

5055 Santa Teresa Blvd., Gilroy, CA 95020

www.gavilan.edu

(408) 848-4800

Steven M. Kinsella, DBA, CPA, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
Citizens' Oversight Committee Meeting
January 25, 2016 – 6:00 p.m.
Gavilan College
5055 Santa Teresa Boulevard, Gilroy, CA 95020
Student Center, North/South Lounges

AGENDA

I. CALL TO ORDER

1. Roll Call and Introductions

II. APPROVAL OF AGENDA

III. CONSENT AGENDA

1. Minutes – August 24, 2015

IV. COMMENTS FROM THE PUBLIC

This is a time for the public to address the Citizens' Oversight Committee
(a maximum of five minutes will be allotted to each speaker)

V. INFORMATION ITEM(S)

1. Item(s) presented at board meetings for information or approval by the Board of Trustees:
September 8, 2015

- Measure E Bond Quarterly Financial Status Report as of June 30, 2015
- Citizens' Oversight Committee Resignation and Renewal of Terms
- Consider and Accept Bids for the CDC Interior Renovations Project

October 13, 2015

- Project Inspector Service Agreement with Irick Inspections, Inc.
- Project Inspector Service Agreements with DFH Inspections, Inc.
- Consider and Accept Bids for the Coyote Valley Educational Center – Increment #1 Project
- Geotechnical Service Agreement with Cornerstone Earth Group

November 10, 2015

- Measure E Bond Quarterly Financial Status Report at September 30, 2015
- Citizens' Oversight Committee Appointment
- Approval of an agreement with Live Oak Associates, Inc. for an EIR Addendum for Coyote Valley Educational Center
- Project Inspector Service Agreement with Consolidated Engineering Laboratories
- Laboratory of Record Service Agreement with Hp Inspections, Inc.
- Geotechnical Service Agreement with Cornerstone Earth Group



Board of Trustees: Tom Breen
Laura A. Perry, Esq.

Kent Child
Lois Locci

Mark Dover
Walt Glines

Jonathan Brusco
Adrian Lopez, Student

- Project Inspector Service Agreement with Keith Brown Inspections
- In-Plant Service Agreement Acrell Inspection Services, Ltd.

December 8, 2015

- Second Amendment to the Donation Agreement and Joint Escrow Instructions for Coyote Valley Campus Acquisition
- Approve an Agreement with Live Oak Associates, Inc. for the preparation of a Participating Special Entity application for the Gavilan College Aviation Maintenance Technology Project at San Martin South County Airport
- Approval of an agreement with Storm Water Inspection and Maintenance Services, Inc. to provide QSP (Qualified SWPPP Practitioner) for the Coyote Valley Educational Center, Phase 1
- Approve an agreement with K&D Landscaping, Inc. for construction work for the Gavilan College Water Storage Tank, Distribution, & Well Improvements Project
- Measure E Bond Program Budget Alignment
- Gilroy Unified School District Purchase of Portable Buildings 4 & 5
- Agreement with Ellucian Company L.P. to train staff and implement the Chart of Accounts, E-Requisitions, and Imaging/Document Management modules as part of the Gavilan College Banner Application Project

January 12, 2016

- Accept the Bid to construct the Gavilan College Aviation Maintenance Technology Project at the South County Airport in San Martin
- Aviation Maintenance Technology Project at the South County Airport in San Martin, Deductive Change Order #1
- FY 2014-2015 Measure E General Obligation Bond Audit Reports

VI. DISCUSSION ITEM(S)

1. Update Measure E Activities
2. Update on Other Activities – Non Measure E
 - a. Memorandum of Understanding with the South Bay Regional Public Safety Training Consortium

VII. ACTION ITEM(s)

1. Set Next Meeting Date(s)

VIII. CLOSING ITEMS

1. Adjournment

GAVILAN COLLEGE MISSION

Gavilan College cultivates learning and personal growth in students of all backgrounds and abilities through innovative practices in both traditional and emerging learning environments; transfer pathways, career and technical education, developmental education, and support services prepare students for success in a dynamic and multicultural world.

PUBLIC COMMENTS – Individuals wishing to address the Citizens' Oversight Committee (COC) on a non-agenda item may do so during the Comments from the Public. However, no action may be taken on an item, which is not on the agenda. The public is welcomed to address the COC on particular agenda items and may do so at the time it is presented. Guidelines for Comments from the Public will be as follows:

A maximum of 5 minutes will be allotted to each speaker with a maximum of 20 minutes to a subject area. No disruptive conduct will be permitted at any Gavilan College Citizens' Oversight Committee meeting.

AGENDA ITEMS – Individuals wishing to have an item appear on the agenda must submit the request in writing to the Superintendent/President two weeks prior to the meeting. The COC Chair and Superintendent/President will determine what items will be included in the agendas.

Items listed under the Consent Agenda are considered to be routine and are acted on by the COC as one motion. There is no discussion of these items prior to COC vote unless a member of the COC, staff, or public requests those specific items are discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all consent items. Each item on the Consent Agenda approved by the COC shall be deemed to have been considered in full and adopted as recommended.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Nancy Bailey at 408-848-4711. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the COC meeting.

Members of the public may inspect agenda documents distributed to the committee at the President's Office, SC130, during regular working hours, or at <http://www.gavilan.edu/board/agenda.php>

Please help keep Gavilan College a litter-free campus and preserve its park-like setting. Thank you.

**Gavilan Joint Community College District
Citizens' Oversight Committee Agenda**

January 25, 2016

Consent Agenda Item No. III.1. Office of the President
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Minutes – August 24, 2015

- Resolution:
- Information Only
- Action Item

Proposal:
That the Citizens' Oversight Committee approve minutes from the Citizens' Oversight Committee Meeting of August 24, 2015.

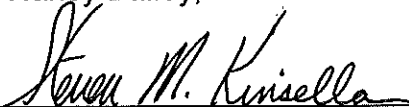
Background:
See attached.

Budgetary Implications:
None.

Follow Up/Outcome:
No further action required.

Recommended By: Dr. Steven M. Kinsella, Superintendent/President

Prepared By: Nancy Bailey, Executive Assistant to the Superintendent/President

Agenda Approval: 
Dr. Steven M. Kinsella, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT
Citizens' Oversight Committee Meeting
August 24, 2015 – 6:00 p.m.
Gavilan College
5055 Santa Teresa Boulevard, Gilroy, CA 95020
Student Center, North/South Lounges

MINUTES

I. CALL TO ORDER

1. Roll Call

Committee Members Present: Issa Ajlouny, Donna Bakich, Cindy Dalla, Tim Day, and Ryan Shook

Committee Members Absent: Suzanne Bulle and Sandy Habr

Dr. Steven M. Kinsella, Superintendent/President
Frederick E. Harris, Vice President of Administrative Services
Nancy Bailey, recorder

David Casnocha and Irene Day

II. APPROVAL OF AGENDA

MSC (D. Bakich/R. Shook) 4 ayes, 0 nays to approve; C. Dalla late arrival.

III. CONSENT AGENDA

1. Minutes – March 16, 2015

MSC (D. Bakich/I. Ajlouny) 4 ayes, 0 nays to approve; C. Dalla late arrival.

IV. COMMENTS FROM THE PUBLIC

No comment from public.

V. INFORMATION ITEM(S)

1. Citizens' Oversight Committee Member Orientation

Dr. Kinsella introduced the district's legal bond counsel Mr. David Casnocha from Stradling Yocca Carlson & Rauth. Mr. Casnocha provided an orientation for Citizens' Oversight Committee (COC) members that included the history of the Local School Construction Bonds Act of 2000 ("Prop 39"), the purpose of the COC, and duties and responsibilities as identified in the bylaws. He provided recommendations for reviewing expenditures based on the Measure E (ME) bond project list. Mr. Casnocha discussed when employee salaries can be applied to ME funds. The COC needs to keep the public informed and provide an annual report. The duties of the Board/Superintendent/President were reviewed. Ethics and conflict of interest were discussed. Mr. Casnocha reported on the change in the law on membership terms. Members may now serve a total of three (3) consequent two-year terms. He added that the COC must stay in place until the last annual report is completed on the last dollar spent.

2. Item(s) presented at board meetings for information or approval by the Board of Trustees were reviewed by Fred Harris:

April 14, 2015

- Ratify contract amendments to three firms for extension of services related to the Water Storage Tank, Distribution, and Well Improvements Project
- IBI Group Architecture and Planning Project Assignment Amendment

- Authorize Capital Project Change Order #5 for the Water Tank, Distribution and Well Improvements Project
- (Resolution #990 Authorizing the Issuance of Gavilan Joint Community College District (Santa Clara and San Benito Counties, California) 2015 General Obligation Refunding Bonds
Mr. Harris provided the COC with a handout identifying the "2015 General Obligation Refunding Bonds: Key Points". The lower interest rates from refinancing generated total taxpayer savings of %3.5 million.
- Resolution #991 of the Board approving amended and restated Bylaws for the Gavilan Joint Community College District Independent Citizens' Bond Oversight Committee

May 14, 2015

- Measure E Bond Quarterly Financial Status Report at March 31, 2015
- Status Report on Educational Centers
- Recommendation for Water Supplier at the Coyote Valley Educational Center site
Mr. Harris said after much discussion between suppliers and an analysis there was very little difference between proposals. The City of San Jose could provide a higher pressure at the site and that was the determining factor.
- Land Lease for the new home of the Aviation Maintenance Technology Program at the South County Airport in San Martin
- Gilbane Building Company Construction Management Services Project Assignment Amendment extension for the Water System Replacement Project, Construction Oversight
- Three(3) Gilbane Building Company Project Assignment Amendments for Construction Management Services

June 9, 2015

- Payment of Participating Special Entity Fees to the Santa Clara Valley Habitat Agency for the Coyote Valley Campus Phase I Project
- Agreement with Reshape, LLC to provide free fill dirt at the Coyote Valley Educational Center site
- Gilbane Building Company Project Assignment Amendment (PAA) for the Fire Alarm Replacement – Student Center, Library and Theater Buildings

July 14, 2015

- IBI Group Architecture and Planning Project Assignment Amendments
- Water Tank Replacement Project Change Order #6

August 11, 2015

- Consider and Accept Bids for the San Martin Modular Relocatable Restroom Project
- Consider and Accept Bids for the Coyote Valley Ed Center Modular Buildings, Covered Walkways & Canopies Project
- Approve the Rodriguez Real Estate Services, LLC Agreement for Consultant Services related to Campus and Off-Site Land Development Projects

VI. DISCUSSION ITEM(S)

1. Update Measure E Activities

Dr. Steve Kinsella said there are three major projects in progress; Coyote Valley Ed Center, San Martin Airport, and the Physical Education building. He said all other projects will be closing out. In response to a question, Fred Harris clarified that the ME funds will be used for Phase I of the Coyote Valley project only and that the site will be

available for occupancy the fall of 2016. He said the San Martin site should be available for use during the summer of 2016.

On behalf of the COC, Dr. Kinsella and Chair Tim Day presented Cindy Dalla with a certificate of appreciation for her service to the committee.

VII. ACTION ITEM(s)

1. Set Next Meeting Date

MSC (D. Bakich/R. Shook) 5 ayes 0 nays to schedule the next meeting on October 19 at 6:00 p.m.

VIII. CLOSING ITEMS

1. Adjournment at 7:05 p.m. by consensus.

**Gavilan Joint Community College District
Citizens' Oversight Committee Agenda**

January 25, 2016

Office of the President

Consent Agenda Item No.
Information/Staff Reports No. V.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Item(s) presented at Board meetings for information or approval by the Board of Trustees September 8, 2015 – January 12, 2016

- Resolution:
- Information Only
- Action Item

Proposal:
None

Background:
Information for items presented at Board meetings.

Budgetary Implications:

Follow Up/Outcome:

Recommended By: Dr. Steven M. Kinsella, Superintendent/President

Prepared By: 
Dr. Steven M. Kinsella, Superintendent/President

Agenda Approval: 
Dr. Steven M. Kinsella, Superintendent/President

September 8, 2015

**Gavilan Joint Community College District
Governing Board Agenda**

September 8, 2015

Consent Agenda Item No. 6 (g) Administrative Services
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Measure E Bond Quarterly Financial Status Report at June 30, 2015

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

Proposal:

That the Board of Trustees review the Measure E Bond Quarterly Financial Status Report

Background:

Attached is the Measure E Bond Quarterly Unaudited Financial Status Report for the period July 1, 2014 to June 30, 2015. The column titled "Budget" is based on the Board approved Measure E Master Budget as of September 9, 2014. The expenditures are accounted for on a cash basis during the fiscal year; during year-end some accrued expenses are included in the amounts.

Budgetary Implications:

The efficient use of Measure E Bond Program funds

Follow Up/Outcome:

Continue to monitor the Measure E Bond program finances.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA - Director, Business Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEES
DATE: Sept. 8, 2015
M. Bailey

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 4 Fiscal Year 2014-2015 (3/31/2015 thru 6/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
Revenue					
<u>Proceeds from Bond Sales</u>			\$ 108,000,000		
Cost of Issuance			\$ (255,000)		
Total Proceeds from Bond Sales			\$ 107,745,000		
Bond Implementation Costs			\$ (188,623)		
<u>Reimbursement of Bond Expenses</u>			\$ 164,456		
Premium Adjustment			\$ (13,176)		
GUSB Purchase of Modular Bldgs for GECA			\$ 40,392		
<u>Agricultural Lease</u>			\$ 9,228		
<u>Bond Interest</u>					
	Fiscal Year 2003-04		\$ 9,988		
	Fiscal Year 2004-05		\$ 562,662		
	Fiscal Year 2005-06		\$ 1,045,177		
	Fiscal Year 2006-07		\$ 976,676		
	Fiscal Year 2007-08		\$ 1,281,565		
	Fiscal Year 2008-09		\$ 735,130		
	Fiscal Year 2009-10		\$ 100,247		
	Fiscal Year 2010-11		\$ 62,460		
	Fiscal Year 2011-12		\$ 204,720		
	Fiscal Year 2012-13		\$ 158,143		
	Fiscal Year 2013-14		\$ 114,449		
	Fiscal Year 2014-15		\$ 80,674		
	Subtotal Bond Interest		\$ 5,331,891		
	<u>Parking Fund Contribution</u> Fiscal Year 2007-08		\$ 250,000		Non Measure "E" Fund
	<u>Scheduled Maintenance Contribution</u> Fiscal Year 2008-2009		\$ 217,138		Non Measure "E" Fund
Total Revenue			\$ 113,656,308		

Expenditures

1 Program

660060 - Program Contingency		\$ 25,000			
	Total Costs through 3/31/2015		\$ 5,045		
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ 5,045	\$ 19,955	
660360 - Planning - District		\$ 155,319			
	Total Costs through 3/31/2015		\$ 121,162		
	5831 - Contracted Services		\$ 7,600		
	Total Costs through 6/31/2015		\$ 128,762	\$ 26,558	
660560 - Planning - Main Campus		\$ 4,582,646			
	Total Costs through 3/31/2015		\$ 4,682,646		
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ 4,582,646	\$ 0	2
662260 - Coyote Valley Ed Center		\$ 12,532,487			
	Total Costs through 3/31/2015		\$ 615,308		
	5810 - Legal Services		\$ 7,677		
	5825 - Administrative Fee		\$ 137,116		
	5831 - Contracted Services		\$ 192,823		
	6230 - Inspection Fees		\$ 15,000		
	Total Costs through 6/31/2015		\$ 967,925	\$ 11,564,562	
663260 - Hollister Ed Center		\$ 9,625			
	Total Costs through 3/31/2015		\$ 9,625		
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ 9,625	\$ (0)	

2 Land Acquisition

662060/662160 - Coyote Valley Prop (Property/Develop)		\$ 21,238,072			
	Total Costs through 3/31/2015		\$ 21,279,799		
	5810 - Legal Services		\$ 737		
	Total Costs through 6/31/2015		\$ 21,280,536	\$ (42,464)	
663060/663160 - San Benito Prop (Property/Develop)		\$ 9,838,755			
	Total Costs through 3/31/2015		\$ 9,243,642		
	5831 - Contracted Services		\$ 1,123		
	Total Costs through 6/31/2015		\$ 9,244,764	\$ 593,991	

APPROVED BY THE BOARD OF TRUSTEES
 DATE Sept. 8, 2015
n. Bailey

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 4 Fiscal Year 2014-2015 (3/31/2015 thru 6/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
664060 - Land Residual		\$ -			
	Total Costs through 3/31/2015		\$ -		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 6/31/2015		\$ -	\$ -	
665060 - Local Funds Off-Site Development		\$ 69,998			
	Total Costs through 3/31/2015		\$ 69,998		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 6/31/2015		\$ 69,998	\$ -	(0)
3 Current Projects					
670560 - Physical Education Building		\$ 6,539,164			
	Total Costs through 3/31/2015		\$ 3,500		
	5831 - Contracted Services		\$ 39,620		
	Total Costs through 6/31/2015		\$ 43,120	\$ 6,496,044	
671460 - South County Airport Development		\$ 3,000,000			
	Total Costs through 3/31/2015		\$ 262,846		
	5810 - Legal Services		\$ 6,931		
	5831 - Contracted Services		\$ 132,877		
	Total Costs through 6/31/2015		\$ 401,654	\$ 2,598,346	
671560 - GECA Relocation Parking Lot C		\$ 1,500,000			
	Total Costs through 3/31/2015		\$ 1,223,422		
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ 1,223,422	\$ 276,578	
671660 - Furniture and Equipment Upgrade		\$ 175,000			
	Total Costs through 3/31/2015		\$ 189,280		
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ 189,280	\$ (14,280)	
672360 - Scheduled Maintenance (Match for FY 13/14)		\$ 109,000			
	Total Costs through 3/31/2015		\$ 454		
	5831 - Contracted Services		\$ 69,547		
	Total Costs through 6/31/2015		\$ 70,001	\$ 38,999	
672460 - Instructional Equipment (Match for FY 13/14)		\$ 768,591			
	Total Costs through 3/31/2015		\$ 691,813		
	6405 - Fixed Assets over \$5,000		\$ 18,382		
	Total Costs through 6/31/2015		\$ 710,195	\$ 58,396	
672560 - Scheduled Maintenance (Match for FY 14/15)		\$ -			
	Total Costs through 3/31/2015				
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ -	\$ -	
672660 - Instructional Equipment (Match for FY 14/15)		\$ 8,409			
	Total Costs through 3/31/2015		\$ 110		
	6405 - Fixed Assets over \$5,000		\$ (110)		
	Total Costs through 6/31/2015		\$ (0)	\$ 8,409	
673060 - Multi-Purpose Building Upgrades		\$ 45,000			
	Total Costs through 3/31/2015		\$ 24,486		
	<i>No Invoices this Period</i>				
	Total Costs through 6/31/2015		\$ 24,486	\$ 20,514	
673160 - CDC Reconfiguration & Upgrade		\$ 500,000			
	Total Costs through 3/31/2015		\$ 29,730		
	5831 - Contracted Services		\$ 65,023		
	Total Costs through 6/31/2015		\$ 94,753	\$ 405,247	
673260 - General Building Upgrades		\$ 25,000			
	Total Costs through 3/31/2015		\$ 20,348		
	5831 - Contracted Services		\$ 4,730		
	Total Costs through 6/31/2015		\$ 25,078	\$ (78)	
680260 - Eprocurement		\$ -			
	Total Costs through 3/31/2015				
	5831 - Contracted Services		\$ 13,851		
	Total Costs through 6/31/2015		\$ 13,851	\$ (13,851)	
680560 - Water Replacement Project		\$ 300,000			

APPROVED BY THE BOARD OF TRUSTEES
 DATE Sept. 8, 2015
 M. Bailey

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 4 Fiscal Year 2014-2015 (3/31/2015 thru 6/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
	Total Costs through 3/31/2015		\$ 149,277		
	5810 - Legal Services		\$ 241		
	5831 - Contracted Services		\$ 139,452		
	Total Costs through 6/31/2015		\$ 288,971	\$ 11,029	
680660 - Technology, Phase 2		\$ 900,000			
	Total Costs through 3/31/2015		\$ 215,762		
	5836 - Software Support/Maint		\$ 6,380		
	5831 - Contracted Services		\$ 86,825		
	6405 - Fixed Assets over \$5,000		\$ 47,805		
	Total Costs through 6/31/2015		\$ 356,772	\$ 543,228	
680760 - Computer Replacement, Phase 2		\$ 250,000			
	Total Costs through 3/31/2015		\$ 69,765		
	6400 - Fixed Assets to \$5,000		\$ 21,952		
	6405 - Fixed Assets over \$5,000		\$ (18,070)		
	Total Costs through 6/31/2015		\$ 73,647	\$ 176,353	
INACTIVE PROJECTS					
670760 - Student Center/Administration		\$ -			
	Total Costs through 3/31/2015		\$ -		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ -	\$ -	
670960 - Library/Media		\$ -			
	Total Costs through 3/31/2015		\$ -		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ -	\$ -	
671360-1 Demo CJ500, Old Acad. PB Rebuild		\$ -			
	Total Costs through 3/31/2015		\$ -		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ -	\$ -	
CLOSED PROJECTS					
670060/671460 - Campus Infrastructure/Tech		\$ 8,036,484			
	Total Costs through 3/31/2015		\$ 8,036,484		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 8,036,484	\$ -	
670160 - Tennis Court Renovations		\$ 111,859			
	Total Costs through 3/31/2015		\$ 111,859		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 111,859	\$ -	
670260 - Interim Housing/Swing Space		\$ 4,416,466			
	Total Costs through 3/31/2015		\$ 4,416,466		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 4,416,466	\$ -	
670260-1 - HVAC Control Replacement		\$ 446,255			
	Total Costs through 3/31/2015		\$ 446,255		
	No Invoices this Period		\$ -		
	Total Costs through 3/31/2015		\$ 446,255	\$ 0	
670360-1 - Electrical Service Loop		\$ 162,295			
	Total Costs through 3/31/2015		\$ 162,295		
	No Invoices this Period		\$ -		
	Total Costs through 3/31/2015		\$ 162,295	\$ -	
670360 - Math, Physical Science, Life Science		\$ 6,081,010			
	Total Costs through 3/31/2015		\$ 6,081,010		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 6,081,010	\$ -	
670460 - Occupational ED (OE)		\$ 4,706,937			1
	Total Costs through 3/31/2015		\$ 4,706,937		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 4,706,937	\$ -	
670650 - Humanities/Art/Music Hall		\$ 4,398,348			
	Total Costs through 3/31/2015		\$ 4,398,348		

APPROVED BY THE BOARD OF TRUSTEES
 DATE Sept. 8, 2015
N. Bailey

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 4 Fiscal Year 2014-2015 (3/31/2016 thru 6/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 4,398,348	\$ -	
670860 - Cosmetology/Business		\$ 3,903,843			
	Total Costs through 3/31/2015		\$ 3,903,843		
	No Invoices this Period				
	Total Costs through 6/31/2015		\$ 3,903,843	\$ -	
671060 - Social Sciences		\$ 3,918,035			
	Total Costs through 3/31/2015		\$ 3,918,035		
	5810 - Legal Services				
	Total Costs through 6/31/2015		\$ 3,918,035	\$ -	
671160 - Security/Maintenance Building		\$ 1,432,750			
	Total Costs through 3/31/2015		\$ 1,432,750		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 1,432,750	\$ -	
671260 - Cafeteria Renovations & HVAC		\$ 217,419			
	Total Costs through 3/31/2015		\$ 217,419		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 217,419	\$ -	
671260 - Student Center Beam Replacement		\$ 185,481			
	Total Costs through 3/31/2015		\$ 185,481		
	No Invoices this Period				
	Total Costs through 6/31/2015		\$ 185,481	\$ -	(0)
671360 - Parking Lot/Campus Lighting		\$ 4,437,518			
	Total Costs through 3/31/2015		\$ 4,437,518		
	No Invoices this Period				
	Total Costs through 6/31/2015		\$ 4,437,518	\$ -	0
680160 - Technology / ERP System		\$ 3,511,130			
	Total Costs through 3/31/2015		\$ 3,511,130		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 3,511,130	\$ -	
680360 - Computer / Phone System		\$ 1,111,376			
	Total Costs through 3/31/2015		\$ 1,111,376		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 1,111,376	\$ -	
680460 - Existing Well Replacement		\$ 70,947			
	Total Costs through 3/31/2015		\$ 70,947		
	No Invoices this Period				
	Total Costs through 6/31/2015		\$ 70,947	\$ -	0
- Debt Payment		\$ 3,625,786			
	Total Costs through 3/31/2015		\$ 3,625,786		
	No Invoices this Period		\$ -		
	Total Costs through 6/31/2015		\$ 3,625,786	\$ -	
Total Previous Expended (Through 3/31/2015)			\$ 89,581,957		
Total Invoices this Period (4/1/2015 through 6/31/2015)			\$ 996,512		
Total Expended to Date (Through 6/31/2015)			\$ 90,578,469		
Total Construction Budget		\$ 113,346,015		\$ 22,767,546	
Total Revenue to Date			\$ 113,558,308		
Cash Balance				\$ 22,977,839	

Notes:

- 1 Occ Ed project budget contains funding for Science and Gym roof repairs
- 2 Moved expenses to Fund 340 for State Reimbursement
- 3 PG&E Refund for Chiller Controls Installation-Optimization Project

Met Sept. 8, 2015
M. Bailey

Gavilan Joint Community College District Governing Board Agenda

September 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (h)

Office of the President

SUBJECT: Citizens' Oversight Committee Resignation and Renewal of Terms

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees accept a resignation and approve renewal of terms for Citizens' Oversight Committee members as follows:

Suzanne Bullé	July, 2015 – July, 2017
Ryan Shook	July, 2015 – July, 2017
Tim Day	November, 2015 – November, 2017
Cindy Dalla	Resignation; served August, 2013 – August, 2015

Background:

An independent Citizens' Oversight committee (COC) is required by Education Code section 15278 in connection with issuance of bonds under the Gavilan Joint Community College District's Measure E. Resolution No. 815 Established a COC on April 13, 2004 and members were appointed.

The bylaws of the committee, Section 5.4, Term states: Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing as of the date of appointment by the Board or the date at which the Amended and Restated Bylaws are approved by the Board of Trustees. No member may serve more than three (3) consecutive terms. At the Committee's first meeting, members will draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose terms have expired may continue to serve on the Committee until a successor has been appointed. Members serving on the original Measure E Committee shall remain on the Committee and may serve for new terms as described herein.

The amended and restated bylaws approved by the Board of Trustees at their May 14, 2015 meeting increased the total consecutive terms from two (2) two-years terms to three (3) two-year terms.

Budgetary Implications:

None

Follow Up/Outcome:

None

APPROVED BY THE BOARD OF TRUSTEES
DATE *Sept. 8, 2015*
N. Bailey

Recommended By: Dr. Steven M. Kinsella, Superintendent/ President

Prepared By:

Steven M. Kinsella

Dr. Steven M. Kinsella, Superintendent/President

Agenda Approval:

Steven M. Kinsella

Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE Sept. 8, 2015
N. Bailey

Gavilan Joint Community College District Governing Board Agenda

September 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (k)

Administrative Services

SUBJECT: Consider and Accept Bids for the CDC Interior Renovations Project

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees consider and accept the bid from Calstate Construction, Inc. for the CDC Interior Renovations Project

Background

The bid for this project closed on August 25, 2015. A total of three (3) contractors participated in the bidding process. The apparent lowest responsible and responsive bidder has been identified as Calstate Construction, Inc. in the amount of \$288,999.

Attached is a letter providing a bid analysis from Gilbane, the construction managers, dated August 31, 2015. The letter includes a bid tabulation form.

Budgetary Implications:

The efficient use of Measure E Funds.

Follow Up/Outcome:

Upon Board approval, issue a Notice-to-Proceed.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE: Sept. 8, 2015
N. Bailey



August 31, 2015

Mr. Frederick E. Harris
Vice President of Administrative Services
Gavilan Joint Community College District
5055 Santa Teresa Boulevard
Gilroy, CA 95020

**Re: Bid Analysis
CDC Interior Renovations Project
Gavilan Joint Community College District**

Dear Frederick:

We are pleased to provide our analysis of the bid results for the above referenced project.

Gilbane reviewed the apparent low bidder's, Calstate Construction, Inc., bid and determined that they submitted a responsive bid and appear to be a responsible bidder. Calstate Construction, Inc. confirmed their base bid amount of \$288,999 and stated they would honor it.

Please refer to our analysis and findings below for more detail.

Bid Analysis

The following items were considered in our bid analysis:

1. Comparative Pricing
2. Bond Review
3. Company History & Experience
4. Bid Form Review
5. Reference Check
6. Contractor License Check

1. Comparative Pricing (See attached Bid Tabulation Form)

A. Estimate	\$331,626
B. Low Responsive Bid	\$288,999
C. Average Bid	\$353,938
D. High Bid	\$469,000
E. Number of Contractors Contacted	8
F. Number of Plan Holders	4
G. Number of Potential Bidders	4
H. Number of Bidders	3

2. Bond Review

A. Contractor's Bid Bond

Calstate Construction, Inc. has provided a Bid Bond in the required amount of 10% of their bid amount. The surety is The Guarantee Company of North America USA. Their address is 1800 Sutter St. Suite 880, Concord, CA 94520. The contact number is (925) 566-6040.

B. Contractor's License Bond

All California contractors are required to file a bond with the State in the amount of \$12,500. The bond number is 220408 and the effective date is 02/15/2015 with Suretec Indemnity Company. Their address is 1330 Post Oak Blvd., Suite 1100, Houston, Texas, 77056.

3. Company History & Experience

Calstate Construction, Inc. is familiar with the Division of State Architect (DSA). Cal State Construction, Inc. has performed worked at many community college's and K-12 schools throughout the bay area. To name a few are Foothill - De Anza Community College District, West Valley Mission Community College District and Cupertino Union School District.

4. Bid Form Review

A. Contractor's Proposal Form	No Exception Taken
B. Bid Pricing	No Exception Taken
C. Addenda Acknowledgement	No Exception Taken
D. Contractor's License Information	No Exception Taken
E. Subcontractor's List	No Exception Taken
F. Non-Collusion Affidavit	No Exception Taken
G. Bid Security	No Exception Taken
H. DIR Registration	No Exception Taken

5. Reference Check

A. Art Heinrich from Foothill-De Anza Community College District worked with Calstate Construction, Inc. on a few renovations projects at Foothill College. All projects consisted of renovating existing buildings. Art mentioned that they were cooperative and team oriented and had minimal problems with budget or schedule. Art said Calstate Construction, Inc. work quality was great. Art said he recommends Calstate Construction, Inc. for the CDC Interior Renovations Project.

B. Mark Finney from Sugimura & Associates worked with Calstate Construction, Inc. on a few renovations projects. Calstate Construction, Inc. quality of work was excellent. Mark stated they were very satisfied

APPROVED BY THE BOARD OF TRUSTEES
DATE Sept. 8, 2015
N. Barclay

with Calstate Construction, Inc. work ethics and had a positive experience working with Calstate Construction, Inc.

6. **Contractor License Check**

A.	License Number:	856043
B.	License Status:	Current and Active
C.	License Issued to:	Calstate Construction, Inc. Corporation
D.	Expiration Date:	3/13/17
E.	County of Incorporation:	Alameda
F.	Claims Against License:	No citations or cases on record
G.	Type of License(s):	A – General Engineering Contractor B – General Building Contractor

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Edgar S. Esquivel

Edgar S. Esquivel
Project Engineer

Enclosures: Bid Tabulation Form

cc: Dean Aron Tatsuno , IBI Group
Casey Michaelis , Gilbane Building Company

APPROVED BY THE BOARD OF TRUSTEES
DATE: Sept. 8, 2015
N. Bailey



PRELIMINARY RESULTS:

Bid Recording Sheet	Project: Gavilan Community College			8/25/2015
ITEM:Gavilan Community College CDC Interior Renovations Project				
Bid Amount	Tombelson Incorporated	Seward L. Schreder Construction Inc.	Calstate Construction Inc.	
Bid Proposal	X	X	X	
Bid Security	X	X	X	
Subcontractors List	X	X	X	
Statement of Qualifications	X	X	X	
Non Collusion Affidavit.	X	X	X	
DIR Registration	X	X	X	
Contractor License	X	X	X	
Addendum Acknowledgement	X	X	X	
Bid Total	\$303,815.00	\$469,000.00	\$288,999.00	

Notes:

APPROVED BY THE BOARD OF TRUSTEES
 Sept. 8, 2015

October 13, 2015

**Gavilan Joint Community College District
Governing Board Agenda**

October 13, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2(g)

Administrative Services

SUBJECT: Project Inspector Service Agreement with Irick Inspections, Inc.

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approve this project inspector service agreement with Irick Inspections, Inc. for Coyote Valley Educational Center, Site Grading & Utilities, Increment #1.

Background:

The District anticipates construction of works of improvement on the new Coyote Valley Educational Center site. In connection with construction of that new campus, the District is required by applicable law to retain the services of a Division of State Architect (DSA) certified Project Inspector. District wishes to contract with Irick Inspections, Inc. for IOR special services on this project pursuant to Government Code 53060. Services to include review of construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

1. Coyote Valley Site Grading & Utilities, Increment #1 Project. Service fees for time and materials for inspection services not to exceed \$90,000 funded from Measure E funds.

Budgetary Implications:

The efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

October 13, 2015
W. Bailey

**Gavilan Joint Community College District
Governing Board Agenda**

October 13, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2(h)

Administrative Services

SUBJECT: Project Inspector Service Agreements with DFH Inspections, Inc.

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approve project inspector service agreements with DFH Inspections, Inc. for the two projects listed below.

Background:

The District anticipates construction of works of improvement on the Gilroy Gavilan College campus. In connection with construction of these projects, the District is required by applicable law to retain the services of a Division of State Architect (DSA) certified Project Inspector. DFH Inspections, Inc. has worked with the district as the Inspector of Record (IOR) for multiple projects. District wishes to contract with DFH Inspections, Inc. for IOR special services on these projects pursuant to Government Code 53060. Services to include review of construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

1. CDC Interior Renovations Project. Service fees for time and materials for inspection services not to exceed \$28,560 funded from Measure E funds.
2. Fire Alarm Replacement Projects – Student Center, Theater and Library. Service fees for time and materials for inspection services not to exceed \$32,730 funded from Measure E and State Scheduled Maintenance funds matching funds.

Budgetary Implications:

The efficient use of State Scheduled Maintenance and Measure E Bond Program Funds.

Follow Up/Outcome:

Process them after the Board approves both agreements in this one action.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE October 13, 2015

W. Bailey

**Gavilan Joint Community College District
Governing Board Agenda**

October 13, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2(i)

Administrative Services

SUBJECT: Consider and Accept Bids for the Coyote Valley Educational Center –
Increment #1 Project

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees consider and accept the bid from Teichert Construction for the Coyote Valley Educational Center – Increment #1 Project.

Background

The bid for this project closed on October 1, 2015. A total of five (5) contractors participated in the bidding process. The apparent lowest responsible and responsive bidder has been identified as Teichert Construction in the amount of \$4,354,885.

Attached is a letter providing a bid analysis from Gilbane, the construction managers, dated October 2, 2015. The letter includes a bid tabulation form.

Budgetary Implications:

The efficient use of Measure E Funds.

Follow Up/Outcome:

Upon Board approval, issue a Notice-to-Proceed.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE October 13, 2015
V. Bailey



October 2, 2015

Mr. Frederick E. Harris
Vice President of Administrative Services
Gavilan Joint Community College District
5055 Santa Teresa Boulevard
Gilroy, CA 95020

**Re: Bid Analysis
Coyote Valley Educational Center – Increment #1
Gavilan Joint Community College District**

Dear Frederick:

We are pleased to provide our analysis of the bid results for the above referenced project.

Gilbane has reviewed the five (5) bids submitted. Teichert Construction submitted a responsive bid and appears to be the responsible lowest bidder. Teichert Construction confirmed they would honor their bid submitted in the amount of \$4,354,885.

Please refer to our analysis and findings below for more detail.

Bid Analysis

The following items were considered in our bid analysis:

1. Comparative Pricing
2. Bond Review
3. Company History & Experience
4. Bid Form Review
5. Reference Check
6. Contractor License Check
7. Sub-Contractor DIR Check

1. Comparative Pricing (See attached Bid Tabulation Form)	
A. Estimate	\$5,790,640
B. Low Responsive Bid	\$4,354,885
C. Average Bid	\$4,984,737
D. High Bid	\$5,688,000
E. Number of Contractors Contacted	19
F. Number of Plan Holders	10
G. Number of Potential Bidders	8
H. Number of Bidders	5

2. **Bond Review**

A. Contractor's Bid Bond

Teichert Construction has provided a Bid Bond in the required amount of 10% of their bid amount. The surety is Liberty Mutual Insurance Company. Their address is One Bush St., 9th Floor, San Francisco, CA 94104. The contact number is (415) 955-0120.

B. Contractor's License Bond

All California contractors are required to file a bond with the State in the amount of \$12,500. The bond number is 6250091 and the effective date is 01/01/2007 with Safeco Insurance Company of America. Their address is P.O. Box 34670, Seattle, WA 98124-1670.

3. **Company History & Experience**

Teichert Construction has been in the construction business over 125 years. They have one of the oldest Construction License on record. **Their License number is #8.** Teichert Construction is familiar with the Division of State Architect (DSA) and Public Works. Teichert Construction has worked with numerous School District projects throughout the bay area and Public Works projects. To name a few: Natomas Unified School District, WUSD High School, Grant High School as well as the Sacramento County Public Works, Cal Trans District and the Fresno City of Airport Projects. They have worked with Turner Construction and McCarthy Building Companies on roads, streets and overlay work.

4. **Bid Form Review**

A. Contractor's Proposal Form	No Exception Taken
B. Bid Pricing	No Exception Taken
C. Addenda Acknowledgement	No Exception Taken
D. Contractor's License Information	No Exception Taken
E. Subcontractor's List	No Exception Taken
F. Non-Collusion Affidavit	No Exception Taken
G. Bid Security	No Exception Taken
H. DIR Registration	No Exception Taken

5. **Reference Check**

A. Justin Marongin with McCarthy Building Companies has worked with Teichert on numerous and diversified projects. Teichert Construction has performed work on New Grand High School and Middle School. Teichert Construction scope of work included earthwork, lime treatment, excavation, grading, AC paving, sewer/storm/water improvements. They maintain their schedule without issues. Their quality of work is excellent. McCarthy Building Companies has a positive working experience with Teichert Construction and highly recommends them.

- B. Mike Penny with Turner Construction has worked with Teichert Construction on many K-12 School projects, ie. WUSD New High School, Natomas Unified School District: Learning Center Increment #1 & 2. They've been very satisfied with the quality of work. Teichert Construction maintains a positive team approach and work ethic. Mike Penny stated they have a positive experience working with Teichert Construction and recommends them highly.

6. **Contractor License Check**

- | | | |
|----|--------------------------|--|
| A. | License Number: | 8 |
| B. | License Status: | Current and Active |
| C. | License Issued to: | Teichert Construction |
| D. | Expiration Date: | 04/30/2017 |
| E. | County of Incorporation: | Sacramento |
| F. | Claims Against License: | No citations or cases on record |
| G. | Type of License(s): | A-General Engineering Contractor,
B- General Building Contractor, C16-Fire Protection Contractor, C-27
Landscaping |

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Donna Martin

Donna Martin
Project Manager

Enclosures: Bid Tabulation Form

cc: Steve Sowa, IBI Group
Casey Michaelis, Gilbane Building Company



PRELIMINARY RESULTS:

Bid Recording Sheet	Project: Gavilan Community College					10/1/2015
ITEM: Gavilan Joint Community College District Coyote Valley Educational Center Inc.#1						
Bid Amount	Teichert Construction	Anderson Pacific Engineering Construction Inc.	Galeb Paving Inc.	Granite Rock Co	Swenson & Assoc	
Bid Proposal	X	X	X	X	X	
Bid Security	X	X	X	X	X	
Subcontractors List	X	X	X	X	X	
Statement of Qualifications	X	X	X	X	X	
Non Collusion Affidavit	X	X	X	X	X	
DIR Registration	X	X	X	X	X	
Contractor License	X	X	X	X	X	
Addendum Acknowledgement	X	X	X	X	X	
Bid Total	\$4,354,885	\$4,785,000	\$4,992,800	\$5,103,000	\$5,688,000	

Notes:

Gavilan Joint Community College District
Governing Board Agenda

October 13, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2(j)

Administrative Services

SUBJECT: Geotechnical Service Agreement with Cornerstone Earth Group

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approves this service agreement with Cornerstone Earth Group for geotechnical observation and testing services for Coyote Valley Educational Center – Increment #1.

Background:

The District anticipates construction of Coyote Valley Educational Center – Increment #1 situated on the District's Property located at 650 Bailey Avenue, San Jose, CA. In connection with construction of this project, the District is required by applicable law to retain Geotechnical of Record (GOR) services to complete inspection and testing of project construction materials and soils. District wishes to contract with Cornerstone Earth Group for special services as the GOR for this project pursuant to Government Code Section 53060.

Geotechnical Service Agreement for Coyote Valley Education Center – Increment #1:

- Services to include review of construction documents, tests and inspections of construction materials, and preparation all required documentation.
- Service fees for time and materials not to exceed \$118,500.

Budgetary Implications:

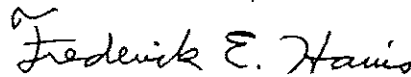
Efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process the agreement.

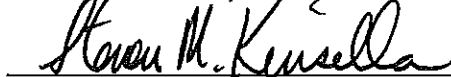
Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:



Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:



Dr. Steven M. Kinsella, Superintendent/ President

October 13, 2015
October 13, 2015

November 10, 2015

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No. 6 (i) Administrative Services
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Measure E Bond Quarterly Financial Status Report at September 30, 2015

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees review the Measure E Bond Quarterly Financial Status Report.

Background:

Attached is the Measure E Bond Quarterly Unaudited Financial Status Report for the period July 1, 2015 to September 30, 2015. The column titled "Budget" is based on the Board approved Measure E Master Budget as of September 9, 2014. The expenditures are accounted for on a cash basis during the fiscal year; during year-end some accrued expenses are included in the amounts.

Budgetary Implications:

The efficient use of Measure E Bond Program funds

Follow Up/Outcome:

Continue to monitor the Measure E Bond program finances.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA - Director, Business Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

NOV 10 2015
11/10/15
VBarley

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 1 Fiscal Year 2015-2016 (6/30/2015 through 9/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
Revenue					
<u>Proceeds from Bond Sales</u>			\$ 108,000,000		
	Cost of Issuance		\$ (255,000)		
	Total Proceeds from Bond Sales		\$ 107,745,000		
	Bond Implementation Costs		\$ (188,623)		
<u>Reimbursement of Bond Expenses</u>			\$ 164,456		
	Premium Adjustment		\$ (13,175)		
	GUSB Purchase of Modular Bldgs for GECA		\$ 40,392		
<u>Agricultural Lease</u>			\$ 9,229		
<u>Bond Interest</u>					
	Fiscal Year 2003-04		\$ 9,988		
	Fiscal Year 2004-05		\$ 562,662		
	Fiscal Year 2005-06		\$ 1,045,177		
	Fiscal Year 2006-07		\$ 976,676		
	Fiscal Year 2007-08		\$ 1,281,565		
	Fiscal Year 2008-09		\$ 735,130		
	Fiscal Year 2009-10		\$ 100,247		
	Fiscal Year 2010-11		\$ 62,460		
	Fiscal Year 2011-12		\$ 204,720		
	Fiscal Year 2012-13		\$ 158,143		
	Fiscal Year 2013-14		\$ 114,449		
	Fiscal Year 2014-15		\$ 113,415		
	Subtotal Bond Interest		\$ 5,364,632		
	<u>Parking Fund Contribution</u> Fiscal Year 2007-08		\$ 250,000		Non Measure "E" Fund
	<u>Scheduled Maintenance Contribution</u> Fiscal Year 2008-2009		\$ 217,138		Non Measure "E" Fund
Total Revenue			\$ 113,589,050		

Expenditures

1 Program

660060 - Program Contingency		\$ 25,000			
	Total Costs through 6/30/2015		\$ 6,045		
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ 6,045	\$ 19,955	
660360 - Planning - District		\$ 155,319			
	Total Costs through 6/30/2015		\$ 128,752		
	5831 - Contracted Services				
	Total Costs through 9/30/2015		\$ 128,752	\$ 26,568	
660560 - Planning - Main Campus		\$ 4,582,646			
	Total Costs through 6/30/2015		\$ 4,582,646		
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ 4,582,646	\$ 0	2
662260 - Coyote Valley Ed Center		\$ 12,532,487			
	Total Costs through 6/30/2015		\$ 967,925		
	5810 - Legal Services		\$ 175		
	5831 - Contracted Services		\$ 32,940		
	Total Costs through 9/30/2015		\$ 1,001,040	\$ 11,531,447	
663260 - Hollister Ed Center		\$ 9,625			
	Total Costs through 6/30/2015		\$ 9,625		
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ 9,625	\$ (0)	

2 Land Acquisition

662060/662160 - Coyote Valley Prop (Property/Develop)		\$ 21,238,072			
	Total Costs through 6/30/2015		\$ 21,280,536		
	5810 - Legal Services				
	Total Costs through 9/30/2015		\$ 21,280,536	\$ (42,464)	
663060/663160 - San Benito Prop (Property/Develop)		\$ 9,838,755			
	Total Costs through 6/30/2015		\$ 9,244,764		
	5810 - Legal Services		\$ 175		
	5831 - Contracted Services		\$ 503		
	Total Costs through 9/30/2015		\$ 9,245,442	\$ 593,313	
664060 - Land Residual		\$ -			

APPROVED: [Signature]
DATE: 11/10/15
WBakley

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 1 Fiscal Year 2015-2016 (6/30/2015 through 9/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
	Total Costs through 6/30/2015		\$ -		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ -	\$ -	
665060 - Local Funds Off-Site Development		\$ 69,998			
	Total Costs through 6/30/2015		\$ 69,998		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 69,998	\$ (0)	
3 Current Projects					
670560 - Physical Education Building		\$ 6,539,164			
	Total Costs through 6/30/2015		\$ 43,120		
	5831 - Contracted Services		\$ 98,113		
	Total Costs through 9/30/2015		\$ 141,233	\$ 6,397,932	
671460 - South County Airport Development		\$ 3,000,000			
	Total Costs through 6/30/2015		\$ 401,654		
	5810 - Legal Services		\$ 175		
	5831 - Contracted Services		\$ 6,457		
	Total Costs through 9/30/2015		\$ 408,287	\$ 2,591,713	
671560 - GECA Relocation Parking Lot C		\$ 1,500,000			
	Total Costs through 6/30/2015		\$ 1,223,422		
	5831 - Contracted Services		\$ 65		
	Total Costs through 9/30/2015		\$ 1,223,487	\$ 276,513	
671660 - Furniture and Equipment Upgrade		\$ 175,000			
	Total Costs through 6/30/2015		\$ 189,280		
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ 189,280	\$ (14,280)	
672360 - Scheduled Maintenance (Match for FY 13/14)		\$ 109,000			
	Total Costs through 6/30/2015		\$ 70,001		
	5831 - Contracted Services		\$ 18,514		
	Total Costs through 9/30/2015		\$ 88,515	\$ 20,485	
672460 - Instructional Equipment (Match for FY 13/14)		\$ 768,591			
	Total Costs through 6/30/2015		\$ 710,195		
	6405 - Fixed Assets over \$5,000		\$ 76,125		
	Total Costs through 9/30/2015		\$ 786,320	\$ (17,729)	
672560 - Scheduled Maintenance (Match for FY 14/15)		\$ -			
	Total Costs through 6/30/2015				
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ -	\$ -	
672660 - Instructional Equipment (Match for FY 14/15)		\$ 8,409			
	Total Costs through 6/30/2015		\$ (0)		
	6405 - Fixed Assets over \$5,000				
	Total Costs through 9/30/2015		\$ (0)	\$ 8,409	
673060 - Multi-Purpose Building Upgrades		\$ 45,000			
	Total Costs through 6/30/2015		\$ 24,486		
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ 24,486	\$ 20,514	
673160 - CDC Reconfiguration & Upgrade		\$ 500,000			
	Total Costs through 6/30/2015		\$ 94,753		
	5831 - Contracted Services		\$ 7,250		
	Total Costs through 9/30/2015		\$ 102,003	\$ 397,997	
673260 - General Building Upgrades		\$ 25,000			
	Total Costs through 6/30/2015		\$ 25,078		
	5831 - Contracted Services				
	Total Costs through 9/30/2015		\$ 25,078	\$ (78)	
680260 - Eprocurement		\$ -			
	Total Costs through 6/30/2015		\$ 13,851		
	5831 - Contracted Services				
	Total Costs through 9/30/2015		\$ 13,851	\$ (13,851)	
680560 - Water Replacement Project		\$ 300,000			
	Total Costs through 6/30/2015		\$ 288,971		

11/10/15
NBakley

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 1 Fiscal Year 2015-2016 (6/30/2015 through 9/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
	5831 - Contracted Services		\$ 12,896		
	Total Costs through 9/30/2015		\$ 301,867	\$ (1,867)	
680660 - Technology, Phase 2		\$ 900,000			
	Total Costs through 6/30/2015		\$ 356,772		
	5831 - Contracted Services		\$ 9,034		
	6405 - Fixed Assets over \$5,000		\$ 2,505		
	Total Costs through 9/30/2015		\$ 368,311	\$ 531,689	
680760 - Computer Replacement, Phase 2		\$ 250,000			
	Total Costs through 6/30/2015		\$ 73,647		
	6400 - Fixed Assets to \$5,000				
	6405 - Fixed Assets over \$5,000				
	Total Costs through 9/30/2015		\$ 73,647	\$ 176,353	
INACTIVE PROJECTS					
670760 - Student Center/Administration		\$ -			
	Total Costs through 6/30/2015		\$ -		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ -	\$ -	
670960 - Library/Media		\$ -			
	Total Costs through 6/30/2015		\$ -		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ -	\$ -	
671360-1 Demo CJ500, Old Acad. PB Rebuild		\$ -			
	Total Costs through 6/30/2015		\$ -		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ -	\$ -	
CLOSED PROJECTS					
670060/671460 - Campus Infrastructure/Tech		\$ 8,036,484			
	Total Costs through 6/30/2015		\$ 8,036,484		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 8,036,484	\$ -	
670160 - Tennis Court Renovations		\$ 111,859			
	Total Costs through 6/30/2015		\$ 111,859		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 111,859	\$ -	
670260 - Interim Housing/Swing Space		\$ 4,416,466			
	Total Costs through 6/30/2015		\$ 4,416,466		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 4,416,466	\$ -	
670260-1 - HVAC Control Replacement		\$ 446,255			
	Total Costs through 6/30/2015		\$ 446,255		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 446,255	\$ 0	
670360-1 - Electrical Service Loop		\$ 162,295			
	Total Costs through 6/30/2015		\$ 162,295		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 162,295	\$ -	
670360 - Math, Physical Science, Life Science		\$ 6,081,010			
	Total Costs through 6/30/2015		\$ 6,081,010		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 6,081,010	\$ -	
670460 - Occupational ED (OE)		\$ 4,706,937			1
	Total Costs through 6/30/2015		\$ 4,706,937		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 4,706,937	\$ -	
670660 - Humanities/Art/Music Hall		\$ 4,398,348			
	Total Costs through 6/30/2015		\$ 4,398,348		
	No Invoices this Period		\$ -		
	Total Costs through 9/30/2015		\$ 4,398,348	\$ -	

10/11/15
Bickley

Gavilan Joint Community College District
 Measure E Bond Quarterly Financial Status Interim Report
 Received and Expended to Date for Qtr 1 Fiscal Year 2015-2016 (6/30/2015 through 9/30/2015)
 Based on Board Approved September 2014 Budget

Project/Vendor	Description of Services	Budget	Expended	Balance	Notes
670860 - Cosmetology/Business		\$ 3,903,843			
	Total Costs through 6/30/2015		\$ 3,903,843		
	<i>No Invoices this Period</i>				
	Total Costs through 9/30/2015		\$ 3,903,843	\$ -	
671060 - Social Sciences		\$ 3,918,035			
	Total Costs through 6/30/2015		\$ 3,918,035		
	5810 - Legal Services				
	Total Costs through 9/30/2015		\$ 3,918,035	\$ -	
671160 - Security/Maintenance Building		\$ 1,432,750			
	Total Costs through 6/30/2015		\$ 1,432,750		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 1,432,750	\$ -	
671260 - Cafeteria Renovations & HVAC		\$ 217,419			
	Total Costs through 6/30/2015		\$ 217,419		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 217,419	\$ -	
671260 - Student Center Beam Replacement		\$ 185,481			
	Total Costs through 6/30/2015		\$ 185,481		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 185,481	\$ (0)	
671360 - Parking Lot/Campus Lighting		\$ 4,437,518			
	Total Costs through 6/30/2015		\$ 4,437,518		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 4,437,518	\$ 0	
680160 - Technology / ERP System		\$ 3,511,130			
	Total Costs through 6/30/2015		\$ 3,511,130		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 3,511,130	\$ -	
680360 - Computer / Phone System		\$ 1,111,376			
	Total Costs through 6/30/2015		\$ 1,111,376		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 1,111,376	\$ -	
680460 - Existing Well Replacement		\$ 70,947			
	Total Costs through 6/30/2015		\$ 70,947		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 70,947	\$ 0	
- Debt Payment		\$ 3,625,796			
	Total Costs through 6/30/2015		\$ 3,625,796		
	<i>No Invoices this Period</i>		\$ -		
	Total Costs through 9/30/2015		\$ 3,625,796	\$ -	
Total Previous Expended (Through 6/30/2015)			\$ 90,578,469		
Total Invoices this Period (6/30/2015 through 9/30/2015)			\$ 264,928		
Total Expended to Date (Through 9/30/2015)			\$ 90,843,397		
Total Construction Budget		\$ 113,346,015		\$ 22,602,618	
Total Revenue to Date			\$ 113,589,050		
Cash Balance				\$ 22,745,653	

Notes:

- 1 Occ Ed project budget contains funding for Science and Gym roof repairs
- 2 Moved expenses to Fund 340 for State Reimbursement
- 3 PG&E Refund for Chiller Controls Installation-Optimization Project

11/10/15
Blakley

Gavilan Joint Community College District Governing Board Agenda

November 10, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (d)

Office of the President

SUBJECT: Citizens' Oversight Committee Appointment

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees appoint Taha Khan as the student representative to the Gavilan College Citizens' Oversight Committee effective November 11, 2015.

Background:

Board Resolution No. 815 established the Gavilan College Citizens' Oversight Committee to comply with California Education Code Section 15278. The Gavilan College Citizens' Oversight Committee Bylaws state, in part:

Section 5.4, Term states: Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing as of the date of appointment by the Board or the date at which the Amended and Restated Bylaws are approved by the Board of Trustees. No member may serve more than three (3) consecutive terms. At the Committee's first meeting, members will draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose terms have expired may continue to serve on the Committee until a successor has been appointed. Members serving on the original Measure E Committee shall remain on the Committee and may serve for new terms as described herein.

Section 5.5 Membership: Members of the committee shall be appointed by the Board.

Budgetary Implications:

None

Follow Up/Outcome:

None

Recommended By: Dr. Steven M. Kinsella, Superintendent/ President

Prepared By:

Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

Agenda Approval:

Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES

DATE 11/10/15

N. Bailey

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (g)

SUBJECT: Approval of an agreement with Live Oak Associates, Inc. for an EIR Addendum for Coyote Valley Educational Center

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approves this service agreement with Live Oak Associates, Inc. for an amount not to exceed \$6,241 for Pre-construction surveys and monitoring, training and reports for Phase I of the Coyote Valley Educational Center. This is a requirement of the agreement with the Santa Clara Valley Habitat Plan.

Background:

The District entered into an agreement with the Santa Clara Habitat Agency (HCP). The agreement was conditionally approved. The District must conduct Pre-Construction Surveys, construction monitoring and training. This work will help to satisfy measures in the HCP conditions of approval. District wishes to contract with Live Oak Associates, Inc. for the services requires on this project.

Budgetary Implications:

Effective use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:

Frederick E. Harris

Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:

Steven M. Kinsella

Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEE

DATE 11/10/15

W. Bailey

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (h)

SUBJECT: Project Inspector Service Agreement with Consolidated Engineering Laboratories

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approve this project inspector service agreement with Consolidated Engineering Laboratories for the Gavilan College CDC Interior Renovations.

Background:

The District anticipates construction of works of improvement on the Gavilan College CDC Interior Renovations. In connection with construction, the District is required by applicable law to retain the services of a Division of State Architect (DSA) certified Project Inspector for special inspections. District wishes to contract with Consolidated Engineering Laboratories for IOR special testing services on this project pursuant to Government Code 53060. The services will include review of construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

1. Gavilan College CDC Interior Renovations. Service fees for time and materials for inspection services not to exceed \$2,500 funded from Measure E funds.

Budgetary Implications:

The efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEES
DATE 11/10/15
W. Bailey

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (i)

SUBJECT: Laboratory of Record Service Agreement with Hp Inspections, Inc.

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approves this service agreement with Hp Inspections, Inc. for special inspection and construction materials testing services for Gavilan College Aviation Program at San Martin South County Airport.

Background:

The District anticipates construction of Gavilan College Aviation Program at San Martin South County Airport situated on the County's Property located at 13021 Murphy Avenue, San Martin, CA. In connection with construction of this project, the District is required by applicable law to retain Laboratory of Record (LOR) services to complete inspection and testing of project construction materials. District wishes to contract with Hp Inspections, Inc. for special services as the LOR for this project pursuant to Government Code Section 53060.

Laboratory of Record Service Agreement for Gavilan College Aviation Program at San Martin South County Airport:

- Services to include review of construction documents, tests and inspections of construction materials, and preparation all required documentation.
- Service fees for time and materials not to exceed \$35,000.

Budgetary Implications:

Efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEES
DATE 11/10/15
WBasley

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No. _____ Administrative Services
Information/Staff Reports No. _____
Discussion Item No. _____
Old Business Agenda Item No. _____
New Business Agenda Item No. III.2 (j)

SUBJECT: Geotechnical Service Agreement with Cornerstone Earth Group

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approves this service agreement with Cornerstone Earth Group for geotechnical observation and testing services for Gavilan College Aviation Program at San Martin South County Airport.

Background:

The District anticipates construction of Gavilan College Aviation Program at San Martin South County Airport situated on the County's Property located at 13021 Murphy Avenue, San Martin, CA. In connection with construction of this project, the District is required by applicable law to retain Geotechnical of Record (GOR) services to complete inspection and testing of project construction materials and soils. District wishes to contract with Cornerstone Earth Group for special services as the GOR for this project pursuant to Government Code Section 53060.

Geotechnical Service Agreement for Gavilan College Aviation Program at San Martin South County Airport:

- Services to include review of construction documents, tests and inspections of construction materials, and preparation all required documentation.
- Service fees for time and materials not to exceed \$47,500.

Budgetary Implications:

Efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEES
DATE 11/10/15
Barley

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (k)

SUBJECT: Project Inspector Service Agreement with Keith Brown Inspections

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approve this project inspector service agreement with Keith Brown Inspections for the Gavilan College Aviation Program at San Martin South County Airport.

Background:

The District anticipates construction of works of improvement on the new San Martin Airport site. In connection with construction of a new shop building, classrooms and restroom facility, the District is required by applicable law to retain the services of a Division of State Architect (DSA) certified Project Inspector. District wishes to contract with Keith Brown Inspections for IOR special services on this project pursuant to Government Code 53060. The services will include review of construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

1. Gavilan College Aviation Program at San Martin South County Airport. Service fees for time and materials for inspection services not to exceed \$95,000 funded from Measure E funds:

Budgetary Implications:

The efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEES
NOV 11/2015
W. Basley

**Gavilan Joint Community College District
Governing Board Agenda**

November 10, 2015

Consent Agenda Item No. _____ Administrative Services
Information/Staff Reports No. _____
Discussion Item No. _____
Old Business Agenda Item No. _____
New Business Agenda Item No. III.2(1)

SUBJECT: In-Plant Service Agreement Acrell Inspection Services, Ltd.

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

Proposal:

That the Board of Trustees approves this In-Plant inspector service agreement with Acrell Inspection Services, Ltd. for Coyote Valley Educational Center.

Background:

The District anticipates construction of works of improvement on the new Coyote Valley Educational Center site. In connection with construction of that new campus, the District is required by applicable law to retain the services of a Division of State Architect (DSA) certified In-Plant Inspector. District wishes to contract with Acrell Inspection Services, Ltd. for In-Plant special services on this project pursuant to Government Code Section 53060. The services will include review construction documents, recording, reporting, testing and inspections required by DSA Procedure Regulation.

In-Plant Inspection Service Agreement for Coyote Valley Educational Center.

- Services to include review of construction documents, tests and inspections of construction materials, and preparation all required documentation.
- Service fees for time and materials not to exceed \$28,940.

Budgetary Implications:

Efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

APPROVED BY THE BOARD OF TRUSTEES
DATE 11/10/15
Bailey

December 8, 2015

7

**Gavilan Joint Community College District
Governing Board Agenda**

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (d)

Administrative Services

SUBJECT: Second Amendment to the Donation Agreement and Joint Escrow Instructions for Coyote Valley Campus Acquisition

- Resolution: BE IT RESOLVED,
- Information Only
- Action Item

Proposal:

That the Board of Trustees approves a Second Amendment to the Donation Agreement and Joint Escrow Instructions for Coyote Valley Campus Acquisition in order to receive reimbursement from the Sobrato Organization for \$137,116.06 in Coyote Valley Educational Center Phase 1 Habitat Conservation Plan fee expense.

Background:

The District and Sobrato Interests 2, a California limited partnership formerly known as Campus Park Associates, a California limited partnership, entered into an agreement on October 17, 2006 for the purchase and donation of real property for the Gavilan College Coyote Valley Educational Center located within the City of San Jose on Bailey Avenue. The Board of Trustees subsequently approved a First Amendment to that agreement on October 14, 2008.

The original agreement contained a provision where the Sobrato Organization is to donate up to \$850,000 to reimburse the District for its California Tiger Salamander Habitat Mitigation fee expense. Subsequent to that agreement, the District was approved to enter as a Participating Special Entity into the Santa Clara Valley Habitat Agency's Habitat Conservation Plan. As part of that Plan, the District paid \$137,116.06 in fees to the Habitat Agency for the Phase 1 project on the Coyote Valley site. This Second Amendment allows the Sobrato Organization to instead reimburse the District for those Phase 1 HCP fees from the previously designated Mitigation Fee donation.

Budgetary Implications:

Reimbursement for previous Measure E Bond Program Fund expenditure.

Follow Up/Outcome:

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Steven M. Kinsella for Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE Dec 8, 2015
N. Bailey

**SECOND AMENDMENT TO
DONATION AGREEMENT AND JOINT ESCROW INSTRUCTIONS
(COYOTE VALLEY PROPERTY)**

PREAMBLE

This Second Amendment to Donation Agreement and Joint Escrow Instructions ("Second Amendment") is between Sobrato Interests 2, a California limited partnership (formerly known as and who entered into the Existing Donation Agreement (defined below) as Campus Park Associates, a California limited partnership) ("Owner"), and the Gavilan Joint Community College District, a California Public Agency ("District"), on the terms and conditions which follow.

RECITALS

A. District and Owner entered into that certain Donation Agreement and Joint Escrow Instructions with an effective date of October 17, 2006 (the "Original Donation Agreement"), for the donation of certain real property located in the Coyote Valley area of the City of San Jose, Santa Clara County, California (the "Donation Property"). The Original Donation Agreement was amended by a First Amendment To Donation Agreement and Joint Escrow Instructions between Owner and District with an effective date of October 14, 2008 (the "First Amendment"). The Original Donation Agreement, as amended by the First Amendment, is referred to in this Second Amendment as the "Existing Donation Agreement".

B. At the time of entering into the Original Donation Agreement, the parties contemplated that the Mitigation Requirements described therein would be satisfied either by Owner securing California tiger salamander mitigation habitat by way of one or more conservation easements, and donation of such rights to the District, or by the donation of a sum of money, all subject to and as more particularly described in the Original Donation Agreement. Since entering into the Original Donation Agreement, however, District has applied for and has been approved to mitigate the first phase of District's Project through the Santa Clara Habitat Conservation Plan ("HCP") (which was established after Owner and District entered into the Original Donation Agreement), by the payment of the sum of One Hundred Thirty-Seven Thousand One Hundred Sixteen Dollars and Six Cents (\$137,116.06) to the Santa Clara Valley Habitat Agency ("Habitat Agency") that administers the HCP (the "Phase 1 Mitigation Fee"). District has advised Owner that it has paid the Phase 1 Mitigation Fee to the Habitat Agency and has requested that Owner make a cash donation to District in the amount of the Phase 1 Mitigation Fee in partial satisfaction of Owner's obligations under the Existing Donation Agreement relating to Mitigation Requirements, and Owner is willing do so, on the terms and conditions set forth in this Second Amendment.

NOW, THEREFORE, FOR A VALUABLE CONSIDERATION, the Parties agree to the following amendments to the Existing Donation Agreement:

AMENDMENTS TO EXISTING DONATION AGREEMENT

1. Not later than five (5) business days after the Second Amendment Effective Date (defined in Section 4 below) Owner shall make a cash donation to District in the amount of the Phase 1 Mitigation Fee (the "Phase 1 Mitigation Fee Donation"). The Phase 1 Mitigation Fee Donation shall be fully credited against Owner's obligations under the Existing Donation Agreement relating to Mitigation Requirements. Without limiting the foregoing, upon making the Phase 1 Mitigation Fee Donation to District, the Eight Hundred Fifty Thousand Dollar (\$850,000) cap on the amount which Owner may be required to pay to District pursuant to Section 3.2 of the Original Donation Agreement shall be reduced to Seven Hundred Twelve Thousand Eight Hundred Eighty Three Dollars and Ninety Four Cents (\$712,883.94). The Phase 1 Mitigation Fee Donation shall constitute a cash donation pursuant to Section 3.2 of the Original Donation Agreement, requiring the execution and delivery by District of a written acknowledgment of donation and IRS form in accordance such Section 3.2.

2. Each capitalized term not otherwise defined in this Second Amendment shall have the meaning assigned to it in the Existing Donation Agreement.

3. The parties acknowledge and agree that the mutual promises contained in this Second Amendment are adequate consideration for this Second Amendment.

4. This Second Amendment shall become effective when it has been fully executed by the Owner and the District, and approved or ratified by the District's Governing Board. When the date that this Second Amendment becomes effective (the "Second Amendment Effective Date") has been determined, such date shall be inserted in the date blanks provided above the Parties' signature blocks appearing below. Except to the extent modified by this Second Amendment, the Existing Donation Agreement remain unchanged and in full force and effect. In the event of a conflict between this Second Amendment and the Existing Donation Agreement, this Second Amendment shall control. Except for any reference to "Effective Date of this Agreement" in the Original Donation Agreement or as used in Section 21, 8.1 and the first sentence of Section 8 of the Original Donation Agreement, and except for the last reference to "Agreement" in the first sentence of Section 5.1 A. of the Original Donation Agreement and in the IN WITNESS WHEREOF line above the Parties' signatures in the Original Donation Agreement, from and after the Second Amendment Effective Date, (i) the term "Agreement", as used in the Existing Donation Agreement and this Second Amendment shall mean the Existing Donation Agreement as modified by this Second Amendment, and (ii) the term "Donation Agreement", as used in the Existing Donation Agreement and this Second Amendment shall mean the Existing Donation Agreement as modified by this Second Amendment. This Second Amendment may be executed in counterparts, each of which shall be considered an original, and together shall constitute one and the same document.

Owner and the District, by their signatures below, enter into this Second Amendment to the Existing Donation Agreement effective as of _____, 2015.

THE OWNER:

SOBRATO INTERESTS 2,
a California limited partnership

By: Sobrato Development Companies, LLC,
a California limited liability company
Its: General Partner


By:

John Michael Sobrato
Its: Manager

THE DISTRICT:

GAVILAN JOINT COMMUNITY COLLEGE
DISTRICT, a California Public Agency

By:



Dr. Steven M. Kinsella,
Superintendent/President

**Gavilan Joint Community College District
Governing Board Agenda**

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (e)

SUBJECT: Approve an Agreement with Live Oak Associates, Inc. for the preparation of a Participating Special Entity application for the Gavilan College Aviation Maintenance Technology Project at San Martin South County Airport

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approves an agreement with Live Oak Associates, Inc. for the preparation of a Participating Special Entity application to the Santa Clara Valley Habitat Agency for inclusion in their Habitat Conservation Plan for the District's Aviation Maintenance Technology Project at the South County Airport in San Martin.

Background:

Agreement to prepare a Participating Special Entity application for the Gavilan College Aviation Maintenance Technology Project at San Martin South County Airport:

- Services to include the collection and review of all required documentation and monitor the application until final approval.
- Service fees for time and materials not to exceed \$7,477.

Budgetary Implications:

Efficient use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process the agreement.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Approved for Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE Dec. 8, 2015
V. Bailey

**Gavilan Joint Community College District
Governing Board Agenda**

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (f)

Administrative Services

SUBJECT: Approval of an agreement with Storm Water Inspection and Maintenance Services, Inc. to provide QSP (Qualified SWPPP Practitioner) for the Coyote Valley Educational Center, Phase 1

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approve an agreement with Storm Water Inspection and Maintenance Services, Inc. for an amount not to exceed \$18,385 for Stormwater Pollution Prevention Plan (SWPPP) inspections, surveys, monitoring, training and reports.

Background:

The District must conduct SWPPP inspections, surveys, monitoring, training and reports on all construction projects pursuant to federal and state requirements. This work will include the preparation of annual reports per SWPPP requirements and prepare the Notice of Termination (NOT) filing for the State's Stormwater Multi-Application and Report Tracking (SMART).

Budgetary Implications:

Effective use of Measure E Bond Program Funds.

Follow Up/Outcome:

Process agreement after Board approval.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Steven M. Kinsella for Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE Dec 8, 2015
W Baerj

**Gavilan Joint Community College District
Governing Board Agenda**

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (g)

SUBJECT: Approve an agreement with K&D Landscaping, Inc. for construction work for the Gavilan College Water Storage Tank, Distribution, & Well Improvements Project

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees approve an agreement with K&D Landscaping, Inc. for the installation of a concrete swale at the water tank site and the installation of a housekeeping pad at the PG&E meter at the well site per PG&E requirements for Gavilan College Water Storage Tank, Distribution, & Well Improvements Project.

Background

Construction of a concrete swale at the water tank site is necessary due to possible sediment erosion caused by water runoff. Construction is also necessary at the well site of a concrete housekeeping pad adjacent to the PG&E meter due to PG&E requirements.

Agreement for Gavilan College Water Storage Tank, Distribution, & Well Improvements Project:

- Services to include the furnishing of all materials, equipment and labor necessary to complete the removal of existing base rock, and dirt. Installation and compaction of salvaged base rock. Form area for concrete installation and install rebar and concrete. Install Jute Netting and straw wattles for erosion control. Demolish concrete above overflow drain. Cap and abandon one overflow drain.
- Service fees for time and materials not to exceed \$14,250.

Budgetary Implications:

The efficient use of State Capital Outlay and local Measure E Funds

Follow Up/Outcome:

Process the agreement.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Steven M. Kinsella for Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE: Dec. 8, 2015
W. Bailey

Gavilan Joint Community College District
Governing Board Agenda

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (i)

Administrative Services

SUBJECT: Measure E Bond Program Budget Alignment

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees approves the attached Measure E Bond Budget Alignment.

Background:

Attached is a matrix titled "Measure E Bond Budget Alignment, December 2015" summarizing recommended changes within the Measure E program. The budget adjustments reflect transfers from completed and/or inactive projects. Projects that have remaining budget balances are to complete the acquisition and related costs for the Fairview Corners site in San Benito County, the construction of Phase 1 Coyote Valley Educational Center, the construction of the Aviation Maintenance Technology Project at the South County Airport in San Martin, Athletic Fields and related PE projects, Demolition of CJ500 & the Old Police Academy buildings, CDC Reconfiguration, and Upgrade and Technology Phase 2 Upgrades.

Budgetary Implications:

Changes to the Measure E budget are needed to complete expenditure on remaining projects.

Follow Up/Outcome:

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY BOARD OF TRUSTEES
DATE: Dec. 8, 2015
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**Ga an Joint Community College District
Measure E Bond Budget Alignment
December 8, 2015**

PROJECT	Approved Budget as of September-14	Proposed Budget Adjustment	Proposed Budget November 2015	Funds Expended November-15	Funds Available November-15
Program					
Program Contingency	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -
Planning - District	\$ 155,320	\$ -	\$ 155,320	\$ 152,565	\$ 2,755
Planning - Main Campus	\$ 4,582,646	\$ -	\$ 4,582,646	\$ 4,582,646	\$ -
Hollister Ed Center (Planning)	\$ 9,625	\$ -	\$ 9,625	\$ 9,625	\$ -
Land Acquisition					
Coyote Valley Prop (Property/Develop.)	\$ 21,238,072	\$ -	\$ 21,238,072	\$ 21,238,072	\$ -
San Benito Prop (Property/Develop.)	\$ 9,838,755	\$ -	\$ 9,838,755	\$ 9,306,890	\$ 531,865
Land Residual	\$ -	\$ -	\$ -	\$ -	\$ -
Local funds-Offsite Development	\$ 69,998	\$ -	\$ 69,998	\$ 69,998	\$ -
Coyote Valley Educational Center	\$ 12,532,487	\$ 607,206	\$ 13,139,693	\$ 2,232,075	\$ 10,907,618
Current Projects					
South County Airport Development	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 669,133	\$ 2,330,867
GECA Relocation Parking Lot C	\$ 1,500,000	\$ (252,984)	\$ 1,247,017	\$ 1,223,487	\$ -
Physical Education Bldg.	\$ 6,539,165	\$ -	\$ 6,539,165	\$ 635,921	\$ 5,903,244
Water Replacement Project	\$ 300,000	\$ 36,634	\$ 336,634	\$ 336,634	\$ -
Demo CJ500, Old Acad. PB, Rebuild	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ 40,000
Furniture & Building Modifications					
Furniture and Equipment Upgrade	\$ 175,000	\$ -	\$ 175,000	\$ 175,000	\$ -
Multi-Purpose Bldg. Upgrades	\$ 45,000	\$ (20,514)	\$ 24,486	\$ 24,486	\$ -
CDC Reconfigure & Upgrade	\$ 500,000	\$ -	\$ 500,000	\$ 152,448	\$ 347,552
General Building Upgrades	\$ 25,000	\$ 1,175	\$ 26,175	\$ 26,175	\$ -
Scheduled Maint (match FY 13/14)	\$ 109,000	\$ -	\$ 109,000	\$ 109,000	\$ -
Instructional Equip (match FY 13/14)	\$ 768,591	\$ 17,729	\$ 786,320	\$ 786,320	\$ -
Scheduled Maint (match FY 14/15)	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Equip (match FY 14/15)	\$ 8,409	\$ (8,409)	\$ -	\$ -	\$ -
Technology, Phase 2	\$ 900,000	\$ -	\$ 900,000	\$ 581,449	\$ 318,551
Computer Replacement, Phase 2	\$ 250,000	\$ (127,805)	\$ 122,195	\$ 122,195	\$ -
Inactive Projects					
Student Center/Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Library/Media	\$ -	\$ -	\$ -	\$ -	\$ -
Completed Projects					
Infrastructure	\$ 8,036,484	\$ -	\$ 8,036,484	\$ 8,036,484	\$ -
Tennis Courts	\$ 111,859	\$ -	\$ 111,859	\$ 111,859	\$ -
Interim Housing Swing Space	\$ 4,416,466	\$ -	\$ 4,416,466	\$ 4,416,466	\$ -
HVAC Control Replacement	\$ 446,255	\$ -	\$ 446,255	\$ 446,255	\$ -
Electrical Service Loop	\$ 162,295	\$ -	\$ 162,295	\$ 162,295	\$ -
Math, Physical, Life Science	\$ 6,081,010	\$ -	\$ 6,081,010	\$ 6,081,010	\$ -
Occupational Education	\$ 4,706,937	\$ -	\$ 4,706,937	\$ 4,706,937	\$ -
Humanities, Art & Music	\$ 4,398,348	\$ -	\$ 4,398,348	\$ 4,398,348	\$ -
Cosmo/Business	\$ 3,903,843	\$ -	\$ 3,903,843	\$ 3,903,843	\$ -
Social Science	\$ 3,918,035	\$ -	\$ 3,918,035	\$ 3,918,035	\$ -
Security / Maintenance	\$ 1,432,750	\$ -	\$ 1,432,750	\$ 1,432,750	\$ -
Cafeteria Renovation & HVAC	\$ 217,419	\$ -	\$ 217,419	\$ 217,419	\$ -
Student Center Beam Replacement	\$ 185,481	\$ -	\$ 185,481	\$ 185,481	\$ -
Parking Lot/ Campus Lighting	\$ 4,437,518	\$ -	\$ 4,437,518	\$ 4,437,518	\$ -
Technology/ERP	\$ 3,511,130	\$ -	\$ 3,511,130	\$ 3,511,130	\$ -
Computer/Phone System	\$ 1,111,376	\$ -	\$ 1,111,376	\$ 1,111,376	\$ -
Existing Well Replacement	\$ 70,947	\$ -	\$ 70,947	\$ 70,947	\$ -
Debt Payment	\$ 3,625,796	\$ -	\$ 3,625,796	\$ 3,625,796	\$ -
Totals	\$ 113,346,017	\$ 293,033	\$ 113,639,049	\$ 93,233,068	\$ 20,405,981

INCOME:	
Bond Revenue	\$ 108,000,000
Interest Income (as of 09/30/15)	\$ 5,364,632
Reimbursement of Bond Expenses; cost of issuance	\$ (292,342)
Agricultural lease (as of 09/30/15)	\$ 9,229
Parking Fund Contribution FY 07-08	\$ 250,000
Scheduled Maintenance Contribution FY 08-09	\$ 217,138
GUSB Purchase of Modular Bldgs for GECA	\$ 40,392
Subtotal	\$ 113,589,049
Forecasted Interest (FY 15-16)	\$ 50,000
Total	\$ 113,639,049
Balance	\$ (0)

Dec 8, 2015
VBarley

Gavilan Joint Community College District Governing Board Agenda

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (m)

Administrative Services

SUBJECT: Gilroy Unified School District Purchase of Portable Buildings 4 & 5

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees ratify an agreement with Gilroy Unified School District (GUSD) to purchase Portable Buildings 4 & 5 at Gavilan College.

Background:

Sometime after January 1, 2016, Portable Buildings 1, 2, 3 & 6 will be moved to the South County Airport at San Martin to provide new facilities there for the District's Aviation Maintenance Technology Program. That leaves Portable Buildings 4 & 5 as surplus space. Our local partner Gilroy Unified School District desires to purchase these two remaining units and will move them for use at Glen View Elementary School.

Budgetary Implications:

Payment to be received of \$27,466 for each portable building based on their depreciated book value.

Follow Up/Outcome:

Upon approval, process agreement with the GUSD.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella for Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES
DATE Dec-8, 2015
W. B. Boney

**Gavilan Joint Community College District
Governing Board Agenda**

December 8, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (n)

Administrative Services

SUBJECT: Agreement with Ellucian Company L.P. to train staff and implement the Chart of Accounts, E-Requisitions, and Imaging/Document Management modules as part of the Gavilan College Banner Application Project

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees ratify an agreement with Ellucian Company L.P. for \$41,400 plus travel and related expenses from Measure E funds to train staff and install the Chart of Accounts, E-Requisitions, and Imaging/Document Management modules as part of the Gavilan College Banner Application Project.

Background:

Ellucian Company L.P. will provide resources responsible for executing the Gavilan College Banner Application Project based on the following scope:

1. Review Chart of Accounts for California Regulatory Requirements and deliver a revised Chart of Account and follow-up consulting.
2. Review/Consulting on the design and configuration of the electronic procurement module including: Creation of Requisitions and establish document approval queues and limits.
3. Review/Consulting on the paper processing areas with Finance. Develop a plan and end user functional training.
4. Training for Imaging/Document Management modules in Finance.

Budgetary Implications:

\$41,400 from Measure E Technology, Phase 2 funds.

Follow Up/Outcome:

Ratify the agreement.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:

Frederick E. Harris

Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:

Approved by Dr. Steven M. Kinsella

Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY THE BOARD OF TRUSTEES

DATE Dec-8, 2015

W. Baerly

January 12, 2016

Gavilan Joint Community College District Governing Board Agenda

January 12, 2015

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2(d)

SUBJECT: Accept the Bid to construct the Gavilan College Aviation Maintenance Technology Project at the South County Airport in San Martin

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees accept the bid from Seward L. Schreder Constriction Inc., to construct the Gavilan College Aviation Maintenance Technology Project at the South County Airport in San Martin.

Background

The bid for this project closed on October 30, 2015. After 10 firms attended the bid walk on this project, only one (1) contractor successfully participated in the bidding process. The apparent lowest responsible and responsive bidder has been identified as Seward L. Schreder Construction, Inc. in the amount of \$2,900,800.

Attached is a letter providing a bid analysis from our construction manager dated December 9, 2015. The letter includes a bid tabulation form.

Budgetary Implications:

The efficient use of Measure E Funds.

Follow Up/Outcome:

Upon Board approval, issue a Notice-to-Proceed.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

1/12/15
Bailey



December 9, 2015

Mr. Frederick E. Harris
Vice President of Administrative Services
Gavilan Joint Community College District
5055 Santa Teresa Boulevard
Gilroy, CA 95020

Re: Bid Analysis
Gavilan College Aviation Program at San Martin South County Airport
Gavilan Joint Community College District

Dear Frederick:

We are pleased to provide our analysis of the bid results for the above referenced project.

Gilbane reviewed the apparent low bidder's, Seward L. Schreder Construction, Inc., bid and determined that they submitted a responsive bid and appear to be a responsible bidder. Seward L. Schreder Construction, Inc. confirmed their base bid amount of \$2,900,800 and stated they would honor it.

Please refer to our analysis and findings below for more detail.

Bid Analysis

The following items were considered in our bid analysis:

1. Comparative Pricing
2. Bond Review
3. Company History & Experience
4. Bid Form Review
5. Reference Check
6. Contractor License Check

1. Comparative Pricing (See attached Bid Tabulation Form)

A.	Budget	\$2,135,000
B.	Low Responsive Bid	\$2,900,800
C.	Average Bid	\$2,900,800
D.	High Bid	\$2,900,800
E.	Number of Contractors Contacted	20
F.	Number of Plan Holders	13
G.	Number of Potential Bidders	10
H.	Number of Bidders	1

2. Bond Review

A. Contractor's Bid Bond

Seward L. Schreder Construction, Inc. has provided a Bid Bond in the required amount of 10% of their bid amount. The surety is Fidelity and Deposit Company of Maryland. Their address is 1400 American Lane, Tower 1, 18th Floor, Schaumburg, Illinois, 60196. The contact number is (415) 538-7100.

B. Contractor's License Bond

All California contractors are required to file a bond with the State in the amount of \$12,500. The bond number is 09172851 and the effective date is 11/20/14 with Fidelity and Deposit Company of Maryland. Their address is 3910 Keswick Road, Baltimore, Maryland, 21211.

3. Company History & Experience

Seward L. Schreder Construction, Inc. has indicated they have been in the construction business for 17 years. Seward L. Schreder Construction, Inc. is familiar with the area and has constructed multiple projects for Gilroy Unified School District and Gavilan Community College. Seward L. Schreder has completed two projects on campus. One project is the Pond Overlook project and the second project is the recent GECA addition.

4. Bid Form Review

A. Contractor's Proposal Form	No Exception Taken
B. Bid Pricing	No Exception Taken
C. Addenda Acknowledgement	No Exception Taken
D. Contractor's License Information	No Exception Taken
E. Subcontractor's List	No Exception Taken
F. Non-Collusion Affidavit	No Exception Taken
G. Bid Security	No Exception Taken

5. Reference Check

A. Gilroy Unified School District – The project manager Mike Rice at Gilroy Unified stated Seward L. Schreder Construction, Inc. has performed a couple of projects successfully for them. These projects varied in size. Mike mentioned that they were cooperative and team oriented and had minimal problems with budget or schedule. Mike said Seward L. Schreder Construction, Inc. work quality was great. Mike said he recommends Seward L. Schreder Construction, Inc. for the Gavilan College Aviation Program at San Martin South County Airport Project.

- B. Scott Pullen from HMR Architects has worked on multiple projects with Seward L. Schreder Construction, Inc. in the past 15 years. HMR Architects highly recommends Seward L. Schreder Construction, Inc. HMR Architects has recently completed a project with Seward L. Schreder Construction, Inc. on a gym modernization for Sacramento City Unified School District. HMR Architects stated they were very satisfied with Seward L. Schreder Construction, Inc. work. Seward L. Schreder Construction, Inc. kept to the schedule and there quality of work was to their expectation. HMR Architects stated they will definitely use Seward L. Schreder Construction, Inc. again.

6. **Contractor License Check**

- | | | |
|----|--------------------------|---|
| A. | License Number: | 746525 |
| B. | License Status: | Current and Active |
| C. | License Issued to: | Seward L. Schreder
Construction, Inc.
Corporation |
| D. | Expiration Date: | 3/31/16 |
| E. | County of Incorporation: | Butte |
| F. | Claims Against License: | No citations or cases on record |
| G. | Type of License(s): | A – General Engineering
B – General Building
HAZ – Hazardous Substance
Removal |

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Edgar S. Esquivel

Edgar S. Esquivel
Project Engineer

Enclosures: Bid Tabulation Form

cc: Steve Sowa , IBI Group
Casey Michaelis , Gilbane Building Company

11/2/16
W Bailey

Gavilan Joint Community College District
Governing Board Agenda

January 12, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No.

Administrative Services

III.2 (c)

SUBJECT: Aviation Maintenance Technology Project at the South County Airport in San Martin, Deductive Change Order #1

Resolution: BE IT RESOLVED,

Information Only

Action Item

Proposal:

That the Board of Trustees authorizes a deductive change order totaling \$175,000 to the Gavilan College Aviation Maintenance Technology Project at the South County Airport in San Martin.

Background:

Public Contract Code § 20659 provides that if any change of a contract is ordered by the governing board of a community college district, such change shall be specified in writing and the cost agreed upon between the governing board and the contractor, and further provides that the board may authorize the contractor to proceed with performance of this change without the formality of securing bids, if the cost so agreed upon does not exceed ten percent of the original contract price. The following Change Order (CO) request has been submitted:

Aviation Maintenance Technology Project at the South County Airport in San Martin
Seward L. Schreder Constriction Inc., deductive CO #1 for (-\$175,000).

This deductive change order is the result of the Contractor's value engineering effort to assist the District in keeping the Project construction costs within the District's Project Budget. The Contractor completed value engineering efforts pursuant to Public Contract Code §7107 which permits a Contractor to propose value engineering cost savings for District acceptance. Under Section 7107, the Contractor is entitled to receive 50% of the cost savings realized by District accepted value engineering proposals. The Contractor has agreed to waive its right to the 50% cost savings under Section 7107.

Budgetary Implications:

The efficient use of Measure E and State Bond Funds.

Follow Up/Outcome:

Upon Board approval, the change order will be issued to the contractor.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By:

Frederick E. Harris

Frederick E. Harris, Vice President of Administrative Services

Agenda Approval:

Steven M. Kinsella

Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY BOARD OF TRUSTEES
DATE 1/12/16
W. Bailey

Change Order for Project

CHANGE ORDER #01 - Seward L. Schreder Construction, Inc.

RCCO #	Description	Amount	Additional Days (Calendar)
001	Relocated Portables - place portables on base rock pads, Industry standard.	\$ (100,000.00)	0
002	Domestic Water Line Trench instead of directional bore.	\$ (40,000.00)	0
003	Existing plywood subfloor to remain in place	\$ (15,000.00)	0
004	Delete partition walls in Classrooms B and C	\$ (20,000.00)	0
TOTAL		\$ (175,000.00)	0

Contract Amount	\$ 2,900,800.00
Net Change By Previously Authorized Change Orders	\$ -
Revised Contract Amount Prior to this Change Order	\$ 2,900,800.00
Change Order #01	\$ (175,000.00)
New Contract Amount Including this Change Order	\$ 2,725,800.00

Contract Start Date	January 18, 2016
Contract Substantial Completion Date	July 29, 2016
New Contract Substantial Completion Date (By Previously Authorized Change Orders)	July 29, 2016
New Contract Substantial Completion Date (Including this Change Order)	July 29, 2016

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Gavilan Joint Community College District Governing Board Agenda

January 12, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (j)

Administrative Services

SUBJECT: FY 2014 - 2015 Measure E General Obligation Bond Audit Reports

- Resolution: BE IT RESOLVED,
 Information Only
 Action Item

Proposal:

That the Board of Trustees accept the FY 2014 – 2015 Measure E General Obligation Bond Audit Reports.

Background:

The certified public accounting firm of Gilbert Associates, Inc. has completed the Measure E Audit Reports. The report is for board review and acceptance. The financial statements are the responsibility of the District's management. The auditor's responsibility is to express opinions on the financial statements based on their audit.

In the interest of reducing paper, hard copies of the Measure E Audit Reports are attached for board members only. The Measure E Audit Reports can be found at www.gavilan.edu under the tab "About Gavilan", "Budget Information". Hard copies are available upon request from the Office of the President.

Measure E Bond Performance and Financial Audit Reports

Gavilan's Measure E Bond is a Proposition 39 bond. Proposition 39 requires that an annual comprehensive performance audit and financial audit be conducted. The Measure E Bond Audit Reports will be presented to the Citizens' Bond Oversight Committee at their next meeting.

Performance Audit Report - The auditors' Performance Review Audit Report did not reveal any items that were paid from the Measure Bond Construction Fund that did not comply with the purpose of the Bonds that were approved on March 2, 2004. It is the opinion of our auditors that Gavilan Joint Community College District "expended Measure E General Obligation Bond funds for the year ended June 30, 2015 only for the specific projects developed by the District's Governing Board and approved by the voters, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)C of Article XIII A of the California Constitution."

Financial Audit Report - It is the opinion of our auditors that the financial statements "present fairly, in all material respects, the financial position of the Bond Fund of Gavilan Joint Community College District as of June 30, 2015, and the changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America".

For both Measure E Audit Reports, there were no management comments or findings representing reportable conditions, material weaknesses, or instances of noncompliance related to the audit.

Representatives from Gilbert Associates, Inc. will review both Measure E Audit Reports with the Board of Trustees.

Budgetary Implications:

This report satisfies Federal and State reporting requirements.

Follow Up/Outcome:

Review with the Citizens' Bond Oversight Committee at their next meeting.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Wade W. Ellis, CPA
Wade W. Ellis, CPA - Director, Business Services

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

**Gavilan Joint Community College District
Citizens' Oversight Committee Agenda**

January 25, 2016

Office of the President

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No. VI.1.
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Update Measure E Activities

- Resolution:
- Information Only
- Action Item
- Discussion Item

Proposal:

That the Citizens' Oversight Committee receive an update of Measure E activities.

Background:

Budgetary Implications:

Follow Up/Outcome:

Recommended By: Dr. Steven M. Kinsella, Superintendent/President

Prepared By: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

Agenda Approval: Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/President

**Gavilan Joint Community College District
Citizens' Oversight Committee Agenda**

January 25, 2016

Office of the President

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No. VI.2
Old Business Agenda Item No.
New Business Agenda Item No.

SUBJECT: Update on Other Non-Measure E Activities

- Resolution:
- Information Only
- Action Item
- Discussion Item

Proposal:

That the Citizens' Oversight Committee receive an update on Non-Measure E activities.

Background:

Budgetary Implications:

Follow Up/Outcome:

Recommended By: Dr. Steven M. Kinsella, Superintendent/President

Prepared By: 
Dr. Steven M. Kinsella, Superintendent/President

Agenda Approval: 
Dr. Steven M. Kinsella, Superintendent/President

Gavilan Joint Community College District
Governing Board Agenda

January 12, 2016

Consent Agenda Item No.
Information/Staff Reports No.
Discussion Item No.
Old Business Agenda Item No.
New Business Agenda Item No. III.2 (g)

Administrative Services

SUBJECT: Memorandum of Understanding with the South Bay Regional Public Safety Training Consortium

- Resolution: BE IT RESOLVED, that Resolution No. be approved.
 Information Only
 Action Item

Proposal:

That the Board of Trustees approve a Memorandum of Understanding (MOU) with the South Bay Regional Public Safety Training Consortium for payment of its share of the costs of occupancy at the new Coyote Valley Educational Center site which will result in estimated debt service payments of up to \$375,000 a year.

Background:

South Bay Regional Public Safety Training Consortium (Academy) was created in 1994 by Gavilan College and Evergreen Valley College through a California Community College Chancellor's Office Grant. Since 1994, nine additional colleges have joined this innovative partnership to support public safety training within their local communities. Today, the Consortium is comprised of Gavilan College, Monterey Peninsula College, College of San Mateo, Lake Tahoe Community College, Cabrillo College, Mission College, Hartnell College, Foothill College, Ohlone College and San Jose Evergreen Community College District.

When the new Coyote Valley Educational Center Phase 1 facility is completed in the late Fall of 2016, the Academy will move from their current location at Evergreen Valley College, and operate at the new Phase 1 facility during the day. The cost to complete the Phase 1 facilities is estimated to be \$21,651,000. Since approximately \$11 million of Measure E funds currently remain in the Coyote Valley budget for Phase 1, the District will need to arrange for \$10 million in interim financing to complete the construction. As long as the financing is outstanding, it is anticipated that the Academy will share in the costs of the debt service. The purpose of the MOU is to detail those cost sharing terms and occupancy of the facilities to be used for public safety training.

Budgetary Implications:

None.

Follow Up/Outcome:

Enter into agreement with the South Bay Regional Public Safety Consortium to reflect the terms and conditions of this MOU.

Recommended By: Frederick E. Harris, Vice President of Administrative Services

Prepared By: Frederick E. Harris
Frederick E. Harris, Vice President of Administrative Services

Agenda Approval: Dr. Steven M. Kinsella
Dr. Steven M. Kinsella, Superintendent/ President

APPROVED BY: [Signature]
Date: 1/12/16
NBailey