



Board Agenda

**Compton Community College District
1111 E. Artesia Blvd., Compton, CA 90221**

Closed Session to Commence at 12:00 noon

Open Session to Commence at 4:00 PM

Tuesday, March 18, 2008

District Board Room

1111 E. Artesia Boulevard

Compton, California 90221

- I. Call to Order at 12:00 noon**
- II. Roll Call**
- III. Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- IV. Recess to Closed Session for Discussion and/or Action on the following items in accordance with the Brown Act, Government Code Section 54950 et seq., and the Education Code and pursuant to Government Code Section 54954.5**
 - A. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**
 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - 1) EEOC Charge of F. Lamm
 - B. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:**
 1. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(C) the following claims or complaints:
 - 1) Claim of Boroudjerdi, Ghafelebashi, and Villalobos

C. **INITIATION OF LITIGATION PURSUANT TO SUBDIVISION (C) OF SECTION 54956.9:**

(None)

D. **CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO SECTION 54957.6:**

1. Agency designated representative: Doris P. Givens, CEO/Provost
Employee organizations: Compton Community College
Federation of Employees, Classified Employees
Federation of Employees, Certificated Employees
2. Employee Organization: Compton Community College District
Police Officers' Association

E. **PUBLIC EMPLOYEE APPOINTMENTS:**

1. Director, Child Development

F. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:**

(Eight Matters)

V. **Reconvene to Open Session at 4:00 PM**

VI. **Roll Call**

VII. **A Reflective Moment**

VIII. **The Pledge of Allegiance**

IX. **Report of Actions Taken in Closed Session Pursuant to Government Code Section 54957.1**

X. **Reports from Representatives and Employee Organizations**

- A. Student Trustee Report – Vacant
- B. Faculty Representative Report – Art Flemming
- C. Classified Representative Report – Vacant
- D. Academic Senate President Report – Saul Panski
- E. CCCDFE Certificated Employees Report – Rodney Murray
- F. CCCDFE Classified Employees Report – Joseph Lewis
- G. Confidential/Supervisory Representative Report – Roy Patterson
- H. Associated Student Body Report – Ignacio Alvarez

XI. **Requests to Address the Board of Trustees – Agenda/Non-Agenda Matters (including Closed Session Items)**

XII. Information/Presentation – Chief Executive Officer

- A. Dr. Doris P. Givens – Center and District Update
- B. Ms. Patricia Bonacic – CalWORKS Update

XIII. Approval of Minutes of February 19, 2008

XIV. Discussion/Action Agenda

- A. Business Services Actions/Consent Calendar
 - BSD 1 Purchase Orders
 - BSD 2 Agreements/Contracts
 - BSD 3 Authorize Signature Resolution (LACOE) - REVISED
 - BSD 4 Quarterly Financial Status Report – Form CCFS – 311Q
 - BSD 5 Request for Qualification (RFQ)

- B. Human Resources Actions/Consent Calendar
 - HRD 1 Management Team Personnel Action
 - HRD 2 Academic Employment and Personnel Changes
 - HRD 3 Classified Personnel
 - HRD 4 Temporary Non-Classified Service Employees
 - HRD 5 Eligibility List

XV. Next meeting date: Tuesday, April 15, 2008

Closed session begins at 12:00 noon
Open session begins at 4:00 PM

XVI. Adjournment

*Please note: If you would like a copy of any of the support documents/attachments, please contact
Paula VanBrown at (310) 900-1600, Ext. 2274.
Thank you!*

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, February 19, 2008

MINUTES

- I. The Board of Trustees Meeting was called to order at 12:04 p.m.
- II. Roll Call
Members Present:
 Dr. Peter Landsberger, Special Trustee
 Dr. Doris Givens, Provost/CEO
- III. Requests to address the Board of Trustees – Closed Session Agenda Matters – None
- IV. Recess to Closed Session at 12:05 p.m. for Discussion and/or Action in accordance with the Brown Act, Government Code Section 54950 et.esq, and the Education Code and pursuant to Government Code Section 54954.5.
- V. Reconvene to Open Session of the Board of Trustees at 4:02 p.m.
- VI. Roll Call
Members Present:
 Dr. Peter Landsberger
 Dr. Doris Givens
 Dr. Willie O. Jones, Elected Trustee
 Ms. Lorraine Cervantes, Elected Trustee
- VII. A Reflective Moment – Dr. Givens
- VIII. Pledge of Allegiance – Led by Joseph Lewis
- IX. Report of Actions Taken in Closed Session (Subdivision (a), Section 54956.9)
PUBLIC EMPLOYEE APPOINTMENTS: Approved
 1. Director TRIO – Macheo Shabaka
 2. Student Services Personnel Professional – Elizabeth Martinez
 3. Dean Human Resources – Rachelle Sasser
No Other Reportable Action
- X. Reports from Representatives and Employee Organizations
 - 1) Faculty Representative Report – Art Flemming
 - 2) Academic Senate President Report – Saul Panski
 - 3) CCCDFE Certificated Employees Report – Rodney Murray - No Report

- 4) CCCDFE Classified Employees Report – Joseph Lewis - No Report
- 5) Confidential/Supervisory Representative Report – Roy Patterson
- 6) Associated Student Body Report – Ignacio Alvarez

XI. Requests to address the Board of Trustees – Agenda/Non-Agenda Matters

Those who spoke are listed below:

- 1) Fredwil Hernandez – student; talked about positive changes on campus; need for staff to be here later for students; poor lighting in classrooms and leaking roof.
- 2) John C. Williams – President, Universal College of Beauty; voiced his concerns regarding the lack of response from administration to his request for a contract.

XII. Information/Presentation – Chief Executive Officer, Dr. Givens

A. Dr. Doris P. Givens – Center and District Update

1. Introduced: Carol Reese, new CBO; Susan Dever, new Academic Dean
2. Commended Ignacio Alvarez, ASB president, for his leadership
3. Commended ASB for the Black History Month activities
4. Reported on the swearing-in ceremony for Trustee Cervantes at the Compton City Council Meeting.
5. On Saturday, April 12, 2008, 11:00 am to 2:00 pm, the mayor of Compton will be hosting a town hall meeting regarding Compton Center – everyone is encouraged to participate – students, staff and administrators.
6. Enrollment is up (2,897 FTES), but we still have a ways to go. Currently working on the instructional master plan with El Camino and our division chairs.
7. Announced that the memorial service for Jeannette Carlock, secretary for the academic senate, will be held on Friday, February 22nd at 10:00 a.m. in Sun City, California. A moment of silence was observed in her memory.
8. Our audit has been completed, and has been reported as unqualified. The final report should be available in the next two weeks. The auditors will be invited here to make a report and explain.
9. The elected trustees were welcomed back to the District Board Meetings.

B. Dr. Peter Landsberger – Reports:

1. The last FCMAT report (from their most recent visit) has been distributed. It continues to set a good agenda for moving forward to regain our accreditation.
2. In response to FCMAT recommendations, a faculty development program has been initiated. This program is a collaborative effort between District management, the faculty union and the Academic Senate to develop an individualized professional development program for each faculty member, as well as some overall professional development recommendations for the institution.
3. We are in the initial stages of negotiating a new agreement with El Camino College to replace the MOU that was signed in 2006, and is talking to El Camino about making the draft of that document available for public view.
4. The state Chancellor will be on campus next Tuesday, February 26, 2008. She will be meeting with student leaders, faculty and staff leaders, elected trustee and community leaders.

XIII. Approval of Minutes of January 15, 2007 – **Approved**

XIV. Discussion/Action Agenda

A. BT1 Revisions to Procedures Governing the Conduct of Board Meetings – **Approved**

Jones	Yes
Cervantes	Yes
Ramos	Absent
Special Trustee	Yes

B. ISD1 Academic Calendar 2008-2009 – **Approved**

Jones	Yes
Cervantes	Yes
Ramos	Absent
Special Trustee	Yes

C. Business Services Actions/Consent Calendar – **Approved**

Jones	Yes
Cervantes	Yes
Ramos	Absent
Special Trustee	Yes

BSD1 Purchase Orders

BSD2 Agreements and Contracts

1. Agreement with the Fiscal Crisis Management and Assistance Team (FCMAT) Study Agreement.
2. Agreement with Munyiga Lumumba, Contractor to Provide a Cultural Awareness Presentation for the Student Support Services Program
3. Agreement with Munyiga Lumumba, Contractor to Provide Workshop and Training for Upward Bound Staff and Students
4. Agreement with Angel's Nest Pre-School. The Contractor will Provide Part-Time Work for CalWorks Students
5. Agreement with B & L Auto Center. The Contractor will Provide Part-Time Work for CalWorks Students
6. Agreement with Beautirama of Los Angeles. The Contractor will Provide Part-Time Work for CalWorks Students
7. Agreement with Bright Star Academies Childcare. The Contractor will Provide Part-Time Work for CalWorks Students
8. Agreement with Edible Arrangements Company. The Contractor will Provide Part-Time Work for CalWorks Students
9. Agreement with Tower of Faith Community Development Corporation. The Contractor will Provide Part-Time Work for CalWorks Students
10. Agreement with About Time Catering. The Contractor Desires the use of The Property to Locate a Mobile Lunch Truck and Provide Food Services
11. Agreement with Cocaine Anonymous Long Beach/Compton District. The Contractor desires the use of the Property for its Program
12. Ratification of Agreement with IDS Group, Inc. The Contractor Will Evaluate all Structures on Campus for Earthquake Safety, Code Compliance, Compliance, General Structural Deficiencies and Possible Upgrade and/or Renovation Strategies.
13. General Structural Deficiencies and Possible Upgrade and/or Renovation Strategies

14. Ratification of Agreement with CTL Environmental. The Contractor Will Inspect All Buildings on Campus for Asbestos, Lead Paint, PCBs, Mercury and other Hazardous and/or Toxic Materials
15. Ratification of Agreement with Geomatics Transportation Services, Inc. The Contractor will Update the Previous Survey Completed in 2003.
16. Ratification of Agreement with TBP Architecture. The Contractor will Provide Facilities Master Planning Services, Support the Overall Planning Process and Act as a Focal Point for Compiling Relevant Information for the Overall Master Plan

BSD3 Actual Enrollment Fee Revenue Report 323, California Community Colleges

D. Human Resources Actions/Consent Calendar – **Approved, as corrected**

Jones	Yes
Cervantes	Yes
Ramos	Yes
Special Trustee	Yes

HRD 1 Management Team Personnel Actions

HRD 2 Academic Employment Personnel Changes

HRD 3 Amended Job Announcement

HRD 4 Classified Personnel

HRD 5 Temporary Non-Classified Service Employees

Correction: Add HRD6 – New and Revised Classifications for Classified Positions

XV. **Next Scheduled Regular Meeting: March 18, 2008**
Closed Session: 12:00 Noon **Open Session: 4:00 p.m.**

XVI. Adjournment 5:55 p.m.

Compton Community College District
1111 East Artesia Boulevard - Compton, California 90220

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Carol Reese, CBO**

Consent Calendar

- BSD 1 Purchase Orders
- BSD 2 Agreements/Contracts
- BSD 3 Authorize Signature Resolution (LACOE) - REVISED
- BSD 4 Quarterly Financial Status Report – Form CCFS – 311Q
- BSD 5 Request for Qualification (RFQ)

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Carol Reese, CBO**

**BSD 1 PURCHASE ORDERS AND BLANKET PURCHASE ORDERS FOR
FEBRUARY 2008.**

Run Date **Compton Community College District**
3/4/2008 BOARD OF TRUSTEES PURCHASE ORDER LISTING
Meeting Date: 03/18/2008

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 01	Unrestricted-Compton Ed Center			
P0102902	Affirmative Action	Human Resources	Multi Media Advertising	\$292.50
P0102922	Holiday Inn	Administration	Travel and Conference	\$318.00
P0102923	ACCCA	Administration	Travel and Conference	\$500.00
P0102924	ACCCA	Administration	Travel and Conference	\$175.00
P0102937	CCCD Liability Trust	Institutional Services	Liability - Self Insurance	\$1,392.79
P0102938	Atkinson, Andelson,	Board of Trustees	Legal	\$46,584.70
P0102941	Awesome Productions	Student Affairs	Non-Instruct Supplies	\$400.00
P0102944	Ace Party Rents	Student Affairs	Non-Instruct Supplies	\$643.45
P0102978	Keith Curry	Public Information	Other	\$139.80
P0102979	IC Computer Inc.	Fiscal Services	General Office Supplies	\$366.10
P0102988	Modern Imaging	Athletics	General Office Supplies	\$513.11
P0102989	Press Telegram	Institutional Services	Other Services and Expenses	\$1,644.92
P0102998	GTM Sportswear	Athletics	Non-Instruct Supplies	\$253.31
P0102999	Aquatech	Operations	Maintenance Contracts	\$845.00
P0103001	Lisa Sixtos	Academic Affairs	Conferences Mgmt	\$644.72
P0103004	Ace Party Rents	Student Recruitment	Non-Instruct Supplies	\$324.45
P0103005	Awesome Productions	Student Recruitment	Non-Instruct Supplies	\$200.00
P0103028	Carl Fair Overhead	Operations	Repairs Non-instructional	\$11,405.85
P0103029	Konica Minolta	Office of the CEO	Dues and Memberships	\$102.85
P0103030	Lewis Brisbois Bisgaard	Office of the CEO	Contract Services	\$2,006.32
P0103047	Phantom Sports	Athletics	Non-Instruct Supplies	\$1,818.60
P0103048	Alzatex Inc.	Board of Trustees	Equipment	\$431.92
P0103049	S & B Food Services	Administration	Non-instructional Supplies	\$332.78
P0103050	Ricky Shabazz	Student Recruitment	Non-Instruct Supplies	\$74.08
P0103052	Intelecom	Academic Affairs	License Fee/Site Licenses	\$360.00
P0103053	International Academy	Academic Affairs	Building Rental	\$16,305.50
P0103054	Oasis Business Supply	Campus Police	Equipment	\$483.04
P0103055	Los Angeles County	Operations	Gasoline	\$380.00
P0103056	Vicenti, Lloyd,	Institutional Services	Audit	\$5,170.00
P0103057	Vicenti, Lloyd,	Institutional Services	Audit	\$12,538.69
P0103058	LITTLER,	Office of the CEO	Contract Services	\$550.00
P0103063	Positive Recovery	Human Resources	Medical Expense	\$797.64
P0103064	Awesome Productions	Operations	Repairs Non-instructional	\$3,951.13
P0103066	E.C.C. Public	Human Resources	Multi Media Advertising	\$820.00
P0103135	National Business	Campus Police	General Office Supplies	\$402.69
P0103155	Eberhard Equipment	Operations	Equipment	\$14,999.99
P0103156	Bank of America	Board of Trustees	Transportation/ Mileage and	\$1,267.50
P0103157	McCallum Group, Inc.	Board of Trustees	Contract Services	\$37,500.00
P0103158	Pocket Nurse	Nursing	Instructional Supplies/Lottery	\$146.23
P0103160	He Entertainment	Student Affairs	Non-Instruct Supplies	\$1,000.00
P0103183	TPF Systems	Student Affairs	Non-Instruct Supplies	\$77.50
P0103184	Mt. San Antonio	Athletics	Travel and Conference	\$100.00
P0103185	Unilete Inc.	Athletics	Non-Instruct Supplies	\$1,112.50
P0103186	Vicenti, Lloyd,	Institutional Services	Audit	\$16,067.50
P0103187	C. Canright	Institutional Services	Property Insurance	\$46,500.65

P0103188	C. Canright	Institutional Services	Property Insurance	\$3,375.90
P0103215	Expressions to Wear	Student Recruitment	Non-Instruct Supplies	\$1,093.86
P0103216	Oasis Business Supply	Campus Police	General Office Supplies	\$120.52
P0103225	Learning Express, Llc	Academic Affairs	License Fee/Site Licenses	\$5,350.00
P0103226	Modern Imaging	Library	Library Books	\$1,504.83
P0103227	Medical Education	Nursing	Instructional Supplies/Lottery	\$36,269.65
P0103228	Elijah Galarza	Athletics	PSA Contract Services	\$1,000.00

Fund 01 Total: 52 **\$280,655.57**

Fund 10 Restricted-Compton Ed Center

P0102900	Expressions to Wear	BFAP Augmentation	Special Events-Direct Costs	\$1,407.25
P0102901	Sampaguita	BFAP Augmentation	Special Events-Direct Costs	\$3,959.04
P0102903	Sams Club	Foster Care Ed	Non-Instruct Supplies	\$500.00
P0102921	Sam's Club	Foster Care Ed	Non-Instruct Supplies	\$85.00
P0102942	Siddiqui	TRIO - Upward Bound	PSA Contract Services	\$1,400.00
P0102945	WALLCUR INC	Capacity Bldg for	Indirect Supplies	\$234.34
P0102960	GST Systems Design	Instructional Equip	New Equipment - Instructional	\$1,001.74
P0102987	Global Office Supplies	TANF	Non-Instruct Supplies	\$4,022.51
P0103003	Logan Telecom Wiring	EOP&S District Match	Other Services and Expenses	\$2,005.00
P0103006	Calsacc Black Caucus	EOPS	Conferences Other	\$2,000.00
P0103008	TAJ Office & School	TRIO - Upward Bound	General Office Supplies	\$304.21
P0103009	National Business	TRIO - Upward Bound	General Office Supplies	\$671.16
P0103031	Scrip-Safe	Matriculation	Printing	\$1,354.39
P0103051	American Express	TRIO	Travel and Conference	\$360.00
P0103067	Regents University of	TRIO - Upward Bound	Other Services and Expenses	\$14,404.68
P0103080	Heritage Business	BFAP Augmentation	General Office Supplies	\$1,910.32
P0103136	Laerdal	Capacity Bldg for	Indirect Supplies	\$1,226.94
P0103137	Laerdal	Capacity Bldg for	Indirect Supplies	\$879.61
P0103159	GST Information	06-07 Trailer Bill Instr	New Equipment - Instructional	\$75.00
P0103161	Doubletree Hotel	TRIO - Upward Bound	Indirect Costs	\$430.23
P0103189	Tigerdirect.Com	TRIO - Upward Bound	General Office Supplies	\$12,028.68
P0103211	Regents University of	TRIO - Upward Bound	Indirect Costs	\$1,148.14

Fund 10 Total: 22 **\$51,408.24**

Fund 13 Compton Line of Credit

P0102946	Galls Long Beach	Line of Credit Special	New Equipment -	\$689.45
P0103065	Tigerdirect.Com	Line of Credit Special	New Equipment -	\$6,739.23

Fund 13 Total: 2 **\$7,428.68**

Fund 14 Gen Fund-Compton Ctr Related

P0103077	Jones & Mayer	Campus Police	Legal	\$153.89
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Fund 14 Total: 1 **\$153.89**

Fund 30 Child Development Ctr - Compton

P0103007	Gst Inc.	CDC	General Office Supplies	\$606.20
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Fund 30 Total: 1 **\$606.20**

Fund 40 Capital Outlay Fund-Compton Ed

P0103059	Southland Industries	Scheduled Maintenance	Repairs Non-instructional	\$10,008.00
P0103060	Southland Industries	Scheduled Maintenance	Repairs Non-instructional	\$8,110.00
P0103061	A to Z Circuit Breakers	Scheduled Maintenance	Repairs Non-instructional	\$2,000.00
P0103062	Southland Industries	Scheduled Maintenance	Repairs Non-instructional	\$9,992.14
P0103182	Vector Resources, Inc.	Scheduled Maintenance	Repairs Non-instructional	\$14,705.81

P0103212	Valle Grande	Scheduled Maintenance	Repairs Non-instructional	\$4,395.75
P0103213	Valle Grande	Scheduled Maintenance	Repairs Non-instructional	\$16,385.85
P0103214	Valle Grande	Scheduled Maintenance	Repairs Non-instructional	\$9,447.85
Fund 40 Total: 8				\$75,045.40

PO Funds Total: 86 \$415,297.98

Fund 01 Unrestricted-Compton Ed Center

B0111044	Rayvern Lighting	Operations	Repairs Parts and Supplies	\$5,000.00
B0111054	Eberhard Equipment	Operations	Equipment Rental	\$5,000.00
B0111060	Selig Industries	Operations	Custodial Supplies	\$2,000.00
B0111061	Aquatech	Operations	Maintenance Contracts	\$2,000.00
B0111076	S&K Engineers	Operations	Contract Services	\$15,000.00
B0111077	S&K Engineers	Operations	Contract Services	\$10,000.00
B0111078	S&K Engineers	Operations	Contract Services	\$15,000.00
B0111079	Geomatics Surveyors	Operations	Contract Services	\$18,250.00
B0111080	IDS Group Inc	Operations	Contract Services	\$31,000.00
B0111081	CTL Environmental	Operations	Contract Services	\$52,235.00
B0111082	tBP Architecture, Inc	Operations	Contract Services	\$125,000.00
B0111083	Global Office Supplies	Athletics	General Office Supplies	\$500.00
Fund 01 Total: 12				\$280,985.00

Fund 10 Restricted-Compton Ed Center

B0111046	American Express	TRIO	Indirect Costs	\$643.00
B0111066	Bank of America	CalWORKs	Conferences Other	\$558.47
B0111084	Charles I. Johnson	Foster Care Ed	PSA Contract Services	\$1,000.00
B0111085	Office Xpress	EOPS CARE	Non-Instruct Supplies	\$5,000.00
Fund 10 Total: 4				\$7,201.47

Fund 14 Gen Fund-Compton Ctr Related

B0110624	Erin G. Grady	Div Office BSSC	PSA Contract Services	\$3,995.00
Fund 14 Total: 1				\$3,995.00

Fund 40 Capital Outlay Fund-Compton Ed

B0111043	Walters Wholesale	Scheduled Maintenance	Repairs Non-instructional	\$2,000.00
B0111045	Southland Industries	Scheduled Maintenance	Repairs Non-instructional	\$60,996.00
B0111055	BSI Sports Turf	Scheduled Maintenance	Repairs Non-instructional	\$5,000.00
B0111056	Tree Elements Inc.	Scheduled Maintenance	Repairs Non-instructional	\$15,946.00
B0111058	Machado Environmental	Scheduled Maintenance	Repairs Non-instructional	\$15,000.00
B0111059	United Rentals	Scheduled Maintenance	Repairs Non-instructional	\$15,000.00
B0111062	A to Z Circuit Breakers	Scheduled Maintenance	Repairs Non-instructional	\$2,000.00
B0111071	The Plumbers	Scheduled Maintenance	Repairs Non-instructional	\$5,000.00
B0111072	Florence Filter Co.	Scheduled Maintenance	Repairs Non-instructional	\$5,000.00
B0111073	Sunstate Equipment	Scheduled Maintenance	Repairs Non-instructional	\$10,000.00
B0111087	Southland Industries	Scheduled Maintenance	Repairs Non-instructional	\$20,000.00
Fund 40 Total: 11				\$155,942.00

BPO Funds Total: 28 \$448,123.47

Grand Total POs and BPOs: 114 \$863,421.45

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Carol Reese, CBO

BSD 2 AGREEMENTS/CONTRACTS

1. Agreement with Juanita Cruz, Contractor to Provide Services as a Bilingual Instructor for a Series of Parenting Classes for Foster & Kinship Care Education Training Program on an as needed basis
2. Agreement with Pamela Edwards, Contractor to Provide a Series of Parenting Classes for Foster & Kinship Caregivers on an as needed basis
3. Amendment to the Agreement with Devin Jones, Contractor - Approved December 18, 2007 to Change Effective Date and Compensation
4. Agreement with Donna Jones, Contractor to Provide a Series of Parenting Classes for Foster & Kinship Caregivers on an as needed basis
5. Agreement with Linda Jones, Contractor to Provide a Series of Parenting Classes for Foster & Kinship Caregivers and Kinship Care Education and Preparation and Support Orientation on an as needed basis
6. Agreement with Andrea Major, Contractor to Provide a Series of (PS MAPP) Parenting Classes for Prospective Resource Families
7. Agreement with April McLaughlin, Contractor to Provide Services with Foster & Kinship Care Education Training Program (PS MAPP) Models Approach to Parenting as an Instructor on an as needed basis
8. Agreement with Delores Pace, Contractor to Provide a Series of Parenting Classes for Foster & Kinship Caregivers on an as needed basis
9. Agreement with Brenda Parks, Contractor to Provide a Series of Parenting Classes for Foster & Kinship Caregivers on an as needed basis
10. Amendment to the Agreement with La Juanda Richardson, Contractor - Approved December 18, 2007 to Change Effective Date and Compensation
11. Ratification to the Agreement with the Community College Foundation (TCCF) Partnering for Safety and Permanence – Model Approach to Partnership in Parenting Training Services (PS-MAPP)
12. Agreement with Beginning Stride Learning Center. The Contractor will Provide Part-Time Work for CalWorks Students
13. Agreement with Forge's Sub Factory. The Contractor will Provide Part-Time Work for CalWorks Students
14. Amendment to the Agreement with California Community Colleges Chancellor's Office Regarding Off-Campus Participation of CalWorks Work-Study Program - Approved October 24, 2006 Notification to Change the Contract Terms and Conditions, and Performance Measures for Los Angeles County Community Colleges
15. Amendment to the Agreement with California Community Colleges Chancellor's Office Regarding Off-Campus Participation of CalWorks Work-Study Program - Approved October 24, 2006 to Notification to Change Contract Personnel, Amendment to the Contract and Required Signatures

1. AGREEMENT WITH JUANITA CRUZ, CONTRACTOR TO PROVIDE SERVICES AS A BILINGUAL INSTRUCTOR FOR A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CARE EDUCATION TRAINING PROGRAM ON AN AS NEEDED BASIS

CONSULTANT: JUANITA CRUZ
SERVICES: To provide services as a Bilingual Instructor for a series of parenting classes for Foster & Kinship Care Education Training Program on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 03/01/08 – 06/30/08
NTE: \$3,000.00

2. AGREEMENT WITH PAMELA EDWARDS, CONTRACTOR TO PROVIDE A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CAREGIVERS ON AN AS NEEDED BASIS

CONSULTANT: PAMELA EDWARDS
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 03/01/08 – 06/30/08
NTE: \$3,000.00

3. AMENDMENT TO AGREEMENT WITH DEVIN JONES, CONTRACTOR - APPROVED DECEMBER 18, 2007 TO CHANGE EFFECTIVE DATE AND COMPENSATION

CONSULTANT: DEVIN JONES
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers and Independent Living Skills on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 03/01/08 – 06/30/08
NTE: \$5,000.00/\$50.00 for 8 hours per week

4. AGREEMENT WITH DONNA JONES, CONTRACTOR TO PROVIDE A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CAREGIVERS ON AN AS NEEDED BASIS

CONSULTANT: DONNA JONES
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 03/01/08 – 06/30/08
NTE: \$3,000.00

5. AGREEMENT WITH LINDA JONES, CONTRACTOR TO PROVIDE A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CAREGIVERS AND KINSHIP CARE EDUCATION AND PREPARATION AND SUPPORT ORIENTATION ON AN AS NEEDED BASIS

CONSULTANT: LINDA JONES
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers and Kinship Care Education and preparation and support orientation on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 02/21/08 – 06/30/08
NTE: \$2,000.00/\$50.00 for 5 hours

6. AGREEMENT WITH ANDREA MAJOR, CONTRACTOR TO PROVIDE A SERIES OF (PS MAPP) PARENTING CLASSES FOR PROSPECTIVE RESOURCE FAMILIES

CONSULTANT: ANDREA MAJOR
SERVICES: To provide a series of (PS MAPP) Parenting Classes for prospective resource families
REQUESTING DEPT: PS MAPP
DATES: 03/01/08 – 06/30/08
NTE: \$3,000.00/\$35.00 for 5 hours

7. AGREEMENT WITH APRIL MCLAUGHLIN, CONTRACTOR TO PROVIDE SERVICES WITH FOSTER & KINSHIP CARE EDUCATION TRAINING PROGRAM (PS MAPP) MODELS APPROACH TO PARENTING AS AN INSTRUCTOR ON AN AS NEEDED BASIS

CONSULTANT: APRIL MCLAUGHLIN
SERVICES: To provide services with Foster & Kinship Care Education Training Program (PS MAPP) models approach to parenting as an instructor on an as needed basis
REQUESTING DEPT: PS MAPP
DATES: 03/01/08 – 06/30/08
NTE: \$4,000.00/\$35.00 for 5 hours

8. AGREEMENT WITH DELORES PACE, CONTRACTOR TO PROVIDE A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CAREGIVERS ON AN AS NEEDED BASIS

CONSULTANT: DELORES PACE
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 03/01/08 – 06/30/08
NTE: \$3,000.00/\$50.00 for 5 hours

9. AGREEMENT WITH BRENDA PARKS, CONTRACTOR TO PROVIDE A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CAREGIVERS ON AN AS NEEDED BASIS

CONSULTANT: BRENDA PARKS
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 02/20/08 – 06/30/08
NTE: \$3,000.00/\$50.00 for 5 hours

10. AMENDMENT TO AGREEMENT WITH LA JUANDA RICHARDSON, CONTRACTOR - APPROVED DECEMBER 18, 2007 TO CHANGE EFFECTIVE DATE AND COMPENSATION

CONSULTANT: LA JUANDA RICHARDSON
SERVICES: To provide a series of parenting classes for Foster & Kinship Caregivers and Independent Living Skills on an as needed basis
REQUESTING DEPT: PS MAPP
DATES: 03/01/08 – 06/30/08
NTE: \$5,000.00/\$50.00 for 8 hours per week

11. RATIFICATION TO THE AGREEMENT WITH THE COMMUNITY COLLEGE FOUNDATION (TCCF) PARTNERING FOR SAFETY AND PERMANENCE – MODEL APPROACH TO PARTNERSHIP IN PARENTING TRAINING SERVICES (PS-MAPP)

CONSULTANT: THE COMMUNITY COLLEGE FOUNDATION
SERVICES: Partnering for Safety and Permanence – Model Approach to Partnership in Parenting Training Services
REQUESTING DEPT: PS MAPP
DATES: 02/01/08 – 01/31/09
NTE: \$24,300 (REVENUE) – Subcontract Amount
3 series, at \$8,100 per completed series
Agreement Number: 736-120

12. AGREEMENT WITH BEGINNING STRIDE LEARNING CENTER. THE CONTRACTOR WILL PROVIDE PART-TIME WORK FOR CALWORKS STUDENTS

CONSULTANT: BEGINNING STRIDE LEARNING CENTER
SERVICES: The contractor will provide part-time work for CalWORKs students
REQUESTING DEPT: CALWORKS
DATES: 04/01/08 – 06/30/08
NTE: CalWorks pays 75% of salary Contractor pays 25%

13. AGREEMENT WITH FORGE'S SUB FACTORY. THE CONTRACTOR WILL PROVIDE PART-TIME WORK FOR CALWORKS STUDENTS

CONSULTANT: FORGE'S SUB FACTORY
SERVICES: The contractor will provide part-time work for CalWORKs students
REQUESTING DEPT: CALWORKS
DATES: 04/01/08 – 06/30/08
NTE: CalWorks pays 75% of salary Contractor pays 25%

14. AMENDMENT TO THE AGREEMENT WITH CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE REGARDING OFF-CAMPUS PARTICIPATION OF CALWORKS WORK-STUDY PROGRAM - APPROVED OCTOBER 24, 2006 NOTIFICATION TO CHANGE THE CONTRACT TERMS AND CONDITIONS, AND PERFORMANCE MEASURES FOR LOS ANGELES COUNTY COMMUNITY COLLEGES

CONSULTANT: CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
SERVICES: Notification to change the contract terms and conditions, and performance measures for Los Angeles County Community Colleges
REQUESTING DEPT: CALWORKS
DATES: 07/01/07 – 06/30/09
NTE: \$172,620 annually (REVENUE)

15. AMENDMENT TO THE AGREEMENT WITH CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE REGARDING OFF-CAMPUS PARTICIPATION OF CALWORKS WORK-STUDY PROGRAM - APPROVED OCTOBER 24, 2006 NOTIFICATION TO CHANGE CONTRACT PERSONNEL, AMENDMENT TO THE CONTRACT AND REQUIRED SIGNATURES

CONSULTANT: CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
SERVICES: Notification to change contract personnel, amendment to the contract and required signatures
REQUESTING DEPT: CALWORKS
DATES: 07/01/07 – 06/30/09
NTE: \$172,620 annually (REVENUE)

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Carol Reese, CBO**

BSD 3 AUTHORIZE SIGNATURE RESOLUTION (LACOE) - REVISED

ISSUE

The purpose of this item is to authorize a revised Signature Resolution for the period of February 18, 2008 to June 30, 2008.

BACKGROUND

The governing board of each school district and community college district is required to hold an annual organizational meeting. The attached "Certification of Signatures" form must be approved.

RECOMMENDATION

It is recommended that the Special Trustee approve the District's Certification of Signatures form for the period of February 18, 2008 to June 30, 2008.

Compton Community College District
SCHOOL DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: February 18, 2008 to June 30, 2008

In accordance with governing board approval dated March 18, 2008.

Signature _____ Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1
Signatures of Members of the Governing Board

SIGNATURE
TYPED NAME Peter J. Landsberger, Special Trustee
President of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Clerk/Secretary of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education

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

FORM NO. 509-804 Rev. 11-20-2002

Column 2
Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE
TYPED NAME Dr. Doris Givens
TITLE CEO/PROVOST
SIGNATURE
TYPED NAME
Carol Reese
TITLE CHIEF BUSINESS OFFICER
SIGNATURE
TYPED NAME
Reuben James, III
TITLE DIRECTOR OF FISCAL AFFAIRS
SIGNATURE
TYPED NAME
Myeshia Armstrong
TITLE MANAGER OF ACCOUNTING
SIGNATURE
TYPED NAME
TITLE
SIGNATURE
TYPED NAME
TITLE
SIGNATURE
TYPED NAME
TITLE

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
2	2
NOTICES OF EMPLOYMENT	CONTRACTS
2	2

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Carol Reese, CBO**

BSD 4 QUARTERLY FINANCIAL STATUS REPORT – FORM CCFS – 311Q.

This report is required by the California Community Colleges to be filed each quarter on the District's Financial Status.

DESCRIPTION: Fiscal Year 2007-2008 Second Quarter – Financial and Budget Report (CCFS-311Q)

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

District: (710) COMPTON

CHANGE THE PERIOD
Fiscal Year: 2007-2008
Quarter Ended: (Q2) Dec 31, 2007

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name:

Carol Reese

District Contact Person

Name: Myeshia Armstrong

CBO Phone:

310-900-1600.

Title: Accounting Manager

CBO Signature:



Telephone: 310-660-3110

Date Signed:

2-19-08

Chief Executive Officer Name:

Roris Givens

Fax: 310-660-3798

CEO Signature:



E-Mail: myeshia.armstrong@att.net

Date Signed:

2-19-08

Electronic Cert Date:

02/15/2008

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511
Send questions to Kuldeep Kaur, (916) 327-6918 KKaur@cccco.edu
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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLORS OFFICE**

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

District: (710) COMPTON

CHANGE THE PERIOD
Fiscal Year: 2007-2008
Quarter Ended: (Q2) Dec 31, 2007

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2004-05	Actual 2005-06	Actual 2006-07	Projected 2007-2008

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

A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	29,687,272	27,546,849	37,614,182	27,401,770
A.2	Other Financing Sources (Object 8900)	0	0	0	2,388,102
A.3	Total Unrestricted Revenue (A.1 + A.2)	29,687,272	27,546,849	37,614,182	29,789,872
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	28,431,974	33,830,152	28,146,183	26,834,913
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	279,845	130,840	709,688	2,954,958
B.3	Total Unrestricted Expenditures (B.1 + B.2)	28,711,819	33,960,992	28,855,871	29,789,871
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	975,453	-6,414,143	8,758,311	1
D. Fund Balance, Beginning					
D.	Fund Balance, Beginning	213,041	1,496,248	-5,358,076	3,400,235
D.1	Prior Year Adjustments + (-)	307,907	-453,774	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	520,948	1,042,474	-5,358,076	3,400,235
E. Fund Balance, Ending (C. + D.2)					
E.	Fund Balance, Ending (C. + D.2)	1,496,401	-5,371,669	3,400,235	3,400,235
F.1 Percentage of GF Fund Balance to GF Expenditures (E. / B.3)					
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	5.2%	-15.8%	11.8%	11.4%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	6,340	5,230	3,500	3,650
-----	---	-------	-------	-------	-------

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

H.1	Cash, excluding borrowed funds	As of the specified quarter ended for each fiscal year			
		2004-05	2005-06	2006-07	2007-2008
H.1	Cash, excluding borrowed funds				5,460,127

<http://misweb.cccco.edu/cc311Q/view.asp>

2/15/2008

H.2	Cash, borrowed funds only					1,624,018
H.3	Total Cash (H.1 + H.2)	2,215,520	1,299,461	5,108,891		7,085,045

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
Revenues:					
L.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	27,401,770	27,401,770	14,351,497	52.4%
L.2	Other Financing Sources (Object 8900)	2,388,102	2,388,102	3,116,102	130.5%
L.3	Total Unrestricted Revenue (L.1 + L.2)	29,789,872	29,789,872	17,467,599	58.6%
Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	26,834,913	26,834,913	12,198,966	45.5%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,346,393	1,346,393	642,661	47.7%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	28,181,306	28,181,306	12,841,627	45.6%
K.	Revenues Over(Under) Expenditures (L.3 - J.3)	1,608,566	1,608,566	4,625,972	
L.	Adjusted Fund Balance, Beginning	3,400,235	3,400,235	3,400,235	
L.1	Fund Balance, Ending (C. + L.2)	5,008,801	5,008,801	8,026,207	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	17.8%	17.8%		

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

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

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1: 2007-08					310,576	5.9%
Year 2:						
Year 3:						
b. BENEFITS:						

<http://misweb.cccco.edu/cv3110/view.aspx>

2/15/2008

Year 1:									
Year 2:									
Year 3:									

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.
The District plans to fund the salary increase through the COLA increase in the general appointment revenue - object code 9610.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

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

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

This year? NO
 Next year? NO

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

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Carol Reese, CBO

BSD 5 REQUEST FOR QUALIFICATION (RFQ)

Whereas the District intends a complete work of improvement identified as the Utility Infrastructure Replacement Project Phase 1 to be completed at the Compton Community College District property currently being operated as the El Camino College - Compton Community Educational Center and,

Whereas the services of a qualified Construction Management firm will be required to provide preconstruction services in support of said work of improvement and,

Whereas funds are allocated within the funding component of said work of improvement for such construction management services;

The Facilities Department is requesting leave to issue a Request for Qualifications (RFQ) to interested firms and/or parties to provide Preconstruction and Course of Construction Management Services as required and associated with the Utility Infrastructure Replacement Project Phase 1.

It is anticipated that these services will be required starting with design of the Utility Infrastructure Replacement Project Phase 1 beginning in July of 2008 and continued throughout the construction phase starting in June of 2009 to be completed in July of 2010. A copy of the proposed RFQ is attached for your review.

Compton Community College District
Request for Qualifications
RFQ No. 02-08/01

REQUEST FOR QUALIFICATIONS FOR PROJECT MANAGEMENT SERVICES INFRASTRUCTURE PROJECT PHASE 1
--

Submittal: (1) original, four (4) hard copies, and one digital PDF of statement of qualifications must be received on or before 12:00 PM, [insert day], [insert date], 2008

RFQs received after the time and date stated above shall be returned unopened to the vendor. Submit all written proposals in a sealed envelope. No emails or facsimiles will be accepted.

Addressed to: Compton Community College District
Office of Business Affairs
1111 E. Artesia Boulevard
Compton, CA 90221

Mark envelope: "RFQ No. 02-08/01 - Facilities Project Management Infrastructure Project Phase 1"

INQUIRIES:

Direct questions for clarification must be submitted in writing by fax or email for this Request for Qualifications to: **Mr. Frederick J. Sturner, Director of Facilities Operations and Planning**, Fax: (310) 900-1600 ext. 2613; Email: fsturner@elcamino.edu

Direct requests for copies of this RFQ to Fran Armstrong at 310-900-1600 ext. 2604.

**Compton Community College District
RFQ No. 06-07/75**

Request for Qualifications

Facilities Project Management Services, District-Wide

The Board of Trustees of the Compton Community College District ("District"), Compton, California, through the Office of Purchasing, is hereby requesting **RFQ No. 06-07/75** for:

Facilities Project Management Services

Frederick J. Sturner, the Director of Facilities Management and Planning, will receive sealed Statement of Qualifications (SOQs) until **12:00 PM, [insert day and date]** in the Board Room at 1111 E. Artesia, Compton, CA 90221.

Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE) and Small Emerging Local Business Enterprise (SELBE) shall be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, religion, or any other personal characteristic protected by federal or state law in any consideration leading to the award of contract or in the performance of any District contracts.

No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any consideration leading to the award.

The right is reserved by the Compton Community College District to reject any or all bids, to waive any irregularities or informalities not affected by law, to evaluate the bids submitted and to award the contract according to the SOQs which best serves the interests of said Compton Community College District.

By: _____
Provost or Designee

COMPTON COMMUNITY COLLEGE DISTRICT
06-07/75

RFQ DUE: [insert day and date] by 12:00 PM

The Compton Community College District invites sealed SOQs for:
FACILITIES PROJECT MANAGEMENT SERVICES
INFRASTRUCTURE PROJECT PHASE 1

1. Return original of RFQ to: Compton Community College District
Office of Business Affairs
1111 E. Artesia Boulevard
Compton, California 90221
2. Prices or fees for all services to be rendered must be quoted and included in the SOQ.
3. Consultant may add additional documentations that best describe the services performed.
See statement of qualifications for more information.
4. SOQs must include this form, completed and signed by consultants or authorized representative.

CONSULTANT READ

**No SOQ Is Valid Unless Signed In Ink By The Person Authorized To Make
The Statement Of Qualifications.**

I have read, understand, and agree to the terms and conditions on all pages of this Statement of Qualifications. THE UNDERSIGNED AGREES TO FURNISH THE SERVICES STIPULATED ON THIS STATEMENT OF QUALIFICATIONS AS STATED ABOVE.

Company _____
Address _____

Name (print) _____ Title _____

Signature _____

Company Phone Number _____

RFQ _____

**** OR ****

We Do Not Wish To Submit A SOQ On This Project _____

(Please retain us on the vendors' list.)

Reason for not submitting an SOQ:

Company Name _____ Address _____
Signature _____

SECTION 1 - GENERAL INVITATION

1.1 Purpose

The Board of Trustees of the Compton Community College District, Compton, California, through the Department of Facilities, is accepting Statement of Qualifications from qualified firms, partnerships, and corporations having specific experience in Facilities **Project Management** and capacity in the area(s) identified in this Request for Qualifications.

1.2 Inquires

The Compton Community College District Office of General Services is issuing this Request for Qualifications. Unless otherwise directed, all communications regarding this Request for Qualifications should be directed to Frederick J. Sturner, Director of Facilities Management and Planning, at (310) 900 -1600 ext. 2613. Email: fsturner@elcamino.edu.

1.3 Amendments

The Compton Community College District may, at its sole discretion, issue amendments to this RFQ at any time prior to the time set for receipt of SOQs. Vendors are required to acknowledge receipt of any Amendments (addenda) issued to this RFQ by returning a signed copy of each amendment issued. Signed copies must be received on or before the time set for receipt of offers. The Compton Community College District shall not be bound by any representations, whether oral or written, made at a presentation, pre-contract, or site meeting, unless such representations are incorporated in writing as an amendment to the RFQ or as part of the final Contract. All questions or requests for clarification concerning material terms of the Contract should be submitted in writing.

1.4 Withdrawals or Modification of Offers

Consultants may withdraw their SOQ at any time prior to the time specified as the closing time for the receipt of bids. However, no bidder shall withdraw or cancel his SOQ for a period of ninety (90) calendar days after said closing time for the receipt of SOQs nor shall the successful Consultant withdraw, cancel or modify his SOQ after having been notified by the Compton Community College District that said SOQ has been accepted.

1.5 Acceptance

- A. Any offer received shall be considered an offer that may be accepted or rejected, in whole or in part, by the Compton Community College District based on initial submission without discussions or negotiations.
- B. Although the Compton Community College District desires to make an immediate award after negotiations, by submitting an offer in response to this solicitation, the vendor agrees that any offer it submits may be accepted by the Compton Community College District at anytime within ninety (90) days from the date of submission deadline. Any offer not otherwise extended or accepted within this period may be rejected.
- C. The Compton Community College District reserves the right to reject any or all offers and to waive informalities, minor irregularities, or other requirements in offers received, and/or to accept any portion of the offer if deemed in the best interest of the Compton Community College District. Failure of the vendor to provide in its offer any information requested in the RFQ may result in rejection for non-responsiveness. Failure of the vendor to meet any stated minimums in the RFQ may also result in rejection for reasons of non-responsiveness.

1.6 Representations

No representations or guarantees of any kind, either made orally, expressed or implied, are made with regard to the matters contained in this document, including any attachments, letters of transmittal, or any other related documents. Vendors must rely solely on its own independent assessment as the basis for the submission of any offer made.

1.7 Venue

Any contract resulting from this solicitation shall be governed by, and construed in accordance with, the laws of the State of California. Venue for any litigation arising out of the contract will be vested in Los Angeles County, California.

1.8 Incurring Costs

The Compton Community College District is not liable for any cost incurred by vendors in responding to this Request for Qualifications. This RFQ does not commit the Compton Community College District to award a contractual agreement with any Vender responding to this RFQ.

SECTION 2 - GENERAL PROVISIONS

“The provisions set forth in this Section 2 represent typical contract requirements to be incorporated into an agreement to be entered into by the Consultant and the District. The provisions set forth below are for reference purposes only and the District, in its sole discretion, may revise the final contract provisions to be executed by the Consultant. If the Consultant has objections to any of the provisions set forth below, the Consultant shall state such objections in detail in the Consultant’s SOQ to be submitted to the District.”

2.1 Assignment/Delegation

Neither party hereto shall assign, sublet or transfer any interest in this Agreement (due to merger and acquisition) nor any duty hereunder without written consent of the other, and no assignment shall be of any force or affect whatsoever unless and until the other party shall have so consented.

2.2 Status of CONSULTANT

The parties intend that CONSULTANT, in performing the services herein specified, shall act as an independent CONSULTANT and shall have control of the work and the manner in which it is performed. CONSULTANT is not to be considered an agent or employee of DISTRICT and is not entitled to participate in any pension plans, insurance, bonus or similar benefits DISTRICT provides its employees.

2.3 Indemnification

- A. CONSULTANT agrees to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release DISTRICT, its officers, agents and employees, from and against any and all actions, claims, damages, disabilities or expenses including attorney's fees and witness costs that may be asserted by any person or entity, arising out of or in connection with the tortuous acts or errors or omissions of CONSULTANT hereunder, whether or not there is concurrent passive or active negligence on the part of DISTRICT, but excluding liability due to the sole negligence or willful misconduct of DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONSULTANT or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.
- B. CONSULTANT shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONSULTANT’S performance hereunder.

2.4 Insurance

With respect to the performance of work under this Agreement, CONSULTANT shall maintain and shall require all of its SUBCONSULTANTS to maintain insurance as described below:

A. General Liability Insurance Required

Before commencing any services under the contract, the vendor shall file Professional Liability Insurance with the Board through the Purchasing Department. The intent of insurance is to protect both the Consultant and the District from exposure to liability. Even though the CONSULTANT may be an individual or a small business, our liability exposure may not be small if something wrong happens. This insurance must cover CONSULTANT for the duration of the contract. The amount of the insurance must not be

less one hundred percent (100%) of the contract price during the life of the contract and for the term of one (1) year from the date of acceptance of the work against faulty or improper execution of services and equipment or workmanship that may be discovered during the service period. The insurance shall be issued at the expense of the vendor and shall be maintained by him/her and at his/her expense during the entire life of the contract. It shall be an insurance company or corporation(s) duly and legally licensed to transact business in the State of California.

- (a) Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. Said policy shall be endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT."
- (b) Commercial or Comprehensive General Liability insurance covering bodily injury and property damage utilizing an occurrence policy form, in an amount no less than \$1,000,000 combined single limit for each occurrence and \$2,000,000 in the aggregate. Said insurance shall include, but not be limited to: premises and operations liability, independent CONSULTANTS liability, and personal injury liability.
- (c) Automobile liability insurance covering bodily injury and property damage in an amount no less than \$1,000,000 combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles.
- (d) Each said comprehensive or commercial general liability and automobile liability insurance policy should be endorsed with the following specific language:
 - (1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.
 - (2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
 - (3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.
 - (4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.
- (e) Professional Liability (Errors and Omissions) Insurance for all activities of the CONSULTANT arising out of or in connection with this Agreement is an amount no less than \$500,000 combined single limit for each occurrence endorsed with the following specific language: "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to DISTRICT."
- (f) Documentation:

The following documentation shall be submitted to the DISTRICT:

 - (1) Properly executed Certificates of Insurance clearly evidencing all coverage's, limits, and endorsements required above. Said certificates shall be submitted prior to the execution of this Agreement.

- (2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this Agreement.
- (3) Upon DISTRICT'S written request, certified copies of insurance policies. Said policy copies shall be submitted within thirty (30) days of DISTRICT'S request.
- (g) Policy Obligations: CONSULTANT'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.
- (h) Material Breach: If CONSULTANT, for any reason, fails to maintain insurance coverage that is required pursuant to this Agreement, the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this Agreement and obtain damages from the CONSULTANT resulting from said breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONSULTANT, County may deduct from sums due to CONSULTANT any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.

Self Insurance: CONSULTANT's right to self-insure is subject to the written approval of the District. As a condition to self-insurance, Consultant shall submit to the District evidence of sufficient financial reserve for self - insurance.

2.5 Method And Place Of Giving Notice, Submitting Bills And Making Payments

After the Board of Trustees has approved the contract, CONSULTANT shall maintain a monthly work schedule and original invoices dully signed by the Director of Facilities Management and Planning. In addition, receipt must be attached to verify expenditures as approved under the contract. A purchase order number must appear on all invoices and notices, bills and payments. All notices, bills and payments shall be made in writing and may be given by personal delivery or by mail. Notice, bills and payments sent by mail shall be addressed as follows:

Compton Community College District
1111 E. Artesia Blvd.
Accounts Payable Department
Compton, CA 90221
CONSULTANT: (Name and Address)

and when so addressed, shall be deemed given upon receipt via United States Mail, postage prepaid, provided it is forwarded "certified" or "registered" with proof of receipt. In all other instances, notices, bills, and payments shall be deemed given at the time of actual personal delivery. Changes may be made in names and addresses of the person to who notices, bills and payments are to be given by giving notice pursuant to this paragraph.

2.6 Merger

This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

2.7 Termination

- A. DISTRICT may terminate this Agreement by giving thirty (30) calendar days written notice to CONSULTANT. In the event DISTRICT elects to terminate the Agreement without cause, it shall pay CONSULTANT for services rendered to such date.

- B. If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the Agreement, either party may terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, CONSULTANT shall be entitled to receive payment for all services satisfactorily rendered provided, however, that there shall be deducted from such amount the amount of liquidated damage, if any, sustained by DISTRICT by virtue of any breach of the Agreement by CONSULTANT.

2.8 Non-discrimination

CONSULTANT shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, sexual orientation, marital status, age, medical condition, disability or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated by this reference.

2.9 Extra (Changed) Work

Only the Provost or designee may authorize extra (and/or changed) work. The parties expressly recognize that DISTRICT and College personnel are without authorization to either order extra (and/or changed) work or waive contract requirements. Failure of the CONSULTANT to secure proper authorization for extra work shall constitute a waiver of any and all right to adjustment in the contract price or contract time due to such unauthorized extra work and the CONSULTANT thereafter shall be entitled to no compensation whatsoever for the performance of such work.

2.10 Conflict Of Interest

CONSULTANT represents that it presently has no interest that would conflict in any manner or degree with the performance of services contemplated by this Agreement. CONSULTANT further represents that in the performance of this Agreement, no person having such interest will be employed.

2.11 Ownership Of Content

DISTRICT shall be the owner of and shall be entitled to immediate possession of all content provided by DISTRICT and accurate reproducible copies of any correspondence or other pertinent data and information gathered by CONSULTANT prior to termination of this Agreement by DISTRICT or upon completion of the work pursuant to this Agreement.

2.12 CONSULTANT's Warranty

DISTRICT has relied upon the professional ability and training of CONSULTANT as a material inducement to enter into this Agreement. CONSULTANT hereby warrants that all its work will be performed in accordance with generally accepted professional practices and networking standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of CONSULTANT work by DISTRICT shall not operate as a waiver or release.

Published specifications, standards, tests or recommended methods of trade, industry or government organizations apply to the work required by this RFQ and include, but not limited to the following:

American National Standards Institute (ANSI)
International Standards Organization (ISO)
International Telecommunications Union (ITU)

Institute of Electrical and Electronic Engineers (IEEE)
Telecommunications Industry Association (TIA)
Underwriters Laboratories, Inc. (UL)

Nothing in these specifications shall be construed to permit work not conforming to applicable laws, regulations, rules, ordinances, or industry standards.

2.13 Taxes

CONSULTANT agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this Agreement. In case DISTRICT is audited for compliance regarding any applicable taxes, CONSULTANT agrees to furnish DISTRICT with proof of payment of taxes on those earnings.

2.14 Due Performance

Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may, in writing, demand adequate assurance of due performance and until such written assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received.

2.15 No Third-Party Beneficiaries

There are no intended third-party beneficiaries of this Agreement.

2.16 No Waiver of Breach

The waiver by DISTRICT of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Agreement.

SECTION 3 - SCOPE OF SERVICE

Introduction:

The Compton Community College District (District) is seeking highly qualified firms to provide Project Management Services to assist the District with their infrastructure construction project. The construction program includes renovation, modernization, and new construction of infrastructure facilities at their El Camino College – Compton Community Educational Center.

The District will select PM firm(s) in [insert month] 2008, and anticipates start dates immediately thereafter. The District will develop a shortlist of firms that meet the qualification criteria at its own discretion and may interview qualified candidates.

The Board of Trustees of the Compton Community College District reserves the right to accept any or all candidates, to negotiate with any or all responsible candidates, and to waive any informality in the Request for Qualifications process. Interested firms shall be responsible for any and all expenses that they may incur in this process.

Project Description:

For over 80 years, the Compton Community College District has served students from the communities of Compton, Carson, Paramount, Lynwood, Long Beach and Willowbrook. Phase 1 of a capital facilities infrastructure renewal program to start in the 08/09 fiscal year and encompassing replacement of the central plant; the sewer, water, drainage, electrical distribution systems and; installation of data distribution conduits and; security and fire life safety systems as of the southern portion of the campus. It is anticipated that Phase 2, which will encompass the renewal and/or replacement of the systems at the northern half of the campus, will be designed concurrently and started in the subsequent fiscal year. This construction program is funded by a combination of sources that includes funding from the State of California, as well as local funding.

Scope of Work:

The Project Management firm will support the District's Office of Physical Plant in the implementation of the construction program. The Project Management firm will as directed, as directed by the Director of Facilities Management and Planning and/or the District's representative assist the District with the following activities including, but not limited to, the following PM services topics:

Programming and Design Phases

- Assist with the detailed definition of project scope, budget, and schedule, including programming support
- Assist the District in the solicitation and retention of design and engineering consultants
- Coordinate design consultants activities and delivery schedules
- Review design documents for constructability, scheduling, consistency, coordination during schematic and design development phases of work
- Provide value engineering analysis, if necessary
- Expedite owner's design reviews including modifications
- Assist in the preparation of non-technical portions of the project specifications manual
- Analyze alternative project delivery strategies and make recommendations to the District
- Prepare and maintain a Construction Project Management schedule for the project
- Monitor and provide progress reports concerning the design and or/procurement schedule
- Prepare a procurement plan, where required
- Prepare the appropriate attachments on multi-prime contracts

- Prepare project cost estimates at end of schematic phase, and at 50% and 100% completion of construction documents phase

Procurement Phases

- Assist with pre-qualification process for the selection of and/ or subcontractors, as the detailed definition of project scope, budget, and schedule, including programming support
- As a result of any pre-qualification process, develop a short-list of pre-qualified prime and or/ sub-contractors as required
- Coordinate all bid phase activities with District departments
- Prepare public solicitation notice(s) for District approval
- Conduct pre-bid conferences and project site walk examinations with bidders
- Review and coordinate bid phase addenda
- Estimate cost of bid phase addenda
- Assist District with bid evaluations
- Conduct post-bid conference as required
- Assist with the preparation of agenda items for Board approval
- Coordinate submittals required by governing agencies

Construction Phase

The District may, at its own discretion, retain the services of a Project Management firm to perform either all or part of these services.

- Develop detailed construction schedule
- Review contractor's schedule submittal and make recommendations to District
- Coordinate construction logistics between the contractors and the District O&M staff
- Conduct pre-construction conference(s)
- Verify permits, approvals, bonds, and insurances
- Verify schedule of values
- Provides continuous on-site project management personnel
- Coordinate with DSA inspector, and ensure compliance with all DSA reporting and closeout requirements
- Establish team communication procedures
- Assist and support architect's construction administration processes
- Review and process RFIs, shop drawings, samples, and other submittals
- Coordinate project site meeting
- Review construction progress and prepare reports
- Coordinate change order control process
- Review and analyze proposed change orders and make recommendations to District
- Establish and implement quality control program, including as-built accuracy
- Determine cost and schedule effects of change orders
- Prepare change orders reports
- Coordinate and evaluate contractor's recovery schedules
- Review and approve monthly pay requests
- Coordinate the preparation of the punch-list
- Determine final completion and payment
- Determine substantial completion dates, final payments and release of retention
- Coordinate procurement and installation of FF&E

Close-Out Phase

- Coordinate close-out procedures, including personnel training
- Coordinate and expedite delivery of record drawings and specifications
- Coordinate delivery and verify completeness of O&M manuals, warranties/guarantees and certificates
- Obtain occupancy permits (where required), coordinate final testing, documentation, and regulatory inspections
- Prepare final accounting reports
- Prepare occupancy plan report

Qualification Criteria

In order to be consideration for this program the Project Management firm must meet the following criteria:

1. Firm's General Experience: The Project Management firm should have significant experience managing multiple public and/or private construction programs in the State of California, \$500,000 to \$50 million in size.
2. Firm's relevant experience: The Project Management firm should have construction program experience with higher education institutions in northern California, including at least on Community College project.
3. Experience with DSA: The Project Management firm should have demonstrable experience managing projects the approval of the Office of Regulation Services, Division of the State Architect
4. Ability to interface with local agencies: The Project Management firm should identify any experience managing projects that required the local planning, zoning, and other approvals, including support public presentations to regulatory entities. Where applicable, the PM firm shall indicate such experience.

RFQ Submittal Requirements

The Statement of Qualifications should be concise, well organized and clearly demonstrate the respondent's qualification. The response may not be longer the 28 pages on 8 1/2" x 11" paper, as allocated below.

All respondents are required to follow the format specified below. The content of the submittal must be clear, concise, and complete. Each section of the submittal shall be tabbed according to the sections shown below in order to aid an expedient review.

- | | |
|--|------------------------|
| 1. Table of Contents | 1 page |
| 2. Letter of Interest | 2 Pages Maximum |
| 3. Executive Summary | 1 Page Maximum |
| 4. Description of Firm | 3 Pages Maximum |
| • Brief background of firm | |
| • Location of office that will direct the work | |
| • Number the type of resources available locally | |
| • Typical services provided by the firm (provide detailed listing) | |
| • Licenses held by the firm | |

5. **Firm's Relevant Experience** **4 Pages Maximum**
- Description of the firm's general experience
 - Description of two education Project Management assignments in California (include references)
 - Description of one California Community College PM assignment in California (include references)
6. **Ability to Interface with Local Agencies** **4 Pages Maximum**
(See Qualification Criteria, Item #4, above)
- Description of the firm's project specific experience in this area
 - List three references that can attest to the quality and responsiveness of the firm's experience in this area
7. **Management Approach and Qualifications** **7 Pages Maximum**
- Brief description of Project Management approach and technique employed by the firm
 - Ability of firm to work with diverse decision makers, governing boards, and others
 - Description of the firm ability to work with State and Local agencies
 - Describe the firm's experience with project planning and pre-construction services
 - Describe the firm's experience with cost estimating and project scheduling support
 - Description of the firm's strategies for design management
 - Brief description of the firm's construction phase management strategies
8. **Qualifications of Proposed Staff** **4 Pages Maximum**
- Team organization chart
 - Identify by name, experience, professional license, and indicate availability
 - Identify any proposed consultants that will be used
9. **References** **1 Page**
- List five references that can attest to the quality and responsiveness of the firm's services. References shall be from projects performed within the last five years.
10. **Other** **1 Page**
- Other information that better describes the attributes of your firm
11. **Current Fee Schedule**
- Submittal Evaluation Criteria**
- Conformance to the specified RFQ format
 - Conformance to Qualification Criteria
 - Specialized experience and technical competence of the firm considering the type of service required and record of performance

- Experience of proposed personnel
- Specialized experience and technical competence of the proposed staff considering the type of work
- Knowledge and understanding of the local environment

SECTION 4 - PROCEDURE FOR SELECTION OF THE FACILITIES PROJECT MANAGER

The following projected time table and procedures describe selection of the facilities project management firm:

Projected Time Table:

1. Issue Request for Qualifications: [insert day and date] and [insert day and date], 2008
2. Statement of Qualifications Due: [insert day and date], 2008
3. *Anticipated* Recommendation to Board: [insert day and date], 2008
4. *Anticipated* Board Approval for Contract Award: [insert day and date], 2008

Procedures:

- The responses to the RFQ must be submitted to the District no later than **12:00 PM on [insert day] [insert date], 2008 at the Board Room, 1111 E. Artesia Boulevard, Compton, California.**
- The Compton Community College District does not guarantee that an interview will take place. Compton Community College District reserves the right to select a consultant based solely on the information provided the response to the RFQ.
- The District must obtain approval from the Compton Community College Board of Trustees to enter into a contract or agreement with the vendor for this project. District is not required to inform vendor until after selection is completed.

Small Local Businesses and Small Enterprise Contracts

The Compton Community College District (District) is committed to ensuring equal opportunity and equitable treatment in awarding and managing its public contracts. Therefore, the District encourages small local business enterprises (SLBE) and small emerging local business enterprises (SELBE) to respond to this RFQ and to participate in prime and subcontracting with the District. The District prohibits discrimination in District programs and services, including contracting, subcontracting for construction, personal and professional services, goods and maintenance, repairs and operations.

Section 508 Technology Accessibility

Vendor hereby warrants that the products or services to be provided under this agreement comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794d), its implementing regulations set forth at Title 36, Code of Federal Regulations, part 1194, and California Government Code Section 11135 incorporating Section 508. Vendor agrees to promptly respond to and resolve any complaint regarding accessibility of its products or services, which is brought to its attention. Vendor further agrees to indemnify and hold harmless the Compton Community College District using the vendor's products or services from any claim arising out of its failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a breach and be grounds for termination with this agreement."

Instructions for Submitting Request for Qualifications RFQ No. 02-08/01 Facilities Project Management Services, Infrastructure Project Phase 1.

Statement of Qualifications shall be submitted in both hard copy and digital PDF form no later than **12:00 PM on [insert day], [insert date], 2008**. Please submit **(1) original, four (4)** hard copies, and one digital PDF of the SOQs to:

**Compton Community College District
Office of Business Affairs
1111 E. Artesia Boulevard
Compton, CA90221**

Note: By virtue of submission, the CONSULTANT declares that all information provided in the Statement of Qualifications is true and correct.

The District reserves the right to reject any and all Qualifications Statements received as a result of this request; to waive any irregularities or required formalities; to extend the submission deadline; or to amend or cancel, in part or entirety, this request for qualifications, if it is in the best interest of the District.

Cost of Preparation of RFQ Statements:

Costs for developing responses to this RFQ are entirely the responsibility of the firm and shall not be chargeable to the District.

District Contact for Questions Concerning Submission of RFQ:

Except as noted below, applicants are requested not to contact the District's Department of General Services staff, consultants, or board members in connection with the selection process.

Questions concerning submission of Qualifications Statements for facilities project management services must be submitted in writing by fax or email to:

**Frederick J. Sturner
Director of Facilities Management and Planning
Fax: (310) 900-1686
Email: fsturner@elcamino.edu**

**Agenda for the Compton Community College District Board of Trustees
from
Human Resources Division
Rachelle Sasser, Dean, Human Resources**

Consent Calendar

- HRD1.** Management Team Personnel Action
- HRD2.** Academic Employment and Personnel Changes
- HRD3.** Classified Personnel
- HRD4.** Temporary Non-Classified Service Employees
- HRD5.** Eligibility List

HRD 1 – MANAGEMENT TEAM PERSONNEL ACTION:

1. Employment (Ratification) - Dr. Susan Dever, Dean, Academic Affairs, Level M4, Step 5, plus \$1000 doctorate stipend, effective 2/25/08. (Note: employee will work 2 days per week from 2/25/08 – 3/14/08; salary to be pro-rated accordingly for that period. Schedule will increase to 5 days per week effective 3/17/08.)
2. Employment – Mr. David Booze, Director, Enrollment Management, Level M3, Step 3, effective May 1, 2008, plus a one-time relocation allowance of \$4,000.
3. Salary adjustment – Mr. Robert Butler, Director, Special Programs and Services, from Level M3, Step 2 to Level M3, Step 5, retroactive from July 1, 2007.

HRD 2 – ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES:

1. Tenure recommendation – Mr. Jose Bernaudo, English instructor, to be granted tenure effective fall semester 2008.
2. Tenure recommendation – Dr. Eddie Boatwright, biological sciences instructor, to be granted tenure effective fall semester 2008.
3. Tenure recommendation – Mr. Mohammad Boroudjerdi, mathematics instructor, to be granted tenure effective fall semester 2008
4. Tenure recommendation – Ms. Hilda Hathman, childhood education instructor, to be granted tenure effective fall semester 2008.
5. Tenure recommendation – Ms. Elizabeth Ann Sweeney, nursing instructor, to be granted tenure effective fall semester 2008.
6. Tenure – Dr. Mohammad Ghafelebashi, mathematics instructor, effective fall semester 2008.
7. Ratification (medical leave of absence) – Dr. Norma Parker, Associate Professor of Spanish, effective February 9, 2008 – June 6, 2008.
8. Ratification (employment) – Mr. Juan Diaz, part time physical education instructor, Class II, Step 1, for the spring semester 2008.
9. Ratification (employment) – Mr. Darnell Mitchell, part time physical education instructor, Class I, Step 4, for the spring semester 2008.
10. Ratification (employment) – Ms. Shawntae Murray, part time physical education instructor, Class II, Step 1, for the spring semester 2008.
11. Ratification (employment) – Ms. Philomeno Anazonwu-Pruden, cosmetology instructor, for the spring semester 2008 (contracted program—no cost to the District).
12. Ratification – Mr. Kin Sheng Chang, part time mathematics instructor, Class VI, Step 3, for the 2008 spring semester.
13. Ratification – Ms. Jeannette Wilson, part time vocational nursing instructor, Class II, Step 1, for the 2008 spring semester.
14. Ratification – Ms. Michelle Green, nursing instructor, Class VI, Step 1, for the 2008 spring semester.
15. Special assignment (released time) – Mr. Jose Villalobos, to perform duties as Basic Skills Coordinator. Mr. Villalobos will receive 20% released time effective 3/18/08.

HRD 3 – CLASSIFIED PERSONNEL:

It is recommended that the Special Trustee approve the employment and personnel changes for classified employees as shown below.

A. Working Out of Classification

1. Ratification -- Mr. Reginald Hall - from Adapted Computer Technician, Range 23, Step F, to Assessment Center Assistant, Range 25, Step E, Assessment Center, Student Affairs Area, effective January 2, 2008 through May 1, 2008.

B. Provisional Employment

1. Ratification -- Ms. Gina Caballero, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
2. Ratification -- Ms. Dessie Ross-Cammons, Children's Center Aide, Range 15, Step F, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
3. Ratification -- Ms. Janette Candler, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
4. Ratification -- Ms. Mary Cox, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
5. Ratification -- Ms. Sharon Deese, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
6. Ratification -- Ms. Gloria Duran, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
7. Ratification -- Ms. Joy Germain, Categorically Funded Program Assistant, Range CFP1, Step A, Nursing, Academic Affairs Area, effective February 25, 2008 through June 30, 2008. (NTE 20 hours per week).
8. Ratification -- Ms. Mikeeah Grant, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
9. Ratification -- Ms. Betty Holloway, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
10. Ratification -- Ms. Melva Harding, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).

11. Ratification -- Ms. Joyce Jefferson, Children's Center Aide, Range 15, Step F, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
12. Ratification -- Ms. Sina O'Brien, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
13. Ratification -- Ms. Tia Owens, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
14. Ratification -- Ms. Phansy Peang, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
15. Ratification -- Ms. Angelica Quevedo, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
16. Ratification -- Ms. Paulette Thompson, Children's Center Aide, Range 15, Step F, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
17. Ratification -- Ms. Claudia Vazquez, Children's Center Aide, Range 15, Step A, Child Development Center, Academic Affairs Area, effective February 9, 2008 through June 30, 2008. (NTE 20 hours per week).
18. Ratification -- Mr. Andrew Williams, Instructional Associate, Range 22, Step A, Dance Department, Academic Affairs Area, effective February 9, 2008 through June 6, 2008. (NTE 35 hours per week).
19. Ms. Lisa Williams, Categorically Funded Program Specialist, Range CFP3, Step A, Outreach and School Relations, Student Affairs Area, effective March 19, 2008 through June 30, 2008. (NTE 35 hours per week).

HRD 4 – TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

It is recommended that the Special Trustee approve the employment and personnel changes for non-classified employees as shown below.

1. Ratification -- Darius Anderson - Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
2. Ratification -- Jesus Claustro - Tutor, \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 2, 2008 through June 30, 2008, Language Lab, Academic Affairs Area, bilingual tutor, not to exceed 120 days. (NTE 20 hours per week).
3. Ratification -- Elizabeth Craig - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
4. Ratification -- Rafael Diaz - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
5. Ratification -- Ana Galdamez - Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
6. Ratification -- Minu Gonzalez - Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).
7. Ratification -- Baudelia Gutierrez - Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 20, 2008 through June 19, 2008, Upward Bound Math/Science, Student Affairs Area, to teach Geometry, Algebra I and Algebra II and reinforce students current academics on Saturdays. (NTE 150 hours).
8. Ratification -- Elzie Madison - Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary) effective September 26, 2007 through June 19, 2008, Upward Bound Math/Science, Student Affairs Area, to teach Biology, Chemistry and physics during Saturday Academy. (NTE 160 hours).
9. Ratification -- Uche Maduagwu - Tutor, \$10.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).
10. Ratification -- Emily Monge - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).

11. Ratification -- Georgia Moten - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
12. Ratification -- Pamela Murray - Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).
13. Ratification -- Deborah Smith - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).
14. Ratification -- Kelli Smith - Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
15. Ratification -- Wendy Sparrow - Tutor, \$8.75 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
16. Ratification -- Jeff Taves - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
17. Ratification -- Carlos Tinoco - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).
18. Ratification -- Nancy Torres - Tutor, \$20.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 15 hours per week).
19. Ratification -- Robert Wilkins - Tutor, \$10.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective February 9, 2008 through June 6, 2008, Learning Resource Center, Academic Affairs Area, tutor for Spring Semester, not to exceed 120 days. (NTE 20 hours per week).

HRD 5 – ELIGIBILITY LIST:

Pursuant to Personnel Commission Rule 50.100.1A, the Special Trustee serving in capacity of the Personnel Commission hereby approves the following Eligibility List:

- A. Ratification -- Special Assistant to the Provost/CEO
Established: 03/03/08 Expires: 03/03/09

<u>Name</u>
Jiah Chung
Allison Deegan
Charlotte Keys
David Mullins