

SADDLEBACK COMMUNITY COLLEGE DISTRICT
Mission Viejo, California

MINUTES OF THE GOVERNING BOARD

August 1, 1977 -- 7:30 p.m.
Library-Classroom Complex - Room 212
28000 Marguerite Parkway

The Special Meeting of the Governing Board of the Saddleback Community College District was called to order by Trustee Taylor. Trustee Price led the audience in the Pledge of Allegiance and Trustee Watts 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 Brandt, Member
- Mr. Robert L. Price, Member
- Mr. William Watts, Member

BOARD MEMBERS

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

STAFF MEMBERS

Absent:

ABSENT

- Mr. Frank H. Greinke, Member

A motion was made by Trustee Berry, seconded by Trustee Price and unanimously carried, to adopt the Agenda as presented.

AGENDA ADOPTED

Trustee Brandt extended appreciation to Trustee Berry for her extreme thoughtfulness to her prior to her recent surgery.

All items listed under the Consent Calendar are considered to be routine and action is taken by the Board of Trustees in one motion. There is no discussion of these items prior to the vote unless it is requested that specific items be discussed or removed from the Consent Calendar.

CONSENT CALENDAR

A motion was made by Trustee Watts, seconded by Trustee Brandt and unanimously carried, to approve the Consent Calendar as follows:

APPROVED

Attendance at the following convention, with actual and necessary expensed to be paid, was unanimously approved:

ATTENDANCE AT
ACCT CONFERENCE

Trustees Association of Community College Trustees
 Wishing to Attend 8th Annual Convention
 Vancouver, British Columbia, Canada
 October 5-8, 1977

ATTENDANCE AT
 ACCT CONVENTION

Board Policy 5406, Dissemination of Information and Materials,
 was unanimously approved as presented. A copy is on file with
 these Minutes.

BP-5406

The following Coordinators for the 1977-78 academic year were
 unanimously approved. These are 10-month positions.

CERTIFICATED
 PERSONNEL -
 REGULAR ACTIONS

Athletic Coordinator	Betty Sherrer
Automotive Technology Coordinator	Stanley D. Van Spanje
CETA Coordinator	Annette Hayes
Grants Coordinator	Shelba Robison
Home Economics Coordinator	Margaret Gritton
Marketing/Management Coordinator	Jerry C. Davidson
Off-Campus Operations Coordinator	Herb Johns
Real Estate and Escrow Coordinator	Robert Pettengill
Secretarial Science Coordinator	Florence E. Staggs

The following were employed as certificated instructors for the
 1977-78 academic year, effective August 22, 1977:

<u>Name</u>	<u>Position</u>	<u>Approximate Salary Classification</u>
	<u>Health, Physical Education and Receration</u>	
Jan Bedford	Physical Education/ Women's Softball Coach	Class I Step 1
	<u>Library</u>	
Vera Vinson	Librarian (Sabbatical Leave Replace- ment - 1977 Fall Semester)	Class II Step 2
	<u>Vocational/Technical</u>	
Stanley R. Curtis	CETA Printing (August 22 - September 30, 1977). Renewal subject to availability of CETA Printing Grant Funding.	Class I Step 5

The following classified personnel regular actions were unanimously
 approved:

CLASSIFIED
 PERSONNEL -

Employment

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

1. Jeanette L. Hart, Clerk Typist II, Business Office, Grade 5, Step 3, \$876.00 per month, effective August 8, 1977.
2. Ruth Ann Mac Donald, Clerk Typist Substitute, \$4.339 per hour, effective August 2, 1977, on an if-and-as-needed basis.
3. Violet Van Dorn, Clerk Typist II-CETA, Grade 5, Step 1, \$876.00 per month, effective August 2, 1977.
4. Joseph Artell, Custodian II, Grade 7, Step 3, \$918.00 per month, plus 4% per-month shift differential, effective August 15, 1977.
5. Christine Belcher, Custodian II, Grade 7, Step 1, \$836.00 per month, plus 4% per-month shift differential, effective August 15, 1977.
6. Jim Faulkner, Custodian II, Grade 7, Step 3, \$918.00 per month, plus 4% per-month shift differential, effective August 15, 1977.
7. Dean Sherrill, Custodian II, Grade 7, Step 1, \$836.00 per month, plus 4% per-month shift differential, effective August 15, 1977.
8. Linda D. Helm, Child Care Center Supervisor, Supervisory Salary Schedule, Class II, Step 1, \$12,864 (10-month position), effective August 15, 1977. The original job specification for this position has been revised to encompass supervisory assignment and is on file with these Minutes.

Employment - CETA, Title VI

9. The following were employed under CETA Title VI to one-year positions, subject to the availability of funds, effective August 2, 1977.

Martin Freemond	Landscape Assistant	\$760.00/Month
Nancy Louise Robertson	Typist Statistician	\$679.00/Month

Employment - Clerks-Short Term 1977-78

10. The following were employed as Clerks-Short Term on an as-needed basis at the rate of \$3.25 per hour, effective August 1, 1977. The hours will be determined by the appropriate administrator and budget.

Pamela G. Anderson	Mardon L. Sherry
Oda N. Hitchcock	Mary E. Stannard

Change of Status/Reclassification

11. William John Riley was reclassified from Instructional Aide to Senior Laboratory Technician/Art, Division of Fine Arts, Grade 16, Step 4, \$1,182.00 per month, effective August 2, 1977.

CLASSIFIED
PERSONNEL -
REGULAR ACTIONS

-CONTINUED-

Personal Leave Without Pay

12. Joann Hines was granted personal leave without pay from July 13 through August 5, 1977, for a total of 18 days.

Progress Payments requests were unanimously approved as submitted for the projects indicated:

PROGRESS
PAYMENTS

Music Arts Facility

Progress Payment Request Number 15 - Shirley Brothers, Inc.
Revised Contract Amount - \$3,036,813.00

Total due on earned to date	\$2,257,984.70
Less 10% Retention	225,798.47
Net due on earned to date	\$2,032,186.23
Less previous payments	1,945,003.23
Amount due this request	\$ 87,183.00

Relocation of Interim Campus Buildings

Progress Payment Request Number 2 - Miles and Kelly Construction
Contract Amount - \$141,000.00

Total due on earned to date	\$ 111,566.00
Less 10% Retention	11,157.00
Net due on earned to date	100,409.00
Less previous payments	47,912.00
Amount due this request	\$ 52,497.00

Mechanical System Remodeling - Science/Math Building

Progress Payment Request Number 2 - ACR Mechanical Corporation
Contract Amount - \$180,007.00

Total due on earned to date	\$ 33,697.00
Less 10% Retention	3,369.70
Net due on earned to date	30,327.30
Less previous payments	10,356.30
Amount due this request	\$ 19,971.00

Purchase Orders 29551 through 29965, totaling \$1,141,113.20, were approved and payment was authorized upon delivery and acceptance of the items ordered.

PURCHASE ORDERS

District Warrants 36288 through 36384, totaling \$56,171.83, were approved and ratified for payment.

PAYMENT OF BILLS

On July 19, 1977, the tentative 1977-78 budget which was accepted by the Board of Trustees on June 20, 1977, was submitted to the Orange County Superintendent of Schools for publication.

1977-78
BUDGET

A comparative summary of the proposed publication budget as submitted for approval on July 18, 1977, and the tentative budget filed on July 19, 1977, was presented as outlined below:

	Proposed		Actual	
	<u>Publication</u>	<u>Budget</u>	<u>Publication</u>	<u>Budget</u>
	<u>Expenditure</u>	<u>Tax</u>	<u>Expenditure</u>	<u>Tax</u>
<u>General Fund</u>				
Total Operating and Capital Outlay Expense	\$25,126,346	.9092	\$23,982,004	.8501
<u>Special Reserve Fund</u>				
Capital Outlay (Restricted)	22,181	-0-	22,181	-0-
<u>Bond Interest and Redemption Fund</u>				
Bonds and Interest	\$ 1,348,005*	.0352	1,348,005*	.0352
	\$26,496,532	.9444	\$25,352,190	.8853

*This includes \$665,437 of Adjusted Beginning Balance of this Fund. The rate is levied to raise the amount of \$682,568.

A copy of the Annual Financial and Budget Report which had been published was provided, and a copy is attached to these Minutes. The report is in its prescribed format and was published as follows:

July 28, 1977 - The Tustin News
 July 29, 1977 - The Daily Sun-Post
 July 30, 1977 - The Laguna News Post

It was recommended that the Board of Trustees consider the adoption of the proposed budget as revised, outlined in the following reports, copies of which are attached to these Minutes, with the revised tax rate of \$.9444, which is a reduction of \$.0055 from the 1976-77 rate.

- I. Comparative Report, General Fund Income
- II. Comparative Report, General Fund Expenditures
- III. Capital Outlay Report (Schedule "C")

Trustee Taylor opened the public hearing for the adoption of the budget for the 1977-78 fiscal year. He extended an opportunity to any member of the public wishing to express an opinion concerning the budget or the operation of the school.

1977-78
BUDGET

-CONTINUED-

Mr. Arthur Lorig, a Member of the Leisure World Subcommittee of a Tax Committee, asked why the proposed "other operating expenses" have increased \$1,100,000 over last year's expenses.

Mr. Barletta displayed a transparency containing this information. He explained that "other operating expenses" includes: utilities, district insurance, contract services, and consultants. During the past year costs for utilities have more than doubled, due to rate increases and extension and expansion of services, even though efforts have been made to conserve energy. The cost for District insurance has almost doubled, while the cost for employee insurance has increased about forty percent. The costs for contract services have increased, estimated on work and activities anticipated for 1977-78. Trustee Berry added that it should be noted that the consultant fees expended by the District are extremely low.

Mr. John Simons, a resident of Laguna Hills, speaking for the elderly as well as for those in their twenties and thirties, stated that he is not against education but that he feels that the way things are going it is getting out of hand. In the last two years his taxes have gone up over fifty percent, and young people are not even able to purchase a home. He asked that the budget be cut.

Mrs. Sara Lederer, a resident of Leisure World, asked for further information concerning the items having to do with federal, state, and county income. She asked why some items are going up while others are going down and why there is no income anticipated for business inventory tax relief and homeowners property tax relief.

Mr. Barletta, referring to a transparency containing this information, indicated, under Federal, the areas where Saddleback College has increased its involvement, such as the C.E.T.A. Program, and others where involvement has dropped because of the decrease of benefits available.

State apportionments, he explained, include the community college construction funds available to the College and the amount of State support for the ADA that is generated by the students attending.

By law, the Business Inventory Tax Relief and Homeowners Property Tax Relief will be established after the assessed valuation has been determined by the County officials. The tax rate is then applied against that base in order to determine the amount to be reimbursed by the State.

Income from County sources is represented by tuition received from those counties in the State of California whose students do not reside in a community college district and have the right to attend any community college in the State of California.

Local sources of income include the District taxes secured roll which is that income derived from a tax levy on real property in the County. This is based on the total of the assessed valuation base made up of reappraisals as well as new property coming on the rolls for the first time. Also included is the unsecured roll which represents the personal property, mostly within the business community.

1977-78
BUDGET

-CONTINUED-

"Prior Years" indicates tax collections that are received after the close of the prior tax year.

Interest shown is the apportionment received from investments of monies the College has on hand (mostly construction funds which are not readily required but committed).

Nonresident tuition, unlike that represented under County, is for students who do not qualify as residents of the State of California and who are, therefore, obliged to pay tuition.

Superintendent/President Lombardi pointed out that the student health fees, even though carried in the budget, are paid by the student and not by the taxpayer. It is being reduced, as off-campus students will not be charged a fee this year. Late registration, parking and traffic fines is being reduced as more parking is being provided.

"Miscellaneous" includes donations made to the College.

Tuition transfers indicates students that reside in a community college district and come to Saddleback College.

A beginning balance in excess of \$3,000,000 is derived from un-expended balances that made it possible to participate in an investment program which produced interest income; however, Mr. Barletta added, our accounts payable liability amounts to \$2,400,000.

At Trustee Berry's request, Mr. Barletta explained the procedure used to develop the budget, based on need, and beginning with a zero-based budget. Each division director prepared requests which were reviewed by the Dean of Instruction and then by the Business Manager. After compilation they were presented to the Superintendent/President for further consideration. They are now being presented to the Board of Trustees for approval.

Mr. Wandling, a resident of Leisure World, commented that he does not deal so much in figures as he does in values and, while there are those who request that taxes be cut, everyone feels that this is "our college" which was voted into being by the people over ten years ago. He feels that the budget contains honest figures and he hopes that constructing buildings on a "pay-as-you-go" basis will continue.

Mr. Hall, a resident of Leisure World, stated that he agrees with Mr. Wandling that the College should continue doing what it is doing on a "pay-as-you-go" basis.

Trustee Taylor acknowledged receipt of approximately fifteen letters from residents within the District. A copy of each letter was given to each Trustee, as is the Board's policy, and a copy of each letter will be placed on file with these Minutes.

1977-78
BUDGET

-CONTINUED-

Trustee Price commented that every letter received from Leisure World, with the exception of Mr. Wandling's, is in favor of reducing the tax rate if at all possible, and those who have contacted him personally feel the same.

Trustee Taylor thanked those who had attended and corresponded. He then opened the floor to the Members of the Board of Trustees for discussion and action.

A motion was made by Trustee McKnight and seconded by Trustee Watts to adopt the proposed budget as revised, with the revised tax rate of \$.9444, which is a reduction of \$.0055 from the 1976-77 rate, as outlined below:

.9444
TAX RATE

	<u>1977-78 Budget</u>	
	<u>Expenditure</u>	<u>Tax</u>
<u>General Fund</u>		
Total Operating and Capital Outlay Expense	\$25,126,346	.9092
<u>Special Reserve Fund</u>		
Capital Outlay (Restricted)	\$ 22,181	-0-
<u>Bond Interest and Redemption Fund</u>		
Bonds and Interest	<u>\$ 1,348,005</u>	<u>.0352</u>
	\$26,496,532	.9444

Trustee Price reiterated his position, taken at the last Board Meeting: he feels that the District should be able to reduce the appropriation for the year 1977-78 for the northern campus from \$1,200,000 to \$700,000 and to accept the original proposal of the staff to finance the equipment from the seven-year lease approach rather than cash. He feels that capital outlay should be financed over a period of years rather than burdening the people during one year. Although this is contrary to his own original feeling of "pay-as-you-go" he stated, it is because he has had some misapprehensions as to what the costs would be totally and because things have changed a great deal as far as State availability of money since the original study was made.

Trustee Price feels that there are many other areas where monies could be saved but, in his junior capacity as a Member of the Board, he is willing to accept every other part of the administration's proposal as modified in previous meetings. He does not feel that just because the assessed valuation went up that it gave the District a license to spend more money. He does feel an obligation not to artificially hang on to a tax rate. He feels that the tax rate should be cut two and one-half cents.

Trustee Watts stated that this would save the taxpayers \$386,000 while a cost of approximately \$250,000 to \$500,000 in interest would be incurred over the next seven years. He cannot see becoming indebted and paying this interest for a two-cent tax cut. He believes in the "pay-as-you-go" method of financing.

Trustee Berry stated that it is her sincere desire to see the growth of the College continued but that, under no circumstances, should this be an additional burden to the taxpayers. Although ADA has increased 147 units, the budget is up almost \$7,000,000 and, therefore, reductions are needed and are in order, she stated. She feels that tax cuts should start with the Saddleback Community College District. However, she is not in favor of Trustee Price's suggestion to take monies from the northern campus. She pointed out that contingencies have increased to \$958,976 and that the contingency accounts could be taken from, as money is borrowed to pay annual bills in any event.

Superintendent/President Lombardi explained that the contingency fund is a "savings account" - a reserve - and that the County requests that it contain an amount equal to approximately five percent of the total budget. He stated that there are a number of areas where this assists the College, giving, as an example, the quarter of one million dollar expenditure necessary to correct the ventilation system in the Science-Mathematics Building this year and, he stated, it would be unrealistic to operate otherwise. He added that, even if monies expended on the ventilation system are recovered through the courts, they would not be received this year or the next. He then requested that a reasonable contingency fund be approved and added that, hopefully, the District would then not need to borrow as much money this year.

Trustee Brandt stated that she believes that this College is a good college and needs most of the items requested, but that there are thousands of people in the District who do not know that Saddleback College is their college and, therefore, are paying taxes without benefitting. Also, she is concerned that the people of Mission Viejo may not be receiving exactly what they want. She requested that the administration find out what the community wants and that more be done to inform the community that Saddleback College exists. She requested that a needs assessment be conducted, that a presentation on this subject be given at the next Board Meeting, and that a status report be given in six months.

Trustee Price requested that the following reports also be provided:

1977-78
BUDGET

A report justifying the stadium lights (the income expected).

-CONTINUED-

A report explaining why it is costing more money to run the College - taking the four basic cost factors of inflation, growth, upgrading and expansion into consideration. He requested that the total cost increases as well as the reduction of State income be shown by year.

Trustee McKnight, as a new Board Member, stated that he is in agreement with Trustee Brandt concerning the need for better communication and with Trustee Berry that money should not be taken away from the northern campus. The Select Citizens' Advisory Committee, about one year ago, agreed, after much deliberation, that a second campus is needed. Since that time the California Postsecondary Education Commission has said that the District is moving too slowly and that need for a second campus is greater than imagined. After visiting high schools in the District he has found the need exists to support our students' needs for facilities, particularly in the vocational/technical field. The District is growing at a phenomenal rate while growth at other community colleges has leveled off or is declining - growth in an era of limits. At the present time the District is not receiving aid which is needed from the State - aid that the other colleges have acquired. He suggested that the public contact Assemblyman Cordova and State Senator Carpenter to alert them to this need. He concluded that the College cannot cut its budget without diminishing its programs. The youths in this area need this College, he stated, as this may be the only college that they will ever know. Within reason, and while understanding the problems, the College should be supported in its growth and aspirations.

Trustee Price concluded that he understands that the requirements for a contingency fund are primarily aimed at an effort to offset repetitive borrowing every year and that every good sound business has a sizeable cash reserve which is necessary. Also, he pointed out that the second campus project is on the way and progress would not be slowed down by a debate as to how to finance. He feels that the budget can be cut and lived with very comfortably.

A roll call vote was taken:

Ayes: Brandt, McKnight, Taylor, Watts
Noes: Berry, Price
Abstain: None
Absent: Greinke

.9444
TAX RATE
ESTABLISHED

The tax rate was established at \$.9444.

Superintendent/President Lombardi stated that a number of months ago a lengthy discussion of our telephone needs was entered into with Pacific Telephone Company, who generously spent time to provide several potential solutions. It was then concluded that the District, by law, must request quotations in this matter. It was attempted to develop clear and understandable requirements for our telephone system, and last week five companies came forth in response to our bid specifications with their understanding of the solution.

A report prepared by Telecommunications Design Corporation, approved to act as a consultant for the College, regarding the bids submitted for the campus telephone system was presented for consideration and action, along with a tabulation of all of the bids received. It appears, from the recommendation made by the consultant, that Telink, Inc. is the low bidder. Superintendent/President Lombardi had personally contacted customers served by Telink, Inc. and they expressed satisfaction with the service received.

A letter dated July 26, 1977, from Mr. Ralph T. Drews, Regional Manager, Stromberg-Carlson Communications, a General Dynamics Subsidiary, Los Angeles, California, a bidder, had been received and transmitted to the Members of the Board of Trustees. A copy is on file with these Minutes. The letter states that the low bidder's system does not comply with a major bid specification requirement, that the system proposed by the low bidder, Telink, Inc. did not include redundant common equipment as defined in the Glossary of Communications by Emerson G. Smith, Copyright 1971, and that they are requesting that Telink, Inc. be disqualified and that the next qualified bidder, Stromberg-Carlson Communications, be awarded the contract.

A letter dated July 28, 1977, from Robert W. St. Pierre, Vice-President - Client Services, Telecommunications Design Corporation, Santa Ana, California, the consultant, in response to the Stromberg-Carlson's letter of complaint, had been received and distributed to each Member of the Board of Trustees. A copy is on file with these Minutes. It stated that Telink, Inc., the low bidder, is in full compliance with the specifications released by the District and it gave further explanation of "redundant common equipment". Mr. Donald W. Woodaman, President, Telecommunications Design Corporation, was present, and he further clarified the difference between "redundant common control" and "redundant common equipment". He stated that Stromberg-Carlson was the only vendor who had made this inaccurate interpretation of the bid specification, perhaps because a representative did not feel it was necessary to be present at the pre-bidding conference at which time questions concerning the intent of the bid specifications were made clear to all vendors.

A representative of Stromberg-Carlson was present to discuss the bid specifications and the difference of opinion between them and the consultant as outlined in their letter. He stated that if a requirement had been revised at the pre-bidding conference that all vendors should have received a change notice in writing to this effect.

Representatives of the Pacific Telephone Company were in attendance to give a presentation on their suggested solution: CENTREX. This includes services now being received by the College as well as offering direct inward dialing capabilities, automatic identification of long distance calls, and the ability to handle the growth of the College. This is not included on the bid tabulation, as concessions were given to the telephone company to bid this item in this manner rather than according to specifications.

TELEPHONE
SYSTEM
AWARD

-CONTINUED-

Trustee Taylor stated that his suggested solution is as he recommended four months ago: eliminate unnecessary phone lines and add more line and more operators.

Mr. Charles O'Hara, representing Executone, a Southern California Corporation, a bidder, remarked about the bidding process and content. He feels that the contract should not be awarded to any bidder who does not meet specifications, but should be awarded to the one meeting all specifications. He feels that Executone should, therefore, receive the award as they did not take a single exception to the bid specifications, while every other bidder did not meet the bid specifications. Mr. Larry Lyles, Vice-President of Executone, told of the reliability of the systems installed in Southern California by Executone.

Mr. Woodaman, the consultant, stated that anyone can take exception to a bid specification and can improve on it if it can be rationalized. He feels that the bids were fairly analyzed and that the intent of the bid specification was adhered to by all. Each bidder, with the exception of the telephone company, qualified as meeting the bid specifications. Since that, in fact, is the case, the low bidder should receive the contract.

Trustee Berry thanked Mr. Woodaman for the work he has done for the District.

Stromberg-Carlson's representative requested that the item be rebid with the specifications rewritten based on the knowledge of what is needed.

Executone's representative strongly protested a rebid because it had met the specifications - right or wrong. He commented that adjustments to the contract could be made in compliance with the Education Code.

Mr. Duthoy, Director of Procurement and Stores, requested that a consultant be retained to assist in the preparation of specifications if the contract is rebid.

A representative of Communications Resources Company, a consulting firm, stated that, taking everything into consideration, the specifications were well written. He stated that the choices available are to award the contract to the low bidder meeting specifications or to rebid.

A motion was made by Trustee McKnight and seconded by Trustee Price to withdraw the report from the agenda for further deliberation.

X TELEPHONE
SYSTEM
AWARD

After discussion, Trustee Price withdrew his second, as he was not fully in agreement with the wording of the motion.

-CONTINUED-

A motion was made by Trustee Berry, seconded by Trustee Watts and carried, to reject all bids at this time.

ALL BIDS
REJECTED

Trustee Brandt was opposed. She would prefer that the matter be tabled at this time.

A motion was made by Trustee Berry, seconded by Trustee Watts and unanimously carried, to conduct a needs assessment and to retain a consultant to direct this study.

NEEDS ASSESSMENT
TO BE CONDUCTED
BY A CONSULTANT

It was recommended that the following awards 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

1. Bid Number R-6218 - Acoustical Tile for Gym Foyer

The Perma-Seal Company of California \$1,663.20

2. Bid Number R-814 - Secretarial Chairs - Vocational Technology
CETA Title VI

Allied Business Interiors \$1,475.01

3. Bid Number R-813 - Typewriters - Vocational Technology -
CETA Title VI

IBM Corporation \$2,210.10

4. Bid Number 318 - Television Equipment - Library - T.V. Studio

Hoffman Electronics Corporation 726.86
Instant Replay Equipment Company 1,570.92
KVC, Incorporated 1,754.83
Broadcast Communications Devices, Inc. 5,745.20
\$9,797.81

5. Bid Number 322 - Faculty Office Furniture - New Relocatable
Building - Upper Interim Campus - Bid "B"

United Business Interiors \$7,090.85

6. Bid Number R-17149 - Storage of Fine Arts Equipment

Fischer Moving and Storage \$1,710.73

7. Bid Number R-5126 - Continuing Education Furniture -
Dean of Instruction

AWARDS

-CONTINUED-

McMahan Desk, Inc. \$4,096.20

8. Bid Number R-812 - Furniture - Vocational Technology -
CETA Title VI

The Welch Company \$ 438.20
United Business Interiors 1,771.32
\$2,209.52

9. Bid Number R-1988 - File Cabinets - Dean of Instruction -
Faculty Offices

Bassett Business Interiors \$ 202.42

Additonal amount due to price increase under Orange County
Contract.

10. Bid Number R-14431 - Photography Drier and Processor -
Library - Photo Graphics

VWR Scientific/Treck \$ 960.67
Calumet Scientific, Inc. 5,781.83
\$6,742.50

11. Bid Number R-11086 - Lift Truck - Maintenance & Operations

SAM, Inc. \$1,784.54

12. Bid Number 320 - Doors, Frames, Hardware - Addition and
Remodel Projects

At the meeting of July 25, 1977, the award for the above
portion of Bid Number 320 was made to Watson Dreps in the
amount of \$26,528.00, following receipt of a request for
withdrawal from Elljay Acoustis, Inc., the low bidder at
\$14,620.00. Elljay Acoustics, Inc., has now rescinded
the request to withdraw their bid.

It was therefore recommended that the action taken by the
Board of Trustees at the meeting of July 25, 1977, on the
Doors, Frames and Hardware be rescinded and that the award
for this item be made to Elljay Acoustics, Inc., in the
amount of \$14,620.00.

13. Bid Number 325 - Two Relocatable Buildings

(1) Auxiliary Cafeteria, Lower Campus

Modular Facilities Leading Company
(three-year lease) \$ 626.48
per month

13. Bid Number 325 - Two Relocatable Buildings - Continued

AWARDS

(2) Classroom Building

-CONTINUED-

Modular Facilities Leasing Company
(three-year lease)

\$ 585.90
per month

14. Bid Number R16850 - Lower Campus Cafeteria Furniture

McMahan Desk

\$3,835.08

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

APPROVED

During the period between regular or special board meetings, authorization was requested for the Superintendent, Assistant Superintendent-Business, or Assistant Superintendent-General Development to make such awards, process such purchase orders, approve such change orders as may be essential to the completion of construction projects, and employ such certificated or classified personnel as are essential to the District, subject to subsequent ratification by the Board of Trustees.

AUTHORIZATION
REQUEST

Trustee Berry requested that this be limited to the month of August in 1977 only. There were no objections.

Trustee Price requested that this authorization only cover those matters which are contained in the budget.

A motion was made by Trustee McKnight, seconded by Trustee Price and unanimously carried, to authorize the Superintendent, Assistant Superintendent-Business, or Assistant Superintendent-General Development to make such awards, process such purchase orders, approve such change orders as may be essential to the completion of construction projects, and employ such certificated or classified personnel as are essential to the District, as necessary during the month of August, 1977, if such items are contained in the budget, subject to subsequent ratification by the Board of Trustees.

APPROVED
AS REVISED

Change Order Number 1 on the Science-Mathematics Mechanical System Remodel was submitted for approval as presented below:

CHANGE ORDER -
SCIENCE-MATH
REMODEL

Change Order Number 1 covers two items with a net increase in the contract amount of \$17,998.00.

Original Contract Amount	\$180,955.00
Change Order Number 1 (07-29-77) Add	<u>17,998.00</u>

Revised Contract Amount \$198,953.00

There is no time extension requested; the date of completion remains September 28, 1977.

A motion was made by Trustee Price, seconded by Trustee Watts and unanimously carried, to approve Change Order Number 1 on the Science-Mathematics Mechanical System Remodel as presented.

CHANGE ORDER -
SCIENCE-MATH
APPROVED

Change Order Number 1 on the Upper Campus Grading was submitted for approval as presented below:

CHANGE ORDER -
UPPER CAMPUS
GRADING

Change Order Number 1 covers one item with a net increase in the contract amount of \$2,400.00.

Original Contract Amount	\$135,000.00
Change Order Number 1 (07-22-77) Add	<u>2,400.00</u>
Revised Contract Amount	\$137,400.00

A motion was made by Trustee Brandt, seconded by Trustee McKnight and unanimously carried, to approve Change Order Number 1 on the Upper Campus Grading as presented.

APPROVED

Mr. Blurock, William Blurock and Partners, Architects/Planners, distributed a preliminary copy of a booklet entitled: "Northern Campus General Site Plan and Phase I Development" to each Member of the Board of Trustees. This plan contains educational specifications, space allocations and schematic studies. The booklet was prepared by Dr. Edward Hart, Assistant Superintendent - General Development and the firm of William Blurock and Partners. Charts, copies of which are contained in the booklet, were displayed showing interior and exterior studies. A set of drawings was made available to the Members of the Board of Trustees to review. Mr. Blurock stated that his office is now finished with schematic drawings and is into working drawings. It is planned to solicit bids for the site development work prior to the next Board Meeting.

UPDATE ON THE
TUSTIN/IRVINE
SATELLITE

Trustee Brandt suggested that copies of this booklet be displayed in city halls and libraries throughout the community.

There being no further business, the Meeting was adjourned at 11:40 p.m. until Monday, August 29, 1977, at 7:30 p.m.

RA. Lombardi
R. A. Lombardi, Secretary of the Board of Trustees