumac will develop the Systems Manual that satisfies the CALGreen Requirements and will include at a minimum:
- a. Final Version of the OPR and BOD
  - b. Single Line Diagrams
  - c. As-Built Sequence of Operations and original set points
  - d. Operating instructions for integrated building systems
  - e. Recommended schedule of maintenance requirements
  - f. Recommended schedule of the Re-Commissioning of systems along with blank functional testing forms
  - g. Recommended schedule for testing and calibration of sensors.
- C. The systems operation training verifies that a training program is developed to provide training to the appropriate maintenance staff for each equipment type and/or system and that this training program is documented in the commissioning report. The systems operations training program is specified in the project specifications for the major systems listed. The System Manual, Operation and Maintenance (O&M) documentation, and record drawings are prepared and available to the maintenance staff prior to implementation of any training or the development of a written training program. The training program is to be administered when the appropriate maintenance staff is made available to receive training.
1. Glumac will review the operations training program developed by the contractors for accuracy and completeness and verify that the requirements for training operating personnel and tenant space occupants are completed and ensure that the training satisfies the CALGreen Requirements.
- D. Title 24 compliance forms are required for construction and post-construction phase tasks outlined above.

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1. Glumac will coordinate all compliance forms assigned to the commissioning agent and/or commissioning reviewer.

### **Commissioned Systems**

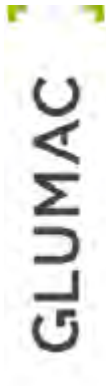
The following is a list of proposed systems to be commissioned under this scope of work:

- A. Heating, ventilation, and air conditioning (HVAC) systems;
  1. Rooftop packaged Gas/AC Units
  2. Exhaust Fans
  3. Heating Hot Water System – Boilers, pumps, etc.
  4. Mini-Split System Fan Coil Systems
  5. Variable Frequency Drives
  6. Terminal Units – VAV's Diffusers, etc.
  7. Kitchen Exhaust Systems
- B. Building Automation System;
- C. Lighting Control Systems;
- D. Domestic Hot Water Systems
  1. Domestic Water Booster Pump
  2. Hot Water Pump
  3. Gas Water Heater
- E. Irrigation Controls

### **COMMISSIONING ASSUMPTIONS**

The following assumptions are made in the preparations of this proposal:

- A. The Owner/Architect will provide the design documents (drawings and specifications) for our work.
- B. The Owner/Architects will provide the contractors' submittal documents, test and balancing data, and other required documents.
- C. We include the use of digital photography with the Commissioning report in order to describe existing conditions and identify O&M requirements.
- D. We anticipate that the work will be performed during normal business hours.



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- E. All calibration and testing equipment including load banks, infrared cameras, specialty metering equipment, etc will be provided by the installing contractors.
- F. Commissioning services will be performed only on those systems identified above.



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### PROFESSIONAL FEES

You will be invoiced monthly as a percentage complete against the following fixed fees:

PHASE	FEE
<b>COMMISSIONING SERVICES</b>	
CalGreen Commissioning	\$19,960
<b>Total Fee</b>	<b>\$19,960.00</b>

*Nineteen Thousand Nine Hundred Sixty Dollars*

### ~~REIMBURSABLE EXPENSES~~

SC OK 9/24/14

~~In addition to the above fee, you will be invoiced for reimbursable expenses plus a 10% reimbursable mark-up fee. Reimbursable expenses include air travel, mileage, rental car, lodging and per diem, CAD plots (at our blueprint service provider's rates), printing (at FedEx Office rates) and messenger service.~~

### TERMS & CONDITIONS

The following Terms and Conditions will govern all services performed on behalf of Client and are hereby incorporated into the Commissioning Services Fee Proposal.

- 1. Commissioning Services.** Commissioning plans, specifications and reports represent Glumac, Inc.'s ("Glumac") judgment as a design professional with respect to the proper commissioning of equipment and components of the work. It is recognized, however, that Glumac does not have control over contractor's proper performance of the work, including but not limited to the contractor's means, methods, techniques, sequences and procedures of construction. Accordingly, Glumac cannot and does not warrant or represent that commissioned equipment and components of the work will not vary from the requirements of the contract documents or comply with applicable codes. Glumac does not perform any work of a contractor and its Commissioning Services are limited to design, plans, and oversight only. No withholding, deductions or offsets shall be made from Glumac's compensation for any reason unless Glumac has been found to be legally liable for such amounts. Payment of Glumac's fees shall be a condition precedent to bringing any action or suit against Glumac.
- 2. Operation and Maintenance.** Client acknowledges that the proper performance of equipment and components commissioned under this Agreement requires periodic and regular maintenance and testing. Client agrees to retain and train qualified personnel regarding the proper operation, maintenance and testing of equipment and components commissioned by Glumac. Client further agrees that, after commissioning, it will maintain the equipment and components commissioned by Glumac in accordance with manufacturer's instructions and industry practice.
- 3. Payment.** All fees and other charges will be billed to Client monthly and will be due and payable no later than 30 days after the date of invoice. Client will pay Glumac interest on past due amounts at the rate of 1.5 percent per month or the highest amount permitted by law, whichever is greater.

In addition to all other remedies, Glumac may withhold delivery of services, reports, plans, specifications, documents or other deliverables if Client fails to pay an invoice when due. Payment to Glumac will not be withheld, postponed or made contingent on the construction, completion or success of the project or upon receipt by the Client of project funds, offsetting reimbursements, or credits from other parties.

4. **Contingency Fund.** The Client and Glumac agree that changes may be required to the plans and specifications during the various phases of design, development, and construction, and therefore the cost of the project may exceed the estimated construction cost. The Client will set aside a reserve in the amount of 10% of the estimated construction cost as a contingency reserve to be used, as required, to pay for any such changes. The Client waives any claim against Glumac or Glumac's subconsultants with respect to any increased costs to the extent of the contingency reserve due to such changes or due to claims made by the construction contractors relating to such changes.
5. **Additional Services.** Any services not explicitly described as being performed by Glumac or its subconsultants are excluded. If agreed to in writing by Client and Glumac, Glumac will provide additional services. Client will pay Glumac for such additional services in accordance with Glumac's current fee schedule or as otherwise agreed by Client and Glumac in writing. These Terms and Conditions will apply to all additional services provided by Glumac. In the case of additional services added to the Engineering Fee Proposal, Glumac's liability shall be limited to the extent of the additional fee for the specific additional services added.
6. **Professional Standards.** Subject to all conditions set forth herein, Glumac will only be liable for breaching its obligation to perform its services to the level of competency maintained by other practicing engineering professionals in the same or similar community performing the same services at the same time as they were performed by Glumac. Glumac makes no warranties, either express or implied. Glumac does not guarantee the completion or quality of performance of contracts by the construction contractor or subcontractors, or other third parties, nor accepts responsibility for their acts, omissions or any safety precautions.
7. **Independent Contractor.** The relationship of Glumac to Client shall at all times be that of an independent contractor. Glumac shall not be liable for the acts of Client or its agents in performing Work.
8. **Document Ownership.** Glumac holds copyright for all tracings, calculations, and other original documents produced by Glumac and such documents shall be the property of Glumac, except when otherwise provided by law, governmental requirement, or by prior agreement, these documents become public property or the property of the Client. A limited license is granted to use the documents for the specific purposes and project covered by the Agreement. Reproduction of these documents either in hard copy or soft copy (including posting on the web) is prohibited without copyright permission. No right to create modifications or derivatives of Glumac documents is granted pursuant to this limited license. You may not remove any copyright or other proprietary notices contained in the documents and information. Any product, process or technology described in the documents may be the subject of other Intellectual Property rights reserved by Glumac. The drawings, specifications, and reproductions thereof are instruments of service to be used only for the specific project covered by the Agreement between the Client and Glumac. Glumac assumes no liability for misinterpretation, modification, or misuse by others of any instruments of service prepared by Glumac in accordance with its services.
9. **Electronic Documents.** If Glumac provides Client any design documents, including but not limited to plans and specifications, in electronic form ("Electronic Documents"), acceptance and use of the Electronic Documents by Client shall be at Client's sole risk and Client will: (a) Waive

and covenant not to sue Glumac alleging any inaccuracy or defect in the Electronic Documents; (b) Agree that Glumac makes no representation with regard to the compatibility of the Electronic Documents with Client's software or hardware; and (c) to the fullest extent permitted by law, indemnify, hold harmless, reimburse and defend Glumac from, for and against any alleged claim, damage, liability, or cost, including but not limited to attorneys' fees, that may arise from Client's use of the Electronic Documents or any subsequent modification of the Electronic Documents by any person or entity.

10. **Schedule.** Glumac will perform its services with reasonable diligence consistent with sound professional practice as ordinarily provided by engineers practicing in the same or similar locality under the same or similar circumstances. Client will require its other consultants and contractors to incorporate into their schedules reasonable periods of time for Glumac to perform its services and will require that they coordinate their services with Glumac's services. Client is aware that many factors outside Glumac's control may affect Glumac's ability to timely perform and complete its services and Client agrees that Glumac is not responsible for damages arising directly or indirectly from any delays, including but not limited to liquidated damages.
11. **Cost Estimates.** Any cost estimates provided by Glumac will be based on Glumac's professional experience and judgment. However, Client agrees that Glumac has no control over market conditions or bidding procedures and, as a result, Glumac does not warrant that bids or construction costs will not vary from Glumac's cost estimates.
12. **Construction Support.** If specifically included in the scope of Glumac's services, construction support services will be performed solely for the purpose of reviewing portions of the work for general conformance with the design concept set forth in the contract plans and specifications. These services are different from inspection or other quality-control services. The Client shall coordinate the contractor's involvement in any Glumac construction support services and shall provide Glumac all necessary contracts and documents to perform the same. Glumac will not provide any administration of the contract between the contractor and the Client. Glumac is not a contractor and does not provide the services of a contractor under any circumstances. Glumac will not supervise, direct or have control over any contractor's work, nor will Glumac have any responsibility for the means, methods, techniques, sequences or procedures of construction selected by the contractor, nor will Glumac be responsible for the contractor's safety precautions and programs in connection with the work, nor will Glumac be responsible for the contractor's failure to perform the work in accordance with the requirements of the contract documents or applicable building or structural codes, nor will Glumac be responsible for the acts or omissions of the Contractor or of any other persons or entities performing portions of the work, all of which are the sole responsibility of the contractor or its agents.
13. **Submittal Review.** Glumac will review and render appropriate services on shop drawings, product data, samples, and other submittals required by the contract documents. Such review shall be solely for general conformance with the design concept and the information shown on the contract documents. Glumac's review will not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, compliance with applicable building or structural codes, coordination of the work of other trades or construction safety precautions, all of which are the sole responsibility of the contractor. Glumac's review will be conducted with reasonable promptness while allowing sufficient time in Glumac's judgment to permit adequate review. Review of a specific item shall not indicate acceptance of an assembly of which the item is a part. Glumac will not review and will not be responsible for any deviations from the contract documents not clearly identified in writing on the submittal by the contractor, nor will Glumac be required to review partial submissions or those for which submissions for correlated items have not been received.

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14. **Property Release.** Client hereby irrevocably grants to Glumac, its employees, agents, licensees, independent contractors and assigns, permission to use, reuse, display, broadcast, perform, reproduce, distribute, transmit, reprint and commercialize, in any manner or media now known or later developed, photographs or artwork depicting property for which Glumac performs services ("Content") for any purpose (excluding defamation and pornography) which may include, among others, advertising, promotion, marketing and packaging for Glumac's products or services. Client agrees that the Content may be combined with other content, text and graphics and cropped, altered or modified.
15. **Copyright License.** Client hereby irrevocably grants to Glumac, its employees, agents, licensees, independent contractors and assigns the perpetual, assignable, royalty-free, worldwide right and license to use any photograph depicting property for which Glumac performs services ("Content"), in whole or in part, including the rights to reproduce, sublicense, transfer, publish, distribute, publicly display, broadcast, download, transmit, modify and prepare derivative works, in any manner or media now known or later developed, for the marketing and sale of Glumac products or services and for any other business purpose or activity relating to Glumac. Client waives any right to inspect or approve Glumac's use of the Content, including written copy that may be created in connection therewith.
16. **Termination for Convenience.** Either Glumac or Client may terminate this Agreement at any time with or without cause upon giving the other party ten (10) calendar days' prior written notice. Client will pay Glumac for all services rendered and all costs incurred up to the date of termination, along with all other reasonable termination costs, including but not limited to expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Glumac's anticipated profit on the value of the services not performed by Glumac. If no notice of termination is given, Glumac's obligations created by this Agreement will be terminated upon completion of the services.
17. **Notice of Deficiencies.** Client shall provide prompt written notice within thirty (30) days of when Client becomes aware or should have reasonably been aware of any fault or defect in the project, including errors, omissions or inconsistencies in the services and work product provided by Glumac.
18. **Additional Insured.** For both "Ongoing Operations" coverage and "Products/Completed Operation" coverage for up to a period of 10 years after project completion, Client will cause all of its general liability and excess insurers to name Glumac as an additional insured and Client will require its consultants, contractors and subcontractors performing services or work to name Glumac as an additional insured on their general liability and umbrella/excess insurance policies and provide evidence of compliance in the form of a certificate, endorsement, or other means upon request.
19. **Waiver of Subrogation.** Client and Glumac waive all rights against each other for damages or loss to the extent covered by any available insurance. Client will require all of Client's insurers to waive subrogation against Glumac and Client will contractually require all of its contractors, consultants, and agents of any tier to have their respective insurers waive subrogation against Glumac.
20. **Indemnity.** Subject to all provisions of this Agreement and to the fullest extent permitted by law, Client shall indemnify, hold harmless, reimburse and defend (with counsel of Glumac's choice) Glumac, its employees, officers, directors and agents from, for and against all actual or alleged claims, losses, damages, costs and expenses arising from or related to the work, the Project, or this Agreement (with the sole exception that Client will have no duty to indemnify Glumac from claims or losses to the extent those claims or losses are caused by the fault or negligence of



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- Glumac or its employees as adjudicated by a court of competent jurisdiction). Under no circumstances shall Glumac be liable for any actual or alleged claims, losses, damages, costs and expenses arising from or related to the work, fault, or negligence of its subconsultants.
21. **Modifications.** No change, modification, or amendment to this Agreement will be valid unless agreed to by both of the parties hereto in writing.
  22. **Successors and Assigns.** This Agreement shall inure to the benefit of and shall be binding upon each of the parties hereto and such parties partners, successors, executors, administrators and assigns.
  23. **Severability.** In the event any clause or portion thereof in this Agreement is deemed invalid or unenforceable by a court or arbitrator of competent jurisdiction, then that clause or portion thereof will be treated as if it were omitted at the time of execution, and the remaining terms of this Agreement shall survive and be enforceable.
  24. **Arbitration.** Client agrees that any claim, damage, or dispute arising out of these Terms and Conditions or any services performed by Glumac will be resolved by binding and confidential arbitration before a single arbitrator in the place where the project is located. The parties shall mutually select the arbitrator and the rules applicable to the arbitration process. Unless the parties mutually agree otherwise, the arbitration shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. As a condition precedent to serving a demand for arbitration, Client agrees that it will obtain a written certificate executed by an independent design professional with similar experience on similar projects and licensed in the jurisdiction in which the project is located certifying that Glumac failed to meet the applicable standard of care. Client will provide Glumac with a copy of the certificate and all written analysis supporting the certificate's findings at least 30 days before serving a demand for arbitration. Client and Glumac agree that any party hereto shall commence all claims and causes of action within the period specified by applicable law but in any case not more than ten (10) years after the date of substantial completion of the project. Client and Glumac waive all claims and causes of action not commenced or noticed in accordance with the time periods in this section.
  25. **Governing Law:** The laws of the State that the project is constructed will govern the validity of this Agreement, its interpretation and performance. Any dispute arising in any way from this Agreement shall be subject to the jurisdiction of the courts of that State.
  26. **Client's Terms.** Any terms and conditions set forth or referenced in Client's purchase order, requisition, or other notice of authorization to proceed are inapplicable to the services provided under this proposal or any related agreement, except when specifically accepted or confirmed in writing and signed by Glumac.
  27. **No Third Party Beneficiaries.** Glumac's responsibilities under this Agreement run only to Client. Glumac's responsibilities do not extend to any third party including, without limitation, the successors and assigns of Client, any Client's Association or any individual unit owner associated with Client. To the fullest extent permitted by law, no party has any third-party beneficiary or other rights arising from or related to the services provided by Glumac.
  28. **Limitation of Liability.** Client agrees that, in recognition of the relative risks and benefits of the project, Glumac's aggregate joint, several and individual liability, whether for breach of contract, breach of warranty, negligence, professional malpractice, strict liability or otherwise will be limited to an amount no greater than \$1 million or Glumac's fee, whichever amount is lesser. This provision will survive the termination or expiration of this Agreement.

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29. **Limitation of Remedy.** Client covenants that it will not, under any circumstances, bring a lawsuit, arbitration demand, or claim of any kind against Glumac's individual employees, officers, directors, or agents and that Client's sole remedy will be against Glumac, Inc.
30. **Waiver of Consequential Damages.** Neither Glumac nor any of its officers, directors, employees or agents will be liable for any indirect, punitive, consequential, liquidated, or exemplary damages of any nature, including but not limited to fines, penalties or lost profits, whether said claim is based upon contract, warranty, tort (including negligence and strict liability) indemnity or any other theory of law, and the Client expressly waives all rights and remedies with respect to the same.
31. **Entire Agreement.** This Agreement contains all terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist, or bind any of the parties hereto.


This proposal shall be valid for a period of ninety (90) days from the date of proposal submittal.

Upon authorization, we will proceed with the scope of work detailed above unless notified of any changes in writing. Please endorse and return one copy of this proposal.

For **Riverside Community  
College District**

For **GLUMAC**

\_\_\_\_\_  
Bart Doering  
Facilities Development Director

  
\_\_\_\_\_  
Steven Carroll, P.E., CxA, LEED AP  
Principal

\_\_\_\_\_  
Date

September 12, 2014  
\_\_\_\_\_  
Date

## STANDARD HOURLY RATES

CLASSIFICATION	RATE/HR.	CLASSIFICATION	RATE/HR.
<b>COMMISSIONING</b>		<b>SUSTAINABILITY CONSULTING</b>	
Commissioning Authority	\$180	Integrated Design / LEED Consulting	\$100 - \$170
Commissioning Agent	\$150	Energy Analysis	\$110 - \$160
Commissioning Technician	\$125	CFD Analysis	\$120 - \$200
Commissioning Coordinator	\$100	Lighting Design	\$110 - \$160
		Technology Integration Design	\$130 - \$180
<b>ENGINEERING DESIGN</b>		<b>PROJECT ADMINISTRATION</b>	
Principal	\$225	Project Coordinator	\$100
Associate Principal	\$205	Project Administrator	\$80
Project Manager	\$160 - \$200	Project Assistant	\$70
Project Engineer	\$140 - \$190	Construction Manager	\$130 - 190
Project Designer	\$100 - \$160		
BIM	\$105 - \$165		
CAD	\$75 - \$105		

## REIMBURSABLE EXPENSES

<del>Drawing Plots &amp; Prints (Color/Bond)</del>	<del>At cost (prevailing printer rates)</del>
<del>Travel, Lodging, Transportation</del>	<del>At cost</del>
<del>Printing, Reproduction, Photography</del>	<del>At cost</del>
<del>Mileage</del>	<del>At prevailing IRS Rate/Mile</del>
<del>Reimbursable Mark-up Fee (on all expenses)</del>	<del>10%</del>

Effective January 2013

# Agenda Item (IX-A-1)

Meeting 10/21/2014 - Regular

Agenda Item Administrative Reports (IX-A-1)

Subject District Academic Calendar 2015-2016

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve the proposed District academic calendar for 2015-2016.

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## Background Narrative:

Presented for the Board's review and consideration is the proposed District academic calendar for 2015-2016. The calendar has been developed in accordance with Article IX of the agreement between the District and the RCCD Faculty Association CCA/CTA/NEA. The proposed calendar has summer, fall, winter, and spring sessions.

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

## Attachments:

[20141118\\_District Academic Calendar 2015-2016\\_Backup](#)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**Academic Calendar**  
**2015-2016**

June 2015						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2015						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2015						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2015						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2015						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2015						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2015						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2016						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						






February 2016						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					





March 2016						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



April 2016						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2016						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2016						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

	Part-time Faculty Orientation to be arranged by College
	Required Day for New Faculty - August 25
	FLEX Days Fall: August 26, 27, 28 Spring: February 5
	Final Exams Fall: December 11 - December 17 Spring: June 2 - June 9 (June 5 excluded)
	Classes Not in Session

	Summer Session 2015 June 22 - July 30 (6 weeks) Weekend Classes - June 27 - July 26
	Fall 2015 August 31 - December 17 Weekend Classes - September 5 - December 6
	Winter Intersession 2016 January 4 - February 11 (6 weeks) Weekend Classes - January 9 - February 7
	Spring 2016 February 16 - June 9 Weekend Classes - February 20 - June 4

	Legal Holiday/Day of Observance
	Commencement (June 9)

# Agenda Item (XII-A)

Meeting 10/21/2014 - Regular

Agenda Item Business From Board Members (XII-A)

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

College/District District

Information Only

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## Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting, including any updates regarding the following assigned associations:

Association of Community College Trustees (ACCT)

Association of Governing Board of Universities and Colleges (AGB)

California Community College Trustees and Legislative Network (CCCT)

Community College League of California (CCLC)

Latino Trustees Association

Inland Valleys Trustees and CEO Association

African-American Organizations Liaison Riverside Branch - NAACP

Hispanic Chambers of Commerce: Corona, Moreno Valley, and Riverside

Chambers of Commerce: Corona, Moreno Valley, and Norco

Riverside County School Board Association

Riverside County Committee on School District Organization

Alvord Unified School District Ad-Hoc Committee

Mine Okubo Committee

Prepared By: Chris Carlson, Chief of Staff & Facilities Development

Attachments:

# Agenda Item (XIII-A)

Meeting	10/21/2014 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	Recommended Action to be Determined

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## Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor

Attachments: