



CERRITOS COLLEGE
BOARD BOOK

DECEMBER 7, 2016



CERRITOS COMMUNITY COLLEGE DISTRICT
AGENDA FOR THE REGULAR MEETING OF THE
BOARD OF TRUSTEES

CHERYL A. EPPLE BOARD ROOM

Wednesday, December 7, 2016 at 6:30 p.m.

CALL TO ORDER:

Dr. Shin Liu, Board President

Dr. Shin Liu, Board President
Trustee Area 5

Martha Camacho-Rodriguez, Member
Trustee Area 1

Marisa Perez, Board Vice President
Trustee Area 4

Carmen Avalos, Member
Trustee Area 2

Zurich Lewis, Board Clerk
Trustee Area 7

John Paul Drayer, Member
Trustee Area 3

Dr. Sandra Salazar, Member
Trustee Area 6

Karen F. Patron D.
Student Trustee

Dr. Jose Fierro
President/Superintendent

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

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President's Office - 11110 Alondra Boulevard - Norwalk, California 90650
(562) 860-2451, Extension 2204 - (562) 860-1104 – FAX

Copies of the agenda materials are available in the President's Office and are available online at

www.cerritos.edu/board

1. **Invocation**
2. **Pledge of Allegiance: Zurich Lewis**
3. **Roll Call**

AGENDA ORGANIZATION

The Board of Trustees will discuss any changes in the order of agenda items. Per [Board Policy 2340](#), the order of business may be changed by consent of the Board of Trustees.

COMMENTS FROM THE AUDIENCE

(Government Code Section 54954.3)

The Board of Trustees welcomes public comment on issues within the jurisdiction of the college. Public comment request cards must be completed and returned to the secretary prior to the start of the meeting. Late arrivals will not be permitted to speak. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker.

Note: Members of the board may not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action. Also, be advised that college personnel and processes are available for further communication.

REPORTS AND COMMENTS FROM CONSTITUENT GROUPS

At this time, a brief report and summary of initiatives will be given by identified constituent group leaders:

- Associated Students of Cerritos College (ASCC) President
- Faculty Senate President
- Cerritos College Faculty Federation (CCFF) President
- California School Employees Association (CSEA) President
- Association of Cerritos College Management Employees (ACCME) President

Note: Members of the board may not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action. Also, be advised that college personnel and processes are available for further communication.

ORGANIZATIONAL MEETING

4. Certification of Election of Members of the Cerritos College Board of Trustees

It is recommended that the Board of Trustees receive and accept the certification of election results from the Los Angeles County Registrar-Recorder/County Clerk and declare the following individuals elected to the office of Trustee of the Cerritos College Board of Trustees for the following four-year terms:

- Carmen Avalos

- Marisa Perez
- Martha Camacho-Rodriguez
- Dr. Sandra Salazar

5. Swearing In of Re-Elected and Newly Elected Trustees

Installation of Re-Elected Board Members

- Carmen Avalos
- Marisa Perez
- Dr. Sandra Salazar

Installation of Newly Elected Board Members

- Martha Camacho-Rodriguez

6. Election of Board Officers (President, Vice President and Clerk)

It is recommended that the current Board President conduct the organizational meeting through the official election of the 2017 Board President. The 2017 Board President will then conduct the remainder of the meeting including the election of the Vice President and the Clerk of the Board.

7. Consideration of Regular Meeting Dates of the Cerritos Community College District Board of Trustees

It is recommended that the attached dates be approved for the 2017 regular Board meetings.

8. Consideration of Election of Annual Representative to the Los Angeles County School Trustees Association for 2017

It is recommended that the Board of Trustees elect an Annual Representative to the Los Angeles County School Trustees Association for 2017.

9. Information Item: Board Policy 2715 – Code of Ethics/Standards of Practice

Board Policy 2715 – Code of Ethics/Standards of Practice incorporates a code of ethics that includes a clearly defined policy for dealing with behavior that violates its code. The policy states that it is to be reviewed during the organizational meeting following Board member elections.

OPEN SESSION AGENDA

10. Institutional Presentation: Recognition of Classified Employee of the Month

The Board of Trustees will recognize Monica Castro, Administrative Secretary I, as Classified Employee of the Month for October 2016.

11. Institutional Presentation: Helping Dreamers Be Successful

The Financial Aid Office will provide data on graduation rates of undocumented students and the laws impacting undocumented students. The presentation will also provide an overview of the goals, implications, and statistics of the student population, including Dreamers. The presentation will conclude with some resources for students and anyone who is interested in learning more about this population.

12. Information Item: Board Advisory Committee Activities Report

The Board of Trustees will receive a summary of Board advisory committee activities from the following:

- a. Bond Construction Advisory Committee

CONSENT CALENDAR ITEMS

Agenda Items 13-41 are presented as Consent Calendar Items. All items may be approved by adoption of the Consent Calendar, individually and collectively by one (1) motion. There will be no separate discussion of these items unless Members of the Board of Trustees, the public, or staff request that specific items be removed from the Consent Calendar for separate discussion and action.

13. New Courses and Programs, and Modifications to Existing Courses and Programs (Office of Academic Affairs)

It is recommended that the Board of Trustees approve new course offerings and modifications to curriculum.

14. Stipends for Center for Teaching Excellence Faculty Inquiry Group (FIG) Taking Place Spring Semester 2017 (Office of Academic Affairs)

It is recommended that the Board of Trustees approve stipends for the Center for Teaching Excellence Faculty Inquiry Group (FIG) taking place during the spring semester of 2017. Funds from the Center for Teaching Excellence (CTX) budget will be utilized for this expenditure for a total amount not to exceed \$7,000.

15. Perkins Grant Honorariums for Workshop Guest Speakers (Office of Academic Affairs)

It is recommended that the Board of Trustees approve grant honorariums for guest speakers in the 2016-2017 academic year. Perkins funds in the amount of \$ 500 will be utilized for this expenditure. No district general funds will be used.

16. BSI-funded Stipends for Basic Skills Initiatives for Fall of 2016 (Office of Academic Affairs)

It is recommended that the Board of Trustees approve stipends for faculty to facilitate workshops for teaching English accelerated courses and participating in workshops for teaching English accelerated courses. General funds will not be used for these stipends. Basic Skills Initiative funds will be utilized.

17. Request to Name CIS Lobby in New Computer Information Science Building (Office of the Cerritos College Foundation)

It is recommended that the Board of Trustees approve the naming rights for the MATH/CIS Lobby area in the new MATH/CIS Building; to be permanently called the James D. Woolever MATH/CIS Lobby. The location will be the first floor east side lobby area. No fiscal impact.

18. Fine Art Donation from LA Based Artist Gustavo Godoy/Vacant Marker (Office of Academic Affairs)

The Committee on Art in Public Spaces (CAPS) recommends that the Board of Trustees accept the generous donation of a large abstract concrete sculpture titled Vacant Marker by LA-based artist, Gustavo Godoy. The sculpture was originally produced for an exhibition at Honor Fraser gallery in Los Angeles in 2012 and was part of a larger project loosely inspired by famed Mexican-American pitcher and Spanish-language announcer Fernando Valenzuela. Because of this inspirational connection to local baseball history, CAPS recommends the placement of this sculpture along the walkway leading to Kincaid Field.

This sculpture, produced by a highly regarded, internationally exhibiting artist, is valued at \$20,000, but will be donated, free-of-cost, to the college by the artist himself. There are only minimal costs associated with the installation of the work for permanent display, including lighting and appropriate signage, which will be covered through the existing budget for public art.

19. Resolution No. #16-1207D in Support of Undocumented Students (Office of the President)

It is recommended that the Board of Trustees adopt Resolution No. #16-1207D in support of Dreamers and undocumented students. No fiscal impact.

20. Resolution No 16-1207E to Declare Cerritos College a Safe Campus for all Students

It is recommended that the Board of Trustees Adopt Resolution No 16-1207E to Declare Cerritos College a Safe Campus for all Students.

21. Acceptance of Gifts (Office of Business Services)

It is recommended that the Board of Trustees ratify the acceptance of a gift on behalf of Cerritos College. There is no cost to Cerritos College for the donated item.

22. Sale of Surplus and Obsolete Materials/Equipment (Office of Business Services)

It is recommended that the Board of Trustees declare and approve the listed items as surplus and authorize the Director of Purchasing and Contract Administration to sell the listed items by means of a public auction by a contract with an auction company in accordance with the district's board policy and administrative procedures. Proceeds from the sale of surplus items will be deposited into the General Fund.

23. Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure (Office of Business Services)

It is recommended that the Board of Trustees approve the award of contract for Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure to RDM Electric Co., Inc. of Chino, California, as the lowest responsive, responsible bidder in the amount of \$249,000, which equals the Total Base Bid Amount.

24. Rejection of All Bids for Bid No. 16P004, Campus Fiber Upgrade – Category 02, Low Voltage (Fiber & Copper) (Office of Business Services)

It is recommended that the Board of Trustees authorize and approve Cerritos College to reject all bids for Category 02, Low Voltage (Fiber & Copper) pursuant to the bid and contract documents, and per Public Contract Code for the reasons as noted below. Funding for the initial advertising of this project, and the rebid of this bid category, will be allocated from the GO Bond.

25. Rejection of All Bids for Bid No. 16P005, Health Wellness Complex – Phase I (Site Prep) (Office of Business Services)

It is recommended that the Board of Trustees authorize and approve Cerritos College to reject all bids pursuant to the bid and contract documents, and per Public Contract Code for the reasons as noted below. Funding for the initial advertising of this project, and the rebid, will be allocated from the GO Bond.

26. Resolution No. 16-1207A, Allowing the Award of Contracts on the Health and Wellness Complex to Prequalified Bidders Based on Surety Bonding Limits (Office of Business Services)

It is recommended that the Board of Trustees approve the award of contract for Bid No. 16P002, Shade Structures – Category 03, Shade Structure Steel to Anderson Charnesky Structural Steel, Inc. of Beaumont, California, as the lowest responsive, responsible bidder in the amount of \$1,808,225, which equals the Total Base Bid Amount plus Alternate No. 2. Funding for this project will be allocated from the GO Bond.

27. Resolution Nos. 16-1207B and 16-1207C Authorizing Specified Employees of the Cerritos Community College District to Approve Notices of Employment, Contracts, and Orders for Salary or Commercial Payments in the LACOE Financial System for the Period January 1, 2017 to December 31, 2017 (Office of Business Services)

It is recommended that the Board of Trustees approve Resolution Nos. 16-1207B and 16-1207C authorizing specified employees of the Cerritos Community College District to approve notices of employment, contracts, and orders for salary or commercial payments in the LACOE financial System for the Period January 1, 2017 to December 31, 2017. No general funds will be used.

28. Ratification of the Second Amendment to the Agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017 (Office of Business Services)

It is recommended that the Board of Trustees ratify the second amendment to the agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017. The District will receive funding in the amount of \$40.45 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$836,152; funding is made possible through the California Department of Education. No general funds will be used.

29. Ratification of the Amendment to the Agreement with the California Department of Education for General Child Care and Development Programs for Fiscal Year 2016-2017 (Office of Business Services)

It is recommended that the Board of Trustees ratify the amendment to the agreement with the California Department of Education for General Child Care and Development Programs for Fiscal Year 2016-2017. The District will receive funding in the amount of \$40.20 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$173,142; funding is made possible through the California Department of Education. No general funds will be used.

30. Ratification of Agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for Information Technology Training and Certification (Office of Business Services)

It is recommended that the Board of Trustees ratify the agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for Information Technology Training and Certification. Cerritos College will receive funding in the amount of \$471,100; funding is made possible through UAW-Labor Employment and Training Corporation's award through the U.S. Department of Labor ETA and the H-1B TechHire Partnership Grant.

31. Contracts under \$25,000 for the Month of October 2016 (Office of Business Services)

It is recommended that the Board of Trustees approve contracts under \$25,000 that were processed during the month of October 2016. Funding sources vary and are dependent upon the goods/services purchased.

32. Purchase Orders for the Month of October 2016 (Office of Business Services)

It is recommended that the Board of Trustees approve the purchase orders processed during the month of October 2016. Funding sources vary and are dependent upon the goods/services purchased.

33. Quarterly Fiscal Status Report for the Quarter Ending September 30, 2016 (Office of Business Services)

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) for the quarter ending September 30, 2016. This quarterly report shows a snapshot-in-time financial status of the college. There is no fiscal impact.

34. Make Budget Transfers and Budget Adjustments (Office of Business Services)

It is recommended that the Board of Trustees approve the budget transfers and budget adjustments as presented. The overall fiscal impact of the budget adjustments will increase the ending balance of the Unrestricted General Fund.

35. Ratification of General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the Quarter Ending September 30, 2016 (Office of Business Services)

It is recommended that the Board of Trustees ratify General Fund, Special Reserve Funds, Restricted Funds, Financial Aid Fund, and Payroll Clearance Fund Warrants for the quarter ending September 30, 2016. The items are budgeted in the General Fund.

36. Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel as Needed for the 2016-2017 Academic Year (Office of Human Resources)

It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel. No additional fiscal impact. This is budgeted in the General Fund.

37. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2016-2017 Academic Year (Office of Human Resources)

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2016-2017 academic year and as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

38. Ratification of Employee Resignations (Including Separations and Retirements) Accepted by the President/Superintendent (Office of Human Resources)

It is recommended that the Board of Trustees ratify the attached list of resignations accepted by the President/Superintendent according to Board Policy 7350. No fiscal impact.

39. Employment of Educational Manager (Office of Human Resources)

_____, Dean of Student Services, Office of Student Activities, Management Salary Schedule Grade 42, Step 1 (\$11,694.00/month)

40. Consideration of Approval of Employment of Full-Time, First-Year Contract (Probationary) (Office of Human Resources)

_____, Instructor (American Sign Language), Column __, Step __, Faculty Salary Schedule (\$_____/annual), 10-School Month Contract, effective January 9, 2017

41. Ratification of Temporary Management “Out-of-Classification” Assignment (Office of Human Resources)

It is recommended that the Board of Trustees ratify a temporary management “out-of-classification” assignment for Yvette Tafoya, EOPS Assistant Director to perform additional responsibilities effective November 3, 2016, for a period not to exceed December 23, 2016

REPORTS AND COMMENTS FROM DISTRICT OFFICIALS

At this time, members of the Board of Trustees will provide brief reports on meetings attended on matters pertaining to their service as a representative of the Cerritos Community College District Board of Trustees pursuant to Government Code 53232.3(d).

Following the Board of Trustees, the President/Superintendent will provide an executive report which includes reports from the Vice President of Business Services, Vice President of Academic Affairs, Vice President of Student Services, Vice President of Human Resources, and Director, College Relations, Public Affairs & Governmental Relations.

42. Adjournment

***The Next Business Meeting of the Board of Trustees is set for
Wednesday, January 18, 2017 at 6:30 p.m.***

I, Dr. Jose Fierro, Secretary to the Board, certify that a true and correct copy of the foregoing Meeting Agenda was posted on November 30, 2016 at 10:00 a.m., as required by law.

Dr. Jose Fierro, President/Superintendent

FROM:

Dr. Jose Fierro
President/Superintendent

SUBJECT: Election of Board Officers (President, Vice President and Secretary)

ACTION

1. It is recommended that the current Board President conduct the December 7, 2016 meeting through the official election of the 2017 Board President.
2. The 2017 President will then conduct the remainder of the meeting including the election of the Vice President and the Clerk of the Board.

FISCAL IMPACT

There is no fiscal impact.

REPORT SUMMARY

Education Code Section 72000 requires the governing board of each community college district to hold an annual organization meeting. The annual organization meeting shall be within a 15-day period following the first Friday in December.

The Board is required by Education code Section 72000 to elect a President and a Clerk of the Board from its members. In addition, Cerritos College Board of Trustees has elected a Vice President to fulfill the duties of the President when the President is not in attendance.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None.

FROM:

Dr. Jose Fierro
President/Superintendent

**SUBJECT: Consideration of Regular Meeting Dates of the Cerritos Community
 College District Board of Trustees**

ACTION

It is recommended that the dates listed below be approved for the 2017 regular Board meetings.

FISCAL IMPACT

No general funds will be used.

REPORT SUMMARY

Education Code Section 72002 requires every community college board to hold monthly meetings at such times as may be provided in the rules and regulations adopted by them.

The following dates for regular and study session meetings are suggested for 2016. Meetings will start at 6:30 p.m. unless otherwise noted.

January 18	May 3	September 20*
January 25**	May 17*	October 4
February 1	June 7	October 18*
February 15*	June 21*	November 1
March 1	July 19	December 6
April 5	August 16	
April 19*	September 6	

* Board Study Session

** Board Study Session for Educational Master Plan

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None.

FROM:

Dr. Jose Fierro
President/Superintendent

<p>SUBJECT: Consideration of Election of Annual Representative to the Los Angeles County School Trustees Association for 2017</p>

ACTION

It is recommended that the Board of Trustees elect an Annual Representative to the Los Angeles County School Trustees Association for 2017.

FISCAL IMPACT

No fiscal impact.

REPORT SUMMARY

The Los Angeles County School Trustees Association is an organization of school board members created in 1937 by the County Superintendent of Schools. About 90 percent of the 93 school and community college districts in Los Angeles County, as well as the County Board of Education, are members of LACSTA.

Under the auspices of the Los Angeles County Office of Education, LACSTA provides school board members with training, information and networking opportunities. LACSTA also cooperates with the California School Boards Association and other organizations for the betterment of education.

On an annual basis, Cerritos College designates a Board representative to the Los Angeles County School Trustees Association. The role of the representative is to:

- a. vote on all Association matters
- b. communicate between the Executive Board, the Association, and the local Board

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None.

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 9

FROM:

Dr. Jose Fierro
President/Superintendent

SUBJECT: Information Item: Board Policy 2715 – Code of Ethics/Standards of Practice

ACTION

This item is presented for information only.

FISCAL IMPACT

There is no fiscal impact.

REPORT SUMMARY

Board Policy 2715 – Code of Ethics/Standards of Practice incorporates a code of ethics that includes a clearly defined policy for dealing with behavior that violates its code. The policy states that it is to be reviewed during the organizational meeting following Board member elections.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Board Policy 2715 – Code of Ethics/Standards of Practice

Board of Trustees

1 BP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

2 References:

3 Accreditation Standards IV.B.1.a, e, and h

4 The Board of Trustees is elected as the governing body of the Cerritos Community
5 College District and is responsible to the electors for the general conduct of the college.

6 The Cerritos Governing Board members recognize that it is not their function, either
7 individually or collectively, to actively engage in the administration of the District and
8 understand that to do so or even give the appearance of doing so, can erode the trust
9 and mutual respect which are the cornerstones of successful Board/Superintendent
10 relationships.

11 Each Member of the Board of Trustees of Cerritos Community College District will:

- 12 1. Hold the educational welfare of the students as his/her primary concern, keeping
13 in mind what is best for the entire institution, not for specific or specialized
14 interests.
- 15 2. Establish a climate of mutual respect and trust even though legitimate differences
16 of opinion may exist among Board Members.
- 17 3. Recognize and actively communicate that Trustee authority to act on behalf of
18 the College rests only with the entire Board assembled in a legally constituted
19 meeting. Board members will make no personal promises of Board action nor
20 take any private action inconsistent with that reality.
- 21 4. Be aware that a Trustee is responsible to all citizens of the community. The
22 authority delegated to the Trustees by the voters must be exercised with as much
23 care and concern for the least influential as for the most influential member of the
24 community.
- 25 5. Acknowledge the Ralph N. Brown Act and conduct its meetings in open session,
26 unless, in the judgment of the Board and only for those purposes permitted by
27 law, it is more appropriate to hold a closed session.
- 28 6. Welcome and encourage the active involvement of students, faculty, staff, and
29 citizens of the District with respect to establishing policy on current college
30 operation and proposed future developments. Board members shall consider the
31 viewpoint of these groups in their deliberation and decision.
- 32 7. Be encouraged to enhance his/her ability to function effectively as a Trustee
33 through devotion of time to study contemporary educational issues, as well as
34 attendance at professional workshops or conferences.
- 35 8. Keep confidential all matters discussed in closed session. They shall not divulge
36 or release such information outside closed session to any staff member or
37 member of the public, unless a majority of Board members agree to release the

38 information, subject to applicable laws. This section shall not prevent the release
39 of information about the purpose and subject(s) of the closed session as required
40 for public information under Government Code, Section 54957.7.

41 9. Promote a healthy working relationship with the President/Superintendent and
42 his or her staff by:

43 a. Supporting a cohesive and responsible administration and maintaining a
44 climate of no surprises.

45 b. Supporting District personnel in the appropriate performance of their
46 duties and ensuring that they have the requisite responsibility and
47 necessary authority to perform effectively.

48 c. Sharing all concerns, complaints and recommendations, as appropriate,
49 with other Board members and the President/ Superintendent, as the
50 Brown Act allows.

51 10. Recognize that contacts with the media are primarily handled by the
52 Superintendent/President and/or Board President.

53 11. Recognize that under all circumstances that the Board is legally responsible for
54 the effective operation of the District. Its primary function is to establish the
55 policies by which Cerritos Community College is to be administered and assure
56 its fiscal stability.

57 12. The Board shall hold the Superintendent/President and his/her administrative
58 staff accountable for the administration of the educational program and the
59 conduct of college business.

60 13. Avoid any situation that may constitute a conflict of interest and disqualify him/her
61 from participating in decisions in which he/she has a financial interest. Conflicts
62 of interest relate not only to the individual Trustee but also to his or her family
63 and business partners.

64 14. Participate in a self-evaluation of the Board and use that evaluation to formulate
65 Board goals and objectives for the upcoming year.

66 15. ENFORCEMENT

67 a. The majority of the Board reserves the right to censure any Board member
68 who does not adhere to the confidentiality of closed sessions or engages
69 in any unethical conduct.

70 b. Censure is an official expression of disapproval passed by the Board of
71 Trustees. A Board member may be subject to a resolution of censure by
72 the Board of Trustees should it be determined the Trustee misconduct has
73 occurred.

74 c. A complaint of Trustee misconduct will be referred to the Board President.
75 The Board President will appoint an ad hoc committee of three Trustees
76 not associated with the complaint to conduct an investigation and review
77 of the matter. In the event the complaint involves the Board President,
78 another officer of the Board shall form the ad hoc committee. A thorough
79 fact finding process, formulated in a manner deemed appropriate by the
80 committee, shall be initiated. The committee shall be guided in its inquiry
81 by the standards set forth in this policy and shall complete their inquiries
82 within a reasonable period of time.

83 d. The Trustee subject to the charge of misconduct shall not be precluded
84 from presenting information to the committee.

85 e. The committee shall, within a reasonable period of time, make a report of
86 its findings to the Board of Trustees for action.

87 16. Board members who are found by a majority of the Board to have acted
88 unethically or to have violated this policy may be subject to reprimand, possible
89 exclusion from closed sessions, public censure, referral to the District Attorney
90 for criminal prosecution, or other action as determined by the Board.

91 17. This policy will be reviewed during the organizational meeting following Board
92 member elections.

93 Office of Primary Responsibility: President/Superintendent

Date Adopted: December 12, 2007

(Replaces former Cerritos College Policies 1002, 1005, and 1006)

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 10

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Dr. Adriana Flores-Church
Vice President of Human Resources
Assistant Superintendent

SUBJECT: Institutional Presentation: Recognition of Outstanding Classified/Confidential Employee of the Month

ACTION

The Board of Trustees will honor Monica Castro, Administrative Secretary I in the Educational Partnerships and Programs, as Outstanding Classified/Confidential Employee of the Month for October 2016.

FISCAL IMPACT

No fiscal impact.

REPORT SUMMARY

The Outstanding Classified/Confidential Employee Selection Committee named Monica Castro as the recipient of the Outstanding Classified/Confidential Employee of the Month Award for October 2016.

Monica was hired in 1995 as a short-term temporary employee in Admission and Records, then in 1997 she moved to the Transfer Center. In June 2000 she was hired as a Classified Employee for the Teacher TRAC Program now known as Educational Partnerships and Programs.

Monica is an integral and essential part of the Educational Partnerships and Programs Office and the college. She is a dedicated, gifted employee and model human being. Monica organizes and delegates work to the staff to ensure successful programs, services, and events. She models a high standard for quality work and her work is professional, thoughtful, and accurate. In addition to the extensive interaction with campus staff, faculty, administrators, Monica interfaces with our K-12 school partners and university partners, community based organizations, and state and federal offices and organizations. Monica's communication skills and interpersonal skills are superb. Monica excels at what she does and goes above and beyond to serve students, staff, faculty, the college, and its partners.

Monica, your dedication, commitment, and willingness to go above and beyond to meet the needs of the students and staff are exceptional. The administration, staff, and students appreciate your personal attributes and outstanding efforts. We are proud that you are a Cerritos College employee and we commend you for your outstanding service and dedication. Thank you for a job well done!

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None.

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 13

FROM:

Dr. Jose L. Fierro
President/Superintendent

REVIEWED BY:

Rick Miranda
Acting Vice President of Academic
Affairs/ Assistant Superintendent

<p>SUBJECT: Consideration of Approval of New Courses and Programs, and Modifications to Existing Courses and Programs</p>

ACTION

It is recommended that the Board of Trustees approve new course offerings and modifications to curriculum, as attached.

FISCAL IMPACT

There is no fiscal impact.

REPORT SUMMARY

The Curriculum Committee, a standing committee of the Faculty Senate, reviews and makes recommendations on proposals for adding, expanding, deleting, or modifying programs and courses offered by the College. Curriculum Committee membership consists of a Chairperson; a faculty member from each instructional area; 1 student representative appointed by ASCC; the Vice President, Academic Affairs or designee; 1 faculty senate Vice President; and the Matriculation Officer. Consensus is the preferred decision-making process. All faculty members serving on the Curriculum Committee are voting members.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

New Course Offerings and Modifications to Curriculum.

New Course Offerings and Modifications to Curriculum
Presented at the Regular Board Meeting of December 7, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
New	Health, Physical Education, Dance/Athletics	PEX 106 – Adapted Aquatic Exercise	This course will provide an opportunity for students with disabilities to participate in a variety of aquatic exercises that general swimming does not offer. The class will focus on exercise techniques, and strategies and provide aquatic activities to increase fitness levels of the students. Due to ADA guidelines and safety in an adapted physical education class, it is necessary that this class size be 10.	October 13, 2016
New	Health, Physical Education, Dance/Athletics	PEX 162 – Badminton Fitness and Technique Training	This course offers students an opportunity to learn and practice a fitness and technique routines based on badminton training principles.	October 13, 2016
New	Health, Physical Education, Dance/Athletics	PEX 171 - Cheerleading	This course will be valuable to students to get a basic knowledge of Cheerleading as a means to improve their physical fitness.	October 13, 2016
New	Health, Physical Education, Dance/Athletics	PEX 271 – Stunting, Acrobatics, and Tumbling	This course will be valuable to students to get a basic knowledge of Cheerleading as a means to improve their physical fitness.	October 13, 2016
Modification	Health, Physical Education, Dance/Athletics	KIN 100 – Introduction to Kinesiology	Adding distance education option in order to offer the course in different formats and to increase students access.	October 13, 2016
Modification	Health, Physical Education, Dance/Athletics	PEX 152 – Restorative Yoga	Gentle Yoga is the more commonly used terminology in the field. We are changing the title to help students identify the course more appropriately.	October 13, 2016
Modification	Health, Physical Education, Dance/Athletics	Physical Education – Associate in Arts Degree	Degree has been updated to reflect the development of new courses.	October 13, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
New	Fine Arts, Communications	Art 119B – Exhibition Design	Southern California has become a hub of the new art economy and there are private and public art institutions in need of a skilled and experienced labor force. Students will have a unique opportunity to acquire hands-on skills in the care of display of visual and cultural objects.	October 13, 2016
New	Fine Arts, Communications	Art 119C – Curatorial Practicum	Curatorial Practicum is perfectly situated to meet the growing need for curators and educational outreach coordinators at local galleries and museums. Students will have a unique opportunity to acquire hands-on skills in the care of display of visual and cultural objects.	October 13, 2016
New	Fine Arts, Communications	Art 195B – Advanced 3D Modeling	3D printing can provide the skillset required to be competitive in a growing job market. Three-dimensional printers are revolutionizing industry, and we would like to be at the forefront of this technology as it applied to art and design. In particular, sculpture and developing prototypes of vessels and packaging.	October 13, 2016
New	Fine Arts, Communications	Mus 143A - Songwriting	This course provides students the opportunity to explore songwriting and the creative process. With the growth of the commercial music program, students entering the program with to expand their technical training with performance and songwriting skills.	October 13, 2016
New	Fine Arts, Communications	Mus 145A – Live Sound Technique	Live sound reinforcement is a rapidly growing field in the music industry. With more musicians performing live to increase revenues, the need for live sound engineers and technicians is a high demand.	October 13, 2016
Reinstatement	Fine Arts, Communications	Art 198 – Motion Graphics	Motion Graphics is an essential component to web design, video post-production, and interactive media. With the expansion of video-based web animation, this field may become the fastest growing area in digital arts.	October 13, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
New	Fine Arts, Communications	Museum Studies – Certificate of Achievement	Developed to help train students for preparators and installers jobs at local galleries and museums.	October 13, 2016
Modification	Fine Arts, Communications	Digital Arts – Computer Animation – Associate of Arts Degree	The addition of ART 198 allows us to make greater use of our recently acquired campus-wide Adobe Creative Cloud license by incorporating Adobe AfterEffects, which is widely used in the industry, into our curriculum. The additional of ART 195B allows the students to use 3D printers. 3D printing can provide the skillset required to be competitive in a growing job market.	October 13, 2016
Modification	Fine Arts, Communications	Graphic Design – Associate of Arts Degree	The addition of ART 198 allows us to make greater use of our recently acquired campus-wide Adobe Creative Cloud license by incorporating Adobe AfterEffects, which is widely used in the industry into our curriculum. This change will give students the option of learning a skill that is in demand.	October 13, 2016
Modification	Liberal Arts	ENGL 240 (CAN ENGL 6) Creative Writing	A survey of neighboring community colleges with creative writing programs shows that Long Beach City College, L.A. Southwest, and Saddleback College all have an English 52-equivalent pre-requisite for their introductory creative writing class whereas Cerritos College has an English 100 pre-requisite for the very same class. The 100 pre-requisite is inconsistent with the English department's other 200-level offerings, as nearly all other 200-level courses in the department have a pre-requisite of English 52.	November 3, 2016
New	Liberal Arts	Chinese – Associate of Arts Degree	20+ Units already exist in Chinese education. The Chancellor's Office requires the creation of a program to support student's needs.	November 3, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
New	Technology	ENGT 261 – SolidWorks for Sustainable Design	Students will learn basic principles of developing environmentally sustainable products, i.e. products that meets the needs of the present without compromising the ability of future generations to meet their own needs. Cerritos College students are working for a variety of companies which are impacted by needs of sustainable design, and as expressed by our industry advisory committee, the faculties have developed this class to satisfy the growing needs to California manufacturers.	November 3, 2016
New	Technology	ENGT 262 - SolidWorks for Weldments Design	Students will learn how to effectively use SolidWorks for parametric modelling of weldments and welded structures. Students will learn variety of skills through the creation of basic to complex solid weldment models and weldment shop floor drawings. This class is created upon recommendation from the ENGT Department's fall 2016 advisory committee meeting. This course will strengthen our students' ability in obtaining the best CAD designers/draftsman positions, by aligning our program offerings to the local industry needs.	November 3, 2016
New	Technology	ENGT 263 – Solidworks for Industrial Mold Tools Design	Students will learn how to effectively use SolidWorks for parametric modelling of molded parts and molds. Students will also be prepared for the Certified SolidWorks Mold Tools Design industry certification exam. This class is created upon recommendation	November 3, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
			from the ENGT department Fall 2016 Advisory Committee Meeting.	
Inactivation	Technology	ET91L – Engineering Technology Project Laboratory	This class was designed in cooperation with local k-12 school districts to create a capstone class for their students interested in the college experience. Students would take ET91L after ET101 or ET102. This pipeline of students never materialized and the department is now deleting those classes.	November 3, 2016
Inactivation	Technology	ET 104 – Engineering Technology Project Development	This class was designed in cooperation with local k-12 school districts to create a capstone class for their students interested in the college experience. Students would take ET104 concurrently while taking ET101 or ET1012. This pipeline of students never materialized and the department is now deleting those classes.	November 3, 2016
Inactivation	Technology	MTT 50 – CNC Shop Math	MTT50 is being deleted to update changes made to the curriculum to incorporate NIMS certifications into the program. MTT50 was a standalone class when MTT52 and MTT57 were setup classes only. The portions of the content of MTT50 necessary for NIMS certification are being incorporated into MTT52 and MTT57.	November 3, 2016
Inactivation	Technology	MTT 60 – Advanced Machine Tool Concepts	MTT 60 was a standalone class when MTT 100 was based on setup only. The revisions to the content of MTT 100 where materials science and process planning are	November 3, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
			embedded to the class in order to align it to the NIMS certification renders MTT 60 obsolete.	
Inactivation	Technology	MTT 170 – Computer Numerical Control Programming	MTT 170 was a standalone class when MTT 52 and MTT 57 were based on setup only. The revisions to the content of MTT 52 and MTT 57 where CNC programming is embedded to the classes in order to align it to the NIMS certification render MTT 170 obsolete.	November 3, 2016
Modification	Technology	Architecture Technology - Certificate of Achievement	Realigning title to match Chancellor's office.	November 3, 2016
Modification	Technology	Architecture Technology – Associate of Arts	Updating course title in Associate of Arts degree to match approved course titles.	November 3, 2016
Modification	Technology	Architecture (Transfer) – Associate of Arts	Updating name change to match Chancellor's office, updating course requirements and update listing as a transfer program.	November 3, 2016
Modification	Technology	Engineering Design and Production Technology – Certificate of Achievement	Update new course titles.	November 3, 2016
Modification	Technology	Engineering Design Technology – Certificate of Achievement	Update new course titles.	November 3, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
Modification	Technology	Engineering Design Technology – Associate in Arts	Update degree with correct program. Update Associate of Arts degree to match Certificate of Achievement.	November 3, 2016
Modification	Technology	Automated Manufacturing – Certificate of Achievement	Update certificate of Achievement to meet industry standards.	November 3, 2016
Modification	Technology	Automated Manufacturing – Associate of Arts	Update Associate of Arts Degree to meet industry standards.	November 3, 2016
Modification	Technology	Machinist Option – Certificate of Achievement	Update Certificate of Achievement to meet industry standards.	November 3, 2016
Modification	Technology	Machinist Option – Associate of Arts	Update Associate of Arts Degree incorporating curriculum changes.	November 3, 2016
Modification	Technology	Numerical Control Machine Operator Option – Certificate of Achievement	Update Certificate of Achievement to meet industry standards.	November 3, 2016
Modification	Technology	Numerical Control Machine Operator Option – Associate of Arts	Update Associate of Arts Degree incorporating curriculum changes.	November 3, 2016
Modification	Technology	Tool and Die Make Option – Certificate of Achievement	Update Certificate of Achievement to meet industry standards.	November 3, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
Modification	Technology	Tool and Die Maker Option – Associate of Arts	Update Associate of Arts Degree incorporating curriculum changes.	November 3, 2016
Modification	Technology	Automotive Aftermarket Product Development Option – Certificate of Achievement	Correcting unit value of NPD 108 on Certificate of Achievement.	November 3, 2016
Modification	Technology	Automotive Aftermarket Product Development Option – Associate in Science	New Product Development and Fabrication option Associate in Science updated to match Certificate of Achievement.	November 3, 2016
Modification	Health Occupations	SLP 105 – Speech and Language Development in Children	SLP being offered as a distance education course to provide Cerritos students with more flexible scheduling options.	November 10, 2016
Modification	Health Occupations	SLP 125 – Childhood Disorders and Treatment	Prerequisite changed because SLP 100 was an inactivated course and no longer offered by the department. Title was updated to match Chancellor's Office.	November 10, 2016
Modification	Health Occupations	SLP 230 – Adaptive Communication Technology Modification	Prerequisite changed because SLP 100 was an inactivated course and no longer offered by the department. Title was updated to match Chancellor's Office.	November 10, 2016
Modification	Health Occupations	SLP 235 – Adult Disorders and Treatment	Prerequisite changed because SLP 100 was an inactivated course and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CA 125 – Food Costing	Course has been replaced by another and no longer offered by the department.	November 10, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
Inactivation	Health Occupations	CA 152 – Introduction to Commercial Food Production	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CA 153 – Commercial Food Production: Pantry Items	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CA 154 – Commercial Food Production: Meats & Poultry	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CDEC 66 – Administration and Supervision of Early Childhood Education Programs	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CDEC 67 – Advanced Administration and Supervision of Early Childhood Education Programs	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CDEC 173 – Early Childhood Education Occupational Work Experience	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CDEC 174 – Early Childhood Education Occupational Work Experience	Course has been replaced by another and no longer offered by the department.	November 10, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
Inactivation	Health Occupations	CDSE 50 – Survey of Special Education	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	CDSE 52 – Special Education Inclusion in Early Childhood Programs	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	HO 9 (Non Degree Applicable) – Emergency Medical Technician I	EMT program no longer offered.	November 10, 2016
Inactivation	Health Occupations	HO 9L (Non Degree Applicable) – Emergency Medical Technician I Lab	EMT program no longer offered.	November 10, 2016
Inactivation	Health Occupations	MA 62A – Health Insurance and Billing	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	MA 62B – ICD – 9 and CPT Coding	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	NRSB 47 – (Not Degree Applicable) - Nursing Skills Lab	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	SLP 240 – Field Experience I	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Health Occupations	SLP 245 – Field Experience II	Course has been replaced by another and no longer offered by the department.	November 10, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
Modification	Health Occupations	Speech-Language Pathology Aide – Certificate of Achievement	Update certificate and incorporate changes by another department.	November 10, 2016
Modification	Health Occupations	Speech Language Pathology Assistant – Associate in Arts Degree	Update degree and incorporate changes by another department.	November 10, 2016
New	Science, Engineering, and Mathematics	ENGR 215L – Circuits Laboratory	Allow students hands-on experience with the construction and testing of different electrical circuits. Such a course is considered a basic requirement for anyone going into electrical engineering.	November 10, 2016
Modification	Science, Engineering, and Mathematics	MATH 112 – Elementary Statistics	Students should be allowed to take MATH 112 as a “pass/np pass: course. Other courses comparable to MATH 112 can already be taken as “pass/no pass”.	November 10, 2016
Inactivation	Science, Engineering, and Mathematics	CHEM 95 – Individualized Chemistry Instruction	Course has been replaced by another and no longer offered by the department.	November 10, 2016
Inactivation	Science, Engineering, and Mathematics	CIS 75 – SQL Administration and Implementation	Course has not been offered in over seven years due to low enrollment.	November 10, 2016
Inactivation	Science, Engineering, and Mathematics	CIS 126 – Javascript for Nonprogrammers	Course has not been offered in over seven years due to low enrollment.	November 10, 2016
Inactivation	Science, Engineering, and Mathematics	CIS 163 – Dynamics and Interactive Web Page Scripting	Course has not been offered in over seven years due to low enrollment.	November 10, 2016

Modification Type	Division	Course/Certificate Information	Rationale	Curriculum Committee Approval Date
Inactivation	Science, Engineering, and Mathematics	CIS 2131c – Designing a Microsoft Windows Directory Service Infrastructure	Course has not been offered for more than 10 years.	November 10, 2016
Inactivation	Science, Engineering, and Mathematics	CIS 230 – Assembly Programming for Microcomputers	Course has not been offered in over seven years due to low enrollment.	November 10, 2016
Inactivation	Science, Engineering, and Mathematics	MATH 150 – Precalculus Math	Math 150 has been replaced by Math 155 - Precalculus	November 10, 2016
New	Science, Engineering, and Mathematics	Engineering: Aerospace and Mechanical Specialist – Associate of Science Degree New AS Degree	Developed to increase options for students interested in Engineering.	November 10, 2016
New	Science, Engineering, and Mathematics	Engineering: Electrical Specialty – Associate of Science Degree New AS Degree	Developed to increase options for students interested in Engineering.	November 10, 2016
Modification	Science, Engineering, and Mathematics	Engineering: Associate in Arts Degree	Change in wording to bring degree into compliance with state requirements.	November 10, 2016
Modification	Liberal Arts	ENGL 227 – Current Literature	Distance Education revision being proposed in order to increase student access to a literature class that satisfied various transfer requirements.	November 10, 2016

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No.14

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Mr. Rick Miranda
Acting Vice President of Academic
Affairs/Assistant Superintendent

PREPARED BY:

Dr. David Betancourt
Center for Teaching Excellence
Coordinator

Ms. Shawna Baskette
Dean of Academic Success

SUBJECT:	Consideration of Approval of Stipends for Center for Teaching Excellence Faculty Inquiry Group (FIG) Taking Place Spring Semester 2017
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ACTION

It is recommended that the Board of Trustees approve stipends for the Center for Teaching Excellence Faculty Inquiry Group (FIG) taking place during the spring semester of 2017.

FISCAL IMPACT

Funds from the Center for Teaching Excellence (CTX) budget will be utilized for this expenditure for a total amount not to exceed \$7,000. The following presenters, participants, and facilitators are anticipated to receive stipends:

Nasiba Makarem	\$1500	Facilitator
Dani Carroll	\$1500	Facilitator
Adelle Kraye	\$500	Participant
Marlena Shore	\$500	Participant
Diane Loera	\$500	Participant
Michael Pierini	\$500	Participant
Valeria Christensen	\$500	Participant
Lydia Cosio	\$500	Participant
Donna Wedell	\$500	Participant
Jude Moreno	\$500	Participant

REPORT SUMMARY

The Center for Teaching Excellence has been charged with supporting the College Strategic Goals in three of its seven areas:

Goal 1: (Student Engagement) Engaged students are invested in their education and take responsibility for their success. Cerritos College will provide relevant services, activities, and programs that inspire student engagement.

Goal 2: (Teaching Practices) Cerritos College will promote effective teaching practices informed by pedagogical expertise, collaboration, reflective self-assessment, and integration of classroom technology to facilitate student engagement and achievement of educational goals.

Goal 7: (Campus Leadership) Cerritos College will continuously improve the quality of leadership through education, assessment, and collaboration that will empower employees to foster student success.

During the spring semester of 2017, faculty will participate in Faculty Inquiry Groups (FIGs) that will be offered through the Center for Teaching Excellence. The FIGs will provide faculty the opportunity to gain knowledge and skills on the application of educational technology towards increased student engagement and success.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None.

FROM: _____
Dr. Jose Fierro
President/Superintendent

REVIEWED BY: _____
Vice President of Academic Affairs

PREPARED BY: _____
Nick Real
Instructional Dean of Technology

SUBJECT: Consideration of Approval of Perkins Grant Honorariums for Workshop Guest Speakers

ACTION

It is recommended that the Board of Trustees approve grant honorariums for the guest speakers listed below for the 2016-2017 academic year.

FISCAL IMPACT

Perkins funds in the amount of \$ 500 will be utilized for this expenditure. No district general funds will be used.

REPORT SUMMARY

As part of the effort to improve the Machine Tool Technology program, the Technology Division has been awarded special funding from the Perkins program to hold a series of workshops relate to new technologies in the machining industry. The workshops will be conducted on campus by industry experts from CNC machine, tool and cutters manufacturers during the spring semester of the 2016-2017 academic year.

John Quach Haas CNC Automation Inc. \$100 for (3) 2-hour workshops	Alex Dang Lyndex-Nikken \$100 per (1) 2-hour workshop	Tony Quiroz Kennametal \$100 per (1) 2-hour workshop
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NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None

FROM: _____
 Dr. Jose Fierro
 President/Superintendent

REVIEWED BY: _____
 Rick Miranda
 Acting Vice President of Academic
 Affairs/Assistant Superintendent

PREPARED BY: _____
 Dr. Frank Mixson
 Developmental Education Coordinator

 Shawna Baskette
 Dean of Academic Success

SUBJECT: Consideration of Approval of BSI-funded Stipends for Basic Skills Initiatives for Fall of 2016

ACTION

It is recommended that the Board of Trustees approve stipends for faculty to facilitate workshops for teaching English accelerated courses and participating in workshops for teaching English accelerated courses.

FISCAL IMPACT

General funds will not be used for these stipends. Basic Skills Initiative funds will be utilized. Upon completion of the work, the following faculty will be eligible for stipends not to exceed the amounts listed:

Name	Amount	Work
Lynn Serwin	\$500	Facilitate Teaching English Accelerated Courses workshops
Niki Lovejoy	\$500	Facilitate Teaching English Accelerated Courses workshops
Lesley Blake	\$250	Workshop: Teaching English Accelerated Courses Workshops
Michelle Fagundes	\$250	Workshop: Teaching English Accelerated Courses Workshops
Carolina Espinoza	\$250	Workshop: Teaching English Accelerated Courses Workshops
Mark Nishimura	\$250	Workshop: Teaching English Accelerated Courses Workshops
Michele LaPorta	\$250	Workshop: Teaching English Accelerated Courses Workshops
Ryan Hitch	\$250	Workshop: Teaching English Accelerated Courses Workshops
Alina Vanciu	\$250	Workshop: Teaching English Accelerated Courses Workshops
	\$2,750	Total Stipends

REPORT SUMMARY

The College Committee on Developmental Education will sponsor several projects that support the action plan developed in response to the California Basic Skills Initiative.

During the fall 2016 semester, faculty will facilitate or participate in two Teaching English Accelerated Courses workshops for a total of 6 hours. The workshops are facilitated by expert acceleration faculty and will prepare new faculty for teaching English in the accelerated model.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 17

FROM:

Dr. Jose Fierro
President/Superintendent

PREPARED BY:

Steve Richardson
Executive Director, Foundation and
Community Advancement

<p>SUBJECT: Consideration of Approval of Request to Name CIS Lobby in New Computer Information Science Building</p>

ACTION

It is recommended that the Board of Trustees approve the naming rights for the MATH/CIS Lobby area in the new MATH/CIS Building; to be permanently called the James D. Woolever MATH/CIS Lobby. The location will be the first floor east side lobby area.

FISCAL IMPACT

No fiscal impact.

REPORT SUMMARY

In accordance with guidelines stipulated in AP 2900 Naming of Facilities, a request for naming of facilities was received and approved by the Executive Director of the Foundation and Community Advancement, and submitted to the President/Superintendent. The \$5,000 donation commitment conforms to the recommended amount for this naming opportunity.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Request for Naming of Facilities
Administrative Procedure 2900 – Naming of Facilities

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: [Insert Board Meeting Date]

Agenda Item No. 18

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Rick Miranda
Interim Vice President of Academic Affairs

PREPARED BY:

Gary Pritchard
Instructional Dean, Fine Arts/Mass Comm

James MacDevitt
Curator/Gallery Director

**SUBJECT: Consideration of Acceptance of Fine Art Donation from LA Based Artist
 Gustavo Godoy/Vacant Marker**

ACTION

The Committee on Art in Public Spaces (CAPS) recommends that the Board of Trustees accept the generous donation of a large abstract concrete sculpture titled *Vacant Marker* by LA-based artist, Gustavo Godoy. The sculpture was originally produced for an exhibition at Honor Fraser gallery in Los Angeles in 2012 and was part of a larger project loosely inspired by famed Mexican-American pitcher and Spanish-language announcer Fernando Valenzuela. Because of this inspirational connection to local baseball history, CAPS recommends the placement of this sculpture along the walkway leading to Kincaid Field.

FISCAL IMPACT

This sculpture, produced by a highly regarded, internationally exhibiting artist, is valued at \$20,000, but will be donated, free-of-cost, to the college by the artist himself. There are only minimal costs associated with the installation of the work for permanent display, including lighting and appropriate signage, which will be covered through the existing budget for public art.

REPORT SUMMARY

LA-based artist Gustavo Godoy has generously offered to donate one of his large cast-concrete sculptures to Cerritos College, to be placed on permanent public display. The Committee on Art in Public Spaces (CAPS), after reviewing the donation request, recommends the acceptance of Godoy's sculpture. Mr. Godoy had previously established a relationship with Cerritos College when he participated in the inaugural *SUR: biennial* at the Cerritos College Art Gallery in 2011. Godoy's donation, *Vacant Marker*, originated as one of a number of abstract sculptures he produced for an exhibition entitled *Vacant Mounds and Markers* at a notable Los Angeles art gallery and was inspired by famed Mexican-American pitcher and Spanish-language announcer Fernando Valenzuela. The *Vacant Mounds* that originally encircled *Vacant Marker* (the piece that Godoy is offering as a donation to Cerritos College) referenced the pitching mound at Los Angeles' Dodger Stadium, a sacred spaced for Godoy as well as many other Angelenos. CAPS, therefore, recommends the placement of this sculpture along the walkway leading to Kincaid Field.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Extended description of sculpture, Vacant Marker and photos.

LA-based artist Gustavo Godoy has generously offered to donate one of his large cast concrete sculptures to Cerritos College, to be placed on permanent public display. Godoy had previously established a relationship with Cerritos College when he participated in the inaugural *SUR: biennial* at the Cerritos College Art Gallery in 2011. Godoy's donation, *Vacant Marker*, originated as one of a number of abstract sculptures he produced for an exhibition entitled *Vacant Mounds and Markers* at notable Los Angeles art gallery, Honor Fraser.

For this 2012 exhibition, he created a new body of cast concrete sculpture he called "mounds and markers." Each piece was meant to be ambiguously reminiscent of ancient altars, minimalist sculptures, futuristic architecture, and urban demolition sites. This series of sculptures not only alluded to ancient histories, but also referenced the artist's own contemporary idols. The *Vacant Mounds* that originally encircled *Vacant Marker* (the one that Godoy is donating to Cerritos College) referenced the pitching mound from Los Angeles's Dodger Stadium, a sacred space for Godoy. In 1981, Fernando Valenzuela, a Mexican pitcher for the Dodgers, quickly became an international phenomenon as he took his team to the World Series Championship and received baseball's most prestigious award for pitching, the Cy Young. Idolizing the pitcher as a child (and furthermore, the stadium), Godoy witnessed firsthand as "Fernandomania" swept the country. For the Mexican population of L.A., the success of Valenzuela was especially meaningful considering the controversial history of Dodger Stadium. The stadium was built in Chavez Ravine, an area previously home to a vibrant Mexican American community. In the 1940s, the area was particularly appealing to real estate developers, who saw the potential in the neighborhood's proximity to Downtown L.A. The residents were forcibly relocated to make room for new housing. Although the development never materialized, the land was sold to the Brooklyn Dodgers, creating a home for the newly christened Los Angeles Dodgers in Chavez Ravine. This recounting of fraught histories is prevalent in the *Vacant Mounds and Markers* series, as Godoy pays tribute to disenfranchised communities, the rise and fall of heroes, and the urban L.A. landscape. Los Angeles is an urban jungle comprised of a stream of traffic and construction set against a landscape of ocean, palm trees and mountains. This juxtaposition of nature vs. industry can be seen in the commonplace materials that Godoy uses to build his sculptures. Maintaining a relationship with the day laborers that build our environments, Godoy's work pays tribute to the true makers of our city. His embrace of quotidian construction supplies, readily found at any home improvement store, renders the objects familiar, yet the weight and stillness of the heavy material provides a solemn, cerebral experience. These concrete forms suggest permanence; a gesture of hope that the art object can capture and maintain the essence of time and social circumstance.

Gustavo Godoy lives and works in Los Angeles. He received a Master of Fine Arts at Vermont College in Montpelier, VT and a Bachelor of Arts at UC Santa Barbara, and has studied at the UCLA Department of Architecture and Urban Design. Solo exhibitions include the Museum of Contemporary Art, Jacksonville, FL; L.A. Mart, Los Angeles, CA; the Wexner Center for the Arts, Columbus, OH; Honor Fraser Gallery, Los Angeles, CA; and Happy Lion, Los Angeles, CA. Group exhibitions include the SUR: Biennial at Cerritos College; Barbara Davis Gallery, Houston, TX; OHWOW, Miami, FL; the Torrance Art Museum, Torrance, CA; Circus Gallery, Los Angeles, CA; Centre d'art contemporain du Parc Saint Léger, Pougues-les-Eaux, France; Mexico Arte Contemporaneo, Mexico City, Mexico; Gagosian Gallery, Beverly Hills, CA, and Workspace, Brooklyn, NY.

***Vacant Marker*, 2012**
GUSTAVO GODOY

Cast concrete
64 x 63 x 42 inches
Gift of the Artist



**CERRITOS COMMUNITY COLLEGE DISTRICT
RESOLUTION NO 16-1207D
RESOLUTION OF THE BOARD OF TRUSTEES
OF THE CERRITOS COMMUNITY COLLEGE DISTRICT
IN SUPPORT OF UNDOCUMENTED STUDENTS**

WHEREAS Cerritos College is an institution that supports all students who want to excel in their educational goals;

WHEREAS the students of Cerritos College with the approval of the Board of Trustees have established the Associated Student Body known as Associated Students of Cerritos College (ASCC);

WHEREAS ASCC recognizes Dreamers Reaching Empowerment through an Academic Movement (D.R.E.A.M) club within the Inter-club Council;

WHEREAS Dreamers are described as students who are undocumented and students who are non-residents that qualify under the California Dream Act;

WHEREAS there are also undocumented students who do not qualify as Dreamers;

WHEREAS that Dreamers and undocumented students are at a disadvantage when it comes to opportunities/resources available to students who are documented/citizens;

WHEREAS many Cerritos College students are not aware of the struggles Dreamers and undocumented students experience;

WHEREAS Cerritos College does not discriminate on the basis of immigration status;

WHEREAS there have been Dreamers and undocumented students who have been elected into student leader positions and have been involved in the community of Cerritos College;

THEREFORE, BE IT RESOLVED that the Cerritos College Board of Trustees Senate takes a stance of support for Dreamers and undocumented students.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the Cerritos Community College District on this 7th day of December, 2016, by the following vote:

AYES:

NOES:

ABSTENTIONS:

President of the Board of Trustees of the Cerritos
Community College District

Attested to:

Clerk of the Board of Trustees of the
Cerritos Community College District

**CERRITOS COMMUNITY COLLEGE DISTRICT
RESOLUTION NO 16-1207E
RESOLUTION OF THE BOARD OF TRUSTEES
OF THE CERRITOS COMMUNITY COLLEGE DISTRICT
TO DECLARE CERRITOS COLLEGE A SAFE CAMPUS FOR ALL STUDENTS**

WHEREAS, Cerritos College has an obligation to serve all of its residents equally, without regard to immigration status, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status; and

WHEREAS, Cerritos College, in accordance with its mission statement: values its diverse student population and is committed to providing these students with high quality, comprehensive instructional programs and support services that improve student success and offer clear pathways to achieve personal, educational, and career goals; and

WHEREAS, Cerritos College is committed to providing a safe, secure, and supportive environment for all students, faculty, and staff by enforcing all federal, state, and local laws designed to eliminate illegal discrimination and harassment; and

WHEREAS, Cerritos College supports and promotes programs, initiatives, and policies designed to instill values associated with community and inclusion; and

WHEREAS, Cerritos College supports strong, student-focused policies developed to create pathways for students to obtain critical resources to complete their educational goals in a diverse and respectful learning environment such as Assembly Bill (AB) 540, signed into law on October 12, 2001, by Governor Gray Davis, recognizing the rights of certain non-resident students to be exempted from the payment of non-resident tuition; and

WHEREAS, Cerritos College does not support any political platform calling for the displacement of families or communities by mass deportation; requiring religious and/or ethnic communities in the United States to register with the government; patrolling neighborhoods in the United States based on religious or political affiliation; illegal, racially motivated stop and frisk policies; the elimination of laws protecting the rights of members of the LGBTQ community; and any political platform that is rooted in destructive policies that isolate communities or deny basic human rights and services, and diminish respect and decency toward all people; and

WHEREAS, Cerritos College, being committed to the celebration of diversity and inclusion that are integrated in California Statutes, rejects the development and implementation of all policies and programs that undermine and threaten the ability of any member of its community to pursue their educational and professional goals;

THEREFORE, BE IT RESOLVED, THAT CERRITOS COLLEGE DECLARES ITSELF A SAFE CAMPUS, AND

unless required by law or California Education Code, Cerritos College will of its own accord:

- not enter into agreements with law enforcement agencies or federal departments for the enforcement of federal immigration law;
- not honor immigration hold requests; and

- not contact, detain, question or arrest individuals solely on the basis of declared or suspected immigration status.

Cerritos College will continue to respect and support the California Trust Act, which does not allow minor infractions to trigger deportations. The Cerritos College Board of Trustees will continue to work at all levels of government to advocate for the rights of our diverse student population to obtain a quality education.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the Cerritos Community College District on this 7th day of December, 2016, by the following vote:

AYES:

NOES:

ABSTENTIONS:

President of the Board of Trustees of the Cerritos
Community College District

Attested to:

Clerk of the Board of Trustees of the
Cerritos Community College District

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 21

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

SUBJECT: Consideration of Ratification of Acceptance of Gift
--

ACTION

It is recommended that the Board of Trustees ratify the acceptance of the gift listed below on behalf of Cerritos College.

FISCAL IMPACT

There is no cost to Cerritos College for the donated item.

REPORT SUMMARY

The following item was received on October 3, 2016 by Cerritos College as a donation:

For Use in the Automotive Mechanical Repair Program

- Model TC3900 Leverless Tire Changer (Serial Numbers 10166971, 10165303)

Donated by: Hunter Engineering Company
Attn: Mr. Chris Tullus
11250 Hunter Dr.
Bridgeton, MO 63044

The estimated value of the above item is \$2,000.00.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None.

FROM: _____
Dr. Jose Fierro
President/Superintendent

REVIEWED BY: _____
Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY: _____
Mark B. Logan
Director, Purchasing and
Contract Administration

SUBJECT: Consideration of Approval of Sale of Surplus and Obsolete Materials/Equipment
--

ACTION

It is recommended that the Board of Trustees declare and approve the listed items as surplus and authorize the Director of Purchasing and Contract Administration to sell the listed items by means of a public auction by a contract with an auction company in accordance with the district's board policy and administrative procedures.

FISCAL IMPACT

Proceeds from the sale of surplus items will be deposited into the General Fund.

REPORT SUMMARY

Cerritos College is the owner of the items listed on Exhibit A. The attached listed items have exceeded their useful life and are no longer suitable for use at Cerritos College and may be disposed of through public auction sales.

In accordance with Board Policy 6550, Administrative Procedures 6550, and California Education Code Section 81450 et seq., authority is delegated to the President/Superintendent or his designee to sell or otherwise dispose of the listed items and to execute all documents in connection therewith, subject to the terms and conditions of the district's policy and administrative procedures.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Exhibit A: Electronic Equipment and Miscellaneous Material

**DISPOSAL OF DISTRICT PROPERTY:
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIAL**

BOARD MEETING DATE: DECEMBER 7, 2016

Qty	Description	CC #s			Serial #s		
329 Each	Computer Towers	43516	43517	42890	MXL1381RMH	MXL1381RM3	MXL12429L4
		43702	42886	42911	MXL14112YZ	MXL12Y29LN	MXL1241WNY
		42474	42898	42291	MLX02009SY	MXL1170HDJ	MXL02009SY
		43524	42907	42853	MXL1381RMB	MXL1241WNY	ZUA1181R78
		44075	42905	42925	MXL22200G8	MXL1241WND	MXL1241WNT
		43959	44005	43606	MXL207167F	MXL1269100L	MXL22200G1
		44014	44081	42906	MXL22200FV	MXL22260G7	MXL1241WNZ
		42931	42913	43587	MXL12807YQ	MXL1241WNG	MXL12910PW
		43525	42869	42873	MXL1381RM4	MXL12429LM	MXL12429KS
		43976	44037	44004	MXL207167Q	MXL22Z00FY	MXL22Z00FT
		44027	43978	43968	MXL22Z00FQ	MXL207167P	MXL20716TJ
		42917	43717	42838	MXL1241WPO	MXL14112Z8	MXL202255L
		42843	42918	43528	MXL0511JTY	MXL1241WN	MXL381RM8
		42916	43977	42854	MXL4241WNK	MXL207167X	MXL1201455
		42803	42826	42796	MXL0511JSV	MXL0511JTJ	MXL0511JSQ
		42888	42848	43715	MXL124294KL	MXL0511JTI	MXL141122G
		43899	42761	43604	MXL2061GJG	MXL1051JST	MXL1Z9100M
		44023	42885	43531	MXL22200GJ	MXL12429LB	MXL138RMC
		42986	43698	42978	MXL128072N	MXL14123HQ	MXL12807Y1
		42999	44026	43955	MXL12807XP	MXL22200GB	MXL207167L
		43712	43957	43951	MXL1411ZYY	MXL207167M	MXL2071677
		42996	43981	42775	MXL12807ZR	MXL2077167K	MXL0511JTB
		43596	43983	43006	MXL1291010	MXL207166T	MXL1280721
		43975	43822	43574	MXL207167D	MXL202255W	MXL1331G2V
		42962	43520	42992	MXL12807YH	MXL1381RMG	MXL12807XQ
		42980	42998	42966	MXL128072L	MXL12807XJ	MXL2807ZJ
		43972	42989	43969	MXL207166X	MXL1280724	MXL2071675
		42994	42997	44029	MXL12807XW	MXL12807ZC	MXL122200FX
		43003	42972	42979	MXL12807Z2	MXL12807XF	MXL12807YO
		43990	41016	43956	MXL2071679	MXL2220GL	MXL207166V
		37640	43961	44017	MXL2431TJ02	MXL2071673	MXL22200GK
		43996	44028	43980	MXL2180P7G	MXL22200G4	MXL2071674
		43993	43519	42858	MXL2180P7J	MXL1381RML	MXL12429LD
		43530	43701	42764	MXL1381RM	MXL141122ZB	MXL0511JJTZ
		43594	43724	43597	MXL129100X	MXL14112YT	MXL129100N
		39203	38949	43590	ZUA72505V3	ZUA734133C	MXL1129100T
		38895	39338	43828	ZUA7480LZH	ZUA704001C	MXL2022564
		43984	43005	42987	MXL20716VW	MXL12807YX	MXL280727
		43709	43953	43971	MXL14122C	MXL207167H	MXL207166W
		44022	43004	43954	MXL22200G6	MXL12807XK	MXL2071670
		43714	42896	42982	MXL14112YW	MXL1241WNX	MXL12807YJ
		42968	43967	42993	MXL12807XY	MXL2071676	MXL17807XR
		42301	42773	43719	ZUA0181X0C	MXL0511JVH	MXL1411ZY5
		43845	42827	42811	MXL202255M	MXL0511JX4	MXL0511JWC
		43703	43992	42131	MXL14112YN	MXL2180P7K	ZUA8350YH5
		43718	43007	43901	MXL14112ZF	MXL12807Y9	MXL2061GJK
		43002	43008	42988	MXL2807YV	MXL128072F	MXL12807XX
42981	43000	42991	MXL12807YB	MXL12807X1	MXL12807Z6		
43970	43982	42895	MXL2071678	MXL207166Y	MXL12429KG		

**DISPOSAL OF DISTRICT PROPERTY:
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIAL**

BOARD MEETING DATE: DECEMBER 7, 2016

Qty	Description	CC #s			Serial #s		
	Computer Towers (Continued)	42987	42878	44010	MXL12807XM	MXL202257H	MXL22200G2
		43962	43598	42935	MXL207167G	MXL129100V	MXL1Z807XV
		43581	42974	43834	ZUA1291QZX	MXL129100S	MXL202256
		43603	43547	42946	MXL1291017	MXL2131CNM	MXL12807YD
		42805	43569	42910	MXL0511JV7	MXL13316ZW	MXL1241WNW
		43841	42756	43711	MXL202255S	MXL0511JT7	MXL14112Z4
		42238	43819	43560	MXL0120WWQ	MXL20225GH	MXL1331GZY
		42995	42955	42900	MXL12807YZ	MXL1280723	MXL1241WN9
		42923	42947	42951	MXL1241WMR	MXL12807Y5	MXL12807YC
		42922	43599	43526	MXL1241WN6	MXL1291014	MXL1381RMF
		42985	42983	42942	MXL12807XH	MXL128072B	MXL12807YK
		42920	42953	42915	MXL1241WNM	MXL12807YY	MXL1241WNH
		42954	42949	43694	MXL12807YL	MXL12807X2	MXL14123HP
		44011	43529	44039	MXL22200F2	MXL1381RMQ	MXL225093B
		44006	44030	42893	MXL22200GF	MXL22200GD	MXL12429KM
		42936	42933	43693	MXL128072M	MXL128072G	MXL14123HS
		42929	42952	43721	MXL1287YP	MXL128072D	MXL14112YQ
		42855	N/A	42887	MXL12429L3	MXL22200GD	MXL12429LP
		42964	44015	44024	MXL12807YW	MXL122200G5	MXL22200FW
		43602	42990	43565	MXL1291013	MXL128072S	MXL1331G2K
		43963	42908	43974	MXL207167B	MXL1241WND	MXL207167T
		43973	42912	44021	MXL2071672	MXL2241WN8	MXL222OFS2
		42928	43592	44032	MXL1280746		
		44007	43839	43549	N/A		
		42852	43573	42739	N/A		
		42778	42789	42833	N/A		
		43818	42255	43533	N/A		
		42286	39371	37298	N/A		
		38724	42792	42825	N/A		
		43706	42860	43713	N/A		
		43534	42790	44330	N/A		
		42304	42809	42582	N/A		
		42779	42735	42970	N/A		
		42048	37710	37709	N/A		
		43588	43593	43546	N/A		
		42797	42845	42763	N/A		
		43616	37701	35173	N/A		
		43615	43632	42802	N/A		
		43308	42493	43304	N/A		
		42866	42457	42459	N/A		
		42453	43306	42464	N/A		
		43337	42418	42489	N/A		
		43313	42492	42460	N/A		
		42458	42462	42466	N/A		
		42491	42494	42454	N/A		
		42484	42461	42490	N/A		
		43336	43335	43385	N/A		
		43307	43310	43334	N/A		
		42468	42455	43305	N/A		
		42456	43312	43609	N/A		

**DISPOSAL OF DISTRICT PROPERTY:
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIAL**

BOARD MEETING DATE: DECEMBER 7, 2016

Qty	Description	CC #s			Serial #s
	Computer Towers (Continued)	42781 43558 43333 42615 44018 43958 43952 37726 42859 37728	42287 42814 43600 43949 42269 42878 43716 37729 37664 37735	42804 42959 43608 44031 43964 43950 43979 42285 37727	N/A N/A N/A N/A N/A N/A N/A N/A N/A N/A
7 Each	AV Carts	N/A			N/A
1 Each	Lecture Podium	N/A			N/A
3 Each	Storage Cabinets	N/A			N/A
2 Each	Electrical Demonstration Panels	N/A			N/A
3 Each	File Cabinets	N/A			N/A
23 Each	Tablet Armchairs	N/A			N/A
25 Each	Chairs	N/A			N/A
1 Each	Cybex Multi Hip Exercise Machine	N/A			N/A
1 Each	Hospital Bed	N/A			N/A
2 Pallets	Misc. Computer Accessories (Speakers, Cables, etc.)	N/A			N/A
1 Pallet	Misc. Audio Visual (VCRs, DVD Players, etc.)	N/A			N/A
2 Each	Milling Machines Model 3501	FED 01004	FED 01006	N/A	

**DISPOSAL OF DISTRICT PROPERTY:
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIAL**

BOARD MEETING DATE: DECEMBER 7, 2016

Qty	Description	CC #s	Serial #s
1 Each	Elkcom Solid Surface Furnace	37840	N/A
4 Each	TVs	025040 017019 024820 024731	76530206 VT29017567 617899 MD52080474

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 23

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

<p>SUBJECT: Consideration of Approval of Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure</p>
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ACTION

It is recommended that the Board of Trustees approve the award of contract for Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure to RDM Electric Co., Inc. of Chino, California, as the lowest responsive, responsible bidder in the amount of \$249,000, which equals the Total Base Bid Amount.

Board approval is contingent upon resolution of any bid protests during the applicable protest time period. Board approval is also contingent upon the contractor awarded the project providing acceptable insurance and bonding as required in the Bid and Contract Documents.

FISCAL IMPACT

The amount of the lowest responsive, responsible bid for the Total Base Bid Amount is \$249,000. Funding for this project will be allocated from the GO Bond.

REPORT SUMMARY

On October 4, 2016 and October 11, 2016, Cerritos College advertised the release of Bid No. 16P004 for the Campus Fiber Upgrade project. In addition to advertisement in a local area publication, all prequalified contractors with applicable licenses specific to each bid category on Cerritos College's prequalification list were invited to provide a bid for the project. A total of twenty-one prequalified contractors were contacted for this project. The project includes, but is not limited to, procurement, installation, and testing of campus fiber backbone which includes the installation of harness cables into multiple building's network equipment rooms. This particular bid category scope of work pertains to the Fiber & Copper Infrastructure portion of the project work.

The bid category had a bid due date of October 27, 2016. The project was bid as a multi-prime project, whereby Cerritos College bid two categories for various elements of the Project work. For Category 01 (Fiber & Copper Infrastructure), a Class B or C-10 license was required. The construction cost estimate for the work was \$500,000.

Attendance was mandatory at the pre-bid conference meeting and job walk scheduled on October 14, 2016. A combined attendance total of fifteen contractors attended the mandatory pre-bid conference and job walk meeting on October 14, 2016.

Previous to the bid due date, reminders were sent to the eligible contractors, as well as several rounds of phone calls to identify interest and confirm level of bid commitment from the potential bidders. Three contractors submitted bids for this category of the multi-prime bid.

Recommendation of award of contract was predicated on the lowest responsive, responsible bidder for the Total Base Bid Amount as stipulated in the Bid and Contract Documents. A summary of the Bid Opening Results are attached hereto detailing the responsive bid received.

Upon completion of Cerritos College's due diligence review, RDM Electric Co., Inc. is the lowest responsive and responsible bidder for this project work, and acceptance of the bid is in the best interest of the District. A summary of the contractor's designated subcontractors that was submitted with their bid, as required by Public Contract Code Section 4100 et seq., is attached.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Bid Results for Bid No. 16P004, Campus Fiber Upgrade – Category 01, Fiber & Copper Infrastructure
Designated Subcontractors Summary – RDM Electric Co., Inc.
Draft Contract Agreement for Bid No. 16P004 – Category 01 – RDM Electric Co., Inc.

Cerritos Community College District
Bid No. 16P004, Category 01 (Fiber & Copper Infrastructure)
Project: Campus Fiber Upgrade
Bid Opening Results

Bid Due Date: October 27, 2016; 2:00 pm

	RDM Electric Co., Inc. Chino, CA	Mel Smith Electric Co., Inc. Stanton, CA	Golden Phoenix Construction Co., Inc. Pasadena, CA
Base Bid Amount	\$ 199,000.00	\$ 376,000.00	\$ 494,000.00
Allowance Amount	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
TOTAL BASE BID AMOUNT	\$ 249,000.00	\$ 426,000.00	\$ 544,000.00
DELTA FROM LOWEST BID		\$ 177,000.00	\$ 295,000.00

Cerritos Community College District
Bid No. 16P004 - Category 01 (Fiber & Copper Infrastructure)
Project: Campus Fiber Upgrade
Designated Subcontractors Summary

RDM Electric Co., Inc.
Chino, CA

Subcontractor Name	Street Address	City	State	ZIP	Portion of Work	Bid Amount
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The prime contractor will not be using any subcontractors for this project.



PROJECT: Campus Fiber Upgrade / BID NO.: 16P004

DATE OF CONTRACT: December 9, 2016 /CONTRACT NO.: 16P004-01

BID CATEGORY: 01, Fiber & Copper Infrastructure

DOLLAR VALUE: \$ 249,000.00

LIQUIDATED DAMAGES: \$ 2,500 per day

CONTRACTOR: RDM Electric Co., Inc.

TERM: 242 Calendar days

TIME FOR COMPLETION: _____

RDM Electric Co., Inc.

Address: 13867 Redwood Ave., Chino, CA 91710

Phone: 909-591-0990

Fax: 909-591-1599

AGREEMENT FORM

This Agreement is made and entered into this **9th day of December, 2016**, by and between the **Cerritos Community College District** ("District") and **RDM Electric Co., Inc.** ("Contractor") ("Agreement").

WITNESSETH: That the parties hereto have mutually covenanted and agreed, and by these presents do covenant and agree with each other, as follows:

1. **The Work:** Contractor agrees to furnish all tools, equipment, apparatus, facilities, labor, and material necessary to perform and complete in a good and workmanlike manner, the work of the following project:

PROJECT: **16P004, Campus Fiber Upgrade**
Category 01, Fiber & Copper Infrastructure

It is understood and agreed that the Work shall be performed and completed as required in the Contract Documents including, without limitation, the Drawings and Specifications, under the direction and supervision of, and subject to, the approval of the District or its authorized representative.

2. **The Contract Documents:** The complete Agreement consists of all Contract Documents as defined in the General Conditions and incorporated herein by this reference. Any and all obligations of the District and Contractor are fully set forth and described in the Contract Documents. All Contract Documents are intended to cooperate so that any Work called for in one and not mentioned in the other or vice versa is to be executed the same as if mentioned in all Contract Documents.
3. **Interpretation of Contract Documents:** Should any question arise concerning the intent or meaning of Contract Documents, including the Drawings or Specifications, the question shall be submitted to the District for interpretation. If a conflict exists in the Contract Documents, modifications, beginning with the most recent, shall control over this Agreement (if any), which shall control over the Special Conditions, which shall control over any Supplemental Conditions, which shall control over the General Conditions, which shall control over the remaining Division 0 documents, which shall control over Division 1 Documents which shall control over Division 2 through Division 33 documents, which shall control over figured dimensions, which shall control over large-scale drawings, which shall control over small-scale drawings. In no case shall a document calling for lower quality and/or quantity material or workmanship control. The decision of the District in the matter shall be final.
4. **Time for Completion:** It is hereby understood and agreed that the Work under this Project shall be completed within **TWO HUNDRED FORTY-TWO (242) consecutive calendar days** ("Contract Time") from the date specified in the District's Notice to Proceed.
5. **Coordination of Work:** Should the Contractor fail to complete this Project, and the Work provided herein, within the time fixed for completion, due allowance being made for the contingencies provided for herein, the Contractor shall become liable to the District for all loss and damage that the District may suffer on account thereof. The Contractor shall coordinate its Work with the work of all other contractors. The District shall not be liable for delays resulting from Contractor's failure to coordinate its Work with other contractors in a manner that will allow timely completion of Contractor's Work. Contractor shall be liable for delays to other contractors caused by Contractor's failure to coordinate its Work with the work of other contractors.

6. **Liquidated Damages:** Time is of the essence for all Work under this Agreement. It is hereby understood and agreed that it is and will be difficult and/or impossible to ascertain and determine the actual damage that the District will sustain in the event of and by reason of Contractor's delay; therefore, Contractor agrees that it shall pay to the District the sum of **TWO THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$ 2,500.00)** per day as liquidated damages for each and every day's delay beyond the time herein prescribed in finishing the Work. It is hereby understood and agreed that this amount is not a penalty.

In the event any portion of the liquidated damages is not paid to the District, the District may deduct that amount from any money due or that may become due the Contractor under this Agreement. The District's right to assess liquidated damages is as indicated herein and in the General Conditions.

The time during which the Contract is delayed for cause as hereinafter specified may extend the time of completion for a reasonable time as the District may grant. This provision does not exclude the recovery of damages for delay by either party under other provisions in the Contract Documents.

7. **Loss Or Damage:** The District and its authorized representatives shall not in any way or manner be answerable or suffer loss, damage, expense, or liability for any loss or damage that may happen to the Work, or any part thereof, or in or about the same during its construction and before acceptance, and the Contractor shall assume all liabilities of every kind or nature arising from the Work, either by accident, negligence, theft, vandalism, or any cause whatever; and shall hold the District and its authorized representatives harmless from all liability of every kind and nature arising from accident, negligence, or any cause whatever.
8. **Insurance and Bonds:** Contractor shall provide all required certificates of insurance, and payment and performance bonds as evidence thereof.
9. **Execution of Work:** If the Contractor should neglect to execute the Work properly or fail to perform any provisions of this Agreement, the District, may, pursuant to the General Conditions and without prejudice to any other remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor.
10. **District Representatives:** Contractor hereby acknowledges that the Architect(s), District's Agent, the Project Inspector(s), and the Division of the State Architect have authority to approve and/or stop work if the Contractor's Work does not comply with the requirements of the Contract Documents, Title 24 of the California Code of Regulations, and all applicable laws. The Contractor shall be liable for any delay caused by its non-compliant Work.
11. **Assignment of Contract:** Neither the Contract, nor any part thereof, nor any moneys due or to become due thereunder, may be assigned by the Contractor without the written approval of the District, nor without the written consent of the Surety on the Contractor's Performance Bond (the "Surety"), unless the Surety has waived in writing its right to notice of assignment.
12. **Classification of Contractor's License:** Contractor hereby acknowledges that it currently holds valid Type C-10 Contractor's license(s) issued by the State of California, Contractor's State Licensing Board, in accordance with division 3, chapter 9,

of the Business and Professions Code and in the classification called for in the Contract Documents.

13. **Payment of Prevailing Wages:** The Contractor and all Subcontractors under the Contractor shall pay all workers on all Work performed pursuant to this Agreement not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to sections 1770 et seq. of the California Labor Code.
14. Monitoring and enforcement of the prevailing wage laws and related requirements will be performed by the Labor Commissioner/ Department of Labor Standards Enforcement (DLSE), and, at the discretion of the District, by the District's labor compliance program.
15. **Contract Price:** In consideration of the foregoing covenants, promises, and agreements on the part of the Contractor, and the strict and literal fulfillment of each and every covenant, promise, and agreement, and as compensation agreed upon for the Work and construction, erection, and completion as aforesaid, the District covenants, promises, and agrees that it will well and truly pay and cause to be paid to the Contractor in full, and as the full Contract Price and compensation for construction, erection, and completion of the Work hereinabove agreed to be performed by the Contractor, the following price:

Two Hundred Forty-Nine Thousand and 00/100 Dollars

(\$ 249,000.00),

in lawful money of the United States, which sum is to be paid according to the schedule provided by the Contractor and accepted by the District and subject to additions and deductions as provided in the Contract. This amount supersedes any previously stated and/or agreed to amount(s).

16. **Severability:** If any term, covenant, condition, or provision in any of the Contract Documents is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions in the Contract Documents shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

CONTRACTOR

RDM ELECTRIC CO., INC.

By: _____

Title: Secretary/Treasurer

Print Name: Diane E. McDonnell

DISTRICT

CERRITOS COMMUNITY COLLEGE DISTRICT

By: _____

Title: Acting VP Business Services

Print Name: Noorali Delawalla

NOTE: If the party executing this Agreement is a corporation, a certified copy of the by-laws, or of the resolution of the Board of Directors, authorizing the officers of said corporation to execute the Contract and the bonds required thereby must be attached hereto.

END OF DOCUMENT

DRAFT

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 24

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

<p>SUBJECT: Consideration of Rejection of All Bids for Bid No. 16P004, Campus Fiber Upgrade – Category 02, Low Voltage (Fiber & Copper)</p>

ACTION

It is recommended that the Board of Trustees authorize and approve Cerritos College to reject all bids for Category 02, Low Voltage (Fiber & Copper) pursuant to the bid and contract documents, and per Public Contract Code for the reasons as noted below.

FISCAL IMPACT

Funding for the initial advertising of this project, and the rebid of this bid category, will be allocated from the GO Bond.

REPORT SUMMARY

On October 4, 2016 and October 11, 2016, Cerritos College advertised the release of Bid No. 16P004 for the Campus Fiber Upgrade project. In addition to advertisement in a local area publication, all prequalified contractors with applicable licenses specific to each bid category on Cerritos College's prequalification list were invited to provide a bid for the project. A total of twenty-one prequalified contractors were contacted for this project. The project includes, but is not limited to, procurement, installation, and testing of campus fiber backbone which includes the installation of harness cables into multiple building's network equipment rooms. This particular bid category scope of work pertains to the Low Voltage (Fiber & Copper) portion of the project work.

The bid category had a bid due date of October 27, 2016. The project was bid as a multi-prime project, whereby Cerritos College bid two categories for various elements of the Project work. Category 01 has been recommended for award at the December 7, 2016 Board of Trustees' meeting.

For Category 02, Low Voltage (Fiber & Copper), a Class B, C-10, or C-7 license was required. The construction cost estimate for the work was \$1,000,000.

Attendance was mandatory at the pre-bid conference meeting and job walk scheduled on October 14, 2016. A combined attendance total of fifteen contractors attended the mandatory pre-bid conference and job walk meeting on October 14, 2016.

Previous to the bid due date, reminders were sent to the eligible contractors, as well as several rounds of phone calls to identify interest and confirm level of bid commitment from the potential bidders. One contractor submitted a bid for this category of the multi-prime bid.

Upon completion of Cerritos College's due diligence review of the bid received, it was determined that the bid exceeded the construction cost estimate for the project category. Additionally, staff had confirmed that there would be several contractors submitting bids. However, upon the actual due date, only one contractor submitted a bid as noted above. Furthermore, the contractor that submitted a bid was over their Qualification Limit as determined during the Formal Prequalification process, which rendered the bid nonresponsive.

For the reasons stated above, Staff recommends that all bids received for Category 02, Low Voltage (Fiber & Copper) be rejected pursuant to the bid and contract documents with the intent to re-bid this portion of the project.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Bid Results for Bid No. 16P004, Campus Fiber Upgrade – Category 02, Low Voltage (Fiber & Copper)

Cerritos Community College District

Bid No. 16P004, Category 02 (Low Voltage - Fiber & Copper)

Project: Campus Fiber Upgrade

Bid Opening Results

Bid Due Date: October 27, 2016; 2:00 pm

	Pacific Coast Cabling, Inc. dba PCC Network Solutions Chatsworth, CA	
Base Bid Amount	\$	967,000.00
Allowance Amount	\$	90,000.00
TOTAL BASE BID AMOUNT	\$	1,057,000.00
DELTA FROM LOWEST BID		

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 25

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

SUBJECT: Consideration of Rejection of All Bids for Bid No. 16P005, Health Wellness Complex – Phase I (Site Prep)

ACTION

It is recommended that the Board of Trustees authorize and approve Cerritos College to reject all bids pursuant to the bid and contract documents, and per Public Contract Code for the reasons as noted below.

FISCAL IMPACT

Funding for the initial advertising of this project, and the rebid, will be allocated from the GO Bond.

REPORT SUMMARY

On September 13, 2016 and September 20, 2016, Cerritos College advertised the release of Bid No. 16P005 for the Health Wellness Complex – Phase I (Site Prep) project. In addition to advertisement in a local area publication, all prequalified contractors with applicable licenses specific to each bid category on Cerritos College’s prequalification list were invited to provide a bid for the project. A total of seventy-one prequalified contractors were contacted for this project. The project includes, but is not limited to, selective demolition, building demolition, temporary electrical, temporary plumbing, grading, abatement and disconnecting of existing MEP (Mechanical, Electrical and Plumbing) utilities, site work, and landscape necessary to build the future Health and Wellness Complex.

The bid category had a bid due date of October 20, 2016. The project was bid as a single-prime project; for the project a Class A, B, C-12, or C-21 license was required. The construction cost estimate for the work was approximately \$1,500,000.

Attendance was mandatory at one of the two pre-bid conference meeting and job walks scheduled on September 23, 2016 and September 30, 2016. A combined attendance total of eight contractors attended one of the two mandatory pre-bid conference and job walk meetings on September 23, 2016 and September 30, 2016.

Previous to the bid due date, reminders were sent to the eligible contractors, as well as several rounds of phone calls to identify interest and confirm level of bid commitment from the potential bidders. One contractor submitted a bid for this project.

Upon completion of Cerritos College's due diligence review of the bid received, it was determined that the bid exceeded the construction cost estimate for the project. Additionally, the week of the bid due date, staff confirmed that three contractors would be submitting bids. However, upon the actual bid due date, only one contractor submitted a bid as noted above.

For the reasons stated above, Staff recommends that all bids received for the project be rejected pursuant to the bid and contract documents with the intent to re-bid this project by adding this portion of the work to Bid No. 16P006, Health & Wellness Complex that is currently out to bid by issuing an addendum.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Bid Results for Bid No. 16P005, Health Wellness Complex – Phase I (Site Prep)

Cerritos Community College District

Bid No. 16P005

Project: Health Wellness Complex - Phase I (Site Prep)

Bid Opening Results

Bid Due Date: October 20, 2016; 2:00 pm

	Southern California Grading, Inc. Irvine, CA	
Base Bid Amount	\$	2,000,000.00
Allowance Amount	\$	60,000.00
TOTAL BASE BID AMOUNT	\$	2,060,000.00
DELTA FROM LOWEST BID		

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 26

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services /
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

<p>SUBJECT: Consideration of Approval of Resolution No. 16-1207A, Allowing the Award of Contracts on the Health and Wellness Complex to Prequalified Bidders Based on Surety Bonding Limits</p>

ACTION

It is recommended that the Board of Trustees approve Resolution No. 16-1207A, authorizing Cerritos College to prequalify prospective bidders for its Health and Wellness Complex project based on bonding limits provided by their current sureties, rather than the Qualification Limit established through the formal bid prequalification process.

FISCAL IMPACT

There is no cost to Cerritos College for prospective bidders to prequalify.

REPORT SUMMARY

California Public Contract Code Section 20651.5 permits the governing board of any community college district to require each prospective bidder for a contract, as described under Section 20651 et seq., to complete and submit to the district a standardized questionnaire and financial statement in a form specified by the district, including a complete statement of the prospective bidder's financial ability and experience in performing public works.

On April 20, 2011, the Board of Trustees authorized Cerritos Community College District to adopt the formal bid prequalification procedures and rating system that is authorized by and in compliance with the requirements set forth in Public Contract Code Section 20651.5. The prequalification package is completed in advance by select trade categories competing for specific construction projects that are formally bid. The Formal Bid Prequalification Package requests select trade categories to disclose information relating to certain areas to include, but not limited to:

- Experience with public education construction projects
- Quality and timeliness of past performance
- Reliability and responsibility
- Safety record
- Compliance with wage, hours, and other fair labor standards

- Integrity and business ethics for the firm and its key personnel
- Financial and operational capability

On October 7, 2015, through Resolution No. 15-1007A, the Board approved a revised Formal Bid Prequalification Package that included clearer instructions to contractors, ease of use of completing the form electronically, inclusion of new mandatory requirements (i.e., DIR registration number), additional and better organization of Mandatory Evaluation Criteria, updating of insurance requirements, and updating of the Evaluation Worksheet to make it clearer and more impartial and objective. The revised Formal Bid Prequalification Package was implemented for calendar year 2016.

Among the prequalification criteria contained within the Formal Bid Qualification Package was the Qualification Limit, which was designed to be one indicator of a bidder's financial strength. The Qualification Limit is determined by the lesser of the following values: (1) the average dollar value of the bidder's three largest public education projects within the last five years or (2) ten times the bidder's current working capital. Bidders are also required to provide an audited (or reviewed) financial statement, as well as letters from their current sureties indicating the bonding limits on a single project basis and on an aggregate basis.

The Health and Wellness Complex is currently out for bid. Bids were originally due on December 1, 2016, but the bid deadline has been recently extended to January 12, 2017. Because the Health and Wellness Complex project is estimated to cost more than \$50 million, the various bid packages reflect a correspondingly high dollar value. Based on the results from the 2016 prequalification process and the magnitude of this project, the Construction Manager, Tilden-Coil Constructors, Inc. has reported that there will be an extremely limited pool of available bidders; for some bid categories, no bidders can prequalify based on the Qualification Limit as determined above.

Accordingly, College staff recommends that the Board of Trustees authorize Cerritos College to prequalify prospective bidders for this particular project based on bonding limits provided by their current sureties, rather than the Qualification Limit. This action will allow for greater competition among qualified contractors for this project while still ensuring quality and performance. Moreover, this will minimize delays to the construction schedule and limit exposure to budget overruns due to price escalation given current construction market indicators. Therefore, staff finds that this course of action is in the best interests of Cerritos College.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Resolution No. 16-1207A

CERRITOS COMMUNITY COLLEGE DISTRICT

RESOLUTION NO 16-1207A

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE CERRITOS COMMUNITY COLLEGE DISTRICT
ALLOWING THE AWARD OF CONTRACTS ON THE HEALTH AND WELLNESS COMPLEX
TO PREQUALIFIED BIDDERS BASED ON SURETY BONDING LIMITS**

WHEREAS, in accordance with Public Contract Code Section 20651.5, the Board of Trustees has authorized Cerritos Community College District (“District”) to prequalify prospective bidders for its Health and Wellness Complex project (“Project”).

WHEREAS, the prequalification criteria established for the Project includes a “Qualification Limit,” which was designed to be one indicator of a bidder’s financial strength based on bidders’ prior public education work in addition to financial statements and surety letters regarding bonding limits.

WHEREAS, the large size of the Project has resulted in an extremely limited pool of available bidders and, for some bid categories, no bidders can prequalify based on the Qualification Limit criteria established in the most recent Formal Bid Prequalification Package.

WHEREAS, the College staff desires to prequalify prospective bidders for this particular Project based on bonding limits provided by their current sureties, rather than the Qualification Limit.

WHEREAS, based on the facts and evidence presented by College staff, the Board of Trustees finds that authorizing the College to prequalify bidders for this Project based on bonding limits provided by their current sureties will allow for greater competition among qualified contractors for this Project while still ensuring quality and performance, will minimize delays to the construction schedule, and will limit exposure to budget overruns due to price escalation given current construction market indicators; and

WHEREAS, the Board of Trustees finds that this course of action and resolution are in the best interests of the College.

NOW THEREFORE, the Board of Trustees of the Cerritos Community College District hereby resolves as follows:

- Section 1. The Board of Trustees finds and determines that all of the recitals set forth above are adopted as true and correct.
- Section 2. The prequalification criteria previously approved by the Board of Trustees for the Project are hereby amended to permit the College to prequalify bidders based on bonding limits provided by bidders’ current sureties, rather than the Qualification Limit established in the Formal Bid Prequalification Package.
- Section 3. The Board of Trustees hereby delegates to the President/Superintendent, or his designee, authority to amend the Formal Bid Prequalification Package for this Project to the extent such amendments are necessary and appropriate to implement Section 2.

Section 4. That this Resolution No. 16-1207A shall take effect immediately upon its adoption.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the Cerritos Community College District on this 7th day of December, 2016, by the following vote:

AYES:

NOES:

ABSTENTIONS:

President of the Board of Trustees of the Cerritos
Community College District

Attested to:

Clerk of the Board of Trustees of the
Cerritos Community College District

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 27

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Mr. Noorali Delawalla
Acting Vice President of Business
Services/Assistant Superintendent

PREPARED BY:

Noorali Delawalla
Director of Fiscal Services

SUBJECT: **Consideration of Approval of Resolution Nos. _____ and _____ Authorizing Specified Employees of the Cerritos Community College District to Approve Notices of Employment, Contracts, and Orders for Salary or Commercial Payments in the LACOE Financial System for the Period January 1, 2017 to December 31, 2017.**

ACTION

It is recommended that the Board of Trustees approve Resolution Nos. _____ and _____ authorizing specified employees of the Cerritos Community College District to approve notices of employment, contracts, and orders for salary or commercial payments in the LACOE financial System for the Period January 1, 2017 to December 31, 2017.

FISCAL IMPACT

No general funds will be used.

REPORT SUMMARY

The Board of Trustees must officially authorize board members and specified employees to approve designated documents for the District.

The Los Angeles County Office of Education (LACOE) requires authorization by the Board of Trustees of specified individuals to approve documents in the LACOE Financial System. It is required that a Certificate of Signatures be approved for the next calendar year to be effective January 1, 2017. Attached are the Resolutions which, upon approval by the Board of Trustees and the affixing of signatures, will authorize specific employees of the Cerritos Community College District to approve designated documents for the period January 1, 2017 through December 31, 2017.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

LACOE Resolution Nos. _____ and _____ - Signature Authority List of Names

CERRITOS COMMUNITY COLLEGE DISTRICT

As Clerk/Secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign Notices of Employment, Contracts, and Orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections below. *If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: January 1, 2017 to December 31, 2017 in accordance with governing board approval dated December 7, 2016.

NOTE: Please TYPE name under signature.

Signature _____
Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to sign Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: _____ Type: _____ President of the Board of Trustees/Education	Signature: _____ Type: Dr. Jose Fierro Title: President/Superintendent
Signature: _____ Type: _____ Vice President of the Board of Trustees/Education	Signature: _____ Type: Mr. Felipe Lopez Title: Vice President of Business Services/Assistant Superintendent
Signature: _____ Type: _____ Clerk of the Board of Trustees/Education	Signature: _____ Type: Mr. Edmund (Rick) Miranda Title: Acting Vice President of Academic Affairs/Assistant Superintendent
Signature: _____ Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Dr. Stephen B. Johnson Title: Vice President of Student Services/Assistant Superintendent
Signature: _____ Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Dr. Adriana Flores-Church Title: Vice President of Human Resources/Assistant Superintendent
Signature: _____ Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Mr. Noorali Delawalla Title: Director of Fiscal Services
Signature: _____ Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Mark B. Logan Title: Director of Purchasing

If the Board has given special instructions for signing warrants or orders, please attached a copy of the resolution to this form.

*K-12 District	Community College Districts
42632	85232
42633	85233
44843	87412

Number of signatures required:

On Orders of Payment	_____
"A" Warrants	_____
"B" Warrants	_____
On Notice of Employment	_____
On Contracts	_____

CERRITOS COMMUNITY COLLEGE DISTRICT

As Clerk/Secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign Notices of Employment, Contracts, and Orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections below. *If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: January 1, 2017 to December 31, 2017 in accordance with governing board approval dated December 7, 2016

NOTE: Please TYPE name under signature.

Signature _____
Clerk (Secretary) of the Board

<u>Column 1</u>	<u>Column 2</u>
<u>Signatures of Members of Governing Board</u>	<u>Signatures of Personnel and/or Members of the Governing Board authorized to approve Warrants, Orders for Salary Payment, Notices of Employment, and Contracts:</u>
Signature: _____ Type: _____ President of the Board of Trustees/Education	Signature: _____ Type: Mr. Felipe Lopez Title: Vice President of Business Services
Signature: _____ Type: _____ Vice President of the Board of Trustees/Education	Signature: _____ Type: Mr. Noorali Delawalla Title: Director of Fiscal Services
Signature: _____ Type: _____ Clerk of the Board of Trustees/Education	Signature: _____ Type: Deanna Hart Title: Payroll Manager
Signature: _____ Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Kathy Burgos Title: Accounting Manager
Signature: _____ Type: _____ Member of the Board of Trustees/Education	Signature: _____ Type: Conrad Selorio Title: Budget Manager
Signature: _____ Type: _____ Member of the Board of Trustees/Education	
Signature: _____ Type: _____ Member of the Board of Trustees/Education	

If the Board has given special instructions for signing warrants or orders, please attached a copy of the resolution to this form.

*K-12 District	Community College Districts
42632	85232
42633	85233
44843	87412

Number of signatures required:

On Orders of Payment	_____
"A" Warrants	_____
"B" Warrants	_____
On Notice of Employment	_____
On Contracts	_____

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 28

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

<p>SUBJECT: Consideration of Ratification of the Second Amendment to the Agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017</p>

ACTION

It is recommended that the Board of Trustees ratify the second amendment to the agreement with the California Department of Education for the California State Preschool Program for Fiscal Year 2016-2017.

FISCAL IMPACT

The District will receive funding in the amount of \$40.45 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$836,152; funding is made possible through the California Department of Education. No general funds will be used.

REPORT SUMMARY

The District annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

SERVICES – AMENDMENT

CALIFORNIA DEPARTMENT OF EDUCATION

CALIFORNIA STATE PRESCHOOL PROGRAM FOR FISCAL YEAR 2016-2017

Requested by: Ms. Sandra Marks, Instructional Dean of Health Occupations

Purpose: Cerritos College has entered into an agreement over the past several years with the California Department of Education (“CDE”) under the California State Preschool Program whereby CDE will reimburse the District to provide preschool education services. Maximum reimbursable amounts (MRA) under the program are dependent upon yearly state funding allocations. The second amendment provides for an increase in the minimum number of child days of enrollment to 20,671 from the previously approved amended days of enrollment which was 20,641; the minimum days of operation remain unchanged at 243. CDE proposes to enter into an amendment with Cerritos College for fiscal year (FY) 2016-2017 to provide preschool education services for a MRA of \$836,152, which is a \$40,851 increase in revenue to Cerritos College from the previously approved amount of \$795,301.

Period: The time period of the agreement remains unchanged and is July 1, 2016 through June 30, 2017.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Amendment No. 2 to Contract No. 16C0016 – California Department of Education, California State
Preschool Program (CSPP), Fiscal Year 2016-2017

Amendment No. 1 to Contract No. 16C0016 – California Department of Education, California State
Preschool Program (CSPP), Fiscal Year 2016-2017

Contract No. 16C0016 – California Department of Education, California State Preschool Program (CSPP),
Fiscal Year 2016-2017



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 16 - 17

Amendment 02

DATE: July 01, 2016

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACT NUMBER: CSPP-6151

Budget Act/Rate Increase

PROGRAM TYPE: CALIFORNIA STATE

PRESCHOOL PROGRAM

PROJECT NUMBER: 19-6436-00-6

CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

This agreement with the State of California dated July 01, 2016 designated as number CSPP-6151 and Amendment #01 (15/16 Expansion) shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$795,301.00 and inserting \$836,152.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of this agreement shall be amended by deleting reference to the Previous Rate of \$38.53 and inserting the Blended Rate of \$40.45 in place thereof.

The Blended Rate is an average of the Previous Rate and the Previous Rate increased by ten percent. This increase represents the ten percent increase to the Standard Reimbursement Rate, which is effective January 1, 2017, pursuant to the Budget Act of 2016.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 20,641.0 and inserting 20,671.0 in place thereof.

Minimum Days of Operation (MDO) Requirement shall be 243. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contracts, Purchasing and Conference Services		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 40,851	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 795,301	(OPTIONAL USE) 0656 23038-6436				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 836,152	ITEM 30.10.010. 6100-196-0001	CHAPTER 23	STATUTE 2016	FISCAL YEAR 2016-2017	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER		DATE			
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 16 - 17

Amendment 01

DATE: July 01, 2016

CONTRACT NUMBER: CSPP-6151

PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAM

PROJECT NUMBER: 19-6436-00-6

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

15/16 Expansion

CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

This agreement with the State of California dated July 01, 2016 designated as number CSPP-6151 shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$534,646.00 and inserting \$795,301.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be \$38.53. (No change)

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 13,876.0 and inserting 20,641.0 in place thereof.

Minimum Days of Operation (MDO) Requirement shall be 243. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contracts, Purchasing and Conference Services		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 260,655	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		Department of General Services use only	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 534,646	(OPTIONAL USE) 0656 23038-6436				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 795,301	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2016		
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER		DATE			



CALIFORNIA DEPARTMENT OF EDUCATION
 1430 N Street
 Sacramento, CA 95814-5901

160016

F.Y. 16 - 17

DATE: July 01, 2016

CONTRACT NUMBER: CSPP-6151
 PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAM

PROJECT NUMBER: 19-6436-00-6

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC-610)*; the STATE PRESCHOOL PROGRAM REQUIREMENTS*; the FUNDING TERMS AND CONDITIONS (FT&C)* and any subsequent changes to the FT&C*, which are by this reference made a part of this Agreement. Where the GTC-610 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2016 through June 30, 2017. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$38.53 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$534,646.00.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 13,876.0
 Minimum Days of Operation (MDO) Requirement 243

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at <http://www.cde.ca.gov/fg/aa/cd/ftc2016.asp>.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE) 		BY (AUTHORIZED SIGNATURE) 			
PRINTED NAME OF PERSON SIGNING Suresh Chandra, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING DR. JOSE FIERRO, PRESIDENT/SUPERINTENDENT			
TITLE Contracts, Purchasing and Conference Services		ADDRESS 1110 ALONDRA BLVD., NORWALK, CA, 90650			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 534,646	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 23038-6436	Department of General Services use only			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 534,646	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2016	FISCAL YEAR 2016-2017	
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER 		DATE AUG 10 2016			

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 29

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

<p>SUBJECT: Consideration of Ratification of the Amendment to the Agreement with the California Department of Education for General Child Care and Development Programs for Fiscal Year 2016-2017</p>

ACTION

It is recommended that the Board of Trustees ratify the amendment to the agreement with the California Department of Education for General Child Care and Development Programs for Fiscal Year 2016-2017.

FISCAL IMPACT

The District will receive funding in the amount of \$40.20 per child per day of full-time enrollment and a maximum reimbursable amount (MRA) of \$173,142; funding is made possible through the California Department of Education. No general funds will be used.

REPORT SUMMARY

The District annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

SERVICES – AMENDMENT

CALIFORNIA DEPARTMENT OF EDUCATION

CALIFORNIA STATE PRESCHOOL PROGRAM FOR FISCAL YEAR 2016-2017

Requested by: Ms. Sandra Marks, Instructional Dean of Health Occupations

Purpose: Cerritos College has entered into an agreement over the past several years with the California Department of Education (“CDE”) under the General Child Care and Development Programs whereby CDE will reimburse the District to provide preschool education services to children under the age of three. Maximum reimbursable amounts (MRA) under the program are dependent upon yearly state funding allocations. The amendment provides for an increase in the minimum number of child days of enrollment to 4,307 from the previously approved amended days of enrollment which was 4,301; the minimum days of operation remain unchanged at 243. CDE proposes to enter into an amendment with Cerritos College for fiscal year (FY) 2016-2017 to provide preschool education services for a MRA of \$173,142, which is a \$8,459 increase in revenue to Cerritos College from the previously approved amount of \$164,683.

Period: The time period of the agreement remains unchanged and is July 1, 2016 through June 30, 2017.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Amendment No. 1 to Contract No. 16C0015 – California Department of Education, General Child Care and Development Programs (CCTR), Fiscal Year 2016-2017

Contract No. 16C0015 – California Department of Education, General Child Care and Development Programs (CCTR), Fiscal Year 2016-2017



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 16 - 17

Amendment 01

DATE: July 01, 2016

CONTRACT NUMBER: CCTR-6071

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 19-6436-00-6

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Budget Act/Rate Increase

CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

This agreement with the State of California dated July 01, 2016 designated as number CCTR-6071 shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$164,683.00 and inserting \$173,142.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of this agreement shall be amended by deleting reference to the Previous Rate of \$38.29 and inserting the Blended Rate of \$40.20 in place thereof.

The Blended Rate is an average of the Previous Rate and the Previous Rate increased by ten percent. This increase represents the ten percent increase to the Standard Reimbursement Rate, which is effective January 1, 2017, pursuant to the Budget Act of 2016.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 4,301.0 and inserting 4,307.0 in place thereof.

Minimum Days of Operation (MDO) Requirement shall be 243. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

Table with columns for STATE OF CALIFORNIA and CONTRACTOR, including fields for signature, printed name, title, amount encumbered, program category, fund title, and dates.

CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

CONTRACT NUMBER: CCTR-6071

Amendment 01

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 49,226	(OPTIONAL USE)0656 13609-6436	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 49,226	ITEM 30.10.020.001 6100-194-0890	CHAPTER 23	STATUTE 2016	FISCAL YEAR 2016-2017
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 22,611	(OPTIONAL USE)0656 15136-6436	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 22,611	ITEM 30.10.020.001 6100-194-0890	CHAPTER 23	STATUTE 2016	FISCAL YEAR 2016-2017
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 8,459	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 92,846	(OPTIONAL USE)0656 23254-6436			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 101,305	ITEM 30.10.020.001 6100-194-0001	CHAPTER 23	STATUTE 2016	FISCAL YEAR 2016-2017
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590			

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	



CALIFORNIA DEPARTMENT OF EDUCATION
 1430 N Street
 Sacramento, CA 95814-5901

16C0015

F.Y. 16 - 17

DATE: July 01, 2016

CONTRACT NUMBER: CCTR-6071

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 19-6436-00-6

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC-610)*; the GENERAL CHILD CARE AND DEVELOPMENT PROGRAM REQUIREMENTS*; the FUNDING TERMS AND CONDITIONS (FT&C)* and any subsequent changes to the FT&C*, which are by this reference made a part of this Agreement. Where the GTC-610 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2016 through June 30, 2017. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$38.29 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$164,683.00.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 4,301.0
 Minimum Days of Operation (MDO) Requirement 243

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at <http://www.cde.ca.gov/fg/aa/cd/ftc2016.asp>

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE) <i>Sueshil Chandra</i>		BY (AUTHORIZED SIGNATURE) <i>[Signature]</i>			
PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING DR. JOSE FIERRO, PRESIDENT/SUPERINTENDENT			
TITLE Contracts, Purchasing and Conference Services		ADDRESS 1110 ALONDRA BLVD., NORWALK, CA 90650			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 164,683	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Department of General Services use only			
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 164,683	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE AUG 10 2016			

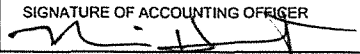
CONTRACTOR'S NAME: CERRITOS COMMUNITY COLLEGE DISTRICT

CONTRACT NUMBER: CCTR-6071

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 49,226	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 13609-6436	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 49,226	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2016	FISCAL YEAR 2016-2017
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 22,611	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 15136-6436	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 22,611	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2016	FISCAL YEAR 2016-2017
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 92,846	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-6436			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 92,846	ITEM 30.10.020.001 6100-194-0001	CHAPTER B/A	STATUTE 2016	FISCAL YEAR 2016-2017
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590				

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER 	DATE AUG 10 2016	

CERRITOS COLLEGE
Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**
Agenda Item No. 30

FROM: _____
Dr. Jose Fierro
President/Superintendent

REVIEWED BY: _____
Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY: _____
Mark B. Logan
Director, Purchasing and
Contract Administration

SUBJECT: Consideration of Ratification of Agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for Information Technology Training and Certification

ACTION

It is recommended that the Board of Trustees ratify the agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for Information Technology Training and Certification.

FISCAL IMPACT

Cerritos College will receive funding in the amount of \$471,100; funding is made possible through UAW-Labor Employment and Training Corporation's award through the U.S. Department of Labor ETA and the H-1B TechHire Partnership Grant.

REPORT SUMMARY

The District annually contracts with various individuals, commercial firms, and other governmental agencies for the purpose of procuring or providing a variety of services.

SERVICES – NEW

**UAW-LABOR EMPLOYMENT AND TRAINING CORPORATION (UAW-LETC)
AGREEMENT FOR INFORMATION TECHNOLOGY TRAINING AND CERTIFICATION**

Requested by: Ms. Bellegran Gomez, Director of Community Advancement

Purpose: Cerritos College wishes to enter into an agreement with UAW-Labor Employment and Training Corporation (UAW-LETC) for the college to provide Information Technology Training and Certification for up to 75 participants (ages 17-29), and up to 10 incumbent workers (ages 18-64). UAW-LETC has been awarded funding from the U.S. Department of Labor ETA and the H-1B TechHire Partnership Grant; Cerritos College will serve as a sub-contractor to UAW-LETC.

Period: The time period will be from July 1, 2016 through June 30, 2018.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Contract No. 16C0098 – UAW-Labor Employment and Training Corporation

PROFESSIONAL SERVICES AGREEMENT

Subcontractor: CERRITOS COLLEGE

Title: DOL H-1B TechHire L.A. Grant

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BETWEEN
UAW-LABOR EMPLOYMENT AND TRAINING CORPORATION (UAW-LETC)
AND

CERRITOS COLLEGE

THIS AGREEMENT, dated July 1, 2016 for reference purpose, is made and entered into by and between UAW-Labor Employment and Training Corporation, a corporation, hereinafter called UAW-LETC, and CERRITOS COLLEGE, hereinafter called Subcontractor.

RECITALS

WHEREAS, UAW-Labor Employment and Training Corporation has been awarded by the Department of Labor ETA the H-1B TechHire Partnership Grant Project #HG-29366-16-60-A-6, hereinafter called the Project; and

WHEREAS, UAW-LETC, a non-profit California corporation operates employment and training programs funded by various government agencies and departments; and

WHEREAS, Subcontractor provides community college students with high quality, comprehensive instructional programs and support services that offer pathways to achieve educational and career goals, and participates in programs funded by various government agencies and departments; and

WHEREAS, Subcontractor desires to participate to provide services under the Project in collaboration with UAW-LETC,

NOW, THEREFORE, UAW-LETC and Subcontractor agree as follows:

1. INTRODUCTION

§101 Parties to the Agreement

- A. The parties to this Agreement are:

UAW-Labor Employment and Training Corporation (UAW-LETC), a non-profit corporation, having its principal office at 11010 E. Artesia Blvd., Cerritos, CA 90703-2551.

Subcontractor known as CERRITOS COLLEGE having its principal office at 11110 Alondra Blvd., Norwalk, CA 90650.

§102 Representatives of the Parties and Service of Notices

- A. The representatives of the respective parties who are authorized to administer this Agreement and to whom formal notices, demands and communications shall be given are as follows:

The representative of UAW-LETC shall be, unless otherwise stated in the Agreement:

Henryetta Andrade
South Los Angeles Worksource Center
3965 South Vermont Avenue
Los Angeles, CA 90037

The representative of Subcontractor shall be:

Bellegran Gomez
CERRITOS COLLEGE
11110 Alondra Blvd.
Norwalk, CA 90650
(562) 860-2451 ext. 2510

- B. Formal notices, demands and communications to be given hereunder by either party shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested and shall be deemed communicated as of the date of mailing.
- C. If the name of the person designated to receive the notices, demands or communications or the address of such person is changed, written notice shall be given, in accord with this section, within five (5) working days of said change.

§103 Independent Subcontractor

- A. Subcontractor is acting hereunder as an independent Subcontractor and not as an agent or employee of UAW-LETC. No employee of Subcontractor has been, is, or shall be an employee of UAW-LETC by virtue of this Agreement, and Subcontractor shall so inform each employee organization and each employee who is hired or retained under this Agreement. Subcontractor shall not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of UAW-LETC.

2. TERM AND SERVICES TO BE PROVIDED

§201 Time of Performance

The term of this Agreement shall commence on 07/01/2016 and end 06/30/2018. UAW-LETC may, at its discretion, exercise an option to renew this subcontract for two additional one-year periods.

§202 Services to be Provided by Subcontractor

Subcontractor shall provide contractual services at CERRITOS COLLEGE sites which are supported by the work task schedule identified in this section.

CERRITOS COLLEGE will enroll up to 75 participants ages 17-29 into the TechHire L.A. program to obtain training and certification in the high-tech field of Information Technology. CERRITOS COLLEGE will also enroll up to 10 currently employed participants ages 18-64 to obtain training and certification in Information Technology.

Responsibilities

CERRITOS COLLEGE shall:

1. Provide outreach, recruitment, assessment, orientation, referral, and registration/enrollment assistance in conjunction with UAW-LETC staff.
2. Coordinate with UAW-LETC staff to conduct onsite orientations for recruitment and enrollments of eligible participants interested in participating in the program.
3. Provide additional assessment as deemed necessary to evaluate suitability/eligibility of participant for training.
4. Provide at the successful completion of each cohort training, copies of certifications or transcripts for each student to UAW-LETC to process for performance credit.
5. Address the educational and workforce needs of a diverse population through its general education, workforce training, academic courses, and university transfer programs.

A. Participant Outcome Table:

	REQUIRED ACTIVITY	Goals
1.	Up to 75 TechHire L.A. participants aged 17-29 and up to 10 incumbent workers aged 18-64 will be enrolled into Information Technology training and receive industry-recognized certificates upon successful completion of training courses.	Training and certification of up to 75 TechHire L.A. participants (aged 17-29) and 10 incumbent workers (aged 18-64)

3. PAYMENT

§301 Compensation and Method of Payment

- A. UAW-LETC shall pay to Subcontractor as compensation for complete and satisfactory performance of the terms of this Agreement of enrollment, training, and certification of one TechHire L.A. participant (aged 17-29) the amount of \$5,900, or one incumbent worker (aged 18-64) the amount of \$2,860, based on project deliverables as identified in Section 202. Total payment shall not exceed the total contract amount of \$442,500 for participants aged 17-29 and \$28,600 for incumbent workers.
- B. For participants who do not complete the course of instruction, UAW-LETC shall pay to Subcontractor a prorated share of the total amount based on the percentage of time participant spent in training. Evidence of participant attendance shall accompany invoice.

- C. Subcontractor shall submit quarterly invoices to UAW-LETC or within 30 days after delivery of service (i.e. completion of training). The invoice should detail the work completed for the period that is covered by the invoice. Each invoice shall be submitted on Subcontractor's letterhead together with complete supporting documents and information which shall include, but not limited to, the following:
- D. Original invoice
- E. Copies of enrollment documentation for each participant
- F. Copies of Certificates for training completed by each participant
- G. Copies of class rosters, daily attendance reports, and/or transcripts
- H. UAW-LETC may request changes to the content and format of the invoice and supporting documentation at any time. UAW-LETC reserves the right to request additional supporting documentation. All invoices must be signed by an officer of Subcontractor under penalty of perjury that the information submitted is true and correct.

4. STANDARD PROVISIONS

§401 This agreement shall be governed by the provisions of the Project and is subject to the terms and conditions of the Project, which are provided in Attachment A.

5. INDEMNIFICATION

§501 To the extent permitted by law, Subcontractor agrees to indemnify, defend and hold harmless UAW-LETC and their respective officers, agents, and employees from any and all claims and losses incurred by Subcontractor during the Agreement term.

6. INSURANCE REQUIREMENTS

§601 During the term of this Agreement, Subcontractor shall provide and maintain at its own expense a program of insurance having coverage and limits customarily carried and actually arranged by the Subcontractor.

7. MONITORING

§701 Within 15 days of the end of each quarter, Subcontractor shall submit narrative program reports along with a spreadsheet summarizing each participant's progress in the program

§702 UAW-LETC has the right to monitor Subcontractor activities at any time. Subcontractor will cooperate with UAW-LETC and provide whatever information is required for monitoring

§703 Any corrective actions required or designated by UAW-LETC must be implemented by Subcontractor in the timely manner.

8. AMENDMENTS

§801 This Agreement may only be amended in writing by the signatories of both parties.

9. TERMINATION

§901 Either party to this Agreement may terminate this Agreement or any part hereof upon giving the other party at least thirty (30) days written notice prior to the effective date of such termination, which date shall be specified in such notice.

10. ENTIRE AGREEMENT

§1001 This Agreement contains the full and complete Agreement between the two parties. Neither verbal agreement nor conversation with any officer or employee of either party shall affect or modify any of the terms and conditions of this Agreement.

11. SIGNATURE PAGE

IN WITNESS WHEREOF, UAW-LETC and Subcontractor have caused this Agreement to be executed by their duly authorized representatives.

Executed this _____ day of _____, 2016

For: **UAW-LETC**

BY: _____

Print Name/Title: Phillip Tan, Vice President, Finance

Date: _____

Executed this _____ day of _____, 2016

For: **CERRITOS COLLEGE**

BY: _____

Print Name/Title: _____

Date: _____

ATTACHMENT A – TERMS AND CONDITIONS

This attachment tabulates the entire terms and conditions of the Project. The standard provisions contained therein apply to this Agreement.

TERMS AND CONDITIONS LIBRARY

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1. Order of Precedence

The terms and conditions of this Notice of Award and other requirements have the following order of precedence if there is any conflict in what they require: (1) Section 414(c) of the American Competitiveness and Workforce Improvement Act of 1998 (ACWIA), as amended (codified at 29 USC 3224a); (2) Public Law 114-113: Consolidated Appropriations Act, 2016; (3) other applicable Federal statutes and their implementing regulations; (4) terms and conditions of award.

2. Funding Opportunity Announcement

The Funding Opportunity Announcement and any amendments (<https://doleta.gov/grants/pdf/FOA-ETA-16-01.pdf>, https://doleta.gov/grants/pdf/FOA-ETA-16-01_Amend1.pdf, https://doleta.gov/grants/pdf/FOA-ETA-16-01_Amend2.pdf) are hereby incorporated into this Grant Agreement. Recipients are bound by the authorizations, restrictions, and requirements contained in the Funding Opportunity Announcement. Expenditure of grant funds certifies that your organization has read and will comply with all parts of this grant agreement.

3. Approved Statement of Work

The award recipient's project narrative is taken as the Statement of Work. It has been included as Attachment D. If there is any inconsistency between items in this project narrative and any Department of Labor (DOL) regulation, guidance or OMB cost principle, the DOL regulation, guidance or cost principle will prevail.

4. Approved Budget

The recipient's budget documents are attached in this Notice of Award Package. The documents are: 1) the SF-424, included at Attachment A; 2) the SF-424 A, included at Attachment B; and 3) the Budget Narrative, included at Attachment C. The recipient must confirm that all costs are allowable before expenditure. Pursuant 2 CFR 2900.1, approval of the budget as awarded does not constitute prior approval of those specified in 2 CFR 200 or this grant award as requiring prior approval. The Grant Officer is the only official with the authority to provide such approval.

5. Evaluation, Data, and Implementation

The recipient must cooperate with the DOL in the conduct of a third-party evaluation, including providing DOL or its authorized contractor with appropriate data and access to program operating personnel and participants in a timely manner.

Additional resources and information to assist you is located on the ETA website at <https://www.doleta.gov/grants/resources.cfm>. This site contains information about the Uniform

Guidance, general terms and conditions, indirect cost assistance, recipient training resources and other relevant information.

6. Indirect Cost Rate and Cost Allocation Plan

- A. A current federally approved Negotiated Indirect Cost Rate Agreement (NICRA) or current federally approved Cost Allocation Plan (CAP) has been provided – copy attached.
Regarding only the NICRA:

(1) Indirect Rate approved: %

(2) Type of Indirect Cost Rate:

(3) Allocation Base:

(4) Current period applicable to rate:

Estimated Indirect Costs are shown on the SF-424A budget form. If a new NICRA is issued during the life of the grant, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct and indirect costs consistent with institutional requirements and DOL regulations for prior approval, however the total amount of grant award funding will not be increased. Any budget changes impacting the Statement of Work and agreed upon outcomes or deliverables require a request for modification and prior approval from the Grant Officer.

- B. (1) Latest NICRA or CAP approved by the Federal Cognizant Agency.¹ (FCA) is not current,
(2) No NICRA or CAP has ever been approved by an FCA.

URGENT NOTICE: Estimated indirect costs have been specified on the SF-424A, Section B, Object Class Category "j", however only \$86,880 will be released to support indirect costs in the absence of a NICRA or CAP approved by the cognizant agency. The remaining funds which have been awarded for indirect Costs are restricted and may not be used for any purpose until the awardee provides a signed copy of the NICRA or CAP and the restriction is lifted by the Grant Officer. Upon receipt of the NICRA or CAP, ETA will issue a grant modification to the award to remove the restriction on those funds.

The awardee must submit an indirect cost rate proposal or CAP. These documents should be submitted to DOL's Division of Cost Determination (DCD), or to the awardee's Federal Cognizant Agency. In addition, the awardee must notify the Federal Project Officer that the documents have been sent. Contact information for the DCD is available at <http://www.dol.gov/oasam/boc/dcd/>. If this proposal is not submitted within 90 days of the effective date of the award, no funds will be approved for the reimbursement of

¹ The Federal agency providing the organization the preponderance of direct Federal funds.

indirect costs. Failure to submit an indirect cost proposal by the above date means the grantee will not receive further reimbursement for indirect costs until a signed copy of the federally approved NICRA or CAP is provided and the restriction is lifted by the Grant Officer. All indirect charges must be returned through the Payment Management System and no indirect charges will be reimbursed.

The total amount of DOL's financial obligation under this grant award will not be increased to reimburse the awardee for higher negotiated indirect costs.

- C. The organization elected to exclude indirect costs from the proposed budget. Please be aware that incurred indirect costs (such as top management salaries, financial oversight, human resources, payroll, personnel, auditing costs, accounting and legal, etc. used for the general oversight and administration of the organization) must not be classified as direct costs; these types of costs are indirect costs. Only direct costs, as defined by the applicable cost principles, will be charged. Audit disallowances may occur if indirect costs are misclassified as direct.

- D. The organization has never received a negotiated indirect cost rate and, pursuant to the exceptions noted at 2 CFR 200.414(f) in the Cost Principles, has elected to charge a de minimis rate of 10% of modified total direct costs (see 2 CFR 200.68 for definition) which may be used indefinitely. This methodology must be used consistently for all Federal awards until such time as you choose to negotiate for an indirect cost rate, which you may apply to do at any time. (See 2 CFR 200.414(f) for more information on use of the de minimis rate.)

If DOL is your FCA, grantees should work with DOL's DCD, which has delegated authority to negotiate and issue a NICRA or CAP on behalf of the Federal Government. More information about DOL's DCD is available at <http://www.dol.gov/oasam/boc/dcd/>. This website has guidelines to develop indirect cost rates, links to the applicable cost principles, and contact information. The DCD also has Frequently Asked Questions providing general information about the indirect cost rate approval process and due dates for provisional and final indirect cost rate proposals at <http://www.dol.gov/oasam/faqs/FAQ-dcd.htm>.

7. Federal Project Officer

The DOL/ETA Federal Project Officer (FPO) for this award is:

Name: Tarah Holt

Telephone: 415 625 7928

E-mail: Holt.Tarah@dol.gov

The FPO is not authorized to change any of the terms or conditions of the award or approve prior approval requests. Any changes to the terms or conditions or prior approvals must be approved by the Grant Officer through the use of a formally executed award modification.

8. Notice of Award

Funds shall be obligated and allocated via a Notice of Award (NOA) grant modification. Obligations and costs may not exceed the amount awarded by the NOA modification unless otherwise modified by ETA. Funds are obligated for the amount indicated in the "Modification 0" NOA in accordance with the recipient's award amount. The Federal obligation level will be amended by the Grant Officer to increase (or adjust) amounts available to the recipient as funds become available for obligation and additional Notice of Award (or Deobligation) grant modifications are required and issued.

9. OTCnet Program Check Capture Legal Notices

The Department of Labor, Employment Training and Administration will be using U.S. Treasury Paper Check Conversion. Henceforth, processing of Check Payments received in Person or by Mail will be converted into an electronic funds transfer (EFT).

10. Funding Restrictions

a. Consultant Rate Limitation

The total salary and bonus of any consultant who provides services under a program cannot exceed the daily rate of \$585.

b. Budget Flexibility

As directed in 2 CFR 200.308(e), the transfer of funds among direct cost categories or programs, functions and activities is restricted such that if the cumulative amount of such transfers exceeds or is expected to exceed 10 percent of the total budget as last approved by the Federal awarding agency, the recipient must receive prior approval from the Grant Officer.

Any changes to personnel costs within the personnel line item do not require a grant modification unless the changes result in a change to the amount listed on the SF 424a Personnel line. It is recommended that your assigned Department of Labor (DOL) Federal Project Officer (FPO) review within-line changes prior to implementation to ensure they do not require a modification.

c. Mileage Reimbursement Rates

Pursuant to 2 CFR 200.474(a), recipients must have policies and procedures in place related to travel costs; however, for reimbursement on a mileage basis, this federal award cannot be charged more than the maximum allowable Mileage Reimbursement Rates for Federal employees. The 2015 Mileage Reimbursement Rates are:

Modes of Transportation	Effective/Applicability Date	Rate per mile
Privately owned automobile	January 1, 2016	\$0.54
Privately owned motorcycle	January 1, 2016	\$0.51

Mileage rates must be checked annually at www.gsa.gov/mileage to ensure compliance.

d. Foreign Travel

Foreign travel is not allowable except with prior written approval. Prior written approval must be obtained from the Grant Officer through the process described in 2 CFR 200.407 and 2 CFR 2900.16. All travel, both domestic and Grant Officer-approved foreign travel, must comply with the Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must be performed by, or under a code-sharing arrangement with, a US Flag air carrier if service provided by such carrier is available.

11. Administrative Requirements

a. System for Award Management and Universal Identifier Requirements

1. Requirement for System of Award Management

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

2. Requirement for unique entity identifier

If you are authorized to make subawards under this award, you:

- i. Must notify potential subrecipients that no entity (see definition in paragraph [3] of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
- ii. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

3. Definitions

For purposes of this award term:

- i. System of Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>.)
- ii. Unique entity identifier means the identifier required for SAM registration to uniquely identify business entities.
- iii. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- iv. Subaward:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

- b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.330).
- c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
- v. Subrecipient means an entity that:
 - a. Receives a subaward from you under this award; and
 - b. Is accountable to you for the use of the Federal funds provided by the subaward.

b. Federal Funding Accountability and Transparency Act

1. Reporting of first-tier subawards

- i. *Applicability.* Unless you are exempt as provided in paragraph [4.] of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph [5.] of this award term).
- ii. *Where and when to report.*
 - a. You must report each obligating action described in paragraph [1.i.] of this award term to <http://www.fsrc.gov>.
 - b. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
 - c. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrc.gov> specify.

2. Reporting Total Compensation of Recipient Executives.

- i. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
 - a. the total Federal funding authorized to date under this award is \$25,000 or more;
 - b. in the preceding fiscal year, you received—
 - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (C) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)
- ii. *Where and when to report.* You must report executive total compensation described in paragraph [2.i.] of this award term:
 - a. As part of your registration profile at <http://www.sam.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.

3. Reporting of Total Compensation of Subrecipient Executives.

- i. *Applicability and what to report.* Unless you are exempt as provided in paragraph [4.] of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—
 - a. In the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - b. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
- ii. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph [3.i] of this award term:
 - a. To the recipient.
 - b. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

4. Exemptions

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i. Subawards, and
- ii. The total compensation of the five most highly compensated executives of any subrecipient.

5. Definitions.

For purposes of this award term:

- i. *Entity* means all of the following, as defined in 2 CFR part 25:
 - a. A Governmental organization, which is a State, local government, or Indian tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization;
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- ii. *Executive* means officers, managing partners, or any other employees in management positions.
- iii. *Subaward*:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

- b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see [2 CFR 200.330]).
- c. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
- iv. *Subrecipient* means an entity that:
 - a. Receives a subaward from you (the recipient) under this award; and
 - b. Is accountable to you for the use of the Federal funds provided by the subaward.
- v. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - a. Salary and bonus.
 - b. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - c. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - d. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - e. Above-market earnings on deferred compensation which is not tax-qualified.
 - f. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

c. Personally Identifiable Information

Recipients must recognize and safeguard personally identifiable information (PII) except where disclosure is allowed by prior written approval of the Grant Officer or by court order. Recipients must meet the requirements in Training and Employment Guidance letter (TEGL 39-11, Guidance on the Handling and Protection of Personally Identifiable Information (PII)), (located at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=7872)

d. Recipient Integrity and Performance Matters

1. General reporting requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal agencies exceeds \$10,000,000 for any period of time during the project period of this award, then you as the recipient during that period of time must maintain the currency of information in the Federal Awardee Performance and Integrity Information System (FAPIS)(then you as the recipient during that period of time must maintain the currency of information in the Federal Awardee Performance and Integrity Information System (FAPIS) about civil, criminal, or administrative proceedings described in paragraph B. of this award term by updating the information in SAM) about civil, criminal, or administrative proceedings described in paragraph B. of this award term. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 417b). As required by section 3010 of Public Law 111-212, all information posted in FAPIS on or after April 15, 2011, except past performance reviews, will be publicly available.

2. Proceedings about which you must report

Submit the information required about each proceeding that:

1. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from either the Federal Government or a State;
2. Reached its final disposition during the most recent 5-year period; and
3. Is one of the following:
 - i. A criminal proceeding that resulted in a conviction, as defined in paragraph E. of this award term
 - ii. A civil proceeding that resulted in a finding of fault and liability and your paying a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - iii. An administrative proceeding, as defined in paragraph e. of this award term, that resulted in a finding of fault and liability and your payment of either monetary fine or penalty of \$5,000 or more or a reimbursement, restitution, or damages in excess of \$100,000; or
 - iv. Any other criminal, civil, or administrative proceeding if:
 - a. It could have led to an outcome described in paragraph B.3.a, b, or c of this award term;
 - b. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - c. The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. Reporting procedures

Enter in SAM Entity Management area (formerly CCR), or any successor system, the FAPIIS information that SAM requires about each proceeding described in paragraph B. of this award term. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM (formerly CCR) because you were required to do so under Federal procurement contracts that you were awarded.

4. Reporting frequency

During any period of time when you are subject to the requirement in paragraph A. of this award term, you must report FAPIIS information through SAM no less frequently than semiannually following your initial report of any proceedings for the most recent 5-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report.

5. Definitions

For purposes of this award term:

Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level. It does not include audits, site visits, corrective plans, or inspection of deliverables.

Conviction, for purposes of this award term, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

Total value of currently active grants, cooperative agreements, and procurement contracts includes —

- i. Only the Federal share of the funding under any award with a recipient cost share or match; and
- ii. The value of all options, even if not yet exercised.

e. Audits

Organization-wide or program-specific audits shall be performed in accordance with the Single Audit Act Amendments of 1996. Recipients that expend \$750,000 or more in a year in Federal awards shall have an audit conducted for that year in accordance with the requirements contained in 2 CFR 200.501. The provisions of 2 CFR Subpart F, Audit Requirements, will apply to audits of non-Federal entity fiscal years beginning on or after December 26, 2014. The revised audit requirements are not applicable to fiscal years beginning prior to that date.

f. Equipment

Recipients must receive prior approval from the DOL/ETA Grant Officer for the purchase of any equipment with a per unit acquisition cost of \$5,000 or more, and a useful life of more than one year. This includes the purchases of Automated Data Processing (ADP) equipment. Equipment purchases must be made in accordance with 2 CFR 200.313 or 2 CFR 200.439.

This grant award does not give approval for equipment specified in a recipient's budget or statement of work unless specifically approved above. If not specified above, the recipient must submit a detailed description list to the FPO for review within 90 days of the Notice of Award date. We strongly encourage grantees to submit equipment purchase requests as early as possible in the grant's period of performance with as many planned pieces of equipment as possible.

Recipients may not purchase equipment in the last year of performance. If any approved acquisition has not occurred prior to the last year of performance, approval for that item(s) is rescinded.

g. Program Income

The Addition method as described in 2 CFR 200.307 must be used in allocating any program income generated for this grant award. The recipient is allowed to deduct costs incidental to generating Program Income to arrive at a Program Income. Reporting on program income expenditures must be reported on the ETA-9130.

h. Supportive Services & Participant Support Costs

When supportive services are expressly authorized by program statute, regulation or Funding Opportunity Announcement, this award waives the prior approval requirement for participant support costs as described in 2 CFR 200.456. Costs must still meet the basic considerations at 2 CFR 402 – 200.411. Questions regarding supportive services and participant support costs should be directed to the Federal Project Officer assigned to the grant.

i. Pre-Award

All costs incurred by the recipient prior to the start date specified in the award issued by the Department are ***incurred at the recipient's own expense.***

j. Reports

All ETA recipients are required to submit quarterly financial and progress reports for each grant award.

1. Quarterly Financial Reports

All ETA recipients are required to report quarterly financial data on the ETA 9130. ETA 9130 reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are June 30, September 30, December 31, and March 31. A final financial closeout report is required to be submitted no later than 90 calendar days after the grant period of performance ends. For guidance on ETA's financial reporting, reference Training and Employment Guidance Letter (TEGL) 13-12.

ETA requires all grant recipients to submit the 9130 form electronically through an on-line reporting system. Expenditures are required to be reported on an accrual basis, cumulative from the beginning of the life of a grant, through the end of each reporting period.

The instructions for accessing both the on-line financial reporting system and the HHS Payment Management System can be found in the transmittal memo accompanying this Notice of Award. To gain access to the online financial reporting system, a request for a password and pin must be submitted via e-mail to ETApasword.pin@dol.gov. The Financial Report Access Document, copies of the ETA 9130, and detailed reporting instructions are available at www.doleta.gov/grants/financial_reporting.cfm.

2. Quarterly Progress Reports

Recipients are required to submit a quarterly and final report to the designated Federal Project Officer (FPO) on grant activities funded under this award. All reports are due no later than 45 calendar days after the end of each specified reporting quarter. Reporting quarter end dates are June 30, September 30, December 31, and March 31.

- i. The last quarterly progress report that recipients submit will serve as the grant's Final Performance Report. This report should provide both quarterly and cumulative information on the grant's activities. It must summarize project activities, employment outcomes and other deliverables, and related results of the project.
- ii. The recipient shall use any standard forms and instructions to report on training and employment outcomes and other data relating to the progress reports as provided by ETA.
- iii. The recipient shall utilize standard reporting processes and electronic reporting systems to submit their quarterly progress reports as provided by ETA.

k. Managing Subawards

Subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

The provisions of the Terms and Conditions of this award will be applied to any subrecipient under this award. The recipient is responsible for the monitoring of the subrecipient, ensuring that the Terms

and Conditions are in all subaward packages and that the subrecipient is in compliance with all applicable regulations and the terms and conditions of this award (2 CFR 200.101(b)(1)).

l. Final Year/Closeout Requirements

At the end of the grant period, the recipient will be required to close the grant with ETA. The recipient will be notified approximately 15 days prior to the end of the period of performance that the initiation of closeout will begin at the end of the grant. Information concerning the recipient's responsibilities at closeout may be found in 2 CFR 200.343.

m. Publicity

No funds provided under this grant shall be used for publicity or propaganda purposes, for the preparation, distribution or use of any kit, pamphlet, booklet, publication, radio, television or film presentation designed to support or defeat legislation pending before the Congress or any state or local legislature or legislative body, except in presentation to the Congress or any state or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government, except in presentation to the executive branch of any state or local government itself. Nor shall grant funds be used to pay the salary or expenses of any recipient or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive Order proposed or pending before the Congress, or any state government, state legislature, or local legislature body other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local, or tribal government in policymaking and administrative processes within the executive branch of that government.

n. Procurement

The Uniform Administrative Requirements (2 CFR 200.317-36) require all recipient procurement transactions to be conducted in a manner to provide, to the maximum extent practical, open and free competition. If the statement of work identifies a specific entity to provide goods or services, the DOL ETA's award does not provide the justification or basis to sole-source the procurement, i.e., avoid competition.

o. Vendor/Contractor

The term "contractor", sometimes referred to as a vendor, is a dealer, distributor, merchant or other seller providing goods or services that are required for the conduct of a Federal program. (2 CFR 200.23) These goods or services may be for an organization's own use or for the use of beneficiaries of the Federal program. Additional guidance on distinguishing between a subrecipient and a contractor (vendor) is provided in 2 CFR 200.330. When procuring contractor provided goods and services, DOL ETA recipients and subrecipients must follow the procurement requirements 2 CFR 200.319, which call for free and open competition.

p. Intellectual Property Rights

The Federal Government reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use for federal purposes: i) the copyright in all products developed under the grant, including a subgrant or contract under the grant or subgrant; and ii) any rights of copyright to which the recipient, subrecipient or a contractor purchases ownership under an award (including but not limited to curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise. Federal funds may not

be used to pay any royalty or license fee for use of a copyrighted work, or the cost of acquiring by purchase a copyright in a work, where the Department has a license or rights of free use in such work, although they may be used to pay costs for obtaining a copy which is limited to the developer/seller costs of copying and shipping. If revenues are generated through selling products developed with grant funds, including intellectual property, these revenues are program income. Program income must be used in accordance with the provisions of this grant award and 2 CFR 200.307.

If applicable, the following needs to be on all products developed in whole or in part with grant funds:

“This workforce product was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The product was created by the recipient and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it.”

q. Bayh-Dole Act

With the exception of grants made for educational purposes, all non-federal entities must adhere to the Bayh Dole Act, which requirements are provided at 37 CFR 401.3(a). To summarize, these requirements describe the ownership of Intellectual Property rights and the government’s nonexclusive, nontransferable, irrevocable, paid-up license to use any invention conceived or first actually reduced to practice in the performance of work under this grant.

r. Creative Commons License Requirement

Pursuant to 2 CFR 2900.13, intellectual property must be licensed under a Creative Commons Attribution 4.0 (CC BY) license, which allows subsequent users to copy, distribute, transmit and adapt the copyrighted work and requires such users to attribute the work in the manner specified by the recipient. For general information on CC BY, please visit <http://creativecommons.org/licenses/by/4.0>. Instructions for marking your work with CC BY can be found at http://wiki.creativecommons.org/Marking_your_work_with_a_CC_license.

s. Requirements for Conference and Conference Space

Conferences sponsored in whole or in part by the recipient of Federal awards are allowable if the conference is necessary and reasonable for the successful performance of the Federal Award. Recipients are urged to use discretion and judgment to ensure that all conference costs charged to the grant are appropriate and allowable. For more information on the requirements and allowability of costs associated with conferences, refer to 2 CFR 200.432. Recipients will be held to the requirements in 2 CFR 200.432. Costs that do not comply with 2 CFR 200.432 will be questioned and may be disallowed.

t. Travel

This award waives the prior approval requirement for domestic travel as contained in 2 CFR 200.407. For domestic travel to be an allowable cost, it must be necessary, reasonable, allocable and conform to the non-Federal entities written policies and procedures. All travel must also comply with Fly America Act (49 USC 40118), which states in part that any air transportation, regardless of price, must

be performed by, or under a code-sharing arrangement with, a US Flag air carrier if service provided by such carrier is available.

12. Appropriations Requirements

- a. **Funding for Travel to and from Meetings with an Executive Branch Agency**
Pursuant to P.L. 114-113, Division E, Title VII, Section 739, grant funds may not be used for the purposes of defraying the costs of a conference held by any Executive branch department, agency, board, commission, or office unless it is directly and programmatically related to the purpose for which the grant or contract was awarded.

No funds made available through DOL appropriations may be used for travel and conference activities that are not in compliance with Office of Management and Budget Memorandum M-12-12 dated May 11, 2012 or any subsequent revisions to that memorandum.

- b. **Reporting of Waste, Fraud and Abuse**

Pursuant to P.L. 114-113, Division E, Title VII, Section 743, no entity receiving federal funds may require employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

- c. **Prohibition on Contracting with Corporations with Unpaid Tax Liabilities**

Pursuant to P.L. 114-113, Division E, Title VII, Section 745, the recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

- d. **Prohibition on Contracting with Corporations with Felony Criminal Convictions**

Pursuant to P.L. 114-113, Division E, Title VII, Section 746, the recipient may not knowingly enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

- e. **Prohibition on Procuring Goods Obtained Through Child Labor**

Pursuant to P.L. 114-113, Division H, Title I, Section 103, no funds may be obligated or expended for the procurement of goods mined, produced, manufactured, or harvested or services rendered, in whole or in part, by forced or indentured child labor in industries and host countries identified by DOL prior to December 18, 2015. DOL has identified these goods and services here:<http://www.dol.gov/ilab/reports/child-labor/list-of-products/index-country.htm> .

f. Participant Minimum Age

Pursuant to P.L. 114-113, Division H, Title I, Section 104, H-1B funds must only be used: 1) for training individuals and for the related activities necessary to support such training, 2) for training individuals in the occupations and industries for which employers are using H-1B visas to hire foreign workers, and 3) to serve individuals who are older than 16 years of age and who are not currently enrolled in a school with a local educational agency.

g. Requirement to Provide Certain Information in Public Communications

Pursuant to P.L. 114-113, Division H, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all recipients receiving Federal funds shall clearly state:

1. The percentage of the total costs of the program or project which will be financed with Federal money;
2. The dollar amount of Federal funds for the project or program; and
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

The requirements of this part are separate from those in the 2 CFR 200 and, when appropriate, both must be complied with.

h. Restriction on Health Benefits Coverage for Abortions

Pursuant to P.L. 114-113, Division H, Title V, Sections 506 and 507, Federal funds may not be expended for health benefits coverage that includes coverage of abortions, except when the abortion due to a pregnancy that is the result of rape or incest, or in the case where a woman suffers from a physical disorder, physical injury, including life-endangering physical conditions caused by or arising from the pregnancy itself that would, as certified by a physician, place the women in danger of death unless and abortion is performed. This restriction does not prohibit any non-Federal entity from providing health benefits coverage for abortions when all funds for that specific benefit do not come from a Federal source. Additionally, no funds made available through this award may be provided to a State or local government if such government subjects any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

i. Restriction on the Promotion of Drug Legalization

Pursuant to P.L. 114-113, Division H, Title V, Section 509, no Federal funds shall be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established under section 202 of the Controlled Substances Act except for normal recognized executive-congressional communications or where the grant agreement provides for such use because there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance.

j. Restriction on Purchase of Sterile Needles or Syringes

Pursuant to P.L. 114-113, Division H, Title V, Section 520, no Federal funds shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug.

k. Requirement for Blocking Pornography

Pursuant to P.L. 114-113, Division H, Title V, Section 521, no Federal funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

l. Prohibition on Providing Federal Funds to ACORN

Pursuant to P.L. 114-113, Division H, Title V, Section 522, these funds may not be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, allied organizations or successors.

13. Public Policy

a. Executive Orders

12928: Pursuant to Executive Order 12928, the recipient is strongly encouraged to provide subcontracting/subgranting opportunities to Historically Black Colleges and Universities and other Minority Institutions such as Hispanic-Serving Institutions and Tribal Colleges and Universities; and to Small Businesses Owned and Controlled by Socially and Economically Disadvantaged Individuals.

13043: Pursuant to Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

13513: Pursuant to Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, dated October 1, 2009, recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving company-owned or -rented vehicles or GOV, or while driving POV when on official Government business or when performing any work for or on behalf of the Government. Recipients and subrecipients are also encouraged to conduct initiatives of the type described in section 3(a) of this order.

13166: As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, dated August 11, 2000, and resulting agency guidance, national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs in accordance with DOL's Policy Guidance on the Prohibition of National Origin Discrimination as it Affects Persons with Limited English Proficiency [05/29/2003] Volume 68, Number 103, Page 32289-32305. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding your LEP obligations, go to <http://www.lep.gov>.

b. Veteran's Priority Provisions

The Jobs for Veterans Act (Public Law 107-288) requires recipients to provide priority of service to veterans and spouses of certain veterans for the receipt of employment, training, and placement services in any job training program directly funded, in whole or in part, by DOL. The regulations

implementing this priority of service can be found at 20 CFR part 1010. In circumstances where a grant recipient must choose between two qualified candidates for a service, one of whom is a veteran or eligible spouse, the veterans priority of service provisions require that the grant recipient give the veteran or eligible spouse priority of service by first providing him or her that service. To obtain priority of service, a veteran or spouse must meet the program's eligibility requirements. Recipients must comply with DOL guidance on veterans' priority. ETA's Training and Employment Guidance Letter (TEGL) No. 10-09 (issued November 10, 2009) provides guidance on implementing priority of service for veterans and eligible spouses in all qualified job training programs funded in whole or in part by DOL. TEGL No. 10-09 is available at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2816.

c. Flood Insurance

The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 et seq., provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in identified flood-prone communities in the United States, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification. The flood insurance purchase requirement applies to both public and private applicants for DOL support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.

d. Architectural Barriers

The Architectural Barriers Act of 1968, 42 U.S.C. 4151 et seq., as amended, the Federal Property Management Regulations (see 41 CFR 102-76), and the Uniform Federal Accessibility Standards issued by GSA (see 36 CFR 1191, Appendixes C and D) set forth requirements to make facilities accessible to, and usable by, the physically handicapped and include minimum design standards. All new facilities designed or constructed with grant support must comply with these requirements.

e. Drug-Free Workplace

The Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR 182 require that all organizations receiving grants from any Federal agency maintain a drug-free workplace. The recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment.

f. Hotel-Motel Fire Safety

Pursuant to 15 U.S.C. 2225a, the recipient must ensure that all space for conferences, meetings, conventions or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (P.L. 101-391, as amended). Recipients may search the Hotel Motel National Master List at <http://www.usfa.dhs.gov/applications/hotel/> to see if a property is in compliance, or to find other information about the Act.

g. Prohibition on Trafficking in Persons

Trafficking in persons

- i. Provisions applicable to a recipient that is a private entity.
 - a. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not—
 - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;

- ii. li. Procure a commercial sex act during the period of time that the award is in effect; or
 - iii. Use forced labor in the performance of the award or subawards under the award.
 - b. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity —
 - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or]
 - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
 - 1. Associated with performance under this award; or
 - 2. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 29 CFR Part 98.
- ii. Provision applicable to a recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity—
 - a. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
 - b. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
 - i. Associated with performance under this award; or
 - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by our agency at 29 CFR Part 98.
- iii. Provisions applicable to any recipient.
 - a. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 - b. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.
 - c. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
- iv. Definitions. For purposes of this award term:
 - a. “Employee” means either:
 - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to,

a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

- b. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
- c. "Private entity":
 - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
 - ii. Includes:
 - 1. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
 - 2. A for-profit organization.
- d. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

h. Buy American Notice Requirement

None of the funds made available under this act may be expended by an entity unless the entity agrees that in expending the funds it will comply with sections 8301 through 8303 of title 41, United States Code (commonly known as the "Buy American Act").

i. Violation of the Privacy Act

These funds cannot be used in contravention of the 5 USC 552a or regulations implementing that section.

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 31

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY:

Mark B. Logan
Director, Purchasing and
Contract Administration

SUBJECT: Consideration of Approval of Contracts Under \$25,000 for the Month of October 2016
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ACTION

It is recommended that the Board of Trustees approve the Contracts Under \$25,000 that were processed during the month of October 2016.

FISCAL IMPACT

Funding sources vary and are dependent upon the goods/services purchased.

REPORT SUMMARY

This report of Contracts Under \$25,000 that were processed during the month of October 2016 is provided for review and approval. The report provides the contract number, vendor name, description of services, start date, end date, amount, and requesting department

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

October 2016 – Contracts Under \$25,000

Consideration of Approval of New/Amended Contracts Under \$25,000
for the Month of October 2016

NEW CONTRACTS						
NUMBER	CONTRACTOR	SERVICE	START DATE	END DATE	COST	REQUESTOR
16C0077	CitiHousing Real Estate	Contractor to provide not-for-credit, fee-based workshops in the area of Money & Investment classes on an as-needed basis.	12/01/2016	11/30/2016	\$ 2,000.00	Community Education
16C0078	Curtis Adney	Contractor to provide not-for-credit, fee-based workshops in the area of College Preparation classes on an as-needed basis.	02/16/2017	02/15/2022	\$ 2,000.00	Community Education
16C0079	Franklin Haynes Marionettes	Contractor to provide a puppet show for the Child Development Center at their Meet Our Neighbor program event	10/25/2016	10/25/2016	\$ 275.00	Child Development Center
16C0080	ABC Unified School District	District to reimburse ABCUSD for the cost of bus transportation for students to attend campus tours, business tours, and/or speaker panels.	10/03/2016	06/30/2017	\$ 500.00	CTE
16C0081	Downey Unified School District	District to reimburse DUSD for the cost of bus transportation for students to attend campus tours, business tours, and/or speaker panels.	10/03/2016	06/30/2017	\$ 500.00	CTE
16C0082	Lynwood Unified School District	District to reimburse LUSD for the cost of bus transportation for students to attend campus tours, business tours, and/or speaker panels.	10/03/2016	06/30/2017	\$ 500.00	CTE
16C0083	Norwalk-La Mirada Unified School District	District to reimburse NLMUSD for the cost of bus transportation for students to attend campus tours, business tours, and/or speaker panels.	10/03/2016	06/30/2017	\$ 500.00	CTE
16C0084	Paramount Unified School District	District to reimburse PUSD for the cost of bus transportation for students to attend campus tours, business tours, and/or speaker panels.	10/03/2016	06/30/2017	\$ 500.00	CTE
16C0085	Cerritos College Foundation	Contractor to provide a series of Microsoft Excel Trainings for Business/Fiscal Services Department	10/28/2016	12/02/2016	\$ 2,400.00	Fiscal Services
16C0086	Liebert Cassidy Whitmore	Contractor to present a workshop for the 2016/2017 Falcon Leadership Academy	02/03/2017	02/03/2017	\$ 500.00	President's Office
16C0087	General Dynamics Information Technology	Contractor to report mandated information to the IRS regarding the Hope Scholarship and LifeTime Learning Credit for tax year 2016.	10/01/2016	09/30/2017	\$ 20,000.00	Fiscal Services
16C0088	Audi of America	Contractor to loan a 2012 Audi A4 to the Automotive Department educational purposes.	10/24/2016	Upon complete destruction of vehicle, or vehicle return to Audi	No Cost	Technology
16C0089	Duffy, Rita	Contractor to serve as a guest speaker for the Center for Philosophy and Women's and Gender Studies.	11/08/2016	11/08/2016	\$ 1,000.00	Hum. Soc Sci
16C0090	Granicus, Inc	Contractor to provide Webcasting and SDI encoding app for the Board of Trustees meetings	03/01/2016	06/30/2017	\$ 8,028.00	President's Office
					\$ 38,703.00	

* Contract was submitted as a separate board item due to dollar amount and has already been approved

** No contract was issued under this contract number

*** Pending

****For tracking purposes only

FROM: _____
Dr. Jose Fierro
President/Superintendent

REVIEWED BY: _____
Noorali Delawalla
Acting Vice President of
Business Services/
Assistant Superintendent

PREPARED BY: _____
Mark B. Logan
Director, Purchasing and
Contract Administration

SUBJECT: Consideration of Approval of Purchase Orders for the Month of October 2016

ACTION

It is recommended that the Board of Trustees approve the purchase orders processed during the month of October 2016.

FISCAL IMPACT

Funding sources vary and are dependent upon the goods/services purchased.

REPORT SUMMARY

This report of purchase orders processed during the month of October 2016 is provided for review and approval. The report provides the purchase order date, purchase order number, vendor name, description, requesting department, account string (funding source) and amount of the purchase order.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

October 2016 – Purchase Order Report

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 1

District: 64360

CERRITOS COLLEGE

Run Date: 11/12/2016

Run Time: 12:13:21AM

Purchase Orders/Buyouts To The Board for Ratification From : 07/01/2016 To 06/30/2017

FY: 16-17

Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

WEEKLY

PO Date	PO #	Stat	Change Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
10/18/16	0000062716	X	1	10/27/2016	COSMO PROF	COSMETOLOGY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	1,046.27	
						10/18/2016	0000062716			COSMO PROF						1,046.27
10/01/16	0000062775	A		10/01/2016	BAYSHORE BUILDING	MISCELLANEOUS	Human Resources	01.0	00000.0	09000	05100	6460	6730000	16-17	1,290.00	
						10/01/2016	0000062775			BAYSHORE BUILDING INTERIORS, INC.						1,290.00
10/01/16	0000062776	A		10/01/2016	MONET MEDICAL INC.	REPAIRS - OTHER	Health Professions	01.0	00000.0	00000	02530	5630	1201000	16-17	500.00	
						10/01/2016	0000062776			MONET MEDICAL INC.						500.00
10/01/16	0000062777	A		10/01/2016	CONCORDANCE HEALTHCARE	INSTRUCTIONAL SUPPLIES	Medical Assisting	01.0	00000.0	00000	02530	4325	1208000	16-17	1,343.27	
						10/01/2016	0000062777			CONCORDANCE HEALTHCARE SOLUTIONS						1,343.27
10/01/16	0000062778	C		10/22/2016	AMAZON	MISCELLANEOUS	Dental Assisting	01.0	00000.0	00000	02530	4320	1240100	16-17	101.24	
						10/01/2016	0000062778			AMAZON						101.24
10/01/16	0000062779	X	1	10/26/2016	ARCADIA, INC.	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64055	6120	7100000	16-17	79,945.34	
						10/01/2016	0000062779			ARCADIA, INC.						79,945.34
10/01/16	0000062780	C		10/01/2016	GRAINGER	MISCELLANEOUS	Building Maintenance-Re	01.0	00000.0	00000	04400	6460	6510000	16-17	735.61	
						10/01/2016	0000062780			GRAINGER						735.61
10/03/16	0000062781	C		10/04/2016	SAL'S PLUMBING INC	WATER SUPP/SERV/SYSTEM	Oth Instr Sup Services	01.3	00000.0	00000	70200	6460	6190000	16-17	2,600.00	
						10/03/2016	0000062781			SAL'S PLUMBING INC						2,600.00
10/03/16	0000062782	C		10/03/2016	FRANTONE'S PIZZA	CATERING SERVICES	LINC Program	01.3	00000.0	08001	73460	7610	6435000	16-17	2,207.25	
						10/03/2016	0000062782			FRANTONE'S PIZZA						2,207.25

Stat: P=Pending, A=Active, C=Completed, X=Canceled

* Prior Year Payments

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 2

District: 64360

CERRITOS COLLEGE

Run Date: 11/12/2016

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Purchase Orders/Buyouts To The Board for Ratification From : 07/01/2016 To 06/30/2017

FY: 16-17

Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

WEEKLY

Change														Distrib		
PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/03/16	0000062783	C		10/04/2016	TCB PRINTING	OFFICE SUPPLIES	Human Resources	01.0	00000.0	00000	05100	4550	6730000	16-17	31.61	
						10/03/2016	0000062783				TCB PRINTING					31.61
10/03/16	0000062784	C		10/03/2016	CROTHER, RICHARD	DRAMA SUPP/EQUIP	Theater	01.0	00000.0	00000	02520	4320	1055000	16-17	81.76	
						10/03/2016	0000062784				CROTHER, RICHARD					81.76
10/03/16	0000062785	C		10/22/2016	AMAZON	COMPUTER SUPP/EQUIP	CIS	01.3	00000.0	04100	70200	4320	0700000	16-17	358.18	
						10/03/2016	0000062785				AMAZON					358.18
10/03/16	0000062786	C		10/11/2016	CPP, INC.	NON-INSTRUCTIONAL SUPPLIES	Counseling	01.3	00000.0	00000	73400	4550	6300000	16-17	280.08	
						10/03/2016	0000062786				CPP, INC.					280.08
10/03/16	0000062787	C		10/03/2016	SARS SOFTWARE PRODUCTS, INC	MISCELLANEOUS	Counseling	01.3	00000.0	00000	73400	5810	6300000	16-17	3,000.00	
						10/03/2016	0000062787				SARS SOFTWARE PRODUCTS, INC					3,000.00
10/03/16	0000062788	C		10/05/2016	RIVERA PALM SPRINGS	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	326.45	
						10/03/2016	0000062788				RIVERA PALM SPRINGS					326.45
10/03/16	0000062789	C		10/03/2016	RIVERA PALM SPRINGS	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	450.42	
						10/03/2016	0000062789				RIVERA PALM SPRINGS					450.42
10/03/16	0000062790	C		10/03/2016	LOS ARBOLES HOTEL	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	332.28	
						10/03/2016	0000062790				LOS ARBOLES HOTEL					332.28
10/03/16	0000062791	A		10/03/2016	ROCKLER'S WOODWORKING	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	65.38	
						10/03/2016	0000062791				ROCKLER'S WOODWORKING					65.38

Stat: P=Pending, A=Active, C=Completed, X=Canceled

* Prior Year Payments

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 3

District: 64360

CERRITOS COLLEGE

Run Date: 11/12/2016

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Purchase Orders/Buyouts To The Board for Ratification From : 07/01/2016 To 06/30/2017

FY: 16-17

Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

WEEKLY

Change														Distrib		
PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/03/16	0000062792	A		10/03/2016	GABLE'S COSMETICS INC	COSMETOLOGY SUPP/EQUIP	Cosmetology	39.3	00000.0	00000	02350	4320	3057000	16-17	581.09	
				10/03/2016			0000062792			GABLE'S COSMETICS INC						581.09
10/03/16	0000062793	C		10/03/2016	SCM GROUP USA INC	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	446.20	
				10/03/2016			0000062793			SCM GROUP USA INC						446.20
10/03/16	0000062794	C		10/03/2016	DERMALOGICA	COSMETOLOGY SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6450	0951000	16-17	1,366.86	
				10/03/2016			0000062794			DERMALOGICA						1,366.86
10/04/16	0000062795	C		10/04/2016	HONORS TRANSFER COUNCIL	MEMBERSHIPS	Fiscal Operations	01.0	00000.0	00000	04200	5310	6721000	16-17	120.00	
				10/04/2016			0000062795			HONORS TRANSFER COUNCIL						120.00
10/04/16	0000062796	C		10/04/2016	USI EDUCATION AND GOVERNMENT SALES	OFFICE SUPPLIES	iFalcon	01.3	00000.0	03001	73460	4550	6194000	16-17	951.25	
				10/04/2016			0000062796			USI EDUCATION AND GOVERNMENT SALES						951.25
10/04/16	0000062797	A		10/04/2016	RODGER'S CATERING	CATERING SERVICES	LINC Program	01.3	00000.0	08001	73460	4550	6435000	16-17	108.84	
				10/04/2016			0000062797			RODGER'S CATERING						108.84
10/04/16	0000062798	C		10/04/2016	FRANTONE'S PIZZA	MISCELLANEOUS	Health Services	69.0	00000.0	00000	03310	4550	6440000	16-17	255.06	
				10/04/2016			0000062798			FRANTONE'S PIZZA						255.06
10/04/16	0000062799	C		10/04/2016	TCB PRINTING	PRINTING SERVICES	Physical Sciences	01.0	00000.0	00000	02570	4320	1951000	16-17	31.61	
				10/04/2016			0000062799			TCB PRINTING						31.61
10/04/16	0000062800	C		10/04/2016	MENNELLA, HILLARY	REIMBURSEMENT	Health Services	69.0	00000.0	00000	03310	4550	6440000	16-17	156.00	
				10/04/2016			0000062800			MENNELLA, HILLARY						156.00

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10/04/16	0000062801	C		10/04/2016	NEOPOST USA INC.	MISCELLANEOUS	Accounting & Payroll	01.0	00000.0	00000	04200	4550	6725000	16-17	30.76	
						10/04/2016	0000062801			NEOPOST USA INC.						30.76
10/04/16	0000062802	C		10/04/2016	FAST DEER BUS CHARTER, INC.	CONTRACTED SERVICES	Education, General	01.0	00000.0	00000	04400	5810	0801000	16-17	2,732.67	
							Fine & Applied Arts	01.0	00000.0	00000	04400	5810	1051000	16-17	2,696.13	
							Letters	01.0	00000.0	00000	04400	5810	1551000	16-17	773.28	
							Physical Sciences	01.0	00000.0	00000	04400	5810	1951000	16-17	547.30	
						10/04/2016	0000062802			FAST DEER BUS CHARTER, INC.						6,749.38
10/04/16	0000062803	C		10/04/2016	ACTEON NORTH AMERICA	INSTRUCTIONAL SUPPLIES	Dental Assisting	01.0	00000.0	00000	02530	4320	1240100	16-17	170.04	
						10/04/2016	0000062803			ACTEON NORTH AMERICA						170.04
10/04/16	0000062804	C		10/04/2016	RAN GRAPHICS	ADVERTISING	School Relations	01.0	00000.0	00000	03320	5830	6493000	16-17	935.60	
						10/04/2016	0000062804			RAN GRAPHICS						935.60
10/04/16	0000062805	A		10/04/2016	BURGESS MOVING & STORAGE	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65040	6120	7100000	16-17	2,923.56	
						10/04/2016	0000062805			BURGESS MOVING & STORAGE						2,923.56
10/04/16	0000062806	A		10/04/2016	BURGESS MOVING & STORAGE	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64045	6120	7100000	16-17	1,215.00	
						10/04/2016	0000062806			BURGESS MOVING & STORAGE						1,215.00
10/04/16	0000062807	A		10/17/2016	H2 ENVIRONMENTAL	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65050	6120	7100000	16-17	2,550.00	
						10/04/2016	0000062807			H2 ENVIRONMENTAL						2,550.00
10/04/16	0000062808	A		10/04/2016	INTEGRATED INTERIORS, INC.	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	4,380.00	

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						10/04/2016	0000062808				INTEGRATED INTERIORS, INC.					4,380.00
10/04/16	0000062809	C		10/04/2016	FLAGHOUSE INC.	INSTRUCTIONAL SUPPLIES	Child Development	01.3	00000.0	00000	70770	4320	6920000	16-17	271.70	
						10/04/2016	0000062809				FLAGHOUSE INC.					271.70
10/04/16	0000062810	C		10/04/2016	SACNAS	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	607.11	
						10/04/2016	0000062810				SACNAS					607.11
10/04/16	0000062811	C		10/04/2016	GEARY FLOORS INC.	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	1,000.00	
						10/04/2016	0000062811				GEARY FLOORS INC.					1,000.00
10/04/16	0000062812	A		10/04/2016	FOLLETT BOOKSTORE #603	BOOKS	Interdisciplinary Studies	01.3	00000.0	06002	73460	4320	4900000	16-17	1,618.16	
						10/04/2016	0000062812				FOLLETT BOOKSTORE #603					1,618.16
10/04/16	0000062813	C		10/04/2016	TCB PRINTING	OFFICE SUPPLIES	Auxiliary Operations	01.3	00000.0	00000	71200	4550	7000000	16-17	31.61	
						10/04/2016	0000062813				TCB PRINTING					31.61
10/04/16	0000062814	A		10/04/2016	TCB PRINTING	NON-INSTRUCTIONAL SUPPLIES	Multi-Cultural Studies	01.0	00000.0	00000	02320	4550	6192000	16-17	94.83	
						10/04/2016	0000062814				TCB PRINTING					94.83
10/04/16	0000062815	C		10/04/2016	FOLLETT BOOKSTORE #603	BOOKS/SUPPLIES	Health Services	69.0	00000.0	00000	03310	4550	6440000	16-17	261.60	
						10/04/2016	0000062815				FOLLETT BOOKSTORE #603					261.60
10/04/16	0000062816	P		10/11/2016	AMAZON	COMPUTER SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	03000	70200	4320	0900000	16-17	871.67	
						10/04/2016	0000062816				AMAZON					871.67
10/04/16	0000062817	P		10/11/2016	AMAZON	COMPUTER SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	03000	70200	6450	0900000	16-17	1,419.99	

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						10/04/2016	0000062817	AMAZON								1,419.99
10/04/16	0000062818	A		10/04/2016	KINGS TWO DENTAL	DENTAL SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	03000	70200	4320	0900000	16-17	342.91	
						10/04/2016	0000062818	KINGS TWO DENTAL								342.91
10/04/16	0000062819	P		10/11/2016	AMAZON	DENTAL SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	03000	70200	4320	0900000	16-17	422.60	
						10/04/2016	0000062819	AMAZON								422.60
10/04/16	0000062820	C		10/04/2016	ELECTRIC CAR SALES & SERVICE	NON-INSTRUCTIONAL SUPPLIES	Health Services	69.0	00000.0	00000	03310	4550	6440000	16-17	108.09	
						10/04/2016	0000062820	ELECTRIC CAR SALES & SERVICE INC								108.09
10/04/16	0000062821	C		10/04/2016	HENRY SCHEIN INC	MISCELLANEOUS	Education	01.3	00000.0	05600	70200	4320	0800000	16-17	1,329.71	
						10/04/2016	0000062821	HENRY SCHEIN INC								1,329.71
10/04/16	0000062822	C		11/02/2016	BANK OF AMERICA	NON-INSTRUCTIONAL SUPPLIES	Warehouse	01.0	00000.0	00000	04300	4510	6723000	16-17	169.95	
								01.0	00000.0	00000	04300	4510	6723000	16-17	15.30	
						10/04/2016	0000062822	BANK OF AMERICA								185.25
10/05/16	0000062823	A	1	10/11/2016	EASTBAY TEAM SALES	MISCELLANEOUS	Women's Athletics	01.0	00000.0	00000	02560	4320	0819000	16-17	1,258.94	
						10/05/2016	0000062823	EASTBAY TEAM SALES								1,258.94
10/05/16	0000062824	C		10/05/2016	NORWALK COMMUNITY	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00100	01200	5210	6006000	16-17	30.00	
						10/05/2016	0000062824	NORWALK COMMUNITY COORDINATING COUNCIL								30.00
10/05/16	0000062825	C		10/05/2016	PARKER & COVERT, L.L.P.	LEGAL SERVICES	General Administration	01.0	00000.0	00000	01200	5730	6006000	16-17	1,036.39	
							Student Personnel	01.0	00000.0	00000	03100	5730	6450000	16-17	2,850.00	

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10/05/16	0000062825	C		10/05/2016	PARKER & COVERT, L.L.P.	LEGAL SERVICES	Fiscal Operations	01.0	00000.0	00000	04100	5730	6720000	16-17	2,295.00	
							Human Resources	01.0	00000.0	00100	05100	5730	6730000	16-17	652.50	
				10/05/2016			0000062825			PARKER & COVERT, L.L.P.						6,833.89
10/05/16	0000062826	A		10/05/2016	NCCHC	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00000	01200	5210	6006000	16-17	375.00	
				10/05/2016			0000062826			NCCHC						375.00
10/06/16	0000062827	C		10/07/2016	HILL, SHELIA	MISCELLANEOUS	Counseling	01.3	00000.0	03010	73460	4550	6300000	16-17	259.72	
				10/06/2016			0000062827			HILL, SHELIA						259.72
10/06/16	0000062828	C		10/07/2016	HOYLE, SHEELA	MISCELLANEOUS	Counseling	01.3	00000.0	03010	73460	4550	6300000	16-17	300.00	
				10/06/2016			0000062828			HOYLE, SHEELA						300.00
10/06/16	0000062829	C		10/07/2016	FISHER, CHELENA	MISCELLANEOUS	Counseling	01.3	00000.0	03010	73460	4550	6300000	16-17	690.63	
				10/06/2016			0000062829			FISHER, CHELENA						690.63
10/06/16	0000062830	C		10/07/2016	WINNERS, MARGO	REIMBURSEMENT	Community Relations	01.0	00000.0	00000	03600	4550	6710000	16-17	99.97	
				10/06/2016			0000062830			WINNERS, MARGO						99.97
10/06/16	0000062831	C		10/07/2016	SUSAN SAXE-CLIFFORD	NON-INSTRUCTIONAL SUPPLIES	Parking	39.5	00000.0	00000	79800	4550	6950000	16-17	400.00	
				10/06/2016			0000062831			SUSAN SAXE-CLIFFORD						400.00
10/06/16	0000062832	C		10/06/2016	TCB PRINTING	OFFICE SUPPLIES	Auxiliary Operations	01.3	00000.0	00000	71200	4550	7000000	16-17	31.61	
				10/06/2016			0000062832			TCB PRINTING						31.61
10/06/16	0000062833	C		10/07/2016	BILSLEY, NICHOLE	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	77671	4550	6190000	16-17	60.35	

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						10/06/2016	0000062833		BILSLEY, NICHOLE							60.35
10/06/16	0000062834	C		10/22/2016	AMAZON	OFFICE SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	70200	4550	6190000	16-17	253.94	
						10/06/2016	0000062834		AMAZON							253.94
10/06/16	0000062835	C		10/07/2016	FOLLETT BOOKSTORE #603	MISCELLANEOUS	District	71.1	00000.0	02027	02800	7610	0000000	16-17	1,241.16	
						10/06/2016	0000062835		FOLLETT BOOKSTORE #603							1,241.16
10/06/16	0000062836	A		10/06/2016	JOURNEYWORKS PUBLISHING	NON-INSTRUCTIONAL SUPPLIES	Health Services	69.0	00000.0	00000	03310	4550	6440000	16-17	703.18	
						10/06/2016	0000062836		JOURNEYWORKS PUBLISHING							703.18
10/06/16	0000062837	C		10/06/2016	TCB PRINTING	PRINTING SERVICES	Community Service Classes	39.2	00000.0	00000	02310	4550	6820000	16-17	26.16	
						10/06/2016	0000062837		TCB PRINTING							26.16
10/06/16	0000062838	C		10/07/2016	CALIFORNIA NEW CAR DEALERS	MISCELLANEOUS	District	71.1	00000.0	03038	02800	7610	0000000	16-17	500.00	
						10/06/2016	0000062838		CALIFORNIA NEW CAR DEALERS ASSOCIATION							500.00
10/06/16	0000062839	C		10/06/2016	BIO CORPORATION	LABORATORY SUPP/EQUIP	SEM-Biology	01.0	00000.0	00000	02570	4320	1966000	16-17	82.84	
						10/06/2016	0000062839		BIO CORPORATION							82.84
10/06/16	0000062840	C		10/06/2016	RAN GRAPHICS	PRINTING SERVICES	Social Sciences	01.0	00000.0	00000	02540	4320	2201000	16-17	309.30	
						10/06/2016	0000062840		RAN GRAPHICS							309.30
10/06/16	0000062841	A	1	10/13/2016	INTEGRATED INTERIORS, INC.	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	5,290.00	
						10/06/2016	0000062841		INTEGRATED INTERIORS, INC.							5,290.00
10/06/16	0000062842	C		10/24/2016	PRIORITY NEOPOST SOUTHWEST	MISCELLANEOUS	Accounting & Payroll	01.0	00000.0	00000	04200	4550	6725000	16-17	65.40	

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						10/06/2016	0000062842				PRIORITY NEOPOST SOUTHWEST					65.40
10/06/16	0000062843	C		10/07/2016	ARTURO SANCHEZ - SANCHEZ	FOOD PRODUCTS	Oth Instr Sup Services	39.6	00000.0	00000	74100	4550	6190000	16-17	899.25	
						10/06/2016	0000062843				ARTURO SANCHEZ - SANCHEZ RESTAURANT					899.25
10/06/16	0000062844	C		10/06/2016	TCB PRINTING	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	72003	4550	6190000	16-17	26.16	
						10/06/2016	0000062844				TCB PRINTING					26.16
10/07/16	0000062845	C		10/07/2016	AYRES HOTEL & SPA VALLEY	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	506.88	
						10/07/2016	0000062845				AYRES HOTEL & SPA VALLEY					506.88
10/07/16	0000062846	C		10/07/2016	AYRES HOTEL & SPA VALLEY	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	485.64	
						10/07/2016	0000062846				AYRES HOTEL & SPA VALLEY					485.64
10/07/16	0000062847	C		10/07/2016	AYRES HOTEL & SPA VALLEY	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	443.15	
						10/07/2016	0000062847				AYRES HOTEL & SPA VALLEY					443.15
10/07/16	0000062848	C		10/07/2016	AYRES HOTEL & SPA VALLEY	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	443.15	
						10/07/2016	0000062848				AYRES HOTEL & SPA VALLEY					443.15
10/07/16	0000062849	C		10/07/2016	AYRES HOTEL & SPA VALLEY	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	443.15	
						10/07/2016	0000062849				AYRES HOTEL & SPA VALLEY					443.15
10/07/16	0000062850	C		10/07/2016	KINGDOM CAUSES BELLFLOWER	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00100	01200	5210	6006000	16-17	36.00	
						10/07/2016	0000062850				KINGDOM CAUSES BELLFLOWER					36.00
10/08/16	0000062851	A		10/08/2016	CHAMBERS, CAROLYN	CONSULTANTS	Oth Instr Sup Services	01.3	00000.0	00000	77671	5110	6190000	16-17	7,200.00	

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						10/08/2016	0000062851	CHAMBERS, CAROLYN								7,200.00
10/08/16	0000062852	A		10/08/2016	KILGORE INTERNATIONAL INC.	DENTAL SUPP/EQUIP	Dental Hygiene	01.0	00000.0	00000	02530	4320	1240200	16-17	469.25	
						10/08/2016	0000062852	KILGORE INTERNATIONAL INC.								469.25
10/08/16	0000062853	C		10/08/2016	MENKE MARKING DEVICES INC.	OFFICE SUPPLIES	Library	01.0	00000.0	00000	02220	4550	6120000	16-17	23.16	
						10/08/2016	0000062853	MENKE MARKING DEVICES INC.								23.16
10/08/16	0000062854	A		10/08/2016	DEMCO	OFFICE SUPPLIES	Library	01.0	00000.0	00000	02220	4550	6120000	16-17	1,752.78	
						10/08/2016	0000062854	DEMCO								1,752.78
10/08/16	0000062855	A		10/08/2016	GST INC	COMPUTER SUPP/EQUIP	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	17,212.94	
						10/08/2016	0000062855	GST INC								17,212.94
10/08/16	0000062856	A		10/13/2016	YAMADA ENTERPRISES	MISCELLANEOUS	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	9,656.67	
						10/08/2016	0000062856	YAMADA ENTERPRISES								9,656.67
10/08/16	0000062857	A		10/08/2016	APPLE INC	COMPUTER SUPP/EQUIP	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	47,659.16	
								42.1	00000.0	00000	65040	6130	7100000	16-17	7,774.00	
								42.1	00000.0	00000	65040	6130	7100000	16-17	104.00	
						10/08/2016	0000062857	APPLE INC								55,537.16
10/08/16	0000062858	X	1	10/27/2016	BURGESS MOVING & STORAGE	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64045	6130	7100000	16-17	10,620.00	
						10/08/2016	0000062858	BURGESS MOVING & STORAGE								10,620.00
10/08/16	0000062859	A		10/08/2016	H2 ENVIRONMENTAL	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65050	6120	7100000	16-17	2,550.00	

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						10/08/2016	0000062859			H2 ENVIRONMENTAL						2,550.00
10/08/16	0000062860	A		10/08/2016	GST INC	COMPUTER SUPP/EQUIP	Physical Property-Related	42.0	00000.0	00000	64045	6130	7100000	16-17	20,081.77	
						10/08/2016	0000062860			GST INC						20,081.77
10/10/16	0000062861	C		11/02/2016	BANK OF AMERICA	OFFICE SUPPLIES	Human Resources	01.0	00000.0	09000	05100	4550	6730000	16-17	48.55	
						MISCELLANEOUS		01.0	00000.0	09000	05100	4550	6730000	16-17	0.26	
						10/10/2016	0000062861			BANK OF AMERICA						48.81
10/10/16	0000062862	C		10/11/2016	TCB PRINTING	OFFICE SUPPLIES	Human Resources	01.0	00000.0	00000	05100	4550	6730000	16-17	26.16	
						10/10/2016	0000062862			TCB PRINTING						26.16
10/10/16	0000062863	C		10/10/2016	DOCU XPLORER SOFTWARE	CONTRACTED SERVICES	Human Resources	01.0	00000.0	00000	05100	5810	6730000	16-17	1,350.00	
						10/10/2016	0000062863			DOCU XPLORER SOFTWARE						1,350.00
10/10/16	0000062864	C		10/10/2016	PACIFIC MEDICAL CLINIC	CONTRACTED SERVICES	Human Resources	01.0	00000.0	00000	05100	5810	6730000	16-17	150.00	
						10/10/2016	0000062864			PACIFIC MEDICAL CLINIC						150.00
10/10/16	0000062865	C		10/10/2016	KWAN, KELLY	REIMBURSEMENT	Community Relations	01.0	00000.0	00000	03600	4550	6710000	16-17	99.00	
						10/10/2016	0000062865			KWAN, KELLY						99.00
10/10/16	0000062866	C		10/29/2016	PROVANTAGE LLC	NON-INSTRUCTIONAL SUPPLIES	Parking	39.5	00000.0	00000	79800	4550	6950000	16-17	170.76	
						10/10/2016	0000062866			PROVANTAGE LLC						170.76
10/10/16	0000062867	C		10/10/2016	MASON, RACHEL	REIMBURSEMENT	Social Sciences	01.0	00000.0	00000	02540	4320	2201000	16-17	129.71	
						10/10/2016	0000062867			MASON, RACHEL						129.71

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			Ord#	Date												
10/10/16	0000062868	C	10/10/2016		DOUBLETREE BY HILTON	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	817.80	
						10/10/2016	0000062868	DOUBLETREE BY HILTON								817.80
10/10/16	0000062869	C	10/10/2016		GS CONSULTANTS	CONFERENCE AND TRAVEL	Counseling	01.3	00000.0	00000	73400	5210	6300000	16-17	1,600.00	
						10/10/2016	0000062869	GS CONSULTANTS								1,600.00
10/11/16	0000062870	C	10/11/2016		SMITH, KATHLEEN M	REIMBURSEMENT	Accreditation	01.0	00000.0	00000	02100	5810	6013000	16-17	1,026.76	
						10/11/2016	0000062870	SMITH, KATHLEEN M								1,026.76
10/11/16	0000062871	A	10/11/2016		PACIFIC COAST CABLING	MISCELLANEOUS	Interdisciplinary Studies	39.1	00000.0	00000	79880	5810	4900000	16-17	1,056.57	
						10/11/2016	0000062871	PACIFIC COAST CABLING								1,056.57
10/11/16	0000062872	P	10/11/2016		AMAZON	MISCELLANEOUS	Management Information	01.0	00000.0	00000	02210	4550	6780000	16-17	6.35	
							Physical Property-Related	41.1	00000.0	00002	73840	4550	7100000	16-17	435.91	
						10/11/2016	0000062872	AMAZON								442.26
10/11/16	0000062873	C	10/11/2016		CAGNOLATTI, DAMON	MISCELLANEOUS	Counseling	01.3	00000.0	03010	73460	4550	6300000	16-17	280.14	
						10/11/2016	0000062873	CAGNOLATTI, DAMON								280.14
10/11/16	0000062874	C	10/11/2016		ORGSYNC, INC.	SUBSCRIPTIONS	Interdisciplinary Studies	01.3	00000.0	00000	71600	6310	4900000	16-17	19,000.00	
						10/11/2016	0000062874	ORGSYNC, INC.								19,000.00
10/11/16	0000062875	C	10/11/2016		LEAGUE FOR INNOVATION	CONFERENCE AND TRAVEL	Instructional Office	01.0	00000.0	00000	02100	5210	6016000	16-17	2,445.00	
						10/11/2016	0000062875	LEAGUE FOR INNOVATION								2,445.00
10/11/16	0000062876	C	10/11/2016		DPS 48 / EPSC 11	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	50.00	

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						10/11/2016	0000062876	DPS 48 / EPSC 11								50.00
10/11/16	0000062877	C		10/11/2016	CALIFORNIA INTERNSHIP &	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	70200	5210	6190000	16-17	100.00	
						10/11/2016	0000062877	CALIFORNIA INTERNSHIP & WORK EXPERIENCE								100.00
10/11/16	0000062878	C		10/13/2016	FRED PRYOR SEMINARS	CONFERENCE AND TRAVEL	Parking	39.5	00000.0	00000	79800	5210	6950000	16-17	39.00	
						10/11/2016	0000062878	FRED PRYOR SEMINARS								39.00
10/11/16	0000062879	C	1	10/13/2016	GST INC	COMPUTER SUPP/EQUIP	Oth Instr Sup Services	01.3	00000.0	00000	70200	6460	6190000	16-17	1,814.75	
						10/11/2016	0000062879	GST INC								1,814.75
10/11/16	0000062880	C		10/11/2016	OMNI SCOTTSDALE RESORT & SPA	CONFERENCE AND TRAVEL	Instructional Office	01.0	00000.0	00000	02100	5210	6016000	16-17	1,324.14	
						10/11/2016	0000062880	OMNI SCOTTSDALE RESORT & SPA								1,324.14
10/11/16	0000062881	P		10/11/2016	AMAZON	INSTRUCTIONAL SUPPLIES	Arts	01.0	00000.0	00000	02520	4320	1052000	16-17	90.00	
						10/11/2016	0000062881	AMAZON								90.00
10/11/16	0000062882	C		10/11/2016	KUO, ALISON	REIMBURSEMENT	Arts	01.0	00000.0	00000	02520	4320	1052000	16-17	33.77	
						10/11/2016	0000062882	KUO, ALISON								33.77
10/12/16	0000062883	A		10/12/2016	GST INC	COMPUTER SUPP/EQUIP	Learning Center	01.3	00000.0	00000	71600	6450	6110000	16-17	41,418.45	
						10/12/2016	0000062883	GST INC								41,418.45
10/12/16	0000062884	A		10/12/2016	DIVERSIFIED BUSINESS SERVICES	NON-INSTRUCTIONAL SUPPLIES	School Relations	01.0	00000.0	00000	03320	4550	6493000	16-17	290.23	
						10/12/2016	0000062884	DIVERSIFIED BUSINESS SERVICES								290.23
10/12/16	0000062885	C		10/12/2016	MENKE MARKING DEVICES INC.	NON-INSTRUCTIONAL SUPPLIES	Admissions	01.0	00000.0	00000	03800	4320	6225000	16-17	27.25	

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						10/12/2016	0000062885	MENKE MARKING DEVICES INC.							27.25	
10/12/16	0000062886	C		10/12/2016	FAST DEER BUS CHARTER, INC.	TRANSPORTATION SUPP/EQUIP/SERV	Student Personnel	01.3	00000.0	07006	73460	5810	6450000	16-17	1,078.81	
						10/12/2016	0000062886	FAST DEER BUS CHARTER, INC.							1,078.81	
10/12/16	0000062887	C		10/12/2016	UNIFIED EMAIL, LLC	CONTRACTED SERVICES	Instructional Office	01.0	00000.0	00000	02100	5630	6016000	16-17	2,007.54	
						10/12/2016	0000062887	UNIFIED EMAIL, LLC							2,007.54	
10/12/16	0000062888	A		10/12/2016	AIRGAS	AUTOMOTIVE SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	846.17	
						10/12/2016	0000062888	AIRGAS							846.17	
10/12/16	0000062889	A		10/12/2016	AIRGAS	AUTOMOTIVE SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	4320	0951000	16-17	4,401.57	
						10/12/2016	0000062889	AIRGAS							4,401.57	
10/12/16	0000062890	C		10/12/2016	MENKE MARKING DEVICES INC.	NON-INSTRUCTIONAL SUPPLIES	Admissions	01.0	00000.0	00000	03800	4320	6225000	16-17	57.23	
						10/12/2016	0000062890	MENKE MARKING DEVICES INC.							57.23	
10/12/16	0000062891	C		10/12/2016	AIRGAS SAFETY	MISCELLANEOUS	Sanitation-Public Health Tech	01.0	00000.0	00000	02600	4320	0958000	16-17	242.16	
						10/12/2016	0000062891	AIRGAS SAFETY							242.16	
10/13/16	0000062892	C		10/13/2016	ASSOCIATION OF COMMUNITY &	CONFERENCE AND TRAVEL	Community Service Classes	39.2	00000.0	00000	02310	5210	6820000	16-17	59.00	
						10/13/2016	0000062892	ASSOCIATION OF COMMUNITY & CONTINUING ED							59.00	
10/13/16	0000062893	C		10/13/2016	DANA ON MISSION BAY, THE	CONFERENCE AND TRAVEL	Instructional Office	01.0	00000.0	00000	02100	5210	6016000	16-17	696.48	
						10/13/2016	0000062893	DANA ON MISSION BAY, THE							696.48	
10/13/16	0000062894	C		10/13/2016	CCCCIO	CONFERENCE AND TRAVEL	Instructional Office	01.0	00000.0	00000	02100	5210	6016000	16-17	400.00	

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						10/13/2016	0000062894	CCCCIO								400.00
10/13/16	0000062895	C		10/13/2016	MICRO CURRENT TECHNOLOGY, INC.	COSMETOLOGY SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	04700	70200	4320	0900000	16-17	478.24	
						10/13/2016	0000062895	MICRO CURRENT TECHNOLOGY, INC.								478.24
10/13/16	0000062896	C		10/13/2016	CAROLINA BIOLOGICAL SUPPLY	LABORATORY SUPP/EQUIP	SEM-Biology	01.0	00000.0	00000	02570	4320	1966000	16-17	41.41	
						10/13/2016	0000062896	CAROLINA BIOLOGICAL SUPPLY								41.41
10/13/16	0000062897	C		10/13/2016	NOVA DISPLAY, INC.	HARDWARE SUPPLIES	Disabled Students	01.3	00000.0	00000	79000	4550	6420000	16-17	266.18	
						10/13/2016	0000062897	NOVA DISPLAY, INC.								266.18
10/13/16	0000062898	A		10/13/2016	KLEIN EDUCATIONAL SYSTEMS, LLC	AUTOMOTIVE SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	04700	70200	4320	0900000	16-17	1,656.42	
						10/13/2016	0000062898	KLEIN EDUCATIONAL SYSTEMS, LLC								1,656.42
10/13/16	0000062899	C		10/13/2016	NASPA ANNUAL CONFERNCE	CONFERENCE AND TRAVEL	Auxiliary Operations	01.3	00000.0	00000	71200	5210	7000000	16-17	605.00	
						10/13/2016	0000062899	NASPA ANNUAL CONFERNCE								605.00
10/13/16	0000062900	A		10/13/2016	AMERICAN EXPRESS TRAVEL	CONFERENCE AND TRAVEL	Auxiliary Operations	01.3	00000.0	00000	71200	5210	7000000	16-17	356.20	
						10/13/2016	0000062900	AMERICAN EXPRESS TRAVEL								356.20
10/13/16	0000062901	C		10/13/2016	APPLE INC	COMPUTER SUPP/EQUIP	Auxiliary Operations	01.3	00000.0	00000	71200	4550	7000000	16-17	53.41	
						10/13/2016	0000062901	APPLE INC								53.41
10/13/16	0000062902	C		10/18/2016	WILEY/JOSSEY-BASS	PUBLISHERS/PUBLICA TIONS	Disabled Students	01.3	00000.0	00000	79000	4550	6420000	16-17	184.00	
						10/13/2016	0000062902	WILEY/JOSSEY-BASS								184.00
10/13/16	0000062903	C		10/13/2016	MMZ PRINTING AND GRAPHICS	PRINTING SERVICES	Disabled Students	01.3	00000.0	00000	79000	4550	6420000	16-17	1,602.30	

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						10/13/2016	0000062903	MMZ PRINTING AND GRAPHICS							1,602.30	
10/13/16	0000062904	A		10/13/2016	MC MURRY STERN	LOCKERS	Disabled Students	01.3	00000.0	00000	79000	4550	6420000	16-17	295.70	
						10/13/2016	0000062904	MC MURRY STERN							295.70	
10/14/16	0000062905	A		10/14/2016	AURORA	FURNITURE, SCHOOL	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	19,159.84	
						10/14/2016	0000062905	AURORA							19,159.84	
10/14/16	0000062906	C		10/14/2016	RODGER'S CATERING	NON-INSTRUCTIONAL SUPPLIES	Foster Care	01.3	00000.0	00000	75900	4550	1305700	16-17	73.38	
						10/14/2016	0000062906	RODGER'S CATERING							73.38	
10/14/16	0000062907	P		10/14/2016	AMAZON	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	72003	4550	6190000	16-17	15.19	
						10/14/2016	0000062907	AMAZON							15.19	
10/15/16	0000062908	C		10/15/2016	COSUGI	MEMBERSHIPS	Fiscal Operations	01.0	00000.0	00000	04200	5310	6721000	16-17	100.00	
						10/15/2016	0000062908	COSUGI							100.00	
10/15/16	0000062909	P		10/17/2016	BANK OF AMERICA	OFFICE SUPPLIES	Library	01.0	00000.0	00000	02220	4550	6120000	16-17	71.92	
						10/15/2016	0000062909	BANK OF AMERICA							71.92	
10/15/16	0000062910	A		10/15/2016	AAA ELECTRICAL SUPPLY, INC.	LIGHTING SUPP/EQUIP/MAINT/SY	Building Maintenance-Re	41.0	00000.0	00000	71016	4550	6510000	16-17	11,077.13	
						10/15/2016	0000062910	AAA ELECTRICAL SUPPLY, INC.							11,077.13	
10/15/16	0000062911	C		10/15/2016	LAKELAND FENCE CORP	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	600.00	
						10/15/2016	0000062911	LAKELAND FENCE CORP							600.00	
10/15/16	0000062912	A		10/15/2016	AAA ELECTRIC MOTOR	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	895.00	

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				10/15/2016			0000062912	AAA ELECTRIC MOTOR								895.00
10/15/16	0000062913	C		10/15/2016	GOOD DOCS	MISCELLANEOUS	Interdisciplinary Studies	39.1	00000.0	00007	79850	6310	4900000	16-17	510.00	
				10/15/2016			0000062913	GOOD DOCS								510.00
10/15/16	0000062914	C		10/15/2016	ALLISON MECHANICAL, INC.	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	1,935.56	
				10/15/2016			0000062914	ALLISON MECHANICAL, INC.								1,935.56
10/15/16	0000062915	C		10/15/2016	B C DRAIN	CONTRACTED SERVICES	Building Maintenance-Re	01.0	00000.0	00000	04400	5810	6510000	16-17	515.00	
				10/15/2016			0000062915	B C DRAIN								515.00
10/17/16	0000062916	C		10/17/2016	LOCK, BRADLEY	DRAMA SUPP/EQUIP	Theater	01.0	00000.0	00000	02520	4320	1055000	16-17	455.80	
				10/17/2016			0000062916	LOCK, BRADLEY								455.80
10/17/16	0000062917	C		10/17/2016	WARD, DAVID	DRAMA SUPP/EQUIP	Theater	01.0	00000.0	00000	02520	4320	1055000	16-17	846.46	
				10/17/2016			0000062917	WARD, DAVID								846.46
10/17/16	0000062918	C		10/17/2016	FASTSIGNS	SIGNS	Building Maintenance-Re	01.0	00000.0	00000	04400	4550	6510000	16-17	110.02	
				10/17/2016			0000062918	FASTSIGNS								110.02
10/17/16	0000062919	C		10/17/2016	MEDICAL WASTE MANAGEMENT	CONTRACTED SERVICES	Building Maintenance-Re	01.0	00000.0	00000	04400	5810	6510000	16-17	25.00	
				10/17/2016			0000062919	MEDICAL WASTE MANAGEMENT PROGRAM								25.00
10/17/16	0000062920	C		10/17/2016	FAST DEER BUS CHARTER, INC.	CONTRACTED SERVICES	Education, General	01.0	00000.0	00000	04400	5810	0801000	16-17	14,726.96	
				10/17/2016			0000062920	FAST DEER BUS CHARTER, INC.								14,726.96
10/17/16	0000062921	A		10/17/2016	OUTFRONT MEDIA	ADVERTISING	Community Relations	01.0	00000.0	00000	03600	5830	6710000	16-17	24,000.00	

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						10/17/2016	0000062921	OUTFRONT MEDIA								24,000.00
10/17/16	0000062922	P		10/18/2016	AMAZON	NON-INSTRUCTIONAL SUPPLIES	Student Personnel	01.0	00000.0	00000	03100	4550	6450000	16-17	101.29	
						10/17/2016	0000062922	AMAZON								101.29
10/17/16	0000062923	C		10/17/2016	DEPOSITPHOTOS, INC.	SUBSCRIPTIONS	Community Relations	01.0	00000.0	00000	03600	5830	6710000	16-17	748.00	
						10/17/2016	0000062923	DEPOSITPHOTOS, INC.								748.00
10/17/16	0000062924	C		10/17/2016	RODGER'S CATERING	CATERING SERVICES	Center for Teaching	01.3	00000.0	01004	73460	4550	6195000	16-17	117.07	
						10/17/2016	0000062924	RODGER'S CATERING								117.07
10/17/16	0000062925	C		10/17/2016	PARAMOUNT CHAMBER OF	ADVERTISING	Community Relations	01.0	00000.0	00000	03600	5830	6710000	16-17	1,447.00	
						10/17/2016	0000062925	PARAMOUNT CHAMBER OF COMMERCE, INC								1,447.00
10/17/16	0000062926	C		10/17/2016	MDRICH CONSULTING, INC.	CONTRACTED SERVICES	Instructional Office	01.0	00000.0	00000	02100	5810	6016000	16-17	2,500.00	
						10/17/2016	0000062926	MDRICH CONSULTING, INC.								2,500.00
10/17/16	0000062927	C		10/17/2016	SUNPAC STOARGE CONTAINERS INC	MISCELLANEOUS	Community Relations	01.0	00000.0	00000	03600	4550	6710000	16-17	50.00	
						10/17/2016	0000062927	SUNPAC STOARGE CONTAINERS INC								50.00
10/17/16	0000062928	P		10/18/2016	BANK OF AMERICA	MAGAZINES	Oth Instr Sup Services	01.3	00000.0	00000	70200	4550	6190000	16-17	39.95	
						10/17/2016	0000062928	BANK OF AMERICA								39.95
10/17/16	0000062929	P		10/18/2016	BANK OF AMERICA	NON-INSTRUCTIONAL SUPPLIES	Community Relations	01.0	00000.0	00000	03600	4550	6710000	16-17	109.88	
						10/17/2016	0000062929	BANK OF AMERICA								109.88
10/18/16	0000062930	A		10/18/2016	KI	FURNITURE, SCHOOL	Learning Center	01.3	00000.0	00000	71600	6410	6110000	16-17	27,838.95	

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						10/18/2016	0000062930	42.1	00000.0	00000	65040	6130	7100000	16-17	27,838.95	
10/18/16	0000062931	A		10/18/2016	KI	FURNITURE, SCHOOL	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	10,263.24	
						10/18/2016	0000062931	42.1	00000.0	00000	65040	6120	7100000	16-17	10,263.24	
10/18/16	0000062932	A		10/18/2016	SIGNGROUP KARMAN	INSTALLATIONS	Physical Property-Related	42.1	00000.0	00000	65040	6120	7100000	16-17	360.00	
								42.1	00000.0	00000	65040	6120	7100000	16-17	2,790.40	
						10/18/2016	0000062932	42.1	00000.0	00000	65040	6120	7100000	16-17	3,150.40	
10/18/16	0000062933	A		10/18/2016	GRAINGER	FURNITURE, SCHOOL	Physical Property-Related	42.1	00000.0	00000	65040	6120	7100000	16-17	543.91	
						10/18/2016	0000062933	42.1	00000.0	00000	65040	6120	7100000	16-17	543.91	
10/18/16	0000062934	A		10/18/2016	INTERIOR OFFICE SOLUTIONS	MISCELLANEOUS	Physical Property-Related	42.1	00000.0	00000	65040	6120	7100000	16-17	345.00	
						10/18/2016	0000062934	42.1	00000.0	00000	65040	6120	7100000	16-17	345.00	
10/18/16	0000062935	A		10/18/2016	HAWORTH, INC.	MISCELLANEOUS	Physical Property-Related	42.1	00000.0	00000	65040	6120	7100000	16-17	449.95	
						10/18/2016	0000062935	42.1	00000.0	00000	65040	6120	7100000	16-17	449.95	
10/18/16	0000062936	A		10/18/2016	MAYLINE COMPANY LLC	MISCELLANEOUS	Physical Property-Related	42.1	00000.0	00000	65040	6120	7100000	16-17	4,550.76	
						10/18/2016	0000062936	42.1	00000.0	00000	65040	6120	7100000	16-17	4,550.76	
10/18/16	0000062937	C		10/18/2016	SIDLEY AUSTIN LLP	MISCELLANEOUS	Accreditation	01.0	00000.0	00000	02100	5810	6013000	16-17	812.82	
						10/18/2016	0000062937	01.0	00000.0	00000	02100	5810	6013000	16-17	812.82	
10/18/16	0000062938	C		10/18/2016	NCTE	CONFERENCE AND TRAVEL	Letters	01.0	00000.0	00000	02550	5210	1551000	16-17	90.00	
						10/18/2016	0000062938	01.0	00000.0	00000	02550	5210	1551000	16-17	90.00	

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10/18/16	0000062939	P		10/18/2016	BANK OF AMERICA	CONFERENCE AND TRAVEL	Letters	01.0	00000.0	00000	02550	5210	1551000	16-17	258.00	
				10/18/2016			0000062939			BANK OF AMERICA						258.00
10/18/16	0000062940	C		10/19/2016	DETAILED MEETINGS INC.	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	01000	71646	5210	6190000	16-17	275.00	
				10/18/2016			0000062940			DETAILED MEETINGS INC.						275.00
10/19/16	0000062941	P		11/09/2016	AMAZON	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00000	02600	6450	0986000	16-17	2,097.00	
				10/19/2016			0000062941			AMAZON						2,097.00
10/19/16	0000062942	C		10/19/2016	NASPA ANNUAL CONFERNCE	CONFERENCE AND TRAVEL	Auxiliary Operations	01.3	00000.0	00000	71200	5210	7000000	16-17	605.00	
				10/19/2016			0000062942			NASPA ANNUAL CONFERNCE						605.00
10/19/16	0000062943	P		10/19/2016	NEED TO ADD VENDOR	CONFERENCE AND TRAVEL	Auxiliary Operations	01.3	00000.0	00000	71200	5210	7000000	16-17	401.70	
				10/19/2016			0000062943			NEED TO ADD VENDOR						401.70
10/19/16	0000062944	C		10/19/2016	CMC SOUTH	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	220.00	
				10/19/2016			0000062944			CMC SOUTH						220.00
10/19/16	0000062945	C		10/19/2016	ON COURSE CONFERENCE	CONFERENCE AND TRAVEL	Letters	01.0	00000.0	00000	02550	5210	1551000	16-17	725.00	
				10/19/2016			0000062945			ON COURSE CONFERENCE						725.00
10/19/16	0000062946	C		10/19/2016	CCCCIO	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	04500	70200	5210	6190000	16-17	200.00	
				10/19/2016			0000062946			CCCCIO						200.00
10/19/16	0000062947	C		10/19/2016	DANA ON MISSION BAY, THE	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	04500	70200	5210	6190000	16-17	400.00	
				10/19/2016			0000062947			DANA ON MISSION BAY, THE						400.00

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10/19/16	0000062948	A		10/19/2016	PACIFIC COAST CABLING	CONTRACTED SERVICES	Division Office	01.0	00000.0	00000	02600	5810	0951000	16-17	491.25	
				10/19/2016			0000062948				PACIFIC COAST CABLING					491.25
10/19/16	0000062949	A		10/19/2016	RAN GRAPHICS	INSTRUCTIONAL SUPPLIES	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	991.64	
				10/19/2016			0000062949				RAN GRAPHICS					991.64
10/19/16	0000062950	A		11/10/2016	I-CAR EDUCATION FOUNDATION	MISCELLANEOUS	Sanitation-Public Health Tech	01.0	00000.0	00000	02600	5310	0958000	16-17	1,100.00	
				10/19/2016			0000062950				I-CAR EDUCATION FOUNDATION					1,100.00
10/19/16	0000062951	A		10/19/2016	HENRY SCHEIN INC	INSTRUCTIONAL SUPPLIES	Dental Hygiene	01.0	00000.0	00000	02530	4320	1240200	16-17	198.83	
						REPAIRS - OTHER	Health Professions	01.0	00000.0	00000	02530	5630	1201000	16-17	73.16	
				10/19/2016			0000062951				HENRY SCHEIN INC					271.99
10/19/16	0000062952	A		10/19/2016	TCB PRINTING	PRINTING SERVICES	Dental Hygiene	01.0	00000.0	00000	02530	4320	1240200	16-17	26.16	
				10/19/2016			0000062952				TCB PRINTING					26.16
10/19/16	0000062953	A		10/21/2016	MONKEY SPORTS	MISCELLANEOUS	Women's Athletics	01.0	00000.0	00000	02560	4320	0819000	16-17	2,375.53	
				10/19/2016			0000062953				MONKEY SPORTS					2,375.53
10/19/16	0000062954	A		10/19/2016	UNIFORMS EXPRESS	MISCELLANEOUS	Women's Athletics	01.0	00000.0	00000	02560	4320	0819000	16-17	4,405.78	
				10/19/2016			0000062954				UNIFORMS EXPRESS					4,405.78
10/19/16	0000062955	A		10/19/2016	BUDDY'S ALL STARS, INC.	MISCELLANEOUS	Women's Athletics	01.0	00000.0	00000	02560	4320	0819000	16-17	2,917.50	
				10/19/2016			0000062955				BUDDY'S ALL STARS, INC.					2,917.50
10/19/16	0000062956	A		10/19/2016	BUDDY'S ALL STARS, INC.	MISCELLANEOUS	Men's Athletics	01.0	00000.0	00000	02560	4320	0813000	16-17	8,438.51	

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						10/19/2016	0000062956	BUDDY'S ALL STARS, INC.								8,438.51
10/19/16	0000062957	A		10/19/2016	SNAP-ON TOOLS INDUSTRIAL	WOODWORKING	Division Office	01.3	00000.0	00000	71600	6450	0951000	16-17	3,626.33	
						10/19/2016	0000062957	SNAP-ON TOOLS INDUSTRIAL								3,626.33
10/19/16	0000062958	A		10/19/2016	BENNER METALS	MACHINE SHOP SUPP/EQUIP	Numerical Contr	01.0	00000.0	00100	02600	4325	0976000	16-17	2,406.41	
						10/19/2016	0000062958	BENNER METALS								2,406.41
10/19/16	0000062959	C		10/19/2016	ULINE	WOODWORKING	Division Office	01.0	00000.0	00000	02600	4550	0951000	16-17	81.12	
						10/19/2016	0000062959	ULINE								81.12
10/19/16	0000062960	A		10/19/2016	AIRWOLF 3D	INSTRUCTIONAL SUPPLIES	Drafting & Architecture	01.0	00000.0	00100	02600	4325	0964000	16-17	995.94	
						10/19/2016	0000062960	AIRWOLF 3D								995.94
10/19/16	0000062961	C		10/19/2016	STYL ENVY NAIL FASHION	COSMETOLOGY SUPP/EQUIP	Cosmetology	39.3	00000.0	00000	02350	4320	3057000	16-17	1,247.40	
						10/19/2016	0000062961	STYL ENVY NAIL FASHION								1,247.40
10/19/16	0000062962	C		10/20/2016	BJB ENTERPRISES INC	INSTRUCTIONAL SUPPLIES	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	156.67	
						10/19/2016	0000062962	BJB ENTERPRISES INC								156.67
10/19/16	0000062963	A		10/21/2016	DREES WOOD PRODUCTS	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	681.25	
						10/19/2016	0000062963	DREES WOOD PRODUCTS								681.25
10/19/16	0000062964	C		10/20/2016	TOOLS TODAY	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	2,713.46	
						10/19/2016	0000062964	TOOLS TODAY								2,713.46
10/19/16	0000062965	A		10/19/2016	GRAINGER	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	230.29	

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						10/19/2016	0000062965	GRAINGER								230.29
10/19/16	0000062966	C		10/19/2016	OFFICE DEPOT/BUSINESS	WELDING SUPP/EQUIP	Welding	01.0	00000.0	00000	02600	4320	0984000	16-17	318.51	
						10/19/2016	0000062966	OFFICE DEPOT/BUSINESS SVCS DIV								318.51
10/19/16	0000062967	A		10/19/2016	TCB PRINTING	MISCELLANEOUS	Women's Athletics	01.0	00000.0	00000	02560	4320	0819000	16-17	26.16	
						10/19/2016	0000062967	TCB PRINTING								26.16
10/19/16	0000062968	A		10/19/2016	TCB PRINTING	MISCELLANEOUS	Social Sciences	01.0	00000.0	00000	02540	4320	2201000	16-17	52.32	
						10/19/2016	0000062968	TCB PRINTING								52.32
10/19/16	0000062969	A		10/19/2016	LYNDEX NIKKEN	MACHINE SHOP SUPP/EQUIP	Numerical Contr	01.0	00000.0	00000	02600	4320	0976000	16-17	2,627.86	
						10/19/2016	0000062969	LYNDEX NIKKEN								2,627.86
10/19/16	0000062970	X	1	10/28/2016	HAWORTH, INC.	COSMETOLOGY SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	4320	0951000	16-17	826.18	
								01.3	00000.0	00000	71600	6450	0951000	16-17	5,708.64	
						10/19/2016	0000062970	HAWORTH, INC.								6,534.82
10/19/16	0000062971	X	1	10/27/2016	HAWORTH, INC.	WOODWORKING	Division Office	01.3	00000.0	00000	71600	4320	0951000	16-17	14,622.79	
						10/19/2016	0000062971	HAWORTH, INC.								14,622.79
10/19/16	0000062972	A		10/20/2016	HAAS FACTORY OUTLET	MACHINE SHOP SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6410	0951000	16-17	6,005.90	
						10/19/2016	0000062972	HAAS FACTORY OUTLET								6,005.90
10/20/16	0000062973	A		10/20/2016	PATON GROUP, THE	PLASTICS SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6410	0951000	16-17	25,924.75	
						10/20/2016	0000062973	PATON GROUP, THE								25,924.75

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			Ord#	Date												
10/20/16	0000062974	A	10/21/2016		INTERNATIONAL TEACHING SYSTEMS	INSTR MEDIA MATERIALS/SUPP	Letters	01.3	00000.0	00000	71600	6410	1551000	16-17	20,947.62	
						10/20/2016	0000062974				INTERNATIONAL TEACHING SYSTEMS					20,947.62
10/20/16	0000062975	A	11/02/2016		STEVE'S CAMERA SERVICE CENTER	REPAIRS - OTHER	Fine & Applied Arts	01.0	00000.0	00000	02520	5630	1051000	16-17	95.00	
						10/20/2016	0000062975				STEVE'S CAMERA SERVICE CENTER					95.00
10/20/16	0000062976	C	10/24/2016		HIROHAMA, STEVEN	REIMBURSEMENT	Film Making	01.0	00000.0	00000	02520	4320	1057000	16-17	42.06	
						10/20/2016	0000062976				HIROHAMA, STEVEN					42.06
10/20/16	0000062977	P	10/21/2016		BANK OF AMERICA	INSTRUCTIONAL SUPPLIES	Arts	01.0	00000.0	00000	02520	4320	1052000	16-17	45.98	
						10/20/2016	0000062977				BANK OF AMERICA					45.98
10/20/16	0000062978	A	10/21/2016		DIVERSIFIED BUSINESS SERVICES	NON-INSTRUCTIONAL SUPPLIES	Health Services	69.0	00000.0	00000	03310	4550	6440000	16-17	2,361.80	
						10/20/2016	0000062978				DIVERSIFIED BUSINESS SERVICES					2,361.80
10/20/16	0000062979	A	10/21/2016		HAWORTH, INC.	FURNITURE, OFFICE	Health Services	69.0	00000.0	00000	03310	6460	6440000	16-17	1,902.88	
						10/20/2016	0000062979				HAWORTH, INC.					1,902.88
10/20/16	0000062980	C	10/20/2016		OFFICE DEPOT/BUSINESS	INSTRUCTIONAL SUPPLIES	Letters	01.0	00000.0	00000	02550	4320	1551000	16-17	807.67	
						10/20/2016	0000062980				OFFICE DEPOT/BUSINESS SVCS DIV					807.67
10/20/16	0000062981	P	10/21/2016		AMAZON	INSTRUCTIONAL SUPPLIES	Letters	01.0	00000.0	00000	02550	4320	1551000	16-17	89.97	
						10/20/2016	0000062981				AMAZON					89.97
10/20/16	0000062982	A	10/24/2016		SCHOOL HEALTH CORPORATION	MEDICAL & LAB SUPP/EQUIP	Health Services	69.0	00000.0	01000	03310	4550	6440000	16-17	75.14	
						10/20/2016	0000062982				SCHOOL HEALTH CORPORATION					75.14

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10/20/16	0000062983	A		10/20/2016	TCB PRINTING	INSTRUCTIONAL SUPPLIES	Letters	01.0	00000.0	00000	02550	4320	1551000	16-17	147.15	
				10/20/2016			0000062983			TCB PRINTING						147.15
10/20/16	0000062984	A		10/24/2016	DIGICERT, INC.	MISCELLANEOUS	Management Information	01.0	00000.0	00000	02210	5640	6780000	16-17	595.00	
				10/20/2016			0000062984			DIGICERT, INC.						595.00
10/20/16	0000062985	C		10/24/2016	SCHOOL HEALTH CORPORATION	HEALTH SUPP/EQUIP	Admissions	01.0	00000.0	00000	03800	4320	6225000	16-17	499.59	
				10/20/2016			0000062985			SCHOOL HEALTH CORPORATION						499.59
10/20/16	0000062986	C		10/21/2016	TEACHER'S DISCOVERY	INSTRUCTIONAL SUPPLIES	Letters	01.0	00000.0	00000	02550	4320	1551000	16-17	207.10	
				10/20/2016			0000062986			TEACHER'S DISCOVERY						207.10
10/20/16	0000062987	A		10/20/2016	RAN GRAPHICS	OPEN1	Oth Instr Sup Services	01.3	00000.0	03300	72600	4550	6190000	16-17	167.60	
				10/20/2016			0000062987			RAN GRAPHICS						167.60
10/20/16	0000062988	C		10/24/2016	RODGER'S CATERING	OPEN1	Oth Instr Sup Services	01.3	00000.0	03300	72600	4550	6190000	16-17	286.13	
				10/20/2016			0000062988			RODGER'S CATERING						286.13
10/20/16	0000062989	C		10/24/2016	RODGER'S CATERING	OPEN1	Oth Instr Sup Services	01.3	00000.0	03300	72600	4550	6190000	16-17	421.02	
				10/20/2016			0000062989			RODGER'S CATERING						421.02
10/20/16	0000062990	P		11/02/2016	BANK OF AMERICA	INSTRUCTIONAL SUPPLIES	Letters	01.0	00000.0	00000	02550	4320	1551000	16-17	147.70	
				10/20/2016			0000062990			BANK OF AMERICA						147.70
10/20/16	0000062991	P		10/21/2016	BANK OF AMERICA	INSTRUCTIONAL SUPPLIES	Letters	01.0	00000.0	00000	02550	4320	1551000	16-17	67.49	
				10/20/2016			0000062991			BANK OF AMERICA						67.49

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10/20/16	0000062992	A		10/22/2016	BLUCO CORPORATION	WELDING SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6450	0951000	16-17	3,454.39	
						10/20/2016	0000062992	BLUCO CORPORATION							3,454.39	
10/20/16	0000062993	P		10/21/2016	AMAZON	INSTRUCTIONAL SUPPLIES	Arts	01.0	00000.0	00000	02520	4320	1052000	16-17	17.85	
						10/20/2016	0000062993	AMAZON							17.85	
10/20/16	0000062994	A	1	10/25/2016	LAGUNA CLAY COMPANY	INSTRUCTIONAL SUPPLIES	Arts	01.0	00000.0	00000	02520	4320	1052000	16-17	204.83	
						10/20/2016	0000062994	LAGUNA CLAY COMPANY							204.83	
10/20/16	0000062995	A		10/20/2016	TCB PRINTING	PRINTING SERVICES	Fine & Applied Arts	01.0	00000.0	00000	02520	4320	1051000	16-17	31.61	
						10/20/2016	0000062995	TCB PRINTING							31.61	
10/20/16	0000062996	P		10/21/2016	AMAZON	SOFTWARE	Theater	01.0	00000.0	00000	02520	4320	1055000	16-17	74.95	
						10/20/2016	0000062996	AMAZON							74.95	
10/20/16	0000062997	X	1	10/27/2016	HAWORTH, INC.	COSMETOLOGY SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	4320	0951000	16-17	973.74	
								01.3	00000.0	00000	71600	6450	0951000	16-17	905.51	
						10/20/2016	0000062997	HAWORTH, INC.							1,879.25	
10/20/16	0000062998	X	1	10/27/2016	HAWORTH, INC.	INSTRUCTIONAL SUPPLIES	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	1,098.09	
						10/20/2016	0000062998	HAWORTH, INC.							1,098.09	
10/20/16	0000062999	C		10/24/2016	SAIKRUPA FOODS, INC.	CATERING SERVICES	LINC Program	01.3	00000.0	08001	73460	7610	6435000	16-17	2,500.00	
						10/20/2016	0000062999	SAIKRUPA FOODS, INC.							2,500.00	
10/20/16	0000063000	C		10/24/2016	PERSON, DAWN	MISCELLANEOUS	Counseling	01.3	00000.0	03010	73460	5810	6300000	16-17	2,500.00	

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						10/20/2016	0000063000		PERSON, DAWN							2,500.00
10/20/16	0000063001	A	1	11/01/2016	CHRISTIAN PRINTING SERVICE	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	72003	4550	6190000	16-17	965.20	
						10/20/2016	0000063001		CHRISTIAN PRINTING SERVICE							965.20
10/20/16	0000063002	P		10/21/2016	AMAZON	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	72003	4550	6190000	16-17	708.91	
						10/20/2016	0000063002		AMAZON							708.91
10/20/16	0000063003	A		10/20/2016	APPLE INC	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	77671	4550	6190000	16-17	11,106.24	
						10/20/2016	0000063003		APPLE INC							11,106.24
10/20/16	0000063004	C		10/21/2016	RODGER'S CATERING	FOOD PRODUCTS	Foster Care	39.6	00000.0	00000	76500	4550	1305700	16-17	468.05	
						10/20/2016	0000063004		RODGER'S CATERING							468.05
10/20/16	0000063005	C		10/21/2016	LV BOTKIN DESIGNS	INSTRUCTIONAL SUPPLIES	Apprenticeships-Field Ironwork	01.3	00000.0	00000	72340	4320	0909000	16-17	3,924.00	
						10/20/2016	0000063005		LV BOTKIN DESIGNS							3,924.00
10/20/16	0000063006	A		10/20/2016	APPLE INC	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	77671	4550	6190000	16-17	1,340.19	
						10/20/2016	0000063006		APPLE INC							1,340.19
10/21/16	0000063007	A		10/21/2016	KI	FURNITURE, OFFICE	Health Services	69.0	00000.0	00000	03310	6460	6440000	16-17	1,291.90	
						10/21/2016	0000063007		KI							1,291.90
10/21/16	0000063008	C		10/21/2016	RIVERA PALM SPRINGS	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	520.46	
						10/21/2016	0000063008		RIVERA PALM SPRINGS							520.46
10/21/16	0000063009	C		10/21/2016	SRJC FOUNDATION	CONFERENCE AND TRAVEL	Counseling	01.3	00000.0	00000	73400	5210	6300000	16-17	225.00	

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						10/21/2016	0000063009		SRJC FOUNDATION							225.00
10/21/16	0000063010	C		10/24/2016	CUEVAS, SELENE	NON-INSTRUCTIONAL SUPPLIES	Foster Care	39.6	00000.0	00000	76500	4550	1305700	16-17	75.46	
						10/21/2016	0000063010		CUEVAS, SELENE							75.46
10/21/16	0000063011	P		10/22/2016	AMAZON	BOOKS	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	43.75	
						INSTRUCTIONAL SUPPLIES		01.0	00000.0	00000	02600	4320	0951000	16-17	3.81	
						10/21/2016	0000063011		AMAZON							47.56
10/21/16	0000063012	P		10/22/2016	AMAZON	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	218.66	
						10/21/2016	0000063012		AMAZON							218.66
10/22/16	0000063013	C		10/22/2016	PEARSON HIGER EDUCATION	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	72003	5210	6190000	16-17	100.00	
						10/22/2016	0000063013		PEARSON HIGER EDUCATION							100.00
10/22/16	0000063014	C		10/22/2016	CHICAGO MARRIOTT DOWNTOWN	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	72003	5210	6190000	16-17	633.96	
						10/22/2016	0000063014		CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI							633.96
10/22/16	0000063015	A		10/31/2016	AMERICAN EXPRESS TRAVEL	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	72003	5210	6190000	16-17	386.00	
						10/22/2016	0000063015		AMERICAN EXPRESS TRAVEL							386.00
10/22/16	0000063016	C		10/26/2016	EDUCATIONAL TESTING SERVICE	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	72001	5210	6190000	16-17	250.00	
						10/22/2016	0000063016		EDUCATIONAL TESTING SERVICE							250.00
10/22/16	0000063017	A		10/31/2016	AMERICAN EXPRESS TRAVEL	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	72001	5210	6190000	16-17	156.20	
						10/22/2016	0000063017		AMERICAN EXPRESS TRAVEL							156.20

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/22/16	0000063018	C		10/22/2016	FAIRMONT HOTEL & RESORT	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	72001	5210	6190000	16-17	698.71	
				10/22/2016			0000063018			FAIRMONT HOTEL & RESORT						698.71
10/22/16	0000063019	C		10/22/2016	RIVIERA PALM SPRINGS, THE	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	539.11	
				10/22/2016			0000063019			RIVIERA PALM SPRINGS, THE						539.11
10/22/16	0000063020	C		10/22/2016	CMC SOUTH	CONFERENCE AND TRAVEL	Oth Instr Sup Services	01.3	00000.0	00000	77671	5210	6190000	16-17	220.00	
				10/22/2016			0000063020			CMC SOUTH						220.00
10/22/16	0000063021	P		10/22/2016	BANK OF AMERICA	INSTRUCTIONAL SUPPLIES	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	17.50	
				10/22/2016			0000063021			BANK OF AMERICA						17.50
10/22/16	0000063022	P		11/10/2016	BANK OF AMERICA	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	97.52	
				10/22/2016			0000063022			BANK OF AMERICA						97.52
10/22/16	0000063023	A		10/22/2016	BURMAX CO.	COSMETOLOGY SUPP/EQUIP	Cosmetology	39.3	00000.0	00000	02350	4320	3057000	16-17	835.34	
				10/22/2016			0000063023			BURMAX CO.						835.34
10/22/16	0000063024	A		10/22/2016	GOPHER SPORT	MISCELLANEOUS	Education, General	01.0	00000.0	00000	02560	4320	0801000	16-17	1,058.93	
				10/22/2016			0000063024			GOPHER SPORT						1,058.93
10/22/16	0000063025	C		10/22/2016	MCMASTER CARR SUPPLY CO.	MISCELLANEOUS	Automotive	01.0	00000.0	00100	02600	4325	0960000	16-17	351.12	
				10/22/2016			0000063025			MCMASTER CARR SUPPLY CO.						351.12
10/22/16	0000063026	A		10/22/2016	HARBOR FREIGHT TOOL	MISCELLANEOUS	Automotive	01.0	00000.0	00100	02600	4325	0960000	16-17	505.88	
				10/22/2016			0000063026			HARBOR FREIGHT TOOL						505.88

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/22/16	0000063027	P		11/07/2016	HOME DEPOT #0608	MISCELLANEOUS	Automotive	01.0	00000.0	00100	02600	4325	0960000	16-17	250.14	
						10/22/2016	0000063027									250.14
10/22/16	0000063028	A		10/26/2016	INDUSTRIAL PIPE AND STEEL CO	MISCELLANEOUS	Automotive	01.0	00000.0	00100	02600	4325	0960000	16-17	772.72	
						10/22/2016	0000063028									772.72
10/22/16	0000063029	A		11/08/2016	EUROCAR-BENCH SYSTEMS	AUTOBODY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	6410	0951000	16-17	10,987.12	
								01.0	00000.0	00000	02600	6450	0951000	16-17	3,891.83	
						MISCELLANEOUS		01.0	00000.0	00000	02600	6450	0951000	16-17	-1,878.93	
						10/22/2016	0000063029									13,000.02
10/22/16	0000063030	A		10/22/2016	BURMAX CO.	COSMETOLOGY SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6450	0951000	16-17	3,578.10	
						10/22/2016	0000063030									3,578.10
10/22/16	0000063031	A		10/22/2016	ADVANCED EXERCISE	MISCELLANEOUS	Physical Education	01.3	00000.0	00000	71600	6450	0806000	16-17	5,894.86	
						10/22/2016	0000063031									5,894.86
10/22/16	0000063032	A		11/09/2016	CUTTERMASTERS 2016	MACHINE SHOP SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	4320	0951000	16-17	469.97	
								01.3	00000.0	00000	71600	6410	0951000	16-17	5,676.57	
								01.3	00000.0	00000	71600	6450	0951000	16-17	1,240.92	
						MISCELLANEOUS		01.3	00000.0	00000	71600	4320	0951000	16-17	598.39	
								01.3	00000.0	00000	71600	6410	0951000	16-17	-738.75	
						10/22/2016	0000063032									7,247.10
10/22/16	0000063033	A		11/07/2016	BAILEIGH INDUSTRIAL	MACHINE SHOP SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6410	0951000	16-17	6,902.97	
						MISCELLANEOUS		01.3	00000.0	00000	71600	6410	0951000	16-17	599.50	

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						10/22/2016	0000063033	BAILEIGH INDUSTRIAL							7,502.47	
10/22/16	0000063034	P		10/22/2016	NEED TO ADD VENDOR	COSMETOLOGY SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6450	0951000	16-17	1,995.97	
						10/22/2016	0000063034	NEED TO ADD VENDOR							1,995.97	
10/22/16	0000063035	A		10/25/2016	BRZEZINSKI RACING PRODUCTS, INC.	AUTOMOTIVE SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	435.72	
						10/22/2016	0000063035	BRZEZINSKI RACING PRODUCTS, INC.							435.72	
10/22/16	0000063036	A		11/09/2016	SMART & FINAL IRIS	COSMETOLOGY SUPP/EQUIP	Cosmetology	39.3	00000.0	00000	02350	4320	3057000	16-17	621.49	
						10/22/2016	0000063036	SMART & FINAL IRIS							621.49	
10/22/16	0000063037	A		10/26/2016	FORREST MANUFACTURING	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	372.00	
						10/22/2016	0000063037	FORREST MANUFACTURING							372.00	
10/22/16	0000063038	A		11/09/2016	CALIFORNIA CARBIDE	WOODWORKING	Woodworking Mfg Tech	01.0	00000.0	00100	02600	4325	0986000	16-17	521.49	
						10/22/2016	0000063038	CALIFORNIA CARBIDE							521.49	
10/24/16	0000063039	C		10/24/2016	UMOJA COMMUNITY EDUCATION	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00100	01200	5210	6006000	16-17	1,500.00	
						10/24/2016	0000063039	UMOJA COMMUNITY EDUCATION FOUNDATION							1,500.00	
10/24/16	0000063040	P		11/01/2016	AMAZON	COMPUTER SUPP/EQUIP	CIS	01.3	00000.0	04100	70200	4320	0700000	16-17	469.59	
						10/24/2016	0000063040	AMAZON							469.59	
10/24/16	0000063041	A		10/24/2016	GST INC	COMPUTER SUPP/EQUIP	Oth Instr Sup Services	01.3	00000.0	00000	70200	6460	6190000	16-17	4,352.04	
						10/24/2016	0000063041	GST INC							4,352.04	
10/24/16	0000063042	A		11/09/2016	BRZEZINSKI RACING PRODUCTS, INC.	AUTOMOTIVE SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	04700	70200	4320	0900000	16-17	446.49	

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/24/16	0000063042	A		11/09/2016	BRZEZINSKI RACING PRODUCTS, INC.	AUTOMOTIVE SUPP/EQUIP	Eng and Rel Tech (Ind Tech)	01.3	00000.0	04700	70200	6450	0900000	16-17	1,458.16	
				10/24/2016			0000063042									1,904.65
10/24/16	0000063043	A		10/25/2016	HIROHAMA, STEVEN	REIMBURSEMENT	Fine & Applied Arts	01.0	00000.0	00000	02520	5630	1051000	16-17	32.72	
				10/24/2016			0000063043									32.72
10/24/16	0000063044	A		10/24/2016	PASCO SCIENTIFIC	LABORATORY SUPP/EQUIP	Physical Sciences	01.0	00000.0	00000	02570	4320	1951000	16-17	294.30	
				10/24/2016			0000063044									294.30
10/24/16	0000063045	C		10/25/2016	LACY, TOR	FIELD TRIPS	Physical Sciences	01.0	00000.0	00000	02570	7610	1951000	16-17	150.00	
				10/24/2016			0000063045									150.00
10/24/16	0000063046	A		10/24/2016	CONCEPTUAL MARKETING	MISCELLANEOUS	Financial Aid Administration	01.3	00000.0	00000	71100	4550	6460000	16-17	5,909.70	
				10/24/2016			0000063046									5,909.70
10/24/16	0000063047	A		10/24/2016	SARGENT-WELCH SCIENTIFIC	LABORATORY SUPP/EQUIP	Physical Sciences	01.0	00000.0	00000	02570	4320	1951000	16-17	230.31	
				10/24/2016			0000063047									230.31
10/24/16	0000063048	A		10/24/2016	COMPUTERLAND - SILICON VALLEY	NON-INSTRUCTIONAL SUPPLIES	Purchasing	01.0	00000.0	00000	04300	4550	6722000	16-17	55.00	
				10/24/2016			0000063048									55.00
10/25/16	0000063049	C		10/26/2016	CONSTANT CONTACT	MEMBERSHIPS	Community Service Classes	39.2	00000.0	00000	02310	5310	6820000	16-17	336.00	
				10/25/2016			0000063049									336.00
10/25/16	0000063050	A		10/26/2016	TCB PRINTING	MISCELLANEOUS	Instructional Office	01.0	00000.0	00000	02110	4550	6016000	16-17	136.25	
				10/25/2016			0000063050									136.25

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10/25/16	0000063051	C		10/25/2016	CACCRAO	MEMBERSHIPS	Fiscal Operations	01.0	00000.0	00000	04200	5310	6721000	16-17	200.00	
				10/25/2016			0000063051			CACCRAO						200.00
10/25/16	0000063052	C		10/25/2016	CERRITOS COMMUNITY	MISCELLANEOUS	Fiscal Operations	01.0	00000.0	00100	04100	5420	6720000	16-17	7,173.36	
				10/25/2016			0000063052			CERRITOS COMMUNITY COLLEGE DISTRICT						7,173.36
10/25/16	0000063053	A		10/25/2016	OFFICE DEPOT/BUSINESS	OFFICE SUPPLIES	Physical Property-Related	42.1	00000.0	00000	65004	4550	7100000	16-17	288.14	
				10/25/2016			0000063053			OFFICE DEPOT/BUSINESS SVCS DIV						288.14
10/25/16	0000063055	A		10/25/2016	PACIFIC COAST CABLING	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65004	6130	7100000	16-17	13,490.47	
				10/25/2016			0000063055			PACIFIC COAST CABLING						13,490.47
10/25/16	0000063056	A		10/25/2016	POCKET NURSE	INSTRUCTIONAL SUPPLIES	Health	01.3	00000.0	00000	75305	4320	1200000	16-17	558.77	
				10/25/2016			0000063056			POCKET NURSE						558.77
10/25/16	0000063057	A		10/25/2016	AMAZON	NON-INSTRUCTIONAL SUPPLIES	Purchasing	01.0	00000.0	00000	04300	4550	6722000	16-17	16.98	
				10/25/2016			0000063057			AMAZON						16.98
10/25/16	0000063058	C		10/25/2016	IMAGE 2000, INC.	MISCELLANEOUS	Purchasing	01.0	00000.0	00100	04300	5810	6722000	16-17	4,965.64	
				10/25/2016			0000063058			IMAGE 2000, INC.						4,965.64
10/25/16	0000063059	C		10/25/2016	RITZ CARLTON, THE	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00000	01200	5210	6006000	16-17	563.99	
				10/25/2016			0000063059			RITZ CARLTON, THE						563.99
10/25/16	0000063060	P		10/25/2016	BANK OF AMERICA	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00000	01200	5210	6006000	16-17	490.96	
				10/25/2016			0000063060			BANK OF AMERICA						490.96

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10/25/16	0000063061	P		10/25/2016	BANK OF AMERICA	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00000	01200	5210	6006000	16-17	379.32	
				10/25/2016			0000063061			BANK OF AMERICA						379.32
10/25/16	0000063062	C		10/25/2016	BOARD OF GOVERNORS ,	CONFERENCE AND TRAVEL	Board of Trustees	01.0	00000.0	01400	01100	5210	6005000	16-17	295.00	
				10/25/2016			0000063062			BOARD OF GOVERNORS ,						295.00
10/25/16	0000063063	C		10/25/2016	NORWALK COMMUNITY	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00100	01200	5210	6006000	16-17	160.00	
				10/25/2016			0000063063			NORWALK COMMUNITY COORDINATING COUNCIL						160.00
10/26/16	0000063064	A		10/26/2016	BANK OF AMERICA	CONFERENCE AND TRAVEL	Purchasing	01.0	00000.0	00000	04300	5210	6722000	16-17	195.00	
				10/26/2016			0000063064			BANK OF AMERICA						195.00
10/26/16	0000063065	C		10/26/2016	ATKINSON, ANDELSON, LOYA,	MISCELLANEOUS	General Administration	01.0	00000.0	00000	01200	5730	6006000	16-17	5,665.00	
							Fiscal Operations	01.0	00000.0	00000	04100	5730	6720000	16-17	368.95	
							Human Resources	01.0	00000.0	00100	05100	5730	6730000	16-17	18,408.75	
				10/26/2016			0000063065			ATKINSON, ANDELSON, LOYA, RUUD						24,442.70
10/26/16	0000063066	A		10/26/2016	K-LOG	SHELVING	Physical Sciences	01.0	00000.0	00000	02570	4320	1951000	16-17	464.65	
				10/26/2016			0000063066			K-LOG						464.65
10/26/16	0000063067	A		10/26/2016	OFFICE DEPOT/BUSINESS	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.0	00000.0	76600	02570	4550	6190000	16-17	177.33	
				10/26/2016			0000063067			OFFICE DEPOT/BUSINESS SVCS DIV						177.33
10/26/16	0000063068	A		10/26/2016	KTS NETWORK SOLUTIONS	TELEPHONE SUPP/EQUIP/SYSTEM	Counseling	01.3	00000.0	00000	71200	6460	6300000	16-17	903.95	
				10/26/2016			0000063068			KTS NETWORK SOLUTIONS						903.95

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10/26/16	0000063069	A		10/26/2016	CONCEPTUAL MARKETING	MISCELLANEOUS	Financial Aid Administration	01.3	00000.0	00000	71100	5830	6460000	16-17	766.70	
				10/26/2016			0000063069				CONCEPTUAL MARKETING					766.70
10/26/16	0000063070	C		10/26/2016	FRANK & RANDY'S WELDING	REPAIRS - OTHER	Warehouse	01.0	00000.0	00000	04300	5640	6723000	16-17	400.00	
				10/26/2016			0000063070				FRANK & RANDY'S WELDING					400.00
10/26/16	0000063071	C		10/26/2016	FRANTONE'S PIZZA	CATERING SERVICES	LINC Program	01.3	00000.0	08001	73460	4550	6435000	16-17	202.74	
				10/26/2016			0000063071				FRANTONE'S PIZZA					202.74
10/26/16	0000063072	P		10/26/2016	NEED TO ADD VENDOR	PRINTING SERVICES	Matriculation-Std nt Assessment	01.3	00000.0	00000	71110	4550	6320000	16-17	383.31	
				10/26/2016			0000063072				NEED TO ADD VENDOR					383.31
10/26/16	0000063073	C		10/26/2016	ARTESIA HIGH SCHOOL	ADVERTISING	Community Relations	01.0	00000.0	00000	03600	5830	6710000	16-17	50.00	
				10/26/2016			0000063073				ARTESIA HIGH SCHOOL					50.00
10/26/16	0000063074	P		10/26/2016	AMAZON	NON-INSTRUCTIONAL SUPPLIES	Instructional Office	01.0	00000.0	00000	02100	4320	6016000	16-17	30.50	
							Student Personnel	01.0	00000.0	00000	03100	4550	6450000	16-17	30.49	
				10/26/2016			0000063074				AMAZON					60.99
10/27/16	0000063075	C		10/27/2016	COUNCIL OF CHEIF LIBRARIANS	MEMBERSHIPS	Fiscal Operations	01.0	00000.0	00000	04200	5310	6721000	16-17	150.00	
				10/27/2016			0000063075				COUNCIL OF CHEIF LIBRARIANS					150.00
10/27/16	0000063076	A		10/27/2016	RAN GRAPHICS	ADVERTISING	School Relations	01.0	00000.0	00000	03320	5830	6493000	16-17	418.56	
				10/27/2016			0000063076				RAN GRAPHICS					418.56
10/27/16	0000063077	C		10/27/2016	ALLISON MECHANICAL, INC.	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	3,821.66	

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						10/27/2016	0000063077		ALLISON MECHANICAL, INC.							3,821.66
10/27/16	0000063078	C		10/27/2016	CALIFORNIA BOILER	HEATING SUPP/EQUIP/SYSTEM	Building Maintenance-Re	41.0	00000.0	00000	71016	4550	6510000	16-17	3,149.50	
						10/27/2016	0000063078		CALIFORNIA BOILER							3,149.50
10/27/16	0000063079	A		10/27/2016	EWING IRRIGATION PRODUCTS &	LANDSCAPE/GARDENI NG SUPP/EQUIP	Grounds Maintenance-Re	01.0	00000.0	00000	04400	4550	6550000	16-17	3,498.75	
						10/27/2016	0000063079		EWING IRRIGATION PRODUCTS & INDUSTRIAL P							3,498.75
10/27/16	0000063080	A		10/27/2016	ENTROPY DESIGN STUDIO, INC.	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64055	6120	7100000	16-17	84,257.00	
						10/27/2016	0000063080		ENTROPY DESIGN STUDIO, INC.							84,257.00
10/27/16	0000063081	C		10/27/2016	LOS ANGELES COUNTY TAX	GOVERNMENT-STATE, FED,CNTY,CITY	Fiscal Operations	01.0	00000.0	00000	04100	5890	6720000	16-17	1,589.57	
						10/27/2016	0000063081		LOS ANGELES COUNTY TAX COLLECTOR							1,589.57
10/27/16	0000063082	A		10/27/2016	COMMERCIAL DOOR METAL SYSTEMS	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	5,081.00	
						10/27/2016	0000063082		COMMERCIAL DOOR METAL SYSTEMS							5,081.00
10/27/16	0000063083	A		10/27/2016	ELECTRIC CAR SALES & SERVICE	MISCELLANEOUS	Building Maintenance-Re	01.0	00000.0	00000	04400	4550	6510000	16-17	93.75	
						10/27/2016	0000063083		ELECTRIC CAR SALES & SERVICE INC							93.75
10/27/16	0000063084	C		10/27/2016	FASTSIGNS	SIGNS	Building Maintenance-Re	01.0	00000.0	00000	04400	4550	6510000	16-17	184.84	
						10/27/2016	0000063084		FASTSIGNS							184.84
10/27/16	0000063085	A		10/27/2016	GONLED	LIGHTING SUPP/EQUIP/MAINT/SY	Building Maintenance-Re	41.0	00000.0	00000	72920	6460	6510000	16-17	4,551.84	
						10/27/2016	0000063085		GONLED							4,551.84
10/27/16	0000063086	A		10/27/2016	JM MCKINNEY COMPANY	REPAIRS - OTHER	Building Maintenance-Re	01.0	00000.0	00000	04400	5640	6510000	16-17	351.76	

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						10/27/2016	0000063086	JM MCKINNEY COMPANY								351.76
10/27/16	0000063087	A		10/27/2016	RAN GRAPHICS	PRINTING SERVICES	Museums-Galleries	01.0	00000.0	00000	02520	4550	6140000	16-17	573.18	
						MISCELLANEOUS		01.0	00000.0	00000	02520	4550	6140000	16-17	26.18	
						10/27/2016	0000063087	RAN GRAPHICS								599.36
10/27/16	0000063088	X	1	10/28/2016	HAWORTH, INC.	COSMETOLOGY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	881.97	
						10/27/2016	0000063088	HAWORTH, INC.								881.97
10/27/16	0000063089	X	1	10/28/2016	KI	COSMETOLOGY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	212.74	
						10/27/2016	0000063089	KI								212.74
10/27/16	0000063090	C		10/27/2016	DOUBLETREE BY HILTON	CONFERENCE AND TRAVEL	Board of Trustees	01.0	00000.0	01400	01100	5210	6005000	16-17	261.69	
						10/27/2016	0000063090	DOUBLETREE BY HILTON								261.69
10/27/16	0000063091	P		10/27/2016	BANK OF AMERICA	CONFERENCE AND TRAVEL	General Administration	01.0	00000.0	00000	01200	5210	6006000	16-17	518.00	
							Board of Trustees	01.0	00000.0	01400	01100	5210	6005000	16-17	257.20	
						10/27/2016	0000063091	BANK OF AMERICA								775.20
10/28/16	0000063092	C		10/28/2016	SCHOLASTIC INC.	MAGAZINES	Child Development	01.3	00000.0	00000	70770	4320	6920000	16-17	395.21	
						10/28/2016	0000063092	SCHOLASTIC INC.								395.21
10/28/16	0000063093	C		10/28/2016	MKH ELECTRONICS, INC.	MISCELLANEOUS	Health Professions	01.0	00000.0	00000	02530	5630	1201000	16-17	380.00	
						10/28/2016	0000063093	MKH ELECTRONICS, INC.								380.00
10/28/16	0000063094	A		10/28/2016	SCANTRON CORPORATION	FORMS	Nursing	01.0	00000.0	00000	02530	4320	1230000	16-17	340.08	

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						10/28/2016	0000063094	SCANTRON CORPORATION							340.08	
10/28/16	0000063095	C		10/28/2016	SAL'S PLUMBING INC	REPAIRS - OTHER	Building Maintenance-Re	01.0	00000.0	00000	04400	5640	6510000	16-17	656.92	
						10/28/2016	0000063095	SAL'S PLUMBING INC							656.92	
10/28/16	0000063096	A		10/28/2016	OSCAR'S ELECTRIC	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65025	6120	7100000	16-17	8,278.00	
						10/28/2016	0000063096	OSCAR'S ELECTRIC							8,278.00	
10/28/16	0000063097	C		10/28/2016	FAST DEER BUS CHARTER, INC.	CONTRACTED SERVICES	Education, General	01.0	00000.0	00000	04400	5810	0801000	16-17	14,306.41	
						10/28/2016	0000063097	FAST DEER BUS CHARTER, INC.							14,306.41	
10/28/16	0000063098	C		10/28/2016	LOS ANGELES COUNTY FIRE	FEES, LICENSE	Building Maintenance-Re	01.0	00000.0	00000	04400	5810	6510000	16-17	1,696.00	
						10/28/2016	0000063098	LOS ANGELES COUNTY FIRE DEPARTMENT							1,696.00	
10/28/16	0000063099	C		10/28/2016	SOUTH COAST A.Q.M.D.	CONTRACTED SERVICES	Building Maintenance-Re	01.0	00000.0	00000	04400	5810	6510000	16-17	124.35	
						10/28/2016	0000063099	SOUTH COAST A.Q.M.D.							124.35	
10/28/16	0000063100	C		10/28/2016	SOUTH COAST A.Q.M.D.	CONTRACTED SERVICES	Building Maintenance-Re	01.0	00000.0	00000	04400	5810	6510000	16-17	1,169.49	
						10/28/2016	0000063100	SOUTH COAST A.Q.M.D.							1,169.49	
10/28/16	0000063101	A		10/28/2016	AUTOMATIC STOREFRONT	REPAIRS - OTHER	Building Maintenance-Re	01.0	00000.0	00000	04400	5640	6510000	16-17	1,709.27	
						10/28/2016	0000063101	AUTOMATIC STOREFRONT SERVICES							1,709.27	
10/28/16	0000063102	A		10/28/2016	CONCORDANCE HEALTHCARE	INSTRUCTIONAL SUPPLIES	Nursing	01.0	00000.0	00000	02530	4325	1230000	16-17	2,840.74	
						10/28/2016	0000063102	CONCORDANCE HEALTHCARE SOLUTIONS							2,840.74	
10/28/16	0000063103	C		10/28/2016	SAL'S PLUMBING INC	REPAIRS - OTHER	Building Maintenance-Re	01.0	00000.0	00000	04400	5640	6510000	16-17	230.23	

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						10/28/2016	0000063103	SAL'S PLUMBING INC								230.23
10/28/16	0000063104	A		10/28/2016	KI	WOODWORKING	Division Office	01.3	00000.0	00000	71600	4320	0951000	16-17	14,622.79	
						10/28/2016	0000063104	KI								14,622.79
10/28/16	0000063105	A	1	10/29/2016	KI	INSTRUCTIONAL SUPPLIES	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	1,098.09	
						10/28/2016	0000063105	KI								1,098.09
10/28/16	0000063106	A		10/28/2016	OFFICE DEPOT/BUSINESS	INSTRUCTIONAL SUPPLIES	Health Professions	01.0	00000.0	00000	02530	4320	1201000	16-17	119.36	
						10/28/2016	0000063106	OFFICE DEPOT/BUSINESS SVCS DIV								119.36
10/28/16	0000063107	A		10/28/2016	MCKESSON GENERAL MEDICAL	INSTRUCTIONAL SUPPLIES	Dental Hygiene	01.0	00000.0	00000	02530	4320	1240200	16-17	10.01	
						10/28/2016	0000063107	MCKESSON GENERAL MEDICAL								10.01
10/28/16	0000063108	P		10/28/2016	BANK OF AMERICA	COSMETOLOGY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	959.88	
						10/28/2016	0000063108	BANK OF AMERICA								959.88
10/28/16	0000063109	A		10/28/2016	MOBILE MINI	WELDING SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	6410	0951000	16-17	10,159.89	
								01.0	00000.0	00000	02600	6410	0951000	16-17	178.76	
						10/28/2016	0000063109	MOBILE MINI								10,338.65
10/28/16	0000063110	A		10/28/2016	MOBILE MINI	WELDING SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6410	0951000	16-17	12,628.74	
								01.3	00000.0	00000	71600	6410	0951000	16-17	178.76	
						10/28/2016	0000063110	MOBILE MINI								12,807.50
10/28/16	0000063111	A	1	10/31/2016	HAAS FACTORY OUTLET	MACHINE SHOP SUPP/EQUIP	Division Office	01.3	00000.0	00000	71600	6410	0951000	16-17	67,432.85	
								01.3	00000.0	00000	71600	6410	0951000	16-17	-31,808.83	

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						10/28/2016	0000063111	HAAS FACTORY OUTLET							35,624.02	
10/28/16	0000063112	A		10/28/2016	AMAZON	NON-INSTRUCTIONAL SUPPLIES	Purchasing	01.0	00000.0	00000	04300	4550	6722000	16-17	19.66	
						10/28/2016	0000063112	AMAZON							19.66	
10/29/16	0000063113	A		10/29/2016	KI	COSMETOLOGY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	212.74	
								01.3	00000.0	00000	71600	4320	0951000	16-17	973.74	
								01.3	00000.0	00000	71600	6450	0951000	16-17	905.51	
						10/29/2016	0000063113	KI							2,091.99	
10/29/16	0000063114	A		10/29/2016	HAWORTH, INC.	COSMETOLOGY SUPP/EQUIP	Division Office	01.0	00000.0	00000	02600	4320	0951000	16-17	881.97	
								01.3	00000.0	00000	71600	4320	0951000	16-17	826.18	
								01.3	00000.0	00000	71600	6450	0951000	16-17	5,708.64	
						10/29/2016	0000063114	HAWORTH, INC.							7,416.79	
10/29/16	0000063115	C		10/29/2016	FRANTONE'S PIZZA	CATERING SERVICES	Oth Instr Sup Services	01.0	00000.0	00000	01210	4550	6190000	16-17	279.42	
						10/29/2016	0000063115	FRANTONE'S PIZZA							279.42	
10/29/16	0000063116	C		10/29/2016	CLAUSS, DAN	MISCELLANEOUS	Oth Instr Sup Services	01.0	00000.0	00000	01210	4550	6190000	16-17	213.83	
						10/29/2016	0000063116	CLAUSS, DAN							213.83	
10/29/16	0000063117	C		10/29/2016	UMOJA COMMUNITY EDUCATION	MISCELLANEOUS	Counseling	01.3	00000.0	03010	73460	5210	6300000	16-17	1,196.00	
								01.3	00000.0	03010	73460	7610	6300000	16-17	2,085.00	
						10/29/2016	0000063117	UMOJA COMMUNITY EDUCATION FOUNDATION							3,281.00	
10/29/16	0000063118	P		10/29/2016	NEED TO ADD VENDOR	CONFERENCE AND TRAVEL	Auxiliary Operations	01.3	00000.0	00000	71200	5210	7000000	16-17	1,401.00	

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						10/29/2016	0000063118			NEED TO ADD VENDOR						1,401.00
10/31/16	0000063119	A		10/31/2016	OFFICE DEPOT/BUSINESS	NON-INSTRUCTIONAL SUPPLIES	Oth Instr Sup Services	01.3	00000.0	00000	76613	4550	6190000	16-17	99.76	
						10/31/2016	0000063119			OFFICE DEPOT/BUSINESS SVCS DIV						99.76
10/31/16	0000063120	A		10/31/2016	ANDERSON CHARNESKY	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65039	6120	7100000	16-17	4,629.00	
						10/31/2016	0000063120			ANDERSON CHARNESKY STRUCTURAL STEEL, INC						4,629.00
10/31/16	0000063121	A		10/31/2016	RODRIGUEZ ENGINEERING	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65050	6120	7100000	16-17	1,500.00	
						10/31/2016	0000063121			RODRIGUEZ ENGINEERING						1,500.00
10/31/16	0000063122	A		10/31/2016	GST INC	SOFTWARE	Health Services	69.0	00000.0	00000	03310	6460	6440000	16-17	2,035.18	
						10/31/2016	0000063122			GST INC						2,035.18
10/31/16	0000063123	C		10/31/2016	RODGER'S CATERING	FOOD PRODUCTS	Foster Care	39.6	00000.0	00000	76500	4550	1305700	16-17	73.17	
						10/31/2016	0000063123			RODGER'S CATERING						73.17
10/31/16	0000063124	A		10/31/2016	BATTERY SYSTEMS	BATTERIES	Media	01.0	00000.0	00000	01220	6460	6130000	16-17	768.06	
						10/31/2016	0000063124			BATTERY SYSTEMS						768.06
10/31/16	0000063125	A		10/31/2016	GST INC	MISCELLANEOUS	Physical Property-Related	41.1	00000.0	00001	73840	6450	7100000	16-17	19,337.87	
						10/31/2016	0000063125			GST INC						19,337.87
10/31/16	0000063126	A		10/31/2016	UNIVISION COMMUNICATIONS,	ADVERTISING	Community Relations	01.0	00000.0	00000	03600	5830	6710000	16-17	10,000.00	
						10/31/2016	0000063126			UNIVISION COMMUNICATIONS, INC.						10,000.00
10/31/16	0000063127	A		10/31/2016	FOLLETT BOOKSTORE #603	INSTRUCTIONAL SUPPLIES	Arts	01.0	00000.0	00000	02520	4320	1052000	16-17	675.80	

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* Prior Year Payments

Report ID: LAPO009C

Board List Purchase Order Report

Page No. 42

District: 64360

CERRITOS COLLEGE

Run Date: 11/12/2016

Run Time: 12:13:21AM

Purchase Orders/Buyouts To The Board for Ratification From : 07/01/2016 To 06/30/2017

FY: 16-17

Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

WEEKLY

Change													Distrib			
PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
						10/31/2016	0000063127	FOLLETT BOOKSTORE #603							675.80	
10/31/16	0000063128	C		10/31/2016	BURRO CANYON SHOOTING PARK	INSTRUCTIONAL SUPPLIES	Parking	39.5	00000.0	00000	79800	4550	6950000	16-17	50.00	
						10/31/2016	0000063128	BURRO CANYON SHOOTING PARK							50.00	
10/31/16	0000063129	A		10/31/2016	AMAZON	MISCELLANEOUS	Warehouse	01.0	00000.0	00000	04300	4510	6723000	16-17	49.99	
							Purchasing	01.0	00000.0	00000	04300	4550	6722000	16-17	49.99	
						10/31/2016	0000063129	AMAZON							99.98	
10/12/16	12C0027C	A		10/12/2016	CHRISTY WHITE ASSOCIATES	CONTRACTED SERVICES	Fiscal Operations	01.0	00000.0	00000	04200	5710	6721000	16-17	80,000.00	
						10/12/2016	12C0027C	CHRISTY WHITE ASSOCIATES							80,000.00	
10/05/16	13C0223B	C		10/05/2016	SOUTHERN CALIFORNIA	MISCELLANEOUS	Apprenticeships-Paint/Decor	01.3	00000.0	00000	72330	5810	0908000	16-17	1,468.00	
						10/05/2016	13C0223B	SOUTHERN CALIFORNIA PAINTING							1,468.00	
10/07/16	13C0224B	C		10/07/2016	FIELD IRONWORKERS	MISCELLANEOUS	Apprenticeships-Field Ironwork	01.3	00000.0	00000	72330	5810	0909000	16-17	423,582.43	
						10/07/2016	13C0224B	FIELD IRONWORKERS APPRENTICESHIP TRAIN							423,582.43	
10/15/16	13P021-03C	A		10/15/2016	QDG INCORPORATED	FEES, LICENSE	Physical Property-Related	42.0	00000.0	00000	64058	6230	7100000	16-17	25,736.35	
						10/15/2016	13P021-03C	QDG INCORPORATED							25,736.35	
10/28/16	14C0131	A		10/28/2016	LUMEN, INC.	CONTRACTED SERVICES	Oth Instr Sup Services	01.3	00000.0	00000	70006	5810	6190000	16-17	30,000.00	
						10/28/2016	14C0131	LUMEN, INC.							30,000.00	
10/04/16	14P005-21	A		10/04/2016	DAVID EVANS & ASSOCIATES, INC.	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65057	6130	7100000	16-17	41,800.00	
						10/04/2016	14P005-21	DAVID EVANS & ASSOCIATES, INC. dba:							41,800.00	

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CERRITOS COLLEGE

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Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

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Change														Distrib		
PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/04/16	14P005-22	A		10/04/2016	DAVID EVANS & ASSOCIATES, INC.	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65062	6130	7100000	16-17	30,700.00	
				10/04/2016			14P005-22				DAVID EVANS & ASSOCIATES, INC. dba:				30,700.00	
10/28/16	14P005-24	A		10/28/2016	DAVID EVANS & ASSOCIATES, INC.	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65052	6120	7100000	16-17	3,400.00	
				10/28/2016			14P005-24				DAVID EVANS & ASSOCIATES, INC. dba:				3,400.00	
10/04/16	14P010-18	A		10/04/2016	CONVERSE CONSULTANTS	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65057	6220	7100000	16-17	223,900.00	
				10/04/2016			14P010-18				CONVERSE CONSULTANTS				223,900.00	
10/04/16	14P011-07	A		10/04/2016	KOURY ENGINEERING &	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65060	6220	7100000	16-17	28,369.04	
				10/04/2016			14P011-07				KOURY ENGINEERING & TESTING, INC.				28,369.04	
10/04/16	14P011-08	A		10/04/2016	KOURY ENGINEERING &	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65060	6220	7100000	16-17	25,537.52	
				10/04/2016			14P011-08				KOURY ENGINEERING & TESTING, INC.				25,537.52	
10/05/16	16C0046	C		10/05/2016	DREW, ELIANA	MISCELLANEOUS	Community Service Classes	39.2	00000.0	00000	02310	5810	6820000	16-17	2,500.00	
				10/05/2016			16C0046				DREW, ELIANA				2,500.00	
10/14/16	16C0067	A		10/14/2016	MDRICH CONSULTING, INC.	MISCELLANEOUS	Human Resources	01.3	00000.0	07005	73460	5810	6730000	16-17	3,250.00	
				10/14/2016			16C0067				MDRICH CONSULTING, INC.				3,250.00	
10/18/16	16C0071	A		10/18/2016	MAI, JENIFER	MISCELLANEOUS	Instructional Office	39.1	00000.0	00003	79850	5110	6016000	16-17	300.00	
				10/18/2016			16C0071				MAI, JENIFER				300.00	
10/26/16	16C0072	A		10/26/2016	NISHIMURA, KIMBERLY	MISCELLANEOUS	Instructional Office	39.1	00000.0	00003	79850	5110	6016000	16-17	300.00	
				10/26/2016			16C0072				NISHIMURA, KIMBERLY				300.00	

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CERRITOS COLLEGE

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WEEKLY

PO Date	PO #	Stat	Change			Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
			Ord#	Date	Vendor Name											
10/10/16	16C0079	A	1	10/24/2016	HAYNES, FRANKLIN	MISCELLANEOUS	Child Development	01.3	00000.0	00000	70770	5810	6920000	16-17	550.00	
						10/10/2016	16C0079				HAYNES, FRANKLIN					550.00
10/28/16	16C0085	A		10/28/2016	CERRITOS COLLEGE FOUNDATION, THE	MISCELLANEOUS	Fiscal Operations	01.0	00000.0	00000	04200	5810	6721000	16-17	2,400.00	
						10/28/2016	16C0085				CERRITOS COLLEGE FOUNDATION, THE					2,400.00
10/21/16	16C0087	A		10/21/2016	GENERAL DYNAMICS INFORMATION	CONTRACTED SERVICES	Fiscal Operations	01.0	00000.0	00000	04200	5810	6721000	16-17	20,000.00	
						10/21/2016	16C0087				GENERAL DYNAMICS INFORMATION TECHNOLOGY					20,000.00
10/26/16	16C0090	A		10/27/2016	GRANICUS INC.	CONTRACTED SERVICES	Board of Trustees	01.0	00000.0	00000	01100	5810	6005000	16-17	8,028.00	
						10/26/2016	16C0090				GRANICUS INC.					8,028.00
10/01/16	16FC0009	A		10/01/2016	RDM ELECTRIC CO., INC.	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65050	6130	7100000	16-17	22,895.00	
						10/01/2016	16FC0009				RDM ELECTRIC CO., INC.					22,895.00
10/24/16	16FC0010	A		10/24/2016	FINAL CLEANING SOLUTIONS, INC.	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64045	6130	7100000	16-17	26,911.00	
						10/24/2016	16FC0010				FINAL CLEANING SOLUTIONS, INC.					26,911.00
10/24/16	16FC0011	A		10/24/2016	FINAL CLEANING SOLUTIONS, INC.	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	38,906.00	
						10/24/2016	16FC0011				FINAL CLEANING SOLUTIONS, INC.					38,906.00
10/24/16	16FC0012	A		10/24/2016	MOBILE MODULAR CONSTRUCTION	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65052	6130	7100000	16-17	16,500.00	
						10/24/2016	16FC0012				MOBILE MODULAR CONSTRUCTION					16,500.00
10/10/16	16FC0013	A		10/10/2016	ALVAS	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	18,984.46	
						10/10/2016	16FC0013				ALVAS					18,984.46

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CERRITOS COLLEGE

Run Date: 11/12/2016

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Purchase Orders/Buyouts To The Board for Ratification From : 07/01/2016 To 06/30/2017

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Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

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Change														Distrib			
PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt	
10/25/16	16FC0014	A		10/25/2016	INLAND BUILDING CONSTRUCTION CO.,	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	35,000.00		
						10/25/2016	16FC0014	INLAND BUILDING CONSTRUCTION CO., INC								35,000.00	
10/25/16	16FC0017	A		10/25/2016	BURGESS MOVING & STORAGE	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65040	6130	7100000	16-17	39,906.00		
						10/25/2016	16FC0017	BURGESS MOVING & STORAGE								39,906.00	
10/28/16	16FC0018	A		10/28/2016	BURGESS MOVING & STORAGE	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64045	6130	7100000	16-17	10,620.00		
						10/28/2016	16FC0018	BURGESS MOVING & STORAGE								10,620.00	
10/28/16	16FC0019	A		10/28/2016	EZ AUTOMATED SYSTEMS , INC	CONTRACTED SERVICES	Building Maintenance-Re	41.0	00000.0	00000	71016	5810	6510000	16-17	24,152.00		
						10/28/2016	16FC0019	EZ AUTOMATED SYSTEMS , INC								24,152.00	
10/13/16	52478C	A		10/13/2016	THE VINEWOOD COMPANY	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65040	6220	7100000	16-17	118,725.14		
						10/13/2016	52478C	THE VINEWOOD COMPANY								118,725.14	
10/12/16	53436C	A		10/12/2016	CS & ASSOCIATES, INC.	CONTRACTED SERVICES	Physical Property-Related	42.0	00000.0	00000	64045	6220	7100000	16-17	15,433.86		
						10/12/2016	53436C	CS & ASSOCIATES, INC.								15,433.86	
10/12/16	57819A	A		10/12/2016	H2 ENVIRONMENTAL	CONTRACTED SERVICES	Physical Property-Related	42.1	00000.0	00000	65059	6130	7100000	16-17	11,005.00		
						10/12/2016	57819A	H2 ENVIRONMENTAL								11,005.00	
10/22/16	60975A	C		10/22/2016	MATCO TOOLS	MISCELLANEOUS	Automotive	01.0	00000.0	00000	02600	4320	0960000	16-17	33.90		
						10/22/2016	60975A	MATCO TOOLS								33.90	
10/03/16	61425B	C		10/03/2016	BANK OF AMERICA	CONFERENCE AND TRAVEL	District	01.3	00000.0	00000	00000	9330	0000000	16-17	1.80		
						10/03/2016	61425B	BANK OF AMERICA								1.80	

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CERRITOS COLLEGE

Run Date: 11/12/2016

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Purchase Orders/Buyouts To The Board for Ratification From : 07/01/2016 To 06/30/2017

FY: 16-17

Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

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Change														Distrib		
PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Amount	PO Amt
10/01/16	APO160406	A		10/01/2016	PRESS TELEGRAM	ADVERTISING	Physical Property-Related	42.1	00000.0	00000	65004	5790	7100000	16-17	10,000.00	
				10/01/2016			APO160406			PRESS TELEGRAM						10,000.00
10/04/16	APO160407	A		10/05/2016	LINCOLN ELECTRIC COMPANY	WELDING SUPP/EQUIP	Welding	01.0	00000.0	00000	02600	4320	0984000	16-17	5,000.00	
				10/04/2016			APO160407			LINCOLN ELECTRIC COMPANY						5,000.00
10/06/16	APO160408	A		10/07/2016	FOLLETT BOOKSTORE #603	NON-INSTRUCTIONAL SUPPLIES	Community Relations	01.0	00000.0	00000	03600	4550	6710000	16-17	300.00	
				10/06/2016			APO160408			FOLLETT BOOKSTORE #603						300.00
10/08/16	APO160409	A		10/08/2016	MIDWEST LIBRARY SERVICE	BOOKS	Interdisciplinary Studies	01.3	00000.0	06002	73460	6320	4900000	16-17	2,380.00	
				10/08/2016			APO160409			MIDWEST LIBRARY SERVICE						2,380.00
10/08/16	APO160410	A		10/08/2016	OXFORD UNIVERSITY PRESS	BOOKS	Interdisciplinary Studies	01.3	00000.0	06002	73460	6320	4900000	16-17	350.00	
				10/08/2016			APO160410			OXFORD UNIVERSITY PRESS						350.00
10/08/16	APO160411	A		10/08/2016	SAGE PUBLICATION	BOOKS	Interdisciplinary Studies	01.3	00000.0	06002	73460	6320	4900000	16-17	770.00	
				10/08/2016			APO160411			SAGE PUBLICATION						770.00
10/17/16	APO160412	A		10/17/2016	LACMTA/METRO MAIL	TRANSPORTATION SUPP/EQUIP/SERV	LINC Program	01.3	00000.0	08001	73460	7610	6435000	16-17	3,520.00	
				10/17/2016			APO160412			LACMTA/METRO MAIL						3,520.00
10/20/16	APO160413	A		10/24/2016	OFFICE DEPOT/BUSINESS	MISCELLANEOUS	Instructional Office	39.1	00000.0	00003	79850	4550	6016000	16-17	100.00	
				10/20/2016			APO160413			OFFICE DEPOT/BUSINESS SVCS DIV						100.00
10/20/16	APO160414	A		10/24/2016	OFFICE DEPOT/BUSINESS	MISCELLANEOUS	Instructional Office	39.1	00000.0	00006	79850	4550	6016000	16-17	100.00	
				10/20/2016			APO160414			OFFICE DEPOT/BUSINESS SVCS DIV						100.00

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			Ord#	Date												
10/25/16	APO160415	A	10/25/2016		AUTOMATIC SYNC TECHNOLOGIES, LLC	MISCELLANEOUS	Interdisciplinary Studies	39.1	00000.0	00007	79850	6310	4900000	16-17	2,000.00	
			10/25/2016				APO160415				AUTOMATIC SYNC TECHNOLOGIES, LLC					2,000.00
10/03/16	C83-066B	C	10/03/2016		AMERICAN SOCIETY OF COMPOSERS	MISCELLANEOUS	Fiscal Operations	01.0	00000.0	00000	04200	5190	6721000	16-17	12,155.99	
			10/03/2016				C83-066B				AMERICAN SOCIETY OF COMPOSERS					12,155.99

Total by District : 64360	2,406,049.32	2,406,049.32
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End of Report LAPO009C

FROM: _____
Dr. Jose Fierro
President/Superintendent

REVIEWED BY: _____
Noorali Delawalla
Acting Vice President of Business
Services/
Assistant Superintendent

SUBJECT: Consideration of Approval to Make Budget Transfers and Budget Adjustments
--

ACTION

It is recommended that the Board of Trustees approve the budget transfers and budget adjustments as presented.

FISCAL IMPACT

The overall fiscal impact of the budget adjustments will have no effect on the Restricted General Fund ending balance.

REPORT SUMMARY

Page 1 are budget transfers between major account classifications for the Restricted General Fund. These transfers are self-balancing and have no effect on their ending balance.

Page 2 reflects a new grant for the Strong Workforce Program, and a revenue increase for Extended Opportunity Program Services for 2016-17, in order to align with its current apportionment, per the Chancellor's Office. This adjustment has no effect on the Restricted General Fund ending balance. Expenditures will be adjusted correspondingly.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Budget Adjustment Details (2 Pages).

BUDGET TRANSFERS FOR DECEMBER 7, 2016

01.3 FUND - GENERAL FUND - RESTRICTED

FROM

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	(5,000)
CAPITAL OUTLAY	\$	(26,320)
PAYMENTS TO OR FOR STUDENTS	\$	
CONTINGENCY	\$	
TOTAL	\$	(31,320)

TO

ACADEMIC SALARIES	\$	
CLASSIFIED AND OTHER NON-ACADEMIC SALARIES	\$	15,562
EMPLOYEE BENEFITS	\$	
SUPPLIES AND MATERIALS	\$	
OTHER CONTRACT EXPENSES AND SERVICES	\$	
CAPITAL OUTLAY	\$	
PAYMENTS TO OR FOR STUDENTS	\$	15,758
TOTAL	\$	31,320

Transfers: To transfer budget to specific line items to cover expenditures.

Fiscal Impact: No effect on the ending balance

Number of Transfer Requests: Two (2)

Divisions/Departments/Programs:

Extended Opportunity Program Services; Board Financial/ Assistance Program

BUDGET ADJUSTMENTS FOR DECEMBER 7, 2016

01.3 FUND - GENERAL FUND - RESTRICTED

Revenue Budget

00000.0-00000-70260-8627-0000000 (01.3 Fund) State - Strong Workforce Program To set up 2016-17 budget for Strong Workforce Program per Chancellor's Office. Expenses allocated to stipends; salary and related payroll taxes for classified and adult hourly; supply; travel and conference.	\$	1,572,942
00000.0-00000-71200-8622-0000000 (01.3 Fund) State - Extended Opportunity Program Services To reflect 2016-17 allocation for Extended Opportunity Program Services. Expenses allocated to salary and related payroll taxes for part time counselor and adult hourly; travel and conference; payments to or for students.	\$	79,213
00000.0-xxxxx-72000-8130-0000000 (01.3 Fund) Federal - Workforce Innovation and Opportunity Act To adjust revenue account for Workforce Innovation and Opportunity Act program for 2016-17. Expenses allocated to salary and related payroll taxes for academic apprenticeship hourly and adult hourly.	\$	8,368
00000.0-00100-72003-8627-0000000 (01.3 Fund) State - Adult Education Block Grant To move the budget for Adult Education Block Grant to new location for proper accounting. Contracted Services account was reduced.	\$	(281,665)
00000.0-00000-72004-8627-0000000 (01.3 Fund) State - Adult Education Block Grant Data and Accountability To set up budget for 2016-17 for Adult Education Block Grant Data and Accountability. Expenses allocated to salary and related payroll taxes for academic hourly and adult hourly; textbooks; supply; and contracted services.	\$	281,665
00000.0-00000-72800-8629-0000000 (01.3 Fund) State - Cooperative Agency Resources Education To reflect 2016-17 allocation for Cooperative Agency Resources Education. Expenses allocated to salary and related payroll taxes for adult hourly; advertising; and payments to and for students.	\$	<u>6,373</u>
Total Revenue Budget	\$	<u><u>1,666,896</u></u>

Fiscal Impact: No effect on ending balance; expenditures will be adjusted correspondingly.

Number of Adjustment Requests: Six (6)

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Mr. Noorali Delawalla
Acting Vice President of Business
Services/Assistant Superintendent

<p>SUBJECT: Consideration of Approval of Quarterly Fiscal Status Report for the Quarter Ending September 30, 2016</p>

ACTION

It is recommended that the Board of Trustees approve the attached Quarterly Report (CCFS-311Q) for the quarter ending September 30, 2016.

FISCAL IMPACT

This quarterly report shows a snapshot-in-time financial status of the college. There is no fiscal impact.

REPORT SUMMARY

This report depicts the Year-to-Date Actuals of the unrestricted fund financial situation as of September 30, 2016 showing that revenues exceeded expenditures by \$13,833,595. In addition, the ending cash balance *excluding borrowed funds* in the Unrestricted and Restricted General Fund was a positive \$45,022,950.

Title 5 of the California Code of Regulations (CCR), Section 58310, requires California Community College Districts to report quarterly on their financial condition and to indicate any material events that occurred during the quarter. In compliance with this regulation, the District has completed form CCFS-311Q from the State Chancellor's Office (Attachment #1). The Board of Trustees must review and approve this form at a regular meeting.

Section I shows a multi-year trend of Unrestricted General Fund Revenue, Expenditure and Fund Balance.

Section II shows a multi-year trend of Annualized Attendance Full Time Equivalent Student (FTES).

Section III Total General Fund Cash Balance (Unrestricted and Restricted) compares actual cash flow over a four-year period. This information can be useful in predicting possible cash flow problems.

Section IV compares year-to-date revenues received versus expenditures.

Section V provides the Chancellor's Office with information relative to the status of negotiations.

Section VI reflects the issuance of any Tax and Revenue Anticipation Notes (TRANS), Certificates of Participation (COPS) or General Obligation Bonds (GO Bonds).

Section VII addresses any fiscal problems that the District faces in the current and subsequent year.

Attachment #2 is a graph showing “required contingency” versus “actual general fund cash balance”.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Quarterly Financial Status Report, CCFS-311Q.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

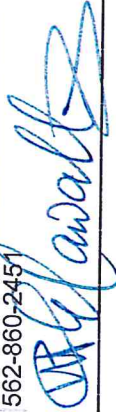
Quarterly Financial Status Report, CCFS-3 | 1Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD ▼
Fiscal Year: 2016-2017
Quarter Ended: (Q1) Sep 30, 2016

District: (810) CERRITOS

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name: Ali Delawalla
CBO Phone: Use format 999-555-1212
562-860-2451
CBO Signature: 
Date Signed: _____

District Contact Person

Name: Ali Delawalla
Title: Acting Vice President
Telephone: Use format 999-555-1212
562-860-2451

Chief Executive Officer Name:

CEO Signature: _____
Date Signed: _____
Fax: Use format 999-555-1212
562-924-2800
E-Mail: ndelawalla@cerritos.edu

Electronic Cert Date:

Certify This Quarter

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
Christine Atallig (916)327-5772 catallig@ccccc.edu or Tracy Britten (916)324-9794 tbritten@ccccc.edu
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CALIFORNIA COMMUNITY COLLEGES
CHANCELLORS OFFICE

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

District: (910) CERRITOS

CHANGE THE PERIOD
Fiscal Year: 2016-2017
Quarter Ended: (Q1) Sep 30, 2016

Line	Description	Actual		Budgeted	
		2011-16	2014-15	2015-16	2016-2017
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	86,657,303	93,624,176	111,747,554	99,734,393
A.2	Other Financing Sources (Object 8900)	89,238	157,687	302,294	114,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	86,646,561	93,781,863	112,049,848	99,848,393
Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	81,823,305	85,145,568	96,980,144	103,511,898
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7800)	1,503,312	588,233	16,385,872	6,936
B.3	Total Unrestricted Expenditures (B.1 + B.2)	83,426,617	85,653,791	107,106,016	103,518,834
C.	Revenues Over/(Under) Expenditures (A.3 - B.3)	3,219,944	8,128,072	4,943,832	-3,670,441

Line	Fund Balance, Beginning	Prior Year Adjustments + (-)	Adjusted Fund Balance, Beginning (D * D.1)	Fund Balance, Ending (C + D.2)	Percentage of GF Fund Balance to GF Expenditures (E / B.3)
D.1	10,893,270	0	10,893,270	14,113,314	15.9%
D.2	0	0	0	22,241,386	25.4%
E	10,893,270	0	10,893,270	22,241,386	20.4%
F.1	14,113,314	0	14,113,314	27,185,222	22.7%

II. Annualized Attendance FTES:

Line	2015-16	2016-17	2017-18	2018-19
G.1	16,664	17,790	17,741	17,251

III. Total General Fund Cash Balance (Unrestricted and Restricted)

Line	2015-16	2016-17	2017-18	2018-19
H.1	18,494,273	28,793,657	28,793,657	45,072,850
H.2	0	0	0	0
H.3	48,994,236	18,494,273	28,793,657	45,072,850

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (2015-16)	Annualized Budget (2015-16)	Fiscal-Year Actuals (2017-18)	Percentage (Fiscal 2018)
I	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	99,724,393	99,724,393	30,642,741	30.1%
I.2	Other Financing Sources (Object 8900)	114,000	114,000	4,891	4.3%
I.3	Total Unrestricted Revenue (I.1 + I.2)	99,838,393	99,838,393	30,647,632	30.1%
J	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	103,511,898	103,511,898	16,207,101	15.7%
J.2	Other Outlay (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,200	1,200	6,936	578%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	103,513,098	103,513,098	16,214,037	15.7%
K	Revenues Over(Under) Expenditures (I.3 - J.3)	-3,664,705	-3,664,705	13,833,595	
L	Adjusted Fund Balance, Beginning	27,185,222	27,185,222	27,185,222	
L.1	Fund Balance, Ending (K + L)	23,520,517	23,520,517	41,018,817	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	22.7%	22.7%	22.7%	

V. Has the district settled any employee contracts during this quarter?

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Start/End	Description	Non-union	Union	Total Cost Increase	Percentage	Temporarily	Classified
Year 1: 2015-16		1,579,835	5%	1,269,279	11%		
Year 2: 2016-17		789,918	2.5%	288,473	2.5%		
Year 3: 2017-18		789,918	2.5%	288,473	2.5%		
D. BENEFITS:							
Year 1: 2015-16		212,962		130,609			
Year 2: 2016-17		121,094		29,683			
Year 3: 2017-18		135,707		29,683			

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed?

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

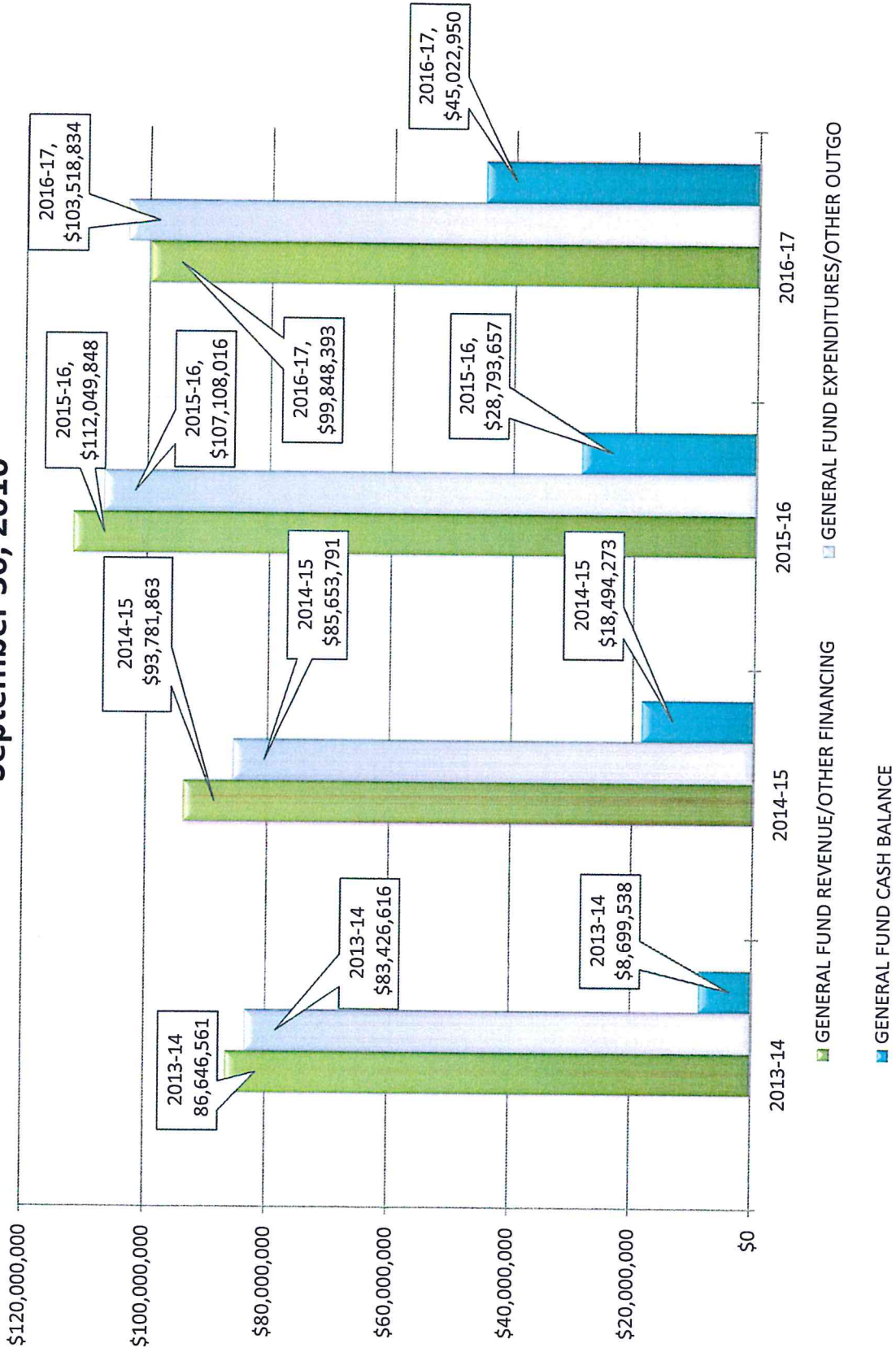
NO

This year?
Next year?

NO
NO

311 FINANCIAL STATUS REPORT

September 30, 2016



FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Dr. Adriana Flores-Church
Vice President of Human
Resources/Assistant Superintendent

<p>SUBJECT: Consideration of Approval and/or Ratification of Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly as needed for 2016-2017 Academic Year</p>

ACTION

It is recommended that the Board of Trustees approve and/or ratify the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel as presented on the attached list.

FISCAL IMPACT

No additional financial effect. This is budgeted in the General Fund. Some positions are Categorically or Specially funded as indicated.

REPORT SUMMARY

The attached list of classified, short-term, substitute, professional expert, and/or student hourly personnel is submitted for approval and/or ratification of employment.

The Office of Human Resource Services has received and completed the processing of Employment Request forms for the employment of classified, short-term, substitute, professional expert, and/or student hourly personnel as indicated on the attached list.

All requirements for employment processing have been completed and the Office of Human Resource Services has cleared the individuals for employment.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Employment of Classified, Short-Term, Substitute, Professional Expert, and/or Student Hourly Personnel

EMPLOYMENT OF CLASSIFIED, SHORT-TERM, SUBSTITUTE, PROFESSIONAL EXPERT, AND/OR STUDENT HOURLY PERSONNEL

I. Classified Employment

Custodian (Facilities), Classified Salary Schedule: Grade 23, Step 1 (\$3,341/month, Includes 5% shift differential) effective January 3, 2017:
Kenyetta Mcmichael

Custodian (Facilities), Classified Salary Schedule: Grade 23, Step 1 (\$3,341/month, Includes 5% shift differential) effective January 3, 2017:
Faizal Pedraza

EOPS Specialist (EOPS), Classified Salary Schedule: Grade 38, Step 2 (\$4,707.00/month), promotion effective: December 8, 2016:
Richard Garcia

Out-of-Class* assignment as Administrative Services Technician 32, Step 3 (\$4,286.00/month) effective November 1, 2016 not to exceed October 31, 2017: *Brenda Sierra*

Out-of-Class* assignment as Career Technical Education Coordinator 45L, Step 2 (\$7,389.12/month, includes 5% Out-of-Class) effective November 1, 2016 not to exceed October 31, 2017: *Kathy Hogue*

** Classified employees required to work in a higher classification according to the provisions of Administrative Procedure 7233 (AP 7233) and Article 5.12 of the CSEA collective bargaining agreement, shall qualify for "out-of-class" pay and their salary be adjusted upward for the entire period required to work out-of-classification.*

II. Short-term hourly employment (as needed), variable hours per day not to exceed 25 hours a week, for a period not to exceed June 30, 2016, or 175 total workdays, whichever occurs first

<u>Name</u>	<u>Unit</u>	<u>Classification</u>	<u>Rate</u>	<u>Cleared for Employment</u>
Barahonda, Rose D.*	Financial Aid	Instructional Aide II	\$13.30/hr	11/14/16
Barcelona, Jonna Rose Valen*	Financial Aid	Division Clerk	\$10.37/hr	11/16/16
Barraza, Crystal	Success Center	Instructional Aide I	\$10.00/hr (1)	11/16/16
Bautista, Kimo Anthony*	Financial Aid	Division Clerk	\$10.37/hr	11/16/16

* Categorically Funded

** Specially Funded

Beck, Hillary Antonette	Success Center	Instructional Aide II	\$13.30/hr (1)	11/14/16
Beltran, Antonio	Academic Affairs	ASL Interpreter (Instruction Support)	\$42.58/hr	11/14/16
Bonales, Stephanie Lynn*	DSPS	Aide-Special (Interpreter Certified)	\$42.58/hr	11/14/16
Brown, Donisha Roquelle	Financial Aid	Secretary Clerk	\$10.94/hr	11/21/16
Casian, Maria*	Child Development Center	Instructional Aide I	\$10.00/hr (1)	11/14/16
Cedillos, Ashlie Bonita*	Financial Aid	Instructional Aide II	\$13.30/hr	11/14/16
Cervantes, Leslie Ruth*	Financial Aid	Division Clerk	\$10.37/hr	11/22/16
Chavez, Pedro*	Financial Aid	Instructional Aide II	\$13.30/hr	11/14/16
Cuevas, Joel Isaiah	Success Center	Instructional Aide I	\$10.00/hr (1)	11/14/16
Diaz Nino*	Financial Aid	Instructional Aide II	\$13.30/hr	11/14/16
Dy Liacco, Kevin A.	Success Center	Instructional Aide II	\$13.30 (1)	11/14/16
Eckhart, Sherry	Fine Arts	Continuing Ed. Specialist Arts/Craft	\$23.31/hr	11/14/16
Ferruz, Paola	Financial Aid	Instructional Aide II	\$13.30/hr	11/18/16
Figuroa, Anthony*	Facilities	Custodian	\$10.14/hr	11/14/16
Fragoso, Briana Valeria*	Financial Aid	Secretary Clerk	\$10.94/hr	11/16/16
Galvan, Brenda Desiree	Financial Aid	Instructional Aide II	\$13.30/hr	11/18/16
Gudiel, Marlen Yolanda*	Child Development Center	Instructional Aide I	\$10.00/hr (1)	11/14/16
Hernandez, Tanya	Child Development Center	Instructional Aide I	\$10.00/hr (1)	11/14/16
Issac, Terrance*	Adult Education	Secretary Clerk	\$10.94/hr	11/14/16
Johnson, Nicholas Stephen*	Financial Aid	Division Clerk	\$10.37/hr	11/14/16
Madlangbayan, Aizel Jo*	Financial Aid	Instructional Aide II	\$13.30/hr	10/21/16
Maldonado, Cintia M.*	CalWORKs	Instructional Aide II	\$10.00/hr	11/14/16
Martin, Tania Isabel*	Financial Aid	Secretary Clerk	\$10.94/hr	11/16/16
Martinez, Laura*	Adult Education	Community Education Specialist	\$30.27/hr	11/17/16
McCall, Jowana L.	HPEDA	Locker Room Attendant	\$10.00/hr	11/17/16
Medina, Andrea*	Financial Aid	Instructional Aide II	\$13.30/hr	11/07/16
Medrano, Brian A*	Financial Aid	Division Clerk	\$10.37/hr	11/22/16
Medrano, Brian A*	Financial Aid	Secretary Clerk	\$10.94/hr	11/22/16
Morales, Briana E*	Financial Aid	Secretary Clerk	\$10.94/hr	11/09/16
Moreno, Jesselyn V*	Financial Aid	Secretary Clerk	\$10.94/hr	11/22/16
Moreno, Martha L	Facilities	Custodian	\$10.14/hr	10/24/16

* Categorically Funded

** Specially Funded

Murillo-Reyes, Esmeralda*	Financial Aid	Division Clerk	\$10.37/hr	11/09/16
Nettles, Alexis Michelle*	Financial Aid	Instructional Aide II	\$13.30/hr	11/07/16
Ochoa, Alex*	Financial Aid	Secretary Clerk	\$10.94/hr	11/09/16
Ortiz, Marissa*	DSPS	Interpreter III	\$27.52/hr	10/31/16
Phillips, Christina*	Health Occupations	CDC Substitute Teacher	\$20.99/hr	10/26/16
Ramos, Kimberly*	Financial Aid	Division Clerk	\$10.37/hr	11/16/16
Raya, Karla	Library	Program Assistant	\$10.37/hr	11/16/16
Rivas, Rodrigo Junior*	Financial Aid	Instructional Aide II	\$13.30/hr	11/14/16
Rivera, Ivan U*	Financial Aid	Instructional Aide II	\$13.30/hr	11/14/16
Rodriguez Perez, Cynthia*	Financial Aid	Division Clerk	\$10.37/hr	10/26/16
Rodriguez, Erick I*	Financial Aid	Division Clerk	\$10.37/hr	11/09/16
Ruiz, Rita*	Financial Aid	Instructional Aide II	\$13.30/hr	11/09/16
Saavedra Meza, Alexandria C.*	Financial Aid	Instructional Aide II	\$13.30/hr	11/02/16
Sanchez, Margarita*	Financial Aid	Division Clerk	\$10.37/hr	11/22/16
Sanchez, Margarita*	Financial Aid	Secretary Clerk	\$10.94/hr	11/22/16
Silveria, Deborah D.*	Adult Education	Community Education Specialist	\$30.27/hr	11/17/16
Velasquez, Hillary*	Financial Aid	Division Clerk	\$10.37/hr	11/21/16
Velasquez, Hillary*	Financial Aid	Secretary Clerk	\$10.94/hr	11/21/16

* Categorically Funded

** Specially Funded

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 37

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Dr. Adriana Flores-Church
Vice President of Human Resources
Assistant Superintendent

<p>SUBJECT: Consideration of Approval of Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2016-2017 Academic Year</p>
--

ACTION

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2016-2017 academic year and as presented on the attached list.

FISCAL IMPACT

No additional financial effect. This is budgeted in the General Fund.

REPORT SUMMARY

The attached list of Temporary and/or Substitute Hourly Faculty Personnel is submitted for approval of employment.

The Office of Human Resource Services has received and completed the processing of employment request forms for the employment of temporary and/or substitute hourly faculty personnel as indicated on the attached list.

All requirements for employment processing have been completed and the Office of Human Resource Services cleared the individuals for employment.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Employment of Faculty, Temporary Part-Time 2016-2017 Academic Year

FACULTY: TEMPORARY PART-TIME 2016-2017 ACADEMIC YEAR

I. BUSINESS EDUCATION, HUMANITIES, SOCIAL SCIENCES

Part-Time Instructors			Salary	
<u>Name</u>	<u>Status*</u>	<u>Discipline</u>	<u>Placement**</u>	<u>Rate</u>
Lee, Anthony	NH	History	1AD	63.16
Read, Robert	RE	History	3AM	67.81

II. FINE ARTS/COMMUNICATIONS

Part-Time Instructors			Salary	
<u>Name</u>	<u>Status*</u>	<u>Discipline</u>	<u>Placement**</u>	<u>Rate</u>
Carlson, Debbie	NH	Art	1AM	61.03
Frye, Cynthia	NH	Public Relations	1AB	58.96
Lord, Benjamin	NH	Art	1AM	61.03
Phillips, Lyndsay	NH	Art	1AM	61.03
Landsberg, Maria	RE	Art	1BM	61.03
Russell, Bruce	RE	Music	6BM	76.67

III. HEALTH OCCUPATIONS

Part-Time Instructors			Salary	
<u>Name</u>	<u>Status*</u>	<u>Discipline</u>	<u>Placement**</u>	<u>Rate</u>
Buchheit, Amanda	NH	Speech Language Pathology	1AM	61.03
Contreras, Anne	NH	Dental Assisting	1AB	58.96
Cho, David	NH	Speech Language Pathology	1AM	61.03

IV. STUDENT SERVICES

Part-Time Instructors			Salary	
<u>Name</u>	<u>Status*</u>	<u>Discipline</u>	<u>Placement**</u>	<u>Rate</u>
Maravilla, Carmen	NH	Financial Aid Counseling	1CM	49.14
Pena, Maria	NH	DSPS Specialist	1AM	61.03
Penn, Tenia	NH	Financial Aid Counseling	1CM	49.14
Rosas, Carlos	NH	CalWORKs Counseling	1CM	49.14

V. SCIENCE, ENGINEERING, MATHEMATICS

Part-Time Instructors			Salary	
<u>Name</u>	<u>Status*</u>	<u>Discipline</u>	<u>Placement**</u>	<u>Rate</u>
Holbrook, Veronica	NH	Mathematics	1AM	61.03
Takemae, Seiji	NH	Physics/Astronomy	1AM	61.03

* NH=New Hire, RE=Reemployed

VI. SUCCESS CENTER

Part-Time Instructors

<u>Name</u>	<u>Status*</u>	<u>Discipline</u>	<u>Salary Placement**</u>	<u>Rate</u>
Sales, Sherwin	NH	Success Center - Language	1AM	61.03

* NH=New Hire, RE=Reemployed

** Instructors:

1AB=1st Semester-Bachelors, 1AM=1st Semester-Masters, 1AD=1st Semester-Doctorate
 1BB=2nd Semester-Bachelors, 1BM=2nd Semester-Masters, 1BD=2nd Semester-Doctorate
 2AB=3rd Semester-Bachelors, 2AM=3rd Semester-Masters, 2AD=3rd Semester-Doctorate
 2BB=4th Semester-Bachelors, 2BM=4th Semester-Masters, 2BD=4th Semester-Doctorate
 3AB=5th Semester-Bachelors, 3AM=5th Semester-Masters, 3AD=5th Semester-Doctorate
 3BB=6th Semester-Bachelors, 3BM=6th Semester-Masters, 3BD=6th Semester-Doctorate
 4AB=7th Semester-Bachelors, 4AM=7th Semester-Masters, 4AD=7th Semester-Doctorate
 4BB=8th Semester-Bachelors, 4BM=8th Semester-Masters, 4BD=8th Semester-Doctorate
 5AB=9th Semester-Bachelors, 5AM=9th Semester-Masters, 5AD=9th Semester-Doctorate
 5BB=10th Semester-Bachelors, 5BM=10th Semester-Masters, 5BD=10th Semester-Doctorate
 6AB=11th Semester-Bachelors, 6AM=11th Semester-Masters, 6AD=11th Semester-Doctorate
 6BB=>12 Semesters-Bachelors, 6BM=>12 Semesters-Masters, 6BD=>12 Semesters-Doctorate

Counselors and Librarians:

1CM=1st Semester-Masters, 1CD=1st Semester-Doctorate
 1DM=2nd Semester-Masters, 1DD=2nd Semester-Doctorate
 2CM=3rd Semester-Masters, 2CD=3rd Semester-Doctorate
 2DM=4th Semester-Masters, 2DD=4th Semester-Doctorate
 3CM=5th Semester-Masters, 3CD=5th Semester-Doctorate
 3DM=6th Semester-Masters, 3DD=6th Semester-Doctorate
 4CM=7th Semester-Masters, 4CD=7th Semester-Doctorate
 4DM=>8 Semesters-Masters, 4DD=>8 Semesters-Doctorate

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 38

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Dr. Adriana Flores-Church
Vice President of Human
Resources/Assistant Superintendent

<p>SUBJECT: Consideration of Ratification of Employee Resignations (Including Separations and Retirements) Accepted by the President/Superintendent</p>

ACTION

It is recommended that the Board of Trustees ratify the attached list of resignations accepted by the President/Superintendent according to Board Policy 7350.

FISCAL IMPACT

No fiscal impact.

REPORT SUMMARY

The employees included on the attached list have given notice of their separation from employment. The Office of Human Resource Services received the notices and informed the President. The President accepted the resignations and provided written notification to each employee in accordance with Board Policy 7350.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

Employee Resignations (Including Separations and Retirements) Accepted by the President

**EMPLOYEE RESIGNATIONS (INCLUDING SEPARATIONS AND
RETIREMENTS) ACCEPTED BY THE PRESIDENT
Board Policy 7350**

<u>Name</u>	<u>Unit</u>	<u>Classification</u>	<u>Effective Date</u>
1) Alegre, Rose	Admissions & Records	Administrative Secretary II	12/30/2016
2) Gois, Phillip	Facilities – Operations	Custodian	12/30/2016

CERRITOS COLLEGE

Regular Meeting of the Board of Trustees

Meeting Date: **December 7, 2016**

Agenda Item No. 41

FROM:

Dr. Jose Fierro
President/Superintendent

REVIEWED BY:

Dr. Adriana Flores-Church
Vice President of Human
Resources/Assistant Superintendent

<p>SUBJECT: Consideration of Ratification of Temporary Management “Out-of-Classification” Assignment</p>

ACTION

It is recommended that the Board of Trustees ratify a temporary “out-of-classification” assignment for Yvette Tafoya, EOPS Assistant Director to perform additional responsibilities effective November 3, 2016, for assigned days and a period not to exceed December 23, 2016.

FISCAL IMPACT

No fiscal impact. The Dean of Student Services position is vacant.

REPORT SUMMARY

The Dean, Student Services position replacement process is underway. Ms. Frances Gusman has been in the position of Interim Dean, Student Services since the opening day of the fall semester. However, Ms. Gusman is about to reach her annual earnings limit per retirement state law. A coverage schedule with Ms. Gusman is in place to maximize benefit to all functions of the Office of Student Affairs through the bulk of the peak times of the fall semester. During the days Ms. Gusman is not in service, Ms. Tafoya is to provide management coverage to the Office of Student Affairs. Ms. Tafoya performed similar functions in the past and possesses the most current knowledge and familiarity important in the position. Key responsibilities include student government and other student life advising and other business, student grievance and conduct case supervision and/or processing, and employee supervision.

During the temporary “out-of-class” assignment, Ms. Yvette Tafoya will receive a temporary upward salary placement adjustment of two Grades. Ms. Tafoya will move from Grade 32, Step 6 (\$9,932/Mo) to Grade 34, Step 6 (\$10,606/Mo) of the Management Salary Schedule. This “out-of-class” assignment is done in accordance to Administrative Procedure 7233. It is recommended that the Board of Trustees ratify this temporary “out-of-classification” assignment for Ms. Tafoya.

NOTICING REQUIREMENTS

None is required beyond posting of this item on the agenda.

ATTACHMENT(S)

None