

Annual Report

July 1, 2004 – June 30, 2005

El Camino Community College District

Citizens' Bond Oversight
Committee

Prepared by
Kurt Weideman, Chairman
Nina Velasquez, Vice Chairman

Citizens' Bond Oversight Committee Annual Report 2004-2005

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Executive Summary

The charter of the El Camino College Citizens' Bond Oversight Committee is to inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. Our committee is composed of a cross section of the citizenry who have volunteered their time to represent their various constituencies, and fulfill the responsibilities listed above.

During this third year of existence, our committee has met on a regular basis; reviewing expenditures, touring campus renovations, asking questions and expressing our concerns. This Annual Report of the El Camino College Citizens' Bond Oversight Committee documents the results of these activities and serves to fulfill the basic tenets of our charter.

Within this report is contained the agendas and minutes of our open public meetings, as well as the independent audit for the fiscal year ending June 30, 2005 performed by the firm of Vicenti Lloyd & Stutzman LLP. Our committee examined and reviewed this audit, the results of which are contained herein.

A summary of Bond Expenditures for the FY ending June 30, 2005:

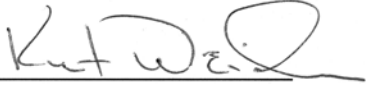
Additional Classrooms & Modernization	\$	4,449,399
Information Technology & Equipment	\$	2,424,829
Health & Safety Improvements	\$	1,434,852
Campus Site Improvements	\$	220,426
Energy Efficiency Improvements	\$	43,000
Total Expenditures	\$	8,572,546

Kurt Weideman
Chairman
El Camino College Citizens' Bond Oversight Committee

Statement of Compliance

In compliance with requirements of Article XIII A, Section 1 (b)(3) of the California Constitution and meeting requirements of the Certificate of Disclosure contained herein, we the undersigned members of the Citizens' Bond Oversight Committee do verify that this is a true and valid Annual Report, July 1, 2004 through June 30, 2005.

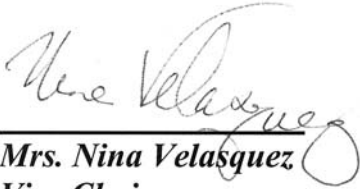
Dated this 1 day of MARCH, 2006.



Mr. Kurt Weideman
Chairman



Mr. Robert Hammond



Mrs. Nina Velasquez
Vice Chairman



Mr. Mark Marion



Mr. Leandro Carde



Mr. Raymond Roney



Mr. Don Greco



Mr. Phillip Gomez

Citizens' Bond Oversight Committee 2005



Mr. Leandro Carde



Mr. Philip Gomez



Mr. Don Greco



Mr. Robert Hammond



Mr. Mark Marion



Mr. Raymond Roney



Mrs. Nina Velasquez



Mr. Kurt Weideman

Citizens' Bond Oversight Committee

<i>Name</i>	<i>City of Residence</i>	<i>Occupation</i>	<i>Representing</i>	<i>Length of Term</i>
Mr. Leandro Carde	Inglewood	Real Estate Broker, Income	Business Organizations	Two Years 3/05-3/07
Mr. Philip Gomez	Torrance	Student	Student Body	One Year 3/05-3/06
Mr. Don Greco	Manhattan Beach	Management Consultant	El Camino College College Foundation	Two Years 3/04-3/06
Mr. Robert Hammond	Manhattan Beach	Retired Stock Broker	Trustee William Beverly	Two Years 3/05-3/07
Vacant			Trustee Robert Haag	Two Years
Mr. Mark Marion	El Segundo	Educator	Senior Citizen Organization	Two Years 3/04-3/06
Mr. Raymond Roney	Ladera Heights	Publisher	Trustee Nathaniel Jackson	Two Years 3/05-3/07
Mrs. Nina Velasquez	Hawthorne	Labor Union Director	Trustee Mary Combs	Two Years 3/05-3/07
Mr. Kurt Weideman	Torrance	Businessman	Taxpayer Organization	Two Years 3/04-3/06

Each Term may be repeated once. Student members serve one year only.

Year Three Commentary:

July 1, 2004 through June 30, 2005

During the third year of El Camino College's receipt of bond money, the College continued projects approved during the second year, using a portion of the funds provided in the 2003 Series A, issue which totaled \$63.7 million. A Series B issue is scheduled for the year 2006. Funds from the first issue are invested with Los Angeles County at an average interest rate of 2.28%, which gave the College \$1,189,326 in interest during the past year. (Ref: Page 17, *El Camino Community College District Final Budget 2005-2006.*)

Concerns:

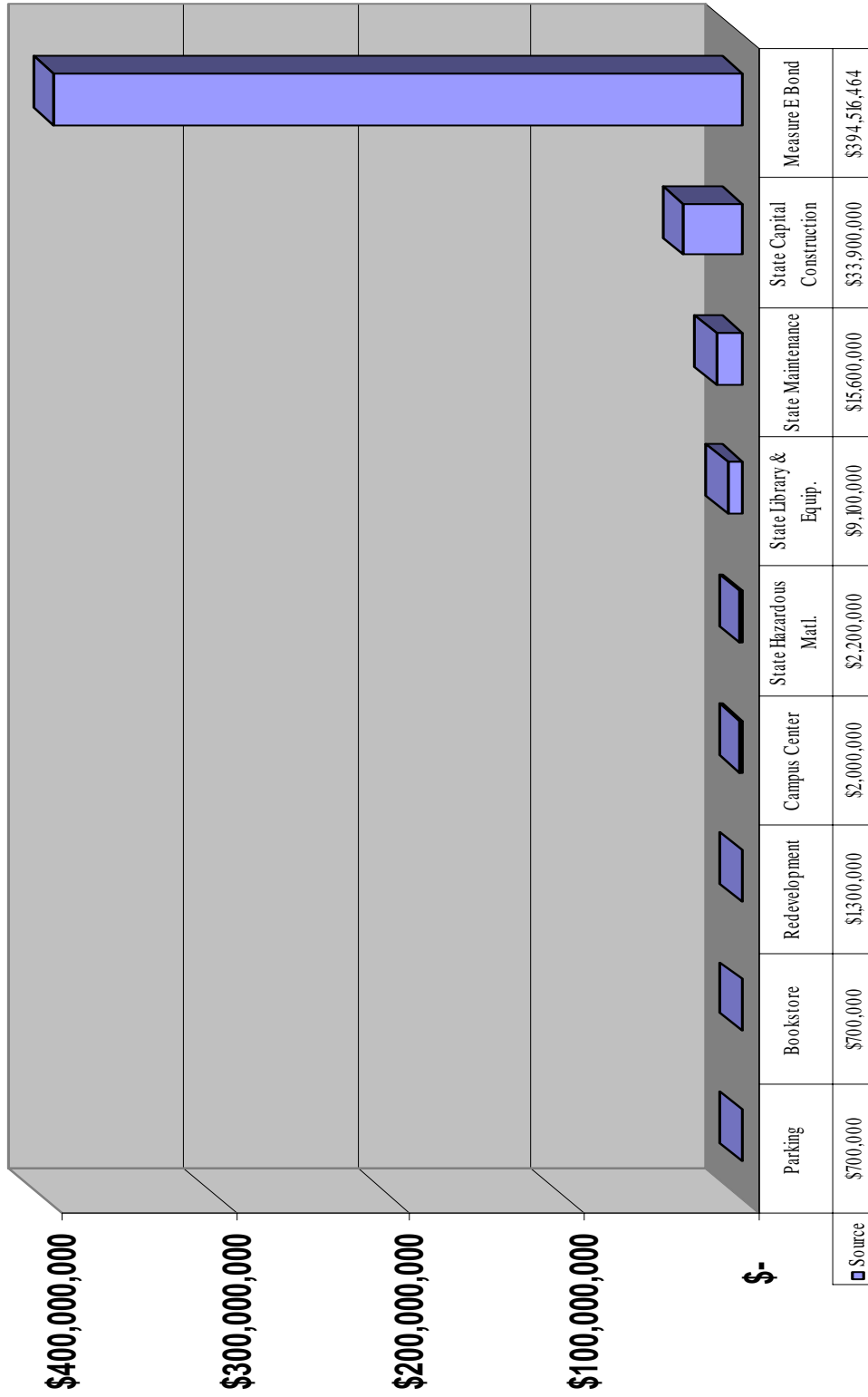
The concerns expressed below were open discussion topics at the regularly scheduled meetings of the Citizens' Bond Oversight Committee. In all cases, El Camino College representatives provided answers satisfactory to the members of the Committee. This Committee unanimously believes that the current administration and staff will abide by the spirit and fulfill the wishes entrusted to them by the voters of the El Camino Community College District. However, in light of the long lived term of the Bond Fund, and the ever changing factors of economics and priorities, it is hoped that future Committees will continue to monitor and review these issues:

- *Inflation:* The major concern of this Committee centers on the rising cost of building materials, such as concrete, steel, lumber and labor. Current inflation contingency factors equate to approximately 7-10%. Owing to these pressures, some major plan revisions have been made to control costs. Specifically, the North parking structure has been eliminated, and the South structure has been expanded. Further, the construction of a new multi-purpose football stadium has been cancelled; instead, the existing stadium will be upgraded and renovated to meet regulatory compliance. Similar kinds of management decisions will need to be considered in the years ahead to ensure project completion.
- *Schedules:* To date, the various phases of the Facilities Master Plan are up to date and on schedule. However, for the reasons delineated above, future Committees would be well advised to monitor and review all schedules.
- *Funding Sources:* The total Facilities Master Plan Budget of \$460 million, of which the Proposition 39 Bond Fund constitutes a major portion, includes funding sources that this Committee does not feel are secure (i.e. Campus Center Fee and bookstore/food services). Although the Facilities Master Plan does not fall under the purview of our Committee, the impact of this potential shortfall is of concern.
- *Continuity:* As previously stated, our Committee has full confidence and faith in the El Camino College staff currently administering the Proposition 39 Funds. However, the timeline for completion of this program will last many years. Our Committee feels that future and succeeding personnel should be endowed with equal professional skills and experience.

Facilities Master Plan Funding

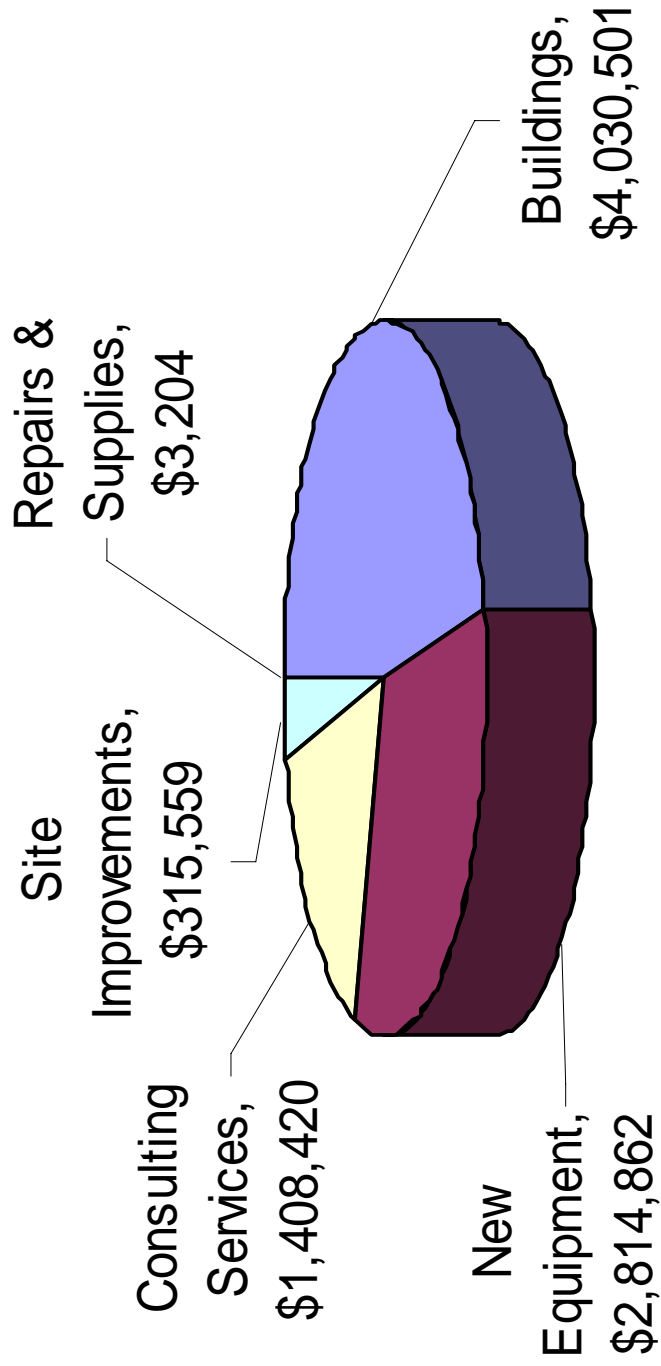
Source	Total Income Budget	Income Received as of June 30, 2005	Uncollected Income as of July 1, 2005
State Capital Construction Program	\$33,900,000	0	\$33,900,000
State Scheduled Maintenance Program	\$15,600,000	\$958,221	\$14,641,779
State Hazardous Materials Abatement Program	\$2,200,000	\$412,414	\$1,787,586
Redevelopment Funds	\$1,300,000	\$227,179	\$1,072,821
Campus Center Fees	\$2,000,000	0	\$2,000,000
Parking Fees	\$700,000	\$60,000	\$640,000
Bookstore/Food Services	\$700,000	0	\$700,000
General Fund - Unrestricted	0	0	0
State Equipment & Library Material Program	\$9,100,000	\$1,184,823	\$7,915,177
Measure E Bond Funds	\$394,516,464	\$63,700,000	\$330,816,464
Interest	0	\$2,200,647	(\$2,200,647)
Total	\$460,016,464	\$68,743,284	\$391,273,180

Facilities Master Plan Funding Sources

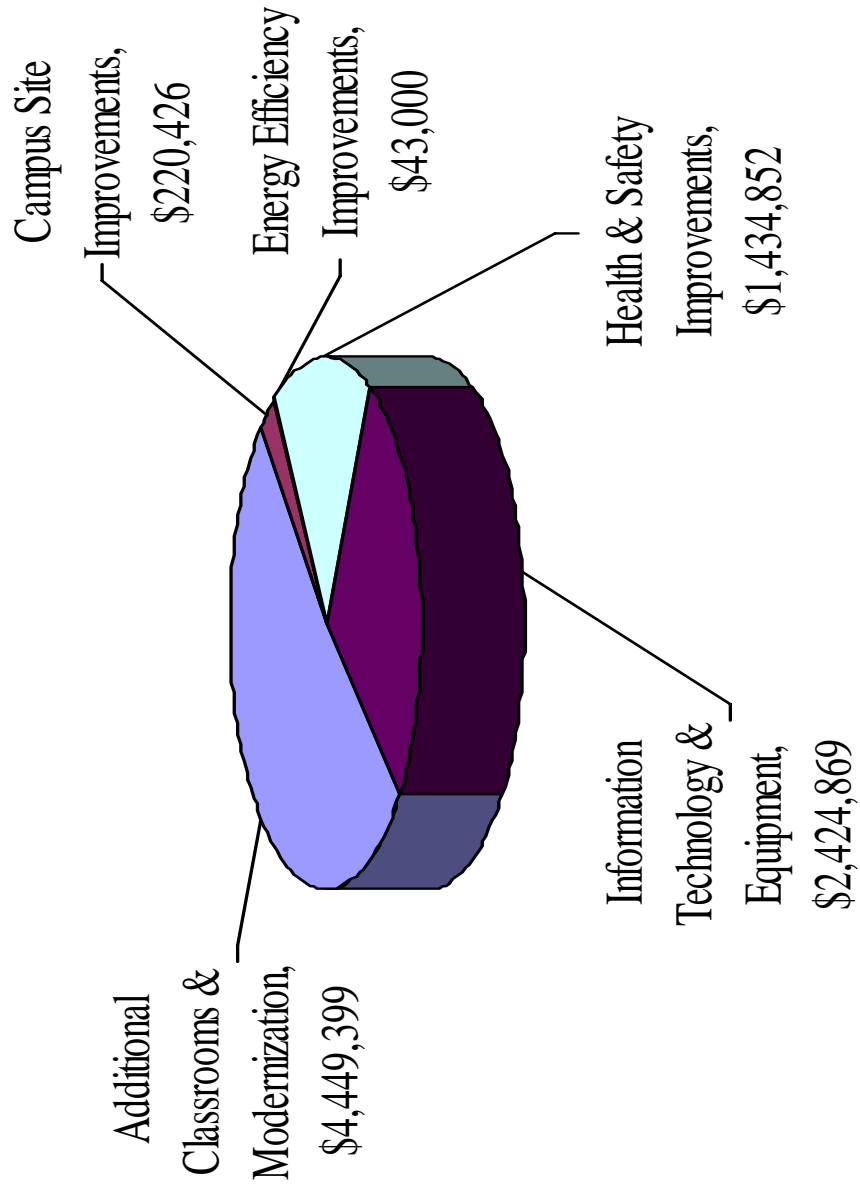


Source Data: ECC Final Budget 2005-2006, Pg. 53

General Obligation Bond Fund Expenditures FY 2004-2005



General Obligation Bond Fund Expenditures FY 2004-2005 (by Category)



Source Data: ECC Final Budget 2005-2006, Pages 61 & 62

EL CAMINO COLLEGE

Master Plan Construction Schedule

JULY 2005

#	SCHEDULE PROJECT TITLE	2005 PROJECT BUDGET TITLE	CONSTRUCTION DATES
1	SCI COMPLEX RENO	Science Complex Renovation	April 2003 - December 2004
2	INFRASTRUCTURE 1	Primary Electrical Distribution System	October 2005 - March 2007
3	MODULE MODIFICATIONS	Temporary Space and Relocation Costs	June 2005 - August 2005
4	HUMANITIES	Humanities Complex Replacement	September 2005 - June 2007
5	DEMOLITION	Humanities Complex Replacement	September 2005 - December 2005
6	CONSTRUCTION	Humanities Complex Replacement	April 2006 - June 2007
7	PARKING STRUCTURE	Lot H Parking Structure	July 2006 - June 2007
8	INFRASTRUCTURE 2	Central Plant & Various Site Utilities	October 2006 - June 2007
9	LRC	Learning Resource Center Addition	June 2006 - May 2007
10	CAFETERIA CONVERSION	Bookstore/Cafeteria Conversion to Administration	January 2007 - September 2007
11	MODULE MODIFICATIONS	Temporary Space and Relocation Costs	June 2007 - August 2007
12	SSC	Student Services and Activities Replacement	October 2007 - June 2009
13	INFRASTRUCTURE 3	Various Site Utilities	October 2007 - June 2009
14	TRACK & FIELDHOUSE	Athletic Education and Fitness Complex	April 2008 - March 2009
15	LIFE SCI BASEMENT	Science Complex Renovation	June 2009 - March 2010
16	HEALTH OCCUPATIONS	Health Occupations and Wellness Center	June 2009 - May 2010
17	TECHNICAL ARTS	Technical Arts	June 2010 - May 2011
18	BUSINESS	Business Building Replacement	July 2010 - December 2011
19	ADMINISTRATION	Administration	January 2012 - December 2012
20	SHOPS & CONST TECH	Shops & Construction Technology	January 2012 - March 2013
21	LIBRARY	Library	April 2013 - December 2013
22	MCS & PLANETARIUM	Math & Computer Sciences & Planetarium	April 2013 - March 2014
23	SOUTH PE	Pool and Health Center	January 2014 - December 2014
24	SOCIAL SCIENCES	Social Sciences	July 2014 - March 2015
25	MARSEE AUDITORIUM	Marsee Auditorium	July 2015 - May 2016
26	NORTH PE	Physical Education and Men's Shower & North Gym	July 2015 - May 2016
27	ART & BEH SCI	Art & Behavioral Sciences	April 2016 - June 2017
28	FAC & REC	Facilities and Receiving	April 2016 - June 2017
29	MUSIC & C-THEATER	Music	July 2017 - September 2018
30	STADIUM	Athletic Education and Fitness Complex	April 2018 - December 2018

Information provided to Citizens' Bond Oversight Committee
By Bob Gann
Director of Facilities, Planning & Services
El Camino College

Continuing Disclosure Certificate

The Continuing Disclosure Certificate is executed and delivered by the El Camino Community college District in connection with issuance of \$63,700,000 General Obligation Bonds, Election of 2002, Series 2003A

The Bonds are issued pursuant to a resolution of the Board of Supervisors of Los Angeles County adopted on February 11, 2003. The District Resolution and the County Resolution are heretofore referred to as the Resolution.

(See appendix iv for full text of the Continuing Disclosure Certificate)

In compliance with Section 4, Number 2 of the certificate of Disclosure, here are specific answers relating to the period of July 1, 2004 through June 30, 2005.

(A) *State funding received by the District for the last completed fiscal year (2004-2005)*

Combined General Fund unrestricted and restricted- \$ 63,188,704

(B) *Enrollment for the District for the last completed fiscal year (2004-2005)*

Average enrollment – 24,998

(C) *Outstanding District indebtedness*

The District had \$56,580,000 of general obligation bonds outstanding as of June 30, 2005.

(D) *Assessed valuation for real property in the District for the last completed fiscal year (2004-2005)*

Assessed Valuation - \$57,615,538,719

(E) *List of 10 largest taxpayers, together with their assessed valuation of percentage of total assessed valuation for the District for the last completed fiscal year; to the extent such information is available from Los Angeles County.*

On file in the County Assessor's office

(F) *Summary financial information on revenues, expenditures and fund balances for the District's general fund reflecting adopted budget for the fiscal year.*

Information contained in annual reports from the District is available through the Office of the Vice President of Administrative Services.

Citizens' Bond Oversight Committee



Chairman

ROYCE A. STUTZMAN

Partners

PETER F. GAUTREAU
RENÉE S. GRAVES
WADE N. McMULLEN
KARIN HUCKMAN NELSON
CARL PON
GEMA M. PTASINSKI
MARY ANN QUAY
LINDA M. SADDLEMIRE

Principal

JERI A. WENGER

Senior Managers

JANETTE CAMPS
CLAUDETTE ELIAS DAIN
TIMOTHY D. EVANS
PRISCILLA OSBORNE FLORES
PHEBE M. MCCUTCHEON
SHARI PROSSER
COLLEEN K. TAYLOR

INDEPENDENT AUDITOR'S REPORT

The Board of Trustees
The Measure E Citizens' Bond Oversight Committee
El Camino Community College District

We have examined the El Camino Community College District's compliance with the performance requirements for the Proposition 39/Measure E General Obligation Bonds for the period ended June 30, 2005, under the applicable provisions of Section 1(b)(3)(C) of Article XIII A of the California Constitution and Proposition 39 as they apply to the bonds and the net proceeds thereof. Management is responsible for the El Camino Community College District's compliance with those requirements. Our responsibility is to express an opinion on the El Camino Community College District's compliance with such requirements thereof based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on El Camino Community College District's compliance with specified requirements.

In our opinion, except for the items disclosed in the Schedule of Findings and Recommendations, the El Camino Community College District complied, in all material respects, with the aforementioned requirements for the fiscal year ended June 30, 2005.

Vicenti, Lloyd & Stutzman LLP
Vicenti, Lloyd & Stutzman LLP

November 20, 2005

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Citizens' Bond Oversight Committee

**EL CAMINO COMMUNITY COLLEGE DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE E BOND PROGRAM
PERFORMANCE AUDIT
June 30, 2005**

OBJECTIVES

The objectives of our Performance Audit were to:

- Document the expenditures charged to the El Camino Community College District Building Fund — Measure E Bond Program.
- Determine whether expenditures charged to the Building Fund — Measure E Bond Program, have been made in accordance with the bond project list approved by the voters through the approval of Measure E in November 2002.
- Note any incongruities or system weaknesses and provide recommendations for improvement.
- Provide the District Board and the Measure E Citizens' Bond Oversight Committee with a performance audit as required under the provisions of the California Constitution and Proposition 39.

SCOPE OF THE AUDIT

The scope of our performance audit covered the period of July 1, 2004 to June 30, 2005. The expenditures tested included all object and project codes associated with the bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other State or local funding sources, other than the proceeds of the bonds, were not included within the scope of our audit. Expenditures incurred subsequent to June 30, 2005 were not reviewed or included within the scope of our audit or in this report.

**EL CAMINO COMMUNITY COLLEGE DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE E BOND PROGRAM
PERFORMANCE AUDIT
June 30, 2005**

BACKGROUND INFORMATION

In November, 2000, the voters of the State of California approved Proposition 39 authorizing the issuance of general obligation bonds by California public school districts and community colleges under certain circumstances and subject to certain conditions. In November 2002, a general obligation bond proposition (Measure E) of the El Camino Community College District was approved by the voters of that District. Measure E authorized the District to issue up to \$394,516,464 of general obligation bonds to finance various capital projects and related costs, as specified in the bond measure provisions.

Pursuant to the requirements of Proposition 39, and related State legislation, the Board of Trustees of the District has established a Citizens' Bond Oversight Committee and appointed its members. The principal purpose of the Citizens' Bond Oversight Committee, as set out in State law, is to inform the public as to the expenditures of the proceeds of the bonds issued pursuant to the Measure E bond authorization. The Citizens' Bond Oversight Committee is required to issue at least one report annually as to its activities and findings.

Section 1 (b)(3)(C) of Article XIII A of the California Constitution requires the District to conduct, an annual independent performance audit to ensure that the proceeds of the bonds deposited into the Building Fund — Measure E Bond Program have been expended only for the authorized bond projects.

**EL CAMINO COMMUNITY COLLEGE DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE E BOND PROGRAM
PERFORMANCE AUDIT
June 30, 2005**

PROCEDURES PERFORMED

We obtained the general ledger and the project expenditure summary reports and detail prepared by the District for the period of July 1, 2004 to June 30, 2005, for the Building Fund — Measure E Bond Program. Within the period audited, we obtained the actual invoices and other supporting documentation for a sample of expenditures to ensure compliance with the requirements of Proposition 39 and Measure E as to the bond projects. We performed the following procedures:

- We reviewed the projects listed to be funded with general obligation bond proceeds as set out in the Measure E election documents.
- We selected a sample of expenditures for the period under audit and reviewed supporting documentation to ensure that such funds were properly expended on the authorized bond projects.
- We verified that funds from the Building Fund — Measure E Bond Program were generally expended for the construction, reconstruction, acquisition, furnishing and equipping of District facilities constituting the authorized bond projects and we verified that funds held in the Building Fund — Measure E Bond Program were not used for salaries of school administrators or other operating expenses of the District.

**EL CAMINO COMMUNITY COLLEGE DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE E BOND PROGRAM
PERFORMANCE AUDIT
June 30, 2005**

CONCLUSION

Based upon our procedures performed, we found that for the items tested, the El Camino Community College District has properly accounted for the expenditures of the funds held in the Building Fund — Measure E Bond Program and that such expenditures were made for authorized bond projects. Furthermore, it was noted that the funds held in the Building Fund — Measure E Bond Program, and expended by the District, were not expended for salaries of school administrators or other operating expenditures.

However, our examination did disclose instances of non-compliance related to the procedural requirements of Proposition 39 and other statutory requirements. These are disclosed in the accompanying Schedule of Findings and Recommendations.

**EL CAMINO COMMUNITY COLLEGE DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE E BOND PROGRAM
PERFORMANCE AUDIT
June 30, 2005**

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

Finding 05-1- Maintenance of Measure E Website

Findings: In our review of the district website we noted the Citizens' Oversight Committee meeting agendas and minutes are not being consistently and timely posted to the district website. Per Section 15280 of the Education Code committee proceedings shall be a public record and made available on the district website.

Recommendations: The district needs to update and maintain the Measure E website in a more conscientious and timely manner.

District Response: Agendas and minutes are promptly produced, posted to the internal websites and distributed to committee members and district staff who regularly attend the meetings as support to the committee. The Director of Public Information and Marketing receives the agendas and minutes. She will be advised of this finding and recommendation to update the general website in a more timely manner.

Finding 05-2 Filing of Annual Economic Disclosure Statements

Finding: Under Government Code Requirements and Board Policy Number 2710, Board members and district administrative officials are required to file annual economic disclosure statements. Our review indicates one board member is not filing the required statement. Filing of these statements is an important element in the statutory structure to safeguard against potential conflicts of interest by district policy makers.

Recommendation: The district needs to insure that these statements are filed by all board members and officials designated.

District Response: : All Board members are given the economic disclosure statements and advised of the annual filing deadlines

**EL CAMINO COMMUNITY COLLEGE DISTRICT
PROPOSITION 39 GENERAL OBLIGATION BONDS
MEASURE E BOND PROGRAM
PERFORMANCE AUDIT
June 30, 2005**

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

Finding 05-3- Public Advertising of Bids for District Purchases

Findings: In our review of district purchases we noted one instance in which the district inappropriately excluded a purchase from public bids. The district purchased vans from a private vendor without advertising for bids. The rationale provided us was that the price quote from the private vendor would be less than price quotes from a state contract which is not required to be bid when trade-in allowances are factored in and later that the vendor was the sole source for the purchase. However, the Public Contract and Education Code sections on which this is based only allows exclusion from public bids when the purchase is from a state contract.

Recommendations: The district should review its rules for excluding purchases over the legally required minimums from public advertising for bids to insure legal exclusions from bidding are being consistently and properly interpreted and applied.

District Response: : The District did consult with legal counsel who felt this was an example of a sole source exception to the competition bidding requirements with much consideration of the cost savings involved. In the future we will continue to review purchasing rules very carefully so as to ensure bidding requirements are consistently applied.

Appendix

Section i

Citizens' Bond Oversight Committee Agendas

August 3, 2004

October 13, 2004

November 17, 2004

January 12, 2005

February 16, 2005

April 6, 2005

June 1, 2005



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
August 3, 2004
3 p.m.

- | | | | |
|-----|----------------------------------------------------|------------------|------------------|
| 1. | Open Meeting | Kurt Weideman | 3:00 p.m. |
| 2. | Approval of May 26 Minutes | Kurt Weideman | 3:00-3:05 p.m. |
| 3. | Annual Report Schedule | Mary Ann Keating | 3:05 – 3:15 p.m. |
| 4. | Choice of Auditors | Pam Fees | 3:15 – 3:25 p.m. |
| 5. | Terms of Office | Vic Hanson | 3:25 – 3:30 p.m. |
| 6. | Measure “E” Agendas
- June, 2004
- July 2004 | Vic Hanson | 3:30 – 3:40 p.m. |
| 7. | Schedule of Future Meetings | Kurt Weideman | 3:40 – 3:45 p.m. |
| 8. | Open Discussion | All Members | 3:45 – 3:55 p.m. |
| 9. | Public Comment | Public | 3:55 – 4:00 p.m. |
| 10. | Adjournment | Kurt Weideman | 4:00 p.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
October 13, 2004
3 p.m.

- | | | | |
|-----|-----------------------------------------------|---------------------|------------------|
| 1. | Open Meeting | Kurt Weideman | 3:00 p.m. |
| 2. | Approval of August 3 Minutes | Kurt Weideman | 3:00 – 3:05 p.m. |
| 3. | Measure “E” Agendas
- August
-September | Vic Hanson | 3:05 – 3:15 p.m. |
| 4. | Annual Report Status | Mary Ann Keating | 3:15 – 3:25 p.m. |
| 5. | FY2004/2005 Budget | Vic Hanson | 3:25 – 3:35 p.m. |
| 6. | Expenditure Review | M. Keating/R. Roney | 3:35 – 3:50 p.m. |
| 7. | Schedule of Future Meetings | Kurt Weideman | 3:50 – 3:55 p.m. |
| 8. | Open Discussion | All Members | 3:55 – 4:05 p.m. |
| 9. | Public Comment | Public | 4:05 – 4:15 p.m. |
| 10. | Adjournment | Kurt Weideman | 4:15 p.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
November 17, 2004
3 p.m.

- | | | | |
|-----|---------------------------------|------------------|------------------|
| 1. | Open Meeting | Kurt Weideman | 3:00 p.m. |
| 2. | Approval of Oct. 13 Minutes | Kurt Weideman | 3:00 – 3:05 p.m. |
| 3. | Measure “E” Agenda
-November | Vic Hanson | 3:05 – 3:25 p.m. |
| 4. | Ad Hoc Committee Report | Nina Velasquez | 3:25 – 3:50 p.m. |
| 5. | Annual Report | Mary Ann Keating | 3:50 – 4:05 p.m. |
| 6. | Open House | Kurt Weideman | 4:05 – 4:15 p.m. |
| 7. | Schedule of Future Meetings | Kurt Weideman | 4:15 – 4:20 p.m. |
| 8. | Open Discussion | All Members | 4:20 – 4:30 p.m. |
| 9. | Public Comment | Public | 4:30 – 4:40 p.m. |
| 10. | Adjournment | Kurt Weideman | 4:40 p.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
January 12, 2005
3 p.m.

- | | | | |
|----|---------------------------------------|------------------------------------|------------------|
| 1. | Open Meeting | Kurt Weideman | 3 p.m. |
| 2. | Approval of Nov. 17 Minutes | Kurt Weideman | 3:00 – 3:05 p.m. |
| 3. | Measure “E” Agenda
-December, 2004 | Vic Hanson | 3:05 – 3:20 p.m. |
| 4. | Audit Report | Vavrinek, Trine, Day
& Co., LLP | 3:20 – 3:40 p.m. |
| 5. | Annual Report | Mary Ann Keating | 3:40 – 3:55 p.m. |
| 6. | Schedule of Future Meetings | Kurt Weideman | 3:55 – 4:00 p.m. |
| 7. | Open Discussion | All Members | 4:00 – 4:05 p.m. |
| 8. | Public Comment | Public | 4:05 – 4:15 p.m. |
| 9. | Adjournment | Kurt Weideman | 4:15 p.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
February 16, 2005
8 a.m.

- | | | | |
|-----|---------------------------------------|------------------|------------------|
| 1. | Open Meeting | Mary Ann Keating | 8:00 a.m. |
| 2. | Approval of January 12 Minutes | Mary Ann Keating | 8:00 – 8:05 a.m. |
| 3. | Measure “E” Agenda
- January, 2005 | Vic Hanson | 8:05 – 8:15 a.m. |
| 4. | Audit Report | Vic Hanson | 8:15 – 8:25 a.m. |
| 5. | Annual Report | Mary Ann Keating | 8:25 – 8:35 a.m. |
| 6. | Schedule of Future Meetings | Mary Ann Keating | 8:35 – 8:40 a.m. |
| 7. | Open Discussion | All Members | 8:40 – 8:50 a.m. |
| 9. | Public Comment | Public | 8:50 – 9:00 a.m. |
| 10. | Adjournment | Mary Ann Keating | 9:00 a.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
April 6, 2005
3 p.m.

- | | | | |
|----|---------------------------------|-------------------|------------------|
| 1. | Open Meeting | Kurt Weideman | 3:00 p.m. |
| 2. | Approval of February 15 Minutes | Kurt Weideman | 3:00 – 3:05 p.m. |
| 3. | Measure “E” Agenda | Pam Fees/Bob Gann | 3:05 – 3:20 p.m. |
| | a. February 22 | | |
| | b. March 21 | | |
| 4. | Lessons Learned | All Members | 3:20 – 3:35 p.m. |
| 5. | Selection of the Vice Chair | Kurt Weideman | 3:35 – 3:45 p.m. |
| 6. | Schedule of Future Meetings | Kurt Weideman | 3:45 – 3:50 p.m. |
| 7. | Open Discussion | All Members | 3:50 – 4:00 p.m. |
| 8. | Public Comment | Public | 4:00 – 4:10 p.m. |
| 9. | Adjournment | Kurt Weideman | 4:10 p.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

AGENDA
CITIZENS' BOND OVERSIGHT COMMITTEE
El Camino College Board Room
June 1, 2005
3 p.m.

- | | | | |
|----|-----------------------------------------------------------|---------------|------------------|
| 1. | Open Meeting | Kurt Weideman | 3:00 p.m. |
| 2. | Approval of April 6 Minutes | Kurt Weideman | 3:00 – 3:05 p.m. |
| 3. | Measure “E” Agendas
- April 18, 2005
- May 16, 2005 | ECC Staff | 3:05 - 3:30 p.m. |
| 4. | Member Replacement | Alex Kelley | 3:30 – 3:35 p.m. |
| 5. | Schedule of Future Meetings | Kurt Weideman | 3:35 – 3:40 p.m. |
| 6. | Open Discussion | All Members | 3:40 – 3:50 p.m. |
| 7. | Public Comment | Public | 3:50 – 4:00 p.m. |
| 8. | Adjournment | Kurt Weideman | 4:00 p.m. |

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a))*

Appendix

Section ii

Citizens' Bond Oversight Committee Minutes

August 3, 2004

October 13, 2004

November 17, 2004

January 12, 2005

February 16, 2005

April 6, 2005

June 1, 2005



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE
August 3, 2004
3 p.m.

PRESENT:

<input checked="" type="checkbox"/> Leandro Carde	<input checked="" type="checkbox"/> Robert Hammond	<input checked="" type="checkbox"/> Raymond Roney
<input checked="" type="checkbox"/> Luke Freiburghouse	<input checked="" type="checkbox"/> Mary Ann Keating	<input checked="" type="checkbox"/> Nina Velasquez
<input type="checkbox"/> vac_ Don Greco	<input type="checkbox"/> vac_ Mark Marion	<input checked="" type="checkbox"/> Kurt Weideman

Also Attending: Bob Gann, David Miller, Pam Fees

Open Meeting: The meeting was called to order at 3 p.m. Members and attendees introduced themselves.

Minutes: The minutes of May 26 were approved. In response to a question from Nina Velasquez, it was explained that the college had underexpended what it had planned to spend for equipment.

Annual Report Schedule: Mary Ann Keating provided a handout with suggested items to be included in the next annual report and asked for input. She would like to have most of the report done by early November, and she will work with Pam Fees on the Certificate of Compliance.

Kurt Weideman noted that the report would probably need less historical data this time. He expressed an interest in including a new member on the Annual Report Committee this time, noting that it does not require an extensive time commitment. Nina Velasquez volunteered to serve on the committee. Kurt would also like to see more in the way of a presentation of the Annual Report to the Board and the public next time. Finally, he expressed the wish that there had been more recognition for departing members Frances and Bud. It was noted that Ann Garten had certificates for them.

Choice of Auditors: Pam Fees reviewed the auditor selection process used last time. Vicenti, Lloyd and Stutzman, LLP, did the audits for both El Camino College and the Oversight Committee. They were paid \$9,920.00 plus related expenses for the committee audit. However, due to rules requiring a change every five years, ECC has since changed auditors, and the new company is Vavrinek, Trine, Day and Co., LLP.

The Oversight Committee is not legally (or morally) obligated to go out to bid for the auditor selection. Pam has already received a renewal proposal from Vicenti, Lloyd and Stutzman, LLP; however, there is no commitment requiring the committee to stay with them, and no quid pro quo is involved. She is recommending that the committee go with Vavrinek, Trine, Day and Co., LLP this time because they are less expensive. It was noted that there are no bad feelings between any of the parties.

Kurt Weideman noted that Vicenti, Lloyd and Stutzman did a great job, auditing 85% of the items and making some findings and recommendations. Pam Fees noted that the standard after the first year is generally lower – about 35% unless there are irregularities. It was also noted that if the college has two different companies, the Prop 39 one might have to wait until the other one was

finished because they would want to see the completed report first, and that would not be available until January.

Leandro Carde proposed that the group go with Pam's recommendation, and Kurt Weideman agreed – with the stipulation that they commit to being done by mid January. Mary Ann Keating, Ray Roney, and Luke Freiburghouse agreed. Nina Velasquez questioned whether the committee's auditors should be separate. Kurt noted that auditors value their reputations.

Terms of Office: Copies of a breakdown of the terms of office for each member were shared with the group. It was noted that each Trustee was able to make an appointment to the committee and certain groups were to have representatives. As it stands now, Mark Marion replaced Frances Stiglich, who was appointed by Board member Lila Hummel and also served as a representative for a senior citizens' group. Mary Ann Keating stated that Lila didn't know whom to appoint, so they combined her vote with a senior citizens' representative and suggested Frances Stiglich. Mary Ann feels that Lila's seat is still open.

Kurt Weideman read the bylaws concerning this matter to the group, and it was determined that all the organizations listed have representatives, and all Trustees had an opportunity to chose someone. Mary Ann stated that the bylaws were amended to state that each Trustee was to have one representative. Pam Fees will research this further.

Measure "E" Agenda (s):

June: Comments:

- The table on page 2 gives March 31 as the last issue date of purchase orders. Were there expenditures after that? It was noted that Vic Hanson was on vacation, so the 1A table was not updated.
- The sand volleyball item on page 5 refers to the replenishing of sand and nets for the outdoor volleyball courts, which is done every three years. Although this was approved for bond funding, Mary Ann Keating expressed disapproval of using bond funds for this expenditure.
- Science Complex Reno refers to the renovation of the Natural Science Complex, which is currently in Phase 2.
- In response to a question from Nina Velasquez regarding whether the transfer of funds affects the bond, Pam Fees stated that the college hasn't received even flow of "other" local money, so transfers are being made to cover the gaps.
- Will students be assessing the 50-cent fee on themselves? Luke Freiburghouse reported that the Associated Student Organization (ASO) endorses the fee; however, most students don't care. The last time they went out for a vote, they didn't have enough student participation for it to count. Robert Hammond questioned whether the students ever had a quorum. If not, are there other ways to go about the matter of this assessment? Kurt Weideman noted that there is a disconnect here and either another method needs to be found (like putting a ballot in registration packets) or the bylaws need to be amended. He would like to see an update on this issue.

July: Noted:

- Page 2 - The remaining balance of the equipment/technology expenditures is \$1,466,462.
- Page 3 identifies some of the equipment that remains to be purchased with this money.
- Page 8 shows an example of an underexpenditure (the bid came in at less than anticipated). Bob Gann noted that some installation costs will be needed. It was also noted that purchase orders were issued as of that date, but some equipment may not have been received by then. Costs can be accrued if items will be received in a reasonable amount of time. Otherwise,

the orders must be cancelled and redone. The spray booth and campus-wide servers, for example, might not happen in 2004-05 or 2005-06 due to unrelated circumstances. However, progress is being made on the other purchases.

- A Library item and a couple of math items were omitted, so add another \$300,000.
- The new grand total of outstanding equipment for 2004-05 or later is now \$1,190,247.

Bob Gann is currently working on the design for the Humanities complex and the electrical substation. Pam Fees is formalizing the ECC Final 2004-05 Budget for September 13 Board approval. They are still waiting for trailer bill approvals of the State budget to see how this will affect the college.

In response to Nina's question, it was noted that the General Fund Transfer goes into Fund 41 (the capital construction fund), not the bond fund. Also, scheduled maintenance is 50% funded by the State.

Schedule of Future Meetings: Most of the group likes the 3 p.m. time slot, so the next meeting will be held on Wednesday, October 13th at 3 p.m.

Open Discussion:

In response to a question from Kurt Weideman regarding whether the State budget would have any impact on this committee, Pam Fees stated that no impact is expected. This year ECC anticipated that the State might not send its apportionment, so it was prepared.

Luke Freiburghouse asked if he could send a representative if he couldn't make the meeting. It was stated that he probably could, but it was unclear whether or not that person could vote. The bylaws would need to be consulted.

Public Comment: none

Adjournment: The meeting was adjourned at 4:16 p.m.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))

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Citizens' Bond Oversight Committee Minutes



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES CITIZENS' BOND OVERSIGHT COMMITTEE October 13, 2004

PRESENT:

<input checked="" type="checkbox"/> Leandro Carde	<input checked="" type="checkbox"/> Robert Hammond	<input checked="" type="checkbox"/> Raymond Roney
<input type="checkbox"/> Luke Freiburghouse	<input checked="" type="checkbox"/> Mary Ann Keating	<input checked="" type="checkbox"/> Nina Velasquez
<input checked="" type="checkbox"/> Don Greco	<input checked="" type="checkbox"/> Mark Marion	<input checked="" type="checkbox"/> Kurt Weideman

Also Attending: Thomas Fallo, Pam Fees, Bob Gann, Ann Garten, Vic Hanson, David Miller, Bill Rausch (auditor), Angela Simon

Open Meeting: The meeting was called to order at 3 p.m. Members and guests introduced themselves. Pam Fees introduced Bill Rausch, of the auditing firm of Vavrinek, Trine, Day and Co., LLP. Kurt Weideman stressed that the audit must be completed and available by mid January.

Minutes: The minutes of August 3 were approved. Mark Marion inquired about the terms of office issue from the last meeting. Kurt Weideman asked Nina Velasquez if the item on the transfer of funds captured her question.

Measure "E" Agenda (s): Vic Hanson introduced Thomas Fallo, who, on behalf of the Board of Trustees and himself, thanked the committee members for all they do. He explained that the committee will soon be challenged by local and international events that will affect the first fully bond financed project – the Humanities building. Issues like expense acceleration, China's consumption of steel and cement products, devaluation of the dollar, consumption of wood by the southern states to rebuild hurricane damage, competition for materials locally due to statewide bond projects, etc. will all contribute to big cost increases (20 –30% or more). The 5 – 6% reserves won't even make a dent in the inflation rate.

ECC will continue to redo its plans as necessary to take into account all of these changes. For example, the college won't be building a parking lot on the north end of the campus because it is no longer financially feasible. ECC can no longer count on other funding like student fees, state funds, etc. which were included in planned project budgets. Some projects (like the Student Services Center) can be speeded up; however, in order to minimize the impact on the campus, there can't be too much construction at once. The Humanities building, for example, will probably be constructed at the same time as a parking structure. Don Greco stressed that it is important to always finish a project before starting another. Funding is not a problem now; the challenge is thinking fifteen years ahead. Waiting for prices to go down again would be a gamble and is probably not what the public would want.

August 16 Agenda

- Table A reflects the final expenditures for 2003-04. \$1.1 million was rebudgeted.
- Table B on page 2 shows the actual payments that were made compared to Table A, which records when purchase orders were issued. Pam Fees noted that the final amount of dollars

spent will be audited. They will also look at accrued items and all purchase orders issued during the year.

- Cumulative expenditures figures are on page 4.

September 13 Agenda

- A number of items were added to the September agenda to highlight key budget items the Board should take note of. The format has been changed to show the amount that was actually expended in Table A.
- The grand total budget for equipment/technology expenditures (page 2) is \$2,537,817.
- There will be some expenditures for energy efficiency on renovated buildings.
- Nina Velasquez wants to look at purchase orders to see that the numbers are correct. Pam Fees stated that all of the information is public information, and that she would be happy to go over any of it (within reason) with her.
- It was noted that it is the job of the auditors to examine the transactions, and last year they did question a few items, which were changed as a result. It was felt that although only a small part of the bond money was spent last year, the auditors did a thorough job of auditing it.
- Page 8 shows the current status with regard to collecting other monies. It was noted that there is not a cash flow problem yet.
- In response to Ray Roney's question as to how the Library project (funded in capital outlay, not bond funds) is being factored into the timeline, Bob Gann reported that it is factored into the overall facilities timeline. They are currently in the process of selecting a designer and should be working on the design in the new year, with preliminary working drawings in August. Ray's concern was the impact on the campus of two bond projects being done simultaneously with the Library project.
- Bob Gann reported that the material shortage hasn't impacted the scheduled completion of the science complex in December. The Open House for Phase I is November 5.

Annual Report Status: Mary Ann Keating provided the group with a draft document to take home and make changes.

FY2004-05 Budget: Vic Hanson provided the group with copies of the 2004-05 ECC Final Budget that was adopted by the Board at its September meeting. Pages of interest to the Oversight Committee were noted:

- Pages 17 and 18 (summary section)
- Pages 59 - 64 (detailed information)
- Pages 61-62 (key issues the auditors will be looking at) - It was also noted that the money for the audit comes from the general fund unrestricted.

Expenditure Review: Mary Ann Keating and Ray Roney reported that they met with Board members Nate Jackson and Bob Haag to give them an update. They stated that both Board members felt that Mary Ann and Ray could help them more if they knew about and could review bond expenditures before they went to the Board. Kurt Weideman asked for input from the group.

Comments:

- Don Greco asked how that impacts the people who inform them, since they don't meet that often.
- Vic Hanson stated that the Measure E agendas could be E-mailed to the committee as soon as they are ready, but Nina Velasquez said she was interested in having specific items to review.
- Don Greco felt the group's role is to oversee expenditures and report on progress in meeting the budget. He suggested an executive summary with highlights to make the group feel more

secure. Also, with exception reporting, information on stand-out items (not routine items) would be provided in advance for further review if necessary.

- Vic Hanson asked what the group defined as controversial.
- Mark Marion felt the group wasn't meeting its mandate; however, he didn't know how to fix it.

- Robert Hammond felt the group was doing the after-the-fact watchdog service they should be doing.
- Ray Roney wanted an opportunity to review Measure E items before the Board approves them.
- Mary Ann Keating wanted to give the Board members a heads up ahead of time.

Kurt Weideman read the committee's purpose as stated at the bottom of the agenda. He stated that the committee's leverage is that they have the "bully pulpit." He didn't want group members to feel uncomfortable about what they were doing; however, it was also important that they not slow down the progress of the scheduled projects. In order to be more proactive, he suggested forming an ad hoc committee to study the issue, and the following members agreed to serve on it: Robert Hammond, Mark Marion, Leandro Carde, and Nina Velasquez (chair).

Schedule of Future Meetings: The next meeting will be held on Wednesday, November 17th at 3 p.m.

Open Discussion

- Pam Fees reported to Mary Ann Keating that she had researched the Board agendas as promised and found no evidence of any amendments to the bylaws regarding Trustee appointments.
- Kurt Weideman reported that he had questions for Luke Freiburghouse about student fees, but he couldn't ask them because Luke was absent. Since it seems probable that ECC will never get the money anticipated from the levying of a student fee, this should be included in the next annual report, along with information about the soaring cost of materials, spiraling inflation, etc. A statement from each group member might also be included.
- Leandro Carde commended Vic Hanson and his staff for all the work they have done for the committee.

Public Comment: none

Adjournment: The meeting was adjourned at 4:13 p.m.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE
November 17, 2004

PRESENT:

<input checked="" type="checkbox"/> Leandro Carde	<input checked="" type="checkbox"/> Robert Hammond	<input checked="" type="checkbox"/> Raymond Roney
<input type="checkbox"/> Luke Freiburghouse	<input checked="" type="checkbox"/> Mary Ann Keating	<input checked="" type="checkbox"/> Nina Velasquez
<input checked="" type="checkbox"/> Don Greco	<input checked="" type="checkbox"/> Mark Marion	<input checked="" type="checkbox"/> Kurt Weideman

Also Attending: Bob Gann, Mary Combs, David L. Miller, Pam Fees, Angela Simon

It was suggested that members should be asked to rsvp re: their attendance when notified of future meetings.

Open Meeting: The meeting was called to order at 3 p.m. Members and participants introduced themselves.

Minutes: The minutes of October 13 were approved with the following change:
Page 3 – change the name to Ray Roney.

Measure “E” Agenda: Vic Hanson reviewed the November Measure “E” Board agenda. Noted:

- The Information section gives the status of equipment items. There has not been much activity between the previous month and the current month.
- Table B gives the status of all projects and payments to date. At this point, approximately \$11 million has been spent, and it is anticipated that another \$11 million will be spent this year.
- Section D is new. It describes how bond money was used in the Science Complex Renovation Project. When the project was begun, the State was only providing money for safety items, and ECC planned to set aside 3-to-1 matching funds for three years. Relocation costs were to come from another source also. Passage of the bond measure provided money to fund various parts of the science complex project (these were written into the measure). The expenditure of the other \$4 million is identified in Section D. Categories include Relocation, Equipment, Phasing Costs, Additional Project Scope, Enhanced Information Technology Infrastructure, and Qualitative and Capacity Enhancements.
- There were additional costs for breaking the project into two phases instead of one; however, this was necessary to minimize the impact on the science programs. Phasing costs are part of the construction costs.
- It was noted that the committee had not reviewed the October 18 Board agenda. Vic stated that although the group didn't receive a separate October agenda, the information was included in the November agenda. Kurt Weideman felt that the group needed to have copies of the October agenda, so copies were made and distributed. It was noted that when comparing November to September on page 5, the dollar amount for the science complex renovation is almost the same (except for \$10,000).
- Section B is Project Budgets. There was discussion on the hiring of LPA as the architects for the Humanities project. They will be involved in the construction also. A selection committee was formed, architectural firms were invited to give presentations, and the group

chose the firm contingent on negotiating a satisfactory fee. It was also clarified that this is just a contract to use their services and doesn't mean they have already received this amount. The purchase order allows money to be paid, but only after services have been rendered. The monthly billing should equate to the time they complete various aspects of the design, and they receive a percentage of the value of the contract as they reach various milestones. Bob Gann's signature of approval would be required at these points. If a purchase order goes over its original amount, a contract amendment would be required, and this would go to the Board. ECC can delay paying an invoice if the work is not completed and dispute the invoice; however, disputes are usually resolved in the next month, and the college has never had a failure to perform with architects.

- Section II is Approvals. It was noted that prior Board approval is required before entering into contracts. A job walk is mandatory, but several companies came in late. That's why there is only one vendor.
- Section III is Ratifications. In response to Nina Velasquez's question, it was clarified that the Board has already seen these items and is just ratifying them, and yes, they can remember that far back. Pam Fees also noted that they are bound by the requirements of the purchase order and can't exceed that by more than a small amount. Beyond that, another purchase order has to be issued. It was also noted that the structure is very formal, with checkpoints along the way. For example, the President's Office can and does ask questions if they have them and there is a pre-audit function at the County also. This sometimes requires documentation of Board action.
- It was noted that an interfund transfer is a transfer between the General Fund Unrestricted and another fund. These are shown on pages 18 and 67 of the Final Budget book.

Ad Hoc Committee Report: Nina Velasquez reported that she E-mailed everyone on the committee for input on any concerns they had.

- Ray Roney's concern was about reporting to the Board. She met with the president on this and now understands his thinking. The job of the Oversight Committee is to oversee what the Board has done, not to instruct the Board ahead of time.
- Nina Velasquez's concern is to feel connected to what is happening. The Facilities Steering Committee minutes let her know what is going on and gives her a feeling of connection. She also loves the Measure "E" equipment list and wants to become more informed as to how it comes together.
- Leandro Carde didn't recall being contacted. He felt the handout seemed like it was already done and there was nothing for the committee or him to do. He would have liked to chat with the Board members.
- Robert Hammond had no concerns.
- Mark Marion had concerns from day one. He is proud of El Segundo's bond work. The Oversight Committee in Manhattan Beach didn't function as it was supposed to, and he blames the mechanism of how they were charged. He feels the ECC staff members are honest, and as long as they are, things are OK. However, he feels they probably wouldn't be able to do anything about it if there was a problem. He's comfortable with what the committee is doing, but a dishonest person could really hurt the District, and after-the-fact reviewing can't help this.
- Don Greco felt the most important concerns are whether the projects are on budget and on schedule. He reminded the group about the president's talk at the last meeting regarding inflationary costs and why revision is necessary. The projects as originally conceived are not possible due to these changes. The price index is up, so things are going to get worse. The committee is doing its job to let the public know and make sure the information is available. These circumstances are different from those affecting the Manhattan Beach projects. The ECC Oversight Committee's role is only to review; they are not responsible for keeping the Board informed. He also likes the Facilities Steering Committee meeting minutes.

- Mary Ann Keating and Ray Roney stated they are simply bringing the concerns of two Board members to the group. She has no concerns.
- Kurt Weideman stated that he's committed to getting everyone's questions answered. He noted that the problems in Manhattan Beach were caused by the superintendent, and he felt that the ECC committee is still growing and finding a format and structure that works for it. He thanked the subcommittee members for their work on this ad hoc committee.

Annual Report: Mary Ann collected input on her two-page handout from the last meeting. Concern was expressed that all committee terms of office were up in 2005 except for Nina Velasquez. (It was later clarified that some terms don't expire until 2006). A sheet requesting residential information on committee members was circulated. Bob Gann will provide an update on his spreadsheet in January. Kurt Weideman stressed that all members will need to buy into the Annual Report.

Open House: Kurt Weideman reported on the Science Complex Open House he attended. He and his wife got a personal tour of the facility from students, and he enjoyed it all the more because of his involvement in the project. He felt the event was great publicity for the project, and he wished everyone on the committee could have attended.

Schedule of Future Meetings: Pam Fees reported that the auditors are writing up the audit, and the goal is to get it to the committee before the third week in December. The next meeting was scheduled for January 12 at 3 p.m.

Open Discussion

- Kurt Weideman: The annual report is now on the Web site. There was discussion on the 10-15 page packet from the attorneys that was given to the original members of the committee. Mary Ann Keating will review the document and determine if it is something the new members should have. The original document was distributed by the President's Office.
- Mary Ann Keating: In the March 10, 2003, Board meeting minutes describing the original Citizens' Bond Oversight Committee, there is an asterisk next to the name of Frances Stiglich. She feels this means there is still an open seat on the committee. Pam Fees will research this again.

Public Comment

- Kurt Weideman
 - Interest was expressed in getting the minutes of the Facilities Steering Committee minutes to the members of the Oversight Committee. Since they come from the President's Office, Susan Pickens will be notified to send them as soon as they are ready via E-mail.
 - The committee needs to do a better job on new member orientation.
- Nina Velasquez: The committee is very fortunate and lucky to have good people as members.
- Leandro Carde: He agrees that the committee members are excellent and that they need to do a better job of informing new members as to what their responsibilities are.

Adjournment: The meeting was adjourned at 4:15 p.m.

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))*

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EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE
January 12, 2005

PRESENT:

<u> x </u> Leandro Carde	<u> x </u> Robert Hammond	<u> </u> Raymond Roney
<u> </u> Luke Freiburghouse	<u> x </u> Mary Ann Keating	<u> x </u> Nina Velasquez
<u> x </u> Don Greco	<u> x </u> Mark Marion	<u> x </u> Kurt Weideman

Also Attending: Bob Gann, David Miller, Pam Fees

Open Meeting: The meeting was called to order at 3:04 p.m.

Minutes: The minutes of November 17, 2004 were approved with no changes.

Measure "E" Agenda (December, 2004): The document was reviewed. Noted:

- Table A - Fine Arts equipment (0604) has a deficit balance as does Natural Sciences (0611). This is because it was expected that the projects would be completed by June 30, and the money was included in that fiscal year budget. However, they were actually completed in July, so the money will have to be recognized this year. Since the money wasn't spent that fiscal year (even though that was the intention), it will have to be explained to the auditors that it is a carry-over of expenses.
- It was questioned as to why, on Table A, we are half way through the year but only 20% of the budget has been spent. It was explained that 600 computers are being replaced this year, and much of it was done during Winter Recess while classes are minimal. These expenses are not on Table A because the table was established prior to the recess. Some large items for Information Technology are outstanding and not paid yet.

It was noted that receiving the minutes for the Facilities Steering Committee is very beneficial. Kurt suggested that the Oversight Committee should have a representative attend these meetings and report back. Nina Velasquez will check her schedule to see if she can attend.

Audit Report: The audit presentation report was distributed, and Heidi White and Rick Coda from Vavrinek, Trine, Day & Co., LLP presented their findings from the audit. Pam Fees noted that Bill Rouch did the District audit and Rick Coda did the Measure E audit. The following steps were taken:

- Gained an understanding of how ECC worked
- Made sure everything with the bond was consistent with all other regulations
- Reviewed any and all activities associated with the bond
- Reviewed all construction projects
- Scrutinized 43% of the activities, even though the District only requested that 40% be reviewed
- Checked the appropriateness of expenditures
- Analyzed the balance and how it related to initial issues
- Interviewed staff members at ECC
- Analyzed how disbursements take place and internal controls

- Interviewed the construction management firm and analyzed their involvement
- Reviewed inter-fund transfers of prior years

Findings:

- There is good communication between the construction management firm and ECC staff.
- Construction and progress are about where they should be.
- The procedures for disbursement at ECC are strong and should be continued for the bond.
- No inappropriate Measure E expenses were found.
- Prior year inter-fund transfers were found to be appropriate for the bond.
- Nothing came to his attention that was not in compliance with Measure E, and he found nothing inappropriate with the bond.
- Good controls are in place for the bond.

Kurt Weideman inquired about problems found last year during the audit on page 6, where two expenditures were found to be inappropriate. Pam Fees explained that both items - the \$5,000 to assist on the space inventory and \$42,000 that was spent to determine our needs but also included some campaign items - were transferred out, which corrected the problem.

It was questioned why page 19 of the Budget Book has a different total from the Financial Summary in the audit. Heidi White answered that Rick Coda's amount in the Financial Summary included accruals to accounts payable, as they were considered a 'hit' against the bond. The audit company will reconcile it and fax the information to Kurt Weideman tomorrow.

It was noted that some difference is due to the fact that some contract work has been scheduled and contracted but not yet performed; consequently, the expenses have not been accrued.

There is a discrepancy in the interest earned due to the need to close El Camino's fiscal books, so some amounts had to be estimated. The interest amount in the audit report is the most accurate.

The signed, detailed audit report was distributed. It was noted that this was a clean report. It was also noted that the District assigned distinct people to perform distinct roles and Rick Coda noted that the staff is doing what they should be doing.

Annual Report: The draft of the Annual Report was distributed. All were asked to verify the information on page 3 to assure their names were spelled correctly. Kurt Weideman read the page titled "Year Two" so all could get the full impact of this page. The report was well received with the exception of three typographical errors:

- Line 3 - 'mission' should be 'million'
- First bulleted item under Concerns, fifth line 'constructions' should be 'construction'.
- Fourth bulleted item requires a question mark.
- In the seventh bulleted item, the reference to 'parking fees' should be changed to 'Campus Center Fees'.

The Certificate of Compliance was circulated for signatures.

Schedule of Future Meetings: A meeting is required to create a presentation to the Board of Trustees on February 22nd; therefore, the next meeting is scheduled for February 16, at 8:00 a.m.

Open Discussion: Kurt Weideman stated that he was impressed that the auditors found no discrepancies.

Public Comment: None

Adjournment: The meeting was adjourned at 4:04 p.m.

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively “review and report” on the expenditure of these funds. (Ed. Code sec. 15278(a)*
osite11205



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE
February 16, 2005

PRESENT:

<input checked="" type="checkbox"/> Leandro Carde	<input checked="" type="checkbox"/> Robert Hammond	<input type="checkbox"/> Raymond Roney
<input checked="" type="checkbox"/> Philip Gomez	<input checked="" type="checkbox"/> Mary Ann Keating	<input type="checkbox"/> Nina Velasquez
<input checked="" type="checkbox"/> Don Greco	<input checked="" type="checkbox"/> Mark Marion	<input type="checkbox"/> Kurt Weideman

Also Attending: Alex Kelley

Open Meeting: The meeting was called to order at 8 a.m. Alex Kelley, interim Vice President of Administrative Services, was introduced. He is replacing Vic Hanson. Philip Gomez, the new student representative, was also introduced. He is replacing Luke Freiburghouse.

Minutes: The minutes of January 12 were approved.

Measure "E" Agenda: The Measure "E" agenda from January 18, 2005, was shared with the group.
Noted:

- Table 1B – They have been receiving quite a few of the replacement computers, which accounts for the approximately \$340,000 change.
- The Facilities Master Plan has been revised for 2005 to incorporate necessary changes primarily due to increased costs. These changes will reduce expenditures and will also put ECC in a better position to receive state money for renovation. The revised plan will go to the Board on the February agenda.
- The proposed parking structure on Manhattan Beach Boulevard will not be built. Instead, the parking structure on Redondo Beach Boulevard will be increased by 200 stalls to compensate. This will provide a savings of \$8.2 million
- The Technical Arts Building and the Shops will be renovated instead of replaced, for a savings of \$7.2 million.
- There will be no new Health Occupations Center. Instead, the Communications Building will be renovated to house the health occupations.
- Changes to the Stadium plan will enable the project to stay within the original budget.
- An architect has been selected for the Marsee Auditorium renovation, and the design phase is expected to be from February to May of 2005. Department of State Architecture (DSA) review will probably take from June to November of 2005. Construction is currently scheduled for March to August of 2006. At this time, it unclear whether the building will have to be closed during this time.
- It is likely there will be other changes to the Facilities Master Plan in the future.
- Under the Approvals section, it was noted that the upgrade to the HP system was scheduled for next year; however, the need was such that it went to the January Board.

Audit Report: Copies of the revised audit report were distributed. The audit company recognized certain expenditures in a way they should not have, so they revised their initial report.

Annual Report: Copies of the Annual Report were distributed. This will be presented at the February Board meeting. Mary Ann Keating will make the presentation on Tuesday, February 22 at 4:30 p.m. Leandro Carde and Mark Marion will also attend, and Robert Hammond and Don Greco may be able to attend. Kurt Weideman may not be able to attend. Mary Ann was thanked for her work on the Annual Reports.

Schedule of Future Meetings: The next meeting will be held on Wednesday, April 6, at 3 p.m. in the Board Room. This will be a combined meeting between new and old members.

Open Discussion: Leandro Carde will volunteer for another two years on the committee. Robert Hammond is undecided at this time. Mary Ann will not be serving another term on the committee. Vic Hanson will remind President Fallo to appoint the new people by the next meeting.

Public Comment

- Robert Hammond took a winter class at ECC and was impressed with the quality of the college.
- Philip Gomez noted that he has talked to his predecessors (Cameron Samimi and Luke Freiburghouse) and will try to get more information by April 6.
- Alex Kelley gave information on his background. He was Director of Information Technology Services at ECC for many years, and was involved with various statewide and nation-wide user groups. He was about to retire when they asked him to serve as interim Vice President of Administrative Services.
- Don Greco thanked Vic Hanson for his candor and honesty.
- Mark Marion thanked Kurt Weideman and Mary Ann Keating for their work on the Annual Report. He also thanked Vic Hanson for his honesty and for allaying his fears about the bond process. He described Vic as a gentleman and a scholar and felt it was a pleasure to work with him. Leandro Carde admired Vic's work, felt he set a high example, and made him proud to be associated with ECC. Mary Ann thanked Vic for presenting information in a user friendly way.

Adjournment: The meeting was adjourned at 8:30 a.m.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE
April 6, 2005

PRESENT:

<input checked="" type="checkbox"/> Leandro Carde	<input checked="" type="checkbox"/> Robert Hammond	<input type="checkbox"/> Nina Velasquez
<input checked="" type="checkbox"/> Philip Gomez	<input checked="" type="checkbox"/> Mark Marion	<input checked="" type="checkbox"/> Kurt Weideman
<input checked="" type="checkbox"/> Don Greco	<input checked="" type="checkbox"/> Raymond Roney	

Also Attending: David L. Miller, Alex Kelley, Pam Fees, Ann Garten

Open Meeting: The meeting was called to order at 3 p.m. Meeting attendees introduced themselves.

Minutes: The minutes of February 15 were approved.

Measure "E" Agendas:

February 22

- Pam Fees reported that there were no large changes occurring in the February agenda, and most of the activity was focused on completion of the Science Complex.
- There was discussion of the kiosks purchased under New Equipment. It was noted that there were four kiosks located around campus, and now they will be adding more. The purpose is to give students access to items like their class schedules, etc. The current plan is to make the ones outside the Marsee Auditorium and the Student Services Center available all day, every day (except for two hours of maintenance at night).
- Kurt Weideman asked about a cross reference value between the CW Driver contract and what was penciled in on the budget. Alex Kelley reported that they expect the project to come in under budget, and Pam Fees noted that page 54 of the budget book provides the design and plan review and construction administration that would be the CW Driver items. Others included would be architects. David Miller will get the numbers for the next meeting.
- In response to Don Greco's question as to whether the same quality can be maintained (i.e. the same top people in the company), David Miller reported that the top two people stayed on the Science Complex project until the last day. The only change was the project executive, and there was no problem with that change. He noted that Sean Wardlow will be elevated to project executive and will be supervising John Wong, who will be the project manager.
- In response to Mark Marion's question as to how ECC handles broken computers, Alex Kelley noted that the Information Technology Services (ITS) division at ECC has six computer repair people. They are all Dell certified and can repair computers without affecting the warranties. They keep some spare parts in house and have a 24-hour guarantee on delivery of any other spare parts they may need. ITS has been standardizing software and hardware to minimize training on repairs. PFE funds and supply money have also been used for this. Alex Kelley also noted that ECC recently hired a full-time trainer who has already scheduled classes to update employee computer skills in order to maximize computer usage.

March 21

- Kurt Weideman noted that the committee had already addressed the large amount of computer purchases. Pam Fees reported that the college is now reassessing the budget to actual expenditures and making revisions. They are also looking to see if any unspent funds can go to other areas. Alex Kelley will do the review and make recommendations.
- David Miller noted that they hope to have the books on the Science Complex closed by the end of the month. The process of closing the books has yielded small refunds in some cases.
- David Miller also noted that they are working on hazmat material abatement for the Humanities building and the demolition plan. Architectural plans must be submitted to the Department of State Architect (DSA), which is so backed up due to all the bond construction statewide that approval can take six to eight months. With costs going up every day, this is unacceptable. In order to maximize the use of wait time, they are scheduling things that can be done without DSA approval. For example, DSA doesn't have jurisdiction over demolition and grading, so they hope to complete these tasks while the plans are being checked by the DSA.
- In response to Ray Roney's questions re: a timeline for the demolition, David responded that after they move everyone into the modular units and after they do the hazmat abatement, they will be free to do the demolition.
- Alex Kelley noted that ECC has been coordinating project items to allow the college to move as soon as it gets approval. He noted that Bob Gann and David Miller have actually designed projects several years ahead in order to shorten approval time and maximize time spent on a project. It might be perceived as a bit risky to do this; however, in the long run it saves time, even if some changes have to be made.
- Copies of an article from the March 25th Daily Breeze titled, "Review Says Red Tape Costs L. A. College District Millions" were shared with the group, and there was discussion on what could be done to avoid these problems at ECC.

Lessons Learned: Kurt Weideman was pleased to note that most of the committee members whose terms were up had signed up for another term. The only new member was the student representative, Philip Gomez. Philip reported that he had already received a copy of the annual report and the budget. Kurt reviewed the purposes of the committee, noting that it represents the public. Philip's term ends next year.

Selection of Vice Chair: Kurt Weideman acknowledged Mary Ann Keating and her contributions to the committee. With her departure from the committee, the position of vice chair became vacant, and he asked for nominations and/or volunteers. When there were none, he reported that Nina Velasquez, who could not attend the meeting, had volunteered for the position. The committee all voted in favor of appointing Nina to the position of vice chair.

Schedule of Future Meetings: The next meeting will be held on Wednesday, June 1 at 3 p.m. Leandro Carde noted that he will not be able to attend.

Open Discussion:

- In response to Ray Roney's question on a replacement for Mary Ann Keating, Alex Kelley reported that she was appointed by Dr. Haag, the Board member who passed away, so there is no one to make the appointment. The Board will be waiting until the November to replace Dr. Haag, so it looks like there will be no replacement appointed to the Oversight Committee until then. However, the committee would like to have the seat filled now, even if it is an interim appointment. Alex will convey the committee's recommendations to the president.
- Alex Kelly announced that there will be a free Planetarium show for the public on April 22 at 6 p.m. The event will showcase the state-of-the-art projector that was purchased with bond funds. In response to Robert Hammond's question re: hiring a Planetarium Director, Alex

noted that Vice President Jim Schwartz is fighting for this position; however, things like budget uncertainties need to be considered.

- In response to Don Greco's question re: the remodeling of the Marsee Auditorium, David Miller reported that this project has been tabled as a result of changes to the master plan. He stated that they are in the process of reprioritizing all of the projects due to inflation and other factors. Don felt this project should be a low priority item. Alex Kelley noted that the current lighting system in the auditorium is failing, so the college may need to spend some money to replace it if it can't be fixed. Philip Gomez felt that the auditorium should be a high priority project. For example, the upper deck is not accessible to the handicapped. Alex noted that other projects like elevators might carry a higher priority due to the volume of students served.
- It was acknowledged that accountability comes up during election time, and Kurt Weideman stated that he is proud of what this committee is doing and what the ECC staff is doing.
- In response to Leandro Carde's question as to how the committee might get more public attendance, Kurt noted that committees like this don't get any attention until there is a scandal.
- Ann Garten noted that even though the Daily Breeze hasn't published the information on the committee meetings, it is available on line

Public Comment: None

Adjournment: The meeting was adjourned at 3:48 p.m.

PURPOSE: To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))



EL CAMINO COLLEGE
Office of the Vice President - Administrative Services

MINUTES
CITIZENS' BOND OVERSIGHT COMMITTEE
June 1, 2005

PRESENT:

<input type="checkbox"/> Leandro Carde	<input checked="" type="checkbox"/> Robert Hammond	<input checked="" type="checkbox"/> Nina Velasquez
<input type="checkbox"/> Philip Gomez	<input checked="" type="checkbox"/> Mark Marion	<input checked="" type="checkbox"/> Kurt Weideman
<input checked="" type="checkbox"/> Don Greco	<input checked="" type="checkbox"/> Raymond Roney	

Also Attending: Bob Gann, Pam Fees, Ann Garten

Open Meeting: The meeting was called to order at 3 p.m. Meeting attendees introduced themselves.

Minutes: The minutes of April 6 were approved.

Measure "E" Agenda (s): Bob Gann reviewed changes to the 2005 Master Plan that went to Board in February and from his May report re: status of projects. Noted:

- The Science Complex is substantially complete. The college will be going to mediation with the architectural firm due to errors and omissions it feels they should be responsible for. The contract has a mediation clause.
- Air distribution problems are being worked on.
- They are working on getting Department of the State Architect (DSA) final certification in the next 90 days. In response to a question as to whether people should be in the building before final certification is received, it was noted that there is no legal liability involved and pre-certification occupancy is a common practice in most buildings.
- A six month period for the DSA approval process has been built into ECC's plans. To add insult to injury, the DSA must be paid for its glacially slow services.
- David Miller reported that he was unsure what information he was supposed to bring to the meeting; consequently, Bob Gann will need to bring it to the next meeting. Alex Kelley noted that the group was looking for the information about project savings.
- To mitigate the impact of the DSA review on project schedules, some work that is outside the scope of the DSA review will begin before construction starts – probably September or October. In response to a question about lead time for faculty to move, Bob Gann noted that they have already delivered moving boxes to faculty members who are going away for the summer.
- Conversion of modular units will start in the next few weeks, and the AFT office will also be moved.
- The primary electric station project will be going to bid in the first part of July. This project will need to be finished before the Humanities building is completed in order to provide for its power needs.
- The Learning Resource Center (LRC) is a state-funded project. The preliminary design has been submitted to the State, and barring budget catastrophes, they hope to receive construction funding from the State this year. Some of the fine arts programs will also be housed there. The current estimated cost is \$7 million – much of which will be spent on equipment.
- A conceptual design for the Lot H parking structure has been approved. It will be a five-level structure with 1,100 parking stalls (800 spaces net). There will also be a new softball

field and new tennis courts. This project has changed so much that they can't give an accurate estimated cost figure at this point

- A master planning architect has been selected for the infrastructure projects, and it has gone to the Board. The current estimated cost is over \$30 million.
- Seven design firms will be interviewed next Thursday for the Student Services building project. The estimated cost is \$28 million.
- It was noted that the cost estimate figures are the totals covering many years, and they try to anticipate yearly for costs that would fall within that year. Currently they are well within the cash flow that was anticipated for the bond issuances.
- It was noted that prices have moderated from a 24% inflation to 15%. Much of this is now demand driven because contractors are able to pick and choose.
- Kurt Weideman finds the Facilities Steering Committee meeting minutes very helpful and wants to continue receiving them. The next meeting is in July.
- In response to Ray Roney's question re: whether ECC anticipates receiving any additional income as outlined in the Facilities Master Plan Funding chart (page 6, April Measure "E" agenda) in the categories with a zero balance, it was noted that the college will receive \$460,000 for the state capital construction program. ECC probably won't get any Campus Center fees because it requires a student vote, which doesn't seem likely to happen. This category may need to be eliminated from the chart. Some funds are expected from the Bookstore after their books close; however, the amount is uncertain at this time.
- In response to Don Greco's question, it was noted that \$240,000 is the amount involved in the mediation. The attorney costs are approximately \$20,000.

Member Replacement: Alex Kelley reported that he took the group's request for a new member to President Fallo. He took the request to the Board, but they want to reserve selection of the new committee member for the person who fills Dr. Haag's seat. This won't be until November. Kurt Weideman lamented the fact that members just get up to speed in a year or two and then they are gone, along with their knowledge. Mark Marion expressed concern regarding the lack of consistent student representation. It was noted that Philip Gomez has been elected to the Board. Alex Kelley offered to draft a letter to the president of the ASO about having consistent representation. Bob Gann noted that they do get some student input through the Facilities Steering Committee.

Schedule of Future Meetings: The next meeting is scheduled for Wednesday, September 14th, at 3 p.m.

Open Discussion: For the next meeting, Kurt Weideman wants to discuss going out to bid again for the auditing contract. He was not happy with the job the last auditors did. There were too many inaccuracies. Pam Fees noted that it is more of an RFP (request for a proposal) than a bid, and they should start that process now because it takes a couple of months. Mark Marion and Nina Velasquez volunteered to be on a subcommittee to review the RFPs before September and bring the information to the September meeting. Don Greco will be the alternate if one of the subcommittee members can't make it.

Kurt Weideman would like to be notified of future Planetarium shows. It was noted that they were so successful that people had to be turned away.

Public Comment: none

Adjournment: The meeting was adjourned at 3:50 p.m.

PURPOSE: *To inform the public concerning bond revenue expenditures and to actively "review and report" on the expenditure of these funds. (Ed. Code sec. 15278(a))*

Appendix

Section iii

Citizens' Bond Oversight Committee Bylaws

**CITIZENS' BOND OVERSIGHT COMMITTEE
BYLAWS**

Section 1. Committee Established. The El Camino Community College District (the "District") was successful at the election conducted on November 5, 2002 (the "Election"), in obtaining authorization from the District's voters to issue up to \$394,516,464 aggregate principal amount of the District's general obligation bonds (the "Bond Measure"). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the El Camino Community College District (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under the Bond Measure. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform the duties set forth in Sections 3.1, 3.2 and 3.3 below and shall refrain from those activities set forth in Sections 3.4 and 3.5 below:

- 3.1 **Inform the Public.** The Committee shall inform the public concerning the District's expenditure of bond proceeds.
- 3.2 **Review Expenditures.** The Committee may review quarterly expenditure reports produced by the District to ensure that (a) bond proceeds are expended only for the purposes set forth in the Bond Measure; (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses.
- 3.3 **Annual Report.** The Committee shall present to the Board, in public session, an annual written report which shall include the following:
 - (a) A statement indicating whether or not the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
 - (b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board/Superintendent/President. Either the Board or the Superintendent/President, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of construction contracts,
- (ii) Approval of construction change orders,
- (iii) Appropriation of construction funds,
- (iv) Handling of all legal matters,
- (v) Approval of construction plans and schedules,
- (vi) Approval of Deferred Maintenance Plan, and
- (vii) Approval of the sale of bonds.

3.5 Voter-Approved Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

(b) The establishment of priorities and order of construction for the bond projects shall be made by the Superintendent/President in his sole discretion.

(c) The selection of architects, engineers, soils engineers, construction managers, project managers, California Environmental Quality Act consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.

(d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board in its sole discretion and shall report to the Committee on any cost saving techniques considered or adopted by the Board.

(e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

(g) The adoption of a plan for publicizing the activities of the Committee and the determination as to whether a mailer, a newspaper notice or website materials would best suit the distribution of the Committee's findings and recommendations.

(h) The amendment or modification of the Bylaws for the Committee as provided herein, subject to the legal requirements of Proposition 39.

(i) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution.

(b) Inspect college facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Superintendent/President, or his designee.

(c) Review copies of deferred maintenance proposal or plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for the college, such as a foundation.
- Two (2) members of the community at-large.

5.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age and reside within the District's geographic boundary, in accordance with *Government Code* Section 1020.

(b) The committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and

the Political Reform Act (Gov. Code §§ 81000 *et seq.*), and to complete the Form 700 as required by all "designated employees" of the District. Additionally, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Bylaws.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, beginning April 1. No member may serve more than two (2) consecutive terms. At the Committee's first meeting, members will draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term.

5.5 Appointment. Members of the Committee shall be appointed by the Board of Trustees through the following process: (a) advertise for applications in local newspapers; (b) the Superintendent/President or his designee will review the applications; (c) the Superintendent/President or his designee will make recommendations to the Board of Trustees; (d) or by another process that the Board may establish.

5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District unless a majority of the members of the District Board of Trustees have voted express authority to do so. (b) Individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee is required to meet at least once a year including an annual organizational meeting to be held in April.

6.2 Location. All meetings shall be held within the El Camino Community College District, located in Los Angeles County, California.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business except adjournment.

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

(a) preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(b) provision of a meeting room, including any necessary audio/visual equipment;

(c) preparation and copies of any documentary meeting materials, such as agendas and reports; and

(d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2 District staff and/or District consultants shall attend all Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

7.3 No bond proceeds shall be used to provide District support to the Committee.

Section 8. Reports. In addition to the Annual Report required in Section 3.2, the Committee may report to the Board at least semi-annually in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Superintendent/President shall appoint the initial Chair. Thereafter, the Committee shall elect a chair and a vice-chair who shall act as chair only when the chair is absent, which positions shall continue for two (2) year terms. No person shall serve as chair for more than two consecutive terms.

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a two-thirds vote of the entire Board.

Section 11. Termination. The Committee shall automatically terminate and disband at the earlier of the date when (a) all bond proceeds are spent, or (b) all projects funded by bond proceeds are completed.

Appendix

Section iv

Measure E Expenditures Approved by Board of Trustees, El Camino Community College District

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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BOND EQUIPMENT 2004-05

ACADEMIC AFFAIRS

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Business	24 Electrical, network, audio, video outlets	\$96,000
	24 Media Center consoles	<u>240,000</u>
	Subtotal (42-56420-01-050000-0602)	\$336,000
Fine Arts	4 Grand pianos model M	<u>90,000</u>
	Subtotal (42-56420-01-100000-0604)	\$90,000
HSA - Special Resource Center	5 Classroom Captioning Accessible	4,000
	2 Production Recorders	800
	Omni Page 12	1,000
	Dragon Naturally Speaking Voice Input with Mics	<u>8,000</u>
	Subtotal (42-56420-01-642000-0609)	\$13,800
Industry and Technology	Spray Booth	45,465
	Torque Converter Cleaner	1,875
	Cleaning Oven	<u>9,986</u>
	Subtotal (42056420-01-090000-0607)	\$57,326
Learning Resources	Distance Education Servers and other features	135,000
	Surveillance/Security System	<u>20,000</u>
	Subtotal (42-56420-01-612000-0609)	\$155,000
Natural Sciences	Audio Generators	<u>5,200</u>
	Subtotal (42-56420-01-190000-0611)	\$5,200
Total – Academic Affairs		\$657,326

ADMINISTRATIVE SERVICES

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Information Tech. Services	5 Campus-Wide Servers	\$210,000
	Subtotal (42-56420-01-678000-0608)	<u>\$210,000</u>
Total – Administrative Services		\$210,000

STUDENT AND COMMUNITY ADVANCEMENT

<u>Division</u>	<u>Equipment</u>	<u>Amount</u>
Admissions & Records	6 Scanners	\$15,000
	8 Kiosks for SSC Lobby	<u>64,800</u>
	Subtotal (42-56420-01-620000-0613)	\$79,800
Student Health Center	2 Medication Refrigerators	\$1,000
	2 Microscopes	<u>4,000</u>
	Subtotal (42-56420-01-644000-0613)	\$5,000
	Total – Student & Community Advancement	<u>\$84,800</u>
	Grand Total	\$952,126

B. PRELIMINARY PROJECTS BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through May 31, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND

PROJECTS			
	REVISED BUDGET	EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	9,347	1,519,653
Athletic Education and Fitness Complex (0203)	15,718,000	130,052	15,587,948
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	36,692	6,048,204
Business Building Replacement (0205)	10,926,189	72,475	10,853,714
Central Plant (0206)	10,858,000	65,341	10,792,659
Child Development Center Phase 2 (0207)	2,525,000	15,324	2,509,676
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	6,771	1,093,229
Fire Academy Structure (0209)	791,375	4,919	786,456
Fire Program Facility (0210)	123,000	907	122,093
Health Occupations and Wellness Center (0211)	12,072,551	72,631	11,999,920
Humanities Complex Replacement (0212)	23,120,064	142,824	22,977,240
Learning Resource Center Addition (0213)	7,100,000	42,785	7,057,215
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	50,686	8,365,546
Remodeling Phase Two (0216)	157,625	1,115	156,510
Remodeling Phase Three (0217)	8,715,875	52,483	8,663,392
Science Complex Renovation (0219)	6,721,738	2,844,440	3,877,298
Signage and Wayfinding (0224)	2,600,000	30,955	2,569,045
Student Services and Activities Replacement (0220)	31,448,118	209,100	31,239,018
Temporary Space and Relocation Costs (0221)	2,000,000	57,459	1,942,541
Vocational Education Complex (0222)	22,349,821	148,727	22,201,094
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	4,700,899	188,382,285
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	12,562	387,438
Emergency Generators and Distribution (0302)	2,265,000	4,007	2,260,993
Emergency Power to Security Lighting (0303)	175,000	310	174,690
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,088	397,912
Fencing Replacement and Additions (0305)	375,000	663	374,337
Landscaping and Irrigation System Replacements (0306)	2,540,000	4,494	2,535,506
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	4,317	2,435,683
Lot F Parking Structure Improvements (0309)	1,632,000	2,887	1,629,113
Lot H Parking Structure (0310)	8,348,666	14,968	8,333,698
Paving Replacement - All Walks and Driveways (0311)	2,187,000	3,869	2,183,131
Pedestrian Walks at Manhattan Beach Blvd. & Lot E (0312)	81,600	144	81,456
Security Video (0313)	180,000	4,937	175,063
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	53,352	1,891,829
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	108,598	24,618,633

		-	
<u>Energy Efficiency Improvements (EEI)</u>		-	
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
		-	
<u>Health and Safety Improvements (HSI)</u>		-	
Administration (0501)	4,367,732	35,327	4,332,405
Art & Behavioral Sciences (0502)	12,247,136	100,157	12,146,979
Auxiliary Warehouse (0504)	105,042	671	104,371
Communications (0507)	6,623,354	54,990	6,568,364
Construction Technology (0508)	943,970	8,342	935,628
Domestic Water System (0509)	2,488,800	13,625	2,475,175
Facilities and Receiving (0510)	1,985,416	53,638	1,931,778
Fire Alarm (0511)	780,800	4,344	776,456
Firelines (0512)	1,837,503	10,086	1,827,417
Hazardous Materials Abatement (0513)	200,000	75,669	124,331
Library (0515)	7,876,509	125,436	7,751,073
Marsee Auditorium (0516)	6,670,843	55,249	6,615,594
Math & Computer Sciences (0517)	10,761,643	88,967	10,672,676
Music (0518)	8,896,846	75,672	8,821,174
Natural Gas System (0519)	488,000	2,753	485,247
North Gymnasium (0520)	3,248,993	229,771	3,019,222
Physical Education and Men's Shower (0521)	3,896,871	32,762	3,864,109
Planetarium (0522)	559,465	7,208	552,257
Pool and Health Center (0523)	8,273,592	68,038	8,205,554
Primary Electrical Distribution System (0524)	13,460,000	88,247	13,371,753
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	7,239	1,306,425
Sewer System (0527)	1,964,200	10,775	1,953,425
Social Sciences (0528)	7,415,520	60,265	7,355,255
Storm Drain System (0530)	1,083,909	5,991	1,077,918
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	2,671,576	114,611,913
		-	
<u>Information Technology and Equipment (ITE)</u>		-	
Behavioral and Social Sciences (0601)	579,077	128,037	451,040
Business (0602)	1,123,650	76,657	1,046,993
Facilities Planning and Services (0603)	1,818,724	174,972	1,643,752
Fine Arts (0604)	2,805,096	142,178	2,662,918
Health Sciences and Athletics (0605)	1,203,993	168,750	1,035,243
Humanities (0606)	607,033	138,643	468,390
Industry and Technology (0607)	1,771,641	379,100	1,392,541
Information Technology (0608)	14,557,510	476,416	14,081,094
Learning Resources (0609)	4,665,775	55,931	4,609,844
Math (0610)	688,661	131,879	556,782
Natural Sciences (0611)	3,002,285	374,467	2,627,818
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	24,437	543,063
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,887,168	-	3,887,168

Total Information Technology and Equipment	54,681,858	2,387,945	52,293,913
Physical Education Facilities Improvements (PEFI)			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	9,869,018	\$384,647,446

C. FACILITIES MASTER PLAN FUNDING

It was reported at the June 24, 2002, Board meeting that the estimated total cost of the Facilities Master Plan was \$460,016,464 and that revenues from the State and other sources was estimated at approximately \$65,500,000. The deficit of \$394,516,464 was funded from passage of the bond. The table below reports the status of the receipt of revenues from all sources as of 6/30/04.

<u>Source</u>	<u>Total Income Budget</u>	<u>Income Received @ 6/30/04</u>	<u>Uncollected Income @ 7/1/04</u>
State Capital Construction Program	\$ 33,900,000	\$ 0	\$ 33,900,000
State Scheduled Maintenance Program	15,600,000	0	15,600,000
State Hazardous Materials Abatement Program	2,200,000	393,800	1,806,200
State Equipment & Library Material Program	9,100,000	852,352	8,247,658
Redevelopment Funds	1,300,000	80,000	1,220,000
Campus Center Fees	2,000,000	0	2,000,000
Parking Fees	700,000	0	700,000
Bookstore / Food Services	700,000	0	700,000
Local Bond Funds	<u>394,516,464</u>	<u>65,652,575</u>	<u>328,863,889</u>
Total	\$ 460,016,464	\$ 66,978,717	\$ 393,037,747

D. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for August 3, 2004, at 3 p.m.

II. APPROVAL

A. BID 2003-12/AUDIOVISUAL SYSTEMS

It is recommended that the following contractor be awarded the agreement for providing and furnishing any and all of the labor, materials, tools, equipment and services necessary to perform the work required for the implementation of audiovisual systems and media consoles in twenty-three (23) classrooms, in accordance with the specifications, terms, and conditions of the above-named project. The bid amount of \$263,993.62 includes \$9,959.00 for wireless lavalier microphones and receivers for each room bid as an additive option.

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
79001	CCS Presentation Systems [2]	\$263,993.62 (includes tax, delivery, materials, labor and installation & additive option)

Other Bidders: Spinitar [2], \$272,880.78 plus an additional \$17,865.48 for microphones and receivers for each room.

The following vendors attended the mandatory pre-bid conference and job walk: CCS Presentation Systems, Hoffman Video, Integrated Media Systems, Spinitar, World Audio Visual Enterprises and Vector Resources.

“No Bid” Responses: 2
Non-Responses: 6
Non-Responsive: 0

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure “E” expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
7/8/2004

El Camino Community College District
Measure "E" Purchase Order Listing
Meeting Date: 7-19-2004

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
P0069167	Ahn's Piano and Organ	Fine Arts	New Equipment – Noninstruc.	\$51,527.00
P0069234	CCS Presentation Systems, Inc.	Business	New Equipment – Noninstruc.	\$10,163.75
P0069235	Public Agency Law Group	Science Complex Reno	Legal -Bond Projects	\$1,153.27
	Total :	3		\$62,844.02
B0069217	Aqua Science Engineer	Hazardous Materials	Architecture & Engineering	\$5,238.00
B0069232	Tbp Architecture, In	Master Planning	Architecture & Engineering	\$85,500.00
B0069233	S & M Moving Systems	Science Complex Reno	Contract Services	\$22,000.00
	Total :	3		\$112,738.00
	Total POs and BPOs :	6	TOTAL :	\$175,582.02

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through July, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS			
	REVISED BUDGET	EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	9,136	1,519,864
Athletic Education and Fitness Complex (0203)	15,718,000	135,878	15,582,122
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	35,854	6,049,042
Business Building Replacement (0205)	10,926,189	70,972	10,855,217
Central Plant (0206)	10,858,000	63,847	10,794,153
Child Development Center Phase 2 (0207)	2,525,000	14,977	2,510,023
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	6,620	1,093,380
Fire Academy Structure (0209)	791,375	4,810	786,565
Fire Program Facility (0210)	123,000	890	122,110
Health Occupations and Wellness Center (0211)	12,072,551	70,970	12,001,581
Humanities Complex Replacement (0212)	23,120,064	197,364	22,922,700
Learning Resource Center Addition (0213)	7,100,000	41,808	7,058,192
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	49,528	8,366,704
Remodeling Phase Two (0216)	157,625	1,093	156,532
Remodeling Phase Three (0217)	8,715,875	51,284	8,664,591
Science Complex Renovation (0219)	6,721,738	2,899,357	3,822,381
Signage and Wayfinding (0224)	2,600,000	30,597	2,569,403
Student Services and Activities Replacement (0220)	31,448,118	134,774	31,313,344
Temporary Space and Relocation Costs (0221)	2,000,000	57,184	1,942,816
Vocational Education Complex (0222)	22,349,821	145,652	22,204,169
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	4,728,462	188,354,722
		-	-

**Campus Site Improvements: Accessibility,
Safety / Security (CSI)**

Asphalt Resurfacing - All Lots (0301)	400,000	12,770	387,230
Emergency Generators and Distribution (0302)	2,265,000	5,184	2,259,816
Emergency Power to Security Lighting (0303)	175,000	401	174,599
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,296	397,704
Fencing Replacement and Additions (0305)	375,000	858	374,142
Landscaping and Irrigation System Replacements (0306)	2,540,000	5,814	2,534,186
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	5,585	2,434,415
Lot F Parking Structure Improvements (0309)	1,632,000	3,735	1,628,265
Lot H Parking Structure (0310)	8,348,666	19,306	8,329,360
Paving Replacement - All Walks and Driveways (0311)	2,187,000	5,005	2,181,995
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	186	81,414
Security Video (0313)	180,000	5,031	174,969
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	54,363	1,890,818
Reserve for Contingencies (0399)	1,757,784	-	1,757,784

**Total Campus Site Improvements:
Accessibility, Safety / Security**

24,727,231 120,532 24,606,699

Energy Efficiency Improvements (EEI)

Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653

Total Energy Efficiency Improvements

3,033,653 - 3,033,653

Health and Safety Improvements (HSI)

Administration (0501)	4,367,732	35,059	4,332,673
Art & Behavioral Sciences (0502)	12,247,136	99,472	12,147,664
Auxiliary Warehouse (0504)	105,042	657	104,385
Communications (0507)	6,623,354	54,663	6,568,691
Construction Technology (0508)	943,970	8,295	935,675
Domestic Water System (0509)	2,488,800	13,283	2,475,517
Facilities and Receiving (0510)	1,985,416	53,532	1,931,884
Fire Alarm (0511)	780,800	4,237	776,563
Firelines (0512)	1,837,503	9,834	1,827,669
Hazardous Materials Abatement (0513)	200,000	75,642	124,358
Library (0515)	7,876,509	125,020	7,751,489
Marsee Auditorium (0516)	6,670,843	54,915	6,615,928
Math & Computer Sciences (0517)	10,761,643	88,404	10,673,239
Music (0518)	8,896,846	75,198	8,821,648
Natural Gas System (0519)	488,000	2,386	485,614
North Gymnasium (0520)	3,248,993	229,574	3,019,419
Physical Education and Men's Shower (0521)	3,896,871	32,560	3,864,311
Planetarium (0522)	559,465	7,214	552,251
Pool and Health Center (0523)	8,273,592	67,567	8,206,025
Primary Electrical Distribution System (0524)	13,460,000	112,993	13,347,007
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	7,059	1,306,605
Sewer System (0527)	1,964,200	10,505	1,953,696
Social Sciences (0528)	7,415,520	59,828	7,355,692
Storm Drain System (0530)	1,083,909	5,842	1,078,067
Reserve for Contingencies (0599)	8,337,328	-	8,337,328

Total Health and Safety Improvements	117,283,489	2,690,091	114,593,398
<u>Information Technology and Equipment (ITE)</u>		-	-
Behavioral and Social Sciences (0601)	579,077	128,037	451,040
Business (0602)	1,123,650	76,657	1,046,993
Facilities Planning and Services (0603)	1,818,724	174,972	1,643,752
Fine Arts (0604)	2,805,096	142,178	2,662,918
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	138,643	468,390
Industry and Technology (0607)	1,771,641	379,100	1,392,541
Information Technology (0608)	14,557,510	476,416	14,081,094
Learning Resources (0609)	4,665,775	55,931	4,609,844
Math (0610)	688,661	131,879	556,782
Natural Sciences (0611)	3,002,285	374,467	2,627,818
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	27,306	540,194
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,887,168	-	3,887,168
Total Information Technology and Equipment	54,681,858	2,399,752	52,282,106
<u>Physical Education Facilities Improvements (PEFI)</u>		-	-
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
		-	-
	\$394,516,464	9,938,837	\$384,577,627
Month End 07/04		-	-

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for October 13 at 3 p.m.

II. APPROVAL

A. CONTRACT AMENDMENT

Toft Wolff Farrow, Inc.

It is recommended that the Board of Trustees approve an extension of this contract (originally Board approved July 21, 2003), from ~~3/31/2004~~ to 12/31/2004. All other contract details remain the same. Contractor to provide engineering services related to campus programming and project implementation for specific tasks.

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
8/7/2004

El Camino Community College District Measure "E" Purchase Order Listing

Meeting Date: 8-16-2004

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
P0079003	S & M Moving Systems	Science Complex Reno	Contract Services	\$608.91
P0079004	Barret Robinson Inc.	Science Complex Reno	Group I Equipment	\$12,661.00
Total :		2		\$13,269.91
B0077240	Hydrologue, Inc.	Humanities Complex	Testing & Inspection	\$4,855.00
B0077241	Hydrologue, Inc.	Primary Elect Distri	Testing & Inspection	\$3,776.00
B0079006	Tri Signal	Llibrary	Buildings	\$12,940.00
B0079007	Schaffer Acoustics I	Master Planning	Professional Services-Bon	\$8,400.00
B0079008	Purkiss Rose - Rsi	Master Planning	Professional Services-Bon	\$25,200.00
B0079009	Degenkolb Engineers	Master Planning	Professional Services-Bon	\$6,300.00
B0079010	Psomas	Master Planning	Professional Services-Bon	\$10,000.00
B0079011	Scott Elevator Consu	Master Planning	Professional Services-Bon	\$4,900.00
B0079012	Vantage Technology C	Master Planning	Professional Services-Bon	\$20,000.00
B0079013	National Roofing Con	Master Planning	Professional Services-Bon	\$3,075.00
B0079014	LPA Architects	Humanities Complex	Architecture & Engineering	\$1,570,163.00
B0079015	Aqua Science Enginee	Facilities and Recei	Testing & Inspection	\$4,952.00
Total :		12		\$1,674,561.00
Total POs and BPOs :		14	TOTAL :	\$1,687,830.91

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchase orders issued as of July 31, 2004, for equipment authorized at the August 18, 2003, meeting which were rebudgeted for the 2004-05 fiscal year.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	145,234	190,766
Fine Arts (0604)	90,000	0	90,000
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	0	57,326
Learning Resources (0609)	325,000	0	325,000
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	2,453	2,747
Total Instructional Equipment	895,447	159,742	735,705
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	0	1,557,570
Total Technology	1,557,570	0	1,557,570
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	3,302	76,498
Health Center (0613)	5,000	0	5,000
Total Other Equipment	84,800	3,302	81,498
Grand Total	2,537,817	163,044	2,374,773

B. GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS

BUDGETED 2004-05

	<u>Additional Classrooms and Modernization</u>		
0203	Athletic Education and Fitness Complex	\$	50,000
0206	Central Plant		25,000
0212	Humanities Complex Replacement		1,534,477
0216	Remodeling Phase Two		50,000
0219	Science Complex Renovation		3,877,298
0221	Temporary Space and Relocation Costs		50,000
0224	Signage and Wayfinding		<u>70,000</u>
	Total Additional Classrooms and Modernization		\$5,656,775
	<u>Campus Site Improvements: Accessibility, Safety/Security</u>		
0301	Asphalt Resurfacing – All Lots	\$	15,000
0302	Emergency Generators and Distribution		50,000
0304	Entrance – Redondo Beach Blvd. To Lot H		30,000
0305	Fencing Replacement and Additions		30,000
0306	Landscaping and Irrigation System Replacements		80,000
0308	Lighting – Upgrade/Replace All Lots		275,000
0309	Lot F Parking Structure Improvements		20,000
0310	Lot H Parking Structure		200,000
0311	Paving Replacement		50,000
0313	Security Video		10,000
0314	Voice/Data/Signal Site Duct Bank		<u>100,000</u>
	Total Campus Site Improvements: Accessibility, Safety/Security		860,000
	<u>Health and Safety Improvements</u>		
0508	Construction Technology	\$	60,000
0509	Domestic Water System		440,000
0511	Fire Alarm		210,000
0512	Firelines		320,000
0513	Hazardous Materials Abatement		67,500
0516	Marsee Auditorium		50,000
0517	Math & Computer Sciences		20,000
0519	Natural Gas System		5,000
0524	Primary Electrical Distribution System		800,000
0526	Security Systems		50,000
0527	Sewer System		<u>40,000</u>
	Total Health and Safety Improvements		2,062,500
	<u>Information Technology and Equipment</u>		
0602	Business	\$	336,000
0604	Fine Arts		90,000
0605	HSA-SRC		13,800
0607	Industry and Technology		57,326
0608	Information Technology		1,557,570
0609	Learning Resources		325,000
0610	Math		68,121
0611	Natural Sciences		5,200
0613	Student and Community Advancement		<u>84,000</u>
	Total Information Technology and Equipment		<u>2,537,817</u>
	TOTAL ALL PROJECTS		\$11,117,092

C. FACILITIES MASTER PLAN TIMELINE

Listed below are the initial eight projects to be constructed during the period from July 2004, through September, 2010.

1. SCIENCE COMPLEX RENOVATION (0219)
 - a. Construction Phase 1 April 2003 – March 2004
 - b. Construction Phase 2 July 2004 – December 2004

2. PRIMARY ELECTRICAL SUBSTATION SYSTEM REPLACEMENT (0524)
 - a. Design April 2004 – September 2005
 - b. DSA Review October 2005 – March 2006
 - c. Bidding April 2006 – June 2006
 - d. Construction July 2006 – March 2007

3. LOT H PARKING STRUCTURE (0310)
 - a. Programming April 2004 – June 2004
 - b. Design July 2004 – December 2004
 - c. DSA Review January 2005 – June 2005
 - d. Bidding July 2005 – September 2005
 - e. Construction October 2005 - June 2006

4. HUMANITIES COMPLEX REPLACEMENT (0212)
 - a. Programming March 2004 – August 2004
 - b. Design July 2004 – March 2005
 - c. DSA Review April 2005 – September 2005
 - d. Bidding October 2005 – December 2005
 - e. Construction January 2006 – September 2007

5. STUDENT SERVICES AND ACTIVITIES CENTER REPLACEMENT (0220)
 - a. Programming April 2006 – September 2006
 - b. Design October 2006 – March 2007
 - c. DSA Review April 2007 – September 2007
 - d. Bidding October 2007 – December 2007
 - e. Construction January 2008 – June 2009

6. ATHLETIC AND FITNESS COMPLEX (0203)
 - a. Programming January 2006 – March 2006
 - b. Design April 2006 – December 2006
 - c. DSA Review January 2007 – June 2007
 - d. Bidding July 2007 – September 2007
 - e. Construction October 2007 – March 2009

7. HEALTH OCCUPATIONS AND WELLNESS CENTER (0211)
 - a. Programming July 2007 – September 2007
 - b. Design October 2007 – June 2008
 - c. DSA Review July 2008 – December 2008
 - d. Bidding January 2009 – March 2009
 - e. Construction April 2009 – September 2010

8. BOOKSTORE/CAFETERIA RENOVATION (0204)
 - a. Programming January 2008 – June 2008
 - b. Design July 2008 – December 2008
 - c. DSA Review January 2009 – June 2009
 - d. Bidding July 2009 – September 2009
 - e. Construction October 2009 – September 2010

D. FACILITIES MASTER PLAN BUDGET

Budgets for the initial four bond projects shown on page 4 have been developed, and the five major activities of each project are shown below. Construction change orders are provided in the contingency category.

	<u>State Funding</u>	<u>Bond Funding</u>	<u>Total</u>
SCIENCE COMPLEX RENOVATION (0219)			
Design & Plan Review	\$1,031,000	\$500,638	\$1,531,638
Relocation	0	1,527,187	1,527,187
Hazardous Material Abatement	357,190	0	357,190
Construction	14,414,088	3,494,438	17,908,526
Construction Administration	443,000	76,475	519,475
Contingency	884,000	0	884,000
Equipment	<u>0</u>	<u>1,133,000</u>	<u>1,133,000</u>
	17,129,278	6,731,738	23,861,016
PRIMARY ELECTRICAL SUBSTATION SYSTEM REPLACEMENT PHASE I (0524)			
Design & Plan Review	\$ 0	\$ 500,000	\$ 500,000
Construction	100,000	4,704,000	4,804,000
Construction Administration	0	196,000	196,000
Contingency	0	735,000	735,000
Equipment	<u>0</u>	<u>0</u>	<u>0</u>
	100,000	6,135,000	6,235,000
LOT H PARKING STRUCTURE (0310)			
Design & Plan Review	\$ 0	\$ 690,000	\$ 690,000
Construction	0	6,996,000	6,996,000
Construction Administration	0	187,000	187,000
Contingency	0	475,000	475,000
Equipment	<u>0</u>	<u>0</u>	<u>0</u>
	0	8,348,000	8,348,000
HUMANITIES COMPLEX REPLACEMENT (0212)			
Design & Plan Review	\$ 0	\$ 1,662,000	\$ 1,662,000
Construction	0	17,323,000	17,323,000
Construction Administration	0	429,000	429,000
Contingency	0	1,092,000	1,092,000
Equipment	<u>0</u>	<u>1,018,000</u>	<u>1,018,000</u>
	0	21,524,000	21,524,000
TOTAL	\$17,229,278	\$42,738,738	\$59,968,016

E. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through August, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 8/31/04)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	9,347	1,519,653
Athletic Education and Fitness Complex (0203)	15,718,000	147,542	15,570,458
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	36,692	6,048,204
Business Building Replacement (0205)	10,926,189	72,474	10,853,715
Central Plant (0206)	10,858,000	65,341	10,792,659
Child Development Center Phase 2 (0207)	2,525,000	15,324	2,509,676
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	6,771	1,093,229
Fire Academy Structure (0209)	791,375	4,919	786,456
Fire Program Facility (0210)	123,000	907	122,093
Health Occupations and Wellness Center (0211)	12,072,551	72,632	11,999,919
Humanities Complex Replacement (0212)	23,120,064	200,953	22,919,111
Learning Resource Center Addition (0213)	7,100,000	42,785	7,057,215
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	50,685	8,365,547
Remodeling Phase Two (0216)	157,625	1,115	156,510
Remodeling Phase Three (0217)	8,715,875	52,484	8,663,391
Science Complex Renovation (0219)	6,721,738	3,207,031	3,514,707
Signage and Wayfinding (0224)	2,600,000	30,955	2,569,045
Student Services and Activities Replacement (0220)	31,448,118	209,100	31,239,018
Temporary Space and Relocation Costs (0221)	2,000,000	57,459	1,942,541
Vocational Education Complex (0222)	22,349,821	148,727	22,201,094
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	5,139,110	187,944,074
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	12,811	387,189
Emergency Generators and Distribution (0302)	2,265,000	5,418	2,259,582

Emergency Power to Security Lighting (0303)	175,000	419	174,581
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,337	397,663
Fencing Replacement and Additions (0305)	375,000	897	374,103
Landscaping and Irrigation System Replacements (0306)	2,540,000	6,076	2,533,924
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	5,837	2,434,163
Lot F Parking Structure Improvements (0309)	1,632,000	3,904	1,628,096
Lot H Parking Structure (0310)	8,348,666	20,169	8,328,497
Paving Replacement - All Walks and Driveways (0311)	2,187,000	5,231	2,181,769
Pedestrian Walks at Manhattan Beach Blvd. & Lot E (0312)	81,600	195	81,405
Security Video (0313)	180,000	5,333	174,667
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	57,630	1,887,551
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	126,257	24,600,974
<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	35,510	4,332,222
Art & Behavioral Sciences (0502)	12,247,136	100,704	12,146,432
Auxiliary Warehouse (0504)	105,042	671	104,371
Communications (0507)	6,623,354	55,310	6,568,044
Construction Technology (0508)	943,970	8,388	935,582
Domestic Water System (0509)	2,488,800	52,965	2,435,835
Facilities and Receiving (0510)	1,985,416	53,729	1,931,687
Fire Alarm (0511)	780,800	4,344	776,456
Firelines (0512)	1,837,503	65,938	1,771,565
Hazardous Materials Abatement (0513)	200,000	80,908	119,092
Library (0515)	7,876,509	131,421	7,745,088
Marsee Auditorium (0516)	6,670,843	55,569	6,615,274
Math & Computer Sciences (0517)	10,761,643	89,470	10,672,173
Music (0518)	8,896,846	76,082	8,820,764
Natural Gas System (0519)	488,000	2,753	485,247
North Gymnasium (0520)	3,248,993	229,908	3,019,085
Physical Education and Men's Shower (0521)	3,896,871	32,946	3,863,925
Planetarium (0522)	559,465	7,254	552,211
Pool and Health Center (0523)	8,273,592	69,103	8,204,489
Primary Electrical Distribution System (0524)	13,460,000	126,693	13,333,307
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	7,240	1,306,424
Sewer System (0527)	1,964,200	10,775	1,953,425
Social Sciences (0528)	7,415,520	60,584	7,354,936
Storm Drain System (0530)	1,083,909	5,991	1,077,918
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	2,820,607	114,462,882
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093

Business (0602)	1,123,650	223,337	900,313
Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653
Fine Arts (0604)	2,805,096	197,647	2,607,449
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	409,039	1,362,602
Information Technology (0608)	14,557,510	339,163	14,218,347
Learning Resources (0609)	4,665,775	56,344	4,609,431
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	387,432	2,614,853
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	98,915	468,585
Inter-fund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	2,631,779	52,050,079
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
		\$	
	\$394,516,464	10,717,753	\$383,798,711

F. FACILITIES MASTER PLAN FUNDING

FACILITIES MASTER PLAN FUNDING

<u>Source</u>	<u>Total Income Budget</u>	<u>Income Received @ 6/30/04</u>	<u>Uncollected Income @ 7/1/04</u>
State Capital Construction Program	\$33,900,000	\$ 0	\$33,900,000
State Scheduled Maintenance Program	15,600,000	859,199	14,740,801
State Hazardous Materials Abatement Program	2,200,000	393,800	1,806,200
State Equipment & Library Material Program	9,100,000	711,192	8,388,808
Redevelopment Funds	1,300,000	78,429	1,221,571
Campus Center Fees	2,000,000	0	2,000,000
Parking Fees	700,000	0	700,000
Bookstore/Food Services	700,000	0	700,000
Local Bond Funds	394,516,464	63,700,000	330,816,464

Interest	0	1,011,321	(1,011,321)
Total	\$460,016,464	\$66,753,941	\$393,262,523

G. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for October 13 at 3 p.m.

II. APPROVAL

None

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
8/31/2004

El Camino Community College District
Measure "E" Purchase Order Listing

Meeting Date: 9-13-2004

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
P0069126	Contracted Vendor	Business	New Equipment – Noninstruc.	\$96,000.00
P0069170	Kiosk Information Systems	Student &Community	New Equipment – Noninstruc.	\$58,873.70
P0070336	CCS Presentation Systems, Inc.	Science Complex Reno	Group II Equipment	\$10,539.35
P0070411	A-1 Office Plus	Science Complex Reno	Group II Equipment	\$5,596.75
P0079017	Public Agency Law Group	Science Complex Reno	Legal -Bond Projects	\$580.86
P0079018	Dell Marketing L. P.	Science Complex Reno	Group II Equipment	\$24,328.32
Total :		6		\$195,918.98
B0077345	Fancy Floors	Science Complex Reno	Repairs Building-Bond Pro	\$1,440.36
B0079001	CCS Presentation Sys	Business	New Equipment – Noninstruc.	\$263,993.62
B0079005	Vantage Technology	Business	Professional Services-Bon	\$16,500.00
B0079016	Wards Architects & E	Pool & Health Center	Architecture & Engineering	\$2,000.00
Total :		4		\$283,933.98
Total POs and BPOs :		10	TOTAL :	\$479,852.96

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of October 29, 2004.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	145,234	190,766
Fine Arts (0604)	90,000	0	90,000
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	0	57,326
Learning Resources (0609)	325,000	0	325,000
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	2,453	2,747
Total Instructional Equipment	895,447	159,742	735,705
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	0	1,557,570
Total Technology	1,557,570	0	1,557,570
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	3,302	76,498
Health Center (0613)	5,000	0	5,000
Total Other Equipment	84,800	3,302	81,498
Grand Total	2,537,817*	163,044	2,374,773

* Final 2004-05 Budget Book
 Page 63 \$1,190,247
 Page 64 1,347,570
 \$2,537,817

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through October 29, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 10/29/04)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	9,698	1,519,302
Athletic Education and Fitness Complex (0203)	15,718,000	147,699	15,570,301
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	38,091	6,046,805
Business Building Replacement (0205)	10,926,189	76,301	10,849,888
Central Plant (0206)	10,858,000	67,838	10,790,162
Child Development Center Phase 2 (0207)	2,525,000	15,905	2,509,095
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	7,025	1,092,975
Fire Academy Structure (0209)	791,375	5,100	786,275
Fire Program Facility (0210)	123,000	935	122,065
Health Occupations and Wellness Center (0211)	12,072,551	75,407	11,997,144
Humanities Complex Replacement (0212)	23,120,064	342,841	22,777,223
Learning Resource Center Addition (0213)	7,100,000	44,418	7,055,582
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	52,620	8,363,612
Remodeling Phase Two (0216)	157,625	1,152	156,473
Remodeling Phase Three (0217)	8,715,875	54,488	8,661,387
Science Complex Renovation (0219)	6,721,738	3,349,429	3,372,309
Signage and Wayfinding (0224)	2,600,000	35,902	2,564,098

Student Services and Activities Replacement (0220)	31,448,118	220,276	31,227,842
Temporary Space and Relocation Costs (0221)	2,000,000	57,919	1,942,081
Vocational Education Complex (0222)	22,349,821	161,183	22,188,638
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	5,470,093	187,613,091
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	12,821	387,179
Emergency Generators and Distribution (0302)	2,265,000	5,472	2,259,528
Emergency Power to Security Lighting (0303)	175,000	423	174,577
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,347	397,653
Fencing Replacement and Additions (0305)	375,000	906	374,094
Landscaping and Irrigation System Replace. (0306)	2,540,000	25,910	2,514,090
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	5,895	2,434,105
Lot F Parking Structure Improvements (0309)	1,632,000	3,943	1,628,057
Lot H Parking Structure (0310)	8,348,666	20,368	8,328,298
Paving Replacement - All Walks and Driveways (0311)	2,187,000	5,283	2,181,717
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	197	81,403
Security Video (0313)	180,000	6,501	173,499
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	70,261	1,874,920
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	160,326	24,566,905
<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	37,613	4,330,119
Art & Behavioral Sciences (0502)	12,247,136	106,631	

			12,140,505
Auxiliary Warehouse (0504)	105,042	696	104,346
Communications (0507)	6,623,354	58,522	6,564,832
Construction Technology (0508)	943,970	8,926	935,044
Domestic Water System (0509)	2,488,800	54,174	2,434,626
Facilities and Receiving (0510)	1,985,416	95,886	1,889,530
Fire Alarm (0511)	780,800	4,524	776,276
Firelines (0512)	1,837,503	66,360	1,771,143
Hazardous Materials Abatement (0513)	200,000	80,953	119,047
Library (0515)	7,876,509	148,181	7,728,328
Marsee Auditorium (0516)	6,670,843	58,791	6,612,052
Math & Computer Sciences (0517)	10,761,643	94,732	10,666,911
Music (0518)	8,896,846	80,461	8,816,385
Natural Gas System (0519)	488,000	2,865	485,135
North Gymnasium (0520)	3,248,993	231,433	3,017,560
Physical Education and Men's Shower (0521)	3,896,871	34,940	3,861,931
Planetarium (0522)	559,465	7,892	551,573
Pool and Health Center (0523)	8,273,592	73,601	8,199,991
Primary Electrical Distribution System (0524)	13,460,000	133,564	13,326,436
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	7,541	1,306,123
Sewer System (0527)	1,964,200	11,227	1,952,973
Social Sciences (0528)	7,415,520	64,166	7,351,354
Storm Drain System (0530)	1,083,909	6,240	1,077,669
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	2,926,272	114,357,217
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	292,371	831,279
Facilities Planning and Services (0603)	1,818,724	176,071	

			1,642,653
Fine Arts (0604)	2,805,096	197,647	2,607,449
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	339,163	14,218,347
Learning Resources (0609)	4,665,775	56,344	4,609,431
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	392,820	2,609,465
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	101,364	466,136
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	2,722,323	51,959,535
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	\$11,279,014	\$383,237,450

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is not scheduled as of the printing of this report.

II. APPROVAL

None

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
9/30/2004

El Camino Community College District
Measure "E" Purchase Order Listing
Meeting Date: 10-18-2004

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
P0079019	Public Agency Law Group	Humanities Complex	Legal -Bond Projects	\$193.50
P0079023	Moore Medical Corp	Student &Community	New Equipment – Noninstruc.	\$2,086.19
P0079024	Sears Commercial One	Student &Community	New Equipment – Noninstruc.	\$529.34
P0079025	Best Buys	Student &Community	New Equipment – Noninstruc.	\$98.86
P0079026	D/K Mechanical Contractors, Inc.	Domestic Water System	Site Improvements	\$637.34
Total :		5		\$3,545.23
B0079022	Degenkolb Engineers	Voc Ed Bldg/Manhatta	Architecture & Engineering	\$4,500.00
B69086A	Moine Brothers	Facilities and Recei	Site Improvements	\$62,000.00
Total :		2		\$66,500.00
Total POs and BPOs :		7	TOTAL :	\$70,045.23

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of October 29, 2004.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	145,234	190,766
Fine Arts (0604)	90,000	0	90,000
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	0	57,326
Learning Resources (0609)	325,000	0	325,000
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	2,453	2,747
Total Instructional Equipment	895,447	159,742	735,705
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	0	1,557,570
Total Technology	1,557,570	0	1,557,570
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	3,302	76,498
Health Center (0613)	5,000	0	5,000
Total Other Equipment	84,800	3,302	81,498
Grand Total	2,537,817*	163,044	2,374,773

* Final 2004-05 Budget Book
 Page 63 \$1,190,247
 Page 64 1,347,570
 \$2,537,817

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through October 29, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 10/29/04)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	9,698	1,519,302
Athletic Education and Fitness Complex (0203)	15,718,000	147,699	15,570,301
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	38,091	6,046,805
Business Building Replacement (0205)	10,926,189	76,301	10,849,888
Central Plant (0206)	10,858,000	67,838	10,790,162
Child Development Center Phase 2 (0207)	2,525,000	15,905	2,509,095
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	7,025	1,092,975
Fire Academy Structure (0209)	791,375	5,100	786,275
Fire Program Facility (0210)	123,000	935	122,065
Health Occupations and Wellness Center (0211)	12,072,551	75,407	11,997,144
Humanities Complex Replacement (0212)	23,120,064	342,841	22,777,223
Learning Resource Center Addition (0213)	7,100,000	44,418	7,055,582
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	52,620	8,363,612
Remodeling Phase Two (0216)	157,625	1,152	156,473
Remodeling Phase Three (0217)	8,715,875	54,488	8,661,387
Science Complex Renovation (0219)	6,721,738	3,349,429	3,372,309
Signage and Wayfinding (0224)	2,600,000	35,902	2,564,098

Student Services and Activities Replacement (0220)	31,448,118	220,276	31,227,842
Temporary Space and Relocation Costs (0221)	2,000,000	57,919	1,942,081
Vocational Education Complex (0222)	22,349,821	161,183	22,188,638
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	5,470,093	187,613,091
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	12,821	387,179
Emergency Generators and Distribution (0302)	2,265,000	5,472	2,259,528
Emergency Power to Security Lighting (0303)	175,000	423	174,577
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,347	397,653
Fencing Replacement and Additions (0305)	375,000	906	374,094
Landscaping and Irrigation System Replace. (0306)	2,540,000	25,910	2,514,090
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	5,895	2,434,105
Lot F Parking Structure Improvements (0309)	1,632,000	3,943	1,628,057
Lot H Parking Structure (0310)	8,348,666	20,368	8,328,298
Paving Replacement - All Walks and Driveways (0311)	2,187,000	5,283	2,181,717
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	197	81,403
Security Video (0313)	180,000	6,501	173,499
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	70,261	1,874,920
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	160,326	24,566,905
<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	37,613	4,330,119
Art & Behavioral Sciences (0502)	12,247,136	106,631	

			12,140,505
Auxiliary Warehouse (0504)	105,042	696	104,346
Communications (0507)	6,623,354	58,522	6,564,832
Construction Technology (0508)	943,970	8,926	935,044
Domestic Water System (0509)	2,488,800	54,174	2,434,626
Facilities and Receiving (0510)	1,985,416	95,886	1,889,530
Fire Alarm (0511)	780,800	4,524	776,276
Firelines (0512)	1,837,503	66,360	1,771,143
Hazardous Materials Abatement (0513)	200,000	80,953	119,047
Library (0515)	7,876,509	148,181	7,728,328
Marsee Auditorium (0516)	6,670,843	58,791	6,612,052
Math & Computer Sciences (0517)	10,761,643	94,732	10,666,911
Music (0518)	8,896,846	80,461	8,816,385
Natural Gas System (0519)	488,000	2,865	485,135
North Gymnasium (0520)	3,248,993	231,433	3,017,560
Physical Education and Men's Shower (0521)	3,896,871	34,940	3,861,931
Planetarium (0522)	559,465	7,892	551,573
Pool and Health Center (0523)	8,273,592	73,601	8,199,991
Primary Electrical Distribution System (0524)	13,460,000	133,564	13,326,436
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	7,541	1,306,123
Sewer System (0527)	1,964,200	11,227	1,952,973
Social Sciences (0528)	7,415,520	64,166	7,351,354
Storm Drain System (0530)	1,083,909	6,240	1,077,669
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	2,926,272	114,357,217
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	292,371	831,279
Facilities Planning and Services (0603)	1,818,724	176,071	

			1,642,653
Fine Arts (0604)	2,805,096	197,647	2,607,449
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	339,163	14,218,347
Learning Resources (0609)	4,665,775	56,344	4,609,431
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	392,820	2,609,465
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	101,364	466,136
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	2,722,323	51,959,535
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	\$11,279,014	\$383,237,450

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for November 17 at 3 p.m.

D. MEASURE E FUNDING FOR THE SCIENCE COMPLEX RENOVATION PROJECT

The 2004-05 budget for the Natural Science Renovation project contains \$6,721,738 of funding from Measure E. The following describes the use of this funding.

\$1,527,187 – Relocation – This amount funds the cost for the purchase and installation of the modular buildings being used as temporary housing for the programs displaced from the buildings being renovated. Also included are moving costs, storage container rental and the cost to modify other campus spaces to provide additional housing for the displaced programs.

\$1,133,000 – Equipment – This amount is for the equipping of the renovated buildings with new furniture and equipment.

\$562,000 - Phasing Costs – This amount is for the added design, construction and construction administration costs due to the extended period of construction caused by dividing the work into two phases of construction. This was necessary to prevent program curtailment during renovation. The State funding is for construction in one phase only.

\$869,640 – Additional Project Scope – State funding for the Natural Science Complex renovation project was approved based upon the need to eliminate life and health safety hazards that existed within the buildings. Some areas were excluded from the renovation funding since hazards were not present. Recognizing the desirability of upgrading these areas to be consistent with the adjacent spaces, the Board of Trustees, at the May 19, 2003, meeting, approved funding for the necessary design services to renovate these areas. At the September 8, 2003, Board meeting, it also approved a change order for the construction costs associated with renovation of these areas.

\$439,800 – Enhanced Information Technology Infrastructure - The State funding for this project did not adequately support the level of technology the college determined was required to support its instructional and administrative needs.

\$2,190,111 – Qualitative and Capacity Enhancements - The State funding for this project did not adequately provide for the level of construction and building systems necessary to produce a structure equal in quality to other college facilities. Also, the funding did not support the desired capacity of the laboratories. Qualitative enhancements include a networked energy management system, a central reporting fire alarm system, an emergency electrical generator and exterior landscaping. Capacity enhancements occurred in the laboratories, which were designed for a higher capacity than the State standard. The increased number of student work stations and the plumbing and electrical requirements added costs to the project that were above the State funding level.

II. APPROVAL

A. CONTRACTS/PERSONAL SERVICE AGREEMENTS VALUED AT \$50,000 OR HIGHER

Psomas: Provide civil engineering services for the following projects: Campus Primary Electrical System, Voice Data, Fire Alarm, Energy Management System, Chilled and Heating

Water, and Natural Gas Distribution. Dates of Service: November 22, 2004 through December 31, 2006. Cost: \$197,925, including reimbursables.

B. BID 2004-05/CAMPUS THEATER STAGE REPLACEMENT

It is recommended that the above named Bid #2004-05 be awarded to the following vendor for Campus Theater stage replacement in accordance with the specifications, terms, and conditions of the above named bid.

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
TBD	West Star Construction	\$68,900.00 includes material, labor, and applicable taxes

Other Bidders: none

No Bid Responses: 1

Non-Responses: 5

Affirmative Action Status Codes: [1] Minority owned/Disadvantaged Business; [2] Women-owned business; [3] Small business enterprise [4]; Other [5]; None of the above; [8] Disabled Veteran enterprise

C. BID 2004-3/AUDIO VISUAL SYSTEMS

It is recommended that the following contractor be awarded the agreement for providing and furnishing any and all of the labor, materials, tools, equipment and services necessary to perform the work required for the implementation of audiovisual systems in eighteen (18) classrooms in the Science Complex, in accordance with the specifications, terms, and conditions of the above-named project. The total bid amount is \$90,405.37

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
79001	Vizual Symphony [2]	\$90,405.37 (includes tax, delivery, materials, labor and installation

Other Bidders: Spinitar [2], \$100,937.13; CCS Presentation Systems [2], \$98,772.88

No Bid Responses: 0

Non-Responses: 4

Affirmative Action Status Codes: [1] Minority owned/Disadvantaged Business; [2] Women-owned business; [3] Small business enterprise [4]; Other [5]; None of the above; [8] Disabled Veteran enterprise

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
10/29/2004

El Camino Community College District
Measure "E" Purchase Order Listing

Meeting Date: 11-15-2004

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
P0079027	Public Agency Law Group	Humanities Complex	Legal -Bond Projects	\$330.80
P0079028	Metronome, Inc. c/o IFSC	Information Technology	New Equipment – Noninstruc.	\$60,851.60
P0079029	Graybar Electric	Business	New Equipment – Noninstruc.	\$1,269.58
P0079031	Public Agency Law Group	Humanities Complex	Legal -Bond Projects	\$43.00
P69229A	Virco Manufacturing Corp.	Science Complex Reno	Group II Equipment	\$235.41
	Total :	5		\$62,730.39
B0079020	Abb Inc.	Primary Elect Distri	Buildings	\$445,024.00
B0079030	Daily Breeze, the	Master Planning	Advertising-Bond Projects	\$2,500.00
B0079032	Aqua Science Enginee	Facilities and Recei	Testing & Inspection	\$1,642.00
B69036A	Harmon Nelson Design	Master Planning	Professional Services-Bon	\$9,520.00
	Total :	4		\$458,686.00
	Total POs and BPOs :	9	TOTAL :	\$521,416.39

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of November 29, 2004.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	217,624	118,376
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	41,409	283,591
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	7,841	(2,641)
Total Instructional Equipment	895,447	439,084	456,363
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	83,733	1,473,837
Total Technology	1,557,570	83,733	1,473,837
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	3,302	76,498
Health Center (0613)	5,000	3,510	1,490
Total Other Equipment	84,800	6,812	77,988
Grand Total	2,537,817*	529,629	2,008,188

* Final 2004-05 Budget Book
 Page 63 \$1,190,247
 Page 64 1,347,570
 \$2,537,817

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through November 29, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 11/29/04)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	10,245	1,518,755
Athletic Education and Fitness Complex (0203)	15,718,000	154,211	15,563,789
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	40,249	6,044,647
Business Building Replacement (0205)	10,926,189	80,173	10,846,016
Central Plant (0206)	10,858,000	71,684	10,786,316
Child Development Center Phase 2 (0207)	2,525,000	16,804	2,508,196
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	7,420	1,092,580
Fire Academy Structure (0209)	791,375	5,387	785,988
Fire Program Facility (0210)	123,000	985	122,015
Health Occupations and Wellness Center (0211)	12,072,551	79,683	11,992,868
Humanities Complex Replacement (0212)	23,120,064	419,114	22,700,950
Learning Resource Center Addition (0213)	7,100,000	46,934	7,053,066
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	55,603	8,360,629
Remodeling Phase Two (0216)	157,625	1,213	156,412
Remodeling Phase Three (0217)	8,715,875	57,577	8,658,298
Science Complex Renovation (0219)	6,721,738	3,351,813	3,369,925
Signage and Wayfinding (0224)	2,600,000	36,828	2,563,172
Student Services and Activities Replacement (0220)	31,448,118	231,404	31,216,714
Temporary Space and Relocation Costs (0221)	2,000,000	58,633	1,941,367
Vocational Education Complex (0222)	22,349,821	169,093	22,180,728
		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	5,600,921	187,482,263
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	12,961	387,039
Emergency Generators and Distribution (0302)	2,265,000	6,273	2,258,727
Emergency Power to Security Lighting (0303)	175,000	485	174,515
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,487	397,513

Fencing Replacement and Additions (0305)	375,000	1,039	373,961
Landscaping and Irrigation System Replacements (0306)	2,540,000	26,808	2,513,192
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	6,758	2,433,242
Lot F Parking Structure Improvements (0309)	1,632,000	4,520	1,627,480
Lot H Parking Structure (0310)	8,348,666	23,319	8,325,347
Paving Replacement - All Walks and Driveways (0311)	2,187,000	6,057	2,180,943
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	226	81,374
Security Video (0313)	180,000	6,566	173,434
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	70,950	1,874,231
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	168,450	24,558,781
Energy Efficiency Improvements (EEI)			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
Health and Safety Improvements (HSI)			
Administration (0501)	4,367,732	39,380	4,328,352
Art & Behavioral Sciences (0502)	12,247,136	111,628	12,135,508
Auxiliary Warehouse (0504)	105,042	733	104,309
Communications (0507)	6,623,354	61,253	6,562,101
Construction Technology (0508)	943,970	9,315	934,655
Domestic Water System (0509)	2,488,800	55,055	2,433,745
Facilities and Receiving (0510)	1,985,416	96,699	1,888,717
Fire Alarm (0511)	780,800	4,799	776,001
Firelines (0512)	1,837,503	67,011	1,770,492
Hazardous Materials Abatement (0513)	200,000	81,025	118,975
Library (0515)	7,876,509	193,163	7,683,346
Marsee Auditorium (0516)	6,670,843	61,539	6,609,304
Math & Computer Sciences (0517)	10,761,643	99,148	10,662,495
Music (0518)	8,896,846	84,107	8,812,739
Natural Gas System (0519)	488,000	3,038	484,962
North Gymnasium (0520)	3,248,993	232,748	3,016,245
Physical Education and Men's Shower (0521)	3,896,871	36,541	3,860,330
Planetarium (0522)	559,465	8,145	551,320
Pool and Health Center (0523)	8,273,592	76,972	8,196,620
Primary Electrical Distribution System (0524)	13,460,000	169,846	13,290,154
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	8,006	1,305,658
Sewer System (0527)	1,964,200	11,921	1,952,279
Social Sciences (0528)	7,415,520	67,177	7,348,343
Storm Drain System (0530)	1,083,909	6,623	1,077,286
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	3,042,226	114,241,263
Information Technology and Equipment (ITE)			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	292,371	831,279

Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	339,163	14,218,347
Learning Resources (0609)	4,665,775	97,340	4,568,435
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	392,820	2,609,465
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	101,992	465,508
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	2,894,512	51,787,346
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	\$11,706,109	\$382,810,355

C. **CITIZENS' BOND OVERSIGHT COMMITTEE**

The next meeting of the Citizens' Bond Oversight Committee is scheduled for January 12, 2005, at 3 p.m.

II. APPROVAL

A. **CONTRACTS/PERSONAL SERVICE AGREEMENTS VALUED AT \$50,000 OR HIGHER**

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services, or his designee, be authorized to execute the necessary documents.

Flewelling and Moody: Contractor to provide architectural and engineering design services for the renovation for the Marsee Auditorium. Dates of Service: January 1,

2005 through December 31, 2006 (nonrenewable). Cost: NTE the greater of \$650,472 or 10% of the value of the construction contracts awarded, including reimbursables, invoiced monthly. Account: 42-55130-00-000000-0516.

B. AMENDMENT

Moine Bros. – Project: Fuel Dispensing Pump Replacement. Contractor is to provide construction services to replace fuel dispensing and all associated equipment per applicable codes. Dates of service: TBD. Cost ~~\$57,000~~; \$62,000. Increase of \$5,000 due to (1) the relocation of fuel dispensing pumps because of an unknown underground electrical vault, and (2) soils removed from the area were deemed “hazardous materials” and required special hauling requirements. Account number 42-56120-01-710000-0510; Blanket Purchase Order #69086.

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure “E” expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
12/1/2004

El Camino Community College District
Measure "E" Purchase Order Listing

Meeting Date: 12-20-2004

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
P0071219	Dell Computer Corp Educational Di	Information Technolo	New Equipment – Noninstruc.	\$21,188.29
P0071224	Metronome, Inc. c/o IFSC	Information Technolo	New Equipment – Noninstruc.	\$23,755.00
P0079033	CCS Presentation Systems, Inc.	Business	New Equipment – Noninstruc.	\$2,800.00
P0079035	Capital Wholesale Lighting And El	Music	Construction Material	\$555.55
P0079037	CCS Presentation Systems, Inc.	Business	New Equipment – Noninstruc.	\$3,381.00
P0079038	Dell Marketing	Business	New Equipment – Noninstruc.	\$2,077.36
P0079039	Spectrum Industries, Inc.	Business	New Equipment – Noninstruc.	\$3,654.34
P0079040	U-Line	Science Complex Reno	General Office Supplies	\$64.96
P0079041	S & M Moving Systems	Science Complex Reno	General Office Supplies	\$1,575.00
	Total :	9		\$59,051.50
B0077917	Psomas	Master Planning	Architecture & Engineering	\$197,925.00
B0079021	Vizual Symphony, Inc	Science Complex Reno	Group II Equipment	\$90,405.37
B0079036	Flewelling & Moody	Campus Theatre	Architecture & Engineering	\$5,000.00
B69016A	Toft Wolff Farrow	Master Planning	Architecture & Engineering	\$23,193.54
B69103A	Psomas	Master Planning	Professional Services-Bon	\$21,609.38
	Total :	5		\$338,133.29
	Total POs and BPOs :	14	TOTAL :	\$397,184.79

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. 2003–2004 MEASURE E AUDIT REPORT

It is recommended that the Board accept the annual financial audit report and performance audit report prepared by Vavrinek, Trine, Day and Co., LLP, for the El Camino Community College Proposition 39 General Obligation Bonds Measure E. Copies of the audit reports for the 2003–2004 fiscal year have been distributed to the Board of Trustees. The public may review the audit report in the Office of the Vice President-Administrative Services, Room AD 106

B. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of December 31, 2004, for the budget year 2004-05.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	217,624	118,376
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	41,409	283,591
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	7,841	(2,641)
Total Instructional Equipment	895,447	439,084	456,363
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	423,952	1,133,618
Total Technology	1,557,570	423,952	1,133,618
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	3,302	76,498
Health Center (0613)	5,000	3,510	1,490
Total Other Equipment	84,800	6,812	77,988
Grand Total	2,537,817*	869,848	1,667,969

* Final 2004-05 Budget Book
Page 63 \$1,190,247
Page 64 1,347,570
 \$2,537,817

C. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through December 31, 2004.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 12/31/04)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	11,209	1,517,791
Athletic Education and Fitness Complex (0203)	15,718,000	166,057	15,551,943
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	44,085	6,040,811
Business Building Replacement (0205)	10,926,189	87,166	10,839,023
Central Plant (0206)	10,858,000	78,528	10,779,472
Child Development Center Phase 2 (0207)	2,525,000	18,396	2,506,604
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	8,113	1,091,887
Fire Academy Structure (0209)	791,375	5,886	785,489
Fire Program Facility (0210)	123,000	1,063	121,937
Health Occupations and Wellness Center (0211)	12,072,551	87,293	11,985,258
Humanities Complex Replacement (0212)	23,120,064	617,314	22,502,750
Learning Resource Center Addition (0213)	7,100,000	51,410	7,048,590
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	60,908	8,355,324
Remodeling Phase Two (0216)	157,625	1,312	156,313
Remodeling Phase Three (0217)	8,715,875	63,070	8,652,805
Science Complex Renovation (0219)	6,721,738	3,383,236	3,338,502
Signage and Wayfinding (0224)	2,600,000	38,467	2,561,533
Student Services and Activities Replacement (0220)	31,448,118	251,547	31,196,571
Temporary Space and Relocation Costs (0221)	2,000,000	59,893	1,940,107
Vocational Education Complex (0222)	22,349,821	183,410	22,166,411
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	5,924,231	187,158,953
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,115	386,885
Emergency Generators and Distribution (0302)	2,265,000	7,144	2,257,856
Emergency Power to Security Lighting (0303)	175,000	552	174,448

Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,641	397,359
Fencing Replacement and Additions (0305)	375,000	1,183	373,817
Landscaping and Irrigation System Replacements (0306)	2,540,000	30,597	2,509,403
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	7,696	2,432,304
Lot F Parking Structure Improvements (0309)	1,632,000	5,147	1,626,853
Lot H Parking Structure (0310)	8,348,666	26,529	8,322,137
Paving Replacement - All Walks and Driveways (0311)	2,187,000	6,898	2,180,102
Pedestrian Walks at Manhattan Beach Blvd. & Lot E (0312)	81,600	257	81,343
Security Video (0313)	180,000	6,995	173,005
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	75,588	1,869,593
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	184,340	24,542,891
Energy Efficiency Improvements (EEI)			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
Health and Safety Improvements (HSI)			
Administration (0501)	4,367,732	42,663	4,325,069
Art & Behavioral Sciences (0502)	12,247,136	120,923	12,126,213
Auxiliary Warehouse (0504)	105,042	799	104,243
Communications (0507)	6,623,354	66,336	6,557,018
Construction Technology (0508)	943,970	10,046	933,924
Domestic Water System (0509)	2,488,800	56,623	2,432,177
Facilities and Receiving (0510)	1,985,416	98,208	1,887,208
Fire Alarm (0511)	780,800	5,292	775,508
Firelines (0512)	1,837,503	68,169	1,769,334
Hazardous Materials Abatement (0513)	200,000	81,150	118,850
Library (0515)	7,876,509	199,173	7,677,336
Marsee Auditorium (0516)	6,670,843	66,653	6,604,190
Math & Computer Sciences (0517)	10,761,643	107,371	10,654,272
Music (0518)	8,896,846	91,925	8,804,921
Natural Gas System (0519)	488,000	3,345	484,655
North Gymnasium (0520)	3,248,993	235,191	3,013,802
Physical Education and Men's Shower (0521)	3,896,871	39,528	3,857,343
Planetarium (0522)	559,465	8,650	550,815
Pool and Health Center (0523)	8,273,592	83,247	8,190,345
Primary Electrical Distribution System (0524)	13,460,000	178,330	13,281,670
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	8,834	1,304,830
Sewer System (0527)	1,964,200	13,159	1,951,041
Social Sciences (0528)	7,415,520	72,775	7,342,745
Storm Drain System (0530)	1,083,909	7,307	1,076,602
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	3,122,049	114,161,440
Information Technology and Equipment (ITE)			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	295,726	827,924
Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653

Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	763,115	13,794,395
Learning Resources (0609)	4,665,775	97,340	4,568,435
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	392,820	2,609,465
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	101,992	465,508
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	3,321,819	51,360,039
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	\$12,552,439	\$381,964,025

D. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee had not been scheduled at the printing deadline for the Board Agenda.

II. APPROVAL

A. CONTRACTS/PERSONAL SERVICE AGREEMENTS VALUED AT \$50,000 OR HIGHER

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services, or his designee, be authorized to execute the necessary documents.

NITECH - It is recommended that the Board approve an upgrade to the HP System. The current HP system running Datatel's Colleague product is over four years old. Components of the system such as the tape drive used for backup are no longer supported by HP. The increased use of Colleague via Web by students and faculty has stretched the existing system and frequently results in down time causing the system to be unavailable for registration and other student functions. The upgrade to this system will allow us to reduce the down time significantly as well as provide faster response time to staff and students using Colleague as well as the portal. Cost: Using CMAS Contract # 3-03-70-2012A: \$225,000. Acct. #: 45-56421-01-678000-0608. The 2004-05 budget will be increased for this purchase.

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
12/22/2004

El Camino Community College District Measure "E" Purchase Order Listing

Meeting Date: 1-18-2005

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
P0071541	VWR Scientific	Science Complex Reno	Group II Equipment	\$13,772.00
P0079042	Larry's Concrete Sawing and Drill	Music	Site Improvements	\$190.00
P0079043	General Lock	Security Systems	Buildings	\$5,482.90
P0079045	Sommerville Plywood	Music	Construction Material	\$310.08
P0079047	Montgomery Hardware Company	Security Systems	Buildings	\$9,623.51
P0079048	Pearson Ncs	Student &Community	New Equipment – Noninstruc.	\$8,266.18
P0079049	Delphin Computer Supply	Information Technolo	New Computer Equipment-No	\$10,119.21
P0079050	Dell Marketing L. P.	Information Technolo	New Computer Equipment-No	\$201,163.43
P0079051	Virco Manufacturing Corp.	Science Complex Reno	Group II Equipment	\$64,809.88
P0079052	Virco Manufacturing Corp.	Science Complex Reno	Group II Equipment	\$10,882.67
Total :		10		\$324,619.86
B0079046	West-Star Constructi	Music	Site Improvements	\$68,900.00
B69006A	Tbp Architecture, In	Master Planning	Architecture & Engineering	\$3,679.97
Total :		2		\$72,579.97
Total POs and BPOs :		12	TOTAL :	\$397,199.83

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. 2003–2004 MEASURE E AUDIT REPORT

It is recommended that the Board accept the revised annual financial and performance audit report prepared by Vavrinek, Trine, Day and Co., LLP, for the El Camino Community College Proposition 39 General Obligation Bonds Measure E. Copies of the audit reports for the 2003–2004 fiscal year have been distributed to the Board of Trustees. The public may review the audit report in the Office of the Vice President-Administrative Services, Room AD 106

B. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of January 31, 2005, for the budget year 2004-05.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	210,934	125,066
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	41,408	283,592
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	7,841	(2,641)
Total Instructional Equipment	895,447	432,393	463,054
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	649,128	908,442
Total Technology	1,557,570	649,128	908,442
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	46,398	33,402
Health Center (0613)	5,000	2,714	2,286
Total Other Equipment	84,800	49,112	35,688
Grand Total	2,537,817*	1,130,633	1,407,184

* Final 2004-05 Budget Book

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2,537,817

C. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through January 31, 2005.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 02/03/05)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	12,169	1,516,831
Athletic Education and Fitness Complex (0203)	15,718,000	177,276	15,540,724
Bookstore/Cafeteria Conversion to Admin. (0204)	6,084,896	47,904	6,036,992
Business Building Replacement (0205)	10,926,189	94,035	10,832,154
Central Plant (0206)	10,858,000	85,342	10,772,658
Child Development Center Phase 2 (0207)	2,525,000	19,981	2,505,019
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	8,803	1,091,197
Fire Academy Structure (0209)	791,375	6,383	784,992
Fire Program Facility (0210)	123,000	1,140	121,860
Health Occupations and Wellness Center (0211)	12,072,551	94,869	11,977,682
Humanities Complex Replacement (0212)	23,120,064	631,823	22,488,241
Learning Resource Center Addition (0213)	7,100,000	55,866	7,044,134
Manhattan Beach Blvd. Parking Structure & Entrance (0214)	8,416,232	66,190	8,350,042
Remodeling Phase Two (0216)	157,625	1,412	156,213
Remodeling Phase Three (0217)	8,715,875	68,540	8,647,335
Science Complex Renovation (0219)	6,721,738	3,537,098	3,184,640
Signage and Wayfinding (0224)	2,600,000	40,099	2,559,901
Student Services and Activities Replacement (0220)	31,448,118	271,317	31,176,801
Temporary Space and Relocation Costs (0221)	2,000,000	61,148	1,938,852
Vocational Education Complex (0222)	22,349,821	197,461	22,152,360
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	6,184,722	186,898,462
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,364	386,636
Emergency Generators and Distribution (0302)	2,265,000	8,551	2,256,449
Emergency Power to Security Lighting (0303)	175,000	661	174,339

Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,891	397,109
Fencing Replacement and Additions (0305)	375,000	1,416	373,584
Landscaping & Irrigation System Replacements (0306)	2,540,000	32,176	2,507,824
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	9,212	2,430,788
Lot F Parking Structure Improvements (0309)	1,632,000	6,162	1,625,838
Lot H Parking Structure (0310)	8,348,666	31,719	8,316,947
Paving Replacement - All Walks & Driveways (0311)	2,187,000	8,257	2,178,743
Pedestrian Walks at Manhattan Beach Blvd. & Lot E (0312)	81,600	308	81,292
Security Video (0313)	180,000	7,107	172,893
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	76,797	1,868,384
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	198,621	24,528,610
<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	45,748	4,321,984
Art & Behavioral Sciences (0502)	12,247,136	129,638	12,117,498
Auxiliary Warehouse (0504)	105,042	865	104,177
Communications (0507)	6,623,354	71,092	6,552,262
Construction Technology (0508)	943,970	10,726	933,244
Domestic Water System (0509)	2,488,800	58,185	2,430,615
Facilities and Receiving (0510)	1,985,416	123,236	1,862,180
Fire Alarm (0511)	780,800	5,782	775,018
Firelines (0512)	1,837,503	69,322	1,768,181
Hazardous Materials Abatement (0513)	200,000	81,276	118,724
Library (0515)	7,876,509	204,802	7,671,707
Marsee Auditorium (0516)	6,670,843	71,439	6,599,404
Math & Computer Sciences (0517)	10,761,643	115,068	10,646,575
Music (0518)	8,896,846	166,062	8,730,784
Natural Gas System (0519)	488,000	3,651	484,349
North Gymnasium (0520)	3,248,993	237,486	3,011,507
Physical Education and Men's Shower (0521)	3,896,871	42,316	3,854,555
Planetarium (0522)	559,465	9,089	550,376
Pool and Health Center (0523)	8,273,592	89,477	8,184,115
Primary Electrical Distribution System (0524)	13,460,000	186,777	13,273,223
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	9,658	1,304,006
Sewer System (0527)	1,964,200	14,392	1,949,808
Social Sciences (0528)	7,415,520	78,030	7,337,490
Storm Drain System (0530)	1,083,909	7,987	1,075,922
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	3,288,456	113,995,033
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	302,274	821,376

Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	988,291	13,569,219
Learning Resources (0609)	4,665,775	97,340	4,568,435
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	480,445	2,521,840
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	148,390	419,110
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	3,687,566	50,994,292
<u>Physical Education Facilities Improvements (PEFI)</u>			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	<u>\$394,516,464</u>	<u>\$13,359,365</u>	<u>\$381,157,099</u>

D. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee had not been scheduled at the printing deadline for the Board Agenda.

II. APPROVAL

A. CHANGES TO PROJECT BUDGETS

It is recommended that the Board of Trustees approve the changes to the Measure E project budgets as shown below. These changes implement the cost reduction measures identified in the 2005 Facilities Master Plan (FMP). The following changes are proposed to the 2004 FMP in order to reduce the cost of the plan and to improve the possibility of obtaining additional state funding for FMP projects.

1. Deletion of the Manhattan Beach Blvd. Parking Structure – This is a cost reduction measure to eliminate from the plan a 400 stall parking structure. Associated with this change is the recommendation to increase the capacity of the proposed Lot H Parking Structure from 600 to 800 parking stalls. Improvements to the north entrance to campus are still included in the 2005 FMP.

- a. This change reduces the cost of the FMP by an estimated 8.2 million dollars.
2. Renovate Technical Arts and the Shops Building vs. Replacement – Previous plans envisioned replacing and repositioning the above buildings to provide a location to construct the proposed Manhattan Beach Blvd. Parking Structure. With the deletion of this project, the renovation of these buildings becomes feasible and cost effective. Also by renovating rather than replacing, the possibility of obtaining state funding is increased.
 - a. Shops – This building is to be renovated and the Machine Tool Technology program, currently in the Math and Computer Science building, would be moved to this location.
 - b. Technical Arts – This building would be renovated and additional vocational education programs moved to it when the Nursing program is moved to another location.
 - c. This change reduces the cost of the FMP by an estimated 7.2 million dollars.
3. Delete the proposed Health Occupations building and renovate the current Communications building to accommodate the health occupations programs.
 - a. The 2004 Facilities Master Plan envisions the construction of a new building to house the health occupations programs, the Wellness Center and the Student Health Center. The planned size of this building is 28,600 assignable square feet (asf). The Communications building, which contains 22,017 asf, could be renovated to accommodate the health occupations programs.
 - b. Under the 2004 FMP, the Communications building is ultimately slated to house vocational education programs and general assignment classrooms. The current programs housed in this building will be relocated to other buildings as part of the consolidation of divisions. The exception to this is the Photography program, the location of which is still undetermined.
 - c. The 2005 FMP retains the existing Technical Arts building. The vocational education programs previously slated for the Communications building will be now located in the Technical Arts building in the space that will be vacated once the nursing program is relocated.
 - d. The Student Health Center will now be included in the new Student Services Center building, and the Wellness Center would remain and be expanded in the Physical Education building.
 - e. This change reduces the cost of the FMP by an estimated 8.7 million dollars.
 - f. The possibility of obtaining state funding for this project is greater if a renovation is proposed rather than a new building.
4. Other Changes
 - a. Athletic Complex – The proposed 2005 FMP changes the configuration of a number of athletic facilities from the 2004 FMP. The changes are explained below. The purpose of the changes is to contain the cost of this project within its allocated budget.
 1. The Stadium will remain as is rather than being reconstructed to incorporate a new running track.

2. The Track remains in the current location with additional seating located on the west side.
 3. The Softball Field is now located adjacent to the Lot H Parking Structure.
 4. The Fieldhouse will be reconstructed on its current site.
 5. The existing Handball Courts are shown since they will not be demolished as previously planned.
- b. The Humanities footprint and associated perimeter road modifications have been updated to show the current design.
- c. The cooling towers for the Central Plant project have been moved to a site adjacent to the Stadium, the current location of two temporary buildings (Alumni House and Community Education). This move will eliminate the possible negative acoustical and visual impacts of the previous location on the roof of the new Student Services building.

(Reference map on page 12)

PROJECT BUDGET CHANGES

	ORIGINAL BUDGET	BUDGET CHANGES	REVISED BUDGET
Additional Classrooms and Modernization (ACM)			
Acquisitions (0201)	5,000,000	0	5,000,000
Architectural Barrier Removal Phase 2 (0202)	1,529,000	0	1,529,000
Athletic Education and Fitness Complex (0203)	15,718,000	0	15,718,000
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	0	6,084,896
Business Building Replacement (0205)	10,926,189	0	10,926,189
Central Plant (0206)	10,858,000	0	10,858,000
Child Development Center Phase 2 (0207)	2,525,000	0	2,525,000
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	0	1,100,000
Fire Academy Structure (0209)	791,375	0	791,375
Fire Program Facility (0210)	123,000	0	123,000
Health Occupations and Wellness Center (0211)	12,072,551	-12,072,551	0
Humanities Complex Replacement (0212)	23,120,064	0	23,120,064
Learning Resource Center Addition (0213)	7,100,000	0	7,100,000
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	-8,200,000	216,232
Remodeling Phase Two (0216)	157,625	0	157,625
Remodeling Phase Three (0217)	8,715,875	0	8,715,875
Science Complex Renovation (0219)	6,721,738	0	6,721,738
Signage and Wayfinding	2,600,000	0	2,600,000
Student Services and Activities Replacement (0220)	31,448,118	480,000	31,928,118
Temporary Space and Relocation Costs (0221)	2,000,000	0	2,000,000
Vocational Education Complex (0222)	22,349,821	-22,349,821	0
Reserve for Contingencies (0299)	<u>13,725,699</u>	<u>24,022,372</u>	<u>37,748,071</u>
Total Additional Classrooms and Modernization	193,083,183	-18,120,000	174,963,183
Campus Site Improvements: Accessibility, Safety/Security (CSI)			
Asphalt Resurfacing - All Lots (0301)	400,000	0	400,000

Emergency Generators and Distribution (0302)	2,265,000	0	2,265,000
Emergency Power to Security Lighting (0303)	175,000	0	175,000
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	0	400,000
Fencing Replacement and Additions (0305)	375,000	0	375,000
Landscaping and Irrigation System Replacements (0306)	2,540,000	0	2,540,000
Lighting - Upgrade/Replace All Lots (0308)	2,440,000	0	2,440,000
Lot F Parking Structure Improvements (0309)	1,632,000	0	1,632,000
Lot H Parking Structure (0310)	8,348,666	0	8,348,666
Paving Replacement - All Walks and Driveways (0311)	2,187,000	0	2,187,000
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	0	81,600
Security Video (0313)	180,000	0	180,000
Voice/Data/Signal Site Duct Bank (0314)	1,945,181	0	1,945,181
Reserve for Contingencies (0399)	<u>1,757,784</u>	<u>0</u>	<u>1,757,784</u>
Total Campus Site Improvements: Accessibility, Safety/Security	24,727,231	0	24,727,231
Energy Efficiency Improvements (EEI)			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	0	2,818,000
Reserve for Contingencies (0499)	<u>215,653</u>	<u>0</u>	<u>215,653</u>
Total Energy Efficiency Improvements	3,033,653	0	3,033,653
Health and Safety Improvements (HSI)			
Administration (0501)	4,367,732	0	4,367,732
Art & Behavioral Sciences (0502)	12,247,136	0	12,247,136
Auxiliary Warehouse (0504)	105,042	0	105,042
Communications (0507)	6,623,354	1,600,000	8,223,354
Construction Technology (0508)	943,970	0	943,970
Domestic Water System (0509)	2,488,800	0	2,488,800
Facilities and Receiving (0510)	1,985,416	0	1,985,416
Fire Alarm (0511)	780,800	0	780,800
Firelines (0512)	1,837,503	0	1,837,503
Hazardous Materials Abatement (0513)	200,000	0	200,000
Library (0515)	7,876,509	0	7,876,509
Marsee Auditorium (0516)	6,670,843	0	6,670,843
Math & Computer Sciences (0517)	10,761,643	0	10,761,643
Music (0518)	8,896,846	0	8,896,846
Natural Gas System (0519)	488,000	0	488,000
North Gymnasium (0520)	3,248,993	0	3,248,993
Physical Education and Men's Shower (0521)	3,896,871	320,000	4,216,871
Planetarium (0522)	559,465	0	559,465
Pool and Health Center (0523)	8,273,592	0	8,273,592
Primary Electrical Distribution System (0524)	13,460,000	0	13,460,000
Reimbursements (0525)	1,456,353	0	1,456,353
Security Systems (0526)	1,313,664	0	1,313,664
Sewer System (0527)	1,964,200	0	1,964,200
Social Sciences (0528)	7,415,520	0	7,415,520
Storm Drain System (0530)	1,083,909	0	1,083,909
Technical Arts (0531)	0	5,600,000	5,600,000
Shops	0	10,600,000	10,600,000
Reserve for Contingencies (0599)	<u>8,337,328</u>	<u>0</u>	<u>8,337,328</u>
Total Health and Safety Improvements	117,283,489	18,120,000	135,403,489

Information Technology and Equipment (ITE)

Behavioral and Social Sciences (0601)	579,077	0	579,077
Business (0602)	1,123,650	0	1,123,650
Facilities Planning and Services (0603)	1,818,724	0	1,818,724
Fine Arts (0604)	2,805,097	0	2,805,097
Health Sciences and Athletics (0605)	1,203,993	0	1,203,993
Humanities (0606)	607,033	0	607,033
Industry and Technology (0607)	1,771,641	0	1,771,641
Information Technology (0608)	14,557,510	0	14,557,510
Learning Resources (0609)	4,665,775	0	4,665,775
Math (0610)	688,661	0	688,661
Natural Sciences (0611)	3,002,285	0	3,002,285
Nursing (0612)	252,651	0	252,651
Student and Community Advancement (0613)	567,500	0	567,500
Phase II, III, IV Purchases (0697)	12,686,900	0	12,686,900
Installation Contingency (0698)	4,464,194	0	4,464,194
Reserve for Contingencies (0699)	<u>3,887,168</u>	<u>0</u>	<u>3,887,168</u>
Total Information Technology and Equipment	54,681,859	0	54,681,859

Physical Education Facilities Improvements (PEFI)

Baseball Field (0701)	1,091,800	0	1,091,800
North Field (0702)	481,600	0	481,600
Sand Volleyball Courts (0703)	12,300	0	12,300
Reserve for Contingencies (0799)	<u>121,349</u>	<u>0</u>	<u>121,349</u>
Total Physical Education Facilities Improvements	1,707,049	0	1,707,049

Total All Projects	394,516,464	0	394,516,464
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B. CONTRACTS/PERSONAL SERVICE AGREEMENTS VALUED AT \$50,000 OR HIGHER

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services, or his designee, be authorized to execute the necessary documents.

C. W. Driver: It is recommended that the Board of Trustees approve entering into agreement with C. W. Driver to provide construction management services related to the design and construction of the Humanities Complex Replacement project. The total value of this contract is \$1,600,000.

Five construction management firms, experienced in community college construction projects were solicited to submit proposals for this project. One firm declined to submit a proposal; the remaining four were interviewed by a group of four El Camino Community College District managers. The interviewed firms were evaluated based upon previous experience, staff qualifications, responses to questions and proposed fee. C. W. Driver was the unanimous choice of the group. Note: *C. W. Driver also submitted the lowest fee proposal.

Proposal Received from:

Bernards Brothers	\$1,715,236
*C. W. Driver	\$1,600,000

McCarthy Building Companies, Inc.	\$1,669,776
Rudolph Sletten	Declined
Swinerton Management & Consulting	\$1,753,900

International Parking Design, Inc. (IPD): It is recommended that the Board of Trustees approve entering into agreement with IPD, Inc. to provide professional architectural and engineering services related to the design and construction of a parking structure, traffic intersection, softball field and tennis courts (10) to be located at the southwest corner of the El Camino College campus. The cost of this project is \$610,000, base services plus an additional amount of \$50,000 for possible additional services and reimbursable expenses. Grand Total NTE: \$660,000. Account number TBD

C. BID 2004-8/AUDIOVISUAL SYSTEMS

It is recommended that the Board approve award to Vizual Symphony, Inc. for providing and furnishing any and all of the labor, materials, tools, equipment and services necessary to perform the work required for the implementation of audiovisual systems in eleven (11) classrooms in the science complex, in accordance with the specifications, terms, and conditions of bid 2004-3/Audiovisaul Systems. The authority for this purchase is made possible through the provision of Bid 2004-3, which was awarded to Vizual Symphony at the November 15, 2004, Board meeting. The total bid amount is \$70,926.42

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
79061	Vizual Symphony [2]	\$70,926.42 (includes tax, delivery, materials, labor and installation)

Affirmative Action Status Codes: [1] Minority owned/Disadvantaged Business; [2] Women-owned business; [3] Small business enterprise [4]; Other [5]; None of the above; [8] Disabled Veteran enterprise

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
2/7/2005

El Camino Community College District
Measure "E" Purchase Order Listing
Meeting Date: 2-22-2005

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
P0079053	S & M Moving Systems	Science Complex Reno	Contract Services	\$24,000.00
P0079054	VWR Scientific	Science Complex Reno	Group II Equipment	\$13,772.00
P0079056	Moine Bros	Facilities and Recei	Site Improvements	\$359.00
P0079057	Abtech Support, Inc.	Information Technology	New Computer Equipment-No	\$207,727.00
P0079058	Smarden Suppy Company	Music	Construction Material	\$280.03
P0079059	Dow Diversified, Inc.	Science Complex Reno	Group I Equipment	\$8,066.00
P0079060	Academy Flooring Systems	TemporarySpace/Reloc	Construction Material	\$5,934.70
P0079062	Zach Power, Inc.	Science Complex Reno	Group II Equipment	\$5,967.13
P0079065	Bickerton Iron Works	Science Complex Reno	Buildings	\$5,743.52
P0079066	Polyvision	Science Complex Reno	Group I Equipment	\$950.22
P0079067	Pacific Carpets, Inc.	Science Complex Reno	Buildings	\$1,929.51
Total :		11		\$274,729.11
B0079034	Dynalectric	Information Technology	Site Improvements	\$7,500.00
B0079055	Flewelling & Moody	TemporarySpace/Reloc	Architecture & Engineering	\$55,000.00
B0079064	Toft Wolff Farrow	Humanities Complex	Architecture & Engineering	\$34,850.00
B69052A	Spitz Space Systems,	Natural Sciences	New Equipment – Noninstruc.	\$181,179.00
Total :		4		\$278,529.00
Total POs and BPOs :		15	TOTAL :	\$553,258.11

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of February 28, 2005, for the budget year 2004-05.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	210,934	125,066
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	41,408	283,592
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	7,841	(2,641)
 Total Instructional Equipment	 895,447	 432,393	 463,054
 <u>Technology</u>			
Information Technology Services (0608)	1,557,570	649,128	908,442
 Total Technology	 1,557,570	 649,128	 908,442
 <u>Other Equipment</u>			
Admissions & Records (0613)	79,800	58,971	20,829
Health Center (0613)	5,000	2,714	2,286
 Total Other Equipment	 84,800	 61,685	 23,115
 Grand Total	 2,537,817*	 1,143,206	 1,394,611
 * Final 2004-05 Budget Book			
Page 63	1,190,247		
Page 64	1,347,570		
	2,537,817		

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through March 7, 2005.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 03/07/05)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	12,498	1,516,502
Athletic Education and Fitness Complex (0203)	15,718,000	180,663	15,537,337
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	49,215	6,035,681
Business Building Replacement (0205)	10,926,189	96,399	10,829,790
Central Plant (0206)	10,858,000	87,682	10,770,318
Child Development Center Phase 2 (0207)	2,525,000	20,525	2,504,475
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	9,040	1,090,960
Fire Academy Structure (0209)	791,375	6,554	784,821
Fire Program Facility (0210)	123,000	1,167	121,834
Health Occupations and Wellness Center (0211)	12,072,551	97,470	11,975,081
Humanities Complex Replacement (0212)	23,120,064	712,533	22,407,531
Learning Resource Center Addition (0213)	7,100,000	57,396	7,042,604
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	68,003	8,348,229
Remodeling Phase Two (0216)	157,625	1,446	156,179
Remodeling Phase Three (0217)	8,715,875	70,418	8,645,457
Science Complex Renovation (0219)	6,721,738	3,630,601	3,091,137
Signage and Wayfinding (0224)	2,600,000	43,559	2,556,441
Student Services and Activities Replacement (0220)	31,448,118	278,122	31,169,996
Temporary Space and Relocation Costs (0221)	2,000,000	61,918	1,938,082
Vocational Education Complex (0222)	22,349,821	202,297	22,147,524
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	6,393,374	186,689,810
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,438	386,562
Emergency Generators and Distribution (0302)	2,265,000	8,970	2,256,031
Emergency Power to Security Lighting (0303)	175,000	693	174,307

Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	2,964	397,036
Fencing Replacement and Additions (0305)	375,000	1,485	373,515
Landscaping and Irrigation System Replacements (0306)	2,540,000	32,644	2,507,356
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	9,663	2,430,337
Lot F Parking Structure Improvements (0309)	1,632,000	6,463	1,625,537
Lot H Parking Structure (0310)	8,348,666	33,259	8,315,407
Paving Replacement - All Walks and Driveways (0311)	2,187,000	8,660	2,178,340
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	323	81,277
Security Video (0313)	180,000	7,139	172,861
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	77,156	1,868,025
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	202,856	24,524,375
Energy Efficiency Improvements (EEI)			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
Health and Safety Improvements (HSI)			
Administration (0501)	4,367,732	46,692	4,321,040
Art & Behavioral Sciences (0502)	12,247,136	132,288	12,114,848
Auxiliary Warehouse (0504)	105,042	888	104,154
Communications (0507)	6,623,354	72,525	6,550,829
Construction Technology (0508)	943,970	10,931	933,039
Domestic Water System (0509)	2,488,800	58,721	2,430,079
Facilities and Receiving (0510)	1,985,416	123,665	1,861,751
Fire Alarm (0511)	780,800	5,950	774,850
Firelines (0512)	1,837,503	69,718	1,767,785
Hazardous Materials Abatement (0513)	200,000	81,319	118,681
Library (0515)	7,876,509	206,506	7,670,003
Marsee Auditorium (0516)	6,670,843	72,881	6,597,962
Math & Computer Sciences (0517)	10,761,643	117,395	10,644,248
Music (0518)	8,896,846	168,291	8,728,555
Natural Gas System (0519)	488,000	3,756	484,244
North Gymnasium (0520)	3,248,993	238,190	3,010,803
Physical Education and Men's Shower (0521)	3,896,871	42,822	3,854,049
Planetarium (0522)	559,465	9,212	550,253
Pool and Health Center (0523)	8,273,592	91,268	8,182,324
Primary Electrical Distribution System (0524)	13,460,000	189,678	13,270,322
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	19,565	1,294,099
Sewer System (0527)	1,964,200	14,815	1,949,385
Social Sciences (0528)	7,415,520	79,635	7,335,885
Storm Drain System (0530)	1,083,909	8,221	1,075,688
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	3,321,285	113,962,204
Information Technology and Equipment (ITE)			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	305,655	817,995
Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653

Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	988,291	13,569,219
Learning Resources (0609)	4,665,775	97,340	4,568,435
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	489,445	2,512,840
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	160,964	406,536
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	3,712,521	50,969,337
Physical Education Facilities Improvements (PEFI)			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	\$13,630,036	\$380,886,428

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for April 6 at 3 p.m. in the Board Room.

II. APPROVAL

A. BID AWARD

It is recommended that the Board of Trustees approve entering into agreement with Innovative Interfaces Inc. for an Integrated Library System software package. This package provides all necessary hardware, software, data migration and training services to provide for a turn-key integrated library system. The total system purchase cost for this software package is \$160,000.00. Purchase order number TBD.

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
3/7/2005

El Camino Community College District
Measure "E" Purchase Order Listing
Meeting Date: 3-21-2005

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
P0072024	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$11,798.50
P0072025	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$100,933.52
P0072124	Dell Marketing L. P.	Information Technology	Instr.CompEquip	\$99,699.10
P0079069	Ford West	Facilities Planning	New Equipment - Noninstru	\$113,680.54
P0079070	Archie Ivy, Inc.	Humanities Complex	Site Improvements	\$3,989.01
P0079074	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$14,126.47
P0079075	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$18,980.13
P0079076	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$48,434.49
P0079078	Apple Computer, Inc.	Information Technology	Non Inst Comp Eq	\$10,367.60
P0079079	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$33,707.30
P0079081	Spitz Space Systems, Inc.	Natural Sciences	New Equipment - Noninstru	\$9,000.00
P0079083	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq	\$12,321.02
P0079084	Delphin Computer Supply	Information Technology	Non Inst Comp Eq	\$1,471.12
Total :		13		\$478,508.80
B0079061	Vizual Symphony, Inc	Science Complex Reno	Group II Equipment	\$70,926.42
B0079063	LCC 3 Construction	Master Planning	Testing & Inspection	\$20,000.00
B0079072	Flewelling & Moody	Temporary Space/Reloc	Architecture & Engineering	\$45,000.00
B0079073	Southland Industries	Master Planning	Architecture & Engineering	\$45,000.00
B69212A	Toft Wolff Farrow, I	Library	Architecture & Engineering	\$13,556.25
Total :		5		\$194,482.67
Total POs and BPOs :		18	TOTAL :	\$672,991.47

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of April 4, 2005, for the budget year 2004-05.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	359,549	(23,549)
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	41,408	283,592
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	104,466	(99,266)
 Total Instructional Equipment	 895,447	 677,633	 217,814
 <u>Technology</u>			
Information Technology Services (0608)	1,557,570	863,607	693,963
 Total Technology	 1,557,570	 863,607	 693,963
 <u>Other Equipment</u>			
Admissions & Records (0613)	79,800	58,971	20,829
Health Center (0613)	5,000	2,714	2,286
 Total Other Equipment	 84,800	 61,685	 23,115
 Grand Total	 2,537,817*	 1,602,926	 934,891
 * Final 2004-05 Budget Book			
Page 63	1,190,247		
Page 64	1,347,570		
	2,537,817		

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through March 31, 2005.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 3/31/05)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	12,837	1,516,163
Athletic Education and Fitness Complex (0203)	15,718,000	198,106	15,519,894
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	50,566	6,034,330
Business Building Replacement (0205)	10,926,189	98,823	10,827,366
Central Plant (0206)	10,858,000	90,092	10,767,908
Child Development Center Phase 2 (0207)	2,525,000	21,085	2,503,915
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	9,284	1,090,716
Fire Academy Structure (0209)	791,375	6,729	784,646
Fire Program Facility (0210)	123,000	1,194	121,806
Health Occupations and Wellness Center (0211)	12,072,551	100,149	11,972,402
Humanities Complex Replacement (0212)	23,120,064	766,414	22,353,650
Learning Resource Center Addition (0213)	7,100,000	58,972	7,041,028
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	8,416,232	69,871	8,346,361
Remodeling Phase Two (0216)	157,625	1,481	156,144
Remodeling Phase Three (0217)	8,715,875	72,352	8,643,523
Science Complex Renovation (0219)	6,721,738	3,660,777	3,060,961
Signage and Wayfinding (0224)	2,600,000	44,136	2,555,864
Student Services and Activities Replacement (0220)	31,448,118	285,103	31,163,015
Temporary Space and Relocation Costs (0221)	2,000,000	71,524	1,928,476
Vocational Education Complex (0222)	22,349,821	207,258	22,142,563
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	13,725,700	-	13,725,700
Total Additional Classrooms and Modernization	193,083,184	6,532,621	186,550,563
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,515	386,485
Emergency Generators and Distribution (0302)	2,265,000	9,405	2,255,595
Emergency Power to Security Lighting (0303)	175,000	727	174,273
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	3,041	396,959
Fencing Replacement and Additions (0305)	375,000	1,557	373,443
Landscaping and Irrigation System Replacements (0306)	2,540,000	33,133	2,506,867

Lighting - Upgrade / Replace All Lots (0308)	2,440,000	10,131	2,429,869
Lot F Parking Structure Improvements (0309)	1,632,000	6,777	1,625,223
Lot H Parking Structure (0310)	8,348,666	34,864	8,313,802
Paving Replacement - All Walks and Driveways (0311)	2,187,000	9,082	2,177,918
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	339	81,261
Security Video (0313)	180,000	7,175	172,825
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	77,529	1,867,652
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	207,274	24,519,957
Energy Efficiency Improvements (EEI)			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
Health and Safety Improvements (HSI)			
Administration (0501)	4,367,732	51,151	4,316,581
Art & Behavioral Sciences (0502)	12,247,136	145,473	12,101,663
Auxiliary Warehouse (0504)	105,042	911	104,131
Communications (0507)	6,623,354	80,101	6,543,253
Construction Technology (0508)	943,970	12,012	931,958
Domestic Water System (0509)	2,488,800	59,274	2,429,526
Facilities and Receiving (0510)	1,985,416	125,850	1,859,566
Fire Alarm (0511)	780,800	6,123	774,677
Firelines (0512)	1,837,503	70,126	1,767,377
Hazardous Materials Abatement (0513)	200,000	81,363	118,637
Library (0515)	7,876,509	221,844	7,654,665
Marsee Auditorium (0516)	6,670,843	80,467	6,590,376
Math & Computer Sciences (0517)	10,761,643	129,379	10,632,264
Music (0518)	8,896,846	178,116	8,718,730
Natural Gas System (0519)	488,000	3,864	484,136
North Gymnasium (0520)	3,248,993	241,527	3,007,466
Physical Education and Men's Shower (0521)	3,896,871	47,176	3,849,695
Planetarium (0522)	559,465	10,208	549,257
Pool and Health Center (0523)	8,273,592	100,082	8,173,510
Primary Electrical Distribution System (0524)	13,460,000	192,665	13,267,335
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	19,857	1,293,807
Sewer System (0527)	1,964,200	15,251	1,948,949
Social Sciences (0528)	7,415,520	87,386	7,328,134
Storm Drain System (0530)	1,083,909	8,462	1,075,447
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	117,283,489	3,425,022	113,858,467
Information Technology and Equipment (ITE)			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	437,651	685,999
Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499

Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	1,202,770	13,354,740
Learning Resources (0609)	4,665,775	97,340	4,568,435
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	489,445	2,512,840
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	160,964	406,536
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	4,058,996	50,622,862
Physical Education Facilities Improvements (PEFI)			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,464	\$14,223,913	\$380,292,551

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for

_____.

D. FACILITIES MASTER PLAN FUNDING

It was reported at the June 24, 2002, Board meeting that the estimated total cost of the Facilities Master Plan was \$460,016,464 and that revenues from the State and other sources was estimated at approximately \$65,500,000. The deficit of \$394,516,464 was funded from passage of the bond. The table below reports the status of the receipt of revenues from all sources as of 3/31/05.

FACILITIES MASTER PLAN FUNDING			
<u>Source</u>	<u>Total</u>	<u>Income</u>	<u>Uncollected</u>
	<u>Income</u>	<u>Received</u>	<u>Income</u>
	<u>Budget</u>	<u>@ 3/31/05</u>	<u>@ 4/1/05</u>
State Capital Construction Program	\$ 33,900,000	\$ -	\$ 33,900,000
State Scheduled Maintenance Program	15,600,000	859,199	14,740,801
State Hazardous Materials Abatement Program	2,200,000	393,800	1,806,200
State Equipment & Library Material Program	9,100,000	824,043	8,275,957
Redevelopment Funds	1,300,000	190,168	1,109,832
Campus Center Fees	2,000,000	0	2,000,000
Parking Fees	700,000	60,000	640,000
Bookstore / Food Services	700,000	0	700,000
Local Bond Funds	394,516,464	63,700,000	330,816,464
Interest on Bond Funds	0	1,495,811	(1,495,811)
Total	\$ 460,016,464	\$ 67,523,021	\$ 392,493,443

II. APPROVAL

A. CONTRACTS/PERSONAL SERVICE AGREEMENTS VALUED AT \$50,000 OR HIGHER

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services, or his designee, be authorized to execute the necessary documents.

B. RECOMMENDATION

It is recommended that the Board of Trustees approve the District's decision to enter into an agreement with TMAD Taylor Gaines, Inc. to provide professional engineering services for the design and construction of campus infrastructure projects. Requests for Proposals were solicited from four major firms with the expertise and experience in campus infrastructure design and construction administration. Of the four firms, only two proposals were received. The two firms were interviewed and evaluated by a group of El Camino College managers. TMAD Taylor Gaines, Inc. was the group's unanimous selection.

Contract Service:

Cost:

5 Years	Grand Total Not To Exceed:	\$3,000,000
Annual Fee (Reimbursables included)	NTE	\$ 600,000

The length of the contract period is due to the protracted construction-phasing schedule that will be required to implement the projects.

C. AMENDMENT

Flewelling and Moody, (Board Approved: 11/18/2004)

It is requested that the Board of Trustees approve the contract amendment as noted below. The two specific projects that were to be performed under this agreement are now being performed under separate individual agreements.

Provide architectural and engineering design services for various facilities projects. ~~Two specific projects to be performed under the agreement are the Bookstore Office Renovation and Modular Buildings and Modifications.~~ Non-renewable. Dates of Service November 22, 2004 through June 30, 2006. Cost NTE \$55,000, including reimbursables, invoiced monthly. Account Number: TBD. Specific project locations will be assigned when design services are requisitioned.

D. NOTICES OF JOB COMPLETION

It is recommended that the Board approve payment for the work performed on the project(s) listed below. The required work has been completed in accordance with the conditions and specifications of the subject bids and has been accepted by District representative David Miller. Payment is to be made as indicated below.

<u>1. Malia Construction dba West Star Construction</u>	<u>Cost</u>
Campus Theater Stage Floor Replacement	\$68,900 PO# 79046
Payable to: Malia Construction dba West Star Construction 1181 N. Tustin Avenue Anaheim, CA 92807	

2. Science Complex Remodel Project, Bid #2002-08 (Board Approved 3/17/2002)

<u>Contractors</u>	<u>Cost</u>
a. <u>G. D. Heil, Inc.</u>	\$466,167
Demolition and Temp Fencing	PO # 58189
Payable to: G. D. Heil, Inc. 1640 S. Claudina Way Anaheim, CA 92805	
b. <u>Dynalectric</u>	\$2,875,314
Electrical	PO # 58192
Payable to: Dynalectric 4462 Corporate Center Drive Los Alamitos, CA 90720	

	Flooring and Underlayment	PO # 58184
	Payable to: Pacific Carpets, Inc. 1772 Metzlar Lane Huntington Beach, CA 92647	
l.	<u>Aluminex, Inc.</u> Greenhouse	\$95,698 PO # 58199
	Payable to: Aluminex, Inc. 11993 Magnolia #N Riverside, CA 92503	
m.	<u>MNZ Janitorial Services</u> Final Clean Up	\$44,637 PO # 58185
	Payable to: MNZ Janitorial Services, Inc. 3575 Cahauenga Blvd. West, Suite 310 Los Angeles, CA 90068	
n.	<u>Environmental Acoustics</u> Acoustical Ceiling	\$159,099 PO # 58191
	Payable to: Environmental Acoustics 29229 Canwood St., Suite 20 Agoura Hills, CA 91301	
o.	<u>Conrod Concrete, Inc.</u> Structural Concrete	\$1,215,439 PO # 58195
	Payable to: Conrod Concrete, Inc. 145 E. Ave K-8, Suite 110 Lancaster, CA 93535	
p.	<u>Angeles Contractor</u> Ceramic Tile	\$95,306 PO # 58198
	Payable to: Angeles Contractor 7446 Oranewood Ave. Garden Grove, CA 92841	

III. RATIFICATION

A. **PURCHASE ORDERS**

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
4/4/2005

El Camino Community College District Measure "E" Purchase Order Listing

Meeting Date: 4-18-2005

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
P0072440	A-1 Office Plus	Science Complex Reno	Group II Equipment	\$2,190.69
P0079077	Dell Marketing L. P.	Information Technology	Non Inst Comp Eq less tha	\$98,596.21
P0079080	Delphin Computer Supply	Information Technology	Non Inst Comp Eq less tha	\$2,786.36
P0079090	Dell Marketing L. P.	Information Technology	New Equipment – Noninstruc.	\$14,554.65
P0079092	Apple Computer, Inc.	Information Technology	New Equipment – Noninstruc.	\$903.89
Total :		5		\$119,031.80
B0079087	LCC 3 Construction	Lot H - Parking Stru	Architecture & Engineering	\$20,900.00
B0079088	Brown, Winfield & Ca	Master Planning	Legal -Bond Projects	\$40,000.00
B69041A	Ford Graphics	Master Planning	Blue Printing-Construction	\$7,570.69
Total :		3		\$68,470.69
Total POs and BPOs :		8	TOTAL :	\$187,502.49

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES – The following table reports the status of equipment purchases as of April 28, 2005, for the budget year 2004-05.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	359,549	(23,549)
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	41,408	283,592
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	112,836	(107,636)
 Total Instructional Equipment	 895,447	 686,003	 209,444
 <u>Technology</u>			
Information Technology Services (0608)	1,557,570	1,329,129	228,442
 Total Technology	 1,557,570	 1,329,129	 228,442
 <u>Other Equipment</u>			
Admissions & Records (0613)	79,800	58,971	20,829
Health Center (0613)	5,000	2,714	2,286
 Total Other Equipment	 84,800	 61,685	 23,115
 Grand Total	 2,537,817*	 2,076,817	 461,000
 * Final 2004-05 Budget Book			
Page 63	1,190,247		
Page 64	1,347,570		
	2,537,817		

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Budgets were also revised as of May 16, 2005. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through April 28, 2005.

**GENERAL OBLIGATION BOND FUND CATEGORIES AND
PROJECTS**

	REVISED BUDGET 5/16/05	TOTAL EXPENDED 4/28/05	BALANCE 4/28/05
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	13,303	1,515,697
Athletic Education and Fitness Complex (0203)	15,718,000	204,383	15,513,617
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	52,416	6,032,480
Business Building Replacement (0205)	10,926,189	102,147	10,824,042
Central Plant (0206)	10,858,000	93,394	10,764,606
Child Development Center Phase 2 (0207)	2,525,000	21,853	2,503,147
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	9,620	1,090,380
Fire Academy Structure (0209)	791,375	6,970	784,405
Fire Program Facility (0210)	123,000	1,231	121,769
Humanities Complex Replacement (0212)	23,120,064	922,539	22,197,525
Learning Resource Center Addition (0213)	7,100,000	61,130	7,038,870
Manhattan Beach Blvd. Parking Structure and Entrance (0214)	216,232	66	216,166
Remodeling Phase Two (0216)	157,625	1,529	156,096
Remodeling Phase Three (0217)	8,715,875	75,004	8,640,871
Science Complex Renovation (0219)	6,721,738	3,665,012	3,056,726
Signage and Wayfinding (0224)	2,600,000	44,927	2,555,073
Student Services and Activities Replacement (0220)	31,928,118	294,812	31,633,306
Temporary Space and Relocation Costs (0221)	2,000,000	90,109	1,909,891
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	37,748,071	-	37,748,071
Total Additional Classrooms and Modernization	174,963,183	6,366,311	168,596,872
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,624	386,376
Emergency Generators and Distribution (0302)	2,265,000	10,021	2,254,979
Emergency Power to Security Lighting (0303)	175,000	775	174,225
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	3,150	396,850
Fencing Replacement and Additions (0305)	375,000	1,659	373,341
Landscaping and Irrigation System Replacements (0306)	2,540,000	33,824	2,506,176
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	10,796	2,429,204
Lot F Parking Structure Improvements (0309)	1,632,000	7,221	1,624,779
Lot H Parking Structure (0310)	8,348,666	37,136	8,311,530
Paving Replacement - All Walks and Driveways (0311)	2,187,000	9,676	2,177,324
Pedestrian Walks at Manhattan Beach Blvd. and Lot E (0312)	81,600	361	81,239
Security Video (0313)	180,000	7,223	172,777
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	78,058	1,867,123
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	213,525	24,513,706
<u>Energy Efficiency Improvements (EEI)</u>			

Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
Health and Safety Improvements (HSI)			
Administration (0501)	4,367,732	52,889	4,314,843
Art & Behavioral Sciences (0502)	12,247,136	150,348	12,096,788
Auxiliary Warehouse (0504)	105,042	943	104,099
Communications (0507)	8,223,354	83,374	8,139,980
Construction Technology (0508)	943,970	12,388	931,582
Domestic Water System (0509)	2,488,800	60,028	2,428,772
Facilities and Receiving (0510)	1,985,416	126,640	1,858,776
Fire Alarm (0511)	780,800	6,360	774,440
Firelines (0512)	1,837,503	70,683	1,766,820
Hazardous Materials Abatement (0513)	200,000	81,424	118,576
Library (0515)	7,876,509	405,649	7,470,860
Marsee Auditorium (0516)	6,670,843	83,122	6,587,721
Math & Computer Sciences (0517)	10,761,643	133,662	10,627,981
Music (0518)	8,896,846	181,674	8,715,172
Natural Gas System (0519)	488,000	4,013	483,987
North Gymnasium (0520)	3,248,993	242,820	3,006,173
Physical Education and Men's Shower (0521)	4,216,871	48,854	4,168,017
Planetarium (0522)	559,465	10,432	549,033
Pool and Health Center (0523)	8,273,592	103,375	8,170,217
Primary Electrical Distribution System (0524)	13,460,000	196,742	13,263,258
Reimbursements (0525)	1,456,353	1,456,353	-
Security Systems (0526)	1,313,664	20,255	1,293,409
Sewer System (0527)	1,964,200	15,846	1,948,354
Social Sciences (0528)	7,415,520	90,338	7,325,182
Storm Drain System (0530)	1,083,909	8,789	1,075,120
Technical Arts (0531)	5,600,000	2,229	5,597,771
Shops (0533)	10,600,000	4,219	10,595,781
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	135,403,489	3,653,448	131,750,041
Information Technology and Equipment (ITE)			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	437,651	685,999
Facilities Planning and Services (0603)	1,818,724	176,071	1,642,653
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	1,668,291	12,889,219
Learning Resources (0609)	4,665,775	97,339	4,568,436
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	497,815	2,504,470
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	160,964	406,536
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018

Total Information Technology and Equipment	54,681,858	4,532,886	50,148,972
Physical Education Facilities Improvements (PEFI)			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,463	\$14,766,170	\$379,750,293

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for June 1, 2005, at 3 p.m.

II. APPROVAL

A. BID 2004-10/MODULAR BUILDING MODIFICATION

It is recommended that the bid 2004-10 be awarded to the following vendor for modular building modifications in accordance with the specifications, terms, and conditions of the above named bid.

<u>P.O. #</u>	<u>Vendor</u>	<u>Bid Amount</u>
TBD	BBS Construction Inc. [3]	\$478,000.00 Includes materials, labor and applicable taxes

Other Bidders: BJ Development Inc. [2] \$515,125.00; West-Star Construction [2] \$549,000.00

“No Bid” Responses: None

Non-Responsive Bidders: 1

Affirmative Action Status Codes: [1] Minority owned/Disadvantaged Business; [2] Women-owned business; [3] Small business enterprise [4]; Other [5]. None of the above; [8] Disabled Veteran enterprise

III. RATIFICATION

A. PURCHASE ORDERS

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 for Measure “E” expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
5/2/2005

El Camino Community College District
Measure "E" Purchase Order Listing

Meeting Date: 5-16-2005

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
P0072940	Advanced Masonry & Concrete	TemporarySpace/Reloc	Site Improvements	\$5,860.00
P0072941	Archie Ivy, Inc.	TemporarySpace/Reloc	Site Improvements	\$9,075.00
P0072968	Spitz Space Systems, Inc.	Natural Sciences	New Equipment – Noninstruc.	\$8,370.00
P0073179	Dow Diversified, Inc.	Science Complex Reno	Buildings	\$1,079.00
P0079094	Pilgrim Fence Co.	TemporarySpace/Reloc	Site Improvements	\$3,042.00
P0079095	Shade Structures Inc.	Student & Community	New Equipment – Noninstruc.	\$1,240.11
P0079097	A-1 Office Plus	Science Complex Reno	Group II Equipment	\$4,087.55
Total :		7		\$32,753.66
B0079044	South Bay Heating	Library	Site Improvements	\$290,180.00
B0079071	Maas Companies, Llc	Master Planning	Professional Services-Bon	\$35,670.00
B0079082	Tmad Taylor & Gaines	Primary Elect Distri	Architecture & Engineering	\$23,600.00
B0079096	International Parking	Lot H - Parking Struc.	Architecture & Engineering	\$660,000.00
B0079098	Allsteel c/o Corporat	Remodeling-Phase 2	Group I Equipment	\$17,000.00
B0079099	Division of the Stat	Humanities Complex	Architecture & Engineering	\$101,200.00
Total :		6		\$1,127,650.00
Total POs and BPOs :		13	TOTAL :	\$1,160,403.66

B. CHANGE ORDERS

None

**Agenda for the El Camino Community College District Board of Trustees
for
Measure “E” Bond Fund**

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I. INFORMATION

A. EQUIPMENT/TECHNOLOGY EXPENDITURES - The following table reports the status of equipment purchases as of May 31, 2005.

<u>Instructional Equipment</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Business (0602)	336,000	359,549	(23,549)
Fine Arts (0604)	90,000	130,565	(40,565)
Health Science & Athletics (0605)	13,800	8,938	4,862
Industry & Technology (0607)	57,326	29,590	27,736
Learning Resources (0609)	325,000	50,762	274,238
Mathematical Sciences (0610)	68,121	3,117	65,004
Natural Sciences (0611)	5,200	112,836	(107,636)
Total Instructional Equipment	895,447	695,357	200,090
<u>Technology</u>			
Information Technology Services (0608)	1,557,570	1,329,129	228,442
Total Technology	1,557,570	1,329,129	228,442
<u>Other Equipment</u>			
Admissions & Records (0613)	79,800	58,971	20,829
Health Center (0613)	5,000	2,714	2,286
Total Other Equipment	84,800	61,685	23,115
Grand Total	2,537,817*	2,086,171	451,646
* Final 2004-05 Budget Book			
Page 63	1,190,247		
Page 64	1,347,570		
	2,537,817		

B. PROJECT BUDGETS

The Facilities Needs Report prepared May, 2002, established preliminary budgets for the renovation or replacement of the buildings reported in the categories identified in the following listing. The needs report was the basis for determining the amount of bond funding required to complete the facilities upgrade/modernization program. The preliminary budgets were revised February 17, 2004, when project scopes and timelines were further defined. Budgets were also revised as of May 16, 2005. Also included in the needs report was a listing compiled by division of equipment and technology that needed to be replaced or upgraded.

The following table reports expenditures through May 31, 2005.

GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECTS (As of 5/31/05)			
	REVISED BUDGET	TOTAL EXPENDED	BALANCE
<u>Additional Classrooms and Modernization (ACM)</u>			
Acquisitions (0201)	5,000,000	705,867	4,294,133
Architectural Barrier Removal Phase 2 (0202)	1,529,000	13,784	1,515,216
Athletic Education and Fitness Complex (0203)	15,718,000	209,328	15,508,672
Bookstore/Cafeteria Conversion to Administration (0204)	6,084,896	54,331	6,030,565
Business Building Replacement (0205)	10,926,189	105,585	10,820,604
Central Plant (0206)	10,858,000	96,811	10,761,189
Child Development Center Phase 2 (0207)	2,525,000	22,648	2,502,352
Crenshaw Blvd. Frontage Enhancement (0208)	1,100,000	9,965	1,090,035
Fire Academy Structure (0209)	791,375	7,218	784,157
Fire Program Facility (0210)	123,000	1,270	121,730
Humanities Complex Replacement (0212)	23,120,064	1,033,147	22,086,917
Learning Resource Center Addition (0213)	7,100,000	63,365	7,036,635
Manhattan Beach Blvd. Parking Structure & Entrance (0214)	216,232	134	216,098
Remodeling Phase Two (0216)	157,625	1,579	156,046
Remodeling Phase Three (0217)	8,715,875	77,746	8,638,129
Science Complex Renovation (0219)	6,721,738	3,715,905	3,005,833
Signage and Wayfinding (0224)	2,600,000	45,745	2,554,255
Student Services and Activities Replacement (0220)	31,928,118	304,861	31,623,257
Temporary Space and Relocation Costs (0221)	2,000,000	115,693	1,884,307
Master Planning (0223)		-	-
Reserve for Contingencies (0299)	37,748,071	-	37,748,071
Total Additional Classrooms and Modernization	174,963,183	6,584,983	168,378,200
<u>Campus Site Improvements: Accessibility, Safety / Security (CSI)</u>			
Asphalt Resurfacing - All Lots (0301)	400,000	13,728	386,272
Emergency Generators and Distribution (0302)	2,265,000	10,611	2,254,389
Emergency Power to Security Lighting (0303)	175,000	820	174,180
Entrance - Redondo Beach Blvd. to Lot H (0304)	400,000	3,254	396,746
Fencing Replacement and Additions (0305)	375,000	1,757	373,243
Landscaping and Irrigation System Replacements (0306)	2,540,000	34,486	2,505,514
Lighting - Upgrade / Replace All Lots (0308)	2,440,000	11,432	2,428,568
Lot F Parking Structure Improvements (0309)	1,632,000	7,646	1,624,354
Lot H Parking Structure (0310)	8,348,666	140,300	8,208,366
Paving Replacement - All Walks and Driveways (0311)	2,187,000	10,246	2,176,754
Pedestrian Walks at Manhattan Beach Blvd. & Lot E (0312)	81,600	382	81,218
Security Video (0313)	180,000	7,270	172,730
Voice / Data / Signal Site Duct Bank (0314)	1,945,181	78,566	1,866,615
Reserve for Contingencies (0399)	1,757,784	-	1,757,784
Total Campus Site Improvements: Accessibility, Safety / Security	24,727,231	320,497	24,406,735

<u>Energy Efficiency Improvements (EEI)</u>			
Energy Efficiency Improvements Phase Two (0402)	2,818,000	-	2,818,000
Reserve for Contingencies (0499)	215,653	-	215,653
Total Energy Efficiency Improvements	3,033,653	-	3,033,653
<u>Health and Safety Improvements (HSI)</u>			
Administration (0501)	4,367,732	54,265	4,313,467
Art & Behavioral Sciences (0502)	12,247,136	154,202	12,092,934
Auxiliary Warehouse (0504)	105,042	976	104,066
Communications (0507)	8,223,354	186,112	8,037,242
Construction Technology (0508)	943,970	12,685	931,285
Domestic Water System (0509)	2,488,800	60,811	2,427,989
Facilities and Receiving (0510)	1,985,416	127,265	1,858,151
Fire Alarm (0511)	780,800	6,606	774,194
Firelines (0512)	1,837,503	71,260	1,766,243
Hazardous Materials Abatement (0513)	200,000	81,487	118,513
Library (0515)	7,876,509	409,953	7,466,556
Marsee Auditorium (0516)	6,670,843	85,222	6,585,621
Math & Computer Sciences (0517)	10,761,643	137,049	10,624,594
Music (0518)	8,896,846	184,474	8,712,372
Natural Gas System (0519)	488,000	4,167	483,833
North Gymnasium (0520)	3,248,993	243,842	3,005,151
Physical Education and Men's Shower (0521)	4,216,871	50,181	4,166,690
Planetarium (0522)	559,465	10,608	548,857
Pool and Health Center (0523)	8,273,592	105,979	8,167,613
Primary Electrical Distribution System (0524)	13,460,000	262,678	13,197,322
Reimbursements (0525)	1,456,353	-	1,456,353
Security Systems (0526)	1,313,664	20,668	1,292,996
Sewer System (0527)	1,964,200	16,464	1,947,736
Social Sciences (0528)	7,415,520	92,672	7,322,848
Storm Drain System (0530)	1,083,909	9,130	1,074,779
Technical Arts (0531)	5,600,000	73,077	5,526,923
Shops (0533)	10,600,000	145,727	10,454,273
Reserve for Contingencies (0599)	8,337,328	-	8,337,328
Total Health and Safety Improvements	135,403,489	2,607,559	132,795,930
<u>Information Technology and Equipment (ITE)</u>			
Behavioral and Social Sciences (0601)	579,077	22,984	556,093
Business (0602)	1,123,650	437,651	685,999
Facilities Planning and Services (0603)	1,818,724	283,304	1,535,420
Fine Arts (0604)	2,805,096	328,212	2,476,884
Health Sciences and Athletics (0605)	1,203,993	177,688	1,026,305
Humanities (0606)	607,033	150,534	456,499
Industry and Technology (0607)	1,771,641	422,712	1,348,929
Information Technology (0608)	14,557,510	1,668,291	12,889,219
Learning Resources (0609)	4,665,775	137,253	4,528,522
Math (0610)	688,661	134,997	553,664
Natural Sciences (0611)	3,002,285	497,815	2,504,470
Nursing (0612)	252,651	116,478	136,173
Student and Community Advancement (0613)	567,500	160,964	406,536
Interfund Transfer (0614)	141,150	141,150	-
Phase II, III, IV Purchases (0697)	12,686,900	-	

			12,686,900
Installation Contingency (0698)	4,464,194	-	4,464,194
Reserve for Contingencies (0699)	3,746,018	-	3,746,018
Total Information Technology and Equipment	54,681,858	4,680,033	50,001,825
Physical Education Facilities Improvements (PEFI)			
Baseball Field (0701)	1,091,800	-	1,091,800
North Field (0702)	481,600	-	481,600
Sand Volleyball (0703)	12,300	-	12,300
Reserve for Contingencies (0799)	121,349	-	121,349
Total Physical Education Facilities	1,707,049	-	1,707,049
	\$394,516,463	\$14,193,071	\$380,323,392

C. CITIZENS' BOND OVERSIGHT COMMITTEE

The next meeting of the Citizens' Bond Oversight Committee is scheduled for Wednesday, September 14, 2005, at 3 p.m.

II. APPROVAL

A. AMENDMENT

TMAD - It is recommended the Board of Trustees approve the removal of the annual "not to exceed" amount of \$600,000 in this contract. At its April 18, 2005 meeting, the Board approved entering into a contract with TMAD Taylor Gaines to provide professional engineering services for the design of campus infrastructure projects. The approval was for a five year contract with an annual "not to exceed" amount of \$600,000. The total dollar amount of the contract will remain unchanged. Removing the "not to exceed" amount will allow the design process to be expedited, which in turn will reduce the amount of inflation on future construction costs.

B. NOTICES OF JOB COMPLETION

It is recommended that the Board approve payment for the work performed on the project(s) listed below. The required work has been completed in accordance with the conditions and specifications of the subject bids and has been accepted by District representative David Miller. Payment is to be made as indicated below.

SCIENCE COMPLEX REMODEL PROJECT, Bid #2002-08, Board Approved 3/17/2002

<u>Contractor</u>	<u>Cost</u>
1. <u>Best Roofing.</u>	\$160,598
Roofing & Waterproofing	PO # 58197
Payable to: Best Roofing	
19027 S. Hamilton Ave.	
Gardena, CA 90248	

2.	<u>D/K Mechanical Contractors, Inc.</u> Plumbing Payable to: D/K Mechanical 3870 E. Eagle Drive Anaheim, CA 92807	\$2,599,512 PO # 58194	
	<u>Contractor</u>	<u>Cost</u>	
3.	<u>Dow Diversified, Inc.</u> Lab Casework Payable to: Dow Diversified 1679 Placentia Ave. Costa Mesa, CA 92627	\$2,356,474 PO # 58193	
4.	<u>John Jory Corporation</u> Drywall, Framing, Hardware Payable to: John Jory Corporation 1894 North Main Street Orange, CA 92865	\$1,415,173 PO #58186	
5.	<u>Mitsubishi Electric</u> Elevators Payable to: Mitsubishi Electric 5665 Plaza Drive Cypress, CA 90630	\$9,222 PO # 58239	
6.	<u>Padua Glass Enterprises, Inc.</u> Glass & Glazing Steel Payable to: Padua Glass 4190 Holt Blvd. Montclair, CA 91763	PO # 58183	\$534,408
7.	<u>Qualco Fire Protection, Inc.</u> Fire Sprinkler System Payable to: Qualco Fire Protection, Inc. 8609 Chetle Ave. Santa Fe Springs, CA 90670	\$92,794 PO # 58182	

III. RATIFICATION

A. **PURCHASE ORDERS**

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 for Measure "E" expenditures be ratified and that payment be authorized upon delivery and acceptance of the items or services ordered.

Run Date
6/6/2005

El Camino Community College District
Measure "E" Purchase Order Listing

Meeting Date: 6-20-2005

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
P0079101	Geac Library Solutions	Instructional Service	New Equipment - Noninstru	\$9,780.00
P0079102	Innovative Interfaces, Inc.	Instructional Service	New Equipment - Noninstru	\$27,837.40
P0079103	Construction Hardware Company	Remodeling-Phase 2	Remodeling & Renovations	\$477.62
P0079104	Collins & Aikman	Remodeling-Phase 2	Remodeling & Renovations	\$2,861.58
P0079105	Southern California Edison	Primary Elect Distri	Contract Services	\$12,763.72
Total :		5		\$53,720.32
B0079100	Ctl Environmental Se	Hazardous Materials	Testing & Inspection	\$46,290.00
B0079106	Wickwire Gavin Llp	Master Planning	Legal -Bond Projects	\$30,000.00
B0079108	BBS Construction Inc	TemporarySpace/Reloc	Buildings	\$478,000.00
Total :		3		\$554,290.00
Total POs and BPOs :		8	TOTAL :	\$608,010.32

B. CHANGE ORDERS

None

Appendix

Section v

Continuing Disclosure Certificate

CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the El Camino Community College District (the "District") in connection with the issuance of \$63,700,000 General Obligation Bonds, Election of 2002, Series 2003A (the "Bonds"). The Bonds are being issued pursuant to a resolution of the District adopted on January 21, 2003 (the "District Resolution") and a resolution of Board of Supervisors of Los Angeles County, adopted on February 11, 2003 (the "County Resolution"). The District Resolution and the County Resolution are together referred to as the "Resolutions." The District covenants and agrees as follows:

SECTION 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the District for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist the Participating Underwriters in complying with S.E.C. Rule 15c2-12(b)(5).

SECTION 2. Definitions. In addition to the definitions set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" shall mean any Annual Report provided by the District pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Beneficial Owner" shall mean any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Bonds for federal income tax purposes.

"Dissemination Agent" shall mean initially the District, or any successor Dissemination Agent designated in writing by the District (which may be the District) and which has filed with the District a written acceptance of such designation.

"Holders" shall mean registered owners of the Bonds.

"Listed Events" shall mean any of the events listed in Section 5(a) of this Disclosure Certificate.

"National Repository" shall mean any Nationally Recognized Municipal Securities Information Repository for purposes of the Rule. The National Repositories currently approved by the Securities and Exchange Commission can be found at www.sec.gov/info/municipal/nrmsir.htm or www.sec.gov.

"Participating Underwriters" shall mean any of the original underwriters of the Bonds required to comply with the Rule in connection with offering of the Bonds.

"Repository" shall mean each National Repository and each State Repository.

"Rule" shall mean Rule 15c2-12(b)(5) adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

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“State” shall mean the State of California.

“State Repository” shall mean any public or private repository or entity designated by the State as a state repository for the purpose of the Rule and recognized as such by the Securities and Exchange Commission. As of the date of this Certificate, there is no State Repository.

SECTION 3. Provision of Annual Reports.

(a) The District shall, or shall cause the Dissemination Agent to, not later than 270 days after the end of the District’s fiscal year (presently ending June 30), commencing with the report for the 2002-03 Fiscal Year, provide to each Repository an Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; *provided* that the audited financial statements of the District may be submitted separately from the balance of the Annual Report and later than the date required above for the filing of the Annual Report if they are not available by that date. If the District’s fiscal year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5(c).

(b) Not later than thirty (30) days (nor more than sixty (60) days) prior to said date the Dissemination Agent shall give notice to the District that the Annual Report shall be required to be filed in accordance with the terms of this Disclosure Certificate. Not later than fifteen (15) Business Days prior to said date, the District shall provide the Annual Report in a format suitable for reporting to the Repositories to the Dissemination Agent (if other than the District). If the District is unable to provide to the Repositories an Annual Report by the date required in subsection (a), the District shall send a notice to each Repository in substantially the form attached as Exhibit A with a copy to the Dissemination Agent. The Dissemination Agent shall not be required to file a Notice to Repositories of Failure to File an Annual Report.

(c) The Dissemination Agent shall file a report with the District stating it has filed the Annual Report in accordance with its obligations hereunder, stating the date it was provided and listing all the Repositories to which it was provided.

SECTION 4. Content of Annual Reports. The District’s Annual Report shall contain or include by reference the following:

1. The audited financial statements of the District for the prior fiscal year, prepared in accordance with generally accepted accounting principles as promulgated to apply to governmental entities from time to time by the Governmental Accounting Standards Board. If the District’s audited financial statements are not available by the time the Annual Report is required to be filed pursuant to Section 3(a), the Annual Report shall contain unaudited financial statements in a format similar to the financial statements contained in the final Official Statement, and the audited financial statements shall be filed in the same manner as the Annual Report when they become available.

2. Material financial information and operating data with respect to the District of the type included in the Official Statement in the following categories (to the extent not included in the District’s audited financial statements):

- (a) State funding received by the District for the last completed fiscal year;
- (b) enrollment of the District for the last completed fiscal year;
- (c) outstanding District indebtedness;
- (d) assessed valuation for real property located in the District for the last completed fiscal year;
- (e) list of ten largest taxpayers, together with their assessed valuation and percentage of total assessed valuation of the District for last completed fiscal year, to the extent such information is available from Los Angeles County;
- (g) summary financial information on revenues, expenditures and fund balances for the District's general fund reflecting adopted budget for the current fiscal year.

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the District or related public entities, which have been submitted to each of the Repositories or the Securities and Exchange Commission. If the document included by reference is a final official statement, it must be available from the Municipal Securities Rulemaking Board. The District shall clearly identify each such other document so included by reference.

SECTION 5. Reporting of Significant Events.

(a) Pursuant to the provisions of this Section 5, the District shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds, if material:

- 1. principal and interest payment delinquencies,
- 2. non-payment related defaults,
- 3. modifications to rights of Bondholders,
- 4. optional, contingent or unscheduled bond calls,
- 5. defeasances,
- 6. rating changes,
- 7. adverse tax opinions or events affecting the tax-exempt status of the Bonds,
- 8. unscheduled draws on the debt service reserves reflecting financial difficulties,
- 9. unscheduled draws on the credit enhancements reflecting financial difficulties,

10. substitution of the credit or liquidity providers or their failure to perform, or
11. release, substitution or sale of property securing repayment of the Bonds.

(b) Whenever the District obtains knowledge of the occurrence of a Listed Event, the District shall as soon as possible determine if such event would be material under applicable federal securities laws.

(c) If the District determines that knowledge of the occurrence of a Listed Event would be material under applicable federal securities laws, the District shall promptly file a notice of such occurrence with the Repositories or provide notice of such reportable event to the Dissemination Agent in format suitable for filing with the Repositories. Notwithstanding the foregoing, notice of Listed Events described in subsections (a)(4) and (5) need not be given under this subsection any earlier than the notice (if any) of the underlying event is given to Holders of affected Bonds pursuant to the Resolution. The Dissemination Agent shall have no duty to independently prepare or file any report of Listed Events. The Dissemination Agent may conclusively rely on the District's determination of materiality pursuant to Section 5(b).

SECTION 6. Termination of Reporting Obligation. The District's obligations under this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds. If such termination occurs prior to the final maturity of the Bonds, the District shall give notice of such termination in the same manner as for a Listed Event under Section 5(a).

SECTION 7. Dissemination Agent. The District may, from time to time, appoint or engage a Dissemination Agent (or substitute Dissemination Agent) to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Agent, with or without appointing a successor Dissemination Agent. The Dissemination Agent may resign upon fifteen (15) days written notice to the District. Upon such resignation, the District shall act as its own Dissemination Agent until it appoints a successor. The Dissemination Agent shall not be responsible in any manner for the content of any notice or report prepared by the District pursuant to this Disclosure Certificate and shall not be responsible to verify the accuracy, completeness or materiality of any continuing disclosure information provided by the District. The District shall compensate the Dissemination Agent for its fees and expenses hereunder as agreed by the parties. Any entity succeeding to all or substantially all of the Dissemination Agent's corporate trust business shall be the successor Dissemination Agent without the execution or filing of any paper or further act.

SECTION 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the District may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, provided that the following conditions are satisfied:

(a) If the amendment or waiver relates to the provisions of Sections 3(a), 4, or 5(a), it may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature or status of an obligated person with respect to the Bonds, or the type of business conducted;

(b) The undertaking, as amended or taking into account such waiver, would, in the opinion of nationally recognized bond counsel, have complied with the requirements of

the Rule at the time of the original issuance of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances;

(c) The amendment or waiver does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Holders or Beneficial Owners of the Bonds; and

(d) No duties of the Dissemination Agent hereunder shall be amended without its written consent thereto.

In the event of any amendment or waiver of a provision of this Disclosure Certificate, the District shall describe such amendment in the next Annual Report, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver and its impact on the type (or in the case of a change of accounting principles, on the presentation) of financial information or operating data being presented by the District. In addition, if the amendment relates to the accounting principles to be followed in preparing financial statements, (i) notice of such change shall be given in the same manner as for a Listed Event under Section 5(a), and (ii) the Annual Report for the year in which the change is made should present a comparison (in narrative form and also, if feasible, in quantitative form) between the financial statements as prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

SECTION 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the District from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the District chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the District shall have no obligation under this Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

SECTION 10. Default. In the event of a failure of the District to comply with any provision of this Disclosure Certificate any Holder or Beneficial Owner of the Bonds may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default under the Resolution, and the sole remedy under this Disclosure Certificate in the event of any failure of the District to comply with this Disclosure Certificate shall be an action to compel performance.

SECTION 11. Duties, Immunities and Liabilities of Dissemination Agent. The Dissemination Agent shall have only such duties as are specifically set forth in this Disclosure Certificate. The Dissemination Agent acts hereunder solely for the benefit of the District; this Disclosure Certificate shall confer no duties on the Dissemination Agent to the Participating Underwriters, the Holders and the Beneficial Owners. The District agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which it may incur arising out of or in the exercise or performance of its powers and duties hereunder, including the costs and expenses (including attorneys fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's gross negligence or willful misconduct. The obligations of the District under this Section shall

survive resignation or removal of the Dissemination Agent and payment of the Bonds. The Dissemination Agent shall have no liability for the failure to report any event or any financial information as to which the District has not provided an information report in format suitable for filing with the Repositories. The Dissemination Agent shall not be required to monitor or enforce the District's duty to comply with its continuing disclosure requirements hereunder.

SECTION 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the District, the Dissemination Agent, the Participating Underwriters and Holders and Beneficial Owners from time to time of the Bonds, and shall create no rights in any other person or entity.

Date: April 1, 2003

EL CAMINO COMMUNITY COLLEGE DISTRICT

By _____
Thomas M. Fallo
Superintendent/President

EXHIBIT A

NOTICE TO REPOSITORIES OF FAILURE TO FILE ANNUAL REPORT

Name of District: EL CAMINO COMMUNITY COLLEGE DISTRICT

Name of Bond Issue: General Obligation Bonds, Election of 2002, Series 2003A

Date of Issuance: April 1, 2003

NOTICE IS HEREBY GIVEN that the District has not provided an Annual Report with respect to the above-named Bonds as required by the Continuing Disclosure Certificate relating to the Bonds. The District anticipates that the Annual Report will be filed by _____.

Dated: _____

EL CAMINO COMMUNITY COLLEGE DISTRICT

By _____ [form only; no signature required]

“The Citizens’ Bond Oversight Committee acknowledges with gratitude the cooperation of many departments within El Camino College throughout the past year. The Committee is particularly grateful to the following: Pam Fees, Bob Gann, Ann Garten, Victor Hansen, Alex Kelley, Jeff Marsee, David Miller, and Ruth Sanchez.”



LEGEND

- NEW
- CHANGE OF USE
- EXISTING
- GREEN SPACE
- PEDESTRIAN PATH
- PARKING

- ACCENT TREE (TYPICAL)
- SPECIMEN TREE/ FOCAL POINT
- SECONDARY ARTERIAL TREE
- PRIMARY AXIAL TREE