

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA  
REGULAR MEETING**

**April 25, 2007**

**College of San Mateo, Building 18, Room 206  
1700 W. Hillsdale Blvd., San Mateo, CA**

**NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS**

*The Board welcomes public discussion.*

- \* *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
  - \* *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items"; at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
  - \* *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements need to be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo CA 94402.*
  - \* *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
  - \* *Regular Board meetings are taped; tapes are kept for one month.*
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**6:00 p.m.      ROLL CALL**

**Pledge of Allegiance**

**DISCUSSION OF THE ORDER OF THE AGENDA**

**MINUTES**

07-4-2              Minutes of the Study Session of the Board of Trustees of April 11, 2007

**PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS**

07-4-3C            Teaching and Learning Series: Writing Across the Curriculum

**STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES**

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

**NEW BUSINESS**

07-4-2A            Approval of personnel actions: changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel

**Approval of Consent Agenda**

*All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing for Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.*

- 07-4-2CA Approval of Community Education Youth Program, Summer 2007
- 07-4-3CA Approval of Community Education College of San Mateo Baseball Camp, Summer 2007
- 07-4-4CA Approval of Community Education Soccer Camps, Summer 2007
- 07-4-5CA Declaration of Surplus Property
- 07-4-6CA Ratification of Third Quarter District Warrants, 2006-2007
- 07-4-7CA Approval of Voluntary International Student Insurance Program, 2007-08
- 07-4-8CA Renewal of Agreements with American Institute for Foreign Study (AIFS), 2007-08
- 07-4-9CA Approval to Amend Cell Site Use Permit with Verizon Wireless at College of San Mateo

#### **Other recommendations**

- 07-4-100B Authorization to Amend Program Stabilization Agreement for CIP II
- 07-4-101B Contract Rejection for Construction Bid Packages for Cañada College Buildings 16 and 18 Modernization Project

#### **INFORMATION REPORTS**

#### **STATEMENTS FROM BOARD MEMBERS**

#### **COMMUNICATIONS**

#### **RECESS TO CLOSED SESSION**

1. Closed Session Personnel Items
  - A. Public Employment
    1. Employment: **College of San Mateo** – Instructional Aide II, Language Arts; Program Services Coordinator, Technology; Accounting Technician, Business Services; **District** – Project Manager I, Construction Planning; **Skyline College** – Instructional Aide I, Counseling
  - B. Public Employee Discipline, Dismissal, Release
    1. Resignation: **District** – Staff Assistant, Facilities/Planning/Operations
    2. Retirement: **College of San Mateo** – Dean of Business/Creative Arts, Business/Creative Arts; Dean of Social Sciences, Social Sciences; Professor, Physical Education/Athletics; Professor, Counseling Services; **District** – Groundskeeper, Facilities/Planning/Operations

#### **CLOSED SESSION ACTIONS TAKEN**

#### **ADJOURNMENT**

**UNADOPTED MINUTES**  
**April 11, 2007**  
**San Mateo, California**

The meeting was called to order at 6:04 p.m.

Board Members Present: President Hausman, Vice President-Clerk Holober, Trustees Mandelkern, Miljanich and Schwarz, and Student Trustee Young

Others Present: Chancellor Galatolo, Executive Vice Chancellor Keller, Skyline President Morrow, CSM President Claire, Cañada Interim President Mohr, and District Academic Senate President Kapp

Pledge of Allegiance

**DISCUSSION OF THE ORDER OF THE AGENDA**

None

**MINUTES**

It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the minutes of the Regular Meeting of the Board of March 28, 2007. The motion carried, all members voting "Aye."

**STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS**

Director of Auxiliary Services Tom Bauer introduced Sonya Faye Pope, a student at Skyline College who has published a book entitled, "From the Walls Inside: Recorded Conversations with Myself." Ms. Pope described her difficult childhood and her conscious decision to change the course of her life. She said that at Skyline, she found a "family" of faculty and staff who helped her through this journey. She thanked in particular Professor of English Bessie Vaughns who has been a mentor and who provided the discipline which allowed Ms. Pope to recognize obstacles and understand that she could defeat them. She presented personally inscribed copies of her book to Board members and executives. President Hausman thanked Ms. Pope on behalf of the entire Board for her inspirational presentation.

**NEW BUSINESS**

**APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (07-4-1A)**

It was moved by Trustee Mandelkern and seconded by Vice President Holober to approve the actions in Board Report No. 07-4-1A. The motion carried, all members voting "Aye."

**APPROVAL OF CONSENT AGENDA (07-4-1CA)**

The Consent Agenda consists of the following Board Report:

07-4-1CA Approval of Amended Board Goals

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the Consent Agenda. The motion carried, all members voting "Aye."

## **Other Recommendations**

### **APPROVAL OF COLLEGE AND DISTRICT MISSION STATEMENTS (07-4-1B)**

It was moved by Vice President Holober and seconded by Trustee Miljanich to approve the College and District Mission Statements. The Presidents of the Colleges and Vice Chancellor Luan described the processes by which the Mission Statements were developed. Trustee Schwarz said she was particularly pleased with Skyline's commitment to "preparing students to be culturally sensitive members of the community" and "informed participants of a democracy in an increasingly global society." After discussion, the motion carried, all members voting "Aye."

## **STUDY SESSION**

### **DISCUSSION OF DISTRICT STRATEGIC PLAN (07-4-1C)**

Vice Chancellor Luan provided copies of his report, "SMCCCD Strategic Plan: Plan Prospectus 2008-2014." He said the rationale for the plan comes from a Board 2007 goal to develop a shared vision of the future through development of an integrated strategic planning model. In addition, development of a strategic plan can assist in fulfilling accreditation standards; provide continuation of successful visions from the past, e.g., Vision 2000; and sharpen the District vision to be the best teaching institution we can be.

Vice Chancellor Luan next reviewed "The How" of the planning process, explaining that it should be visionary, methodical, participatory and evidence-driven. He described the issues to be considered under each of these four categories, as shown on the slide presentation which is attached for the official record.

The Strategic Plan should be synchronized with the College Master Plans; Program Review; the Facilities Master Plan; Budget Planning; and Accreditation Self-Studies. Vice Chancellor Luan reviewed the timelines as shown on the slide presentation.

"The 4 Ps" are four words that best describe the planning process: Philosophy, People, Phases, and Product. Vice Chancellor Luan discussed the key points under each of these headings as identified in the slide presentation.

Vice Chancellor Luan asked if there were questions or comments. Trustee Miljanich raised the issue of how strategic planning focuses on collective, Districtwide goals while maintaining the individual College plans and identities. President Mohr said that while the Colleges examine data and develop goals to facilitate implementation of their Mission Statements, the District has oversight on what the needs are to accomplish the goals. President Morrow said that there is continual dialogue between the District and the Colleges and there is mutual influence among them. President Claire said there is coordination and collaboration, and the District and Colleges recognize their responsibility to serve the entire county.

Following up on this discussion, Trustee Mandelkern presented an example of Workforce Development: when there is a recognized need for a nursing program in allied health, how is it incorporated into the Strategic Plan, and what is the role of the District and Colleges in deciding where the program is placed? President Morrow reiterated that there is continual discussion about issues such as this, particularly in the three-hour long Chancellor's Cabinet bi-weekly meetings. She said that as specific areas are identified, all of the structures are in place to discuss what would be the best fit. Trustee Schwarz asked how the information from these meetings is disseminated; Vice Chancellor Luan replied that it is his job to coordinate information with the Colleges and he will continue to do so.

Trustee Mandelkern said that the challenge is to maintain the personality of each College while retaining synergy with the District. Districtwide Academic Senate President Kapp said the Colleges should pursue their individual growth and he believes that this is good for the District. In agreement, President Mohr noted that the Presidents plan to go to the high schools as a team to address what each College can offer.

Vice President Holober suggested a study of where the District is successful and not successful in recruiting students, and devising a marketing plan for recruitment. Chancellor Galatolo said that the District currently is in discussions with marketing firms to determine the cause of declining enrollment. He added that he plans to address this issue at length on Opening Day.

#### **BOARD SELF-EVALUATION (07-4-2C)**

Trustee Mandelkern noted that since the self-evaluations were completed in October 2006, some of the issues raised by the responses have been addressed. Regarding the timeliness with which materials are provided to the Board, Trustee Mandelkern noted that if an item requires Board approval, the materials should be provided in time for the Board to review the issue prior to the meeting. Trustee Miljanich suggested that there might be items which should be removed from the survey and some that should be added. The Board agreed that the survey should be reviewed and that it may be appropriate to do so at a Board Retreat.

#### **RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 8:05 p.m. The Board reconvened to Open Session at 8:27 p.m.

#### **CLOSED SESSION ACTIONS TAKEN**

President Hausman reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No. 1-A and 1-B.

#### **ADJOURNMENT**

It was moved by Trustee Schwarz and seconded by Trustee Miljanich to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 8:29 p.m.

The next meeting of the Board will be a Regular Meeting on April 25, 2007 beginning at 6:00 p.m. at College of San Mateo, Building 18, Room 206.

Submitted by

Ron Galatolo  
Secretary

Approved and entered into the proceedings of the April 25, 2007 meeting.

Richard Holober  
Vice President-Clerk

**BOARD REPORT NO. 07-4-3C**

April 25, 2007

**TEACHING AND LEARNING SERIES:  
WRITING ACROSS THE CURRICULUM**

**There is no printed report for this agenda item.**

**BOARD REPORT 07-4-2A**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Harry W. Joel, Vice Chancellor, Human Resources and Employee Relations  
(650) 358-6767

**APPROVAL OF PERSONNEL ITEMS****A. Changes in Staff Allocation**College of San Mateo

1. Recommend creation of a new classified classification, "KCSM – Television Producer/Director I," at Grade 31 of the Classified Salary Schedule 60, effective April 26, 2007.

Also recommend an increase in staff allocation to add one full-time, 12-month per year Television Producer/Director I position in KCSM, effective April 26, 2007.

2. Recommend creation of a new classified classification, "KCSM – Television Producer/Director II," at Grade 36 of the Classified Salary Schedule 60, effective April 26, 2007.

Also recommend an increase in staff allocation to add one full-time, 12-month per year Television Producer/Director II position in KCSM, effective April 26, 2007.

**B. Short-Term, Non-Continuing Positions**

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada	DSPPS/Academic Support Services	1	8/22/07	5/31/08	Instructional Aide I: Instructional Aide responsibilities for the Adaptive P.E. program located at 711 Nevada Street in Redwood City.
Cañada	Business & Workforce Development	4	07/23/07	05/23/08	Assistant Coach: Assist coaches with Men's and Women's Soccer teams
Cañada	Business & Workforce Development	2	07/23/07	05/23/08	Assistant Coach: Assist coach with Women's Volleyball team
Cañada	Business & Workforce Development	2	07/23/07	02/28/08	Assistant Coach: Assist coach with Men's Basketball team
Cañada	Business & Workforce Development	2	08/23/07	05/23/08	Assistant Coach: Assist coach with Men's Baseball team
Cañada	Business & Workforce Development	2	07/23/07	05/23/08	Assistant Coach: Assist coaches with Men's and Women's Golf teams

**BOARD REPORT NO. 07-4-2CA**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Lily C. Lau, Director of Community Education  
Community Education, 574-6179

**APPROVAL OF COMMUNITY EDUCATION YOUTH PROGRAMS, SUMMER 2007**

The Division of Community Education requests the approval of four summer programs for young people ages 8 to 14 in San Mateo County. The division plans to offer the College for Kids program at College of San Mateo, Cañada College and Skyline College as part of the District's community outreach activities. We are happy that this program is returning to Skyline after a few years hiatus. Community Education also plans to offer the Music and Fine Arts Camp in partnership with the San Mateo Parks and Recreation Department.

The Music and Fine Arts Camp has been widely acclaimed for 20 years and provides challenging and rewarding classes for young musicians and promising artists. This camp will meet from June 18 through July 6, Monday through Friday at College of San Mateo. A morning session (Junior Edition) will be held from 8:30 a.m. to noon for children entering third and fourth grades. Students entering fifth through ninth grades (Senior Edition) will meet from 1:00 p.m. to 5:15 p.m. Both Junior and Senior Edition students will have the opportunity to select from a variety of classes in the areas of Fine Arts, Theatre/Drama, and Music.

The summer College for Kids Program at Cañada and Skyline will be offered for a three-week period from June 18 through July 5. The program will be offered at College of San Mateo from July 9 through July 26. The courses available at all locations will consist of: language arts, mathematics, science, creative arts, computers and physical education. Classes will be taught from 1:15 p.m. to 4:35 p.m. (three consecutive 60-minute periods) Monday through Thursday with opportunities for students to select three of the available courses.

The fee for the College for Kids Programs will be \$360 per participant. The fee for the Music and Fine Arts Camp will be \$295 for Junior Edition and \$350 for Senior Edition per participant. Scholarships will be available for those students needing assistance. The fees will cover the cost of instructors, supplies, and insurance. The programs will be self-supporting.

**RECOMMENDATION**

It is recommended that the Board approve the Community Education Summer Youth Programs consisting of College for Kids at Cañada College, College of San Mateo and Skyline college and the Music and Fine Arts Camp, Junior and Senior Editions, located at College of San Mateo, as detailed in the report.



**BOARD REPORT NO. 07-4-3CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor-Superintendent  
PREPARED BY: Lily C. Lau, Director of Community Education  
Community Education, 574-6179

**APPROVAL OF COMMUNITY EDUCATION COLLEGE OF SAN MATEO  
BASEBALL CAMP, SUMMER 2007**

The Division of Community Education requests the approval of summer baseball camps for youth 8 to 12 years of age. The camps will be run in partnership with the College of San Mateo's P.E. department and "Preparing Legends," a vendor specializing in baseball training.

The baseball camps will offer comprehensive baseball instruction including pitching, hitting, defense and base running, nutrition for performance and goal setting for players each week. The camps will run for three weeks: June 18 – June 22, July 9 – July 13 and July 23 – July 27. The camps will meet Monday through Friday, starting at 9:00 a.m. and ending at 3:00 p.m. with a half hour lunch break each day. The camps will be held on the College of San Mateo's baseball field. Camp staff will include CSM baseball players. The registration fee for each camp is \$275 per session, with sibling fees of \$225 per session. The fees will cover the cost of instructors, equipment, supplies, and insurance. The camps will be self-supporting.

**RECOMMENDATION**

It is recommended that the Board approve the Community Education College of San Mateo Baseball Camps to be held at College of San Mateo, as detailed in the report.

**BOARD REPORT NO. 07-4-4CA**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Lily C. Lau, Director of Community Education  
Community Education, 574-6179

**APPROVAL OF COMMUNITY EDUCATION SOCCER CAMPS, SUMMER 2007**

The Division of Community Education requests the approval of summer soccer camps for youth 5 to 16 years of age. The camps will be run in partnership with Cañada's P.E. department and "World Cup Soccer Camps & Clinics," a vendor specializing in soccer training.

A Classic Camp will offer comprehensive soccer instruction for players of all levels. Campers will work on basic skills and soccer concepts in the morning and work on teamwork and game situations in the afternoons. An Advanced Players' Camp will be offered for high level players ages 11 to 16 which will focus on technique training and skill development in the mornings and strategic and tactical understanding of match situations in the afternoons.

The camps will be offered for four weeks at Canada: June 18 – June 22, July 9 - 13, July 23 – July 27 and July 30 – August 3. The camps will be offered at College of San Mateo for the week of July 16 – July 21. The camps will meet Monday through Friday, starting at 9:30 a.m. and ending at 3:00 p.m. with an hour lunch break each day. Early drop off and late pickup is available for a minimal charge. The registration fee for each camp is \$229 for half days and \$259 for full days. The fees will cover the cost of instructors, equipment, supplies, and insurance. The camps will be self-supporting.

**RECOMMENDATION**

It is recommended that the Board approve the Community Education College Soccer Camps to be held at Cañada College and College of San Mateo, as detailed in the report.

**BOARD REPORT NO. 07-4-5CA**

**TO:** Members of the Board of Trustees

**FROM:** Ron Galatolo, Chancellor-Superintendent

**PREPARED BY:** Jan Roecks, Director of General Services, 358-6879 & Bob Domenici, Senior Buyer, 358-6728

**DECLARATION OF SURPLUS PROPERTY**

In accordance with Education Code Sections 81450 and 81452, property that becomes surplus to the needs of the District will be declared as such by the Board with the method of disposal dictated by the value of this property. Board policy (Section 8.02, District Rules and Regulations) delegates the disposal, in compliance with State or local laws and regulations, to the Chancellor, Associate Chancellor, or designee.

As the Capital Improvement Program progresses, the volume and variety of surplus continues to grow. The Colleges have miscellaneous equipment that is surplus to the District's needs including:

- Vehicle from the College of San Mateo
- CPU's and printers from the College of San Mateo
- Monitors from Canada College
- Laptops from the District Office
- Monitors, CPU's, VCR's and copier from Skyline College

A complete listing of this equipment follows the board report. As always, the General Services Department is committed to handling this surplus in an efficient manner. The Department anticipates that local area educational institutions, non-profits, or agencies will be able to use the District's surplus equipment at the least cost to the District and the Colleges. The District is committed to handling electronic waste in a responsible manner and if we cannot sell or donate our old computers, a responsible recycler connected to the California Electronic Waste program will be contracted to recycle our surplus electronic waste.

**RECOMMENDATION**

The District recommends that the Board of Trustees declare the items specified on the attached list surplus to the mission of the District and the Colleges.

**Surplus items**

Quantity	Campus	Item Description	Total Value\$	Disposition Plan
1	CSM	Ford Ranger 1997 Truck	\$2600	To be donated or sold
6	CSM	Apple CPU's	0	To be recycled
3	CSM	Cannon & HP Printers	0	To be recycled
27	Cañada	Monitors	0	To be recycled
3	District	Dell Laptops	0	To be donated or sold
13	Skyline	Toshiba, Apple & USM CPU's	0	To be recycled
3	Skyline	HP & Cannon Printers	0	To be recycled
3	Skyline	Sony & Phillips VCR's	0	To be recycled
1	Skyline	Xerox Copier	0	To be recycled
23	Cañada	USM CPU's	0	To be recycled

San Mateo County Community College District

April 25, 2007

**BOARD REPORT NO. 07-4-6CA**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Kathryn Blackwood, Chief Financial Officer, 358-6869

**RATIFICATION OF THIRD QUARTER DISTRICT WARRANTS, 2006-2007**

Attached as Exhibits A, B and C are the warrants in excess of \$10,000 that were issued in the months of January, February and March 2007 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. Education Code Section 85266 requires that the Board of Trustees approve warrants issued by the District. Accordingly, the District now seeks Board approval of the warrants listed in the attached Exhibits.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the warrants issued during the period January 1, 2007 through March 31, 2007 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 JANUARY 1-31, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>District Accounts Payable</u>		
372088	01/03/07	Constellation NewEnergy Inc.	20,263.13	Utilities
372119	01/03/07	Corporate Sign Systems	15,551.89	Cafeteria Signs
372124	01/03/07	Dell Computers	14,671.26	Computers
372125	01/03/07	Descalso Lithograph	11,540.53	KCSM Printing Services
372129	01/03/07	Evertz	41,550.00	KCSM Equipment
372151	01/03/07	Traffic Data Services	15,000.00	Traffic Control Services
372183	01/08/07	Pac Gas & Elec Co	15,909.22	Utilities
372223	01/08/07	Dell Computers	46,419.35	Computers
372243	01/08/07	Hensel Phelps Construction Co.	184,615.00	Skyline Construction Project
372255	01/08/07	K & L Automotive	19,847.23	Skyline Automotive Equipment
372258	01/08/07	Kwan Henmi Architecture / Planning	107,650.00	Skyline Architectural Services
372283	01/08/07	PolyVision Corporation	10,820.96	Skyline Whiteboards Purchase & Installation
372286	01/08/07	Public Empl Ret Sys	918,422.33	Health Insurance Premium January 2007
372289	01/08/07	Robert A. Bothman	694,825.83	Districtwide Athletics Construction Project Services
372290	01/08/07	Rockridge Partners, Inc.	19,628.00	Management Services - Teacher Training
372296	01/08/07	Sch Proj/Util Rate Reduc.	45,981.81	Utilities
372303	01/08/07	Skyline Bookstore	137,554.91	Apple computers
372309	01/08/07	SunGard SCT, Inc.	266,943.62	ITS Technical Currency Program
372317	01/08/07	WebsiteASP, Incorporated	12,375.00	Districtwide ITS Application Implementation & Maintenance
372319	01/08/07	Wells Fargo Bank	430,658.77	District Procurement Card Payment
372343	01/09/07	CIS, Inc	13,200.00	Skyline DSA Inspection Services
372348	01/09/07	Dell Computers	88,313.04	Computers
372354	01/09/07	Humanscale Corporation	24,884.88	Skyline Equipment Purchase
372364	01/09/07	Robert A. Bothman	35,297.84	Districtwide Athletics Construction Project
372365	01/09/07	Robert A. Bothman	312,979.46	Skyline Modernization & Seismic Upgrade Project
372376	01/09/07	Vavrinek, Trine, Day & Co.	23,000.00	Districtwide Audit Services
373550	01/11/07	Cal State Dept/Educ	34,316.00	Return Overpayment To State
373554	01/11/07	CCS Presentation Systems Inc.	30,883.73	District Epson Projectors
373556	01/11/07	CCS Presentation Systems Inc.	20,557.76	District ITS Equipment
373561	01/11/07	Computerland	10,662.80	Software

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 JANUARY 1-31, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
373571	01/11/07	EBSCO	16,102.98	CSM Library Periodic Subscription Renewal
373574	01/11/07	Fitness Edge	23,884.81	CSM PE Equipment
373612	01/11/07	S.M.C.S.I.G.	145,354.22	Dental Plan Premium January 2007
373613	01/11/07	S.M.C.S.I.G.	19,792.58	Vision Plan Premium January 2007
373622	01/11/07	SMCCCD Revolving Account	50,000.00	Replenish Flex America Clearing Account
373629	01/11/07	Strata Information Group	21,268.05	Payroll Implementation Services
373630	01/11/07	SWH Enterprises, Inc.	48,333.63	ITS CISCO Switch
373789	01/17/07	Bayview Environmental Services	37,665.00	Canada Hazardous Materials Abatement Project
373791	01/17/07	Brand Athletics	26,116.49	CSM PE Uniforms
373797	01/17/07	CIS, Inc	19,702.00	Canada DSA Inspection Services
373804	01/17/07	Dell Computers	52,321.44	Computers
373811	01/17/07	Hartford Life & Accident Insurance (	35,231.31	Life Insurance Premium January 2007
373842	01/17/07	U.S. Postal Services	10,000.00	Skyline Postal Service
373861	01/18/07	Casey Printing ,Inc.	24,728.02	CSM Community Education Booklet Printing Services
373862	01/18/07	Swinerton Mgmt. & Consulting	10,702.00	Program Management Services
373865	01/18/07	County of San Mateo	29,238.13	County Legal Services
373874	01/18/07	Employment Development Dept.	11,152.31	State Unemployment Tax
373888	01/18/07	Swinerton Mgmt. & Consulting	203,344.00	Program Management Services
373904	01/22/07	Constellation NewEnergy Inc.	41,841.80	Utilities
373914	01/22/07	Pac Gas & Elec Co	39,420.98	Utilities
373918	01/22/07	Pac Gas & Elec Co	16,270.47	Utilities
373938	01/22/07	Associated Std -Canada	13,298.50	Canada Student Fees Reimbursement
373939	01/22/07	Associated Std-CSM	26,807.00	CSM Student Fees Reimbursement
373940	01/22/07	Associated Std-Skyline	17,794.00	Skyline Student Fees Reimbursement
373944	01/22/07	Bay View Painting Company	10,274.00	CSM Painting Services
373952	01/22/07	Corporate Sign Systems	15,551.86	Cafeteria Signs
373964	01/22/07	Hensel Phelps Construction Co.	1,196,603.00	Skyline Construction Services
373966	01/22/07	Journey Education Marketing, Inc.	16,042.65	Canada Software Purchase
373971	01/22/07	Ninyo & Moore	18,393.20	CSM Hazardous Consulting Services
373972	01/22/07	Ninyo & Moore	12,600.00	Districtwide Athletics Geotechnical Services
373974	01/22/07	Noll & Tam	29,714.00	Canada Construction Project
373977	01/22/07	S.J. Amoroso Construction Co. .	1,335,395.07	Canada Construction Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 JANUARY 1-31, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
373978	01/22/07	S.J. Amoroso Construction Co.	197,309.50	Canada Landscape Improvement Services
373980	01/22/07	Hensel Phelps Construction Co.	132,956.00	Skyline Construction Services
373984	01/22/07	Strata Information Group	47,605.00	ITS Consulting Services
373985	01/22/07	SWH Enterprises, Inc.	50,715.13	District ITS Equipment
374285	01/24/07	Jones & Stokes Associates	22,145.83	Districtwide Construction Professional Services
374300	01/24/07	San Jose/Evergreen Com Col Dist	11,430.00	Curriculum Develop & Implement of Judicial Career Training Prog
374304	01/24/07	Sutro Tower Inc.	17,082.00	KCSM Transmitter Leasing Fee
374316	01/25/07	Constellation NewEnergy Inc.	27,464.05	Utilities
374325	01/25/07	Pac Gas & Elec Co	11,028.72	Utilities
374333	01/25/07	Atlas/Pellizzari Electric Inc.	14,900.00	CSM Power Outage Emergency Repairs
374334	01/25/07	Atlas/Pellizzari Electric Inc.	14,925.00	CSM Power Outage Emergency Repairs
374341	01/25/07	CCS Presentation Systems Inc.	19,471.29	District Projection Equipment
374351	01/25/07	San Mateo Co Office Ed/Supt Sch	20,206.00	Regional Occupational Program mini grant
374354	01/25/07	Falore Nissan	18,240.28	ITS Nissan Car purchase
374355	01/25/07	Steinberg Architects	449,646.00	CSM Architectural Services
374356	01/25/07	Strata Information Group	65,392.95	Payroll Implementation and ITS Consulting Services
374357	01/25/07	Sutro Tower Inc.	17,082.00	KCSM Transmitter Leasing Fee
374372	01/29/07	Pac Gas & Elec Co	20,263.78	Utilities
374396	01/29/07	Dell Computers	16,963.50	Computers
374411	01/29/07	R Signs Inc.	10,478.56	Magnetic Door Cards
374414	01/29/07	S.B.R.P.S.T.C.	176,202.00	South Bay Regional Public Safety Training fee
374428	01/30/07	B.T. Mancini Co. Inc.	10,961.38	CSM Flooring and FFE Purchase & Installation
374431	01/30/07	Big D Pacific Builders	433,310.00	Canada Construction Project
374459	01/30/07	Noll & Tam	15,975.64	Canada Design Services
374467	01/30/07	Public Empl Ret Sys	917,019.75	Health Insurance Premium February 2007
374469	01/30/07	Robert A. Bothman	35,263.69	Skyline Modernization & Seismic Upgrade Project
374471	01/30/07	Big D Pacific Builders	48,145.00	Canada Construction Project
374479	01/30/07	Skyline Bookstore	74,283.80	Apple Computers
374480	01/30/07	Skyline Bookstore	28,733.23	Apple Computers

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 JANUARY 1-31, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
20791	01/16/07	US Treasury - Union Bank	15,687.63	Federal Tax
21171	01/16/07	US Treasury - Union Bank	28,489.36	Social Security Tax
JE218439	01/31/07	State Teacher Retirement	558,756.08	STRS Retirement
 <u>SMCCCD Bookstores</u>				
100888	01/02/07	Apple Computer Inc.	42,595.15	Purchase of Inventory
100951	01/12/07	Apple Computer Inc.	90,934.00	Purchase of Inventory
100974	01/12/07	MBS Textbook Exchange	90,135.75	Purchase of Inventory
100980	01/12/07	Nebraska Book Company	98,994.27	Purchase of Inventory
100987	01/12/07	Roadway Express	17,717.25	Purchase of Inventory
100990	01/12/07	Thomson Learning	11,275.34	Purchase of Inventory
101003	01/18/07	Grace Training Supply	12,742.40	Purchase of Inventory
101008	01/18/07	SMCC College District	147,246.44	Salary & Benefits For December 2006
101047	01/23/07	MBS Textbook Exchange	64,699.67	Purchase of Inventory
101053	01/23/07	NACSCorp	12,978.57	Purchase of Inventory
101066	01/23/07	Pea Press	11,206.22	Purchase of Inventory
101095	01/31/07	Elsevier Publishing Co.	24,704.49	Purchase of Inventory
101098	01/31/07	Follett Higher Education	14,575.11	Purchase of Inventory
101107	01/31/07	John Viley & Sons Inc.	15,270.80	Purchase of Inventory
101112	01/31/07	MBS Textbook Exchange	49,813.01	Purchase of Inventory
101114	01/31/07	McGraw-Hill Companies	79,803.42	Purchase of Inventory
101129	01/31/07	Pearson Education Inc.	127,892.20	Purchase of Inventory
101137	01/31/07	Pea Press	12,356.83	Purchase of Inventory
101138	01/31/07	Thomson Learning	136,627.17	Purchase of Inventory
101140	01/31/07	VHPS	38,642.76	Purchase of Inventory
101141	01/31/07	Vista Higher Learning	13,462.84	Purchase of Inventory
EFT#98345	01/31/07	State Board Of Equalization	28,012.43	Sales Tax For Quarter Ended December 2006



SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 JANUARY 1-31, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
61053	01/30/07	District Cafeteria SMCCC District	102,614.96	
		Subtotal	11,971,702.08	83%
		Warrant Issued ≤ \$10,000	2,378,269.37	17%
		Total Non-Salary Warrant Issued	<u>14,349,971.45</u>	100%

District Accounts Payable	372085-374562	12,268,896.74
District Payroll	10922-12007, DD10258-DD11257	5,176,722.71
SMCCCD Bookstores	100886-101141, EFT#98345	1,367,273.77
District Cafeteria	61039-61053	<u>108,137.48</u>
	Total Warrant Including Salaries - January 2007	<u>18,921,030.70</u>

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
FEBRUARY 1-28, 2007  
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
374565	02/01/07	AIG Valic	37,899.28	Tax Shelter Annuities
374573	02/01/07	C S E A	12,674.95	Union Dues for January 2007
374577	02/01/07	Capital Guardian Trust Co.	46,165.33	Tax Shelter Annuities
374584	02/01/07	Fidelity Service Company	33,709.68	Tax Shelter Annuities
374614	02/01/07	Oppenheimer Investor Services, Inc.	22,467.00	Tax Shelter Annuities
374621	02/01/07	Rockridge Partners, Inc.	19,628.00	Lecture Services
374625	02/01/07	SMC College Ed. Housing Corp.	43,735.00	College Vista Rent for January 2007
374637	02/01/07	Vanguard Fiduciary Trust Company	36,293.00	Tax Shelter Annuities
374680	02/02/07	Sargent-Welch/Cenco	20,657.38	Skyline Equipment Purchase
374709	02/02/07	CalPERS	406,514.42	PERS contribution - January 2007
374722	02/02/07	Hartford Retirement Plans Service Ce	41,813.81	Tax Shelter Annuities
374725	02/02/07	JH Technolgies, Inc.	157,476.51	Skyline Equipment Purchase
374728	02/02/07	McCarthy Building Companies	86,662.00	CSM Equipment Purchase
374730	02/02/07	Musson Theatrical	15,500.00	KCSM New Fixture Purchase
374738	02/02/07	San Mateo Union High School Distric	20,206.00	San Mateo Union High School Mini Grant Biomaps
374739	02/02/07	San Mateo Union High School Distric	20,206.00	Capuchino High School Mini Grant Biomaps
374742	02/02/07	Sch Proj/Util Rate Reduc.	57,706.29	Utilities
374748	02/02/07	Systems and Space, Inc.	10,267.63	Skyline Shelving & Storage Installation
374753	02/02/07	Vernier Software	12,258.23	Software For Skyline
374758	02/05/07	American Federation of Teachers	42,842.73	Union Dues for January 2007
374802	02/07/07	Fisher Scientific Co	146,546.90	Skyline Equipment Purchase
374815	02/07/07	Sargent-Welch/Cenco	46,154.15	Skyline Equipment Purchase
374841	02/07/07	Descalso Lithograph	10,988.46	KCSM Program Guide Printing Services
374851	02/07/07	Hartford Life & Accident Insurance Co	35,958.17	Life insurance Premiums For February 2007
374863	02/07/07	Miele Professional	23,790.89	Skyline Equipment Purchase
374864	02/07/07	Musson Theatrical	26,878.34	KCSM New Fixture Purchase
374880	02/07/07	San Mateo Lock Works	26,606.26	District Cylindrical Locksets
374887	02/07/07	Steris Corporation	32,325.58	Skyline Equipment Purchase
374907	02/09/07	Pitney-Bowes Inc.	20,000.00	Cañada Postal Service
374916	02/09/07	Wells Fargo Bank	478,693.13	Districtwide Procurement Card Payment
376313	02/13/07	Official Payments Corporation	19,430.27	Student Registration Service Fee
376319	02/13/07	S.M.C.S.I.G.	147,916.35	Dental Premium For February 2007

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 FEBRUARY 1-28, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
376320	02/13/07	S.M.C.S.I.G.	20,500.85	Vision Premium For February 2007
376322	02/13/07	Sencore Electronics, Inc	10,877.34	Fixture For KCSM
376324	02/13/07	Wenger Corporation	22,351.56	Cañada Equipment Purchase
376396	02/14/07	Dell Computers	23,420.86	Skyline Computers
376397	02/14/07	Dell Computers	16,378.88	Skyline Computers and Printers
376430	02/14/07	U.S. Postal Services	10,000.00	Skyline Postage
376484	02/21/07	Big D Pacific Builders	256,438.00	Cañada Construction Project
376488	02/21/07	Canada Bookstore	18,396.94	Early Childhood Develop Textbook Rental Program At Cañada
376490	02/21/07	Canada Bookstore	49,902.32	Cañada EOPS Student Books & Supplies
376491	02/21/07	Canada Bookstore	11,525.98	Cañada Middle College Student Books & Supplies
376495	02/21/07	CIS, Inc	18,340.00	Cañada DSA Inspection Services
376496	02/21/07	CIS, Inc	18,200.00	Skyline DSA Inspection Services
376497	02/21/07	Swinerton Management & Consulting	12,027.00	Program Management Services
376499	02/21/07	Comp View, Inc.	32,942.64	ITS Projector purchase
376524	02/21/07	Krueger International	38,235.83	Skyline Furniture & Accessories
376528	02/21/07	Krueger International	54,163.46	Skyline Furniture & Accessories
376530	02/21/07	Krueger International	50,345.50	Skyline Furniture & Accessories
376531	02/21/07	Krueger International	75,968.12	Skyline Furniture & Accessories
376532	02/21/07	Krueger International	47,927.26	Skyline Furniture & Accessories
376534	02/21/07	Krueger International	11,792.23	Skyline Furniture & Accessories
376535	02/21/07	Krueger International	21,022.99	Skyline Furniture & Accessories
376536	02/21/07	Krueger International	39,078.59	Skyline Furniture & Accessories
376537	02/21/07	Krueger International	52,594.65	Skyline Furniture & Accessories
376538	02/21/07	Krueger International	24,668.74	Skyline Furniture & Accessories
376539	02/21/07	Krueger International	12,410.33	Skyline Furniture & Accessories
376540	02/21/07	Krueger International	101,374.60	Skyline Furniture & Accessories
376541	02/21/07	Krueger International	43,995.71	Skyline Furniture & Accessories
376542	02/21/07	Krueger International	48,586.59	Skyline Furniture & Accessories
376560	02/21/07	Big D Pacific Builders	28,494.00	Cañada Construction Project
376562	02/21/07	Sargent-Welch/Cenco	11,913.45	Skyline Equipment Purchase
376573	02/21/07	Swinerton Management & Consulting	228,517.00	Program Management Services
376667	02/26/07	AIG Valic	37,599.28	Tax Shelter Annuities
376670	02/26/07	American Federation of Teachers	48,974.86	Union Dues for February 2007
376690	02/26/07	C S E A	13,027.46	Union Dues for February 2007

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
FEBRUARY 1-28, 2007  
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
376693	02/26/07	Capital Guardian Trust Co.	49,757.33	Tax Shelter Annuities
376711	02/26/07	Division 10 Wholesale	25,980.00	Skyline Equipment Purchase
376718	02/26/07	Falore Nissan	11,055.00	Lease Vehicle Buy-out
376719	02/26/07	Falore Nissan	11,055.00	Leased Vehicle Buy-out
376723	02/26/07	Fidelity Service Company	31,709.68	Tax Shelter Annuities
376737	02/26/07	Hartford Retirement Plans Service Ce	39,954.81	Tax Shelter Annuities
376751	02/26/07	Kwan Henmi Architecture / Planning I	176,300.00	Skyline Architectural Services
376769	02/26/07	North American Company	20,000.00	Tax Shelter Annuities
376774	02/26/07	Oppenheimer Investor Services, Inc.	19,667.00	Tax Shelter Annuities
376789	02/26/07	S.B.R.P.S.T.C.	29,367.00	South Bay Regional Public Safety Training Program
376793	02/26/07	SignaSys Inc.	13,490.86	KCSM Equipment Purchase
376795	02/26/07	SMC College Ed. Housing Corp.	42,847.00	College Vista Rent for February 2007
376797	02/26/07	SMCCCD Revolving Account	90,000.00	Replenish Flex America Clearing Account
376803	02/26/07	Steinberg Architects	83,534.00	CSM Design-Build project services
376804	02/26/07	Strata Information Group	47,605.00	Professional and Management services
376813	02/26/07	Vanguard Fiduciary Trust Company	37,698.00	Tax Shelter Annuities
376832	02/27/07	Constellation NewEnergy Inc.	36,616.21	Utilities
376833	02/27/07	Constellation NewEnergy Inc.	33,276.09	Utilities
376842	02/27/07	Pac Gas & Elec Co	17,906.23	Utilities
376844	02/27/07	Pac Gas & Elec Co	47,814.55	Utilities
376854	02/27/07	Sargent-Welch/Cenco	18,674.86	Skyline Equipment Purchase
376864	02/27/07	Buck Scientific, Inc	11,970.00	Skyline Equipment Purchase
376865	02/27/07	Cianfichi, Paul	21,100.00	Canada Architectural services
376876	02/27/07	Ninyo & Moore	14,900.00	CSM Athletic Fields Geotechnical Services
376881	02/27/07	Sch Proj/Util Rate Reduc.	67,643.77	Utilities
376885	02/27/07	Strata Information Group	14,712.85	Payroll Implementation Services
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
16137	02/01/07	US Treasury - Union Bank	1,201,437.15	Federal Tax
16424	02/01/07	US Treasury - Union Bank	209,941.40	Social Security Tax
63136	02/16/07	US Treasury - Union Bank	81,093.34	Federal Tax
JE219688	02/28/07	State Teacher Retirement	608,381.26	Federal Tax

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
 FEBRUARY 1-28, 2007  
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>SMCCCD Bookstores</u>				
101143	02/09/07	Apple Computer Inc.	131,174.32	Purchase of Inventory
101163	02/09/07	McGraw-Hill Companies	46,055.81	Purchase of Inventory
101170	02/09/07	Pearson Education Inc.	42,360.64	Purchase of Inventory
101178	02/09/07	Thomson Learning	102,449.45	Purchase of Inventory
101203	02/22/07	Follett Higher Education	14,934.07	Purchase of Inventory
101209	02/22/07	Houghton Mifflin	10,669.85	Purchase of Inventory
101216	02/22/07	MBS Textbook Exchange	41,118.58	Purchase of Inventory
101218	02/22/07	McGraw-Hill Companies	63,428.85	Purchase of Inventory
101230	02/22/07	Pearson Education Inc.	170,417.01	Purchase of Inventory
101244	02/22/07	SMCC College District	156,940.40	Salary and Benefits January 2007
101248	02/22/07	Thomson Learning	152,117.95	Purchase of Inventory
101257	02/26/07	Lincoln Electric Co.	10,705.64	Purchase of Inventory
EFT#40461	02/23/07	State Board Of Equalization	175,400.00	Sales Tax January 2007
		Subtotal	<u>7,905,225.72</u>	76%
		Warrant Issued ≤ \$10,000	<u>2,561,130.47</u>	24%
		Total Non-Salary Warrant Issued	<u><u>10,466,356.19</u></u>	100%
District Accounts Payable	374563-376942		7,091,437.36	
District Payroll	12008-13133, DD11258-112475		7,252,122.69	
SMCCCD Bookstores	101142-101305, EFT#40461		1,264,828.43	
District Cafeteria	61054-61060		2,845.31	
		Total Warrant Including Salaries - February 2007	<u><u>15,611,233.79</u></u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
MARCH 1-31, 2007  
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
376966	03/01/07	CalPERS	407,304.07	PERS Contribution - February 2007
376972	03/01/07	CSM Bookstore	65,283.54	EOPS & CalWorks Students Books & Supplies
376999	03/01/07	Rockridge Partners, Inc.	19,628.00	Lecture Services
377000	03/01/07	S.J. Amoroso Construction Co., Inc.	903,544.96	Cañada Construction Project
377001	03/01/07	S.J. Amoroso Construction Co., Inc.	36,280.51	Cañada Landscape Project
377010	03/01/07	Sutro Tower Inc.	17,594.00	KCSM Transmitter Leasing Fee
377021	03/02/07	B.T. Mancini Co. Inc.	226,460.70	Cañada Construction Project
377033	03/02/07	Dovetail Decision Consultants, Inc.	10,776.46	Cañada Construction Project
377041	03/02/07	Fotodyne-Educational Div.	12,674.45	Skyline Equipment Purchase
377047	03/02/07	Hensel Phelps Construction Co.	1,088,204.00	Skyline Design Build Project
377052	03/02/07	McCarthy Building Companies	445,959.00	CSM Planetarium Equipment purchase
377054	03/02/07	Mobile Modular Mgmt. Corp	207,634.00	Portable Restrooms For Skyline
377062	03/02/07	Public Empl Ret Sys	942,908.00	Health Insurance Premiums For March 2007
377063	03/02/07	Robert A. Bothman	670,083.49	Athletic Facilities Design Build Project
377064	03/02/07	B.T. Mancini Co. Inc.	25,162.30	Cañada Construction Project
377065	03/02/07	Hensel Phelps Construction Co.	120,911.00	Skyline Design Build Project
377067	03/02/07	Schindler Elevator	11,454.00	Skyline Elevator Maintenance
377078	03/02/07	McCarthy Building Companies	31,960.00	CSM Planetarium Equipment Purchase
377107	03/05/07	Ad Age Broadcast Network	27,730.00	CSM Media Campaign
377154	03/05/07	U.S. Postal Services	10,000.00	Skyline Postal Service
377228	03/07/07	Ad Age Broadcast Network	19,131.00	Cañada Media Campaign
377263	03/07/07	Skyline Bookstore	55,300.34	Skyline EOPS Students Books & Supplies
377264	03/07/07	Skyline Bookstore	10,946.30	Skyline Biotech Program Book Purchase
377281	03/07/07	Catalyst Environmental Inc.	12,464.50	CSM Radioactive & Chemical Waste Disposal
377294	03/07/07	Krueger International	16,169.83	CSM Furniture & Accessories
377300	03/07/07	S.B.R.P.S.T.C.	29,367.00	South Bay Regional Public Safety Training Consort Program
377301	03/07/07	S.M.C.S.I.G.	148,111.83	Dental Premium For March 2007
377302	03/07/07	S.M.C.S.I.G.	19,631.02	Vision Plan Premium For March 2007
377307	03/07/07	Wells Fargo Bank	336,657.71	Districtwide Procurement Card Payment For February 2007
377369	03/08/07	Hartford Life & Accident Insurance Co.	36,284.97	Life Insurance Premiums For March 2007
377387	03/12/07	Kwan Henmi Architecture / Planning Inc.	130,900.00	Skyline Architectural Services
377408	03/12/07	John Plane Construction	17,116.56	Skyline Seismic Construction Project

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
MARCH 1-31, 2007  
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
377420	03/12/07	John Plane Construction	154,048.44	Skyline Seismic Construction Project
377424	03/12/07	Robert A. Bothman	400,000.00	Skyline Modernization and Seismic Project
377431	03/12/07	The Post Institute for Family Centered Th	10,000.00	Private lecture for Foster Care Conference
377553	03/14/07	Fisher Scientific Co	30,138.33	Skyline Equipment Purchase
377573	03/14/07	B.T. Mancini Co. Inc.	22,700.70	Cañada Construction Project
377574	03/14/07	B.T. Mancini Co. Inc.	30,465.00	Cañada Construction Project
377576	03/14/07	Bayview Environmental Services	309,050.10	CSM Hazardous Materials Disposal Services
377577	03/14/07	Bayview Environmental Services	34,338.90	CSM Hazardous Materials Disposal Services
377584	03/14/07	County of San Mateo	33,060.66	CSM Sewer Tax
377591	03/14/07	Dell Computers	47,879.58	CSM Library Computer Purchase
377610	03/14/07	Noll & Tam	31,027.38	Cañada Design Services
377612	03/14/07	Noll & Tam	13,714.00	Cañada Landscape Project
377614	03/14/07	Noll & Tam	12,640.14	Cañada Design Services
377615	03/14/07	Noll & Tam	41,334.00	Cañada Bookstore Architectural Services
377618	03/14/07	Noll & Tam	21,615.39	Cañada Architectural Services
377630	03/14/07	Bayview Environmental Services	34,338.90	CSM Hazardous Materials Disposal Services
377645	03/14/07	Swinerton Management & Consulting	166,333.00	Program Management Services
377652	03/15/07	Fisher Scientific Co	18,515.00	Skyline Equipment Purchase
378092	03/19/07	Dell Computers	33,677.28	Skyline Library Computer Purchase
378093	03/19/07	Dell Computers	198,556.28	Cañada Computer Purchase
378150	03/19/07	Division of the State Architect	33,141.81	Skyline Architectural Services
378178	03/19/07	SWH Enterprises, Inc.	236,342.25	ITS Server Purchase
378237	03/21/07	Cor-O-Van Moving & Storage Co.	21,929.15	CSM Workstation Set-up Project
378297	03/21/07	Franklin Fixtures Inc.	13,804.00	Fixture For Skyline
378317	03/22/07	Constellation NewEnergy Inc.	35,332.06	Utilities
378322	03/22/07	Pac Gas & Elec Co	40,358.51	Utilities
378331	03/22/07	SWH Enterprises, Inc.	15,784.99	Printer For Construction Planning Dept.
378348	03/22/07	GRD Energy Inc.	10,400.00	Skyline Consulting Service
378352	03/22/07	Krueger International	14,969.49	Skyline Furniture & Accessories
378353	03/22/07	Krueger International	21,610.70	Skyline Furniture & Accessories
378355	03/22/07	Krueger International	24,035.55	Skyline Furniture & Accessories
378361	03/22/07	S.J. Amoroso Construction Co., Inc.	1,051,978.92	Cañada Construction Project
378365	03/22/07	SWH Enterprises, Inc.	12,522.36	Cañada Server Back-up & Power Equipment
378384	03/26/07	Pac Gas & Elec Co	12,836.84	Utilities

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
MARCH 1-31, 2007  
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
378389	03/26/07	Strata Information Group	47,605.00	ITS Consulting Service
378405	03/26/07	Bunton Clifford Associates, Inc.	66,230.00	Cañada FMC Architectural Services
378406	03/26/07	Bunton Clifford Associates, Inc.	29,141.20	Cañada FMC Architectural Services
378407	03/26/07	Bunton Clifford Associates, Inc.	69,612.56	Skyline FMC Architectural Services
378408	03/26/07	Bunton Clifford Associates, Inc.	35,181.73	Skyline FMC Architectural Services
378454	03/26/07	Ninyo & Moore	20,208.99	CSM Hazardous Materials Disposal Services
378467	03/26/07	Sutro Tower Inc.	17,594.00	KCSM Transmitter Leasing Fee
378475	03/26/07	U.S. Postal Services	24,840.00	Cañada Postal Services
378515	03/28/07	Teecom Design Group	18,987.64	Districtwide Engineering Services
378527	03/28/07	BFI Waste Systems of North Amer, LLC	10,447.70	Utilities
378558	03/28/07	Lloyd F. McKinney Associates, Inc.	13,222.62	Skyline Equipment Purchase
378567	03/28/07	Robert A. Bothman	130,412.74	Skyline Athletic Facilities Design & Construction Project
378569	03/28/07	Sch Proj/Util Rate Reduc.	65,749.93	Utilities
378578	03/28/07	Steinberg Architects	29,422.25	Skyline Architectural Services
378579	03/28/07	Steinberg Architects	18,862.50	Skyline Architectural Services
378584	03/28/07	Vernier Software	15,145.91	Cañada Biology Lab Equipment
378596	03/29/07	AIG Valic	38,699.28	Tax Shelter Annuities
378598	03/29/07	American Federation of Teachers	51,542.72	Union Fees
378608	03/29/07	C S E A	13,021.46	Union Fees
378610	03/29/07	Capital Guardian Trust Co.	52,257.33	Tax Shelter Annuities
378619	03/29/07	Fidelity Service Company	28,609.68	Tax Shelter Annuities
378625	03/29/07	Hartford Retirement Plans Service Center	40,054.81	Tax Shelter Annuities
378629	03/29/07	Inpro Corporation	15,658.65	CSM Building Improvement
378651	03/29/07	Oppenheimer Investor Services, Inc.	18,017.00	Tax Shelter Annuities
378667	03/29/07	SMC College Ed. Housing Corp.	42,879.00	College Vista Rent For March 2007
378678	03/29/07	Vanguard Fiduciary Trust Company	36,885.00	Tax Shelter Annuities
			10,252,402.95	
		<u>District Payroll Disbursement (excluding Salary Warrants)</u>		
79822	03/01/07	US Treasury - Union Bank	1,285,926.18	Federal Tax
79990	03/01/07	US Treasury - Union Bank	224,272.54	State Tax
85631	03/21/07	US Treasury - Union Bank	50,459.30	Federal Tax



SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
MARCH 1-31, 2007  
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
89129	03/09/07	US Treasury - Union Bank	77,488.83	Federal Tax
JE221427	03/31/07	State Teacher Retirement	617,415.93	STRS Retirement
			2,255,562.78	
		<u>SMCCCD Bookstores</u>		
101308	03/06/07	Apple Computer Inc.	18,160.00	Purchase Of Inventory
101367	03/20/07	Apple Computer Inc.	204,448.88	Purchase Of Inventory
101404	03/20/07	SMCC College District	271,701.70	Salaries & Benefits February 2007
EFT#13473	03/23/07	Board Of Equalization	18,400.00	Sales Tax February 2007
		Subtotal	13,020,676.31	87%
		Warrant Issued ≤ \$10,000	1,887,747.57	13%
		Total Non-Salary Warrant Issued	14,908,423.88	100%
District Accounts Payable	376943-378682		12,032,178.08	
District Payroll	13134-14902, DD12476-DD13765		8,135,706.86	
SMCCCD Bookstores	101306-101408, EFT#13473		604,379.92	
District Cafeteria	61061-61072		6,269.68	
	Total Warrant Including Salaries - March 2007		20,778,534.54	

**BOARD REPORT NO. 07-4-7CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor-Superintendent  
PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

**APPROVAL OF VOLUNTARY INTERNATIONAL STUDENT  
INSURANCE PROGRAM, 2007-08**

Each year, the Colleges make available a voluntary health insurance program to domestic and international students who need or wish to purchase such coverage. International students are required to have accident and sickness insurance when they enroll at any of the Colleges unless they provide proof that their parents' insurance covers them in the United States. If international students do not have insurance coverage, they may obtain the insurance offered here on an individual basis.

The District seeks Board approval to offer the international student insurance program from Student Insurance. Student Insurance is underwritten by United Healthcare Insurance Company and offers many user-friendly features for students including a "no claim form" reimbursement process, availability of Urgent Care Facilities after-hours and weekends, on-line enrollment, and translations of benefits brochures in various languages.

The maximum benefit per injury or illness per student under the insurance is \$250,000. Included in the coverage are hospital room, physician expenses, X-ray, and laboratory with \$20 co-pay. The policy meets all the mandates of the Federal Regulations by providing medical evacuation and repatriation of remains benefits. The reimbursement rate for services provided is 100% with no deductible for the students and \$100 per year deductible for dependents with in-network physicians. The 2007-08 premium is \$740 per student per year, which is the same rate as 2006-07.

**RECOMMENDATION**

It is recommended that the Board approve the 2007-08 voluntary insurance program for international students underwritten by United Healthcare Insurance Company and administered through Student Insurance, as detailed above.

**BOARD REPORT NO. 07-4-8CA**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor-Superintendent  
PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

**RENEWAL OF AGREEMENTS WITH AMERICAN INSTITUTE FOR  
FOREIGN STUDY (AIFS), 2007-08**

On November 24, 1984, the Board first approved an agreement with the American Institute for Foreign Study (AIFS) initiating a partnership with AIFS for providing an overseas study program. This program has sent students and faculty to London each Fall semester since 1985, as well as in Summer 2000. Foreign study programs for Spring semesters have been offered in Paris, Florence, and Guadalajara through agreements with AIFS.

The District has received agreements for the Fall 2007 program in London, England and the Spring 2008 program in Paris, France. These new agreements with AIFS are similar to earlier agreements. The District is responsible for educational curriculum, selection and employment of faculty, academic advisement, student enrollment, and academic record keeping. AIFS is responsible for student housing, optional transportation between San Francisco and the study site, a broad array of student support services, and a social/cultural program to enable students to make the most of their foreign study experience.

The District receives regular State apportionment revenue for California residents attending classes offered through these foreign study programs; non-residents are charged the same fees they would pay if enrolling in on-campus classes. When District faculty are assigned to teach abroad, the cost of hourly replacement is reimbursed to the respective Colleges. A modest budget is maintained to cover the cost of miscellaneous instructional expenses and supplies, including photocopying. Administrative coordination and supervision are provided by the College of San Mateo without additional expenditure.

**RECOMMENDATION**

It is recommended that the Board approve renewal of agreements with the American Institute for Foreign Study for the Fall 2007 (London, England) and Spring 2008 (Paris, France) foreign study programs.

**BOARD REPORT NO. 07-4-9CA**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nuñez, Vice-Chancellor, Facilities Planning, Maintenance & Operations,  
358-6836

**APPROVAL TO AMEND CELL SITE USE PERMIT WITH VERIZON WIRELESS –  
COLLEGE OF SAN MATEO**

In October 1993 (Board Report No. 93-10-110B), the Board approved a use permit with GTE Mobilnet of California Limited Partnership d/b/a Verizon Wireless for installation and operation of cellular communications equipment at the College of San Mateo. The agreement calls for a monthly payment to the District, currently \$2018.00, with a provision for an annual CPI increase (not to exceed 6%) throughout the period of the permit.

GTE Mobilnet would like to add an “Appleton Generator Plug” on their existing antenna site located at Building 8 at the College of San Mateo. This allows them to hook up a generator to be used during campus electrical shut downs and/or power failures. An additional monthly fee of \$50.00 (\$600 annual) will be added to their existing fee and increases their monthly payment to \$2068.00.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the first amendment to the cell site use permit with GTE Mobilnet of California Limited Partnership d/b/a Verizon Wireless.

**BOARD REPORT NO. 07-4-100B**

TO: Members of the Board of Trustees  
FROM: Ron Galatolo, Chancellor – Superintendent  
PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning & Operations 358-6836

**AUTHORIZATION TO AMEND PROGRAM STABILIZATION AGREEMENT**

In January 2002 (Board Report No. 02-1-107B), the Board adopted Resolution No. 02-2, authorizing the District Chancellor to negotiate Project Labor Agreements (PLA). In May 2003 (Board Report No. 03-5-104B), the Board authorized the District Chancellor to execute a Program Stabilization Agreement (also known as a PLA) between the San Mateo County Community College District and the San Mateo County Building & Trades Council AFL-CIO and its member organizations.

The *Program Stabilization Agreement* is designed to ensure efficient construction, timely completion of scheduled work, access to qualified craftspeople, and minimal impediments to work progress. It establishes standard work rules, hours, holidays, overtime pay, wages and benefits, and other requirements, as well as management rights for hiring, promotion, transfer and discipline. The Program Stabilization Agreement has proven to be an effective management vehicle during the District's first phase of its Capital Improvement, providing skilled labor resulting in high quality, state-of-the-art new and renovated facilities. Moreover, the PLA helped the District achieve its goals of obtaining expeditious, on-time construction. The amendment to the existing agreement will be a program-wide document applicable to large bond projects including, but not limited to, the following Capital Improvement Program Phase 2 projects:

Cañada College

Building 16 & 18 Modernization  
Building 7 New Facilities Maintenance Center (FMC)  
Building 5 & 6 Modernization  
Building 1 Gym Modernization  
Building 13 Modernization  
Gateways, Circulation & Parking

Skyline College

Building 7 Allied Health  
Building 30 Replacement Facilities Maintenance Center (FMC)  
CIP2 Design Build Project  
Building 1 Modernization  
Building 2 Modernization Phase 3

College of San Mateo

CIP2 Design Build  
Building 8 Gym Modernization  
Building 12 Modernization

BOARD REPORT NO. 07-4-100B

The signatories to the agreement include the San Mateo Building & Construction Trades Council AFL-CIO, seventeen local trade unions, and the District.

**RECOMMENDATION**

It is recommended that the Board of Trustees authorize the Chancellor to amend the *Program Stabilization Agreement for the San Mateo County Community College District Capital Improvement Program*.

**BOARD REPORT NO. 07-4-101B**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nunez, Vice Chancellor, Facilities Planning, Maintenance & Operations  
358-6836

**CONTRACT REJECTION FOR CONSTRUCTION BID PACKAGES FOR CAÑADA COLLEGE BUILDINGS 16 & 18 MODERNIZATION PROJECT**

The Cañada College Buildings 16 and 18 Modernization project scope includes substantial mechanical, electrical, casework and equipment improvements to two science laboratory buildings. Additional construction upgrades include a new elevator, bathroom and faculty office renovations, and ADA access improvements. Using a Multi Prime delivery system approach, bids were requested for ten Bid Packages which combined the construction scope elements based on trade and constructability efficiency considerations.

On March 9 and March 14, 2007, the District published a legal Notice inviting pre-qualified contractors to bid on this project. The project team conducted an aggressive contractor outreach campaign via email and phone to encourage maximum bid participation. Thirty-six pre-qualified firms attended one of three Mandatory Pre-bid Conferences held on March 15, March 20 and March 27, 2007. On April 10, 2007, a total of ten of these firms submitted bids for one or more of the Bid Packages as follows:

<b>Bid Package A - Demolition</b>	
<b>Contractor</b>	<b>Bid</b>
Rodan Builders, Inc.	\$396,000
<b>Bid Package B – General Construction and Elevator</b>	
<b>Contractor</b>	<b>Bid</b>
Rodan Builders, Inc.	\$2,214,100*
Big-D Pacific Builders	\$2,285,500
Gonsalves & Stronck Construction Co., Inc.	\$2,520,865
<b>Bid Package C – Casework &amp; Lab Equipment</b>	
<b>Contractor</b>	<b>Bid</b>
Rodan Builders, Inc.	\$1,901,635*
Big-D Pacific	\$1,844,500
Gonsalves & Stronck Construction Co., Inc.	\$2,132,600
<b>Bid Package D - Roofing</b>	
<b>Contractor</b>	<b>Bid</b>
Best Contracting Services, Inc.	\$773,763
Pioneer Contractors Inc.	\$625,100
Legacy Roofing & Waterproofing, Inc.	\$564,962
Western Roofing Service	\$763,255*
Alcal Arcade Contracting, Inc.	\$620,132
<b>Bid Package E – Doors/Frames/Hardware</b>	
<b>Contractor</b>	<b>Bid</b>
Big-D Pacific Builders	\$561,400
Gonsalves & Stronck Construction Co., Inc.	\$684,655*
<b>Bid Package F – Storefront/Glazing/Roll-up Doors</b>	

<b>Contractor</b>	<b>Bid</b>
Best Contracting Services, Inc.	\$351,725*
Big-D Pacific	\$147,400
<b>Bid Package G - Finishes</b>	
<b>Contractor</b>	<b>Bid</b>
Rodan Builders, Inc.	\$1,474,000*
Big-D Pacific	\$1,166,000
Gonsalves & Stronck Construction Co., Inc.	\$1,513,355
<b>Bid Package H - Specialties</b>	
<b>Contractor</b>	<b>Bid</b>
Rodan Builders, Inc.	\$276,999*
Big-D Pacific	\$312,950
Gonsalves & Stronck Construction Co., Inc.	\$385,855
<b>Bid Package I - Mechanical</b>	
<b>Contractor</b>	<b>Bid</b>
Ray L. Hellwig Mechanical Co, Inc.	\$6,033,869*
Big-D Pacific	\$6,664,350
Western allied Mechanical, Inc.	\$6,822,200
<b>Bid Package J – Electrical</b>	
<b>Contractor</b>	<b>Bid</b>
(No bids received)	

\* Asterisks denote the lowest responsive and responsible bidder.

**Cost Overrun:** The aggregate result for the ten Bid Packages represents an approximate \$4,100,000 cost overrun to the construction budget. Feedback from the contracting community attributes this cost overrun to:

- Extremely busy construction market conditions enables contractors to be very selective about which projects to pursue and public sector projects are perceived as less desirable. Bidders have acknowledged low subcontractor bid participation.
- The project is especially unattractive to bidders because it involves multiple phases in occupied instructional buildings. Its scope includes extensive temporary mechanical system provisions to preserve air quality in occupied spaces. Bidders have acknowledged that their bids reflect these overall construction inefficiencies as well as significant overtime work in order to mitigate their risks.

**Schedule Impact:** In addition, no electrical bids were received and it is therefore not feasible to commence the Phase One work on June 1, 2007 in order to maintain the December 2007 completion date.

**Next Steps:** Based on these bid results, the project team has met with the administration and faculty and begun devising a plan to move occupants into temporary swing space in order to complete the construction of the two buildings concurrently while unoccupied. Under this scenario, the overall project would be completed on or before the original completion date of December 2008. Faculty has expressed a willingness to collaborate on the design of low cost swing space. We anticipate that the contractor community will perceive this design/bid/build opportunity more favorably and that the District will realize a material savings through this approach.

## **RECOMMENDATION**

It is recommended that the Board of Trustees reject the 9 bids received for the for Cañada College Buildings 16 & 18 Modernization project Bid Packages.