

**BOARD OF TRUSTEES  
LONG BEACH COMMUNITY COLLEGE DISTRICT**

**Minutes of Meeting of  
August 26, 2008**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building I, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on August 26, 2008.

**CALL TO ORDER**

The meeting was called to order at 4:05 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:10 p.m., in the Board Room, Building I, Liberal Arts Campus. President Kellogg reported that in closed session, no action was taken.

**PLEDGE OF ALLEGIANCE**

Doug Otto led the Pledge of Allegiance.

**ROLL CALL**

Present: President Kellogg, Vice President Bowen, Member Clark, Member Otto, Member Uranga, and Student Trustee Brown

**WELCOME AND INTRODUCTIONS**

President Kellogg welcomed everyone to the meeting.

**APPROVAL OF MINUTES**

It was moved by Member Uranga seconded by Member Clark, that the minutes of the meeting of July 8, 2008, be approved as distributed. The motion carried, all voting aye.

**ORDERING OF THE AGENDA**

President Kellogg announced that item 12.12, Authority to Enter Into Agreement, would be pulled from the agenda.

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**REPORT OF BOARD OF TRUSTEES**

**Adopt New Board Self-Assessment Form**

It was moved by Member Bowen seconded by Member Clark that the Board of Trustees adopt the new self-assessment form that was developed and introduced by the consultant/facilitator at the Board Retreat on April 1, 2008.

Member Uranga asked that there be spaces inserted in each section to allow for comments. President Oakley said we would amend the form.

The motion carried, all voting aye.

**Approval of 2009 Calendar of Board Meetings**

It was moved by Member Uranga seconded by Member Bowen that the Board of Trustees approve the Calendar of Meetings of the Board of Trustees for 2009.

**CALENDAR OF BOARD MEETINGS – 2009  
5:00 P.M. - TUESDAYS  
CLOSED SESSION – 4:00 P.M.**

<u>Meeting Dates</u>	<u>Location</u>
January 13, 2009	LAC
February 24, 2009	PCC
March 10, 2009	LAC
April 14, 2009	LAC Retreat
April 28, 2009	LAC
May 12, 2009	LAC
May 26, 2009	LAC
June 9, 2009	PCC
June 23, 2009	LAC Budget Workshop
July 14, 2009	LAC Study Session
August 25, 2009	LAC
September 8, 2009	LAC Budget Workshop and Public Hearing
September 22, 2009	LAC
October 27, 2009	LAC
November 10, 2009	PCC
December 8, 2009	LAC

CHECK CURRENT BOARD AGENDA OR THE WEB @[WWW.LBCC.EDU](http://WWW.LBCC.EDU)  
FOR DATE, TIME, AND LOCATION CHANGES

The motion carried, all voting aye.

**Committee Reports**

There were no committee reports.

**STUDENT TRUSTEE**

Student Trustee Brown gave an update on Associated Student Body (ASB) business. Ms. Brown reported that the Welcome Day Picnic at LAC on August 19 and at PCC on August 21 was exciting and went very well. Participants were glad to meet the presidents and the vice presidents of the school as well as the clubs across campus. Join a Club Day will be held August 28, 2008 at LAC, and September 2, 2008 at PCC. The ASB is planning a Blood Drive on September 10 and 11, 2008 at LAC. The ASB Board of

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Directors approved budget allocations for ASB programs. Monies have been allocated for the LAC and PCC shuttle program. Ms. Brown reported that the students are pleased with the new logo for LBCC.

**PUBLIC COMMENTS ON AGENDA ITEMS**

Members of the public were given opportunity to address the Board of Trustees on any item prior to or during the Board's consideration of that item. There were no comments.

**The following items were part of the Consent Agenda**

**HUMAN RESOURCES (Academic)**

Approve/ratify the following actions:

Appointments

Academic Appointments	4
Academic Administrative Appointments	3
Hourly Instructor – Fall	315
Stipends	31

In-Service Changes

Change of Assignment – Reduced Workload	1
Change in Salary – Contract	1
Change of Title – Contract	4

Separation from Employment

Resignation	3
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**HUMAN RESOURCES (Classified)**

Approve/ratify the following actions:

Appointments

Probationary	25
Transfer	3
Working Out of Class	6
Provisional	8
Substitute	1
Temporary	50
Exempt from the Merit System	277

In-Service Changes

Leave of Absence Without Pay	1
Mileage	3

Separation from the District

Release from Probation	1
Resignation	4
Retirement	2

**FINANCE AND PURCHASING**

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Approve the following actions:

**FINANCE**

**Budget Transfers**

- (a) Budget Transfer numbers 126485, 126487, 126488, 126532, 126538, 126583, 126633, 126675 and 127038 for the Unrestricted General Fund 01 in the amount of \$28,861 as listed:

From: Academic Salaries	\$	13,377	
Employee Benefits		1,605	
Supplies		331	
Services and Operating Expenses		10,044	
Equipment		<u>3,604</u>	\$ <u>28,861</u>
To: Classified Salaries	\$	19,424	
Employee Benefits		1,943	
Supplies		6,656	
Services and Operating Expenses		370	
Equipment		<u>568</u>	\$ <u>28,861</u>

There are no budget transfers greater than \$25,000 for the Unrestricted General Fund 01.

- (b) Budget Transfer numbers 126444, 126531, 126537, 126542, 126581, 126634, 126677, 126722, 126730, 126781, 126785, 126847, 126897, 126920 and 126967 for the Restricted General Fund 12 in the amount of \$277,522 as listed:

From: Academic Salaries	\$	22,404	
Classified Salaries		85,853	
Employee Benefits		17,910	
Supplies		19,761	
Services and Operating Expenses		117,909	
Equipment		11,145	
Student Payments		<u>2,540</u>	\$ <u>277,522</u>
To: Academic Salaries	\$	53,664	
Classified Salaries		80,513	
Employee Benefits		20,150	
Supplies		30,003	
Services and Operating Expenses		75,888	
Equipment		10,845	
Student Payments		<u>6,459</u>	\$ <u>277,522</u>

Included in the budget transfers of \$277,522 for the Restricted General Fund 12 are the following transfers greater than \$25,000:

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<u>AT</u>	<u>From:</u>		<u>Amount</u>
126537	145000-12-631000-8621	CHI Counselor Hourly Salaries	\$ 12,000
	149000-12-601100-8621	CCA and CHI Other Hourly Non-Instructional Salaries	10,000
	212500-12-601100-8621	Classified AFT Non-Instructional Salaries Salaries <50%	4,000
	212500-12-610100-8621	Classified AFT Non-Instructional Salaries <50%	4,000
	233000-12-601100-8621	Hourly Non-Instructional Exempt from Merit System Salaries	25,000
	395000-12-601100-8321	Staff Benefits	4,100
	395000-12-610100-8621	Staff Benefits	400
	395000-12-631000-8621	Staff Benefits	1,440
	514000-12-684000-9230	Professional Services	74,800
	766800-12-095300-8621	Student Financial Aid Registration Fees	2,540
	<u>To:</u>		
	231000-12-684000-9230	Classified Student Assistants	\$ 68,000
	395000-12-684000-9230	Staff Benefits	6,800
	514000-12-601100-8621	Professional Services	63,480

To cover salaries for on-campus work study students and student scholarships.

<u>AT</u>	<u>From:</u>		<u>Amount</u>
126634	211000-12-601300-8075	Classified Salaries Manager/ Supervisor	\$ 16,855
	232000-12-601300-8075	Hourly Non-Instructional Merit System Salaries	5,246
	395000-12-601300-8075	Staff Benefits	7,435
	<u>To:</u>		
	147000-12-601300-8075	Academic Salaries Non-Instructional Extended Duty Stipends	\$ 26,371
	395000-12-601300-8075	Staff Benefits	3,165

To cover salary for Clinical Instructors who worked on producing Multimedia instructional tutorials for the Nursing Program.

- (c) Budget Transfer number 126676 for the Child Development Fund 33 in the amount of \$25 as listed:

From: Supplies	\$ <u>25</u>
To: Services and Operating Expenses	\$ <u>25</u>

There are no budget transfers greater than \$25,000 for the Child Development Fund 33.

- (d) Budget Transfer numbers 126439 and 126483 for the General Obligation Bond Fund 45 in the amount of \$57,136 as listed:

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From: Services and Operating Expense	\$	18,000	
Construction/Additions		661	
Reserve		<u>38,475</u>	\$ <u>57,136</u>
To: Services and Operating Expenses	\$	661	
Construction/Additions/Inspection		<u>56,475</u>	\$ <u>57,136</u>

Included in the budget transfers of \$57,136 for the General Obligation Fund 45 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>		<u>Amount</u>
126483	790100-45-710600-5637	Reserve – Infrastructure (PCC)	\$ 38,475
	<u>To:</u>		
	621000-45-710600-5637	Construction/Additions	38,475

For the Pacific Coast Campus Infrastructure project.

- (e) Budget Transfer numbers 126582 and 126921 for the Contract/Community Education Fund 59 in the amount of \$459 as listed:

From: Services and Operating Expenses	\$	<u>459</u>
To: Supplies	\$	<u>459</u>

There are no budget transfers greater than \$25,000 for the Contract/Community Education Fund 59.

**Salary Warrants**

Ratify issuance of salary warrants listed on Register No. 4479 to 4486 for the period of June 16, 2008 through August 1, 2008 in the amount of \$10,182,555.40 as listed:

Register No. 4479 Issue Date 06/16/08	Warrant Nos. 0766931 – 0766953	\$ 39,683.14
Register No. 9001 Issue Date 06/16/08	Warrant Nos. 0766954 – 0766983 Retroactive - Academic Equal Pay	\$ 524,907.81
Register No. 4480 Issue Date 06/16/08	Warrant Nos. 0766984 – 0767010	\$ 264,119.00
Register No. 4481 Issue Date 06/30/08	Warrant Nos. 0767011 – 0767093	\$ 3,528,731.22

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Register No. 9002 Issue Date 07/10/08	Warrant Nos. 0767094 – 0767111 Retroactive - Academic Equal Pay	\$ 41,929.54
Register No. 4482 Issue Date 07/10/08	Warrant Nos. 0767112 – 0767189	\$ 963,679.10
Register No. 4483 Issue Date 07/10/08	Warrant Nos. 0761790 – 0767433	\$ 379,739.14
Register No. 4484 Issue Date 07/16/08	Warrant Nos. 0767434 – 0767458	\$ 147,656.89
Register No. 9003 Issue Date 07/16/08	Warrant Nos. 0767459 – 0767469 Retroactive – Academic Overload Hours	\$ 13,445.43
Register No. 4485 Issue Date 07/16/08	Warrant Nos. 0767470 – 0767492	\$ 271,564.00
Register No. 4486 Issue Date 07/31/08	Warrant Nos. 0767493 – 0767576	\$ <u>4,007,100.13</u>
Total Salary Warrants Issued:		\$ <u>10,182,555.40</u>

**Commercial Warrants**

Ratify issuance of commercial warrants for the period of June 16, 2008 through August 1, 2008 in the amount of \$17,571,705.03 as listed:

Period Ending June 20, 2008	
Unrestricted General Fund 01	\$ 793,006.24
Restricted General Fund 12	202,699.81
Child Development Fund 33	11,143.78
Capital Outlay Projects Fund 41	69,165.52
General Obligation Bond Funds 43, 44, 45	892,098.76
Contract/Community Education Fund 59	4,914.50
Self Insurance Fund 61	195.84
Student Financial Aid Fund 74	278.16
Stadium Operations Fund 58	6,354.24
Payroll Clearing Fund 76	<u>677.32</u>
Total Period 1 Warrants: \$ <u>1,980,534.17</u>	
Period Ending June 27, 2008	
Unrestricted General Fund 01	\$ 670,660.66
Restricted General Fund 12	293,588.11
Child Development Fund 33	93.15
Capital Outlay Projects Fund 41	23,512.18
General Obligation Bond Funds 43, 45	3,291,152.21
Community/Community Education Fund 59	20,844.68
Stadium Operations Fund 58	4,455.66
Retiree Benefits Fund 79	<u>80,337.84</u>

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	Total Period 2 Warrants:	\$ <u>4,384,644.49</u>
Period Ending July 4, 2008		
Capital Outlay Projects Fund 41	72,889.65	
General Obligation Bond Fund 45	<u>72,889.65</u>	

	Total Period 3 Warrants:	\$ <u>145,779.30</u>
Period Ending July 11, 2008		
Unrestricted General Fund 01	\$ 297,168.03	
Restricted General Fund 12	158,606.65	
Capital Outlay Projects Fund 41	6,025.79	
General Obligation Bond Funds 43, 44, 45	575,533.86	
Student Financial Aid Fund 74	33.00	
Stadium Operations Fund 58	1,928.04	
Payroll Clearing Fund 76	<u>32,631.92</u>	

	Total Period 4 Warrants:	\$ <u>1,071,927.29</u>
Period Ending July 18, 2008		
Unrestricted General Fund 01	\$ 930,387.70	
Restricted General Fund 12	247,335.69	
Child Development Fund 33	5,372.02	
Capital Outlay Projects Fund 41	24,712.41	
General Obligation Bond Funds 43, 45	146,925.03	
Contract/Community Education Fund 59	19,812.52	
Self Insurance Fund 61	2,827.45	
Student Financial Aid Fund 74	88.00	
Stadium Operations Fund 58	17,183.67	
Payroll Clearing Fund 76	36,791.19	
Retiree Benefits Fund 79	<u>3,020.34</u>	

	Total Period 5 Warrants:	\$ <u>1,434,456.02</u>
Period Ending July 25, 2008		
Unrestricted General Fund 01	\$ 899,720.96	
Restricted General Fund 12	298,687.97	
Child Development Fund 33	33.47	
Capital Outlay Projects Fund 41	450.00	
General Obligation Bond Funds 45	255,324.24	
Contract/Community Education Fund 59	5,634.00	
Self Insurance Fund 61	22,941.81	
Stadium Operations Fund 58	<u>1,870.00</u>	

	Total Period 6 Warrants:	\$ <u>1,484,662.45</u>
Period Ending August 1, 2008		
Unrestricted General Fund 01	\$ 1,672,324.49	
Restricted General Fund 12	177,170.93	
Child Development Fund 33	693.18	
Capital Outlay Projects Fund 41	1,566,475.39	



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General Obligation Bond Funds 43, 45	2,486,897.21
Contract/Community Education Fund 59	52,469.91
Self Insurance Fund 61	635,821.43
Student Financial Aid Fund 74	126.00
Stadium Operations Fund 58	125.00
Payroll Clearing Fund 76	16,403.60
Retiree Benefits Fund 79	<u>463,986.48</u>

Total Period 7 Warrants: \$ 7,072,493.62

Commercial Warrants Total: \$ 17,571,705.03

Included in the total warrant expenditure of \$17,571,705.03 are the following payments greater than \$25,000, excluding employee benefits and utilities:

**Unrestricted General Fund 01**

1. \$ 513,503 to *United of Omaha Life Insurance* for 2007 Supplemental Employee Retirement Plan (SERP) premiums for classified and management team retirees (installment 2 of 5).
2. \$ 403,635 to *Protected Insurance Program for Schools* for going forward Workers' Compensation claims from July 1, 2008 through June 30, 2009 (first installment).
3. \$ 265,585 to *City of Long Beach Police/Fire Departments* for Spring 2008 police and fire services training classes.
4. \$ 133,355 to *Dell Marketing LP* for 138 computers for the student computer labs.
5. \$ 83,620 to *Nostrum, Inc.*, for consulting services for the second phase of a branding strategy and development project for the Office of Community Relations and Marketing.
6. \$ 72,891 to *Trend Offset Printing Services* for printing of the Fall 2008 class schedules.
7. \$ 67,031 to *Dell Financial Services* for leasing computer equipment (first of three payments).
8. \$ 52,813 to *Bear Data Systems* for network switch upgrade.
9. \$ 38,377 to *LBCC Auxiliary, Inc.*, for bookstore purchases made in June 2008 at the Liberal Arts and Pacific Coast Campuses.
10. \$ 37,407 to *Schools Excess Liability Fund* for Workers' Compensation claims for outstanding and incurred assessments periods from 1989-1990 through 2006-2007.

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11. \$ 31,480 to *Ridelinks, Inc.*, for conducting electronic surveying and reporting to meet with Southern California AQMD regulations.
12. \$ 29,630 to *Software One* for network backup software license.
13. \$ 25,790 to *Associated Student Body (ASB)* for the college service card collections.
14. \$ 1,213 to *Premier Agendas, Inc.*, for student planners for Fall 2008 and Spring 2009. (This is jointly funded with the Restricted General Fund).

**Restricted General Fund 12**

1. \$ 74,739 to *Loyola Marymount University* for hosting a service center for the Small Business Development Center Network.
2. \$ 72,412 to *Academic Marketing Services* for the production, printing, and distribution of the district-wide "Career Focus" magazine.
3. \$ 65,371 to *Santa Monica Community College District* for hosting a service center for the Small Business Development Center Network.
4. \$ 58,008 to *Moss Adams LLP* for Small Business Development Center audit services.
5. \$ 54,102 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network.
6. \$ 51,455 to *Santa Clarita Community College District* for hosting a service center for the Small Business Development Center Network.
7. \$ 47,525 to *American Caregivers, LLC* for Caregiving Training classes on June 10, 2008 through June 19, 2008.
8. \$ 39,908 to *Premier Agendas, Inc.*, for student planners for Fall 2008 and Spring 2009. (This is jointly funded with the Unrestricted General Fund).
9. \$ 30,000 to *Roland Corporation U.S.*, for 20 (twenty) digital pianos and accessories.

**Capital Projects Fund 41**

1. \$ 1,310,103 to *Solpac Construction, Inc.*, for construction on the Pacific Coast Campus Industrial Technology Complex (Tech 1).
2. \$ 145,567 to *First Regional Bank* for escrow retention for construction on the Pacific Coast Campus Industrial Technology Complex (Tech 1).
3. \$ 109,922 to *Spinitar* for the Audio Visual System for the Library/Learning Resource Center at PCC.

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4. \$ 67,014 to *Vance & Associates Roofing, Inc.*, for roof replacement on Buildings B, C, and D on the Liberal Arts Campus. (This is jointly funded with the General Obligation Bond Fund).
5. \$ 64,956 to *Hill Partnership, Inc.*, for professional services. (This is jointly funded with the General Obligation Bond Fund).

**General Obligation Bond Funds 43/44/45**

1. \$ 3,292,746 to *Solpac Construction Inc.*, for construction of the Learning Resource Centers on the Liberal Arts and Pacific Coast Campuses.
2. \$ 1,191,234 *Taisei Construction Corp.*, for construction of the South Quad Complex Building.
3. \$ 803,063 to *Cordoba Corporation* for bond project construction management.
4. \$ 518,430 to *Siemens Building Technologies, Inc.*, for the Central Plant Projects on the Liberal Arts and Pacific Coast Campuses.
5. \$ 380,213 to *Hill Partnership, Inc.*, for professional services rendered. (This is jointly funded with the Capital Projects Fund).
6. \$ 354,759 to *First Regional Bank* for escrow retention for the construction of the Learning Resource Center Buildings on the Liberal Arts and Pacific Coast Campuses.
7. \$ 114,706 to *RMA Construction Services, Inc.*, for bond program technical support services.
8. \$ 90,000 to *Marlene Imirzian & Associates* for architectural services rendered.
9. \$ 67,014 to *Vance & Associates Roofing, Inc.*, for replacement of the roofs on Buildings B, C, and D on the Liberal Arts Campus. (This is jointly funded with the Capital Projects Fund).
10. \$ 48,811 to *Verizon* for moving aerial communication lines underground.
11. \$ 48,800 to *PCN3, Inc.*, for renovation of portable buildings for the Learning Resource Center interim facility.
12. \$ 43,766 to *Sandy Pringle Associates* for inspection services for the South Quad Complex at the Liberal Arts Campus.
13. \$ 34,008 to *Twining Laboratories, Inc.*, for inspection services on the Learning Resource Center Building renovation project at the Liberal Arts Campus.
14. \$ 30,789 to *Division of State Architect* for additional DSA fees on the Tech 1 Project.

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15. \$ 30,498 to *Engineering Economics, Inc.*, for consulting services.

**Contract/Community Education Fund 59**

1. \$ 51,966 to *Levica Builders, Inc.*, for tenant improvement work at the new Economic Resource Development offices.

**Self Insurance Fund 61**

1. \$ 635,644 to *Statewide Association of Community College JPA* for property and liability insurance contribution.

**Budget Increase/(Decrease)**

**Restricted General Fund 12**

New 2007-2008 Budget for Pacific Hospital of Long Beach Charitable Trust	\$ 23,167
Revised 2007-2008 Budget for Technology Infrastructure/Telecommunications	\$ 8,820
New 2007-2008 Budget for Youth Entrepreneurs Project CITD	\$ 6,033
New 2007-2008 Budget for Youth Entrepreneurs Project SBDC	\$ 6,033
Revised 2007-2008 Budget for Extended Opportunity Programs and Services	\$ 1,500
Revised 2007-2008 Budget for Student Financial Aid Administration Allowance	\$ 1,500
Revised 2007-2008 Budget for CARE Program	\$ (8,221)
Revised 2007-2008 Budget for Basic Skills Funding	\$ (50,096)

**Contract/Community Education Fund 59**

New 2007-2008 Budget for City of Riverside – Hybrid Safety	\$ 1,950
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**Student Financial Aid Fund 74**

Revised 2007-2008 Budget for CARE Program	\$ 8,221
Revised 2007-2008 Budget for Extended Opportunity Programs and Services	\$ (1,500)

**PURCHASING**

**Use of Other Agencies Bids**

City of Los Angeles Contract #57475 – With Empire Cleaning for janitorial products effective August 1, 2000 through August 1, 2009.

Background – This contract was solicited by the City of Los Angeles and contained a clause that allows governmental agencies nationwide to make purchases with the same terms, conditions and prices as negotiated.

National Joint Power Alliance Contract #110105 – With Hillyard for janitorial supplies and related custodial equipment effective November 16, 2005 through November 16, 2010.

Background – This contract was solicited by the National Joint Power Alliance and contained a clause that allows public agencies nationwide to make purchases with the same terms, conditions and prices as negotiated.

U.S. Communities Contract #2007-118 – With Zep Service Solutions for janitorial supplies effective January 1, 2008 through December 31, 2009 with the option to extend the term for an additional 36-months.

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Background – This contract was solicited by the County of Dallas, Texas and contained a clause that allows public agencies nationwide to make purchases with the same terms, conditions and prices as negotiated. Long Beach Community College is currently registered to participate in the U.S. Communities program.

**Purchase Order Approvals/Ratifications**

Authorize the issuance of purchase orders for the period June 16, 2008 through August 1, 2008 in the amount of \$5,319,982.56 as listed.

Background: PO# 60327 – PO# 60816	\$ 5,319,982.56
Total Amount	<u>\$ 5,319,982.56</u>

Included in the total amount of purchase orders of \$5,319,982.56 are the following items greater than \$25,000:

**General Fund – Fund 01**

PO 60348	<i>Premier Agendas, Inc.</i> Planners, for new students (This is jointly funded with the Restricted General Fund 12)	\$ 1,213.00
PO 60475	<i>NAES Acquisition Corporation</i> Service agreement for elevator maintenance	\$ 28,000.00
PO 60487	<i>Protected Insurance Programs for Schools (PIPS)</i> Workers' Compensation contributions	\$ 1,076,351.00
PO 60562	<i>Schools Excess Liability Fund</i> Workers' Compensation Contributions	\$ 37,407.00
PO 60705	<i>United States Postal Services</i> Annual postage for meter	\$ 250,000.00
PO 60710	<i>Collegenet, Inc.</i> Professional services for installation and configuration of Schedule 25 software	\$ 30,000.00
PO 60735	<i>HWW, Inc.</i> Advertising services for classified employee recruitment	\$ 30,000.00

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**Restricted General Fund – Fund 12**

PO 60347	<i>Long Beach City College Foundation</i> Project Rise Student Scholarships	\$	63,000.00
PO 60348	<i>Premier Agendas, Inc.</i> Planners for new students (This is jointly funded with the Unrestricted General Fund)	\$	39,908.11
PO 60712	<i>Graphic Designs West</i> Production of student and staff parking permits	\$	53,000.00

**General Obligation Bond Fund 45**

PO 60570	<i>J Co Manufacturing</i> Floor sealant to Building J (PCC)	\$	56,735.00
PO 60663	<i>Verizon</i> Move aerial communication lines underground	\$	48,810.95

**Self Insurance Fund -Fund 61**

PO 60452	<i>Statewide Association Community College JPA</i> Property and liability contribution	\$	635,644.00
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**ACADEMIC AFFAIRS, STUDENT SUPPORT AND ADMINISTRATIVE  
SERVICES**

Approve the following actions:

Authorize the Vice President, Administrative Services, to enter into and execute the following agreements:

**Grant/Revenue Agreements**

CN 93130.9 – Ratify – Amend – With the *Chancellor's Office, California Community Colleges*, to provide additional funding for RFA # 05-071-002 and extend the termination date to November 30, 2008. The amendment increases funding by \$40,000 for a total grant amount of \$649,458.

Background – This amendment continues the cooperative program between the District and Long Beach Unified School District ROP Program with additional SB 70 funding.

CN 93133.7 – Ratify – Amend – With *Los Angeles County Office of Education (LACOE)* to increase funding for the GAIN/GROW Program and extends the termination date to June 30, 2009. Funding amount is increased by \$300,000 for a total grant amount of \$450,000.

Background – This extends the term and funding for the District to continue administration of vocation and career assessments and learning disability evaluations for the LACOE GAIN/GROW Program.

CN 93140.4 – Ratify – With the *Chancellor's Office, California Community Colleges*, to provide funding under RFA# 07-0170 for training, work experience and collaboration

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between the District, City of Long Beach, Long Beach Unified School District and community partners and employers effective June 1, 2008 through January 31, 2010. Amount of funding is \$350,000.

Background – The Governor’s Career Technical Education Initiative Project (SB-70/SB1133) provides funding for educational pathways to the District in one of five construction-related areas: Architecture/Drafting, Carpentry, Electrical, HVAC and Sheet Metal. The project provides career exploration activities for 7<sup>th</sup> and 8<sup>th</sup> grade students, faculty development and recruitment and retention of students.

**Bond Contract Awards**

CN 22029.5 – With *RDS Architects*, for Building Q and R Roofing project at the Liberal Arts Campus, effective July 1, 2008 through June 30, 2009, for a contract amount not to exceed \$80,000, paid from General Obligation Bond Fund.

Background – The consultant will provide construction documents and administration for this project.

CN 22029.6 – With *The Solis Group*, for Labor Compliance, Local Contractor/Vendor Business Outreach and Contractor Pre-Qualification Services, effective July 1, 2008 through June 30, 2011, for a contract amount not to exceed \$1,210,090.44, paid from General Obligation Bond Fund.

Background – The consultant will administer the Labor Compliance Program approved by Board Resolution 030805B.

CN22029.7 – With *Cambridge West Partnership, LLC* for facilities planning and implementation services for both campuses effective July 1, 2008 through June 30, 2009 for an amount of \$103,000, paid from General Obligation Bond Fund, plus optional discretionary services not to exceed \$91,000.

Background – Scope of work to include but not be limited to development and submittal of the District’s Five-Year Construction Plan, technical support for the District’s Building/Facilities Program, plus optional discretionary services.

**Bond Contract Amendments**

CN 22024.4 – With *Siemens Building Technologies, Inc.*, Amendment #3, to extend the termination date from June 30, 2008 to June 30, 2009.

Background – Consultant provides energy consulting services.

CN 22024.4YB – With *Siemens Building Technologies, Inc.*, Amendment #4, for additional services to provide technical support for the Central Plants and to increase the contract by an amount of \$248,860 for a total contract amount not to exceed \$22,524,315.24, paid from General Obligation Bond Fund.

Background – Per Government Code 4217, RFP 07-001 Energy Services was issued on August 21, 2006 to three pre-qualified firms to provide energy services, and a public

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hearing was conducted at the regular board meeting of November 7, 2006. The District is authorizing the contractor to provide operation and maintenance of the central plants on both campuses. The effective dates of Amendment #4 are from September 1, 2008 through June 30, 2009 with an option to extend for two additional one-year terms.

CN 22027.1 – With *Marlene Imirzian & Associates*, Amendment #1, to change the termination date from June 30, 2008 to September 30, 2008.

Background – Consultant is providing programming, schematic site plans, floor plans, elevations, and construction cost estimate for the Math Technology Building at the Liberal Arts Campus.

CN 22027.3 – With *Hunt Design Associates, Inc.*, Amendment #1, to increase the contract amount by \$2,800 for a total contract amount not to exceed \$72,800, paid from General Obligation Bond Fund.

Background – Additional amount is for reimbursable expenses for the campus wide signage program.

**Contract Awards**

CN 95007.9 – With *Burnham Benefits Insurance Services, Inc.*, to provide benefits consulting services effective July 1, 2008 through June 30, 2009 for a fee equal to a percentage of the total benefit premium amounts not to exceed \$150,000.

Background – The consultant's fees are incorporated into the District premium amounts and are not paid separately.

CN 95011.4 – With *Student Insurance* for student accident coverage effective August 1, 2008 through July 31, 2009 for the amount of \$78,353, paid from the General Fund.

Background – The District pays this premium to cover the general student population from the student health fee fund, \$76,767 for basic coverage and \$1,586 for catastrophic coverage.

CN 99653.5 – With *RideLinks, Inc.*, effective September 1, 2008 through August 31, 2009 for a contract amount not to exceed \$32,000, paid from the General Fund.

Background – Consultant provides South Coast Air Quality Management District approved online survey, processing, and reporting.

CN 99653.3 – With *Levica Builders, Inc.*, for Bldg. P Theater Room Renovation project at the Liberal Arts Campus for a total contract amount not to exceed \$177,041, paid with funds from Long Beach Community College Foundation and General Obligation Funds.

Background – Bid C0894G for Bldg. P Theater Room Renovation was opened on June 26, 2008 and two (2) bids were received. Authorization was given to the Vice President Administrative Services, to approve the selection of the responsible and responsive contractor at the June 24, 2008 meeting.



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CN 99653.9 – With *Point and Click Solutions, Inc.*, to provide software and consulting services for the Student Health and Wellness offices effective September 29, 2008 through September 28, 2013 for a fee of \$20,000, plus \$30,352.62 for five years of maintenance and support of the software, total contract amount not to exceed \$50,352.62, paid from Student Health Fees and General Fund.

Background – The software and consulting services will be used by the Student Health and Wellness staff. Vendor will provide training and implementation of the software at both the Liberal Arts and Pacific Coast Campuses.

**Contract Amendments**

CN 99606.1 – With *Waste Management*, Amendment #21, to change the termination date from June 30, 2008 to June 30, 2009 at an annual cost of \$116,000.

Background – Contract renewal for disposal of waste rubbish and wet garbage.

CN 99636.3 – With *RDS Architects*, Amendment #3, to change the termination date from June 30, 2008 to December 31, 2008.

Background – Consultant provides architectural services for the Building B, C, and D Roofing project at the Liberal Arts Campus.

CN 99638.7 – With *Asmara U.S.A., Inc.*, Amendment #2, to change the termination date from June 30, 2008 to December 31, 2008 and increase the contract amount by \$20,000 for a total contract amount not to exceed \$40,500 paid from Restricted General Fund.

Background – Consultant provides export/import consulting services for the Center of International Trade & Development.

CN 99640.1 – With *International Market Development Services*, Amendment #2, to change the vendor name from International Market Development Services to *Stacey Ogo dba International Market Development Services* and change the termination date from June 30, 2008 to December 31, 2008.

Background – Consultant provides training sessions, one-on-one technical assistance, attends meetings, and prepares reports for the Center for International Trade Development Program.

CN 99643.2 – With *Parker & Covert, LLP*, Amendment #1, to increase the contract amount by \$50,000 for a total contract amount not to exceed \$200,000, to be paid from General Fund.

Background – Consultant provides legal services as needed. On June 26, 2007 the Agreement was sent to Board for three years. Funding was only approved for the 2007-08 fiscal year. This amount will cover the full term of the Agreement, for the period of July 1, 2007 through June 30, 2010.

**Change Order Ratifications**

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CN 22021.3 – With *Taisei Construction Corporation*, Change Order #21 for the new South Quad Complex project at the Liberal Arts Campus in the amount of \$31,040, for a total contract amount not to exceed \$39,355,095.56, paid from General Obligation Bond Fund. Total approved change orders represent 7.49%.

Background – Change Order #21 is for added straps on East/West exterior walls and furring strips for build-up, surveying southwest corner of Building C, and providing pipe penetrations for downspout and GLB connection to ‘W’ column.

C22024.4 – With *Siemens Building Technologies, Inc.*, Change Orders #9 for the Central Plant at the Liberal Arts Campus, and #9P for the Central Plant at the Pacific Coast Campus, in the amounts of \$4,173 and \$4,033, respectively, for a total contract amount not to exceed \$17,770,921.24, paid from General Obligation Bond Fund.

Background – Change Order #9 is to install gates into existing fence, and Change Order #9P is for installation of an eyewash/shower combination.

C22026.5 – With *2H Construction, Inc.*, Change Order #1 for Building R Boiler Plant Pipe Connection at the Liberal Arts Campus in the amount of \$16,668, for a total contract amount not to exceed \$183,354, paid from General Obligation Bond Fund.

Background – Change Order #1 is for is for excavation work and raising valve boxes.

CN 99641.9 – With *Solpac Construction, Inc., dba Soltek Pacific Construction Company, Inc.*, Change Order #8, in the amount of \$38,026 for the New Learning Resource Center at the Pacific Coast Campus, for a total contract amount not to exceed \$9,267,596.82, paid from General Obligation Bond Fund. Total approved change orders represent 2.05% of the contract amount.

Background – Change Order #8 is for the installation of marker boards, fire dampers, drains lines for air vents, wood door and aluminum frame, locks on cabinets, plumbing devices, water supply for humidifier, gas pressure regulator and meter, flex connectors, sewer main connection, 120V power to flow meter, moving light fixtures, and plaster repair.

CN 99653.3 – With *Levica Builders, Inc.*, Change Order #1, in the amount of \$10,928 for the Bldg. P Theater Room Renovation project at the Liberal Arts Campus, for a total, for a total contract amount not to exceed \$187,969, paid with funds from Long Beach Community College Foundation and General Obligation Funds.

Background – Change Order #1 is for a new T-Bar and Adobe tile drop in fixtures, new grills in ceiling, and demolition and haul away of existing ceiling.

**Authority to Approve the Selection of Contractor**

Authorize the Vice President, Administrative Services, to approve the selection of the responsible contractor from the responsive bidders for Bid C0994A LAC Central Plant Landscape & Irrigation.

Background – Bid C0994A advertised in the Press Telegram on August 10, and August 17, 2008. Bid opening is September 4, 2008.

**Completion of Contract**

CN 99650.9 – With Levica Builders, Inc., for Tenant Improvements ERD Leased Space project located at 4040 Paramount Blvd., Suite 107, Lakewood, CA for a total fee of \$57,740. Project was completed on May 30, 2008.

**Amendment to Board Action**

CN 22028.7 – Amend the board action of June 24, 2008 with King Offices Services, to include reference to Request for Qualifications RFQ No. 05-004 dated June 9, 2005.

CN 22028.8 – Amend the board action of June 24, 2008 with Rondeux Relocation Services, Inc., dba Penn Corporate Relocation, to include reference to RFQ 05-004 dated June 9, 2005.

Background – The board actions for the above two contracts did not reflect the reference to the RFQ.

CN 22008.5 – Amend the board action of June 24, 2008 with Signet Testing Labs, Inc., to change the amendment number from #3 to #2.

Background – The board action did not reflect the correct amendment number.

CN 93136.3 – Amend the board action of July 10, 2007 with Higher One, Inc., for Demand Deposit Accounts (DDA) to assist financial aid recipients effective July 11, 2007 through July 1, 2012.

Background – The District shall pay administrative fees of approximately \$25,000 through the 2008-09 fiscal year.

CN 93140.2 – Amend the board action of May 27, 2008 with the Chancellor's Office, California Community Colleges, to extend the RN Enrollment Growth and Retention Grant No. 08-116-66 grant termination date from June 30, 2009 to August 31, 2010. Amount of funding is \$221,000 per year for a total grant amount of \$442,000.

Background – The board action only reflected the entire amount of funding for one year instead of two years.

CN 99631.6 – Amend the board action of April 1, 2008 with Oracle USA, Inc., for software update license and support to increase the contract amount by \$33,052.22 for a total contract amount of \$845,325.71.

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Background – The board action amount did not include the user tax amount required in addition to vendor fees.

CN 99643.3 – Amend the board action of June 26, 2007 with *Public Agency Law Group*, from allocating funds for just the 2007-08 fiscal year to June 30, 2010, the entire term of the Agreement.

Background – The June Board allocated the entire agreement amount only for the 2007-08 fiscal year.

CN 99647.3 – Amend the board action of June 24, 2008 with *P2S Engineering, Inc.*, to change the amendment number from #1 to #2.

Background – The board action did not reflect the correct amendment number.

CN 99652.8 – Amend the board action of June 24, 2008 with *Hasler Financial* for lease of a Hasler WJ250 Digital Mailing System to revise the total contract amount from \$62,451.60 to \$67,297.80.

Background – The board action did not reflect the applicable sales tax.

**Disposal of Surplus Property**

Declare the 1984 F350 Ford pick up truck VIN #1FDJF3718EPB38575 with license #1157282 as surplus, and authorize the disposal in accordance with Education Code §81452. The property is not useable for school purposes.

**Institutional Membership**

Amend the 2008-09 institutional membership list to include:

InfoComm International	\$ 900
Paid by Academic Computing and Information Technologies	

**Authority to Enter Into An Agreement**

Authorize the Vice President, Administrative Services to enter into an agreement with Alteon Training LLC, for the purchase of real property located at 4900 and 4910 East Conant Street, Long Beach, California. This includes any subsequent or additional agreements that may be deemed necessary.

It was moved by Member Clark seconded by Member Uranga that items on the Consent Agenda, with the exception of Item 12.12, be approved and authorized.

The motion carried, all voting aye.

**ACADEMIC SENATE (Title 5, Section 53203)**

No Items, No Report.

**SUPERINTENDENT-PRESIDENT**

**Superintendent-President's Report**

Superintendent-President Eloy Oakley welcomed everyone back to the 2008/2009 Academic year. He reported the Fall Semester started with the College Day event. He thanked all that were involved in making College Day a success. Dr. John Roueche from the University of Texas gave an inspirational speech to all who attended.

President Oakley stated that Welcome Week was a successful event and he thanked Trustee Kellogg for his participation in serving hotdogs to the students. He also thanked DeWayne Sheaffer, CCA President, for his participation. President Oakley reported that the students enjoyed the event and he hopes to make Welcome Week a tradition.

President Oakley announced that the district's Department of History and Political Science and the Campus Progressives are sponsoring a panel discussion on Wednesday, September 10, 2008 at LAC. The panel is made up of environmental health policy advocates who are championing clean air in Long Beach. The panel discussion will be headed by Dr. Julian DelGaudio, and Long Beach Harbor Commissioner Mario Cordero will be a panel participant.

President Oakley requested that Ann-Marie Gabel, Vice President of Administrative Services give an update on the status of the State budget. The Governor's proposal provides no COLA for community colleges or K-12s. It allows for 2% enrollment growth for community colleges and also will maintain the categoricals at their 2007/2008 levels. The Governor expected the budget to pass by August 4, 2008. That date has since passed and the impact to LBCC is that the District does not receive any apportionment until the State approves its budget. And, the District is not receiving its cash payments from the State. The District does not expect to have a cash shortfall until October 2008. In October that would amount to approximately \$500,000. Come November the District's cash shortfall would be estimated at \$9 million. In June 2008, the District put measures in place to borrow from the Los Angeles County Treasure should the State budget not pass by October 2008. Another significant impact to the District is that the Chancellors Office has given all Districts the authority to delay the adoption of the final budget on September 15, 2008 and has extended the due date to October 15, 2008. The District will bring the final budget to the Board on September 23, 2008 or October 7, 2008, pending the State's approval of its budget.

**ACADEMIC AFFAIRS**

No Items, No Report.

**STUDENT SUPPORT SERVICES**

**Update on the Cost of Textbooks**

Dr. Christopher Villa, Vice President, Student Support Services, Marty Wayland, Director, LBCC Auxiliary, Inc., and Rochelle McCoy, manager of the bookstore department, gave a PowerPoint presentation and update of the cost of textbooks and efforts being made at LBCC to mitigate these costs. Ms. Wayland announced that they are currently forming a task force to address these matters and it will start meeting sometime around September.

**ADMINISTRATIVE SERVICES**

**2008-2009 Appropriations Limit**

It was moved by Member Otto seconded by Member Clark that the Board of Trustees approve the District's Appropriations Limit for 2008-2009.

The motion carried, all voting aye.

**2007-2008 CCFS-311Q Fourth Quarterly Financial Status Report**

It was moved by Member Bowen seconded by Member Uranga that the Board of Trustees approve the 2007-2008 Fourth Quarterly Financial Status Report for the Long Beach Community College District, and authorize transmittal of the report to the California Community Colleges Chancellor's Office.

The motion carried, all voting aye.

**Sale of Bonds Financing Summary**

Ann-Marie Gabel, Vice President, Administrative Services, pursuant to California Education Code Section 15146(c)(1), effective September 2006, presented to the Board the Financing Summary disclosing the actual cost for the sale of Series A bonds sold on July 8, 2008.

**PACIFIC COAST CAMPUS**

No Items, No Report.

**ECONOMIC AND RESOURCE DEVELOPMENT**

No Items, No Report.

**ACADEMIC SENATE**

No Items, No Report.

**TRUSTEES COMMUNICATIONS**

Member Uranga congratulated Vice President Bowen for doing an excellent job on his first speech at College Day in President's Kellogg's absence, and President Kellogg thanked Vice President Bowen for taking the helm while he was on vacation. President Kellogg commended the vice presidents, deans, and faculty for their participation in serving lunch to the students at Welcome Week.

**STUDY SESSION:**

**Institutional Effectiveness**

Dr. Eva Bagg facilitated the report and presentation to the Board of Trustees, along with Hannah Alford, Research Analyst II. The Institutional Effectiveness report contains data on the college's performance on all of the ARCC performance indicators as published in the 2008 ARCC report. For most of the indicators, the performance data is disaggregated by ethnicity in the Institutional Effectiveness report. In addition, the presentation summarized the college's self assessment that appears in the 2008 ARCC report, highlighting the initiatives underway that have been designed to address student performance on the ARCC indicators as well as other local measures of student success.

**Overview of Board Self-Assessment for 2007-2008**

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Dr. Eva Bagg gave an overview of the results of the Board of Trustees' annual self-evaluation that was completed and discussed at the Board Retreat on April 1, 2008.

**NEW BUSINESS**

There was no new business.

**FUTURE REPORTS**

Future Reports or Discussion Items Requested by Board Members:

**September 9, 2008**

Diversity Update Report

**October 7, 2008**

Title V – HSI Update

**BOARD OF TRUSTEES GOALS 2007-2009 will be reported on as follows:**

**September 23, 2008**

3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

- D. Support the development of a streamlined decision-making and governance structure by Fall 2008.

**March 2009**

3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

- F. Ensure opportunities for all stakeholders to participate in accreditation self-study and approve a plan for addressing recommendations of the visiting team no later than three months after the accrediting commission issues its final report and recommendations.

**PUBLIC COMMENTS (NON-AGENDA ITEMS)**

Members of the public were given the opportunity to address the Board of Trustees on matters of general District business. There were no comments.

**ADJOURNMENT**

President Kellogg adjourned the meeting at 7:21 p.m. The next regular meeting of the Board of Trustees will be held on September 9, 2008. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building I, Liberal Arts Campus.

Assistant Secretary