



BOARD OF TRUSTEES
OF THE
PERALTA COMMUNITY COLLEGE DISTRICT
MINUTES
JUNE 11, 2013

CALL TO ORDER (5:00 p.m.)

CLOSED SESSION (5:00 p.m.) Topics to be discussed include: Conference with Labor Negotiator Largent, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6) Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9) * Conference with Legal Counsel (54956.9(a)), Johnson v. PCCD, U.S. District Court, Northern District of CA Case No. C08-4152 * Conference with Legal Counsel (54956.9(a)), Payne v. PCCD, United States District Court, Case No. C08-03133. * Conference with Legal Counsel (54956.9(a)), Vogt v. PCCD, Alameda County Superior Court, Case No. RG11-573757. * Conference with Legal Counsel (54956.9(a)), In re Municipal Derivatives Antitrust Litigation, U.S. District Court, Southern District of New York, Case No. 1:08-cv-02516-VM-GWG. * Conference with Legal Counsel (54956.9(a)), Kogo v. PCCD et al., Alameda County Superior Court, Case No. RG12613106. * Conference with Legal Counsel (54956.9(a)), Burk v. PCCD, Alameda County Superior Court Case No. RG12633720. * Conference with Legal Counsel (54956.9(a)), Chabala v. PCCD; Opong-Mensah, Alameda County Superior Court Case No. RG12655323. * Conference with Legal Counsel (54956.9(a)), First National Insurance Co. v. PCCD, U.S. District Court, Northern District of CA, Case No. CV12-5943. * Conference with Legal Counsel (54956.9(a)), Kimberly Alexander v. Peralta Community College District, etc., Case No. RS12657695. * Conference with Legal Counsel (54956.9(a)), Emmanuel Tril v. Laney College et al., U.S. District Court, Northern District of CA, Case No. C131464 LB * Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (5 cases). Conference with Real Property Negotiator (Government Code § 54956.8): * Negotiator Ikharo, 2120 University Avenue, Berkeley, California, 94704. Public Employee Appointment - Employment, Performance, Evaluation, Discipline, Dismissal, Release - All Employees (Government Code § 54957). * Consider Approval of Director of Fiscal Services, District Office. * Consider Approval of Acting Vice President of Instruction, Berkeley City College. * Consider Approval of Interim Director of Special Projects, Berkeley City College. * Consider Approval of Interim Vice President of Student Services, Laney College.

OPEN SESSION (7:00 P.M.)

PLEDGE OF ALLEGIANCE

ROLL CALL Trustees Brown, Pr_ Ab_, González Yuen Pr_ Ab_, Guillén Pr_ Ab_, Handy Pr_ Ab_, Riley Pr_ Ab_, Withrow Pr_ Ab , and Gulassa Pr_ Ab_, Student Trustees Clegg Pr_ Ab_ and Li Pr_ Ab_.

Present: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Withrow, Trustee Riley, Student Trustee Cervantes, Student Trustee Clegg, and Trustee Handy.

Absent: None.

[REPORT OF ACTION TAKEN IN CLOSED SESSION \(7:01 P.M.\)](#)

At tonight's closed session, the Board voted to approve the appointment of the following public employee contracts, which are subject to contractual agreement by the Chancellor: Ratification of Lilia Celhay as the Acting Vice President of Instruction for Berkeley City College from May 10, 2013 through June 30, 2013, at \$130,000/year.

AYES: 6 NOES: 0 ABSTAIN: 0 ABSENT: 1 (Gulassa)

David Yang, Director of Fiscal Services, District Office, from June 12, 2013 through June 12, 2015 at \$110,000/year.

AYES: 6 NOES: 1 (Brown) ABSTAIN: 0 ABSENT: 0

Josefina Baltodano, Interim Vice President of Student Services, Laney College, from September 30, 2013 through August 30, 2013 at \$80,000/year, or until the regular position is filled, whichever occurs

first. AYES: 7 NOES: 0 ABSTAIN: 0 ABSENT: 0

Kerry Compton, Interim Vice President of Instruction, Berkeley City College, from July 1, 2013 through October 1, 2013, at \$145,000/year, or until the regular position is

filled. AYES: 7 NOES: 0 ABSTAIN: 0 ABSENT: 0

APPROVAL OF THE AGENDA (Please state the Agenda Item Number and Identify the Issue) (7:02 P.M.)

At this time, Board members or the Chancellor may request to modify the agenda. Board members may request that items on the consent calendar be removed to be addressed separately on the Action Calendar. Subsequent to the approval of the consent calendar, the items removed from the consent calendar are discussed and voted on separately. Changes to the agenda are to be approved by a majority of the Board. The Board will move to the Action Calendar items with public speakers.

Agenda

MOTION: Motion by Trustee Withrow, second by Trustee Guillén to approve.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Withrow, Trustee Riley, and Trustee Handy.

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed.

Item 22 - 3 added names to the short-term hourly list:

Ronald Jones from 6/12/13 through 6/30/13 Inst Asst/Mach Tech at Laney

Joel Nguyen Xuan from 6/13/13 through 6/30/13 Inst Asst I/DSPS at BCC

Gwendolyn York from 6/12/13 through 6/30/13 Clerical Assistant II at BCC

Item 24 - Removed from the agenda

APPROVAL OF THE MINUTES (7:03 P.M.)

Minutes

MOTION: Motion by Trustee Withrow, second by Trustee Riley to approve.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Withrow, Trustee Riley, and Trustee Handy.

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed.

1. Consider Approval of the Regular Board meeting Minutes of May 14, 2013. Consider approval of the regular Board meeting minutes of May 14, 2013. The minutes are posted on Granicus.
2. [SWEARING-IN CEREMONY FOR INCOMING STUDENT TRUSTEES \(7:05 P.M.\)](#) President Gulassa will administer the oath of office to newly-elected Student Trustees Sharon Clegg (BCC) and Wai Li (Laney) who will serve as Student Trustees for the 2013-2014 academic year.

Oath

3. [RECOGNITION OF DR. JACOB NG FOR HIS SERVICE TO PERALTA](#) The Board will recognize Dr. Jacob Ng for his 24 years of service to the District and wish him well in his new position.

Resolution

PUBLIC COMMUNICATION (7:15 P.M.)

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both have completed a speaker's card, and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings. <http://web.peralta.edu/trustees/board-policies/>

PUBLIC HEARINGS (7:30 P.M.)

4. Sunshining of Initial Proposal for Contract Re-Openers for International Union of Operating Engineers, Local 39 to Peralta Community College District Pursuant to Government Code 3547 (a), the public shall have an opportunity to comment upon the Union of Operating Engineers, Local 39's notice to the District for re-openers for Article 17 (Vacation Plan) and Article 25 (Safety) for the agreement dated July 1, 2012 - June 30, 2015. This item was received at the May 14, 2013 Board meeting for the purpose of public notice. All Board-recommended contracts are subject to negotiation and execution by the Chancellor.

Background Material

5. Sunshining of Contract Reopeners for Negotiations for the District to the International Union of Operating Engineers, Local 39 Pursuant to Government Code 3547 (a), the public shall have an opportunity to comment upon the District's notice to the International Union of Operating Engineers,

Local 39 to introduce the re-opening proposals for the 2012-2015 Successor Agreement on Article 12 (Work Week) revised language to include a 4/10 Summer Schedule. This item was received at the May 14, 2013 Board meeting for the purpose of public notice. All Board-recommended contracts are subject to negotiation and execution by the Chancellor.

[Background Material](#)

6. Sunshining of Contract Reopeners for Negotiations for the District to the SEIU Local 1021 Pursuant to Government Code 3547 (a), the public shall have an opportunity to comment upon the District's notice to the SEIU Local 1021 to introduce the re-opening proposals for the 2012-2015 Successor Agreement on Article 9 (Work Day/Work Week) revised language to include a 4/10 Summer Schedule. This item was received at the May 14, 2013 Board meeting for the purpose of public notice. All Board-recommended contracts are subject to negotiation and execution by the Chancellor.

[Background Material](#)

REPORTS (7:35 P.M.) The Board requests that constituent group reports and presentations be brief and concise, and that only electronic copies be provided for posting. All open session reports and meeting materials have been submitted to the Board electronically, and are available for public viewing on Granicus.

7. [Associated Student Government Reports Representatives of the Associated Student Governments will be afforded an opportunity to address the Board. \(Please provide your Name, College, and Position, and line-up to speak.\)](#)

Speaker Anderson reported for the ASMCC as the outgoing Student Body President. She shared that it's been a phenomenal year for the students. They have hired a student advisor, and she thanked the Board for their support.

8. [Chancellor's Reports Chancellor's Report Dr. José M. Ortiz Vice Chancellor's Reports Budget Update Vice Chancellor Gerhard Enrollment and Interim Vice Chancellor Orkin Student Services Update Human Resources Vice Chancellor Largent Informational Item on the District EEO Plan \(This item will return to the Board at the next meeting for approval.\)](#)

[Background Material 1](#)

[Background Material 2](#)

The Chancellor shared some recent activities. He announced that there will be a future Board study session on our purchasing contracts. All administrative evaluations have been completed, as well as the Board's evaluation of the Chancellor.

VC Largent introduced the EEO plan to the Board. The plan is required by all Districts under Title 5, which is required by June 28th. All constituency groups drafted the plan. The plan will return to the Board at the next meeting for adoption.

College Reports

Berkeley City College President Budd

[College of Alameda President Jackson Intent to Apply - Susan Harwood \(OSHA\) Training Grant Introduction of the Alameda Promise](#)

[Intent to Apply](#)

[Alameda Promise](#)

Trustee Brown asked if student earn certificates under this program, which is the case. We currently issue such certificates, so the grant will assist to pay for faculty. These are stackable certificates in many areas.

Laney College President Webb

Merritt College President Ambriz-Galaviz Intent to Apply - First 5 Alameda County Grant

[Intent to Apply](#)

9. [Board of Trustees' Reports At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.](#)

Trustee Guillén shared that Assembly Bill 955 passed which allows the CCDs to have a different fee structure. He feels this is a disadvantage and dangerous trend for students, and he hopes that Peralta can rally against it.

Trustee Handy attended the NCORE conference in New Orleans, along with Trustee González Yuen, with over 2,500 attendees.

Student Trustee Clegg shared that the Peralta Student Council is organizing a leadership training August 6-9, and that the College Presidents and administrators are welcome to attend. She thanked the students who supported her Board re-election, and she looks forward to reaching out to all student communities this next year. She also works in the International student department, and will also connect with our International students while there.

Trustee Brown shared that the graduation ceremonies were all wonderful, and how nice it was to see the product of everyone's very hard work while at Peralta.

10. [District Academic Senate Report Presenter: DAS President Karolyn van Putten](#)
11. [Presentation on the Tentative Budget \(20 minutes\) Presenter: Vice Chancellor Gerhard](#)

[Tentative Budget](#)

[Presentation](#)

Trustee Brown asked about the anticipated \$1.57 M COLA distribution, and we wait until it's enacted to augment our budget. She asked about the need to backfill longterm funds when Prop. 30 tax funds sunset in 7 years which is included in this budget, unless there's a new measure or new legislative funds.

Trustee Withrow shared that the bigger issue is the need for a future flow of funds, and he asked how necessary funds will be segregated out. A multi-year plan has been started for this eventuality. Prop 30 is unrestricted funds, and it can't be used for administrator salaries and benefits, but solely for student services and instruction. The 311 report to be presented in October will show a separate schedule of this allocation,

and the same planning is underway for our limited parcel tax Measure B funds.

Measure B includes 161,000 parcels in our District of \$8M. Capital outlay instructional equipment restoration is if Prop 30 had failed. Trustee Withrow asked about the OPEB reserve percentage reduction which is based upon the actuarial study and liability reduction. We haven't had a reduction in counselors, but the funding is located in another area. Our faculty are on a 10 month contract, or they and counselors can work an added month. The current working budget has assigned an additional 18 days. The difference isn't a reduction in counseling, but reflects those budgets decreasing from an 11 month to a 10 month full-time contract. We haven't had a reduction of counselors since the last year. Medical coverage for classified employees went up, with new positions, open enrollment, and plan changes. Self-insurance costs have also increased, and we changed how we account for certain insurance programs. We had increases in property and liability insurance in a JPA with pool fees, workers' compensation, and student insurance rate increases.

Trustee Gulassa asked the EPA funds. Had Prop 30 not passed, there would have been a 7% workload reduction, 1200-1300 less FTES, and \$7-8M budget decrease. They've taken everyone's general apportionment and divided them into segments. When Prop 30 goes away, so does a significant part of our funding. Hopefully, growth and COLA will grow to equal the Prop 30 funds.

Trustee Guillén asked about the IT budget of \$2.8 M, and asked to know if this is typical for an institution of our size, and he'd appreciate a comparison with other Districts. We're on the lower end of our IT infrastructure budget compared to other similar Districts. There are also bond funds used in the IT budget, as well. Student fees of \$2 are charged for each campus the student attends, as the student is eligible for services at each campus attended. (This information was provided after the meeting was adjourned.) The Student center fee supports the college student center. The bookstore has 40% decreases projected in the tentative budget, which is the amount we collect as commission from Follett. Trustee Guillén suggested that the bookstore contract be examined to see if there are ways we can better serve our students in this area.

Trustee Withrow asked about the Measure B funds are invested in part-time faculty, and with Prop 30 funds, he hopes we're doing the same thing. He doesn't want to see growth and COLA become a permanent part of our future budgets from one time funds as we set a new base for the future. Five classified positions will be shifted to the general funds as other funds become available. Trustee Guillén shared that we're trying to restore cuts previously made.

CONSENT CALENDAR (8:30 P.M.) All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

MOTION: Motion by Trustee Guillén, second by Trustee Riley to approve the consent calendar, including agenda items 12 - 21, 22 as amended, 23, 25 - 30.

AYES: Trustee Brown, Trustee Gulassa, Trustee Guillén, Trustee González Yuen, Trustee Withrow, Trustee Riley, and Trustee Handy.

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed.

EDUCATIONAL AND STUDENT SERVICES

12. Consider Approval of Course and Program Additions, Deactivations and Changes Presenter: Interim Vice Chancellor Orkin Included for approval are proposed curriculum actions as recommended by the Council for Instruction, Planning and Development (CIPD). The packet entitled "Curriculum and Instruction Recommendations - May, 2013" contains course and program additions, changes and deactivations as approved by the colleges' curriculum committees and CIPD. The Chancellor recommends approval.

[Background Material](#)

13. Consider Approval of a Contract with Sprint Spectrum, L.P. for the Alameda Promise Pilot Project at COA Presenter: President Jackson Consider approval of a contract with Sprint Spectrum, L.P. for Fiscal Year 2013-14 in the amount of \$34,000. The Alameda Promise Pilot Project originated from the College of Alameda retreat utilizing the Student Success Task Force recommendations to increase student success and address the achievement gap at COA. In an effort to strengthen support for the entering students, COA has decided to invest in technology applications to better guide entering students and to address the digital divide issue, which is well documented and researched. Accessible technology will be one of the many resources provided to students who lack college readiness. Sprint Spectrum L.P. will provide technology solutions and services to entering students as a part of the Alameda Promise pilot project. The students will receive internet on-the-go and round-the-clock from Sprint. This project will be a creative initiative that will address the achievement gap, and will provide the much needed services and incentives with the goal of promoting full-time attendance and success, while at the same time keeping longitudinal student record systems. Ninety students will be participating in Alameda Promise Project and this project aims at achieving student success within two years, by providing the much needed services and incentives needed for college success. Funding Source: Facility Rental. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

14. Consider Approval of a Contract Addendum for Randolph Belle Consulting Services, Laney College Presenter: President Webb The District requests the Board to approve an amended amount of \$8,000 for the consulting contract between Randolph Belle Consulting Services and the Peralta Community College District for the professional communications related consultation services. An internal Independent Contractor/Consultant Services Contract was entered into with the Consultant during the fall 2013 semester for \$12,500. Additionally, Mr. Belle has also been contracted by Merritt College for \$12,000 during the current fiscal year, and hence the requested addition of the \$8,000 associated with the Laney College Addendum will bring the amount of the consultant's District-wide contracts to a total \$32,500. The original contract amount of \$12,500 was insufficient to cover all services needed. The Consultant has been contracted by the College to provide the services noted in the attached scope of work. This work includes the layout and print supervision of many Laney print products, including the following: Laney Breakfast Program, various advertisements in professional publications, various banners and posters for college use, the Laney College Catalog, the Laney Graduation program, etc. The \$8,000 amended amount will cover the cost of the work on the Laney College Catalog and the completion of other misc. projects. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

[Background Materials 3](#)

15. Consider Approval of a Contract Addendum for The ESL Group LLC for the Services of Joseph Bissell, Laney College Presenter: President Webb Consider approval of a contract addendum between The ESL Group and the District for the Interim Consultation Services of Joseph Bissell as the Interim Business and Administrative Services Manager, Laney College. The District requests the Board to approve an amended amount of \$4,700 for the agreement between The ESL Group and the Peralta Community College District for the interim services of Joseph Bissell as the Interim Business and Administrative Services Manager of Laney College. This interim appointment has already been approved for the period of March 13, 2013 through June 30, 2013, while the District is recruiting for a new Business and Administrative Services Manager for Laney College. The consultant services fee for Mr. Bissell and the retainer fee for The ESL Group are covered under the terms and amount of the original agreement. The amended amount of \$4,700 will cover the separately invoiced travel & work-related expenses incurred by the consultant, per the Professional Services Contract that was signed with The ESL Group in March 2013. The new total of the contract for the 2012-13 fiscal year will be \$54,700. The Chancellor recommends approval. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

[Background Materials 3](#)

FINANCIAL SERVICES

16. Review of Purchase Order Report Presenter: Vice Chancellor Gerhard The Purchase Order Report is being presented for review in accordance with Education Code Section 81656 which states, "All transactions entered into by the officer or employee (designated employees enumerated in AP 6330) shall be reviewed by the Board of Trustees every 60 days." This Purchase Order Report contains all orders issued from April 27, 2013 through May 23, 2013 which have been issued in accordance with applicable policies, procedures and laws by an authorized officer of the District. The Purchase Order Report is brought to the Board for informational purposes only.

[Background Material 1](#)

[Background Material 2](#)

17. Consider Ratification of the AP, Travel, and Consulting Contract Warrant Register Presenter: Vice Chancellor Gerhard Consider ratification of the AP, Travel, and Consulting Contract Warrant Register from April 27, 2013 through May 23, 2013. Recent AP, Travel and Consulting Contract warrant registers are brought to the Board for ratification purposes only. The Chancellor recommends ratification.

[Background Material](#)

18. Consider Approval of Budget Transfer Report Presenter: Vice Chancellor Gerhard Consider approval of budget transfer report covering the period from April 27, 2013 through May 23, 2013. California Code of Regulations Section 58307 limits the District's expenditures to the amount appropriated for each major expenditure classification as approved by the Board of Trustees through the adoption of the District's annual budget or as amended by subsequent budget transfers or revisions. Due to this statutory control language, budget transfers that move budget authority between major object codes or

classifications must be approved by the Board of Trustees. The budget transfers presented are requests originating from the Colleges' or District's departments during the ordinary course of operations and do not significantly alter the final budget that was approved by the Board of Trustees on September 11, 2012. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

19. Consider Approval of the Tentative Budget 2013-2014 Presenter: Vice Chancellor Gerhard Consider approval of the tentative budget 2013-2014. The Chancellor recommends approval.

[Background Material](#)

[Presentation](#)

[Presentation](#)

20. Consider Approval of CCC Electronic Transcript Mini Grants Presenter: Vice Chancellor Gerhard Consider approval of CCC Electronic Transcript Mini Grants not to exceed \$45,000 for implementation by June 30, 2013. CA Assembly Bill 1056 requires CA Community Colleges to convert from a paper-based transcript process to electronic transcripts. The legislature provided one-time funding of \$500,000 for this transition. The California Community Colleges Chancellor's office has created this new mini grant program to disburse these funds to the colleges. Each college within a district may have up to three grants for \$5,000 for each of the three options. Utilizing this grant, the District will implement eTranscripts. eTranscripts will provide the District with the capability to extract transcript data from the student information system and create an electronic version of the transcript. This capability enables the District to begin sending electronic transcripts. Funding Source: California Community Colleges Chancellor's Office Grant. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

21. Consider Peralta TV/9th Floor Radio Contractors Presenter: Executive Director Heyman The Department of Public Information seeks approval for three (3) contracts not to exceed \$90,000 for the continued production of online, social media, and video products. Two independent contractors on a part-time basis assist with the running of Peralta's student/community radio station, Melissa Neal, \$35,000 per year, and Aaron Harbour, \$25,000 per year. Sullivan Video, \$30,000 per year, records events and classroom lectures at the Peralta Colleges, including the college graduations, for broadcast on Peralta TV's P-Span and P-Span II programs and posting to social media. The unusual hours of events and radio shifts precludes using regular staff. These contracts are funded through the Department of Information revenue. Funding Source: Fund 11 leasing fees. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

HUMAN RESOURCES

22. Consider Approval of Short-Term Assignments - Hiring of Non-Academic Classified Short-Term Employees Presenter: Vice Chancellor Largent Pursuant to California Education Code Section 88003, the below list contains the name, date of hire, assignment end date, position title, and site

location of candidates recommended for short-term assignments in non-academic classified positions. Each candidate's assignment will not exceed the position title into which the candidate is assigned. The Chancellor recommends approval.

Last Name	First Name	Date of Hire	End Date	Position Title	Site
Harshaw	Dolores	7/1/13	12/23/13	Instructional Asst I/DSPS	B
McAuliffe-Rocha	Josefina	6/12/13	6/30/13	Inst Asst/Machine Tech	L
Orozco	Jonathan	6/17/13	6/30/13	Inst Asst/Wood Tech	L
Pellegrin	Nathan	7/1/13	3/31/14	Research & Sys Tech	D Analyst
Purvis	Nakeesha	7/1/13	6/30/14	Clerical Assistant II/Typing	D
Rehman	Uzma	7/1/13	12/23/13	Instructional Asst III/DSPS	B
Roberts	Ronnie	7/1/13	6/30/14	Staff Asst/Employee Relat.	D
Saechao	Chai	7/1/13	12/11/13	Staff Assistant/EOPS	L
Sainfeld	Elie	6/17/13	6/30/13	Inst Asst/Machine Tech	L
Tyson	Benea	6/12/13	6/30/13	Student Personnel Svc	Spe L
Wright	Michael	6/12/13	6/30/13	Library Technician I	L
Wright	Michael	7/1/13	12/13/13	Library Technician I	L

3 names read into the agenda under approval of the agenda:
 Ronald Jones from 6/12/13 through 6/30/13 Inst Asst/Mach Tech at Laney
 Joel Nguyen Xuan from 6/13/13 through 6/30/13 Inst Asst I/DSPS at BCC
 Gwendolyn York from 6/12/13 through 6/30/13 Clerical Assistant II at BCC

23. Consider Approval of a Workload Reduction for David A. Morales Presenter: Vice Chancellor Largent Consider approval of a workload reduction for David A. Morales, full-time faculty, to reduce his workload beginning July 1, 2013 through June 30, 2014 to be served as follows: 75% for the Fall Semester 75% for the Spring Semester All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

24. Consider Approval of a Workload Reduction for Robin Mark Freeman Presenter: Vice Chancellor Largent Consider approval of a workload reduction for Robin Mark Freeman, full-time faculty, to reduce his workload beginning August 1, 2013 through June 30, 2014 to be served as follows:
 50% for the Fall Semester
 50% for the Spring Semester
 All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval. (Item later removed from the agenda under approval of the agenda.)

FACILITIES

25. Consider Approval of Resolution No. 12/13-33, Acceptance of Completed Work and Release of Retention for the Laney Tower Modernization Phase 1 Project (Bid No. 11-12/04), AJF/BHM A Joint Venture Presenter: Vice Chancellor Ikharo Approval is requested for Resolution No. 12/13-33 for completed work and release of retention for the Laney Tower Modernization Phase 1 Project (Bid No. Bid No. 11-12/04), AJF/BHM A Joint Venture. On October 11, 2012, the Board of Trustees approved Bid No. 11-12/04, awarding a contract to AJF/BHM A Joint Venture for the Laney Tower Modernization Phase 1 Project. The final completion date was on May 3, 2013 for the entire project. A Notice of Completion (NOC) has been filed with the County of Alameda, and project

acceptance is recommended. This resolution accepts the project as complete and provides a retention payment of \$431,093, which is 10.8% of the original contract price (\$3,997,351). There were eight (8) change orders implemented on this project that total \$313,828, which is 7.8% of the original contract amount (\$3,997,351). An approval by the Board of Trustees is recommended to authorize the release of retention amount. Funding Source: Measure A Bond Funds. Approval to accept this project as complete and release of retention are recommended by the Chancellor.

[Background Material 1](#)

[Background Material](#)

[Notice of completion](#)

26. Consider Approval to Purchase a Sole Source Communication Equipment and Services for the Laney Tower Modernization Phase 2 Project, AdvanTel Network Presenter: Vice Chancellor Ikharo Approval is requested to purchase a sole source telephone communication equipment and services for the Laney Tower Modernization Phase 2 Project from AdvanTel Networks Inc. (AdvanTel) not-to-exceed amount of \$40,888.55. The purchase of communication equipment and services using a sole source vendor is allowed under the District's Purchasing Administrative Procedures, Section 1.07, Exceptions to Formal Bidding, for maintenance or repair of equipment made by the manufacturer without attaining three (3) bid quotes. AdvanTel is an authorized service agent that has been providing proprietary communication equipment, implementing and maintaining converged communication network to three (3) Peralta Community Colleges for many years, except Berkeley City College. AdvanTel's equipment and services are now the District's standard to accommodate business needs and uses. The communication equipment and services are necessary to provide stable and effective support for the required functions of administration, staff, and faculty in Laney Tower. AdvanTel's communication equipment and services will allow them to be more productive and gain operational efficiencies. AdvanTel is a California corporation located in San Jose, California. The not-to-exceed amount of \$40,888.55 includes relocating 226 extensions to Laney Tower which AdvanTel calculated using the information that they had on hand as of May 28, 2013. AdvanTel assumes moving 60 extensions during overtime hours. The District has already purchased equipment including the Nodes that are the main point of entry (MOP) located in the basement of Laney Tower to operate the new phone extensions. New phones are a combination of PBX boxes and some voice over IP (internet protocol). Board approval is necessary because AdvanTel's fiscal year work to-date District-wide totals \$76,438.28, including this service cost (\$40,888.55) it will exceed the annual \$83,400 bid threshold to purchase equipment and services pursuant to Public Contract Code (PCC) Sections 20651. Including this contractual request, the total not-to-exceed contractual amount will be \$117,326.83 for all contracts. Funding Source: Measure A Bond Funds. After Board approval, the administration will immediately begin the requisition process in order for AdvanTel Networks to complete the installation of communication equipment by mid-August, 2013. This project is supported in the Five Year Laney College Facilities Master Plan 2012. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

27. Consider Approval for a Contract Extension with Anthonio, Inc. for Division of State Architect (DSA) Certified Inspection Services for the Library/Learning Center Phase 2 Project at Merritt College Presenter: Vice Chancellor Ikharo Approval is requested for a contract extension with Anthonio, Inc. for Division of the State Architect (DSA) certified inspection services for the Library/Learning Center Phase 2 Project at Merritt College, in the amount of \$18,480. Under the original agreement, Anthonio, Inc. provided inspection services for the Library/Learning Center Phase

1 Project, also known as the Library reroofing project. Since Anthonio, Inc. is currently providing DSA certified inspection services for the Library/Learning Center Phase 1 Project, it would be cost effective and efficient to use the services of this vendor for continuity of inspections services for Phase 2. The original Agreement for Phase 1 inspection services was approved by the Board of Trustees on April 27, 2010, in the amount of \$164,480. Including the previously Board approved Agreement, the cumulative Agreement total to date for Phase 1 and Phase 2 is \$182,960. For Phase 1, the Administration conducted competitive bidding and solicited three (3) quotes from DSA approved Inspector of Records (IORs); Anthonio Inc. was the lowest responsive bidder and was awarded the contract. Additionally the Division of State Architects (DSA) will not certify Phase 1 of the project as complete because the electrical work and testing on the elevator could not be completed due to insufficient permanent power to the building at the time of the scheduled inspection. Since this work remains unresolved, it is advantageous to the District and the project for Anthonio Inc. to finalize the inspection and testing work on the elevator to attain project certification for Phase 1 from DSA and start inspection work on Phase 2 of the project. Anthonio Inc. is a Small Local Business Enterprise (SLBE) vendor. For each project subject to DSA review, a qualified and certified inspector must be hired by the District and approved by DSA. Anthonio Inc. is a DSA certified inspector who has provided inspection services on other District construction projects. Anthonio Inc. scope of inspection services shall include all the requirements by DSA and Peralta Community College District to complete and close-out this project. It is anticipated that this project will be closed-out with DSA by January 31, 2014. Funding Source: Measure A Bond Funds. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material](#)

28. Consider Approval of Cost-Credit Change Order No. 1 for the Library/Learning Resource Center Roof Replacement at Merritt College (Bid No. 11-12/08), Pioneer Contractors Inc. Presenter: Vice Chancellor Ikharo Approval is requested for Cost-Credit Change Order No. 1 to the contract with Pioneer Contractors Inc., in the credit amount of (\$9493.20). There was one (1) approved Change Order to date in the amount of (\$9,493.20), which is -3.6% of the original contract amount \$261,906.80. This recommendation is a cost credit for work that was removed from the project. Approval is requested for Change Order No. 1, in the amount of (\$9493.20). In accordance with the Board Policy 6600, approval was requested for the change order work, and now Change Order No. 1 is brought before the Board of Trustees for approval. It is in the best interests of the District and financially prudent to authorize this credit change order. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

29. Consider Approval of Short-Listed Firms for Architectural Interior Design Services for Furniture, Fixtures, and Equipment (FF&E) Projects Presenter: Vice Chancellor Ikharo Approval of the short-listed firms for architectural interior design services for furniture, fixture, and equipment for capital projects resulting from the evaluation of the responses received to the Request for Information (RFI 12-13/09). A formal RFI was advertised in a publication of general circulation on February 6, 2013 and February 12, 2013. The Purchasing Department received nine (9) proposals from qualified firms with interior design work experience. The Department of General Services (DGS) issued RFI 12-13/09 for Architectural Interior Design Consultants to respond to the Administration's need for architectural interior design services to assist with capital projects. The projects vary from large scale projects budgeted over \$50 million to small scale projects budgeted under that amount. The responses to the RFI were evaluated based on criteria identified in the RFI. Proposal submissions were scored

according to the following evaluative criteria: 1) Company information / executive summary and letter of interest, 2) Qualifications and experience and debarment, 3) Client references, 4) Fee, 5) Environmentally Sustainable Procurement, and 6) Small Local Business Enterprise (SLBE) / Small Local Emerging Business Enterprise (SELBE). A technical screening committee comprising of the District's personnel was established to evaluate and score all submissions according to the scoring criteria above. Selections for services will be made from the short-listed firms based on the qualifications and experience required for the project. Based on the evaluations, approval is requested for the following short-listed firms. Nine (9) proposals were submitted to the District by various full service architectural firms and architectural interior design firms. The following seven (7) firms that received the highest overall evaluative scores are recommended: Firms Location Evaluation Committee 1 2 3 Total Points Green Science Academy Oakland, CA 85 84 78 247 Page & Morris San Francisco, CA 93 83 71 247 Flad Architects San Francisco, CA 84 85 71 240 Heery Los Angeles, CA 80 83 75 238 IBI Group San Jose, CA 84 73 77 234 Hisber & Yamauchi Oakland, CA 73 86 73 232 S & J Design Oakland, CA 81 79 72 232 Funding Source: Measure A Bond Funds. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material](#)

30. Consider Approval to Enter into a Month-to-Month Contract with KONE Inc. to Provide Elevator Maintenance at College of Alameda, Laney College, Merritt College, and Laney Fieldhouse Presenter: Vice Chancellor Ikharo Approval is requested to enter into a month-to-month contract with KONE Inc. to provide elevator maintenance services starting May 1, 2013. Services will end when a Request for Proposal (RFP) is completed and approved by the Chancellor and the governing Board of Trustees. Recently, the District solicited a Request for Proposal (RFP) with the objective to establish a new contract with a selected firm to provide elevator maintenance services. The elevator maintenance service fee for all existing units at three (3) campuses is \$4723/month and the service fee for the Laney Athletic Fieldhouse is \$180/month. KONE Inc. acquired Ascent Elevator Services and now provides services district-wide. KONE Inc. has a current and active contractor's license with California Department of Consumer Affairs - Contractors State License Board. KONE Inc. is a California corporation located in San Leandro, California. KONE Inc. has provided quality elevator maintenance and services to the District for years at Berkeley City College and their quality work will continue through this contract. Board approval is necessary because their previous service contract expired on April 30, 2013 and vendor's fiscal work-to-date is \$64,269.58 on all contracts, which exceeds the annual \$25,000 service threshold for Maintenance and Operation funds. Funding Source: General Funds. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

[Background Material 1](#)

[Background Material 2](#)

ACTION CALENDAR ITEMS The Action Calendar lists non-routine items that the Board of Trustees may wish to discuss and/or debate. The list below may be supplemented by items removed from the Consent Calendar. The Board will move to the Action Calendar items with public speakers, and Board-sponsored Resolutions. The Board will hear public comments prior to taking any action on these items.

[ANNOUNCEMENTS](#)

1. The next regular Board meeting will be held in two weeks on June 25th here in the District Offices Boardroom.

2. The District and Colleges will be on a summer 4-10 day work schedule, and closed on Fridays and weekends from June 17th through July 26th.
3. Congratulations to Trustee GuillÃ©n on his recent birthday.

4. The Board sends Congratulations to:
 - a. Calvin Madlock, the IT and college teams, for the successful recent upgrade of our PeopleSoft system.
 - b. The Altazor Transferring Club members for our graduates' acceptance to 4 year Colleges: 14 to the UC system, 3 to Cal State, and 1 to Mills College.
 - c. Berkeley City College Multimedia Arts Students for their "Inspire Berkeley" Billboard Design awards.
 - d. The Board wishes everyone a Happy Father's Day on Sunday.

5. The Board sends sympathy to the family and friends of:
 - a. Long-time hourly counselor at Merritt College Charles Cannady upon his passing,
 - b. and to the Santa Monica College community for their tragic and violent recent losses.

ADJOURNMENT Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours prior to the meeting to the Board Clerk, Chancellor's Office, 333 East 8th Street, Oakland, CA, (510) 466-7203, repstein@peralta.edu at least 48 hours prior to the meeting.

Jose' M. Ortiz, Chancellor
Secretary to the Board of Trustees
PERALTA COMMUNITY COLLEGE DISTRICT