

COUNTY FORM NO.  
REGULAR AUDIT  
SCHOOL CLAIMS DIVISION  
COUNTY OF SAN BERNARDINO

**CERTIFICATION OF BOARD MINUTES**

SCHOOL DISTRICT: VICTOR VALLEY COMMUNITY COLLEGE

SUBJECT MATTER: CONSENT AGENDA

DATE OF ACTION: JULY 14, 2015

IN ACCORDANCE WITH PROVISION OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE GOVERNING BOARD OF THE ABOVE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE DISTRICT, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:

It was MSC (Wood/Tortorici, 5-0) to approve the consent items in one motion with agenda items 5.53 pulled by Trustee Henderson and 5.1 by Trustee Tortorici for separate discussion. It was MSC (Wood/Henderson, 5-0) to move 12.2 to the front of the consent agenda for further discussion.

**Public Comments: Justin Gatewood, 5.33, 5.45, 5.53; Ed Burg 5.32.**

**5.1 PULLED FOR SEPARATE DISSUSSION (See Agenda Item 6.1)**

Approval of the minutes of the June 9, 2015 regular Board meeting

**5.2 Agreement – Victor Valley Union High School District**

Ratification of the agreement between Victor Valley Community College District and Victor Valley Union High School District to lease the district field for the operation of two football games at Silverado High School on September 5, 2015 and September 26, 2015. Fiscal Impact: \$6,600.00, budgeted item.

**5.3 Service Agreement – K-16 Bridge Program for Ramp Up Grant**

Ratification of the Service Agreement between Victor Valley Community College District and the Lewis Center for Educational Research providing a K-16 Bridge Program (services and general program logistics coordination) as part of the RAMP UP Grant. The period for this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: \$17,500.00, budgeted item, Grant funded, RAMP UP. These fees cover the cost of implementing RAMP UP requirements by the Lewis Center in the Victor Valley College region.

**5.4 Agreement – 3M Library Systems Renewal**

Ratification of the Renewal Agreement between Victor Valley Community College District and 3M Library Systems to provide a security and theft prevention system for the library. The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: \$1,667.00, budgeted item.

**5.5 Lease Agreement – XEROX/IMAGE Source**

Approval of the Lease Agreement between Victor Valley Community College District and XEROX/IMAGE Source to lease a XEROX WC 7225/PTXF2 for the Community Education Department's use. Fiscal Impact: Lease Terms, \$124.95/mo. for 60 months with a per copy expense of \$0.079 for color and \$0.0099 for mono.

- 5.6 Agreement – Total Recall Captioning, Inc.  
Ratification of the Agreement between Victor Valley Community College District and Total Recall Captioning, Inc. to provide real-time captioning for students who participate in Disabled Students Programs and Services (DSPS). The period of this agreement is March 25, 2015 through June 13, 2015. Fiscal Impact: \$3,315.00, budgeted item.
- 5.7 Agreement – Mt. San Jacinto Community College District  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Mt. San Jacinto Community College District for the sponsorship of fifteen (15) attendees to the 2015 training conference as outlined in the Deputy Sector Navigator objectives. The period of this agreement is July 1, 2015 to August 21, 2015. Fiscal Impact: \$16,260.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.8 Independent Contractor Agreement– Tasha Tait  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Tasha Tait to provide supplemental foreign language instruction in Portuguese for Upward Bound program participants during the 2015 six-week summer academy. The period of this agreement is June 22, 2015 through August 6, 2015. Fiscal Impact: \$1,595.00, from the Workforce Employment Development Department through the California Community College Chancellor's Office, Grant Funded, Upward Bound.
- 5.9 Independent Contractor Agreement – Timothy Vandenberg  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Timothy Vandenberg to provide a Monopoly Seminar with an emphasis on STEM Education for Upward Bound program participants during the 2015 six-week Summer Academy. The period of this agreement is June 22, 2015 through July 30, 2015. Fiscal Impact: \$2,145.00, from the Workforce Employment Development Department through the California Community College Chancellor's Office, Grant Funded, Upward Bound.
- 5.10 Independent Contractor Agreements – Learn CPR 4 Life  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Learn CPR 4 Life, Inc., to provide CPR and First Aid Training to Upward Bound Staff during the 2015 Summer Academy. The period for this agreement is June 24, 2015. Fiscal Impact: \$744.00, Grant Funded.
- 5.11 Independent Contractor Agreements – Ebmeyer Charter  
Ratification of the Independent Contractor Agreements between Victor Valley Community College District and Ebmeyer Charter to provide transportation for Upward Bound participants during the 2015/2016 academic year. The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: Not to exceed \$33,735.00, Grant Funded.
- 5.12 Amended Independent Contractor Agreement- Ebmeyer Charter  
Ratification of the Amended Independent Contractor Agreement between Victor Valley Community College District Ebmeyer Charter, originally approved on May 13, 2014, increasing the fiscal impact by \$1,545.00. Ebmeyer Charter provided transportation for Upward Bound participants during the 2014/2015 academic year. The period of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: Not to exceed \$17,545.00, Grand Funded.
- 5.13 Agreement – CareerAmerica, LLC  
Ratification of the End User License Agreement between Victor Valley Community College District and CareerAmerica, (Financial Aid TV) for the Board of Governor's (BOG) Fee

Waiver & Enrollment Priority Service to be used by the Financial Aid Department. The term for this agreement is July 1, 2015 through June 30, 2018. Fiscal Impact: \$12,000.00, Administrative Cost Allowance (ACA) funds.

- 5.14 Curriculum Changes  
Approval of the curriculum changes made on May 28, 2014 and June 11, 2015 that have been recommended by the College Curriculum Committee. Fiscal Impact: None
- 5.15 Independent Contractor Agreement – Courtyard by Marriott  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Courtyard by Marriott for facility use for the statewide Small Business Summit, as outlined in the Deputy Sector Navigator objectives. The period of this agreement is June 19, 2015. Fiscal Impact: \$500.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.16 Independent Contractor Agreement – Troy Strand  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Troy Strand to speak and present at the Green Energy Entrepreneur Workshop Series, as outlined in the Deputy Sector Navigator objectives. The period of this agreement is May 19, 2015. Fiscal Impact: \$500.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.17 Independent Contractor Agreement – Alfredo Martinez-Morales  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Alfredo Martinez-Morales, to speak and present at the Green Energy Entrepreneur Workshop Series, as outlined in the Deputy Sector Navigator objectives. The period of this agreement is May 19, 2015. Fiscal Impact: \$500.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.18 Independent Contractor Agreement – CQ Productions, Inc.  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and CQ Productions, Inc., for the production and filming of two PBS shows Curiosity Quest: Problem Solver. The period of this agreement is from May 1, 2015 to June 30, 2015. Fiscal Impact: \$14,659.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.19 Memorandum of Understanding – Wallner Consulting Services  
Ratification of the Memorandum of Understanding between Victor Valley Community College District and Wallner Consulting Services to structure a regional "Entrepreneur Summer Camp". Elizabeth Wallner will coordinate with 12 regional community colleges and surrounding high schools for participants of the "camp". The period of this agreement is April 15, 2015 through August 30, 2015. Fiscal Impact: \$15,150.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.20 Memorandum of Understanding – Wallner Consulting Services  
Memorandum of Understanding between Victor Valley Community College District and Wallner Consulting Services to structure the four sub-regional business plan competitions. The period of this agreement is September 1, 2015 through April 10, 2016. Fiscal Impact:

\$7,000.00, grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).

- 5.21 Contract – Victor Elementary School District (VESD)  
Ratification of the Contract between Victor Valley Community College District and Victor Elementary School District (VESD) to teach English as a Second Language (ESL). The period of this agreement is fall 2015 through fall 2016. Fiscal Impact: \$19,500.00, **Projected Income to the District.**
- 5.22 **DELETED - Fees – Construction Technology**  
Approval of the charges of materials fees to students, beginning with the Fall 2015 term for the following Construction Technology classes: CT-116, CT-122A, and CT-144. Financial Aid mechanisms are available if approved. Fiscal Impact: None to the District.
- 5.23 Board of Trustees Budget Transfer Request Report  
Approval of the Board of Trustees Budget Transfers as submitted. Fiscal Impact: None
- 5.24 2015 Facilities Master Plan Update  
Approval of the 2015 Facilities Master Plan. The District wishes to update the 2007 Facilities Master Plan (FMP) to reflect the next 20-year outlook of the college. Fiscal Impact: None.
- 5.25 Agreement– Apple Valley Insulation  
Ratification of the agreement between Victor Valley Community College District and Apple Valley Insulation to install sound and thermal insulation in building #30. Fiscal Impact: \$14,986.00, Fund 71.
- 5.26 Board of Trustees Payments Report  
Approval of the Board of Trustees Payments Report Fiscal Impact: None
- 5.27 Designation of Newspaper for 2015-2016 District Budget Public Hearing  
Approval to designate the Victor Valley Daily Press as the newspaper to publish the proposed budget inspection dates as September 1 through 8, 2015 and Public Hearing date as of September 8, 2015. Fiscal Impact: None
- 5.28 Agreement Renewal #15/16-0126 – San Bernardino County Superintendent of Schools (SBCSS)  
Ratification of the agreement between Victor Valley Community College District and the San Bernardino County Superintendent of Schools for courier services for fiscal year 2015-2016. Fiscal Impact: \$6,374.05, budgeted item.
- 5.29 Agreement – InCommon, LLC  
Ratification of the agreement between Victor Valley Community College District and InCommon, LLC for the participation into the InCommon (identity services) federation at no cost to the District. Becoming a member will allow the District to enable access for its constituent to a wide range of services provided by third parties while using the same credentials. The term of this agreement is 5/22/15 through 12/31/15 (Item #IN-97, on the Campus Technology Project list). Fiscal Impact: None, budgeted item.
- 5.30 Agreement Renewal– SARS Software Products, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and SARS Software Products, Inc., to provide software licenses and support services for SARS-Trak, PC-Trak, SARS-Call and SARS Alert. The term is five years to be billed annually 8/1/14 through 6/30/19 (yr. 2 of 5). Fiscal Impact: \$7,600.00, budgeted item.

- 5.31 Agreement Renewal– Nuventive, LLC  
Ratification of the renewal agreement between Victor Valley Community College District and Nuventive, LLC for TracDat SharePoint Option (TSO), in support of instructional and operational needs. The period of this agreement is 7/27/2013 through 7/26/2018 (yr. 3 of 5) Fiscal Impact: \$2,021.25, budgeted item, to be billed annually for the remaining three years.
- 5.32 Agreement Renewal– Netmail, Inc.(M+Archive)  
Ratification of the renewal agreement between Victor Valley Community College District and Netmail, Inc. (M+Archive) subscription which will allow VVC to maintain email archives for future retrieval if needed by administrators, faculty and staff. Netmail also helps the District maintain network and server efficiency by reducing system workloads. The term of this agreement is 7/1/15 through 6/30/16. Fiscal Impact: \$25,200.00, budgeted item.
- 5.33 Agreement – Ferrilli Information Group  
Ratification of the agreement between Victor Valley Community College District and Ferrilli Information Group to provide Datatel consulting services. Term: 7/1/15-6/30/16 (Item IN#-98 on the Campus Technology Project List). Fiscal Impact: Not to exceed \$30,000.00, budgeted item.
- 5.34 Agreement Renewal – Faronics  
Ratification of the agreement between Victor Valley Community College District and Faronics for Deep Freeze ENT NA (EDU) licenses. The maintenance agreement will stabilize computer systems and reduce the amount of maintenance required by allowing the system to return to its basic configuration after reboot. Term: 7/1/15-6/30/16. Fiscal Impact: \$3,000.00, budgeted item.
- 5.35 Agreement Renewal– Custom Answers Software Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and Custom Answers Software Inc. for the web-based application that offers on-line customer service by allowing students to be able to find answers to their questions regarding VVC, programs and services 24/7 and provide the District a way to track our effectiveness in delivering this information to students. Five year Term to be billed annually, 9/1/2011 – 6/30/16 (yr. 5 of 5). Fiscal Impact: \$12,500.00, budgeted item.
- 5.36 Agreement Renewal– Computerland of Silicon Valley  
Ratification of the renewal agreement between Victor Valley Community College District and Computerland of Silicon Valley to purchase license and software for Adobe Creative Cloud Enterprises and Contribute 6.5. This agreement replaces and enhances the current software and applications the campus purchases on a regular bases. Term: 8/31/13 – 8/30/16 (yr. 3 of 3) Fiscal Impact: \$30,745.00, budgeted item.
- 5.37 Agreement Renewal – Active Data Exchange  
Ratification of the annual renewal agreement between Victor Valley Community College District and Active Data Exchange which provides the District with a secure, campus-wide master calendaring system that connects to internally–used email and collaboration systems. It also makes District-wide calendar events available to the public through the college's website. The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: \$1,498.00, budgeted item.
- 5.38 Agreement Renewal – Bomgar Corporation  
Ratification of the annual renewal agreement between Victor Valley Community College District and Bomgar Corporation for 1-B200 appliance and 7-licenses that enables the help desk and other technical personnel to view and control any workstations on or off campus.

The period of this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: \$2,837.00, budgeted item.

5.39 Agreement – Climatec Building Technologies Group

Ratification of the agreement between Victor Valley Community College District and Climatec Building Technologies Group to provide a preventative maintenance plan for the District's Energy Management & Control System. The period of this agreement is for a 3 year term commencing on June 1, 2015. Fiscal Impact: \$32,590.67, Fund 71.

5.40 Agreement – San Bernardino & Riverside Counties Fire Equipment

Ratification of the agreement between Victor Valley Community College District and San Bernardino & Riverside Counties Fire Equipment to provide monthly service to main campus fire extinguishers and the Regional Public Safety Training Center fire extinguishers for the 2015-2016 Fiscal year. Fiscal Impact: Not to exceed \$8,600.00, budgeted item.

5.41 Agreement – North State Environmental

Ratification of the agreement between Victor Valley Community College District and North State Environmental to properly dispose of all hazardous waste materials from various departments on campus for Fiscal Year 2015-2016. Fiscal Impact: Not to exceed \$25,000.00, budgeted item.

5.42 Agreement – Sunbelt Rentals

Ratification of the agreement between Victor Valley Community College District and Sunbelt Rentals to provide rental equipment as needed by the Maintenance and Operations Department for Fiscal Year 2015-2016. Fiscal Impact: \$4,000.00, budgeted item.

5.43 Agreement – Ultimate Tint and Wheel.

Ratification of the agreement between Victor Valley Community College District and Ultimate Tint and Wheel to provide tinting services at building 52 (Atrium) and Building 53. Fiscal Impact: \$9,027.50, Fund 71.

5.44 Agreement– America's Xpress Rent-A-Car

Ratification of the agreement between Victor Valley Community College District America's Xpress Rent-A-Car to provide rental vans for student and staff transportation for athletics and field trips for Fiscal Year 2015-2016. Fiscal Impact: \$34,000, budgeted item.

5.45 Non-Classified Employees

Approval of the Non-Classified temporary employees as listed. Fiscal Impact: budgeted.

5.46 Agreement – Education, Leadership, Management Consulting Services, LLC

Approval of the agreement between Victor Valley Community College District and Education, Leadership, Management Consulting Services, LLC for Skelly services for the period of June 10-30, 2015. Fiscal Impact: \$1,000.00, budgeted item.

5.47 Approval of Academic Equivalency Request

Approval of the Academic Equivalency request for Scott Tober, Construction Technology. Fiscal Impact: None.

5.48 Approval of Academic Equivalency Request

Approval of the Academic Equivalency request for Todd Kuhns, Automotive. Fiscal Impact: None.

5.49 Approval of Academic Equivalency Request

Approval of the Academic Equivalency request for Azadeh Rismanchian, Chemistry. Fiscal Impact: None.

5.50 Agreement – PlanNet Consulting

Ratification of the agreement between Victor Valley Community College District and PlanNet Consulting to provide assistance with conducting a high-level assessment of its IT/MIS capabilities and to analyze and advise on recommendations to achieve a stable, optimized and effective IT environment at the college. Fiscal Impact: \$32,450.00, the total amount reflects the cost for estimated reimbursable expenses in the amount of \$860.00 (expected mileage to/from VVC) budgeted item.

5.51 Sale of Obsolete District Furnishings

Approval to sell Victor Valley Community College District chairs which were replaced with new furnishings in the Science Building #31 to Mr. Terry Blackwell. Fiscal Impact: \$1,300.00, **Income to the District, General Fund Miscellaneous.**

5.52 Independent Contractor Agreement – Johnny Ramirez

Ratification of the Independent Contract Agreement between Victor Valley Community College District and Johnny Ramirez to provide academic workshops and training at GEAR UP partner school sites. The period for this agreement is July 1, 2015 through July 30, 2015. Fiscal Impact: Not to exceed \$5,000.00, Federal GEAR UP Grant, budgeted item.

5.53 **PULLED FOR SEPARATE DISSUSSION (See Agenda Item 6.1)**

Agreement Renewal – Stutz Artiano Shinoff & Holtz

Approval of the renewal agreement between Victor Valley Community College District and Stutz Artiano Shinoff & Holtz to provide legal counsel for the District. Fiscal Impact: Partners: \$250/hour, Associates: \$215/hour, Paralegals and law clerk services: \$95/hour, budgeted item.

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|---------------------------------|----------------|
| AUTHORITY: _____ EDUCATION CODE | SECTION: _____ |
| _____ GOVERNMENT CODE           | SECTION: _____ |
| _____ PUBLIC CONTRACT CODE      | SECTION: _____ |
| _____ OTHER                     | SECTION: _____ |

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SUPPORTIVE DATA:

I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

Signature, Governing Board Designee  
Karen Hardy, Director of Fiscal Services

Date