

A G E N D A

REGULAR MEETING
BOARD OF TRUSTEES
SADDLEBACK COMMUNITY COLLEGE DISTRICT
February 11, 1974 -- 8:00 P.M.

Board Room
28000 Marguerite Parkway
Mission Viejo, California 92675

I. PRELIMINARY

Pledge of Allegiance and Invocation

Communications

II. CONSENT CALENDAR

All items listed under Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion. There will be no discussion of these items prior to the time the Board votes on the motion unless it is requested that specific items be discussed or removed from the Consent Calendar.

- (1) Minutes of the Regular Meeting held on January 14, 1974.
- (2) III-8 Summary of Financial Status as of December 31, 1973.
- (3) III-12 Conferences.
- (4) III-13a Progress Payment Number 16 to Contractor.
- (5) III-13b Approval of Change Order Number 9 in conjunction with the Science-Mathematics Building.
- (6) III-13c Approval of Change Order Number 10 in conjunction with the Science-Mathematics Building.
- (7) III-13d Payment to District Architect for Architectural Services.
- (8) III-13e Payment to District Architect for Architectural Services.
- (9) III-14 Payment to District Architect in conjunction with the Central Plant.

II. CONSENT CALENDAR

- (10) III-15 Payment to District Architect in conjunction with the Gym-Physical Education Building.
- (11) III-16 Payment to District Architect in conjunction with the remodeling of Building "B," Cafeteria.
- (12) III-17 Payment to District Architect in conjunction with Project Planning Guides.
- (13) III-18 Payment to T. H. Wilson Development Company.
- (14) III-19 Awards.
- (15) III-20 Purchase Orders.
- (16) III-21 Payment of Bills.
- (17) III-22 Payment of Personnel Services.
- (18) III-24 Employment - Certificated Extended Day.
- (19) III-25 Employment - Conductors of Workshop.
- (20) III-26 Employment - Clinician.
- (21) III-27 Employment - Guest Speaker.

III. DISCUSSION/ACTION ITEMS

1. PROPOSED CONTRACT

It is recommended that the Board of Trustees approve, as presented, the proposed contract with R & R Food Service Systems, Inc.

2. HARBOR VIEW HOMES

Mr. Ed Leonelli, representative of the Harbor View Homes, Phase III, wishes to present to the Board of Trustees a proposal concerning the school boundaries of that particular area.

3. DISTRICT MASTER PLAN

The District Architect will give the Board of Trustees a report concerning the proposed District Master Plan.

III. DISCUSSION/ACTION ITEMS

4. PROPOSED SABBATICAL LEAVE POLICY

It is recommended that the Board of Trustees adopt the proposed Sabbatical Leave Policy as presented.

5. SALARY PROPOSALS

Representatives of the faculty and the classified employees will appear before the Board of Trustees in conjunction with Salary Proposals for 1974-75.

6. GYM-PHYSICAL EDUCATION BUILDING

The Board of Trustees will be given a report concerning the proposed Gym-Physical Education Building.

7. P & A CONSTRUCTION COMPANY

A recommendation will be made to the Board of Trustees concerning the check amounting to \$5,000.00 which was deposited with the District by the P & A Construction Company as security for the completion of remaining items on the punch list.

* 8. SUMMARY OF FINANCIAL STATUS

In conjunction with Education Code Section 939, a summary of the financial status of the District as of December 31, 1973, is hereby submitted.

9. ENERGY CRISIS

A report will be given to the Board of Trustees concerning measures which have been taken by the Administration to reduce the use of energy on the campus.

10. ENVIRONMENTAL QUALITY ACT OF 1970

It is recommended that the Board of Trustees adopt, as presented, the Resolution providing for amended guidelines for the evaluation of projects in conjunction with the Environmental Quality Act of 1970.

11. FREQUENCY OF BOARD MEETINGS

Mr. Vogel has requested that a discussion materialize concerning the frequency of Board Meetings.

III. DISCUSSION/ACTION ITEMS

* 12. CONFERENCES

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

- a. Patricia Grignon -- Conference of California Association of Teachers of English - Los Angeles - February 15-16, 1974.
- b. Don Craig, George Denney, William Heffernan, and James Hines -- Conference of California Association of Teachers of English - Los Angeles - February 16, 1974.
- c. William Kelly -- Conference on Career Trends and Career Planning - Long Beach - February 20, 1974.
- d. Doyle McKinney -- Liaison Committee on Creative Arts -- University of California, Los Angeles - February 22-23, 1974.
- e. Calvin Nelson--- Engineering Liaison Committee Meeting - University of California, Davis - March 14-15, 1974.
- f. Everett Brewer -- California Association of Work Experience Educators - Burlingame - May 2-4, 1974.

* 13. SCIENCE-MATHEMATICS BUILDING

- * a. Progress Payment Request Number 16 has been submitted by J. B. Allen and Company, as set forth below, and payment is recommended.

Contract price - \$3,934,600.00	
Total earned as of January 25, 1974	\$2,675,529.88
Less 10% retention	<u>267,552.99</u>
Net due on earned to date	\$2,407,976.89
Less previous payments	<u>2,106,320.18</u>
Total amount payable this estimate	\$ 301,656.71

- * b. Approval of Change Order Number 9 is recommended, covering nine items with a net increase of \$5,317.72 in price.

Original contract price		\$3,934,600.00
Change Order Number 1 (3-26-73)		-0-
Change Order Number 2 (4-17-73)		-0-
Change Order Number 3 (5-1-73)	Deduct	(1,783.49)
Change Order Number 4 (8-13-73)	Add	10,446.09
Change Order Number 5 (11-30-73)	Add	141.77
Change Order Number 6 (11-30-73)	Add	2,240.47
Change Order Number 7 (11-30-73)	Deduct	(2,009.77)
Change Order Number 8 (1-4-74)	Add	17,589.36
Change Order Number 9 (1-31-74)	Add	<u>5,317.72</u>
Revised Contract Price		\$3,966,542.15

The contract time will be increased by eleven days; date of completion as of this Change Order will be July 25, 1974.

III. DISCUSSION/ACTION ITEMS

13. SCIENCE-MATHEMATICS BUILDING (Continued)

- * c. Approval of Change Order Number 10 is recommended, covering three items with a net decrease of \$4,302.37 in price.

Original contract price		\$3,934,600.00
Change Order Number 1 (3-26-73)		-0-
Change Order Number 2 (4-17-73)		-0-
Change Order Number 3 (5-1-73)	Deduct	(1,783.49)
Change Order Number 4 (8-13-73)	Add	10,446.09
Change Order Number 5 (11-30-73)	Add	141.77
Change Order Number 6 (11-30-73)	Add	2,240.47
Change Order Number 7 (11-30-73)	Deduct	(2,009.77)
Change Order Number 8 (1-4-74)	Add	17,589.36
Change Order Number 9 (1-31-74)	Add	5,317.72
Change Order Number 10 (2-4-74)	Deduct	(4,302.37)
Revised Contract Price		<u>\$3,962,239.78</u>

The contract time will be increased by five days; date of completion as of this Change Order will be July 30, 1974.

- * d. Robert Lowrey Associates-Architects has submitted a request for payment for architectural services as set forth below, and payment is recommended:

Fee - 7% of awarded construction contract of \$3,934,600.00

Architectural fee	\$275,422.00
Payments prior to construction	<u>220,337.60</u>
Balance for construction phase	<u>\$ 55,084.40</u>

This billing to 68% construction completion	\$37,457.39
Less previous construction payments	<u>32,499.79</u>
Total due this request	<u>\$ 4,957.60</u>

- * e. Robert Lowrey Associates-Architects has submitted requests for payment for additional services as set forth below, and payment is recommended.

Relocation of telephone equipment	\$ 287.50
Relocation of chairman's office	385.10
Changes in Lab #201 and Lab #129	<u>1,578.35</u>
Total due this request	<u>\$ 2,250.95</u>

III. DISCUSSION/ACTION ITEMS

* 14. CENTRAL PLANT

Robert Lowrey Associates-Architects has submitted a request for payment for architectural services as set forth below, and payment is recommended.

Fee - 7% of agreed preliminary estimate of construction cost of \$1,361,057.00 = \$95,273.99

Construction documents phase to 75%	\$71,455.49
Less design development phase (30%) paid	<u>28,387.33</u>
Balance for working drawing phase (4 monthly billings @ \$10,767.02)	<u>\$43,068.11</u>

This billing, No. 3 of 4 \$10,767.02

* 15. GYM-PHYSICAL EDUCATION BUILDING

Robert Lowrey Associates-Architects has submitted a request for payment for architectural services as set forth below, and payment is recommended:

Fee - 7% of agreed preliminary estimate of construction cost of \$1,964,094.00 = \$137,486.58

Construction documents phase to 75%	\$103,114.93
Less design development phase (30%) paid	<u>43,157.69</u>
Balance for working drawings phase (5 monthly billings @ \$11,991.45)	<u>\$ 59,957.24</u>

This billing, No. 3 of 5 \$11,991.45

* 16. REMODELING OF BUILDING "B" (CAFETERIA)

Robert Lowrey Associates-Architects has submitted a request for payment for architectural services as set forth below, and payment is recommended:

Fee - 15% of agreed estimate of construction cost of \$82,600.00 = \$12,390.00

This billing to 50% completion	\$ 6,195.00
Less previous payment	<u>2,322.00</u>
Total due this request	<u>\$ 3,873.00</u>

III. DISCUSSION/ACTION ITEMS

* 17. ADDITIONAL ARCHITECTURAL SERVICES

Robert Lowrey Associates-Architects has submitted requests for payment for architectural services in connection with Project Planning Guides as set forth below, and payment is recommended:

Swimming Pool - Construction	\$ 102.50
Swimming Pool - Equipment	670.00
Technology Building - Phase I Construction	285.00
Gym-Physical Education Building - Equipment	1,005.00
Campus Perimeter Road - Phase I Construction	367.50
Total due this request	<u>\$ 2,430.00</u>

* 18. REMODELING OF BUILDING "P" (HOME ECONOMICS FACILITY)

Payment request Number Two has been received from T. H. Wilson Development Company, as presented below, and approval is recommended:

Contract Price	\$24,000.00	
Total earned as of February 5, 1974		\$ 22,400.00
Less 10% retention		<u>2,240.00</u>
Net due on earned to date		\$ 20,160.00
Less previous payments		<u>14,141.00</u>
Total amount payable this estimate		<u>\$ 6,019.00</u>

* 19. 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.

* 20. PURCHASE ORDERS

It is recommended that Purchase Orders 13924 through 14153, totaling \$90,575.55, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

* 21. PAYMENT OF BILLS

It is recommended that District Warrants 96-17313 through 96-17629, totaling \$552,828.87, be approved and ratified for payment.

III. DISCUSSION/ACTION ITEMS

* 22. PAYMENT OF PERSONNEL SERVICES

Classified Payroll	6B	\$ 43,637.25
Classified Payroll	7M	19,256.00
Certificated Payroll	7A	<u>164,626.11</u>
		\$227,519.36

23. MISCELLANEOUS

IV. LEGISLATION

Legislative reports may be given by the Members of the Board of Trustees and the Administration.

V. ORAL COMMUNICATIONS

Members of the audience who wish to address the Board of Trustees may do so at this time.

VI. EXECUTIVE SESSION

Personnel matters relating to certificated and classified members of the staff will be presented for discussion and/or action.

VII. ADJOURNMENT