

SADDLEBACK COMMUNITY COLLEGE DISTRICT  
28000 MARGUERITE PARKWAY  
MISSION VIEJO, CALIFORNIA 92692

MEETING OF THE BOARD OF TRUSTEES  
7:30 P.M., AUGUST 19, 1991  
ROOM B209, PHYSICAL SCIENCES BLDG.  
IRVINE VALLEY COLLEGE

AGENDA

CLOSED SESSION - 7:00 P.M.

PLEDGE OF ALLEGIANCE

Led by Trustee Walther

INVOCATION

Led by Trustee Milchiker

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETING

ACTION

Regular Meeting of July 22, 1991

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

PRESENTATION

1. RECOGNITION OF COMMISSION MEMBERS

As requested by CCLC, the Chancellor conveys with thanks the Certificates of Appreciation on behalf of the CCLC President, Lee M. Lockhart, and Executive Director, David L. Viar, for service as commission members.

PRIORITY

CONSENT CALENDAR

2. CONSENT CALENDAR ACTION

Designated items will be recommended for action as indicated.

GENERAL

3. IRVINE VALLEY COLLEGE: FUNDS FOR INSTRUCTIONAL IMPROVEMENT/LOAN ACCEPTANCE ACTION

It is recommended that the board accept the award of the Funds for Instructional Improvement Capital Equipment Loan from the State Chancellor's Office in the amount of \$50,000 for the purchase of a rear projection video unit.

INSTRUCTION AND STUDENT SERVICES

4. SADDLEBACK COLLEGE: CO-SPONSORSHIP OF FILM SERIES ACTION

It is recommended that the board approve Saddleback College's co-sponsorship of "The Road to War" film series to be shown between December 6, 1991, and February 21, 1992.

5. SADDLEBACK COLLEGE: COMMUNITY EDUCATION FALL 1991 ACTION

It is recommended that the board approve the addition to the Fall 1991 Community Education program as outlined.

6. SADDLEBACK COLLEGE: MOTORCYCLE RIDER SAFETY PROGRAM ACTION

It is recommended that the board approve the additional presenters and their compensation for the Community Education Motorcycle Rider Safety Program as outlined.

7. SADDLEBACK COLLEGE: EDUCATIONAL SERVICES AGREEMENT ACTION

It is recommended that the board approve an Educational Services Agreement with Southern California Edison Company for Saddleback College to offer vocational and educational assessment for the firm's employees.

8. SADDLEBACK COLLEGE: HONORARIA ACTION

It is recommended that the board approve the following honoraria:

- a. GUEST SPEAKER

\$100 for Dr. Richard Thomas' presentation on hazardous materials in the Emergency Medical Technician course on August 26, 1991.

- b. SUMMER STOCK

Honoraria in the amounts listed to the Saddleback Company Theatre Artists and Craftspersons for their services to produce summer professional theatre.

9. SADDLEBACK COLLEGE: GUEST ARTIST CONTRACT ACTION

It is recommended that the board authorize a guest artist contract with piano soloist Dr. Thomas J. Lymentstull for a single performance on Thursday, January 16, 1992, at a cost not to exceed \$150.

10. IRVINE VALLEY COLLEGE: BUS SHELTER AGREEMENT - TARGET MEDIA ACTION

It is recommended that the board approve the amended agreement between Target Media and Irvine Valley College for advertising bus shelters.

11. IRVINE VALLEY COLLEGE: EVENTS EXPENDITURE ACTION

It is recommended that the board approve the expenditures for the Cultural Arts and Educational events for the Fall 1991 Cultural Arts and Education events as presented.

12. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

It is recommended that the board approve the granting of certificates to the students listed by:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

### FACILITIES

13. CONSTRUCTION INSPECTION SERVICES CONTRACT ACTION

It is recommended that the board approve an increase in the base rate of pay for District inspectors from \$28 per hour to \$30 per hour.

14. SADDLEBACK COLLEGE: AWARD OF BID - PIPELINE REPLACEMENT FOR SWIMMING POOL ACTION

It is recommended that the board award Bid 871 to Plumbing, Piping & Construction, Inc., for \$52,868 with funds acquired through Deferred Maintenance Project.

15. SADDLEBACK COLLEGE: CHANGE ORDERS ACTION

It is recommended that the board ratify the following change orders:

- a. NO. 1, BUILDING N

to amend the contract with Irvine Engineering Corporation by increasing the contract amount by \$3,989 to \$169,994 and no extension of contract completion date.

- b. NO. 16, TECHNOLOGY/APPLIED SCIENCE BUILDING

to amend the contract with Golden Eagle Insurance Company for the construction of the Technology/Applied Science Building with no change to the contract amount and no extension of the contract completion date.

16. IRVINE VALLEY COLLEGE: PARKING LOT NO. 6

ACTION

It is recommended that the board approve contracts for the following services:

a. HIRE ARCHITECT

contract with Taylor & Associates Architects to provide architectural services for a fixed fee of \$54,4000.

b. HIRE ENGINEER

contract with JHH Consultants to provide a site survey and topographic map for a fixed fee of \$4,600.

c. HIRE GEOTECHNICAL SERVICES - CONSTRUCTION PHASE

contract with PSI, Inc., South Coast Geologic Services Division, for geotechnical services during rough grading and construction in the amount of \$2,650.

17. IRVINE VALLEY COLLEGE: P.E. OUTDOOR FACILITIES (PLAYING FIELDS)

ACTION

It is recommended that the board approve contracts for the following services:

a. AWARD CONTRACT FOR CONSTRUCTION

award of Bid 144 for the construction of the P.E. Outdoor Facilities to Valley Crest Landscape in the amount of \$1,845,450 subject to approval by the State Chancellor's Office and release of state funds.

b. HIRE MATERIALS TESTING AND INSPECTION SERVICES

contract with ICG Incorporated in the amount of \$3,603.50 for field and laboratory materials testing and inspections for construction.

c. HIRE GEOTECHNICAL SERVICES, CONSTRUCTION PHASE

contract with PSI, Inc., South Coast Geologic Services Division, in the amount of \$12,642 for geotechnical services during rough grading and construction.

d. CONSTRUCTION INSPECTION SERVICES

contract with Robert Augustine to provide inspector-of-record services at a total cost of \$19,000.

18. IRVINE VALLEY COLLEGE: P.E. FACILITIES SHOWER/ LOCKER ROOM BUILDING ACTION

It is recommended that the board approve contracts for the following services:

a. AWARD CONTRACT FOR CONSTRUCTION

award of Bid 145 for the construction of the P.E. Facilities Shower/Locker Room Building to Pinner Construction Company in the amount of \$2,095,100 subject to approval by the State Chancellor's Office and release of state funds.

b. HIRE MATERIALS TESTING AND INSPECTION SERVICES

contract with ICG Incorporated for field and laboratory materials testing and inspections in the amount of \$9,485.50.

c. HIRE GEOTECHNICAL SERVICES, CONSTRUCTION PHASE

contract with PSI, Inc., South Coast Geologic Services Division, for geotechnical services during rough grading and construction in the amount of \$14,080.50.

d. CONSTRUCTION INSPECTION SERVICES CONTRACT

contract with Robert Augustine to provide inspector-of-record services at a total cost of \$39,000.

19. SADDLEBACK COMMUNITY COLLEGE DISTRICT: ACTION  
GOLF DRIVING RANGE

It is recommended that the board approve contracts for the following services:

a. AWARD CONSTRUCTION CONTRACT

award of Bid 870 for construction of the Golf Driving Range to Culp Construction Company in the amount of \$2,083,282.

b. HIRE MATERIALS TESTING AND INSPECTION SERVICES

contract with ICG Incorporated for field and laboratory materials testing and inspections in the amount of \$7,703.50.

c. HIRE GEOTECHNICAL SERVICES, CONSTRUCTION PHASE

contract with PSI, Inc., South Coast Geologic Services Division, for geotechnical services during round grading and construction in the amount of \$16,095.

d. CONSTRUCTION INSPECTION SERVICES CONTRACT

contract with J.P. Brown to provide inspector-of-record services at a total cost of \$50,000.

20. IRVINE VALLEY COLLEGE: RENEWAL OF EASEMENT ACTION  
LICENSES, SOUTHERN CALIFORNIA EDISON

It is recommended that licenses No. 04-86-014MM and No. 04-86-015MM be approved for the 1991/1992 fiscal year in the amount of \$2,204 respectively as displayed.

BUSINESS/FISCAL

**PUBLIC HEARING**

21. PUBLIC HEARING: PROPOSED 1991/1992 FINAL BUDGET ACTION

At this time, the board conducts a public hearing on the proposed 1991/1992 Final Budget in order to provide for comments from any resident of the District pursuant to Education Code 85003.

**RECONVENE TO REGULAR MEETING**

22. ADOPTION OF THE 1991/1992 FINAL BUDGET ACTION

It is recommended that the board adopt the 1991/1992 Final Budget as established.

23. AWARD OF BIDS ACTION

It is recommended that the board approve the following bid awards:

- a. SADDLEBACK COMMUNITY COLLEGE DISTRICT:  
STORES OFFICE SUPPLIES

Bid 131 for office supplies to seven vendors who provided the lowest bid as displayed in the exhibit. All orders over \$21,000 will be brought to the board for approval prior to placing order.

- b. SADDLEBACK COMMUNITY COLLEGE DISTRICT:  
STORES PAPER SUPPLIES

Bid 132 for paper supplies to three vendors who provided the lowest bid as displayed in the exhibit. All orders over \$21,000 will be brought to the board for approval prior to placing order.

- c. IRVINE VALLEY COLLEGE: REAR PROJECTION  
SYSTEM

Bid 147 for a rear projection system to American Video Computers Incorporated for \$47,726.62.

d. IRVINE VALLEY COLLEGE: TELEPHONE, DATA AND CABLE T.V. WIRING AND DISTRIBUTION SYSTEMS

Bid 150 for telephone, data and cable T.V. wiring and distribution systems, Student Services Center, to Kristel Communications Consulting for \$32,995.25.

e. SADDLEBACK COLLEGE: JANITORIAL SUPPLIES

Bid 864 for janitorial supplies to fourteen vendors as listed in the exhibit for the total amount of \$38,778.68.

f. SADDLEBACK COLLEGE: MAINTENANCE OF BANYAN FILE SERVER

Bid 873 for maintenance of the Banyan file server for a ten-month and ten-day contract to Wiztec, Inc. for \$12,720.33.

24. CALIFORNIA STATE UNIVERSITY, FULLERTON - ACTION  
MISSION VIEJO CAMPUS: BOOKSTORE AGREEMENT

It is recommended that the board approve a three-year agreement covering the period from August 20, 1991, to June 30, 1994, inclusive with Campus Services, Inc., to operate a bookstore on lower campus for CSU Fullerton - Mission Viejo Campus, in the amount of \$8,000 annual guarantee, or 8% of gross sales, whichever is greater.

25. LEGAL SERVICES FEE INCREASE, PARKER, COVERT & ACTION  
CHIDESTER LAW OFFICES

It is recommended that the board authorize the payment for legal services arising from its agreement with Parker, Covert & Chidester, dated November 13, 1979, in accordance with the rated schedule in the exhibit.

26. AUTHORIZED SIGNATORIES

ACTION

It is recommended that the board authorize the following:

a. RESOLUTION: AUTHORIZED SIGNATURES

Resolution 91-44 certifying the signatures of the Chancellor, the new Vice Chancellor of Fiscal Services and Operations, J. Anthony Carcamo, and the Director of Business Services, Katie Slavin, as authorized to sign notices for functions as shown and authorize Raymond Duthoy, Director of Central Services, to sign contract only.

b. RESOLUTION: REVOLVING CASH FUND SIGNATURES

Resolution No 91-46 appointing Vice Chancellor J. Anthony Carcamo as the designated custodian and signatory for this fund and that William Kelly, Vice Chancellor, Administrative Services, and Katie Slavin, Director, Business Services, as the designated alternate signatories of the revolving cash fund and authorize the signature of same on all claims for the replenishment of this fund.

c. APPOINTMENT OF CHANCELLOR'S DESIGNEES AUTHORIZED TO APPROVE TRAVEL AND CONFERENCE REQUESTS

authorize the individuals designated effective August 1991, to approve travel and conference requests when appropriate.

27. SCCD CONSULTANT CONTRACT AGREEMENTS

ACTION

It is recommended that the board approve the following consultant agreements:

a. GLENN FEINGERTS

to update the photo files at the rate of \$50 per hour plus \$15 per roll including processing and proof sheets not to exceed a total of \$300.

b. COUNTY OF ORANGE DEPARTMENT OF EDUCATION

for the services of M.K. Gustinella to provide training in the areas of supervision and group interaction for a sum not to exceed \$2,000.

28. SCCD STAFF DEVELOPMENT EXPENDITURES ACTION

It is recommended that the board approve the expenditures for the listed activities at a cost not to exceed \$300.

29. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 25471 through 26140 totaling \$1,997,221.04.

30. PAYMENT OF BILLS ACTION

It is recommended that the board approve the payment of checks 185550 through 19753 totaling \$4,930,695.40; credit card purchases totaling \$2,634.55; SC Community Ed check 1563 through 1776 totaling \$161,886.03; and IVC Community Ed checks 2060 through 2259 totaling \$279,121.42.

31. TRUSTEE REQUEST TO ATTEND CONFERENCES AND MEETINGS ACTION

It is recommended that the board approve the trustees' requests for travel and/or mileage as shown.

SPECIAL REPORTS

32. REPORTS INFORMATION

- a. Public Comments Concerning Items Not on Agenda
- b. Board Members' Reports
- c. Saddleback College President's Report
- d. Irvine Valley College President's Report
- e. Academic Senate's Reports

1. Saddleback College Academic Senate
  2. Irvine Valley College Academic Senate
- f. California School Employees Association Report
  - g. Faculty Association Report
  - h. Classified Senate/Council Report
    1. Saddleback College Classified Senate
    2. Irvine Valley College Classified Council
  - i. Chancellor's Report

PERSONNEL

33. EMPLOYMENT AND STATUS CHANGE ACTION

a. ACADEMIC PERSONNEL

It is recommended that the submitted academic personnel actions be approved.

b. CLASSIFIED PERSONNEL

It is recommended that the submitted classified personnel actions be approved.

GIFTS TO THE DISTRICT

34. GIFTS ACTION

It is recommended that the board accept the following gifts: fabric for quilting to be used in Quilting/Patchwork in Emeritus Institute classes donated by Margarete Woodward to Saddleback College; one 1991 Infiniti G-20 automobile to be used by students in the Automotive Technology classes donated by Nissan Motor Corporation to Saddleback College; \$9,000 cash to be used to purchase library books donated to Saddleback College Foundation by an external donor.

CORRESPONDENCE

35. CORRESPONDENCE

INFORMATION

CLOSED SESSION - IF REQUIRED

ADJOURNMENT

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