



BOARD OF TRUSTEES

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

January 10, 2011

Closed Session: 5:00 p.m.
Chancellor's Office

Public Session: 6:00 p.m.
District Board Room

*For information and disability access to materials, call 650-949-6100.
Requests for accommodation should be made no later than one business
day 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.*

AGENDA Regular Meeting

ADJOURN TO CLOSED SESSION

CALL TO ORDER

Closed Session — 5:00 p.m.

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE -- CONSIDERATION OF COMPLAINT AGAINST EMPLOYEE

CONFERENCE WITH LABOR NEGOTIATOR

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

Public Session — 6:00 p.m.

REPORTING OUT FROM CLOSED SESSION

INFORMATION

APPROVAL OF MINUTES

December 6, 2010

ACTION

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

1. **Ratification of Contracts and Agreements (McElroy x6201)**

2. Ratification of Board Warrants Greater than \$5,000 for October and November 2010 (McElroy x6201)
3. Ratification of Enterprise Warrants and Wire Transfers Greater than \$5,000 for July, August, September, and October 2010 (McElroy x6201)
4. Human Resources Report (Novotny x6211)

BOARD BUSINESS

- | | |
|--|-------------|
| 5. BP 2212 Acting Chancellor in Absence of Chancellor (Rev.)(1 st Reading) (Thor x6104) | INFORMATION |
| 6. BP 2213 Acting College President in Absence of a President (Rev.)(1 st Reading) (Thor x6104) | INFORMATION |
| 7. BP 2510 Preparation for Accreditation Visits (Rev.)(1 st Reading) (Thor x6104) | INFORMATION |
| 8. BP 9122 Committees (Rev.)(1 st Reading) (Thor x6104) | INFORMATION |
| 9. BP 2215 Chancellor President Selection (New)(1 st Reading) (Thor x6104) | INFORMATION |
| 10. BP 9126 Special and Emergency Meetings (New)(1 st Reading) (Thor x6104) | INFORMATION |
| 11. BP 9127 Closed Session (New)(1 st Reading) (Thor x6104) | INFORMATION |
| 12. BP 9211 Communication Among Board Members (New)(1 st Reading) (Thor x6104) | INFORMATION |

BUSINESS AND FINANCE

- | | |
|--|--------|
| 13. Ratification of Board Warrants to Borel Private Bank & Trust Co. (McElroy x6201) | ACTION |
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FACILITIES

MEASURE E CONSENT

- | | |
|-------------------------------------|--------|
| 14. Measure E Consent (Allen x6150) | ACTION |
|-------------------------------------|--------|

The amount of this item is \$0.

Central Services –

A) Budget Transfer #10

MEASURE E PROJECTS

- | | |
|---|--------|
| 15. Agreement for Consultant Service with Placemakers for Measure E | ACTION |
|---|--------|

Combined Site Improvements Project #283 (Allen x6150)

MEASURE C CONSENT

16. Measure C Consent (Allen x6150)

ACTION

The aggregate amount of these items is: \$383,035.20

De Anza College –

- A) Architectural Resources Group – Revision #5 to PAA-3C/Purchase Order #G979220 – Baldwin Winery & East Cottage - \$26,438
- B) John Plane Construction, Inc. – Change Order #5 – Baldwin Winery & East Cottage - \$37,818
- C) John Plane Construction, Inc. – Change Order #6 – Baldwin Winery & East Cottage - \$20,849
- D) John Plane Construction, Inc. – Change Order #7 – Baldwin Winery & East Cottage - \$9,613
- E) John Plane Construction, Inc. – Change Order #8 – Baldwin Winery & East Cottage - \$2,899
- F) John Plane Construction, Inc. – Change Order #9 – Baldwin Winery & East Cottage - \$3,197
- G) John Plane Construction, Inc. – Change Order #9 – Seminar Building & Multicultural Center - \$40,013
- H) Miller Company Landscape Architects – Revision #2 to PAA #D01 – CDC Playground Maintenance & Upgrades - \$2,000
- I) Noll & Tam – Revision #2 to PAA #D04 – Corporation Yard - \$8,920
- J) Quali-Con Enterprise, Inc. – Revision #1 to Agreement – Baldwin Winery & East Cottage - \$45,360

Foothill College -

- K) Clarke Inspection Group, Inc. – Inspector of Record Agreement – Utilities Infrastructure Upgrades Phase I - \$71,746.20
- L) Valley Crest Landscape Development – Change Order #2 – Soccer & Softball Complex - \$60,225
- M) Verde Design – Revision #3 – Professional Services – Soccer & Softball Complex - \$6,425
- N) WRNS Studio, LLP – Revision #2 to PAA F-WRNS-1B – Central Campus Site Improvements - \$29,700
- O) WRNS Studio, LLP – Revision #1 to PAA F-WRNS-4A – Parking & Circulation - \$1,700
- P) Zolman Construction & Development, Inc. – Change Order #1 – Renovation of Language Arts Classrooms, Building 6200, 6300 & 6500 - \$16,132

MEASURE C PROJECTS

17. Project #801: Property Acquisition and Development Consultant Related to the Foothill College Education Center (Allen x6150)

ACTION

- | | | |
|-----|---|---------------|
| 18. | Request Approval of Change Order #10, Project #112 – Modernization of Administration Building and General Classrooms at Foothill College in the Amount of \$74,836 for Zolman Construction & Development, Inc. (Allen x6150) | ACTION |
| 19. | Agreement for Inspector of Record Services for Physical Sciences & Engineering Center at Foothill College Agreement with Chevron Energy Solutions: Energy Services Contract and Installation of Photovoltaic Arrays at Foothill College (Measure C Project #154) (Allen x6150) | ACTION |
| 20. | Selection of Architect and Contract for Services: De Anza College Project 3206 – Track and Fields (Allen x6150) | ACTION |

ADJOURNMENT

DATES TO REMEMBER / FUTURE AGENDA ITEMS

- Jan. 31 -** Board Study Session
 - Chancellor's Evaluation
- Feb. 7 -** Professional Development Leaves 2011-12

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

TO: Members of the Board of Trustees

FROM: Linda M. Thor, Chancellor

DATE: January 5, 2011

RE: Public Session — **January 10, 2011**

1. **Ratification of Contracts and Agreements**

Presented to the Board for ratification is the list of contracts and agreements signed by the Vice Chancellor, Business Services. It is the intention of Business Services to present such a list each month.

This procedure is in response to a review of Ed Code requirements and the revised board Policy Section 3000.

Vice Chancellor of Business Services Kevin McElroy recommends **ratification**.

2. **Ratification of Board Warrants Greater than \$5,000 for October and November 2010**

Enclosed for ratification are the board warrants and wire transfers greater than \$5,000 for October and November 2010, less warrants to Borel Private Bank & Trust Co. which are being submitted as a separate item.

A complete listing all B Warrants is available for public viewing upon request.

Vice Chancellor of Business Services Kevin McElroy recommends **ratification**.

3. **Ratification of Enterprise Warrants and Wire Transfer Greater than \$5,000 for July, August, September, and October 2010**

Enclosed for ratification are the enterprise warrants and wire transfers greater than \$5,000 for July, August, September, and October 2010.

A complete listing all Enterprise Warrants and Wire Transfers is available for public viewing in the Accounting Department at the District Office.

Vice Chancellor of Business Services Kevin McElroy recommends **ratification**.

4. Human Resources Report

The Human Resources report is presented for Board Approval. The report reflects the personnel actions in the following categories: new hires, new positions, promotions, reassignments, reclassifications, separations, 39 month re-employment, permanent contract changes, professional growth awards, service recognition awards and longevity awards.

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

5. BP 2212 Acting Chancellor in Absence of Chancellor (Rev.)(1st Reading)

The current policy was developed before the creation of the position of Vice Chancellor of Technology. This position has been added to the list of those to serve as acting chancellor. The Chancellor's Advisory Council has reviewed and approved the additional wording to this policy.

6. BP 2213 Acting College President in Absence of a President (Rev.)(1st Reading)

It is suggested that wording requiring publication of the line of authority in the acting college president succession be deleted from this policy. The Chancellor's Advisory Council has approved the amendment to this policy.

7. BP 2510 Preparation for Accreditation Visits (Rev.) (1st Reading)

The revisions to this policy are in response to the self-study and the suggestion that the district have a clearer statement regarding the board's commitment to accreditation and the chancellor's responsibility to ensure compliance with accreditation standards. The Chancellor's Advisory Council has reviewed and approved the edits as submitted.

8. BP 9122 Committees (Rev.)(1st Reading)

Wording has been added to this policy to include the establishment of a Citizens' Oversight Committee in accordance with Proposition 39 regulations. The Chancellor's Advisory Council has reviewed and approved the added language.

9. BP 2215 Chancellor or President Selection (New) (1st Reading)

This is a new policy in accordance with accreditation requirements that the board establish a process for selecting a chancellor or president. The Chancellor's Advisory Council has approved this new policy.

10. BP 9126 Special and Emergency Meetings (New) (1st Reading)

A review of board policies indicates that there is no policy addressing special and emergency meetings. The attached new policy has been reviewed, amended, and approved by the Chancellor's Advisory Council.

11. BP 9127 Closed Session (New) (1st Reading)

A review of board policies indicates that there is no policy addressing closed sessions. The attached new policy has been reviewed and approved by the Chancellor's Advisory Council.

12. BP 9211 Communication Among Board Members (New) (1st Reading)

This new policy would clearly affirm the district's commitment to an open and ethical process of board interaction. The Chancellor's Advisory Council has reviewed and amended the proposed language.

13. Ratification of Board Warrants to Borel Private Bank & Trust Co.

Enclosed for ratification are the board warrants greater than \$5,000 for October and November 2010 to Borel Private Bank & Trust Co.

October:

76001200

76001254

November:

76001290

Vice Chancellor of Business Services Kevin McElroy recommends **ratification**.

14. Measure E Consent

The amount for this item is \$0

A. Title: Budget Transfer #10

Vendor:

Agreement Date:

Campus:

District

Project No.:

Project Name:

Amount

For:

Measure E District Budget Transfer #10. This Budget Transfer includes:

* Formal closure of projects #401, #403 and #418. Residual budgets to be allocated to new projects #419 and #420.

*Establish new project #419 "Data Center" which will be funded by residual budgets from closing projects #401 and #418.

*Establish new project #420 "District Office Building Renovation" which will be funded by the residual budget from the project #403.

Action: *Rename project #415 from “Equipment and Vehicle Secured & Covered Parking” to “Vehicle Fueling Stations”.
Ratification

Executive Director of Facilities, Operations, and Construction Management Charles Allen and Director, Bond Program Management, De Anza College, Tom Armstrong, recommend that Measure E consent items be **ratified/approved** by the Board of Trustees.

15. Agreement for Consultant Services with Placemakers for Measure E Combined Site Improvements Project #283.

This Agreement for Services provides for California Environmental Quality Act (CEQA) review services by Placemakers and their consultants for the De Anza College Measure E - Combined Site Improvements project #283 which include renovations to the Sunken Garden. This Agreement authorizes Placemakers and their consultants to conduct project analysis, perform the Initial Study, develop their findings, conduct public outreach and reporting, and to present the final outcome of their findings to the Board.

The Agreement provides for services on a fixed fee in accordance with Placemakers attached proposal to a maximum of \$29,858 and includes reimbursable expenses. The contract maximum amount includes services of necessary consultants, including architectural historian consulting specialist. Funding will be provided by Measure E.

Executive Director of Facilities, Operations & Construction Management Charles Allen recommends **approval** of the agreement with Placemakers for professional services up to the maximum amount of \$29,858.

16. Measure C Consent

The aggregate amount for these items is \$383,035.20.

- | | |
|------------------------|---|
| A. Title: | Revision #5 to PAA-3C/Purchase Order #G979220 |
| <i>Vendor:</i> | Architectural Resources Group (ARG) |
| <i>Agreement Date:</i> | November 6, 2007 |
| <i>Campus:</i> | De Anza College |
| <i>Project No.:</i> | 203 |
| <i>Project Name:</i> | Baldwin Winery & East Cottage |
| <i>Amount:</i> | \$26,438 |
| <i>For:</i> | Provide additional architectural and engineering services. T&M basis, NTE these added fees. |
| <i>Action:</i> | Ratification |
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| B. Title: | Change Oder #5 |
| <i>Vendor:</i> | John Plane Construction, Inc. |
| <i>Agreement Date:</i> | November 16, 2009 |
| <i>Campus:</i> | De Anza College |
| <i>Project No.:</i> | 203 |
| <i>Project Name:</i> | Baldwin Winery & East Cottage “Historic Renovation” |
| <i>Amount:</i> | \$37,818 |

For: Miscellaneous change orders:

Baldwin Winery: provide additional support to roof fan, chip out existing concrete to allow clearance for new bond beam, remove existing sheeting and insulation at roof.

The total Change Orders to date represent 2.4% against the original contract amount. Funding is included in the current budget.

Action: Ratification

C. *Title:* Change Order #6
Vendor: John Plane Construction, Inc.
Agreement Date: November 16, 2009
Campus: De Anza Campus
Project No.: 203
Project Name: Baldwin Winery & East cottage "Historic Renovation"
Amount: \$20,849
For: Miscellaneous change orders:
Baldwin Winery: Add cork flooring in Administration area, lower fire sprinkler system in lower level, provide elevator recall system, furr out wall at electrical panel

The total Change Orders to date represent 3.1% against the original contract amount. Funding is included in the current budget.

Action: Ratification

D. *Title:* Change Order #7
Vendor: John Plane Construction, Inc.
Agreement Date: November 16, 2009
Campus: De Anza College
Project No.: 203
Project Name: Baldwin Winery & East Cottage "Historic Renovation"
Amount: \$9,613
For: Miscellaneous change orders:
Baldwin Winery: Deduct for shear additional shear wall testing, Add two breakers to main transformer, furr out wall at stairwell, Install header in elevator lobby.

The total Change Orders to date represent 3.4% against the original contract amount. Funding is included in the current budget.

Action: Ratification

E. *Title:* Change Order #8
Vendor: John Plane Construction, Inc.
Agreement Date: November 16, 2009

Campus: De Anza College
Project No.: 203
Project Name: Baldwin Winery & East Cottage "Historic Renovation"
Amount: \$2,899
For: Miscellaneous change order:

Add truss plates to steel buckets, change ducting to RF-1.

The total Change Orders to date represent 3.4% against the original contract amount. Funding is included in the current budget.

Action: Ratification

F. *Title:* Change Order #9
Vendor: John Plane Construction, Inc.
Agreement Date: November 16, 2009
Campus: De Anza College
Project No.: 203
Project Name: Baldwin Winery & East Cottage "Historic Renovation"
Amount: \$3,197
For: Miscellaneous change orders:

Add framing to supports to HVAC ducts, Patch Gyp Brd penetration.

Contract to be extended by non-compensable 69 days.

The total Change Orders to date represent 3.6% against the original contract amount. Funding is included in the current budget.

Action: Ratification

G. *Title:* Change Order #9
Vendor: John Plane Construction, Inc.
Agreement Date: March 18, 2010
Campus: De Anza College
Project No.: 205
Project Name: Seminar Building & Multicultural Center
Amount: \$40,013
For: Miscellaneous construction change orders at the

Seminar Building and Multicultural Center including minor electrical, data and telecomm items, and HVAC changes.

The total Change Orders to date represent 8.6% against the original contract amount. Funding is included in the current budget.

Action: Ratification

H. *Title:* Revision #2 to PAA #D01

Vendor: Miller Company Landscape Architects
Agreement Date: April 6, 2009
Campus: De Anza College
Project No.: 766-228
Project Name: CDC Playground Maintenance & Upgrades
Amount: \$2,000
For: This Revision compensates the Landscape Architect for additional construction administration costs related to District-provided material delivery delays, and additional reproduction costs associated with DSA submission of contract documents. The scope associated with this revision is not included in the original contract scope as defined in PAA D01. This revision also changes the project completion date to December 31, 2010.

Action: PAA D01 is also being extended to December 31, 2010, which reflects the revised construction duration.
Ratification

I. *Title:* Revision #2 to PAA #D04
Vendor: Noll & Tam
Agreement Date: March 22, 2010
Campus: De Anza College
Project No.: 766-214
Project Name: Corporation Yard
Amount: \$8,920
For: Provide engineering documentation to include designs for rebuilding the campus drive roadbed in the vicinity of the project.
Action: Ratification

J. *Title:* Revision #1 to Agreement
Vendor: Quali-Con Enterprise, Inc.
Agreement Date: August 20, 2009
Campus: De Anza College
Project No.: 766-203
Project Name: Baldwin Winery & East Cottage Renovation
Amount: \$45,360
For: Provide additional DSA-approved Class One inspection services for the Baldwin Winery & East Cottage Project due to extended schedule caused by the Cottage collapse. Additional services required due to contractor imposed schedule delays. District's Construction Management team will endeavor to recover costs from the contractor in future change orders.
Action: Ratification

K. *Title:* Inspector of Record Agreement
Vendor: Clarke Inspection Group, Inc.
Agreement Date: December 7, 2010
Campus: Foothill College
Project No.: 135
Project Name: Utilities Infrastructure Upgrades Phase I
Amount: \$71,746.20
For: Provision of Inspector of Record inspection services for the Utilities Infrastructure Upgrades Phase I project at Foothill College, as required by the Division of the State Architect.

On May 3, 2010 the Board established a pool of inspectors qualified to provide services to the District for a variety of projects. Members of that pool were invited to provide additional information specific to the infrastructure project. Clark Inspection Group was deemed most qualified to meet the needs of the District based upon applicable experience, qualifications and availability of individual inspectors, references and comparative cost.

The funding for this change is within the current budget.

Action: Ratification

L. *Title:* Change Order #2
Vendor: Valley Crest Landscape Development
Agreement Date: May 25, 2010
Campus: Foothill College
Project No.: 142
Project Name: Soccer & Softball Complex
Amount: \$60,225
For: Owner-directed changes to the scoreboard and electrical wire sizing; addition of sub drain and increased soil treatment due to site conditions; added work at light bollards and retaining wall fence due to insufficient design detail; and a no-cost time extension that will add 70 days contract time after Division of State Architect approval of the field house design. (The fields can be used prior to completion of the field house due to delays at DSA.)

This change represents 2.32% change to the contract value. Total project changes represent a 3.74% change to the contract value.

The funding for this change is within the current budget.

Action: Ratification

- M. Title:** Revision #3 – Professional Services
Vendor: Verde Design
Agreement Date: April 8, 2008
Campus: Foothill College
Project No.: 142
Project Name: Soccer & Softball Complex
Amount: \$6,425
For: Provide additional design services including a cost analysis of the addition of a press box/score keepers booth and reengineering of the scoreboard structures to incorporate new, larger scoreboards.
Action: Ratification
- N. Title:** Revision #2 to PAA #F-WRNS-1B
Vendor: WRNS Studio, LLP
Agreement Date: October 6, 2009
Campus: Foothill College
Project No.: 144
Project Name: Central Campus Site Improvements
Amount: \$29,700
For: Architectural consulting services to perform a historical review of the proposed renovations/alterations of the Central Campus Site Improvements as required by the environmental impact report, and for irrigation consulting services to provide an assessment of the campus irrigation water distribution and recommendations for alterations as needed to meet the future irrigation demands of the Measure C projects.
Action: The funding is included in the current budget
Ratification
- O. Title:** Revision #1 to PAA #F-WRNS-4A
Vendor: WRNS Studio, LLP
Agreement Date: April 6, 2010
Campus: Foothill College
Project No.: 154
Project Name: Parking & Circulation
Amount: \$1,700
For: Architectural design services to perform a lighting shadow study and provide horizontal controls for the placement of light poles adjacent to parking lots 2 and 3.
Action: The funding for this change is within the current budget.
Ratification

P. Title: Change Order #1
Vendor: Zolman construction & Development, Inc.
Agreement Date: October 18, 2010
Campus: Foothill College
Project No.: 110
Project Name: Renovation of Language Arts Classrooms, Buildings 6200, 6300, & 6500
Amount: \$16,132
For: This change order includes architectural, electrical and telecom work required by existing field conditions, including floor finish corrections, attic catwalk addition, and alignment of exterior siding; and added work due to power receptacles missing in the design documents; and added construction and coordination effort to maintain campus data operations.

Total project changes represent 0.75% change to the contract value.

The funding is included in the current budget.

Action: Ratification

Executive Director of Facilities, Operations, and Construction Management Charles Allen, Director, Bond Program Management, De Anza College, Tom Armstrong, and Bond Program Management, Foothill College, Art Heinrich, recommend that Measure C consent items be **ratified/approved** by the Board of Trustees.

17. Project #801: Property Acquisition and Development Consultant Related to the Foothill College Education Center

At the December 6, 2010 Board meeting, the Executive Director of Facilities was authorized to enter into negotiations with the consulting firm of Public Private Ventures (PPV) for property acquisition and development consulting services

Attached is a copy of the negotiated agreement for services. The scope of services are detailed in the attached agreement, appendix A, and are summarized as follows:

Task 1: Preliminary Needs Assessment
Task 2: Outreach
Task 3: Identification and Evaluation of Options and Opportunities
Task 4: Recommendation and Implementation Plan

The negotiated price for these services is a not to exceed amount of \$132,000. Funding is available from Measure C, Project #801-CS.

Upon completion of the above tasks, and subject to additional Board review and authorization, additional services may be required from PPV to assist the District with solicitation and evaluation of proposals from interested parties to provide property and/or facilities to meet the needs of the Education Center.

Executive Director of Facilities, Operation and Construction Management Charles Allen recommends **approval**.

18. Request Approval of Change Order #10, Project #112 – Modernization of Administration Building and General Classrooms at Foothill College, in the amount of \$74,836 for Zolman Construction & Development, Inc.

Approval of Change Order #10 is requested for the following:

- Changes required by field conditions, including removal of additional interior wall finishes and framing modifications in Building 1900; and
- Owner-directed changes in Building 1900 made to meet future space requirements and align with state budget-related programming changes.

This change represents 1.58% change to the contract value. Total project changes represent an 8.86% change to the contract value.

The funding for this change is within the current budget.

Executive Director of Facilities, Operation and Construction Management Charles Allen, recommends that the Board **approve** Change Order #10 with Zollman Construction & Development, Inc.

19. Agreement for Inspector of Record Services for Physical Sciences & Engineering Center at Foothill College Agreement with Chevron Energy Solutions: Energy Services Contract and Installation of Photovoltaic Arrays at Foothill College (Measure C Project # 154)

The Division of the State Architect (DSA) requires the District to employ a DSA-approved Inspector of Record for inspection services during construction of the Physical Sciences & Engineering Center (PSEC).

On May 3, 2010 the Board established a pool of inspectors qualified to provide services to the District for a variety of projects. Members of that pool were invited to provide additional information specific to the PSEC project. Clark Inspection Group was deemed most qualified to meet the needs of the District based upon applicable experience, qualifications and availability of individual inspectors, references and comparative cost.

This agreement authorizes Clarke Inspection Group, Inc. to provide inspection services for the duration of that project on an hourly basis for a fee not to exceed \$545,000.

The funding for this agreement is within the project budget.

Procurement Government Code 4217

- California Government Code Section 4217.10-18 allows public entities to procure energy services, similarly to professional services, without competitive bidding. Government Code 4217 offers several advantages:

- Expedites project development, proven design/build/implement process
- Faster realization of energy savings and other program benefits
- No change orders except for explicit scope changes

Chevron Energy Solutions, Inc. of San Jose proposes to design, provide and install photovoltaic arrays in Parking Lots 2-3 at Foothill College. The procurement of the equipment and the installation of the arrays will be managed by Chevron Energy Solutions and the selection of subcontractors by Chevron Energy Solutions will be on the basis of competitive bidding.

The installation will provide a capacity of approximately 1,064 kilowatts, an increase of nearly 200% in photovoltaic production at the Foothill campus. When this new installation is complete, the campus will be generating approximately 25% of its current annual electrical demand from green photovoltaic facilities.

The proposed installation location is shown on the attached plan. The contiguous Parking Lots 2 and 3 offer excellent conditions for a photovoltaic installation installed on carport structures. The proposed site plan realigns the parking rows to optimize solar orientation of the arrays, and relocated driveways and pedestrian pathways have been planned to improve safety along the Loop Road. The proposed photovoltaic installation has been coordinated with the work of WRNS Studio architects for compatibility with other site improvements being planned in the area.

The photovoltaic arrays will be completed as a part of Measure C Project #154. Increased funding for the project to allow for award of the Energy Services Contract is proposed as a separate Board action.

Executive Director of Facilities, Operations and Construction Management Charles Allen recommends that the Board **approve** the proposed Agreement for Services with Clark Inspection Group, Inc. in the amount of \$545,000.

20. Selection of Architect and Contract for Services: De Anza College Project 206 – Track and Fields

A Request for Qualifications (RFQ) #1301-206 was legally advertised on Oct. 21 and Oct. 28, 2010. The RFQ was also posted on “BidNet” by District Purchasing staff at www.govbids.com. RFQ’s were received on November 11, 2010 at 2:00 PM in the District Purchasing offices. The District received proposals from three (3) firms interested in the RFQ for Architectural design services. Responses were received from Verde Design, Inc., Sandis – Bellinger Foster Steinmetz, and Quattrocchi Kwok Architects – Beals Alliance.

A Selection Committee consisting of the following individuals was convened:

- Donna Jones Dulin, De Anza College, Associate Vice President of Finance & Educational Resources
- Tom Armstrong, De Anza College, Director of Bond Projects
- Tim McBrien, Measure C Program Management, Gilbane-MAAS Senior Project Manager
- Rich Schroeder, Dean of Physical Education & Athletics Department; Kulwant Singh, Athletics Director

The Selection committee members independently evaluated and scored each respondent's RFQ. The Committee then discussed the results and determined that interviews were warranted with Verde Design, Inc. and Quattrocchi Kwok Architects – Beals Alliance. Interviews were conducted on Dec. 3, 2010. Based upon the evaluations and the interviews, the Selection committee determined Verde Design, Inc. best meets the criteria established for selection and recommends that Verde Design, Inc. be approved for Architectural design services for the De Anza College Measure C Track and Field Project #206.

Additionally, it is recommended that the attached contract for pre-design / programming and schematic design services be approved. The contract amount is \$105,600. This amount is within the project budget for this project. Funding is available from Measure C, Project #206 for these services.

Executive Director of Facilities, Operations & Construction Management Charles Allen, and the Selection committee recommend **approval**.