



FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
DRAFT MINUTES
REGULAR MEETING
August 2, 2010

CALL TO ORDER

President Bruce Swenson declared a quorum was present and called the meeting to order at 1:05 p.m. He led those present in the Pledge of Allegiance.

Trustees Present:

Bruce Swenson, President
Pearl Cheng, Vice President
Joan Barram
Betsy Bechtel
Laura Casas Frier

For Public Session

Etienne R. Bowie, Foothill College Student Trustee
Thomasina Countess Russaw, De Anza College Student Trustee

STUDY SESSION

1. Foothill De Anza CCD Grants and Resource Development

Foothill Vice President of Workforce Development and Instruction Richard Galope presented an overview of the newly developed Grants and Resource Development office which was established in early spring 2010 using existing funds. In 2009-10 over \$1 billion was available to community colleges to support innovation, student success, transfer, and workforce development. The federal government earmarked \$15 billion, of which \$80 million was designated to community colleges. Since the creation of the Grants and Resource Development office in April 2010, 3 grants have been applied for, and 1 in the amount of \$1.25M has been awarded. Galope said that even though his department concentrates on grants larger than \$500,000, resources are available to assist faculty and staff with applying for smaller grants. The goal of the Grants and Resource Development office is to be self-sustaining in 2 years, aiming for about \$6 million in grant funding, depending on the level of federal funding available. The program, located on the Foothill campus, works collaboratively with De Anza staff in identifying and applying for grants.

2. Measures E and C Highlights Update

Executive Director of Facilities, Operations and Construction Management Charles Allen gave an overview of Measures E and C bond projects.

Pools at both colleges received new chlorination systems and the Foothill pool was re-plastered in Spring 2010.

At Foothill, several classroom buildings in the 6000 wing are being renovated and are about 75% completed. The administration and buildings 1900, 5500, and 6400 are being modernized with a

spring 2011 target date for completion. Signage projects are underway with an expected completion date of fall 2010. The softball and baseball complex will be surfaced with artificial turf. Phase II of the campus wide photovoltaic project is underway and should be completed in September 2010. The Physical Sciences and Engineering Center received a design "Award of Merit" from the Community College Facility Coalition. Allen anticipates Division of State Architect approval this fall. This project has a targeted completion date of fall 2012.

At De Anza, the Baldwin Winery and East Cottage will be undergoing historical renovation while the Seminar building and Multicultural Center will be undergoing modernization of office and classroom spaces. The goal is to achieve LEED certified level of energy efficiency. Utility upgrades are also taking place on the campus and are nearing completion. Renovation of the Auto Technology building has been completed. Allen said it was very heartening to see and hear appreciation of the new building expressed by Auto Tech instructor Michael Brandt during a CBOC tour of the facility. The Mediated Learning Center is expected to receive DSA approval later this month. Competing against designs from UC's, CSU's and community colleges, the design was the winner of the "Best Overall Sustainable Design" at the 9th annual 2010 California Higher Education Sustainability conference. Allen gave tribute to De Anza administration and the design team who have been leaders in sustainability.

Foothill and De Anza both have minor Measure E projects that will be completed in 2010. The district office and the data center projects will use funds from both Measures E and C.

President Swenson thanked Allen for his report and commended him and his team for his work.

In response to President Swenson's question, Allen said that use of funds remaining from Measure E still needs to be determined. One possibility is to combine them for use on Measure C projects.

3. Construction Change Order Processing

Executive Director Allen reviewed the various reasons for change orders and the current change order process. He explained that Gilbane tracks and categorizes change orders. Approval is based on review by the architect, Gilbane, and district bond managers. Proposed change orders over \$50,000 must have prior board approval. To contain costs, the executive director may approve change orders up to \$50,000 but will ask for board ratification. Both the Audit & Finance and Citizens Bond Oversight committees review project costs and provide project oversight. The industry average for change orders is 7% for renovations and 5% for new construction. Measure E change order rates were slightly higher but the projects were still within their budgets. Although change orders are a part of the construction process, Executive Director Allen concluded that controls are in place and are under experienced project management scrutiny for appropriateness and cost containment.

4. Architect/Engineer Compensation

Executive Director Allen reviewed the requirements for design team selection. The lead architect firm design team consists not only of architects, but also includes a large group of highly technical professionals who specialize in all aspects of construction. Compensation is based on a number of services provided by the design team. Compensation guidelines set by the state Chancellor's Office for design development, construction documents and construction administration range from 8-10% of the project costs. Foothill-De Anza is within that range.

Trustee Barram said that Executive Director Allen's presentations gave her great confidence in Allen and his team. She expressed trust in the processes and feels that all involved are committed to efficiency and good use of district money as well as serving the needs of the district's population.

Recess

At 2:50 p.m. President Swenson called for a brief recess and reconvened the study session at 3:10 p.m.

5. Five-Year Construction Plan

The five-year construction plan identifies the district's capital construction needs and is submitted annually.

Responding to the state's request for prioritization of two Foothill projects submitted last year, Executive Director Allen's team gave priority to the Foothill library project that was subsequently approved by the Board of Governors but is awaiting funding pending passage of a facilities bond in November. The Foothill biology renovation project will be resubmitted this year. The learning Resource renovation project at De Anza will be resubmitted pending revision of scope and project cost estimate.

Allen explained the capacity-load ratio. Both De Anza and Foothill have a shortage of space in several areas: lecture, office, library, and AV/TV facilities.

6. Board Action on Personnel Transactions

Vice Chancellor of Human Resources and Equal Opportunity Dorene Novotny proposed a change in the current application of Board Policy 4125 Staffing, Hiring and Employment Transactions. In accordance with current policy and in order to expedite personnel transactions, Novotny recommended a fuller implementation of the policy which provides delegated authority to the Chancellor for most hiring decisions, subject to later board ratification, in cases where waiting for the board's approval would cause delays in hiring. Exceptions would be in the case of positions that have direct working relationships with the board and chancellor (chancellor, presidents, vice chancellors).

The Board requested that the policy be changed to reflect a more formal delegation of authority to the Chancellor for all employment decisions, provided he/she has verified that all appropriate procedures have been followed. The Board further requested that the policy reflect that prior approval is required for appointments to the positions of Chancellor, Vice Chancellor, President and Executive Director of Facilities. Suggested wording changes were made to the policy and will be incorporated in the first reading of the policy at the August 30 meeting. The Board inquired if current procedures were sufficient to support the suggested changes; Novotny assured the Board that hiring procedures at the District were clearly articulated and provided solid support.

Novotny also proposed a new format for reporting employment and personnel actions maintaining the same information in a more concise format. As a matter of expedience, actions will be brought to the board for ratification rather than approval. Faculty Association President Rich Hansen asked if the change in procedure would affect faculty contracts or the state retirement programs where the effective dates are set by board action. Novotny responded that those items would not be affected.

7. League for Innovation Reaffirmation

Chancellor Linda Thor gave a presentation on the district's reaffirmation of membership in the League for Innovation in the Community Colleges. Foothill-De Anza was one of the founding districts of the League in 1968. FHDA has always been one of the 19 colleges or districts represented on the League's board. The purpose of the League is to improve community colleges through innovation and institutional transformation. Chancellor Thor said that when she was director of communications for the Los Angeles Community College District, Chancellor Koltai was a founding member, and Thor was the editor of the League's first newsletter. Thor has a long-time history with the League, including being a faculty member for their leadership institute.

The reaffirmation process is triggered whenever there is a change in the CEO of a League board college or district. The reaffirmation process consists of several phases including a self-study report that will be submitted for review at the annual meeting in September in Charlotte, NC. If received favorably, that it will trigger a League representatives visit in late fall which will include dinner with the trustees.

Thor reviewed the benefits of membership and the League's major initiative areas. Along with Foothill-De Anza, board membership is shared by 18 other influential and dynamic districts and colleges. Membership on the League board requires the CEO to attend quarterly meetings; the CEO and board of trustees chair attend a retreat in alternate years; institutional participation in League activities; and appointment of a League representative. Annual dues are approximately \$4,500. League representative Vice President of Instruction Christina Espinosa Pieb confirmed the value of league membership where information sharing among districts can be extremely valuable. President Miner noted examples of opportunities to participate in conferences that are unique to League membership and stressed the value and cost benefits of maintaining the district's membership.

Funds for participation in League activities can be supported by budgets established for faculty, staff, and administration travel and conference participation.

8. Parcel Tax Allocations Guiding Principles

In anticipation of the trustees' action to place a parcel tax on the November ballot, and in order to carry out the purposes listed in the parcel tax resolution, the following guiding principles were developed by district and college staff and governance leaders for internal use in determining allocation of the anticipated parcel tax funds. The guiding principles will reflect the priorities on the ballot resolution that is under consideration.

- funds will not be used for administrator salaries
- funds are on on-going and will be accounted for separately
- funds will be used for the highest strategic priorities of the district/colleges
- Audit and Finance committee will serve as an oversight body of the funds
- annual report to the community will be issued
- funds will not be used to supplant Measure C funds
- funds will be used only at De Anza College, Foothill College, Foothill Education Center (Middlefield Campus)

CLOSED SESSION

At 5:00 p.m. the trustees immediately adjourned into closed session in the Chancellor's Office with the individuals listed below to discuss:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Subdivision (a) of Section 54956.9

Name of Case: West Bay Builders v. Foothill-De Anza Community College District

Executive Administrators Present:

Charles Allen, Executive Director of Facilities, Operations and Construction Management

Andy Dunn, Vice Chancellor of Business Services

Judy Miner, President of Foothill College

Brian Murphy, President of De Anza College

Dorene Novotny, Vice Chancellor of Human Resources and Equal Opportunity

Fred Sherman, Vice Chancellor of Technology

Linda Thor, Chancellor

Others Present:

Phil Jaret

Kevin McElroy

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9)

Number of Potential Cases: 1

Executive Administrators Present:

Charles Allen, Executive Director of Facilities, Operations and Construction Management

Andy Dunn, Vice Chancellor of Business Services

Judy Miner, President of Foothill College

Brian Murphy, President of De Anza College

Dorene Novotny, Vice Chancellor of Human Resources and Equal Opportunity

Fred Sherman, Vice Chancellor of Technology

Linda Thor, Chancellor

Others Present:

Phil Jaret

Kevin McElroy

CONFERENCE WITH LABOR NEGOTIATOR

District Negotiator: Dorene Novotny

Employee Organizations: All Represented and Unrepresented Groups

Executive Administrators Present:

Charles Allen, Executive Director of Facilities, Operations and Construction Management

Andy Dunn, Vice Chancellor of Business Services

Judy Miner, President of Foothill College

Brian Murphy, President of De Anza College

Dorene Novotny, Vice Chancellor of Human Resources and Equal Opportunity

Fred Sherman, Vice Chancellor of Technology

Linda Thor, Chancellor

Others Present:

Kevin McElroy

CONFERENCE WITH PROPERTY NEGOTIATORS

Property: 4000 Middlefield Road, Palo Alto, CA 94303

Agency Negotiator: Andy Dunn

Negotiating Parties: City of Palo Alto

Executive Administrators Present:

Charles Allen, Executive Director of Facilities, Operations and Construction Management

Andy Dunn, Vice Chancellor of Business Services

Judy Miner, President of Foothill College

Brian Murphy, President of De Anza College

Dorene Novotny, Vice Chancellor of Human Resources and Equal Opportunity

Fred Sherman, Vice Chancellor of Technology

Linda Thor, Chancellor

Others Present:

Kevin McElroy

REPORTING OUT FROM CLOSED SESSION

President Swenson reported that no action was taken in closed session.

PUBLIC HEARING

9. Public Hearing Associated with Resolution 2010-14 Calling an Election for Voter Approval for an Educational Parcel Tax

President Swenson opened the public hearing at 6:08 p.m.

Community member Ken Colson spoke in opposition to the parcel tax and asked that more physical education sections be eliminated.

Community members and district residents Barbara Klein and Ginny Lear spoke in favor of the parcel tax. Measure C Citizens' Bond Oversight Committee member Robert Lancefield favors the parcel tax citing that with the current economic situation, many young adults are trying to find jobs and they need the educational facilities offered by the district. Also speaking in favor of the tax were De Anza student Cain Ramirez, ASFC president Gustavo Okamura, and Foothill student trustee Etienne Bowie. Staff members Jennifer Dirking and Blanche Monary also spoke in favor of going forward with the parcel tax.

President Swenson closed the public hearing at 6:25 p.m.

10. Adoption of Resolution 2010-14 Calling an Election for Voter Approval for an Educational Parcel Tax

Trustee Barram recapped the discussion in the study session when trustees agreed to the guiding principles. Trustee Cheng said the poll conducted by TBWB of district residents indicated almost 3 to 1 that the district should place a parcel tax on the November ballot. The results of the poll indicate the value the voters put on the district's educational programs. Trustee Casas Frier also noted the devastating \$20M cut in the district's budget, stating that a parcel tax would return about \$6 million.

Trustee Bechtel thanked Mr. Colson for his remarks but also said that most of the community members she has spoken with support the parcel tax.

M/S/C:

Bechtel/Casas Frier

Advisory vote: 2

Board vote: 5

Action: **Adopted** Resolution 2010-14 calling an election for voter approval for an educational parcel tax

CORRESPONDENCE

There was none.

HEARINGS: ITEMS NOT ON THE AGENDA

Public

None

Students

None

Staff

Cooperative Work Experience Education program instructor Bill Mathiasen encouraged the board to reinstate the Cooperative Work Experience program.

Foothill President Judy Miner thanked the trustees for attending the Foothill Summer Gala on July 25. President Miner reported that during a recent fire drill the campus was successfully evacuated in about 12 minutes. She thanked staff members Brenda Davis Visas, Pat Hyland, Denise Swett, and Police Chief Ron Levine for organizing the evacuation.

De Anza President Brian Murphy acknowledged the attendance of 3 students who will be participating in a 540-mile bike ride to raise support for scholarships and books for low income students. President Murphy said donations of bikes would be welcome.

Chancellor Linda Thor reported that she and trustee Casas Frier met with Assemblymen Ira Ruskin and Paul Fong. She also had a meeting that included trustees Swenson and Barram and Senator Elaine Alquist. Later in the month Chancellor Thor and trustee Bechtel will be meeting with Congresswoman Anna Eshoo. She reported that all the officials have been very complimentary and supportive of Foothill-De Anza. Chancellor Thor reported that she was in Boulder, Colorado to attend the EDUCAUSE board meeting. EDUCAUSE is the leading higher education association in information technology. A topic of particular interest was a report on demand aggregation, where acquisition of technology resources are combined across multiple campuses, thereby gaining economies of scale and/or better negotiating positions.

Trustee Pearl Cheng wished students well during summer school finals week.

President Bruce Swenson congratulated trustee Casas Frier on her husband's appointment as chief investment officer of the Stanford Management Company, a division of Stanford University responsible for managing the university's investment assets.

De Anza Student Trustee Thomasina Russaw attended Camp Wellstone to gain leadership skills.

M/S/C: **Bechtel/Barram**

Advisory vote: 2

Board vote: 5

Action: **Accepted** the minutes of the special meeting with the City of Palo Alto City Council and the Palo Alto Unified School District Board as recorded by the City Clerk

M/S/C: **Bowie/Bechtel**

Advisory vote: 2

Board vote: 5

Action: **Approved** the minutes of June 21, 2010

M/S/C: **Barram/Cheng**

Advisory vote: 2

Board vote: 5

Action: **Approved** the minutes of July 12, 2010

APPROVAL OF CONSENT CALENDAR

M/S/C: **Cheng/Barram**

Advisory vote: 2

Board vote: 5

Action: **Approved** items 11-22 on the Consent Calendar

Item 11 - **Approved Ratification of Contracts and Agreements**

Item 12 – **Approved Listing of District Investments as of March 31, 2010**

Item 13 - **Approved Foothill & De Anza Colleges Impact – Community Education Short Courses**

Item 14 - **Approved Microsoft Campus Agreement**

Item 15 - **Approved Sale of Miscellaneous Surplus Electronic Equipment**

Made a finding that the property does not exceed \$5,000.00 in value and **authorized** the Director of Purchasing Services to sell the items in accordance with Education Code 81452(a).

Item 16 - **Approved Recycle and Dispose Surplus Furniture**

Made a finding that the items are of insufficient value to defray the costs of arranging a sale and **authorized** the Director of Purchasing Services to recycle or dispose of the items in the local public dump.

Item 17 - **Approved Donation of Surplus Furniture**

Authorized the Director of Purchasing Services to make a donation of the picnic tables described herein to the Santa Clara Unified School District in accordance with Education Code 81450.5.

Item 18 - **Approved Disposal of Surplus Stage**

Made a finding that the items are of insufficient value to defray the costs of arranging a sale and **authorized** the Director of Purchasing Services to recycle or dispose of the stage in the local public dump.

Item 19 - Approved Administrative Training/Retraining Stipends 2010-2011:

<u>Administrator</u>	<u>Campus</u>	<u>Div/Dept</u>	<u>Stipend Amount</u>
Shirley Treanor Barker	FH	Educational Resources	\$950.00

Item 20 - Approved Administrative Leave 2010-2011 for Caron Blinick from September 1, 2010 through November 30, 2010

Item 21 – Approved Human Resources Report

Item 22 - Approved Personnel Actions as follows:

Employee: **Mark Anderson**
 Position: Division Dean
 Department: Fine Arts and Communications
 Division: Fine Arts and Communications
 College: Foothill College
 Action Requested: **Employment**
 Effective Date: July 1, 2010 through June 30, 2011
 Salary: Level J / Step 5 @ \$11,162.39/month

Employee: **Randy Claros**
 Position: Counselor
 Department: Counseling
 Division: Counseling & Matriculation
 College: De Anza College
 Action Requested: **Employment**
 Effective Date: September 16, 2010
 Salary: Column II / Step B @ \$5827.63/month

Name: **Lydia Hearn**
 Position: Interim Associate Vice President
 Department: Academic Services
 Division: Academic Services
 Location: De Anza College
 Action: **Change of Assignment End Date**
 Effective Date: From September 15, 2010 to August 31, 2010
 Comments: Will return to full-time faculty status effective September 1, 2010

Employee: **Michael Legarza**
 Position: Division Dean
 Department: Physical Education and Human Performance
 Division: Physical Education and Human Performance
 College: Foothill College

Action Requested: **Employment**
 Effective Date: August 3, 2010 through June 30, 2011
 Salary: Level J / Step 2 @ \$9,830.28/month

Employee: **Edmundo Norte**
 Position: Division Dean
 Department: Intercultural and International Studies
 Division: Instruction
 College: De Anza College
 Action Requested: **Employment**
 Effective Date: August 3, 2010 through June 30, 2011
 Salary: Level J / Step 1 @ \$9,361.89/month

Employee: **Angela Su**
 Position: Program Director / Instructor
 Department: Biological and Health Sciences
 Division: Biological and Health Sciences
 College: Foothill College
 Action Requested: **Employment**
 Effective Date: September 1, 2010
 Salary: Column I / Step G @ \$6,954.74/month

Employee: **Jue Thao**
 Position: Counselor
 Department: Counseling
 Division: Counseling & Matriculation
 College: De Anza College
 Action Requested: **Employment**
 Effective Date: September 16, 2010
 Salary: Column IV / Step B @ \$6391.18/month

Employee: **Rowena Tomaneng**
 Position: Associate Vice President
 Department: Instruction
 Division: Instruction
 College: De Anza College
 Action Requested: **Employment**
 Effective Date: August 3, 2010 through June 30, 2011
 Salary: Level K / Step 3 @ \$10,808.14/month

Position: **Dean**
 Department: Instruction
 Division: Learning Resources
 College: De Anza College
 Action: **Approve Position**
 Effective Date: August 3, 2010 # of Months: 12
 Compensation: Level J
 Comments: In accordance with Chapter XI of the Administrators Handbook

Position: **Project Manager**

Department: Facilities, Operations and Construction Management
Division: Operations
Central Services
Action: **Approve Position**
Effective Date: August 3, 2010
Compensation: Level G
Comments: In accordance with Chapter XI of the Administrators Handbook

23. Board Calendar for 2011

Trustee Bechtel suggested adding additional meetings in the fall on an *as needed* basis.

M/S/C: **Barram/Casas Frier**
Advisory vote: 2
Board vote: 5
Action: **Approved** the draft 2011 Board Calendar subject to change

24. Revisions to Board Policy 9200 Conflict of Interest (1st Reading)

As required by the Fair Political Practices Commission, the district's conflict of interest policy is reviewed every two years. The Santa Clara County Office of the County Counsel has suggested several changes to Board Policy 9200 which were incorporated into the existing policy. The list of filers has been updated as well as the filing requirements for each position. There were no changes. The policy will be presented on August 30, 2010 for a second reading.

25. League for Innovation Statement of Reaffirmation

The reaffirmation process was discussed in the study session. There were no further comments.

M/S/C: **Bechtel/Bowie**
Advisory vote: 2
Board vote: 5
Action: Voted to **support** the statement of commitment to membership in the League for Innovation for inclusion in the self-study

26. University Associates-Silicon Valley LLC Update

Both Executive Director Allen and Chancellor Thor participated in a teleconference of the Board of Governors of the UA-Silicon Valley LLC on June 29.

Allen said that discussions are currently taking place and anticipates changes in both the rent and the appraisal, which will impact the rent. He said NASA has indicated that they will be submitting changes to the business terms of the ground lease.

Trustee Casas Frier expressed appreciation to Allen for taking the time to participate in the UA Board meetings despite his busy schedule at the district. Casas Frier asked if there is a way to measure the progress made in the clean up. Allen said he would provide copies of the entire reports from the EPA and the Navy. Trustee Casas Frier expressed her concern about the level of toxicity under the proposed housing. Executive Director Allen will provide a website to the

complete reports. Allen confirmed that the next environmental impact studies are expected to begin after completion of a new appraisal and amendment of the ground lease.

27. Award a Contract Pursuant to Bid Document 1275-277.C, PE Women's Shower Repairs at De Anza College

M/S/C: Barram/Bowie

Advisory vote: 2

Board vote: 5

Action: **Authorized** the Director of Purchasing Services to award a contract pursuant to Bid 1275-277.C, PE Women's Shower Repairs at De Anza College in the amount of \$109,600 to ICC General Contractors, Inc.

28. Measure C Consent

M/S/C: Bechtel/Bowie

Advisory vote: 2

Board vote: 5

Action: **Approved/ratified** items on the Measure C consent list

- A.** Title: PAA #D01
Vendor: Arch-Pac, Inc.
Agreement Date: August 3, 2010
Campus: De Anza College
Project No.: 200F
Project Name: Pool Tile and Plaster Replacement
Amount: \$99,840
- For: Provide investigation of both pools (50 meter Race Pool and Dive Pool), preparation of design documents, DSA approval, bid phase services, construction administration and close out phase services for the replacement of tile, plaster, and associated pool fittings and appurtenances at the PE Quad on the De Anza Campus. Funding for this project is available within the current project budget.
- Action: Approval
- B.** Title: Change Order #4
Vendor: John Plane Construction, Inc.
Agreement Date: March 18, 2010
Campus: De Anza College
Project No.: 205
Project Name: Seminar Building and Multicultural Center
Amount: \$13,714
For: Miscellaneous change orders:
PCO 5: Provide electrical sub-metering at Seminar and MCC.
PCO 24: Insulate and support existing hot water lines at Seminar.
The total Change Orders to date represent 1.84% against the original contract amount. Funding is

- Action: included in the current budget.
Ratification
- C.** Title: PAA #D07 to Master Agreement
Vendor: Noll & Tam Architects
Agreement Date: December 6, 2007
Campus: De Anza College
Project No.: 226C
Project Name: Interior/Exterior Finishes – L Quad
Amount: \$127,784
For: Professional Services including: design, bid phase, construction administration, and closeout phase. The project includes interior and exterior finishes for the L Quad. Repairs and maintenance design will include the exterior finishes of 14 buildings and the interior finishes of 42 classrooms.
Funding for this project is available within the current project budget.
Action: Approval
- D.** Title: Revision #2 to PAA #06A
Vendor: Noll & Tam, Inc.
Agreement Date: February 2, 2010
Campus: De Anza College
Project No.: 256
Project Name: Campus Center Renovation Phase II
Amount: \$3,103
For: Design services for sub-metering and replacement of chilled water isolation valves. Funding for this item is available within the project budget.
Action: Ratification
- E.** Title: Change Order #1
Vendor: Petersen Dean Commercial, Inc.
Agreement Date: March 16, 2010
Campus: De Anza College
Project No.: 273
Project Name: Roof and Trellis Repair – PE 1-2-6 and S7-8
Amount: \$3,919
For: PCO #1: Install full caps instead of single cap; additive change for \$168. Architect Directed Design Change.
PCO #2: Install new flashing to cover existing nail holes; additive change for \$3,031. Architect Directed Design Change.
PCO #7: Relocate construction fencing around PE4 for graduation activities; additive change for \$720.
Owner Directive.
This change order represents 0.3% of the construction value.

- Funding for this project is available within the current project budget.
- Action:** Ratification
- F.** Title: Revision #7 to Agreement
Vendor: Ratcliff Architects
Agreement Date: June 17, 2008
Campus: De Anza College
Project No.: 261
Project Name: Mediated Learning Center
Amount: \$7,480
For: Survey and stake building footings at East end of the MLC. Provide ground-penetrating radar to develop plan and section drawings showing the utilities located. Also provide footing/utility sections for zone of influence review. Funding for this item is available within the current project budget.
- Action:** Ratification
- G.** Title: Change Order #15
Vendor: S. J. Amoroso, Inc.
Agreement Date: July 10, 2009
Campus: De Anza College
Project No.: 241
Project Name: S2-S6 Phase II – Utility Master Plan – Phase I
Amount: \$15,618
For: Miscellaneous changes: revise telecom conduits at heading E10, coordinate Trench E10 with MLC building, revise conduit attachment at S2&S6, and install new PG&E feeder conduits. The total Change Orders to date represent 10.92 % against the original contract amount. Funding is included in the current budget.
- Action:** Approval
- H.** Title: Change Order #1
Vendor: Bugler Construction
Agreement Date: February 1, 2010
Campus: Foothill College
Project No.: 130
Project Name: Utility Lids – Phase 2
Amount: \$1,803
For: Additional signage and wheel stops for parking in the PE Quad and removal and replacement of concrete walkway adjacent to Bldg. 4300. This change order represents 0.97% of the base contract amount. The funding for this change is within the current budget.
- Action:** Ratification
- I.** Title: Revision #3 to PAA F-HMC-3A
Vendor: HMC Architects

Agreement Date: July 22, 2010
Campus: Foothill College
Project No.: 112
Project Name: Modernization of Administration Building and General Classroom
Amount: \$11,000
For: Design services to add accessible path of travel to buildings 1900, 5500, and 6400 as required by Division of the State Architect for project approval. Funding for this item is within the project budget.
Action: Ratification

J. Title: Revision #8
Vendor: Ratcliff Architects
Agreement Date: February 3, 2009
Campus: Foothill College
Project No.: 160
Project Name: Physical Sciences & Engineering Center
Amount: \$37,295
For: Additional design fees for revisions to the lab casework requested by the College, and additional meetings with the Chemistry faculty and staff to review full-scale laboratory mockups prior to fabrication of casework. Funding for this item is within the project budget.
Action: Ratification

K. Title: Change Order #1
Vendor: RC Benson & sons, Inc.
Agreement Date: April 19, 2010
Campus: Foothill College
Project No.: 153A
Project Name: Campus Center Remote Fueling Station
Amount: \$1,603
For: The upgrade of the fueling alarm monitoring system with additional components and features to improve safety, and fueling instruction signage requested by the Fire Department. This change plus all previously approved change orders equal to 2.9% of the base contract value. The funding for this item is within the project budget.
Action: Ratification

L. Title: Revision #2 to PO #MC100391
Vendor: Salas O'Brien
Agreement Date: August 4, 2009
Campus: Foothill College
Project No.: 135
Project Name: Utility and Technology Infrastructure Upgrades
Amount: \$109,194

For: Professional design engineering services to upgrade the campus electrical infrastructure to support the Measure C new projects and renovations, replace aged and failing electrical feeders and switchgear, and to provide a more reliable electrical system. The funding is included in the current budget.

Action: Ratification

M. Title: Revision #1 to PAA F-WRNS-2B
Vendor: WRNS Studio, LLP
Agreement Date: March 22, 2010
Campus: Foothill College
Project No.: 162
Project Name: Parking and Circulation
Amount: \$10,000
For: Additional transportation consulting services relative to the Outer Campus Parking and Circulation projects. The funding is included in the current budget.

Action: Ratification

N. Title: Change Order #5
Vendor: Zolman Construction and Development, Inc.
Agreement Date: August 2, 2010
Campus: Foothill College
Project No.: 112
Project Name: Modernization of Administration Building and General Classroom
Amount: \$15,704
For: Fire alarm modifications to keep the fire alarm active during construction in occupied areas; Architect directed finish changes for improved mailroom and teachers lounge flooring; Owner directed change to data equipment installation to match District standard; and correction of a field condition to provide a quality drywall finish.

This change represents 0.33% change to the contract value. Total project changes represent a 4.21% change to the contract value.
The funding for this change is within the current budget.

Action: Ratification

29. Measure C Bond Project List Revision with Foothill Budget Transfer #21

M/S/C: Casas Frier/Russaw
Advisory vote: 2
Board vote: 5

Action: **Approved** the Bond Project List Revision with Foothill Budget Transfer #21

30. Measure C Program Management Agreement for Services from October 1, 2010 through June 30, 2012

Executive Director Allen explained that this contract is for the high-level program management information system that is used to produce various reports. The agreement is within the Measure C budget allocated for these services.

M/S/C: **Bechtel/Bowie**

Advisory vote: 2

Board vote: 5

Action: **Approved** the negotiated agreement for Measure C Program Management Services from Gilbane-Maas

31. Measure C Standard Form of Agreement for Gilbane-MAAS Project Management Services for the De Anza College Mediated Learning Center

M/S/C: **Casas Frier/Russaw**

Advisory vote: 2

Board vote: 5

Action: **Approved** the Standard Form of Agreement for Gilbane-Maas for Project Management services for the Mediated Learning Center

32. Request for Approval to Award a Master Agreement for Design Services to Arch-Pac, Inc. for the Design of Aquatic Facilities

M/S/C: **Bechtel/Barram**

Advisory vote: 2

Board vote: 5

Action: **Approved** the Master Agreement with Arch-Pac, Inc.

33. Authorize Use of Foundation for California Community College (FCCC) Piggyback Contracts for Measure C Furniture Purchases

M/S/C: **Bowie/Barram**

Advisory vote: 2

Board vote: 5

Action: **Authorized** the Director of Purchasing Services to sign the pricing agreement with Kruger International (KI) and to issue purchase orders for De Anza College and Foothill College KI furniture pursuant to FCCC contracts CB08-100 and CB09-100 throughout the term of the pricing agreement with Kruger

ADJOURNMENT

President Swenson adjourned the meeting at 7:25 p.m.