

A G E N D A

BOARD OF TRUSTEES  
SADDLEBACK COMMUNITY COLLEGE DISTRICT  
November 6, 1972 -- 8:00 P.M.

Board Room  
28000 Marguerite Parkway  
Mission Viejo, California 92675

REGULAR MEETING

Pledge of Allegiance and Invocation

The Minutes of the Regular Meeting held on October 2, 1972, and the Minutes of the Special Meeting held on October 18, 1972, are submitted for your approval.

Communications

1. SUPERINTENDENT'S REPORT

a. ANNUAL AUDIT

It is recommended that the Board of Trustees accept, as presented, the annual audit report from Hanson, Peterson, Cowles, & Sylvester, for the period from July 1, 1971, through June 30, 1972.

b. FINANCIAL STATUS REPORT

The Superintendent/President will present to the Board of Trustees a report and a recommendation concerning Education Code Sections 21107.5 and 939 which were enacted into law during the last session of the legislature.

c. APPROVAL OF CLUB

It is recommended that the Board of Trustees approve the formation of the Christian Science Club and its proposed Constitution.

1. SUPERINTENDENT'S REPORT

d. ADVANCE FOR DEVELOPING PRELIMINARY PLANS

In conjunction with Education Code Section 17462, it is recommended that the Superintendent/President be authorized to make application for an advance in State apportionment for the development of preliminary plans as follows:

Gym-Physical Education Building	\$41,103.00
Central Utilities Plant	<u>27,036.00</u>
Total Advance	\$68,139.00

e. CONFERENCES

It is recommended that the following conferences be approved with actual and necessary expenses paid:

1. Howard Marcou -- Conference of Pacific Association of Collegiate Registrars and Admissions Officers - Anaheim - November 12 - 15, 1972.
2. Robert H. Thompson -- 1972 Fall Joint Computer Conference - Anaheim - December 5 - 7, 1972.
3. William Kelly -- Conference of California Deans of Men and Activity Administrators - Newport Beach - December 13 - 16, 1972.
4. Jack Swartzbaugh -- Conference of California Deans of Men and Activity Administrators - Newport Beach - December 14 - 15, 1972.

f. PROPOSED MEMBERSHIP

It is recommended that the Board of Trustees approve institutional membership in the American College Public Relations Association at a prorated fee based on \$100.00 per year.

g. MISCELLANEOUS

2. BUSINESS MANAGER'S REPORT

a. LIBRARY-CLASSROOM COMPLEX

1. Progress Payment Request Number 15 has been submitted by P & A Construction Company, Inc., as set forth below, and payment is recommended:

Revised contract price - \$3,180,733.10	
Total earned as of 10-26-72	\$2,407,746.26
Less 10% retention	<u>240,774.63</u>
Net due on earned to date	\$2,166,971.63
Advance, materials on site	<u>14,175.00</u>
Total payment allowed to date	\$2,181,146.63
Less previous payments	<u>2,051,507.20</u>
Total amount payable this estimate	\$ 129,639.43

2. Ramberg and Lowrey has submitted a request for payment for architectural services as set forth below, and approval is recommended:

Fee - 7% of Awarded Construction Contract,  
 Building Only - \$2,771,000.00

Architectural fee	\$193,970.00
Payments prior to construction	<u>155,176.00</u>
Balance, construction phase	\$ 38,794.00
This billing to 75% construction completion	\$ 29,095.50
Less previous construction payments	<u>24,440.22</u>
Total this request	\$ 4,655.28

3. Approval of Change Order Number 5 is recommended, covering three items resulting in a net decrease of \$751.37.

Original Contract Price	\$3,171,000.00
Change Order Number 1 (1-10-72) Add	\$ 3,321.52
Change Order Number 2 (1-20-72) Add	1,240.04
Change Order Number 3 (2-24-72) Deduct	(261.94)
Change Order Number 4 (8-30-72) Add	5,433.48
Change Order Number 5 (10-16-72) Deduct	<u>(751.37)</u>
New revised contract price	\$3,179,981.73

2. BUSINESS MANAGER'S REPORT

b. GYM-PHYSICAL EDUCATION BUILDING

Ramberg and Lowrey has submitted a request for payment for architectural services as set forth below and approval is recommended:

Fee - 7% of Agreed Preliminary Estimate of Construction Cost -  
\$2,055,128.00 = \$143,858.96

This billing - Design Development Phase (30%)           \$43,157.69

c. CENTRAL PLANT

Ramberg and Lowrey has submitted a request for payment for architectural services as set forth below, and approval is recommended:

Fee - 7% of Agreed Preliminary Estimate of Construction Cost -  
\$1,351,780.00 = \$94,624.60

This billing - Design Development Phase (30%)           \$28,387.38

d. LEASE PAYMENT

It is recommended that payment be authorized to the United California Bank in the amount of \$81,822.00, representing the fifth annual lease payment on the relocatable buildings.

e. STUDENT ATHLETIC INSURANCE

It is recommended that payment be authorized to Len Miller and Associates in the amount of \$4,212.50, representing the annual premium payment for student athletic insurance.

f. TRANSFER OF FUNDS

It is recommended that the proposed resolution be adopted requesting the Board of Supervisors to order the County Treasurer to transfer temporarily the sum of \$175,000.00 from the Saddleback Building Fund to the Saddleback General Fund, in the event tax receipts are not immediately available.

g. AWARDS

It is recommended that the awards on the attached list be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

2. BUSINESS MANAGER'S REPORT

h. PURCHASE ORDERS

It is recommended that Purchase Orders 10519 through 10821, totaling \$239,836.88, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

i. PAYMENT OF BILLS

It is recommended that District Warrants 96-13096 through 96-13449, totaling \$317,973.18, be approved and ratified for payment.

j. PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	3A	\$129,229.37
Classified Payroll	3B	<u>47,037.26</u>
		\$176,266.63

k. MISCELLANEOUS

3. LEGISLATION

4. ORAL COMMUNICATIONS

5. EXECUTIVE SESSION - PERSONNEL

6. ADJOURNMENT

(The next Regular Meeting of the Board of Trustees will be held on December 4, 1972, at 8:00 P.M.)