



BOARD OF TRUSTEES

Foothill-De Anza Community College District
12345 El Monte Road
Los Altos Hills, CA 94022

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prior to meeting. Meetings are held in a location accessible to the disabled.*

*Members of the public who wish to comment on items or address the
Board may do so by completing a request form prior to the start of the
meeting and are limited to five minutes each.*

August 4, 2008

Location: De Anza College
21250 Stevens Creek Blvd.
Cupertino, CA 95014

Study Session: 1:00 p.m.
Room CDC1-10
Child Development Center
Closed Session: 4:30 p.m.
Don Bautista Room
Hinson Campus Center

Public Session: 6:00 p.m.
Room CDC1-10
Child Development Center

AGENDA

Study Session and Regular Meeting

Public Session — 1:00-4:30 p.m.

CALL TO ORDER & ROLL CALL

BOARD STUDY SESSION

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Budget Overview (Dunn x6201) <i>(See Public Memo for backup)</i> <ul style="list-style-type: none"> • 2007-08 Budget Update • 2007-08 and Summer FTES Reports • 2008-09 Preliminary Budget 2. Educational Technology Services (Sherman x6120) <ul style="list-style-type: none"> • Progress and Challenges in Technology • Strategic Planning 3. Facilities Master Plan 2005-2015: Planning and Implementation (Allen x6150) <ul style="list-style-type: none"> • Measure C: Where Have We Been and Where Are We Going? • Middlefield Center • Facilities Master Planning: Off-Campus Expansion 4. Board Goals for 2008-09 (Kanter x6104) 5. Trustee Selection and Appointment Process (Kanter x6104) | <p>INFORMATION</p> <p>INFORMATION</p> <p>INFORMATION</p> <p>ACTION</p> <p>INFORMATION</p> |
|--|--|

Closed Session — 4:30-6:00 p.m.

CONFERENCE WITH LABOR NEGOTIATOR

District Negotiator: Dorene Novotny
Employee Organizations: All Represented and Unrepresented Groups

CONFERENCE WITH PROPERTY NEGOTIATORS

Under Negotiation: Price and terms of payment
Agency Negotiator: Kevin Crawford, Andy Dunn and John Shupe
Property: 4000 Middlefield Road, Palo Alto, CA 94303
Negotiating Parties: City of Palo Alto
Property: 100-200 Evelyn Avenue, Mt. View, CA 94041
Negotiating Parties: PSAI Realty Partners
Property: 189 N. Bernardo Avenue, Mt. View, CA 94043
Negotiating Parties: Cornish & Carey Commercial

Public Session — 6:00 p.m.

RECONVENE PUBLIC SESSION

REPORTING OUT FROM CLOSED SESSION

INFORMATION

APPROVAL OF MINUTES

ACTION

July 7, 2008

CORRESPONDENCE

INFORMATION

HEARINGS: ITEMS NOT ON THE AGENDA

INFORMATION

The Board does not take action or respond to items not on the agenda.

- Public
- Students
- Staff
- Board

APPROVAL OF CONSENT CALENDAR

ACTION

6. Ratification of Contracts and Agreements **(Dunn x6201)**
7. Ratification of B Warrants Greater Than \$5,000 — May and June 2008 **(Dunn x6201)**
8. Contract with Child Development, Inc., DBA Choices for Children **(Hawk x8976)**
9. Denial of Claim Against the District by Gary B. Wesley **(Kelly x6131)**
(See Public Memo for backup)
10. Sale of Surplus Venipuncture Chair **(Redmond x6166)**
11. Donation of Surplus District Computer Monitors **(Redmond x6166)**
12. Sale of Surplus District Athletic Equipment **(Redmond x6166)**
13. Changes for De Anza College Certificates and Degrees **(Murphy x8705)**
14. Changes to the De Anza Catalog **(Murphy x8705)**

15. **Personnel Actions as Follows: (Novotny x6211)**

- Extend Employment Contract – Emanuel DaSilva, De Anza Manager
(See Public Memo for backup)
- Contract Increase – Foothill Director/Instructor
- Employment – Isaac A. Escoto, Foothill Counselor
- Employment – Duncan W. Graham, Foothill Interim Vice President
- Temporary Salary Increase for Additional Duties – Jeanine Hawk,
De Anza Vice President
- Resignation – Robert Johnstone, Foothill Vice President
- Unpaid Leave of Absence – Jewell Renee McGinley, De Anza
Counselor
- Employment – Rob Mieso, De Anza Director
- Employment – Erica Onugha, Foothill Instructor
- Approve New Classification – Foothill Registrar *(See Public Memo
for backup)*
- Reduction in Load to 70% – William E. Turner, De Anza Instructor

16. **Human Resources Report. (Novotny x6211)**

BOARD BUSINESS

- 17. **Board Calendar for 2009 (Kanter x6104)** **ACTION**
- 18. **Revision to Board Policy 9200 — Conflict of Interest (first reading)
(Kanter x6104)** **INFORMATION**

HUMAN RESOURCES

- 19. **Layoff Due to Lack of Work and Lack of Funding for Fund 15
Self-Supporting Program (Chief Elk x6109)** **ACTION**

BUSINESS AND FINANCE/FACILITIES

- 20. **De Anza College Addendum Environmental Impact Report; Close of
Public Review Period and Approval (Allen x6150)** **ACTION**

MEASURE E PROJECTS

- 21. **Measure E Consent Calendar (Allen x6150)**
 - A) Change Order #9 (Visual and Performing Arts Center) – S.J. Amoroso
 - B) Revision #1 to Addendum #10 to Agreement – Gilbane Building Co.
 - C) Change Order #71 (Lower Campus Complex) – S.J. Amoroso
 - D) Revision #1 to PAA-2B (Multicultural Center) – Noll & Tam Architects

MEASURE C PROJECTS

- 22. **Measure C Consent Calendar (Allen x6150)** **ACTION**
 - A) Agreement (Biology) – HMC Architects

23. Contract for Schematic Design and Design Development Services with Salas O'Brien Engineers, Inc. — De Anza College Project #766241, Phase II S2/S6 Central Plant (Allen x6150)

ACTION

DATES TO REMEMBER / FUTURE AGENDA ITEMS

INFORMATION

August 25, 2008 — Audit & Finance Committee
August 25, 2008 — Regular Meeting
 Budget Hearing
 Appointment of Chief Negotiators

ADJOURNMENT

ACTION

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

TO: Members of the Board of Trustees

FROM: Martha J. Kanter, Chancellor

DATE: July 29, 2008

RE: Public Session, **August 4, 2008**

BOARD STUDY SESSION

1. Budget Overview

The Board study session will begin with a budget overview on the 2007-08 budget and how Foothill-De Anza addressed its enrollment goals for 2007-08. In preparation for the public hearing on the 2008-09 Budget on August 25 and adoption of the Budget on September 8, an update will be given that reflects the most current news from Sacramento regarding the state budget.

2. Educational Technology Services

This portion of the Board study session will provide the opportunity to look at progress and challenges in meeting the District's technology needs, and strategic planning for the future.

3. Facilities Master Plan 2005-2015: Planning and Implementation

A presentation will be given illustrating how the Facilities Master Plan builds upon the District's Educational Master Plan. Included will be a review of presentations made to the Board in April and July of 2008, and in-depth information on the Measure C bond and planning for moving ahead. The presentation will cover the following topics:

- 1) Measure C: Where have we been and where are we going?
 - Bond List Changes
 - Program Costs
 - Program Best Practices
 - Foothill College Highlights
 - De Anza College Highlights
- 2) Middlefield Center
 - Educational drivers

- Facilities options
- 3) Facilities Master Planning: Off Campus Expansion
 - Educational drivers
 - Facilities options
- 4) Capacity for Future Growth

4. Board Goals for 2008-09

At the Board's study session on July 7, 2008, the trustees reviewed the 2007-08 priorities that the Board had affirmed last August. Those priorities have now been revised to incorporate the Board's suggestions from its last meeting. "Increase Growth While Maintaining Productivity" has been given a new title focusing on meeting students' educational needs. "Implement Measure E and Measure C" has been given a new title focusing on ensuring adequate on- and off-campus facilities. "Prepare the District's Environmental Sustainability Plan" has been changed to "Implement..." Lastly, "Public Bid Process" has been removed from the list of Ongoing Priorities.

Chancellor Martha Kanter recommends **approval**.

5 Trustee Selection and Appointment Process

Chancellor Martha Kanter has developed a draft trustee appointment process in the event that there is a vacancy on the Board following the November 2008 election. The proposed process is based on the process the Board followed to fill a vacancy in 2001-02.

The Board has 60 days from the effective date of resignation in which to make an appointment. Once an appointment is made, the public has 30 days in which to petition the appointment. If a petition is filed, the County Superintendent then has 30 days in which to validate the petition. A valid petition would result in termination of the provisional appointment and the requirement to hold a special election. Depending on the timing of each of these events, the special election would be consolidated with the June 2, 2009 election date, or a special election date at enormous cost to the District would be scheduled. If the petition is invalid, the appointed individual would hold office until the November 3, 2009 election.

To establish the most favorable timing for the District while avoiding the December holidays, it is proposed that the effective date of resignation would be November 5 (or November 6), immediately following election results from November 4. That would allow the District to advertise and promote the vacancy for three weeks, with an application deadline of Monday, December 1. The Board would hold interviews on December 8 and make an appointment at the same meeting. The appointment is effective immediately; the first meeting of the five-member Board would be on January 20, 2009.

The draft selection and appointment process is presented for the Board's discussion and feedback.

CONSENT CALENDAR

6. Ratification of Contracts and Agreements

Presented to the Board for ratification is the list of contracts and agreements signed by Andy Dunn, Vice Chancellor of Business Services. Vice Chancellor Andy Dunn recommends **ratification of the contracts and agreements as presented.**

7. Ratification of B Warrants Greater Than \$5,000 — May and June 2008

Attached for Board ratification are the B Warrants and Wire Transfers greater than \$5,000 for the months of May and June 2008. A listing of all B Warrants is available for public viewing in the Chancellor's Office. Vice Chancellor of Business Services Andy Dunn recommends **ratification of the B Warrants and Wire Transfers greater than \$5,000 for May and June 2008.**

8. Contract with Child Development, Inc., DBA Choices for Children

The Occupational Training Institute (OTI) administers the CalWORKs program at both Foothill and De Anza. CalWORKs is a categorical program that receives funding to assist students who are currently welfare recipients or who are in transition off of welfare to achieve long-term self-sufficiency. Services offered at community colleges include childcare services while at school, as well as many other student support services.

In order to provide childcare services, OTI requests a new two-year contract with Child Development, Inc. (DBA Choices for Children) for the period August 1, 2008-July 31, 2010. The current contract with Choices for Children expires on July 31, 2008. OTI has been contracting off-campus childcare placement services for CalWORKs families with Choices for Children since August 1, 1998.

As much as is feasible, OTI also works with the Child Development Center at De Anza to place CalWORKs children. However, only a limited number of children can be placed on-campus due to scheduling conflicts, cost restrictions (CalWORKs is restricted by law to pay at the Regional Market Rate, or RMR), and waiting lists due to limited availability of childcare slots.

The CalWORKs childcare allocation for 2008-09 is \$156,950. The same level of funding is anticipated for 2009-10. The maximum anticipated amount of contracted professional service fee that will be paid to Choices for Children is \$20,472. The amount of \$137,478 per each fiscal year (2008-09 and 2009-10) will be distributed by them to the various childcare providers.

De Anza College President Brian Murphy recommends **approval of the contract with Child Development, Inc., DBA Choices for Children.**

9. Denial of Claim Against the District by Gary B. Wesley

Mr. Wesley's claim is for a total of \$109.80, comprised of two parts: the photocopy expense which the District required him to pay in complying with his April 21, 2008 Public Records Act request (\$35.60); and the amount charged him in complying with his February 20, 2008 Public Records Act request (\$74.20). Staff has since determined that the latter charge was inappropriate because it was not based on actual photocopying and the District has since reimbursed him that amount. The \$35.60 charge, however, was valid and it is therefore recommended that this part of his claim be denied.

Director of Risk Management Marsha Kelly recommends **denial of the claim.**

10. Sale of Surplus Venipuncture Chair

The District has a venipuncture chair that is of no further use to the District (see attached). The estimated aggregate market value is less than \$1,000.

California Education Code 81452(a) provides that if the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of five thousand dollars (\$5000.00), the property may be sold by any employee of the District empowered for that purpose by the board.

Purchasing Services plans to call for competitive bids on PublicSurplus.com. Public Surplus is a government surplus auction system that has been developed for public agencies and is similar to ebay, allowing anyone to register free on the website for the purposes of bidding. However, if an item sells, the District pays a seller's fee to Public Surplus equal to 7% of the final selling price. Purchasing Services will sell the property.

Director of Purchasing and Material Services Carmen Redmond recommends that the Board, in accordance with Education Code 81452(a), **make a finding that the property does not exceed \$5,000 in value and authorize the Director of Purchasing Services to sell the venipuncture chair.**

11. Donation of Surplus District Computer Monitors

The District has 200 computer monitors that have been replaced with new equipment. The used equipment is unsatisfactory for further use by the District. Each monitor has an estimated value of \$20; therefore, the estimated aggregate value is \$4,000.

The De Anza College Occupational Training Institute evaluated this equipment and found it acceptable for refurbishment and donation to students as scholarships. Therefore, it is recommended that the computers and monitors be donated to the Foothill-De Anza

Foundation, which is a tax-exempt public benefit corporation under Section 501c(3) of the Internal Revenue Service Code.

California Education Code 81452(c) provides that if the governing board, by a unanimous vote of those members present, finds that the property, is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board.

Director of Purchasing and Material Services Carmen Redmond recommends that the Board **make a finding that the items are of insufficient value to defray the costs of arranging a sale and authorize the Director of Purchasing Services to donate the items to the Foothill-De Anza Foundation.**

12. Sale of Surplus District Athletic Equipment

The District has a shoulder press, leg curl, and parallel bars that are in poor condition and of no further use to the District (see attached). The estimated aggregate market value is \$150.

California Education Code 81452(a) provides that if the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of five thousand dollars (\$5000.00), the property may be sold by any employee of the District empowered for that purpose by the board.

Purchasing Services plans to call for competitive bids on PublicSurplus.com. Public Surplus is a government surplus auction system that has been developed for public agencies and is similar to ebay, allowing anyone to register free on the website for the purposes of bidding. However, if an item sells, the District pays a seller's fee to Public Surplus equal to 7% of the final selling price. Purchasing Services will sell the property to the highest responsive bidder. Net proceeds will be deposited to the District General Fund.

Director of Purchasing and Material Services Carmen Redmond recommends that the Board **make a finding that the property does not exceed \$5,000 in value and authorize the Director of Purchasing Services to sell the items in accordance with Education Code 81452(a).**

13. Changes for De Anza College Certificates and Degrees

De Anza seeks Board approval for application to the State Chancellor's Office for a new A.S. Degree and Certificates of Achievement and Achievement-Advanced in the following:

- CNC Machinist — AS Degree (new option to existing program)
- Early Childhood Mental Health — Certificate of Achievement (new option to existing program)
- Wildlife Corridor Technician — Certificate of Achievement-Advanced (new option to existing program)

In addition, the college seeks Board approval for application to the State Chancellor's Office for 25 currently existing Certificates of Achievement (see attached list). These certificates are being sent for state approval per new Title 5 regulations that indicate that only state-approved certificates may be notated on student transcripts. Application materials are available for review in the Chancellor's Office.

De Anza's Curriculum Committee has approved the certificates and degrees. De Anza President Brian Murphy recommends **approval**.

14. Changes to the De Anza Catalog

The Board is asked to approve De Anza College catalog changes for 2008-09. De Anza President Brian Murphy recommends **approval**.

15. Personnel Actions

<i>Name:</i>	Emanuel DaSilva	
<i>Position:</i>	Manager, Custodial Operations	
<i>College:</i>	De Anza College	
<i>Division:</i>	College Services	
<i>Action:</i>	Extend Employment Contract	
<i>Effective Date:</i>	September 4, 2008 through June 30, 2009	<i># of Months:</i> 12
<i>Position:</i>	Director/Instructor, Respiratory Therapy	
<i>College:</i>	Foothill College	
<i>Division:</i>	Biological and Health Sciences	
<i>Action:</i>	Contract Increase	
<i>Effective Date:</i>	July 1, 2008	<i># of Months:</i> 12
<i>Comments:</i>	Permanent change from 10 months to 12 months	
<i>Name:</i>	Isaac A. Escoto	
<i>Position:</i>	Counselor	
<i>College:</i>	Foothill College	
<i>Division:</i>	Counseling	
<i>Action:</i>	Employment	
<i>Effective Date:</i>	August 1, 2008	<i># of Months:</i> 11
<i>Compensation:</i>	Column III, Step A @ \$5,827.63 per month	

Name: **Duncan W. Graham**
Position: Interim Vice President
College: Foothill College
Division: Instruction and Institutional Research
Action: **Employment**
Effective Date: August 1, 2008 – December 31, 2008 # of Months: 5
Compensation: Level M, Step 7 @ \$13,369.50 per month
Comments: In accordance with Chapter III of the Administrators Handbook

Name: **Jeanine Hawk**
Position: Vice President
College: De Anza College
Division: Finance and College Services
Action: **Temporary Salary Increase for Additional Duties**
Effective Date: July 1, 2007
Compensation: 8% adjustment
Comments: In accordance with Chapter III of the Administrators Handbook

Name: **Robert Johnstone**
Position: Vice President
College: Foothill College
Division: Instruction and Institutional Research
Action: **Resignation**
Effective Date: July 25, 2008

Name: **Jewell Renee McGinley**
Position: Counselor
College: De Anza College
Division: Counseling
Action: **Unpaid Leave of Absence**
Effective Date: April 1, 2008 – June 30, 2008
Comments: In accordance with Article 16 of the *Agreement* between the District and the Faculty Association

Name: **Rob Mieso**
Position: Director, Office of Outreach and Relations with Schools
College: De Anza College
Division: Admissions and Records
Action: **Employment**
Effective Date: August 1, 2008
Compensation: Level F, Step 1 @ \$6,502.66 per month

Name: **Erica Onugha**
Position: Instructor
College: Foothill College
Division: Language Arts
Action: **Employment**
Effective Date: September 18, 2008 # of Months: 10
Compensation: Column IV, Step A @ \$6,109.41 per month

Position: **Registrar**
College: Foothill College
Division: Student Development and Instruction
Action: **Approve New Classification**
Effective Date: August 5, 2008 # of Months: 12
Compensation: Level G
Comments: In accordance with Chapter XI of the Administrators Handbook

Name: **William E. Turner**
Position: Instructor
College: De Anza College
Division: Language Arts
Action: **Reduction in Load to 70%**
Effective Date: September 18, 2008 through June 30, 2011
Comments: In accordance with Article 18 of the *Agreement* between the District and the Faculty Association

Vice Chancellor of Human Resources and Equal Opportunity Dorene Novotny recommends **approval**.

16. Human Resources Report

The Human Resources report is presented for Board approval. The report reflects the personnel actions in the following categories: new hires, promotions, permanent contract changes, reclassifications, resignations, retirements, leaves of absence, professional growth awards, service recognition awards and longevity awards for classified staff, part-time faculty and short-term and temporary employees. Vice Chancellor of Human Resources and Equal Opportunity Dorene Novotny recommends **approval**.

BOARD BUSINESS

17. Board Calendar for 2009

Presented to the Board for approval is the calendar of Board meeting dates for 2009. The calendar follows the same pattern of meeting dates as in 2008, with the exception that the second meeting in October has been removed. None of the dates conflict with significant religious holidays. The list of proposed agenda items is subject to change. Chancellor Martha Kanter recommends that the Board **approve the 2009 calendar**.

18. Revision to Board Policy 9200 — Conflict of Interest

Every two years, as required by the Fair Political Practices Commission, public agencies must update their Conflict of Interest policies which list the “designated positions” deemed to fall within the reporting requirements for annual statements of economic interest. District staff has reviewed the Board’s current policy and determined that three corrections must be made to the list of designated positions: delete “Director of Construction Program Management,” a position which no longer exists; change a title to “Dean of Learning Resources, De Anza”; and add “Dean of Faculty and Staff, Foothill” since the oversight of the library has been shifted from the vice president to that position. In addition, language has been revised to clarify that the list is comprised both of employees and non-employees. The revisions, once approved by the Board, must be submitted to the County of Santa Clara by October 31, 2008. The revised policy is presented for a first reading.

HUMAN RESOURCES

19. Layoff Due to Lack of Work and Lack of Funding for Fund 15 Self-Supporting Program

ETUDES is disengaging from Foothill College. Therefore, positions will be eliminated due to lack of funding and lack of work. The work and funding will be reestablished in a non-profit organization. The following classified position will be eliminated effective October 15, 2008:

Learning Systems Project Analyst — three (3) positions

Therefore, effective October 15, 2008, the following classified employees are subject to layoff due to lack of funding and lack of work:

Rashmi Mheshwari, Learning Systems Project Analyst
Murthy Tanniru, Learning Systems Project Analyst
Mallika Thoppay, Learning Systems Project Analyst

In accordance with Education Code sections 88117 and 88127 and Article 11 of the Agreement between the District and SEIU, Local 521, Unit 1, Board approval is requested to authorize District representatives to provide these employees with at least a forty-five (45) day notice of layoff. Director of Human Resources Kim Chief Elk recommends approval.

BUSINESS AND FINANCE/FACILITIES

20. De Anza College Addendum Environmental Impact Report; Close of Public Review Period and Approval

Christopher A. Joseph and Associates has provided the final ADDENDUM TO THE ENVIRONMENTAL IMPACT REPORT for Board approval.

The De Anza College Facilities Master Plan Final Environmental Impact Report (FEIR) was certified by the Board on June 17, 2002. Findings were prepared on the project and the Notice of Determination was filed with the Santa Clara County Clerk on June 18, 2003. Since that time, the District has prepared an update of the 1999 De Anza College Facilities Master Plan (1999 Master Plan).

The subject of this Addendum Environmental Impact Report (Addendum EIR) is the De Anza College 2007 Facilities Master Plan. The 2007 Master Plan was prepared to provide a guide for future campus development. In addition to analyzing the potential impacts of campus growth under the Project at a program level, this Addendum EIR addresses the project-specific environmental effects associated with the construction of near-term projects.

Based on California Environmental Quality Act (CEQA) guidelines, substantial changes to the project description have not occurred. There would be no new significant environmental effects or increase in severity of previously identified items. Additionally, all mitigation measures required in the previous EIR are feasible and no new mitigation measures are required. This evaluation demonstrates that the changes to the EIR will not create new or greater, significant environmental impacts than those identified in the previous EIR, and as such, a subsequent EIR to address this new information is not required.

Executive Director of Facilities, Operations and Construction Management Charles Allen recommends that the Board **approve the Addendum to the Environmental Impact Report for the De Anza College 2007 Facilities Master Plan.**

MEASURE E PROJECTS

21. Measure E Consent Calendar

Board approval and/or ratification is requested for the following Measure E actions. The aggregate amount for these actions is \$861,948.

- A. Title:** Change Order #9
Vendor: S. J. Amoroso Construction Co., Inc.
Agreement Date: June 29, 2007
Campus: De Anza College
Project No.: 765-209
Project Name: Visual and Performing Arts Center
Amount: \$67,034
For: Change Order #9 includes several negotiated construction scope revisions to the Prime Contract Agreement for De Anza Measure E Project #765-209. These changes are required to complete the construction of this project and include the following items: revise door hardware, added steel supports for cantilevered countertops and canopies, wall furring to conceal structural steel and utility lines, waterproofing detail work at parapet walls and aluminum panel penetrations, acoustic ceiling revisions, and wall type revisions for ADA lift shaft.

This change order does not alter the original contract completion date of September 21, 2008. The total change orders to date will amount to \$297,765. This will equal 2.1% of the original contract amount.
Action: Ratification
- B. Title:** Revision #1 to Addendum #10 to Agreement
Vendor: Gilbane Building Company
Agreement Date: April 3, 2000
Campus: Foothill and De Anza College
Amount: \$763,785
For: On April 3, 2000, the Board awarded an Agreement for Program Management Services to Gilbane Building Company for the Measure E Bond Program. Ten previous Addenda have been issued and approved by the Board. Revision 1 to Addendum Ten is being issued to renew this agreement through June, 2009, in accordance with the terms and conditions of the contract.
Action: Approval
- C. Title:** Change Order #71
Vendor: S. J. Amoroso Construction Co., Inc.
Agreement Date: February 24, 2005
Campus: Foothill College
Project No.: 152
Project Name: Lower Campus Complex
Amount: \$26,729
For: Miscellaneous mechanical changes to Building 8700.

This change order plus all previous change orders represents 9.00% above the base contract amount. The funding for this change is within the current budget.
Action: Ratification

- D. Title:** Revision #1 to PAA-2B
Vendor: Noll & Tam Architects
Agreement Date: August 4, 2008
Campus: De Anza College
Project No.: #766-258
Project Name: Renovation of Multicultural Center
Amount: \$4,400
For: This revision includes additional compensation for providing a District-requested update of Division 00 and Division 01 Specifications to the new 2004 Standard Construction Standards Institute (CSI) format. Currently, architects are writing technical Specifications (known as “Division 2-16” Specifications) for each construction project in the new CSI Master Format 2004 for the upcoming Measure C projects at both Foothill and De Anza. The “front ends” (Division 0 and Division 1) and “Appendix items” must be in the same format, as many of the sections interface with each other and the trade contracts also refer to specific Specification sections. Noll & Tam Architects has been hired to complete the CSI Specification conversion from the old format to the new industry standard CSI Master Format 2004 system. The task assigned to Noll & Tam Architects will be a conversion of the sequential numbering system and internal Section referencing only. The actual language content within each of the Specification sections will not be modified in any other way.
- Action:** Approval

Executive Director of Facilities, Operations, and Construction Management Charles Allen, De Anza Director of Bond Program Management Tom Armstrong, and Foothill Director of Bond Program Management Art Heinrich recommend that the Board **approve/ratify Measure E consent items A-D.**

MEASURE C PROJECTS

22. Measure C Consent Calendar

Board approval and/or ratification is requested for the following Measure C actions. The aggregate amount for these actions is \$20,000.

- A.** *Title:* Professional Services
Vendor: HMC Architects
Agreement Date: April 24, 2008
Campus: Foothill College
Project No.: 102
Project Name: Biology
Amount: \$20,000
For: Provide professional A&E services to support Final Project Proposal for Foothill Biology building 5100 renovation (project#766102), with gkkworks/CCS Group providing non-architectural document sections (reference Agreement For Services dated March 26, 2008 with gkkworks/CCS Group and ratified 4/7/08). The funding is included in the current budget.
Action: Ratification

Executive Director of Facilities, Operations and Construction Management Charles Allen recommends **approval/ratification of Measure C consent item A.**

23. Contract for Schematic Design and Design Development Services with Salas O'Brien Engineers, Inc. — De Anza College Project #766241, Phase II S2/S6 Central Plant

The scope of work includes a comprehensive design for all trades involved in Phase II of the S2/S6 Central Plant consolidation and the expansion of S6 with a new boiler and chiller. The scope also includes the replacement or new installation of site utilities infrastructure (key utility distribution systems including heating, cooling, power, telecomm systems, video and fire alarm) based on the recently completed findings of the Campus Utility Master Plan investigation. This contract includes the preliminary investigation, schematic design and design development activities of the legacy engineering group, Salas O'Brien Engineers, Inc.

A subsequent contract modification will be negotiated for complete construction documents design services, construction administration and project close-out activities on the Phase II S2/S6 Central Plant consolidation project and for site utilities infrastructure based on the Campus Utility Master Plan. The value of this contract, including reimbursable expenses, is \$128,338.

Executive Director of Facilities, Operations, and Construction Management Charles Allen recommends that the Board **approve the Agreement with Salas O'Brien Engineers, Inc. in the amount of \$128,338.**