



Victor Valley Community College District SPECIAL MEETING OF THE BOARD OF TRUSTEES

Date: January 31, 2007

Place: Board Room, Victor Valley College
18422 Bear Valley Road, Victorville, CA 92395

AGENDA

This meeting will be electronically recorded

CALL TO ORDER

4 p.m.

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ITEM DELETED OR CORRECTED FROM THE AGENDA

ACTION AGENDA

1. ADMINISTRATIVE SERVICES

1.1 EMERGENCY AWARD OF CONTRACT WITHOUT BID AND SIGNATURE AUTHORITY

1. Approval of an emergency request asking approval of the County Superintendent of Schools to make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose of repairing/replacing the gymnasium floor, without advertising for or inviting bids.

2. Approval of the Superintendent/President as authorized signatory to enter into a contract with Pacific Floor Company, not to exceed \$209,000.00, for the purpose of emergency repair/replacement of the gymnasium floor.

2. ADJOURNMENT

YES ___ NO ___

It is the intention of Victor Valley Community College District to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Jeffrey Holmes, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2596, from 8:30 a.m. to 5:00 p.m., Monday through Friday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.

BOARD OF TRUSTEES: Tom Elder, Dennis Henderson, Donald Nelson, Joe Range, Bettye Underhill, ASB Member

TOPIC: EMERGENCY AWARD OF CONTRACT WITHOUT BID AND SIGNATURE AUTHORITY

Under Public Contract Code 20654 (CC) the board is relieved from bidding requirements when, in an emergency, work is necessary to permit the continuance of existing school classes. On January 16, 2007 temperatures dropped drastically, causing the pipes to freeze and burst, resulting in severe damage to the gymnasium floor. The floor needs to be replaced as soon as possible to minimize negative impact on our students and instructional programs. Utilization of the public bid process would add several months to the timeline to perform the repair/replacement.

Fiscal Impact: Emergency Expenditure not to exceed \$209,000.00 (a claim has been filed; the district's member retained limit (i.e.: deductible) is \$5,000.00)

RECOMMENDATION:

It is recommended that the Board of Trustees:

1. Approve an emergency request asking approval of the County Superintendent of Schools to make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose of repairing/replacing the gymnasium floor, without advertising for or inviting bids.
2. Approve the Superintendent/President as authorized signatory to enter into a contract with Pacific Floor Company, not to exceed \$209,000.00, for the purpose of emergency repair/replacement of the gymnasium floor.

REFERENCE FOR AGENDA: YES

General Counsel Approval: YES ___ NO ___ NOT APPLICABLE X ___

I recommend the Board of Trustees approve this item

David Bacon
Vice President, Administrative Services

Date 1-30-07

I recommend the Board of Trustees approve this item

Louis E. Zellers
Interim Superintendent/President

Date 1-30-07

ACTION TAKEN BY THE BOARD:

MOTION _____

SECOND _____

Ayes ___ Noes ___

INFORMATION ONLY _____



San Bernardino County Superintendent of Schools

EMERGENCIES – AWARD OF CONTRACTS WITHOUT BIDS

Public Contract Codes 20113 (K-12) and 20654 (CC)

BACKGROUND

Public Contract Codes 20113 (K-12) and 20654 (CC) relieves the governing boards of school districts from bidding requirements when, in an emergency, any repairs, alterations, work or improvement is necessary to permit the continuance of existing school classes or to avoid danger to life or property.

This approval is for awarding a bid without a contract only. It does not authorize a district to begin a project without obtaining any necessary local or state permits nor does it preclude any local or state building codes or ordinances.

REQUIRED DOCUMENTATION FOR COUNTY SUPERINTENDENT'S APPROVAL

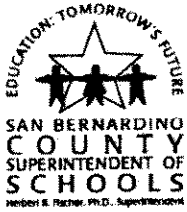
1. Request for approval of emergency including an explanation of the emergency and how repairs, alterations, work or improvement is necessary to:
 - A. Permit the continuance of existing school classes.
 - B. Avoid danger to life or property.
2. Unanimous school board action approving emergency request.

REQUIRED DOCUMENTATION FOR SCHOOL CLAIMS PROCESSING OF WARRANT

1. Approval by County Superintendent of Schools
2. Contract documentation (where applicable)
 - A. Contract agreement, including board action, approving contract and/or authorized agent's signature. (EC 39656)

To include where applicable:

1. Nature and end result (purpose of contract)
 2. Time period
 3. Amount and payment conditions
 4. Obligations of parties
 5. Indemnification
3. Bonds required (Civil Code 3247) – California Admitted Surety
 - A. Payment bond (excess of \$25,000) for any public project
4. All other applicable/necessary documentation



San Bernardino County Superintendent of Schools

EMERGENCIES – AWARD OF CONTRACTS
WITHOUT BIDS

Public Contract Codes 20113 (K-12) and 20654 (CC)

Name of School District Victor Valley Community College District

Contact Person Christopher Hylton

Telephone (760) 245-4271 x2472 Date 1/30/07

In accordance with Public Contract Code 20113 (K-12) or 20654 (CC), an emergency at
Victor Valley School District Community College has arisen.

(Please explain)
On January 16, 2007, the temperatures in Victorville dropped drastically causing the pipes under the gymnasium floor to freeze and burst. This caused severe flooding under the floor resulting in more than 50% damage to the gym floor.

The following repairs, alterations, work or improvement is necessary to:

- Check one A. Permit the continuance of existing school classes.
or
 B. Avoid danger to life or property.

This approval is for awarding a contract without a bid only. It does not authorize a district to begin a project without obtaining any necessary local or state permits nor does it preclude any local or state building codes or ordinances.

The type of work to be performed includes:
Furnish and install a new gymnasium floor.

The Governing Board, at a regular/special meeting on _____, approved an emergency request with a vote of ___ to ___ and is asking the approval of the County Superintendent of Schools to make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for this purpose without advertising for or inviting bids.

I certify that the above information is true and correct and in accordance with Public Contract Code 20113 or 20654.

Governing Board Designee _____

Title _____

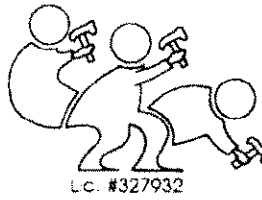
Date _____

Approved on _____

- Attachments
 Board Minutes/Resolution (unanimous vote)
 Contract documentation (where applicable)
 Bonds

• MUST BE ATTACHED •

Herbert R. Fischer, Ph.D.
County Superintendent of Schools



Pacific Floor Company
INCORPORATED

Proposal Contract

9819 Nestle Ave. • Northridge CA 91325 • (818) 775-0438 Fax: (818) 349-9429

Name / Address			Date	JobSite:	
Victor Valley Community College 18422 Bear Valley Rd. Victorville, CA 92395-5850 Attn: Jaye Tashima			1/26/2007		
			Estimator		
			Mark	Project	2007 - Gymnasium Floor Replace...
Office #	Fax #	Cell #	Job Site Phone #		Job Site Fax #
760-245-4271 ext. 2383	760-843-7726	760-559-5089			
Description					Total
Furnish & Install Robbins Sport Surfaces * "Air Channel Star" * 25/32" x 2 1/4" 2nd & BTR XL maple * All gamelines * (4) coat Hillyard Contender Finish & Seal * Rubber vent cove base					174,050.00
Artwork & lettering (budget \$3,500.00 - \$6,500.00) Remove & dispose existing wood floor - \$27,848.00					
Exclusion: Hazardous abatement, bleacher removal, game equipment					
*Price is good for 60 days					
Total					\$174,050.00

Plumbing appliances or toilets may need to be disconnected but it is the owner's responsibility to reconnect.
 Any operation or deviation from the above specifications involving extra cost of material or labor will become an extra charge over the sum mentioned in this contract.
 Scratching, staining, or chipping at base moldings and dust resulting from work on flooring is to be expected, and not to be the responsibility of Pacific Floor Company, Inc.
 Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the Registrar,
 Contractors State License Board, Box 26000, Sacramento, CA 95826

PACIFIC FLOOR CO., INC.

ACCEPTED

DATE _____

DATE _____