

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

February 27, 1978 - 7:30 p.m.
Library-Classroom Complex - Room 212
28000 Marguerite Parkway

Public

The Regular Meeting of the Governing Board of the Saddleback Community College District was called to order by Trustee Taylor. Trustee Watts led the audience in the Pledge of Allegiance and Trustee Brandt gave the Invocation.

CALLED TO ORDER

Present:

PRESENT

Mr. Larry W. Taylor, President
Mrs. Donna C. Berry, Vice-President
Prof. Eugene C. McKnight, Clerk
Mrs. Norrisa P. Brandt, Member
Mr. Robert L. Price, Member
Ms. Harriett S. Walther, Member
Mr. William Watts, Member

BOARD MEMBERS

Dr. Robert A. Lombardi, Superintendent/President
Mr. Roy N. Barletta, Assistant Superintendent-Business Services
Dr. Edward A. Hart, Assistant Superintendent
Mr. William O. Jay, Dean of Instruction

STAFF MEMBERS

A motion was made by Trustee Price, seconded by Trustee Brandt and unanimously carried, to adopt the Agenda with the following addenda:

AGENDA ADOPTED

Award: North Campus - Interior Development

Correspondence: Assembly, California Legislature
Committee on Ways and Means

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, to approve the Minutes of the Regular Meeting of February 14, 1978 as presented.

MINUTES APPROV

Trustee Price stated that he would like to review and comment on some of those items contained on a long list of legislative measures he has recently received, if time permits during the latter part of the Board Meeting.

REPORTS AND
COMMUNICATIONS

TRUSTEES

Trustee McKnight stated that he believes that a work/study session on the legislative items and, most importantly, on the subject of insurance is needed.

REPORTS AND
COMMUNICATIONS

The idea was discussed with general approval on the need for work/study sessions by the Board of Trustees.

TRUSTEES

-CONTINUED-

Trustee Taylor suggested that, at the end of the meeting, the Board of Trustees could consider calling a special meeting. It is customary, he stated, to note the next meeting date at adjournment.

Work/Study
Sessions
Considered

Trustee Walther reported on her trip to San Francisco to attend the California Community College Trustees/Association of California Community College Administrators Joint Workshop on Collective Bargaining.

CCCT/ACCCA
Joint Workshop

She recently met with Assistant Superintendent Hart and Dean of Students Swartzbaugh to discuss transportation between the main campus and the satellite campus.

Transportation
Committee

Also, she spent some time with Roberta Berns, an Instructor in the Early Childhood Program. She is impressed with her professionalism and feels that she benefitted from this visit by learning more about the program at Saddleback College.

The Early
Childhood
Program

Trustee McKnight reported that he was a witness to the one-point defeat of our basketball team at Riverside. Hopefully, Saddleback College will now defeat Palomar and then will participate in the conference playoffs.

The Basketball
Team

Trustee Taylor reported that the last legislative meeting of the California Community and Junior College Association, scheduled to be held today, had been cancelled because of the fact that the Association wishes to have an executive board meeting before the legislative commission meets. He had already decided that to attend would not have been a worthwhile expenditure of time.

CCJCA
Legislative
Meeting

While in Arizona this weekend, he had the opportunity to view the new planetarium at the University of Arizona. He highly recommends this exhibit to anyone visiting that area. He will share the written information he has acquired with the Science Division.

University
of Arizona
Planetarium

Superintendent/President Lombardi reported that Dr. Leslie Koltai, Chancellor of the Los Angeles Community Colleges District, has invited Community College Superintendents and Presidents in the Los Angeles and Orange Counties to attend a meeting tomorrow to discuss the Jarvis/Gann Initiative. Perhaps information gained at this meeting will be helpful to the Board of Trustees during its special meeting on this subject.

SUPERINTENDENT/
PRESIDENT

Jarvis/Gann
Initiative
Discussion

Attendance at the following conferences, meetings, etc., with minimal mileage only to be paid, was unanimously approved:

BOARD OF TRUSTEES - REQUESTS TO ATTEND CONFERENCES, ETC.

Trustee Walther Meeting with Assistant Superintendent Hart and Dean of Students Swartzbaugh Saddleback College February 22, 1978

-CONTINUED-

Trustee Walther Meeting with Roberta Berns, Child Development Program Saddleback College February 23, 1978

Trustee Price Meeting with the Superintendent/President Saddleback College February 22, 1978

Trustee Taylor Saddleback College to provide material for the agenda February 22, 1978

Trustee McKnight Meeting with the Superintendent/President Saddleback College February 24, 1978

The following curricular additions, presented for a second reading, were unanimously approved:

CURRICULAR ADDITIONS

Business Sciences

CT 211 Family Clothing
CT 233 Pattern Grading
FN 247 Advanced French Cuisine

Mathematics and Engineering

Engineering 133 Electric Circuits
Mathematics 2 Pre-Calculus Mathematics

Social Sciences

Psychology 50 Industrial/Organizational Psychology

Occupational Programs

Commercial Arts 113 Radio Station Operations
Commercial Arts 114 A-D Advanced Radio Station Operations I
Commercial Arts 115 A-D Advanced Radio Station Operations II
Commercial Arts 123 Television Studio Techniques
Commercial Arts 124 Television Production
Commercial Arts 125 Advanced Television Production
Commercial Arts 126 A-F Television Studio Activities
Commercial Arts 145 Television Graphic and Set Production
Commercial Arts 147 Video Design and Equipment Specification
Commercial Arts 149 Television Production Equipment Maintenance

The Certificate of Achievement was unanimously awarded to the following:

CERTIFICATES OF ACHIEVEMENT

Ron B. Atkins	Real Estate
Vicke Mc Manigal	Early Childhood Studies
Stephen Carter Weekes	Real Estate

The following were appointed on an "if-and-as-needed" basis as both extended day and substitute instructors for the 1977-78 academic year at the hourly rate stipulated in the salary schedule, at the class to which each is qualified:

EXTENDED DAY/
SUBSTITUTE
INSTRUCTORS

<u>Applicant</u>	<u>Highest Degree:</u>	<u>Assignment</u>	<u>Probable Salary:</u>
Byrne, Craig L.	B.S.	Real Estate	\$18.00/Hr.
Dickey, Richard K.	B.A.	Music	\$18.00/Hr.
Puckett, Robert L.	M.P.A. (Voc.)	Administration of Justice	\$18.00/Hr.
Selfridge, Judith E.	R.N. (Voc.)	Allied Health	\$18.00/Hr.
Weatherly, William T.	B.S. (Voc.)	Administration of Justice	\$18.00/Hr.

The following, previously employed extended day instructor was appointed on an "if-and-as-needed" basis as both extended day and substitute instructor for the 1977-78 academic year at the hourly rate stipulated in the salary schedule, at the class to which she is qualified:

De Casas, June A.	Cred.	Education (Handicapped)	\$18.00/Hr.
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The following classified personnel regular actions, for which monies have been allocated in the 1977-78 budget, were unanimously approved:

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

Ratification of Employment

1. Sandra Cass, Clerk Typist, Youth Development Program I, temporary employment subject to the availability of funds, \$4.33 per hour, 20 hours per week, effective February 15, 1978. No cost to the District.

Employment

2. Duane Matthews, Instructional Aide (Art), Division of Fine Arts, Grade 7, Step 2, \$895.00 per month, effective February 28, 1978.

Employment - CETA, Title VI

3. Marvin Keith McGraw was employed under CETA, Title VI, to a one-year position as a landscape assistant, at \$760.00 per month, effective February 21, 1978, subject to the availability of funds. No cost to the District.

Employment - Professional Models

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

- 4. Nick Cornwell, Professional Model, if-and-as-needed, \$4.50 per hour, effective February 7, 1978.
- 5. Phyllis Mary Gagnier, Professional Model, if-and-as-needed, \$4.50 per hour, effective February 21, 1978.
- 6. Mark Clark, Professional Model, if-and-as-needed, \$4.50 per hour, effective February 10, 1978.

-CONTINUED-

Employment - Student Employees

- 7. The following students were employed on an as-needed basis, at \$2.50 per hour:

Steve Biddle	Brian Johnson
Karne Bloom	Mark Kerchkoff
Terri Brandon	Young Lee
Mary Birke	Lori Jo Maurer
Patricia Caughlan	Van T. Nguyen
Robert Coury	Carma O'Neil
Patricia Cummings	Michael O'Sullivan
Lena Derkrokorian	Melinda Reed
Thao Duong	Russell Snyder
Thomas Eckstein	Barbara Wymonds
Sandy Gibson	Elizabeth Tackett
Virginia Gott	Cindy Tovey
Jonathan Hoin	Keith Vranesh
	Lorenzo Warrs

Change of Position/Reclassification

- 8. Sylvia Marvin, Clerk Typist I, Division of Fine Arts, change from a 50% position to a 75% position, Grade 1, Step 3, \$600.00 per month, effective March 1, 1978.
- 9. Patricia DeRobertis, Clerk Typist I, Division of Health Sciences and Gerontology, Grade 1, Step 4 (50%), change to 29 hours per week, \$606.10 per month, effective March 1, 1978.

The following progress payment requests, submitted for approval on awards which have been previously approved by the Board of Trustees, were unanimously approved. Said payments are within the budgetary allocations for the projects indicated, and the architect, the construction inspector, and the construction manager have certified that the work covered by these progress payments has been satisfactorily performed.

PROGRESS
PAYMENTS

North Campus

- 1. Progress Payment Request Number 1
Sully-Miller Contracting Company
Contract Amount: \$300,000.00
Amount due this request: \$ 81,270.00

Consideration was given to appointing a representative of the Saddleback Community College District to the Delegate Assembly of the California Community and Junior College Association.

DELEGATE
ASSEMBLY
REPRESENTATIVE -
CCJCA

A motion was made by Trustee Berry, seconded by Trustee Brandt and unanimously carried, to nominate Trustee Walther as the representative of the Saddleback Community College District to the Delegate Assembly of the California Community and Junior College Association.

A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, that the nominations be closed and that a unanimous ballot be cast for Trustee Walther.

TRUSTEE WALTHER
APPOINTED

Trustee Berry extended appreciation to Trustee Taylor for the time and effort he has expended while representing the District in this capacity.

Reference was made to a letter from Mr. Daniel Boatwright, Chairman of the Assembly Ways and Means Committee, and Mr. Albert Rodda, Chairman of the Senate Finance Committee, Assembly, California Legislature, dated February 15, 1978. This letter contains an analysis of the impact of the Jarvis/Gann Initiative and requests further information to assist in further analysis.

CORRESPONDENCE:
ASSEMBLY
CALIFORNIA
LEGISLATURE
COMMITTEE ON
WAYS AND MEANS

Trustee Taylor suggested that a directive be given to the administration to respond to this letter.

A motion was made by Trustee McKnight, seconded by Trustee Watts and unanimously carried, that a response containing the financial and statistical information requested be prepared by the Administration for Trustee Taylor's signature, no later than March 15, 1978.

DIRECTIVE
GIVEN TO
RESPOND

A copy of this correspondence is on file with these Minutes.

Information concerning the Travel Management Program was submitted for a first reading. Approval of this Program will be requested at the next Regular Board Meeting.

TRAVEL
MANAGEMENT
PROGRAM

It was recommended that the following curricular deletions be approved:

CURRICULAR
DELETIONS

Secretarial Science 123C
Secretarial Science 134E

Shorthand Transcription
Stenotype Speed Building V

Environmental Studies 31
A, B, C, D

Environmental Studies Field
Studies

Education 143

Manual Communication for
Parents and Friends of the
Deaf

Mathematics 1A	College Algebra	CURRICULAR DELETIONS
Mathematics 1B	Analytic Trigonometry	
Mathematics 125	Trigonometry	
		-CONTINUED-
Communication Arts 112 A-F	Radio Broadcast Operations	
Communication Arts 120	Basic Television Production	
Communication Arts 121	Advanced Television Production	
Communication Arts 122 A-F	Television Studio Operations	
Physical Education 52 A-D	Adaptive Physical Education	
Physical Education 283	What You Have Always Wanted to Know about Football but were Afraid to Ask	
Women's Studies 45	Male Guide to Modern Women	
Gerontology 250	Awareness Through Movement	

A motion was made by Trustee Berry, seconded by Trustee Walther and unanimously carried, to approve the curricular deletions as recommended. APPROVED

Requirements for admission to the Nursing Program at Saddleback College were submitted for information. Approval will be requested at the next Regular Board Meeting. REQUIREMENTS FOR ADMISSION TO THE NURSING PROGRAM

It was requested that the acceptance of the STIP (Skills Training Improvement Program) Secretarial Training Grant and the expenditures allowed under the Grant be approved. The Orange County Manpower Commission has granted Saddleback College \$143,719.00 for a program which would run from March 6, 1978, to July 23, 1979. GRANT

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to accept the grant as requested. ACCEPTED

The Faculty and Staff Program Development Project Guidelines and Application for 1977-78 were presented to the Board of Trustees for approval. FACULTY AND STAFF PROGRAM DEVELOPMENT - PILOT PROJECT

Trustee McKnight stated that, after the successful In-Service Training Program, this is an attempt at a year-round staff development program.

He suggested that the following revisions be made:

Page 5: Revise one year to three months.

Remove the last line on that page which reads:
"in force at the time of the award of the project".

The following revision was suggested by the Administration:

Page 4: The \$300.00 should be referred to as an honorarium.

A motion was made by Trustee McKnight, seconded by Trustee Brandt and carried, to approve the Faculty and Staff Program Development Project Guidelines and Application for 1977-78 as revised.

FACULTY AND
STAFF PROGRAM
DEVELOPMENT -
PILOT PROJECT

Trustee Berry was opposed.

-CONTINUED-

Trustee Price suggested that a certificate of achievement be awarded as well as the honorarium.

APPROVED

Trustee Brandt requested that a report on the success of this program be given.

It was recommended that the following Field Trips be approved:

FIELD TRIPS

The Annual Band Tour, commencing May 10 through May 15, 1978, accompanied by Mr. Terry Newman, Director of Instrumental Music. Concerts will be given in the following cities: Santa Barbara, Solvang, Lompoc, Cambria, San Jose and San Francisco. Approval of funds for transportation expenses, not to exceed \$2,000.00, is requested.

The Desert Invitational Festival Speech Finals to be held at the University of Arizona at Tucson on March 1 through March 4, 1978, under the direction of Instructor Lynn Wells.

A motion was made by Trustee Walther, seconded by Trustee Watts and unanimously carried, to approve the field trips as outlined above, including the funds for transportation expenses, not to exceed \$2,000.00, for the Annual Band Tour.

APPROVED

It was recommended that the following Public Programs and Community Services be approved by the Board of Trustees:

PUBLIC PROGRAMS
AND
COMMUNITY SERVICES

Division of Social Sciences - William M. Williams, Division Director

<u>Event/Date</u>	<u>Guest</u>	<u>Honorarium</u>
Demonstration and Lecture to be given on March 13, 1978, before the class of Anthropology 4, on South west Indian Arts & Crafts	Alice Neubauer	\$ 25.00
Demonstration and Lecture to be given on April 10, 1978, before the class of Anthropology 4, on Early California Indians	Velma Walker	25.00

Community Services - Doyle G. McKinney, Dean of Academic Programs

Workshops in creative drama to be conducted for college and community teachers. Completion: March 16, 1978	Mary Jane Evans	\$ 400.00
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Community Services - Doyle G. McKinney, Dean of Academic Programs

PUBLIC PROGRAMS
AND
COMMUNITY SERVICES

Lights, sound and props for the William Windom performance on April 29, 1978 Jerry McCullough \$ 50.00

-CONTINUED-

To perform at the Southern California Oral Interpretation Festival at Saddleback College and to conduct a workshop for the Interdisciplinary Studies Classes William Harbin \$ 300.00

Interdisciplinary Studies Program - Jody Hoy, Coordinator

Women's Art History Slide Show - February 14, 1978 Charlotte Rubenstein \$ 100.00

Lecture on the topic of Christian Mysticism - February 21, 1978 Art Lange \$ 100.00

Lecture on the topic of Psychological Theories of Motivation - April 3, 1978 Nelson Pike \$ 100.00

Lecture on the topic of Leonardo De Vinci - March 8, 1978 Charlotte Rubenstein \$ 50.00

Dedication Week - Art Section

Week of April 9, 1978 H. M. Cole \$ 100.00
Doran H. Ross \$ 100.00
Tom Jenkins \$ 100.00
Sam Maloof \$ 300.00
Paul Soldner \$ 400.00
Roland Reiss \$ 250.00

Dedication Week - Drama Section

March 10, 11, 13, 14 John Shaunessey \$ 500.00

Dedication Week - Music Section

Norman Dello Joio \$2,000.00
James Bonn \$ 500.00
John Guarnieri \$ 500.00
Ellis Hays \$ 500.00

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried to approve the Public Programs and Community Services Plan as amended.

PUBLIC PROGRAMS &
COMMUNITY SERVICES
APPROVED

Pursuant to the action of the Board of Trustees on February 14, 1978, a further review of the proposal submitted by Mr. David Rukstalis, pertaining to the proposed life insurance, dental and vision coverage, was conducted and was presented for consideration; at the discretion of the Board of Trustees action may be taken.

EMPLOYEE INSURANCE
LIFE/DENTAL/VISION

A letter from Ted Johnson, Vice President, on behalf of the Saddleback Agents Association, dated February 22, 1978, and a report from Frank B. Hall and Company, of Orange County, dealing with the proposal of Mr. Rukstalis, was submitted to the Board of Trustees for their consideration.

Representatives of the following companies were present:

Standard Life Insurance Company
Orion Life Insurance Company
Travelers Life Insurance Company
Metropolitan Life Insurance Co.
United American Insurance Co.
Saddleback Life Insurance Company
Frank B. Hall and Company, Inc. of Orange County

A motion was made by Trustee Berry, seconded by Trustee Watts to table the proposed plan.

A roll call vote was taken.

Ayes: McKinnon, Berry, Watts
Noes: Berr, Walther, Johnson, Rukstalis

Trustee Berry stated that it is the privilege of anyone in the community to come before the Board of Trustees.

Trustee Brandt, referring to the letter from Frank B. Hall and Company, stated that she feels that there are many questions to be answered concerning the details of the plans.

Trustee Walther stated that she did not vote in the affirmative because a date was not set for the motion. She feels that the courtesy to those who have come to the meeting should be extended to those who have come to the meeting this evening.

Trustee Berry asked for the credentials of the Frank B. Hall Company.

Mr. Collin D. Becking, Senior Vice-President of Frank B. Hall and Company of Orange County introduced himself and his associate, Mr. William A. Giamarino, Assistant Vice-President, and told of the Company. Both gentlemen responded to various questions throughout the discussion.

-CONTINUED-

Mr. William Simms, Jay and Renfro Insurance, participants in the Saddleback Agents Association, stated that he feels that that the proposal should have been submitted through the Association to the Board of Trustees. He assured the Trustees that every proposal submitted is given consideration.

Mr. Jerry Mack, President of the Saddleback Agents Association, representing Len Miller and Associates, stated that the Association was informed several weeks ago of this proposal. It would be happy to give advice, however, at this time many questions are still to be answered. They wish to analyze and respond. A study session was requested.

Mr. David Rukstalis, Insurance Portfolios, with his associate, Mr. Thomas Spry, and representatives from Marketing Administrators, Inc., Travelers Insurance, and Crown Life Insurance Company were present to clarify their proposals. He gave an explanation of the two proposals presented at the previous meeting, telling of their advantages, and stated that authorization to offer these proposals has been extended by all groups involved.

Mr. Thomas Cline, Greater Best Life Insurance Company, spoke of the potential problem involved in switching companies for possible cost savings. He commented that rates for the current contract, which expires October 1, could be raised or lowered or remain the same. Insurance companies customarily do not give quotations more than one month in advance.

Dr. Calvin Nelson, Director of the Division of Mathematics and Engineering, spoke of the insurance issue, having no alliance with any insurance company, but having served on the Insurance Committee at Saddleback College for the past nine years as a faculty member and a consultant with the administration. He stated that it is hoped that the Board of Trustees will consider not making a hasty decision; that, hopefully, renewal is not the deadline to make any decisions. He stated, further, that it should first be determined if the Board of Trustees is happy with the District's present brokers. If it is going to change to a different company at this time, the following must be considered: the expense, employee satisfaction, and the reputation of the companies involved.

Trustee McKnight thanked those present for the input given. Considering that the due date for renewal is October 1, he stated that he believes that the Board of Trustees will need a study session with Dr. Calvin Nelson as an in-house consultant.

A motion was made by Trustee Brandt, seconded by Trustee Price and unanimously carried, to deny Board Report Number 574, Employee Insurance - Life/Dental/Vision.

EMPLOYEE INSURANCE
LIFE/DENTAL/VISION

-CONTINUED-

Trustee Berry requested that this item be brought up for consideration at the March Board Meeting.

DENIED

The Board of Trustees, at its meeting of August 5, 1968, designated the Saddleback Agents Association to serve as the broker of record in all matters pertaining to the applicable insurance requirements of the Board and the District. The Association has provided all of the insurance, excepting the long term disability coverage which has been furnished by Standard Life with Thomas Spry acting as the broker and Workmen's Compensation which is furnished by the State Compensation Insurance Fund as required by law.

PROPOSED PROCEDURE
CONCERNING
DISTRICT INSURANCE

At the Board Meeting on February 14, 1978, this action was carried: that a "procedure for the handling of life/dental/vision insurance and/or all District insurance, including the selection of appropriate consultants or brokers be submitted to the Board of Trustees for approval".

A review of some current practices and literature on the subject was made, followed by discussions with other Community Colleges in Orange, Los Angeles, Riverside and San Bernardino Counties. Submitted, therefore, for consideration by the Board of Trustees were some possible methods of handling the Board's and District's insurance coverage by competitive bidding or negotiation.

It was recommended that a consultant experienced and knowledgeable in current matters of insurance be retained to assist the Board of Trustees in the development of the appropriate criteria.

A motion was made by Trustee Walther and seconded by Trustee McKnight to approve the recommendation of the administration to select a consultant, someone without any vested interest, preferably someone on the District's staff, to assist the Board of Trustees in developing criteria.

After discussion, Trustee Walther stated that, with the approval of Trustee McKnight, she wishes to delete that portion of the motion stating: preferably someone on the District's staff.

Trustee McKnight offered to compromise by suggesting that the District use an in-house consultant first. He believes that the District tends to use outside consultants too frequently and that it has insurance expertise on campus such as Dr. Calvin Nelson who has followed this program for nine years.

A roll call vote was taken:

Ayes: McKnight, Walther
Noes: Berry, Brandt, Price, Watts
Abstain: Taylor

A motion was made by Trustee Price, seconded by Trustee Watts and carried, that the recommendation of the administration to select a consultant experienced and knowledgeable in current matters of insurance to assist the Board of Trustees in the development of the appropriate criteria be approved and that a proposal be submitted to the Board of Trustees at its next meeting.

PROPOSED PROCEDURE
CONCERNING
DISTRICT INSURANCE

CONSULTANT
TO BE
SELECTED

A roll call vote was taken:

Ayes: Berry, Brandt, Price, Walther, Watts
Noes: McKnight
Abstain: Taylor

Trustee McKnight again expressed his concern of hiring outside consultants when experienced staff consultants and interested brokers could do the job.

The Irvine Ranch Water District has notified the District that the sum of \$52,145.00 is required in payment for the water and sewer connection fees which are needed for the North Campus.

WATER AND SEWER
CONNECTION FEES

It was recommended that payment be approved and that the Superintendent or Assistant Superintendent-Business Services be authorized to execute the necessary application.

A motion was made by Trustee Watts, seconded by Trustee Walther and unanimously carried, that payment in the amount of \$52,145.00 to the Irvine Ranch Water District for the water and sewer connection fees which are required for the North Campus be approved and that the Superintendent or Assistant Superintendent-Business Services be authorized to execute the necessary application.

APPROVED

It was recommended that Award Numbers 1 through 8 on the Awards List dated February 27, 1978, be approved, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

AWARDS

It was requested that Award Numbers 9 and 10 be ratified, each bidder having submitted the low bid meeting specifications, and that payment be authorized upon delivery and acceptance of the items ordered.

Item Numbers 11 and 14 were submitted for change orders.

Item Number 15 was submitted for cancellation.

It was recommended that Award Number 16, opened February 22, 1978, be approved, the bidder having submitted the low bid meeting specifications and that payment be authorized upon delivery and acceptance of the items ordered.

All of the recommended awards are within the approved budgetary appropriations.

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve the Awards as presented.

AWARDS
-CONTINUED-
APPROVED

A copy of the Awards List is on file with these Minutes.

A tabulation of the bids received for the Swimming Pool Project and Softball Field was presented to the Board of Trustees and it was recommended that the low bid meeting specifications, submitted by Shirley Brothers, Inc., be accepted as follows:

SWIMMING POOL
PROJECT
SOFTBALL FIELD

Base Bid	\$ 936,000.00	
Alternate Number 2	33,800.00	concrete enclosure
Alternate Number 4	19,800.00	seven light standards
Alternate Number 11	9,800.00	water main
Alternate Number 12	19,800.00	storm drain
	<u>\$1,019,200.00</u>	

It was pointed out that expenditures in the amount of approximately \$40,000.00, previously approved for architectural fees, testing and inspection, are not included in this total and will have to be added to the budget. The remaining available budget for the Swimming Pool Project is \$910,670.00; the balance of \$108,530.00 will be included in the 1978-1979 budget.

The Softball Field was not accepted at this time.

SOFTBALL FIELD
NOT ACCEPTED

It was further recommended that the following termination clause be contained in the contract to be executed with Shirley Brothers, Inc.

The District may cancel this contract in the event that some unforeseen circumstances or condition beyond its control arises making such action necessary, upon payment to the contractor of a reasonable sum for the work completed up to the date of cancellation.

Mr. Darr, Aquatics Instructor, was present to respond to questions.

Trustee Berry requested that, for the sake of safety, Alternate Number 5, concrete diving platforms, in the amount of \$19,500.00, be considered at this time, as a decision to include this must be made prior to construction of the pool.

A motion was made by Trustee Berry and seconded by Trustee Watts to accept the recommendation of the administration concerning the Swimming Pool Project, with the inclusion of Alternate Number 5 as outlined above, to award the Swimming Pool Project to the low bidder meeting specifications, Shirley Brothers, Inc., and, further, that the termination clause be contained in the contract to be executed by Shirley Brothers, Inc. (ALTERNATE NUMBER 5)

A motion was made by Trustee Price, seconded by Trustee Walther and carried, to amend the main motion to also include Alternate Number 6, underwater observer, in the amount of \$6,000.00, as it also is an item that cannot be added later.

SWIMMING POOL
PROJECT
-CONTINUED-

Trustee Brandt abstained.

(ALTERNATE NUMBER 6

The main motion was carried as amended.

APPROVED

Trustee Brandt abstained.

The following bids were received for the Automotive Yard at Saddleback College:

AUTOMOTIVE YARD

<u>Bid Number</u>	<u>Bidder</u>	<u>Amount</u>
360-1	Rikko Construction	\$ 37,100.00
360-2	Allied Asphalt	8,626.00
360-3	Crown Fence	2,440.00
360-4	Korte and Coleby	3,167.00
360-5	McKean Mechanical	4,864.00
360-6	A and B Electric	19,750.00
		<u>\$ 75,947.00</u>

It was recommended that awards be made to the above bidders, each having submitted the low bid meeting specifications, and that payment be authorized upon partial or final completion of the required work.

The present available balance for this project is \$74,620.00. It was, therefore, recommended that the required balance of \$1,327.00 be transferred from other available balances.

A motion was made by Trustee Watts, seconded by Trustee McKnight and unanimously carried, to approve the awards as recommended and the transfer of the required balance of \$1,327.00 for these projects from other available balances.

APPROVED

A tabulation was presented indicating the low bid meeting specifications in each of the listed categories as well as those bids which were rejected and will be readvertised for the North Campus - Interior Development Project.

NORTH CAMPUS -
INTERIOR
DEVELOPMENT

It was recommended that each separate bid be accepted or rejected as indicated, and that payment be authorized upon partial or final completion of the required work.

<u>Bid Number</u>	<u>Bidder</u>	<u>Amount</u>
375-1	* Berry Construction	\$117,325.00
375-2	Soule' Steel Company	12,521.00
375-3	(rejected)	
375-4	Atlas Ornamental Iron Works	10,400.00

*Not related to Trustee Berry.

<u>Bid Number</u>	<u>Bidder</u>	<u>Amount</u>
375-5	(rejected)	
375-6	(rejected)	
375-7	(rejected)	
375-8	Coast Roof Company	\$ 3,375.00
375-9	Bischoff Sheet Metal	6,734.00
375-10	Hol-O-Met, Inc.	23,663.00
375-11	D and D Company	49,599.00
375-12	The Cookson Company	5,900.00
375-13	Montgomery Hardware Company	33,887.00
375-14	Southern California Dry Wall, Inc.	130,242.00
375-15	C. F. Bolster	24,852.00
375-16	Venetian Tile Company	60,050.00
375-17	R. G. Arnold Company	4,330.00
375-18	C. O. Minor	52,695.00
375-19	Wilson and Hampton Painting Contractors	40,925.00
375-20	Korok	7,481.00
375-21	Builders Speciality Co., Los Angeles	3,073.00
375-22	Elljay Acoustics, Inc.	68,451.00
375-23	Builders Speciality Co., Los Angeles	2,876.00
375-24	Stumbaugh and Associates	7,094.00
375-25	Herk Edwards, Inc.	11,994.00
375-26	Elljay Acoustics, Inc.	255,000.00
375-27	Hansen Mechanical, Inc.	182,702.00
375-28	Cal-Air Conditioning	361,000.00
375-29	A.E.C. Orange	424,000.00
Total		\$1,900,169.00

NORTH CAMPUS -
INTERIOR
DEVELOPMENT

-CONTINUED-

It was recommended that \$500,000.00 will be funded from this year's budget and that the remainder, \$1,400,169.00, will be included in the 1978-1979 budget.

It was further recommended that the Superintendent or Assistant Superintendent-Business Services be authorized to execute the necessary documents.

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, that each separate bid be approved as indicated, and that payment be authorized upon partial or final completion of the required work; that \$500,000.00 be funded from this year's budget, the remainder, \$1,400,169.00, to be included in the 1978-1979 budget; and that the Superintendent or Assistant Superintendent-Business Services be authorized to execute the necessary documents.

APPROVED

