



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

CHERYL A. EPPLE BOARD ROOM

**Wednesday, August 16, 2017 at 7:00 p.m.**

**CALL TO ORDER:**

Zurich Lewis, Board President

**Zurich Lewis, Board President**  
Trustee Area 7

**Martha Camacho-Rodriguez, Member**  
Trustee Area 1

**Carmen Avalos, Board Vice President**  
Trustee Area 2

**Marisa Perez, Member**  
Trustee Area 4

**Dr. Shin Liu, Board Clerk**  
Trustee Area 5

**Dr. Sandra Salazar, Member**  
Trustee Area 6

**James Cody Birkey, Member**  
Trustee Area 3

**Raul Avalos**  
Student Trustee

**Dr. Jose Fierro**  
President/Superintendent

**REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

Foreign language translation, sign language interpretation, materials in alternative formats and other accommodations are available to the public upon request. All requests for reasonable accommodations to participate in a Board meeting must be made at least three working days (72 hours) in advance of the scheduled meeting date. For assistance, please contact:

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](http://www.cerritos.edu/board)**

1. **Invocation**
2. **Pledge of Allegiance: Marisa Perez**
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

### **OPEN SESSION AGENDA**

4. **Institutional Presentation: Recognition of Outstanding Classified and Academic Managers**

The Board of Trustees will recognize Shannon Kaveney, Outstanding Classified Manager and Shawna Baskette, Outstanding Academic Manager.

5. **Institutional Presentation: Student Success Scorecard**

The Board of Trustees will receive a presentation regarding the Student Success Scorecard, a performance measurement system that tracks student success statewide.

**6. Public Hearing: Public Discussion and a presentation of the Initial Proposal of the Cerritos Community College District to the California School Employees Association (CSEA), Chapter #161 for Negotiation of the CSEA- District Collective Bargaining Agreement for the period July 1, 2017 - June 30, 2018**

In accordance with Government Code section 3547, all initial bargaining proposals of a public school employer shall be presented at a public meeting of a public school employer. The initial bargaining proposal of the Cerritos Community College District to the CSEA, Chapter #161, was first made public at the July 19, 2017, meeting of the Board of Trustees and is hereby returned to this agenda for public discussion

**7. 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

<b><i>CONSENT CALENDAR ITEMS</i></b>	
<p>Agenda Items 8-27 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.</p>	
<b>8. Minutes</b>	<p>It is recommended that the Board of Trustees approve the minutes of the meeting of July 19, 2017.</p>
<b>9. Acceptance of RFA #17-200-002 Assessment, Remediation and Retention for Associate Degree Nursing (RN) Programs Grant for 2017- 2018</b>	<p>It is recommended that the Board of Trustees approve the acceptance of \$171,000 for the RFA #17-200-002 Assessment, Remediation and Retention for Registered Nursing Programs Grant for the 2017-2018 fiscal year. RFA #17-200-002 Assessment, Remediation and Retention for Registered Nursing Programs Grant funds will be utilized before June 30, 2018 for an amount not to exceed \$171,000. The funds will be used to implement the grant work plan to support student assessment, retention, and remediation. No district funds will be spent.</p>
<b>10. Ratification of Change Order No. 1 [Agency Driven Changes, Owner Added Scope, Deductive Credit], (Bid No. 13P032, Category 12), Southcoast Acoustical Interiors, Inc., Fine Arts-CIS/Math Building</b>	<p>It is recommended that the Board of Trustees ratify Change Order No. 1 [Agency Driven Changes, Owner Added Scope, Deductive Credit] in the amount of \$5,726 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 1 will be \$5,726, increasing the total contract amount to \$844,156. Funding will be allocated from the GO Bond.</p>

**11. Change Order No. 2 [Agency Driven Changes, Errors], (Bid No. 13P032, Category 12), Southcoast Acoustical Interiors, Inc., Fine Arts-CIS/Math Building**

It is recommended that the Board of Trustees ratify Change Order No. 2 [Agency Driven Changes, Design Error] in the amount of \$13,535 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 2 will be \$13,535, increasing the total contract amount to \$857,691. Funding will be allocated from the GO Bond.

**12. Ratification of Change Order No. 1 [Omissions, Agency Driven Changes, Owner Added Scope], (Bid No. 13P032, Category 14), Fix Painting Company, Fine Arts-CIS/Math Building**

It is recommended that the Board of Trustees ratify Change Order No. 1 [Omissions, Agency Driven Changes, Owner Added Scope] in the amount of \$8,749 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 1 will be \$8,749, increasing the total contract amount to \$1,005,749. Funding will be allocated from the GO Bond.

**13. Ratification of Change Order No. 2 [Errors, Owner Added Scope], (Bid No. 13P032, Category 14), Fix Painting Company, Fine Arts-CIS/Math Building**

It is recommended that the Board of Trustees ratify Change Order No. 2 [Errors, Owner Added Scope] in the amount of \$2,927 for the Fine Arts-CIS/Math Building project. The amount from Change Order No. 2 will be \$2,927, increasing the total contract amount to \$1,008,676. Funding will be allocated from the GO Bond.

**14. Ratification of Change Order No. 3 [Deductive Credit], (Bid No. 13P032, Category 16), Kincaid Industries, Inc., Fine Arts-CIS/Math Building**

It is recommended that the Board of Trustees ratify Change Order No. 3 [Deductive Credit] in the deductive amount of \$540 for the Fine Arts-CIS/Math Building project. The deductive amount from Change Order No. 3 will be \$540, decreasing the total contract amount to \$366,630. Funding will be reallocated to the GO Bond.

**15. Notice of Completion for Bid No. 13P032, Category 04, Fine Arts-CIS/Math Building**

It is recommended that the Board of Trustees approve the Notice of Completion for Rocky Coast Builders, Inc. of Escondido, California for the Fine Arts-CIS/Math Building, Category 04 project at Cerritos Community College District as presented. The total final contract amount was \$7,604,470 which was paid by the G.O. Bond.

**16. Notice of Completion for Bid No. 13P032, Category 18, Fine Arts-CIS/Math Building**

It is recommended that the Board of Trustees approve the Notice of Completion for Emphyrean Plumbing, Inc. of Riverside, California for the Fine Arts-CIS/Math Building, Category 18 project at Cerritos Community College District as presented. The total final contract amount was \$2,159,738 which was paid by the G.O. Bond.

**17. Resolution No. 17-0816A, Adopting Revised Formal Bid Prequalification Package and Uniform System of Rating Pursuant to Public Contract Code Section 20651.5**

It is recommended that the Board of Trustees approve Resolution No. 17-0816A, authorizing Cerritos College to prequalify certain prospective bidders through the submittal of a revised standardized questionnaire and financial statement prior to formally bidding on specific construction projects. There is no cost to Cerritos College for prospective bidders to prequalify.

**18. Purchase Orders for the Month of June 2017**

It is recommended that the Board of Trustees approve the purchase orders processed during the month of June 2017. Funding sources vary and are dependent upon the goods/services purchased

**19. Contracts for the Month of June 2017**

It is recommended that the Board of Trustees approve the contracts that were processed during the month of June 2017. Funding sources vary and are dependent upon the goods/services purchased.

**20. Ratification to Amend the Master Inspector of Record Services Agreement with TYR, Inc. for the District's Inspector of Record Services Pool**

It is recommended that the Board of Trustees ratify the amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”) with TYR, Inc. for the purpose of maintaining a qualified pool of IOR firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 13P026, Inspector of Record Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master IOR Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

**21. Ratification to Amend the Master Inspector of Record Services Agreement with The Vinewood Company, LLC for the District’s Inspector of Record Services Pool**

It is recommended that the Board of Trustees ratify the amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”) with The Vinewood Company, LLC for the purpose of maintaining a qualified pool of IOR firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 13P026, Inspector of Record Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Inspector of Record (IOR) Services Agreement (“Master IOR Agreement”). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master IOR Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

**22. Ratification to Amend the Master Independent Consulting Agreement with The Converse Professional Group dba Converse Consultants for Cerritos College’s Geotechnical Engineering, Materials Testing and Special Inspection Services Pool**

It is recommended that the Board of Trustees ratify the amendment to the Master Independent Consulting Agreement (“Master Agreement”) with The Converse Professional Group dba Converse Consultants for the purpose of maintaining a qualified pool of Geotechnical Engineering, Materials Testing, and Special Inspection Services firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 14P002, Geotechnical Engineering, Materials Testing and Special Inspection Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Independent Consulting Agreement (“Master Agreement”). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

**23. Ratification to Amend the Master Independent Consulting Agreement with Koury Engineering & Testing, Inc. for Cerritos College’s Geotechnical Engineering, Materials Testing and Special Inspection Services Pool**

It is recommended that the Board of Trustees ratify the amendment to the Master Independent Consulting Agreement (“Master Agreement”) with Koury Engineering & Testing, Inc. for the purpose of maintaining a qualified pool of Geotechnical Engineering, Materials Testing, and Special Inspection Services firms for Cerritos College pursuant to Request for Qualifications (RFQ) No. 14P002, Geotechnical Engineering, Materials Testing and Special Inspection Services for Campus-Wide Measure CC and/or G Facilities Projects.

There is no fiscal impact to Cerritos College for entering into an amendment to the Master Independent Consulting Agreement (“Master Agreement”). Individual Project Assignment Agreements will continue to be drafted for each project on an as-needed basis. The Project Assignment Agreements will be governed by the terms and conditions of the Master Agreement. However, each Project Assignment Agreement will include the scope of work, project cost estimates, fee to inspection firm, and conditions specific to the project. As the need for services on a project arises, a Project Assignment Agreement will be brought before the Board of Trustees for approval or ratification detailing fiscal implications.

**24. Amendment to Project Assignment Agreement No. 1 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for Closeout Services for District-wide Project Certification**

It is recommended that the Board of Trustees approve the amendment to Project Assignment Agreement No. 1 to the Master Independent Consultant Agreement with Koury Engineering & Testing, Inc. for additional Closeout Services for District-wide Project Certification. The total contract sum shall be increased \$24,910 for a new not-to-exceed amount of \$56,910; this amount will be funded from the GO Bond. Koury Engineering & Testing, Inc. is headquartered in Chino, CA.

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

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 financial effect. This is budgeted in the General Fund. Some positions are Categorically or Specially funded as indicated.

**26. Employment of Temporary and/or Substitute Hourly Faculty Personnel, as needed for 2017-2018 Academic Year**

It is recommended that the Board of Trustees approve the employment of temporary and/or substitute hourly faculty personnel as needed for the 2017-2018 academic year and as presented on the attached list. No additional financial effect. This is budgeted in the General Fund.

**27. Consideration of Approval of Employment of Classified Manager**

\_\_\_\_\_, Director of Human Resources/Risk Management, Office of Human Resources, Management Salary Schedule Grade 37, Step 1 (\$10,180.00/month)

***INFORMATION ITEMS***

Agenda Item 28 is presented as an Information Item.

**28. Information Item: Three Month Look-Ahead Schedule for RFP and RFQ Solicitations (Office of Business Services)**

The Board of Trustees will review the Three Month Look-Ahead Schedule for RFP and RFQ Solicitations.

***ADMINISTRATIVE MATTERS***

Agenda Items 29-30 are presented as Administrative Items.

**29. Consideration of Adoption of 2017-2018 Board of Trustees and President/Superintendent Goals**

It is recommended that the Board of Trustees adopt the 2017-2018 Board of Trustees and President/Superintendent Goals.

**30. Consideration of Adoption of the Initial Proposal of the Cerritos Community College District to the California School Employees Association (CSEA), Chapter #161 for the Period July 1, 2017 – June 30, 2018**

It is recommended that the Board of Trustees discuss and adopt the initial proposal of the Cerritos Community College District to the California School Employees Association (CSEA), Chapter #161 for the Period July 1, 2017 - June 30, 2018, in accordance with Government Code section 3547. The financial implications are contingent on the results of negotiations.

***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.



***CLOSED SESSION WILL BEGIN NO LATER THAN 9:00 P.M. AND WILL LAST NO LONGER THAN ONE HOUR***

**31. Conference with Labor Negotiators (GC #54957.6)**

- A. Agency Representatives: Dr. Adriana Flores-Church, Dr. Jose Fierro
- B. Employee Organizations:
  - California School Employees Association (CSEA)
  - Cerritos College Faculty Federation (CCFF)

**32. Reconvene to Open Session**

**33. Adjournment**

***The Next Regular Meeting of the Board of Trustees is set for  
Wednesday, September 6, 2017 at 7:00 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 July 13, 2017 at 10:00 a.m., as required by law.

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Dr. Jose Fierro, President/Superintendent