



Thursday, March 6, 2014
Board of Trustees Regular Meeting

Closed Session: 11:00 a.m. / Reconvene to Open Session: 1:00 p.m.

Porterville College

100 East College Avenue, Porterville, CA 93257

Agenda

Regular Meeting

Location: Closed Session: AC 108 / Open Session: Chior Room CA2

1. Open Session

- A. Call to Order
- B. Adoption of Agenda-(*Revisions to Agenda)

2. Public Comments-(Regarding Closed Session Agenda Items)

- A. Closed Session

3. Adjournment to Closed Session

- A. Closed Session Items

4. Return to Open Session

5. Preliminary Items

- A. Call to Order-Open Session
- B. Pledge of Allegiance
- C. Report of Actions Taken in Closed Session As Required
- D. Approval of Consent Items
- E. Approval of the Minutes
- F. Correspondence to the Board of Trustees and/or communications.
- G. First Reading: Presentation of proposed revision to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3A Fiscal.
- H. First Reading: Kern Community College District Equal Employment Opportunity and Staff Diversity Plan
- I. Second Reading of proposed revision to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3A12, Claims Against the District.
- J. Second Reading of proposed revision to the Kern Community College District Board Policy Manual, Section Three, Business Services, Policy 3C, Student Travel and Transportation.
- K. Public Hearing regarding intitial collective bargaining proposals for the Kern Community College District and Kern Community College District/ CommunityCollege Association/California Teachers Association/National Education Association

6. Work Study Session

A. Career Pathways

7. Public Comments --- Open Session At this time, the public may address the Board of Trustees on any matter within the subject matter jurisdiction of the Board that is not on the agenda. The public may address the Board of Trustees on each of the agenda items as those items are considered. Each speaker will be allowed a maximum of five (5) minutes per topic. Twenty (20) minutes shall be the maximum time allotment for public speakers on any one (1) subject regardless of the number of speakers at any one (1) Board meeting. At the discretion of a majority of the Board, these times may be extended. Each person who addresses the Board must first be recognized by the presiding officer. Comments must be addressed to the Board as a whole and not to individual members or District employees. The Board and staff are not obligated to comment on, or respond to, or address comments by the public.

8. (Business Services --- Approval) The Business Services items listed below are recommended for approval to authorize the Chancellor or Chief Financial Officer to execute agreements to procure construction services above \$45,000 or to procure goods and services other than construction services above \$50,000, in accordance with Board Policy 3A9A. All amounts designated are not to exceed the specified amount unless otherwise noted.

A. Adoption of a Resolution to execute all required legal documents relating to the refunding and payoff of a portion of the Kern Community College District's outstanding 2010 Refunding Certificates of Participation that mature on April 1, 2014. The total aggregate principal amount is \$42,875,000.

B. Approval of the Kern Community College District to implement and assess a student refund processing fee in the amount of \$10.00 in accordance with Section 58508 of Title 5 of the California Code of Regulations .

C. Approval to declare the items listed as surplus from Bakersfield College Biology Department. These items are no longer required for school purposes and are surplus property per Education Code Section 81450. The District will dispose of said property through donation per Education Code Section 81452. The items are valued under \$5,000.00.

D. Approval to declare the items listed from Bakersfield College Technology Department as no longer required for school purposes as surplus property, per Education Code Section 81450, and to dispose of said property through public auction, private sale or donation per Education Code Section 81452.

E. Adoption of a Resolution providing for the Issuance and Sale of 2014 General Obligation Refunding Bonds in the aggregate principal amount of not to exceed \$60,000,000 to refund certain bonds of the Kern Community College Safety, Repair and Improvement District (SRID) of the Kern Community College District, approving related documents and actions, and rescinding Resolution No. R-11-13.

9. (Business Services--- Approval) (Construction Items) The Business Services items listed below are recommended for approval to authorize the Chancellor or Chief Financial Officer to execute agreements to procure construction services above \$45,000 or to procure goods and services other than construction services above \$50,000, in accordance with Board Policy 3A9A. All amounts designated are not to exceed the specified amount unless otherwise noted.

A. "Apporval to waive a bid irregularity and authorize the Chief Financial Officer to execute a construction agreement between the Kern Community College District, on behalf of Bakersfield College, and W.M. Lyles CO., Inc. for the construction services on the Bakersfield College Campus Wide Water-Gas Utility Renovations Project. The term is from March 6, 2014 through February 6, 2015. The total cost to the District is not to exceed \$ 2,537,827.00, to be paid from SRID MG100 Local Capital Outlay funds.

B. Authorization for the Chief Financial Officer to execute a construction agreement between the Kern Community College District, on behalf of Bakersfield College and Fluoresco Lighting & Signs, for the construction services on the Bakersfield College Construction Prop.39 Exterior Lighting Retrofit Project. The term is from March 6, 2014 through July 6, 2014. The cost to the District is not to exceed \$91,763.33, to be paid from DO102 Capital Outlay Prop.39 funds.

C. "Authorization for the Chief Financial Officer to execute a work authorization agreement between the Kern Community College District, on behalf of Bakersfield College, and WLC Architects, Inc. for the design services on the Bakersfield College Maintenance and Operations Building. The term is from March 6, 2014 through November 6, 2015 and the total cost to the District is not to exceed \$ 235,370.00 to be paid from SRID MG100 Local Capital Outlay funds.

D. Authorization for the Chief Financial Officer to execute Change Order (CO) #4 to the contract between Kern Community College District, on behalf of Porterville College and Mark Wilson Construction for the Porterville College Student Center Roofing and Heating, Ventilation, and Cooling (HVAC) Project. The term is from March 07, 2014 through June 30, 2014. This change will increase the revised original contract by \$10,215.31 (1.67%) from \$898,793.43 for a revised total cost to the District not to exceed \$909,008.74, to be paid from SRID-MG100/PC101 Local Capital Outlay funds.

10. (Business Services- Consent) (Construction Items) The Business Services items listed below are recommended for ratification or approval in accordance with Board Policy 3A9A, which authorizes the Chief Financial Officer to execute agreements for goods and services up to \$45,000 for construction services or up to \$50,000 for goods and services other than construction services, as recommended in the Business Services Report. Only one motion is required to provide action on all. All amounts designated are not to exceed the specified amount unless otherwise noted.

A. Ratification of the revised work authorization between the Kern Community College District, on behalf of Porterville College and Cornerstone Engineering for the additional land surveying services on the Porterville College Mapping & Site Utilities project. The term is from February 7, 2014 through May 30, 2014. The revised amount will increase the original work authorization by \$1,000.00, from \$6,900.00 for a revised total cost to the District not to exceed \$7,900.00, to be paid from SRID-MG100/PC101 Local Capital Outlay funds.

B. Ratification of the independent consultant agreement between the Kern Community College District, on behalf of Bakersfield College, and Cambridge West Partnership, LLC, for the consulting services on the Bakersfield College Facilities Master Plan Addendum One. The term is from January 16, 2014 through June 14, 2014 and the total cost to the District is not to exceed \$42,500.00 to be paid from SRID MG100 funds.

C. Ratification of an independent consultant agreement with the Kern Community College District, on behalf of Bakersfield College and Darden Architects, for the Bakersfield College STEM MESA Building Project . The term is from January 14, 2014 through March 14, 2014. The cost to the district is not to exceed \$5,000.00, to be paid from BC101 Local Capital Outlay funds.

D. Ratification of an agreement for inspection and material testing services with the Kern Community College District, on behalf of Bakersfield College and DC Inspections, for the Bakersfield College Water Gas Utility Renovation Project. The term is from January 17, 2014 through September 17, 2014. The cost to the District is not to exceed \$32,290.00, to be paid from SRID-MG100 Local Capital Outlay funds.

E. Ratification of a work authorization by the Kern Community College District on behalf of Porterville College and Cornerstone Engineering for architectural/engineering services for the Porterville College Plano Fire Lane project. The term is per the Master Agreement. The cost to the District is not to exceed \$42,100.00, to be paid from SRID-MG100/PC101 Local Capital Outlay.

F. Ratification of the independent consultant agreement with Kern Community College District, on behalf of Bakersfield College and Darden Architects, for the Bakersfield College Science and Engineering Final Project Proposal (FPP). The term is from January 30, 2014 through May 30, 2014. The cost to the district is not to exceed \$16,300.00, to be paid from SRID-MG100 Local Capital Outlay funds.

G. Ratification of Change Order (CO) #4 to the contract between the Kern Community College District (KCCD) on behalf of Bakersfield College and S.C. Anderson, Inc. for the Bakersfield College Performing Arts Modernization Project. The term of the contract remains unchanged. This change will increase the revised contract by \$87,216.00 (.59%) from \$14,713,093 for a revised total cost to the District not to exceed \$14,800,309.00, to be paid from SRID-MG100/LB100 State/Local Capital Outlay funds.

H. Ratification of a construction agreement between Kern Community College District (KCCD) on behalf of Bakersfield College and AC Electric Company for the Bakersfield College Solar Array Perimeter Flood

Lighting project. The term of this contract is from March 6, 2014 through July 30, 2014. The cost to the District is not to exceed \$10,740.00, to be paid from BC101 Local Capital Outlay.

11. Business Services---Consent (Items Other than Construction)

A. Ratification of a sponsorship agreement between the Kern Community College District on behalf of Bakersfield College and TYR Sport, Inc., for the purchase of aquatic apparel and equipment for the College swim teams. The term is from September 1, 2013 through August 31, 2017. The cost to the District is estimated to be \$59,000, to be paid from GU001 Unrestricted funds.

B. Ratification of an engagement letter agreement between the Kern Community College District and Matson & Isom for auditing the financial statements of the District's Other Post Employment Benefits ("OPEB") Retirement System for the period ending June 30, 2013. The term is from January 29, 2014 through April 28, 2014. The cost to the District is not to exceed \$8,000, to be paid from GU001 Unrestricted funds.

C. Ratification of a contract between the Kern Community College District on behalf of Bakersfield College, and Kern Economic Development Corporation for sponsorship of the Kern County Economic Summit on Wednesday, March 26, 2014. The cost to the District is not to exceed \$2,500.00, to be paid from GU001 Unrestricted funds.

D. Ratification of a training agreement between the Kern Community College District and West Coast Consulting Group to provide emergency response training. The term is from March 13, 2014 through March 14, 2014. The cost to the District is not to exceed \$5,500.00, to be paid from GU001 Unrestricted funds.

E. Ratification of independent contractor agreements between the Kern Community College District and various contractors. The cost to the District is not to exceed \$54,070.30 to be paid from various funds.

F. Ratification of the renewal of a training services agreement between Kern Community College District, on behalf of Cerro Coso Community College (CCCC), and Employer Training Resources. The term is from July 1, 2013 through June 30, 2014. The maximum income to be paid to the District is \$20,000.00, to be deposited into RP230 Restricted Program funds.

G. Authorization for the Chief Financial Officer to execute a contract between the Kern Community College District on behalf of Bakersfield College, and Saba Agency. The term of the agreement is from March 7, 2014 through March 31, 2019. The cost to the District is not to exceed \$700,000.00, to be paid from GU001 Unrestricted funds.

H. Ratification of the independent contractor agreement between Kern Community College District, on behalf of Cerro Coso Community College, and Breen Automation Systems, Inc. for consulting and repair services of HVAC at Cerro Coso Community College. The term is July 1, 2013 to June 30, 2018 and the total cost to the District is not to exceed \$25,000, to be paid from GU001 Unrestricted funds.

I. Ratification of an independent contractor agreement between Kern Community College District, on behalf of Bakersfield College, and Mike Hill for budget development and analysis consulting services at Bakersfield College. The term is February 1, 2014 through June 30, 2014 and the total cost to the District is not to exceed \$30,000, to be paid from GU001 Unrestricted funds.

J. Ratification of an independent contractor agreement between Kern Community College District, on behalf of Cerro Coso Community College, and Kern Valley Fire Protection for fire extinguisher services. The term is January 1, 2014 through December 31, 2018. The total cost to the District is not to exceed \$37,500, to be paid from GU001 Unrestricted funds.

K. Ratification of a contract agreement between the Kern Community College District on behalf of Bakersfield College, and Kern Economic Development Corporation for advertisement in the 2014 Market Overview and Inventory Directory. The cost to the District is not to exceed \$1,000.00, to be paid from GU001 Unrestricted funds.

L. Ratification of the warrant orders submitted to the County of Kern that have been approved by the District Disbursing Officer between January 1, 2014 and January 31, 2014.

12. (Educational Services ---Approval) The Educational Services items listed below are recommended for approval in accordance with Board Policy 4B, Educational Program/Courses. Also listed are items requiring approval to authorize the Chief Financial Officer to execute agreements in accordance with Board Policy 3A9A.

A. Authorization for the Chief Financial Officer to renew a grant funding agreement, on behalf of Bakersfield College/Family and Consumer Education Department, from the California Community Chancellor's Office to operate the Foster and Kinship Care Education Program. The term is from July 1, 2013 through June 30, 2014. The total amount payable to the District is \$126,603.00, to be deposited into RP131, Restricted Grant funds.

B. Authorization for the Chief Financial Officer to execute an agreement between the Kern Community College District, on behalf of Porterville College, and the State of California, Department of Developmental Services, Porterville Developmental Center (PDC), to provide ongoing supplemental adult education classes. The term is from July 1, 2014 through June 30, 2015. The amount payable to the District is \$114,515.00, to be deposited into RP490 Restricted Grant funds

C. Ratification of amendment number one to increase the number of reimbursable enrollment days to the contract CSPP-3116 California State Preschool Program between the Kern Community College District, on behalf of Bakersfield College, Cerro Coso Community College, and Porterville College, and the State Department of Education. The term is from July 1, 2013 through June 30, 2014. The increase in the amount payable to the District is \$24,176.00, to be deposited into CD004 State Preschool funds.

D. Ratification of amendment number one to the Economic and Workforce Development Grant Agreement, Youth Entrepreneurship Program between the the Kern Community College District and the California Community Colleges Chancellor's Office. This amendment extends the performance period to June 30, 2014. No other terms or conditions of the agreement are changed.

E. Approval for Porterville College to deliver the following Community Education course: Notary Public.

F. Approval of program revisions or modifications to be included in the Cerro Coso Community College and Porterville College 2014-2015 catalogs.

G. Approval of course revisions or modifications to be included in the Bakersfield College, Cerro Coso Community College, and Porterville College 2014-2015 catalogs.

H. Approval of New Programs to be included in the Bakersfield College and Cerro Coso Community College 2014-2015 catalogs.

I. Approval of New Courses to be included in the Bakersfield College and Cerro Coso Community College 2014-2015 catalogs.

J. Approval of Course Deletions or Discontinuations to be included in the Cerro Coso Community College 2014-2015 catalog.

13. (Educational Services - Consent) The Educational Services items listed below are recommended for ratification or approval by State Law, State Regulations, or approval in accordance with the Board Policy Manual of the Kern Community College District. Only one motion is required to provide action on all.

A. Ratification of a memorandum of understanding (MOU) for instructional services between the Kern Community College District, on behalf of Cerro Coso Community College, and California State University, Long Beach, Antelope Valley Engineering Program. The term is from December 1, 2013 through May 31, 2016.

B. Ratification of the mini Sub-Grant Agreement between Kern Community College District on behalf of Porterville College and Solano Community College District, Small Business Navigator Sector Grant #13-151-010 to provide paid student internships. The term is from December 19, 2013 through June 30, 2014. The total amount payable to the district is \$4,200.00, to be deposited in a Restricted Categorical fund.

C. Ratification of agreement for services between the Kern Community College District, on behalf of the 21st Century Energy Center, and Amped Safety Innovations Inc. to provide safety training for contract

education clients. The term is from November 15, 2013 through March 31, 2014. The cost to the District is not to exceed \$16,476.94, to be paid from CE015 contract education funds.

D. Ratification of a CalWORKs work-study agreement between the Kern Community College District, on behalf of Porterville College, and Lindsay Unified School District Preschool. The term is from February 5, 2014 to June 30, 2014. The cost to the District is not to exceed \$4,000, to be paid from, RP350 and RP212 Restricted Categorical Funds.

14. Human Resources - Approval

A. Adoption of Resolution

15. (Human Resources--- Consent) The Human Resources items listed below require ratification or approval by State Law, State Regulations, or approval in accordance with the Board Policy Manual of the Kern Community College District which authorizes the Chief Financial Officer to execute agreements for goods and services. Only one motion is required to provide action on all.

A. Ratification of a master subscription agreement between the Kern Community College District and MSDSONline, Inc. to allow District employees access to an online database to assist in managing chemical inventories located at District facilities. The term is from September 16, 2013 through September 15, 2018. The cost to the District is not exceed \$43,995.00, to be paid from GU001 Unrestricted funds.

B. Ratification of an applicant background and reference check agreement between the Kern Community College District, on behalf of Bakersfield College and Professional Personnel Leasing, Inc.. The term is from February 24, 2014 through June 30, 2014. The cost to the District is \$420 per candidate selected for initial interview and \$720 per candidate selected for final interview, to be paid from GU001 Unrestricted funds.

C. Human Resources Transaction Report

16. Reports

A. Faculty Reports

B. Classified Reports

C. Management Association Reports

D. College Reports

E. Chancellor's Report

F. Board of Trustees, Reports, and Inquiries

G. Presentation of investment reports of the Kern Community College District, for the 2nd quarter period commencing October 1, 2013 through December 31, 2013 as shown in the Business Services Report. The reports include the Certificates of Participation Quarterly Report and the Quarterly Portfolio Report.

17. Committee/Ad-Hoc Committee Reports ----Legislative Committee / Finance and Audit Committee / Report of Foundation Activities by Trustee Liaisons

18. Adjournment

A. Adjournment