

**Board of Trustees - Regular Meeting
Board of Trustees Governance Committee, Teaching and Learning
Committee, Planning and Operations Committee, Facilities
Committee and Resources Committee
Tuesday, November 01, 2016 6:00 PM
District Office, Board Room, 3801 Market Street, Riverside, CA
92501**

ORDER OF BUSINESS

Pledge of Allegiance

Anyone who wishes to make a presentation to the Board on an agenda item is requested to please fill out a "REQUEST TO ADDRESS THE BOARD OF TRUSTEES" card, available from the Public Affairs Officer. However, the Board Chairperson will invite comments on specific agenda items during the meeting before final votes are taken. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor's Office at (951) 222-8801 as far in advance of the meeting as possible.

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, 3rd Floor, 3801 Market Street, Riverside, California, 92501 or online at www.rccd.edu/administration/board.

I. COMMENTS FROM THE PUBLIC

Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Pursuant to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.

II. PUBLIC HEARING (NONE)

III. CHANCELLOR'S REPORT

- A. [Chancellor's Communications](#)
Information Only

IV. BOARD COMMITTEE REPORTS

- A. Governance (None)
B. Teaching and Learning
1. [Proposed Curricular Changes](#)

The Committee to review the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

2. [Proposed 2017-2018 Academic Calendar](#)
Information Only

C. Planning and Operations

1. [Revision to the Riverside City College Mission Statement](#)

The Committee to review the revised Riverside City College Mission Statement.

D. Resources

1. [FY 2015-2016 Proposition 39 Financial and Performance Audits](#)

The Committee to review the Proposition 39 independent financial and performance audits of the District's Measure C general obligation bond for the year ended June 30, 2016 for the permanent file of the District.

2. [Riverside Community College District Workforce Analysis](#)

Information Only

E. Facilities

1. [Change Order No. 1 for the Charles A. Kane Student Services and Administration Building with Southern California Landscape, Inc.](#)

The Committee to review: 1) project Change Order No. 1 with Southern California Landscape, Inc. in the amount of \$26,492; and 2) the change order in excess of ten percent by a total of \$7,052.

2. [Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building with Bernards Builders Management Services](#)

The Committee to review Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building for construction management services with Bernards Builders Management Services in the amount not to exceed \$12,192.

3. [Agreement Amendment 3 for the Culinary Arts Academy/District Office Building and Agreement Amendment 3 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Building Projects with Tilden-Coil Constructors, Inc.](#)

The Committee to review the following: 1) Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Culinary Arts Academy/district Office Building project; and 2) Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Coil School for the Arts project.

4. [Change Order No. 5 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Project with McGuire Contracting](#)

The Committee to review the following: 1) project Change Order No. 5 with McGuire Contracting in the amount of \$754.98; and 2) the change order in excess of ten percent by a total of \$16,119.59.

5. [Change Orders No. 5 and No. 6 for the Culinary Arts Academy and District Offices Project with Inland Building Construction Companies, Inc.](#)

The Committee to review the following: 1) project Change Order No. 5 with Inland Building Construction Companies, Inc. in the amount of \$18,123.00; 2) project Deductive Change Order No. 6 with Inland Building Construction Companies, Inc. in the amount of -\$504.02; and 3) the change orders currently in excess of ten percent by a total of \$101,493.19.

6. [Change Order No. 9 for the Culinary Arts Academy and District Offices Project with J.M. Farnan](#)

The Committee to review the following: 1) project Change Order No. 9 with J.M. Farnan in the amount of \$4,105.43; and 2) the change order in excess of ten percent by a total of \$13,979.84.

V. OTHER BUSINESS (NONE)

VI. CLOSED SESSION (NONE)

VII. ADJOURNMENT

Agenda Item (III-A)

Meeting 11/1/2016 - Committee
Agenda Item Chancellor's Report (III-A)
Subject Chancellor's Communications
College/District District
Information Only

Background Narrative:

Chancellor will share general information to the Board of Trustees, including federal, state and local interests and District information.

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (IV-B-1)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Teaching and Learning (IV-B-1)
Subject	Proposed Curricular Changes
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

Background Narrative:

Presented for the Board's review and consideration are proposed curricular changes. The District Curriculum Committee and the administration have reviewed the attached proposed curricular changes and recommend their adoption by the Board of Trustees.

Prepared By: Michael Burke, Ph.D., Chancellor
Dennis Anderson, Interim VC Ed Svc and Strat Planning

Attachments:

[Proposed Curriculum changes](#)

Course	Title	Location
--------	-------	----------

1. New Courses:

These courses are required for the Psychology AA-T and recommended for Sociology AA-t. This is designed to line up with the goals and learning outcomes of C-ID descriptor SOC-125.

PSY-48	Statistics for the Behavioral Sciences	MNR
SOC-48	Statistics for the Behavioral Sciences	MNR

2. New Stand Alone Courses:

None at this time.

3. Course Inclusions:

None at this time.

4. Major Course Modifications:

These courses are being revised to update SLO's, textbooks and other components.

ACC-61	Cost Accounting	NR
ACC-66	Non-Profit and Governmental Accounting	NR
ADJ-15	Narcotics	MR

The following course curriculum is being updated to complete an inclusion for Moreno Valley.

ADJ-6	Patrol Procedures	NR
-------	-------------------	----

These courses are being revised to align with new GE PLOs and outcomes, update course content and Course Outlines of Record.

MUS-30	Class Voice	MNR
MUS-57	Gospel Singers	MR
MUS-70	Guitar Lab Ensemble	MR
MUS-83	Advanced Chamber Choir	MR

The following courses are being revised to update SLOs and sample assignments.

NRN-6	Nursing Learning Lab	R
NRN-7	Nursing Learning Lab	R
NRN-8	Nursing Learning Lab	R

The following course is being revised for congruency with RCC COR format and updates in clinical practice.

NRN-93	Calculations for Healthcare Providers	R
--------	---------------------------------------	---

Course	Title	Location
--------	-------	----------

Major Course Modifications Continued:

The following course is being revised to update the number of continuing education contact hours, and to update the content to reflect current pharmacology practices.

NXN-78	Pharmacology in Clinical Nursing Practice	R
--------	---	---

This course is being revised to update student learning outcomes and add sample assignments.

NXN-84	Preparing for Success in Nursing School	R
--------	---	---

5. Course Exclusions:

None at this time

6. Course Deletions:

None at this time.

7. New Locally Approved Certificates:

None at this time

8. New State Approved Degrees:

None at this time

9. Substantial Change to State Approved Certificates/Degrees:

None at this time.

10. Modification to State/Locally Approved Certificates/Degrees:

None at this time

11. Program Discontinuance:

None at this time.

Agenda Item (IV-B-2)

Meeting 11/1/2016 - Committee

Agenda Item Committee - Teaching and Learning (IV-B-2)

Subject Proposed 2017-2018 Academic Calendar

College/District District

Information Only

Background Narrative:

Presented for the Board's review and consideration is the proposed District calendar for 2017-2018. The calendar has been developed in accordance with Article IX of the agreement between the District and the RCCD Faculty Association CCA/CTA/NEA. This proposed calendar has summer, fall, winter and spring sessions.

Prepared By: Michael Burke, Ph.D., Chancellor
Dennis Anderson, Interim VC Ed Svc and Strat Planning

Attachments:

[Proposed 2017-2018 Academic Calendar](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
Proposed Academic Calendar 2017-2018

June 2017						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2017						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			






March 2018						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31


April 2018						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					


May 2018						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31*		

June 2018						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7**	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

*May 31 - Day Classes Meet/Evening Final Exams for Classes Meeting Thursday Evenings Only ** June 7 - Morning and Afternoon Final Exams and Evening Commencement

-  Part-time Faculty Orientation
To be arranged by college
-  Required Day/New Faculty Aug 22
-  FLEX Days
Fall: August 23-24-25
Spring: February 9
-  Final Exams
Fall: Dec 8-14
Spring: May 31-June 7
-  Classes Not in Session

-  Summer Session 2017
June 19-July 27
-  Fall 2017
August 28-December 14
Weekend Classes-September 2-December 10
-  Winter Session 2018
January 2 - February 8
-  Spring 2018
February 12-June 2
Weekend Classes: February 24-June 2
-  Commencement June 7

 Legal Holiday/Day of Observance

Agenda Item (IV-C-1)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Planning and Operations (IV-C-1)
Subject	Revision to the Riverside City College Mission Statement
College/District	Riverside
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the revised Riverside City College Mission Statement.

Background Narrative:

The Riverside City College's current mission statement was reviewed and it is now presenting a revision that represents the college's current mission. The proposed mission statement was reviewed and approved by the Strategic Planning Executive Council at its October 1, 2015 meeting and by the Riverside Academic Senate at its September 12, 2016 meeting.

Prepared By: Wolde-Ab Isaac, President, Riverside
Michelle Davila, Executive Administrative Assistant

Attachments:

[Riverside City College Revised Mission Statement](#)

Riverside City College Mission Statement



Current Mission Statement:

Riverside City College provides a high-quality affordable education to a diverse community of learners by offering career-technical, transferable, and pre-college courses leading to certificates, associate degrees, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking, develops information and communication skills, expands the breadth and application of knowledge, and promotes community and global awareness. To help students achieve their goals, the College offers comprehensive learning and student support services, student activities, and community programs. RCC empowers and supports students as they work toward individual achievement, intellectual curiosity, and life-long learning.

Revised Mission Statement:

Riverside City College provides a high-quality affordable education and engages with a diverse community of learners by offering pre-college, transferable, and career-technical courses leading to locally-approved and state-approved certificates, associate degrees, associate degrees for transfer, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking; develops information competency and technological literacy; expands communication skills; and promotes self-development and global awareness. To encourage student success, the College provides comprehensive learning and student support services; co-curricular activities; and community and Arts programs. RCC supports and empowers students as they work toward individual achievement, intellectual curiosity, and life-long learning.

Agenda Item (IV-D-1)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Resources (IV-D-1)
Subject	FY 2015-2016 Proposition 39 Financial and Performance Audits
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees receive the Proposition 39 independent financial and performance audits of the District's Measure C general obligation bond for the year ended June 30, 2016 for the permanent file of the District.

Background Narrative:

In accordance with the provisions of Proposition 39, independent financial and performance audits of the District's Measure C general obligation bond were performed by Vicenti, Lloyd and Stutzman LLP (VLS). A representative of the audit firm will be available to present and discuss the reports. Results of the audits are summarized below.

- Auditor's Opinion – The auditors have issued unmodified opinions for both the financial and performance audits as of June 30, 2016 and 2015.
- Audit Findings – There were no findings or questioned costs related to the financial and performance audits.
- Auditor's Required Communication – In accordance with the Statement on Auditing Standards No. 114, at the conclusion of the audit engagement VLS is required to communicate information to the Board of Trustees regarding their responsibility under United States Generally Accepted Auditing Standards. Attached for your information is the required communication.
- The audit report was presented to the Citizens Bond Oversight Committee at its regularly scheduled meeting on October 20, 2016.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Melissa Elwood, Controller

Attachments:

[110116_2015-2016 Proposition 39 Financial and Performance Audit](#)



October 20, 2016

The Board of Trustees
The Measure C Citizens' Bond Oversight Committee
Riverside Community College District
Riverside, California

We have audited the financial statements of the General Obligation Bond Funded Capital Outlay Projects of Riverside Community College District for the year ended June 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were accruals of receivables and liabilities. We evaluated that these estimates are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our financial and performance audits.

Riverside Community College District
October 20, 2016
Page 2

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We accumulated no uncorrected misstatements for the fiscal year ended June 30, 2016. The following misstatements detected as a result of audit procedures were corrected by management:

- A receivable for \$106,875 was not accrued as of June 30, 2016
- A payable for the balance due on a contract of \$372,124 was accrued in error. Services had not been rendered and the District had not yet incurred an obligation.

Disagreement with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the audit report. We are pleased to report that no such disagreements arose during the course of our audit

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 11, 2016..

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants related to the General Obligation Bond Funded Capital Outlay Projects.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Riverside Community College District
October 20, 2016
Page 3

The following matters involving compliance with Education Code Sections 15280 and 15282 came to the auditor's attention and have been communicated to management:

- The required 7 members of the Citizens' Oversight Committee were not filled. Also, required representation by a person active in support of the District and an enrolled student are either vacant or not identified on the website
- Minutes for the January 21, 2016 committee proceedings are not available on the website maintained by the District

Restriction on Use

This information is intended solely for the information and use of the Board of Trustees, Measure C Citizens' Bond Oversight Committee, and management of the District and is not intended to be, and should not be used, by anyone other than these specified parties.

Closing

We will be pleased to respond to any questions you have about the foregoing. If you would like any information or would like to discuss any of the matters raised, please do not hesitate to contact Renee Graves at (626) 857-7300. We appreciate the opportunity to continue to be of service to Riverside Community College District.

Vicenti, Lloyd & Stutzman LLP

VICENTI, LLOYD & STUTZMAN LLP
Glendora, California

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RIVERSIDE COUNTY

**REPORT ON PROPOSITION 39 FUNDING
FINANCIAL AND PERFORMANCE AUDITS
June 30, 2016**

RIVERSIDE COMMUNITY COLLEGE DISTRICT

TABLE OF CONTENTS
June 30, 2016

Financial Audit of the General Obligation Bond Funded Capital Outlay Projects	1
Independent Auditor’s Report.....	2
Balance Sheet – General Obligation Bond Funded Capital Outlay Projects	4
Statement of Revenues, Expenditures, and Changes in Fund Balances – General Obligation Bond Funded Capital Outlay Projects	5
Statement of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – General Obligation Bond Funded Capital Outlay Projects	6
Notes to the Financial Statements.....	7
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on a Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	13
Schedule of Findings and Responses	15
Performance Audit of the General Obligation Bond Funded Capital Outlay Projects	16
Independent Auditor’s Report on Proposition 39 Compliance Requirements.....	17
Background Information.....	18
Objectives	18
Scope of the Audit	19
Procedures Performed.....	19
Conclusion	20
Schedule of Findings and Responses.....	21
Supplementary Information	22

**FINANCIAL AUDIT OF THE GENERAL OBLIGATION BOND FUNDED CAPITAL
OUTLAY PROJECTS**



INDEPENDENT AUDITOR'S REPORT

The Board of Trustees
The Measure C Citizens' Bond Oversight Committee
Riverside Community College District
Riverside, California

Report on the Financial Statements

We have audited the accompanying financial statements for the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District (the District) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's General Obligation Bond Funded Capital Outlay Projects financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

The Board of Trustees
The Measure C Citizens' Bond Oversight Committee
Riverside Community College District

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the General Obligation Bond Funded Capital Outlay Projects of the District as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

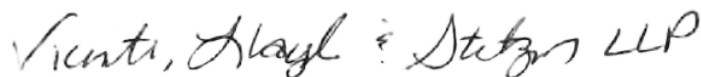
Other Matters

Our audit was conducted for the purpose of forming an opinion on the District's General Obligation Bond Funded Capital Outlay Projects financial statements. The supplementary schedule is presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary section is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 11, 2016 on our consideration of the District's internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over the General Obligation Bond Funded Capital Outlay Projects financial reporting and compliance.



VICENTI, LLOYD & STUTZMAN LLP
Glendora, California
October 11, 2016

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**BALANCE SHEET
June 30, 2016**

Assets

Cash in county treasury	\$ 12,275,859
Accounts receivable	130,892
Due from other funds	<u>2,415,349</u>
Total Assets	\$ <u>14,822,100</u>

Liabilities and Fund Balance

Liabilities

Accounts payable	\$ 4,213,339
Due to other funds	<u>303</u>
Total Liabilities	<u>4,213,642</u>

Fund Balance

Restricted	<u>10,608,458</u>
Total Fund Balance	<u>10,608,458</u>
Total Liabilities and Fund Balance	\$ <u>14,822,100</u>

See the accompanying notes to the financial statements

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
For the Fiscal Year Ended June 30, 2016**

Revenues	
Interest and investment income	\$ 159,335
Total Revenues	<u>159,335</u>
Expenditures	
Salaries	403,434
Benefits	187,775
Supplies	1,531
Other services	375,135
Capital outlay	<u>35,455,889</u>
Total Expenditures	<u>36,423,764</u>
Deficiency of revenues over expenditures	(36,264,429)
Other Financing Sources (Uses)	
Proceeds from sale of bond	45,004,145
Interfund transfers out	<u>(20,950)</u>
Total Other Financing Sources (Uses)	<u>44,983,195</u>
Net change in fund balance	8,718,766
Fund Balance at Beginning of Year	<u>1,889,692</u>
Fund Balance at End of Year	<u>\$ 10,608,458</u>

See the accompanying notes to the financial statements

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
For the Fiscal Year Ended June 30, 2016**

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
Interest and investment income	\$ 582,946	\$ 159,335	\$ (423,611)
Total Revenues	<u>582,946</u>	<u>159,335</u>	<u>(423,611)</u>
Expenditures			
Salaries	746,860	403,434	343,426
Benefits	363,472	187,775	175,697
Supplies		1,531	(1,531)
Other services	266,692	375,135	(108,443)
Capital outlay	<u>57,301,729</u>	<u>35,455,889</u>	<u>21,845,840</u>
Total Expenditures	<u>58,678,753</u>	<u>36,423,764</u>	<u>22,254,989</u>
Deficiency of revenues over expenditures	(58,095,807)	(36,264,429)	21,831,378
Other Financing Sources (Uses)			
Proceeds from sale of bond	44,788,378	45,004,145	215,767
Interfund transfers out	<u>(20,950)</u>	<u>(20,950)</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>44,767,428</u>	<u>44,983,195</u>	<u>215,767</u>
Net change in fund balance	<u>\$ (13,328,379)</u>	8,718,766	<u>\$ 22,047,145</u>
Fund Balance at Beginning of Year		<u>1,889,692</u>	
Fund Balance at End of Year		<u>\$ 10,608,458</u>	

See the accompanying notes to the financial statements

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2016**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Accounting Policies

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board and *Audits of State and Local Governmental Units* issued by the American Institute of Certified Public Accountants.

Fund Structure

The Statement of Revenues, Expenditures and Change in Fund Balance is a statement of financial activities of the General Obligation Bond Funded Capital Outlay Projects related to the current reporting period. Fund expenditures frequently include amounts for land, buildings, equipment, retirement of indebtedness, transfers to other funds, etc. Consequently, these statements do not purport to present the result of operations or the net income or loss for the period as would a statement of income for a profit-type organization.

Basis of Accounting

The General Obligation Bond Funded Capital Outlay Projects is maintained on the modified accrual basis of accounting. As such, revenues are recognized when they become susceptible to accrual, which is to say, when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered).

Cash in the county treasury is recorded at cost, which approximates fair value, in accordance with the requirements of GASB Statement No. 31.

Budget

The Statement of Revenues, Expenditures and Change in Fund Balance - Budget and Actual includes a column entitled "Budget". The amounts in this column represent the budget adopted by the Board and all amendments throughout the year.

Fund Balance Classification

In accordance with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the governmental fund financial statements present fund balance classifications that comprise a hierarchy based on the extent to which the District is bound to honor constraints on the specific purposes for which amounts can be spent. Amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors,

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2016**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation are considered restricted. The fund balance of the General Obligation Bond Funded Capital Outlay Projects is therefore classified as restricted.

Capital Assets and Long-Term Debt

The accounting and reporting treatment applied to the capital assets and long-term liabilities associated with the General Obligation Bond Funded Capital Outlay Projects are determined by its measurement focus. The General Obligation Bond Funded Capital Outlay Projects is accounted for on a spending or “financial flow” measurement focus. This means that only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered a measure of “available spendable resources”. Thus, the capital assets and long-term liabilities associated with the General Obligation Bond Funded Capital Outlay Projects are accounted for in the basic financial statements of the District.

Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 2: DEPOSITS – CASH IN COUNTY TREASURY

In accordance with Education Code Section 41001, the District maintains substantially all of its cash in the Riverside County Treasury as part of the common investment pool. These pooled funds are carried at amortized cost which approximates fair value. The fair value is 100.15% of the District’s deposits for the General Obligation Bond Funded Capital Outlay Projects in this pool as of June 30, 2016, as provided by the County Treasurer.

The county is authorized to deposit cash and invest excess funds by California Government Code Sections 53601, 53635, 53534 and 53648. The county is restricted to invest in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer’s investment pool, bankers’ acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The funds maintained by the county are either secured by federal depository insurance or are collateralized. The county investment pool is not required to be rated. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS
 For the Fiscal Year Ended June 30, 2016**

NOTE 2: DEPOSITS – CASH IN COUNTY TREASURY

The county investment pool is not registered as an investment company with the Securities and Exchange Commission (SEC) nor is it an SEC Rule 2a7-like pool. California Government Code statutes and the County Board of Supervisors set forth the various investment policies that the County Treasurer follows. The method used to determine the value of the participant’s equity withdrawn is based on the book value, which is amortized costs, of the participant’s percentage participation on the date of such withdrawals.

The pool sponsor’s annual financial report may be obtained from the County of Riverside Treasurer-Tax Collector Capital Markets, 4080 Lemon Street, 4th Floor, Riverside, CA 92502.

NOTE 3: EXCESS OF EXPENDITURES OVER APPROPRIATIONS

Excess of expenditures over appropriations, by major object accounts, occurred as shown herein. Excess expenditures for other services are a result of net issue costs of \$186,618 related to the issuance of Series E Bonds.

Object account	Amount
Supplies	\$ 1,531
Other Services	108,443

NOTE 4: BONDED DEBT

On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside Colleges.

Refunding

In June 2005, the District issued the General Obligation Refunding Bonds, Series A in the amount of \$58,386,109 to advance refund all or a portion of the outstanding principal amount of the District’s General Obligation Series A Bonds and to pay costs of issuance associated with the Bonds. The Bonds were paid in full as of June 30, 2016.

Series C

In June 2007, the District issued the General Obligation Bonds, Series C in the amount of \$90,000,000. The bonds were issued to finance the repair, acquisition, construction, and equipping of certain district facilities, and to pay all legal, financial, and contingent costs in connection with the issuance of the Bonds. The Series C Bonds were paid in full as of June 30, 2016.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2016**

NOTE 4: BONDED DEBT

Series D and D-1

In October 2011, the District issued General Obligation Bonds, Series D and D-1 in the amount of \$109,999,278. These bonds consisted of \$7,699,278 tax-exempt Series D bonds and \$102,300,000 in federally taxable Build America Bonds Series D-1. The Build America Bonds program was created by the American Recovery and Reinvestment Act to assist state and local governments in financing capital projects at lower borrowing costs and to stimulate the economy and create jobs.

The District elected to treat the Series D-1 bonds as “Build America Bonds” under Section 54AA of the Tax Code, and the Series D-1 Bonds be “qualified bonds” under Section 54AA(g)(2) of the Tax Code which make the District eligible for a cash subsidy payment from the United States Treasury equal to 35% of the interest payable on the Series D-1 Bonds. The District will deposit the cash subsidy payments with the County to be credited to the Debt Service Fund for the Series D-1 Bonds. Cash subsidy payments are expected to be received contemporaneously with each interest payment date.

Refunding

In April 2014, the District issued General Obligation Refunding Bonds, Series A (Tax Exempt) in the amount of \$29,130,000 to advance refund all or a portion of the outstanding principal amount of the District’s General Obligation Series A Bonds, 2005 Refunding Bonds and General Obligation Series C Bonds and to pay costs of issuance associated with the Bonds. General Obligation Refunding Bonds, Series B (Federally Taxable) in the amount of \$43,960,000 were also issued to advance refund a portion of the outstanding principal amount of the District’s 2005 Refunding Bonds and to pay costs of issuance associated with the Bonds.

Series E and Refunding

In July 2015, the District issued General Obligation Bonds, Series E in the amount of \$45,004,145 to finance the repair, acquisition, construction, and equipping of certain district facilities, and to pay all legal, financial, and contingent costs in connection with the issuance of the Bonds. General Obligation Refunding Bonds were also issued in the amount of \$43,920,000 to advance refund the outstanding principal amount of the District’s General Obligation Series C Bonds, and to pay costs of issuance associated with the Bonds.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2016**

NOTE 4: BONDED DEBT

The outstanding general obligation bonded debt of the District at June 30, 2016 is:

General Obligation Bonds	Original Maturity Date	Interest Rate %	Amount of Original Issue	Outstanding July 1, 2015	Issued	Redeemed	Outstanding June 30, 2016
2005 Refunding	8/1/2024	3.00-5.00	\$ 58,386,109	\$ 898,045	\$	\$ 898,045	\$
2007 Series C	8/1/2032	4.00-5.00	90,000,000	44,430,000		44,430,000	
2010 Series D	8/1/2025	2.36-5.53	7,699,278	7,699,278		216,214	7,483,064
2010 Series D-1	8/1/2040	6.97-7.02	102,300,000	102,300,000			102,300,000
2014 Tax Exempt Refunding	8/1/2027	2.00-5.00	29,130,000	28,625,000			28,625,000
2014 Taxable Refunding	8/1/2024	0.40-3.61	43,960,000	43,145,000		615,000	42,530,000
2015 Series E	8/1/2039	3.81-5.05	45,004,145		45,004,145	1,570,000	43,434,145
2015 Refunding	8/1/2032	2.00-5.00	43,920,000		43,920,000	935,000	42,985,000
Total			<u>\$ 420,399,532</u>	<u>\$ 227,097,323</u>	<u>\$ 88,924,145</u>	<u>\$ 48,664,259</u>	<u>\$ 267,357,209</u>

The annual debt service requirements to maturity for general obligation bonds are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>
2017	\$ 5,192,495	\$ 12,456,940
2018	5,799,376	12,635,938
2019	4,894,266	12,818,830
2020	5,295,056	13,067,432
2021	5,813,846	13,082,058
2022-2026	38,738,026	64,652,842
2027-2031	54,255,013	51,824,576
2032-2036	66,116,833	57,520,229
2037-2041	81,252,298	46,502,149
Total	<u>\$ 267,357,209</u>	<u>\$ 284,560,994</u>

Capital appreciation bonds were issued as part of the 2010 Series D and 2015 Series E issuances. Prior to their applicable maturity dates, each capital appreciation bond will accrete interest on the principal component, with all interest accreting through the applicable maturity date and payable only upon maturity or prior payment of the principal component. Accreted interest accrued has been reflected in the long term debt balance on the District's general purpose financial statements.

NOTE 5: COMMITMENTS AND CONTINGENCIES

Litigation

The District is involved in various claims and legal actions related to various construction projects. In the opinion of management, the ultimate disposition of these matters will not have a material adverse effect on the District's General Obligation Bond Funded Capital Outlay Projects financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**NOTES TO THE FINANCIAL STATEMENTS
For the Fiscal Year Ended June 30, 2016**

NOTE 5: COMMITMENTS AND CONTINGENCIES

Purchase Commitments

As of June 30, 2016, the District was committed under various capital expenditure purchase agreements for bond projects totaling approximately \$2,160,900.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

The Board of Trustees
The Measure C Citizens' Bond Oversight Committee
Riverside Community College District
Riverside, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the General Obligation Bond Funded Capital Outlay Projects financial statements of the Riverside Community College District (the District), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's General Obligation Bond Funded Capital Outlay Projects financial statements, and have issued our report thereon dated October 11, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

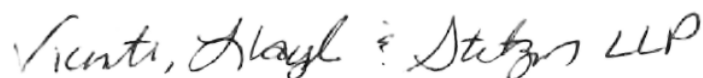
**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



VICENTI, LLOYD & STUTZMAN LLP
Glendora, California
October 11, 2016

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**SCHEDULE OF FINDINGS AND RESPONSES
June 30, 2016**

There were no findings related to the financial audit of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2016. In addition, there were no findings related to the financial audit of the General Obligation Bond Funded Capital Outlay Projects for the year ended June 30, 2015.

**PERFORMANCE AUDIT OF THE GENERAL OBLIGATION BOND FUNDED
CAPITAL OUTLAY PROJECTS**



INDEPENDENT AUDITOR'S REPORT

The Board of Trustees
The Measure C Citizens' Bond Oversight Committee
Riverside Community College District
Riverside, California

We have conducted a performance audit of the Riverside Community College District (the District) Measure C General Obligation Bond funds for the year ended June 30, 2016.

We conducted our performance audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed on page 18 of this report which includes determining the District's compliance with the performance requirements for the Proposition 39 Measure C General Obligation Bond funds under the applicable provisions of Section 1(b)(3)(C) of Article XIII A of the California Constitution. Management is responsible for the District's compliance with those requirements.

Solely to assist us in planning and performing our performance audit, we obtained an understanding of the internal control of the District to determine if internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution and Sections 15264 and 15272 – 15286 of the California Education Code. Accordingly, we do not express any assurance on internal control.

The results of our tests indicated that, in all significant respects, the District expended Measure C General Obligation Bond funds for the fiscal year ended June 30, 2016, only for the specific projects developed by the District's Board of Trustees, and approved by the voters in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIII A of the California Constitution and Sections 15624 and 15272 – 15286 of the California Education Code.

VICENTI, LLOYD & STUTZMAN LLP
Glendora, California
October 11, 2016

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT
June 30, 2016**

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.

On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside campuses.

Pursuant to the requirements of Proposition 39, and related state legislation, the Board of Trustees of the District 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 C 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 General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program have been expended only for the authorized bond projects.

OBJECTIVES

The objectives of our performance audit were to:

- Determine the expenditures charged to the District Measure C General Obligation Bond Funded Capital Outlay Projects.
- Determine whether expenditures charged to the Measure C General Obligation Bond Funded Capital Outlay Projects have been made in accordance with the bond project list approved by the voters through the approval of Measure C in March 2004.
- Note incongruities, system weaknesses, or non-compliance with specific California Education Code sections related to bond oversight and provide recommendations for improvement.
- Provide the District Board of Trustees and the Measure C Citizens' Bond Oversight Committee with a performance audit as required under the provisions of the California Constitution and Proposition 39.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT
June 30, 2016**

SCOPE OF THE AUDIT

The scope of our performance audit covered the fiscal period from July 1, 2015 to June 30, 2016. The sample of expenditures tested included 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, 2016, were not reviewed or included within the scope of our audit or in this report.

PROCEDURES PERFORMED

We obtained the general ledger and the project expenditure reports prepared by the District for the fiscal year ended June 30, 2016, for the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program. We also reviewed documentation, including the District website, for compliance with Education Code Sections 15264 and 15272 – 15286. Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for expenditures to ensure compliance with the requirements of Proposition 39 and Measure C with regards to the approved bond projects list. We performed the following procedures:

- We reviewed the projects listed to be funded with general obligation bond proceeds as set out in the Measure C election documents.
- We selected a sample of expenditures for the year ended June 30, 2016, and reviewed supporting documentation to ensure that such funds were properly expended on the authorized bond projects.
- We verified on a sample basis that funds from the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program were expended on the authorized bond projects. In addition, we verified that funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program were used for salaries of administrators only to the extent they perform administrative oversight work on construction projects as allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT
June 30, 2016**

CONCLUSION

The results of our tests indicated that, in all significant respects, the District has properly accounted for the expenditures of the funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program and that such expenditures were made on authorized bond projects. Further it was noted that the funds held in the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program and expended by the District, were used for salaries of administrators only to the extent they perform administrative oversight work on construction projects as allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT
June 30, 2016**

SCHEDULE OF FINDINGS AND RESPONSES

There were no findings related to the performance audit of the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program for the year ended June 30, 2016. In addition, there were no findings related to the performance audit of the General Obligation Bond Funded Capital Outlay Projects – Measure C Bond Program for the year ended June 30, 2015.

SUPPLEMENTARY INFORMATION

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT
BOND PROJECT SUMMARY
June 30, 2016**

The District has identified the following projects to be funded with proceeds from the general obligation bonds. The District incurred costs of \$315,896,162 through June 30, 2016 for these construction projects. Capital outlay and other financing expenditures were as follows:

	BUDGET	TOTAL PROJECT COSTS THROUGH June 30, 2015	FY 15-16 ACTUAL COSTS	TOTAL PROJECT COSTS THROUGH June 30, 2016
Phase I - Parking Structure - Riverside	\$ 20,940,662	\$ 20,940,662	\$ -	\$ 20,940,662
Wheelock PE Complex/Athletic Field - Riverside	4,516,435	4,516,435	-	4,516,435
Swing Space - Riverside	4,273,734	4,273,733	-	4,273,733
Quad Modernization - Riverside	8,918,800	9,171,807	-	9,171,807
RCCD System Office Purchase	2,629,981	2,629,981	-	2,629,981
MLK Renovation - Riverside	1,010,614	1,010,614	-	1,010,614
Bridge Space - Riverside	1,175,132	1,175,132	-	1,175,132
Industrial Technology Facility Project - Norco	9,620,416	9,715,349	-	9,715,349
Computer/Network/ System Upgrades - District Wide	1,002,043	1,002,052	-	1,002,052
Phone and Voicemail Upgrades - District Wide	349,000	349,000	-	349,000
Scheduled Maintenance - Historic - District Wide	1,403,045	1,403,045	-	1,403,045
Nursing/Sciences Building - Riverside	18,272,600	16,422,225	236,577	16,658,802
Student/Academic Services Facility Project - Moreno Valley	6,497,414	5,842,934	74,857	5,917,791
Wheelock PE Complex Gymnasium Retrofit - Phase I & II - Riverside	13,738,332	13,197,337	7,545	13,204,882
Feasibility / Planning / Management / Staffing	5,824,601	4,407,619	1,623,778	6,031,397
Stokoe Innovative Learning Center - Riverside	7,399,505	7,399,506	-	7,399,506
ECS Secondary Effects - Moreno Valley	286,227	286,227	-	286,227
Room Renovations - Norco	100,019	100,019	-	100,019
Food Services Remodel - Riverside	987,705	987,705	-	987,705
Food Services Remodel - Moreno Valley	2,649,606	2,649,607	-	2,649,607
Infrastructure Projects - District Wide	484,414	484,414	-	484,414
Hot Water Loop System & Boiler Repl. - Moreno Valley	869,848	869,848	-	869,848
Emergency Phone Project - District Wide	379,717	379,717	-	379,717
Utility Retrofit Project - District Wide	6,181,188	6,181,189	-	6,181,189
Modular Redistribution Norco/MoVal/BC/Riv	8,431,362	8,425,862	-	8,425,862
ECS Building Upgrade Project - Moreno Valley/Norco	389,561	389,561	-	389,561
PBX Building - Riverside	428,119	428,119	-	428,119
PBX / NOC / M & O Facility - Norco	11,277,375	11,328,660	8,250	11,336,910
PBX / NOC / M & O Facility - Moreno Valley	3,524,082	1,944,903	747,216	2,692,119
Life Science / Physical Science Reconstruction - Riverside	152,500	152,500	-	152,500
Center for Student Success - Norco	15,633,873	15,633,873	-	15,633,873
Long Range Master Plan - District Wide	1,439,077	1,439,077	-	1,439,077
Logic Domain - Capital Project Management System	162,375	161,738	12,750	174,488
Aquatics Center - Riverside	11,028,683	10,865,983	-	10,865,983
Soccer Field / Artificial Turf - Norco	3,904,973	3,879,314	-	3,879,314
Learning Gateway Building - Moreno Valley	5,058,973	5,058,973	(74,712)	4,984,261
Bradshaw Building Electrical Project - Riverside	366,353	366,353	-	366,353
Quad Basement Remodel Project - Riverside	352,941	352,941	-	352,941
Black Box Theatre Remodel Project - Riverside	10,955	10,955	-	10,955
Technology Building A Remodel Project - Riverside	11,375	11,375	-	11,375
Center for Health, Wellness, and Kinesiology Phase I - Norco	86,500	86,500	-	86,500
Health Science Center - Moreno Valley	164,971	164,971	-	164,971

See independent auditor's report

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS**

**PROPOSITION 39 PERFORMANCE AUDIT
BOND PROJECT SUMMARY
June 30, 2016**

	BUDGET	TOTAL PROJECT	FY 15-16	TOTAL PROJECT
		COSTS THROUGH June 30, 2015	ACTUAL COSTS	COSTS THROUGH June 30, 2016
ADA Transition Plan - District Wide	6,360,000	6,050,003	(3,841)	6,046,162
March Dental Education Center - Moreno Valley	9,873,530	9,873,529	-	9,873,529
Secondary Effects Project - Norco	16,026,584	16,028,280	-	16,028,280
Utility Infrastructure Project - District Wide	6,232,049	6,232,049	-	6,232,049
Safety and Site Improvement Project - Norco	967,442	967,442	-	967,442
Safety and Site Improvement Project - Moreno Valley	719,827	719,827	-	719,827
Administrative Move to Humanities Bldg - Moreno Valley	25,990	25,990	-	25,990
Science Laboratories Remodel Project - Moreno Valley	302,803	302,804	-	302,804
Ben Clark Public Safety Training Center - Center Status - Moreno Valley	84,500	53,125	9,488	62,613
Interim Parking Lease - Riverside	177,023	177,023	-	177,023
Center for Human Performance - Moreno Valley	112,009	112,009	-	112,009
Cosmetology Building - Riverside	142,500	142,500	-	142,500
Alumni Carriage House Restoration Project	122,269	122,270	-	122,270
IT Upgrade (including audit) - District Wide	5,840,000	4,468,087	659,658	5,127,745
Culinary Arts / District Office Building - District	33,411,018	18,036,865	13,050,960	31,087,825
Parking Structure Fall Deterrent - Riverside	7,576	7,576	-	7,576
Nursing Portables - Moreno Valley	705,338	705,338	-	705,338
Central Plant Boiler Replacement - Norco	161,848	161,847	-	161,847
DSA Project Closures - District Wide	7,434	7,290	-	7,290
Scheduled Maintenance - New - District Wide	2,860,000	2,532,906	20,950	2,553,856
Electronic Contract Document Storage - District Wide	50,000	-	-	-
2014 - 2015 IPP/FPP District	350,000	-	-	-
Program Contingency	3,489,248	-	-	-
Program Reserve	4,310,463	-	-	-
District Design Standards	355,000	345,031	-	345,031
Library Learning Center - Moreno Valley	127,000	127,000	-	127,000
Student Services Building - Riverside	25,925,000	7,178,165	12,816,588	19,994,753
Lovekin Parking/Tennis Project - Riverside	4,351,723	4,351,724	-	4,351,724
Food Services "grab-n-go" Facility Project - Riverside	81,373	81,372	-	81,372
Master Plan Updates - District Wide	729,800	712,908	(3,999)	708,909
Swing Space - Market Street Properties	866,500	608,353	121,434	729,787
Groundwater Monitoring Wells - Norco	517,660	196,550	15,633	212,183
Emergency Phone Project - Moreno Valley	341,582	341,582	-	341,582
Self-Generation Incentive Program - Norco	3,110,000	3,143,840	(59,038)	3,084,802
Physicians Assistant Laboratory Remodel - Moreno Valley	49,192	49,191	-	49,191
Visual & Performing Arts Center - Norco	114,000	114,000	-	114,000
Audio Visual Upgrade and Lighting Project - Moreno Valley	151,550	129,615	4,842	134,457
Mechanical Upgrade Project - Moreno Valley	660,245	660,245	-	660,245
Coil School for the Arts - Riverside	24,280,000	18,746,914	6,989,161	25,736,075
Coil School for the Arts - Parking Structure	1,456,076	-	-	-
Total Capital Outlay	337,391,238	279,611,065	36,258,097	315,869,162
Series A Refunding Escrow	57,686,474	57,686,474	-	57,686,474
COPS Payoffs	11,582,875	11,582,873	-	11,582,873
Costs of issuance	2,839,859	2,839,858	186,617	3,026,475
Debt service	2,835,612	2,835,612	-	2,835,612
Election costs	98,236	98,236	-	98,236
Total Other Financing Uses	75,043,056	75,043,053	186,617	75,229,670
TOTALS	\$ 412,434,294	\$ 354,654,118	\$ 36,444,714	\$ 391,098,832

See independent auditor's report

Agenda Item (IV-D-2)

Meeting 11/1/2016 - Committee

Agenda Item Committee - Resources (IV-D-2)

Subject Riverside Community College District Workforce Analysis

College/District District

Information Only

Background Narrative:

Staff will present a report on the District's Workforce Analysis for the Board of Trustee's review and information.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

[20161101_Workforce Analysis_Backup](#)

MEMORANDUM

DATE: November 1, 2016

TO: RCCD Board of Trustees
Chancellor Michael Burke, Ph.D.

FROM: Terri L. Hampton, D.P.A.
Vice Chancellor, Human Resources & Employee Relations

SUBJECT: 2013-15 Workforce Demographic Executive Summary

The intent of this communiqué is to provide a summary of the 2013-15 RCCD Workforce Demographic analysis recently conducted within the Office of Human Resources & Employee Relations.

Report Purpose

Our students are best prepared to live and work in a global society when they are given an opportunity to learn in a diverse environment. To that end, RCCD has set upon a path towards ensuring the makeup of our workforce is a reflection of that globally diverse society in which our students will ultimately work and live. This report presents the results of efforts to ensure a diverse workforce population during the period of 2013-15. The statutory authority for this analysis resides within Title 5, section 53001 et seq.

Report Methodology

The data used in the preparation of this report was taken from a variety of sources. While the information related to total employee headcount, age, gender, ethnicity, and job category was taken from multiple reports housed within the California State Chancellor's Office Datamart, the information related to employee type was taken from the District's own enterprise data management system, Datatel/Colleague. The information related to applicants was taken from the District's own enterprise application tracking system, PeopleAdmin¹. In addition to the above, data was also taken from the California Department of Employment Development, the federal Bureau of Labor Statistics, the U.S. Census Bureau, and the U.S. Department of Education.

¹ Given the applicant information was taken from PeopleAdmin in or around mid-August, only those recruitments that were completed and closed out in the system at the time the report information was generated were included, those recruitments that closed after that date were not included. Consequently, the total number of applicants may be slightly higher than that which is presented in this report.

MEMORANDUM

RCCD Current Workforce Demographics

The demographic make-up of the District's workforce was analyzed on the basis of the following:

- Overall headcount and individual headcount by location: RCC, MVC, NC, and District Administrative Offices
- Overall gender distribution and individual gender distribution by location: RCC, MVC, NC, and District Administrative Offices
- Overall age distribution and individual age distribution by location: RCC, MVC, NC, and District Administrative Offices
- Overall number of employees by job category and the number of employees by location and job category: RCC, MVC, NC, and District Administrative Offices

It should be noted that the job categories utilized for the purpose of this analysis are the same that must be reported to the Chancellor pursuant to Title 5, section 53004(a) and are: (1) Executive/Administrative/Managerial, (2) Faculty and other Instructional Staff, (3) Professional Non-Faculty, (4) Secretarial/Clerical, (5) Technical and Paraprofessional, (6) Skilled Crafts, and (7) Service and Maintenance.

What the Data Revealed

In terms of headcount, the overall number of employees increased by 5.6% from 1,951 in 2013 to 2,061 in 2015. Specifically:

Headcount

- District office personnel decreased 11.6%
- RCC faculty and staff increased 4.32%
- MVC faculty and staff increased 10.45%
- NC faculty and staff increased 10.35%

Gender

- Consistently, the District's employed more women than men
- There was a 5.7% increase in the number of females employed by the District
- The number of males in the District workforce increased by 7.9%
- While the District, in general, employed more women, men dominated the faculty, skilled and service ranks
- Women dominated the clerical professions
- The distribution between male and female executives was relatively equal and remained constant

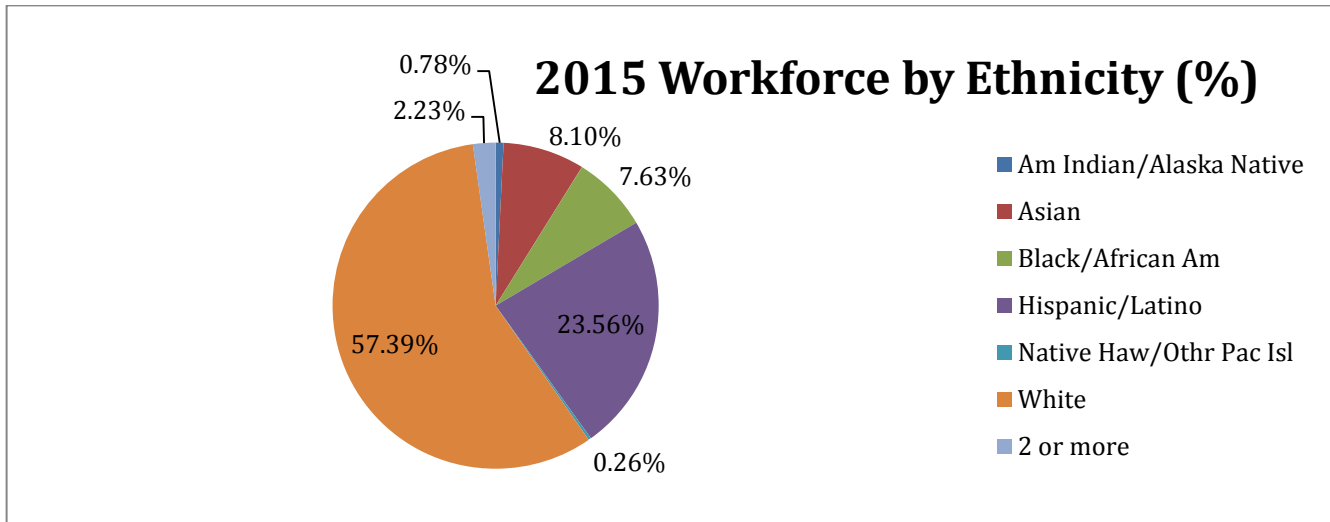
MEMORANDUM

- In 2015, more than 70% of the men working in the District held faculty positions
- In 2015, more than 63% of the women employed in the District held faculty positions

Age

- In 2015, more than 31% of the District’s workforce was age 55 or older
- In 2015, 43% of the District’s workforce was at least 50 years old
- In 2015, 70% of the District’s workforce was age 40 or older
- With 43% of the workforce theoretically eligible to retire on the basis of age, it would be prudent to begin developing a workforce succession plan that enables the capture of institutional knowledge and the creation of training and development opportunities for employees

Ethnicity²



	American Indian/Alaska Native	Asian	Black/African American	Hispanic/Latino	Native Hawaiian/Pacific Islander	White	2 or more
2013	0.86%	7.18%	8.20%	22.88%	0.32%	58.41%	2.09%
2014	0.86%	7.61%	8.31%	23.26%	0.27%	57.77%	1.93%
2015	0.78%	8.10%	7.63%	23.56%	0.26%	57.39%	2.23%

² A detailed analysis, by college is contained in the accompanying Complete Report and the PowerPoint presentation.

MEMORANDUM

- American Indian/Alaskan Natives and Native Hawaiian/Pacific Islander groups each accounted for less than one percent of the District’s overall workforce and continue to decline
- Hispanic employees accounted for approximately 23% of the workforce
- The number of Asian employees increased by approximately .5%
- The number of Black/African American employees declined by slightly less than .6%

RCCD Overall Underrepresentation by Ethnicity

	2013	2014	2015
American Indian/ Alaska Native	0.86%	0.86%	0.78%
Asian	7.18%	7.61%	8.10%
Black/ African American	8.20%	8.31%	7.63%
Native Hawaiian/ Pacific Islander	0.32%	0.27%	0.26%
Two or More	2.23%	1.93%	2.23%

- Underrepresentation in the above groups exist within all job categories, at all locations

Recommendations

- Design a deliberate strategy that will increase the diversity of candidates sent forward for interview
- Use a multifaceted approach to implement best practices, which include:
 - Leading by example
 - Ensuring EEO Advisory Committees are operating at all colleges and the District office
 - Updating the EEO Plan
 - Expanding training for selection committee members
 - Partnering with neighborhood organizations
- Use relevant labor market data to set reasonable goals and objectives
- Work the plan until it works!

Riverside Community College District Workforce Analysis

2013 – 15

Terri L. Hampton, D.P.A.

Vice Chancellor, Human Resources and Employee Relations

Purpose of Analysis

- To ensure students are prepared to live and work in a globally diverse society because they have been given the opportunity to learn in an environment that is a reflection of diversity.
- Comply with Title 5, Section 53001 requirement to conduct longitudinal studies of the workforce and applicant pool.

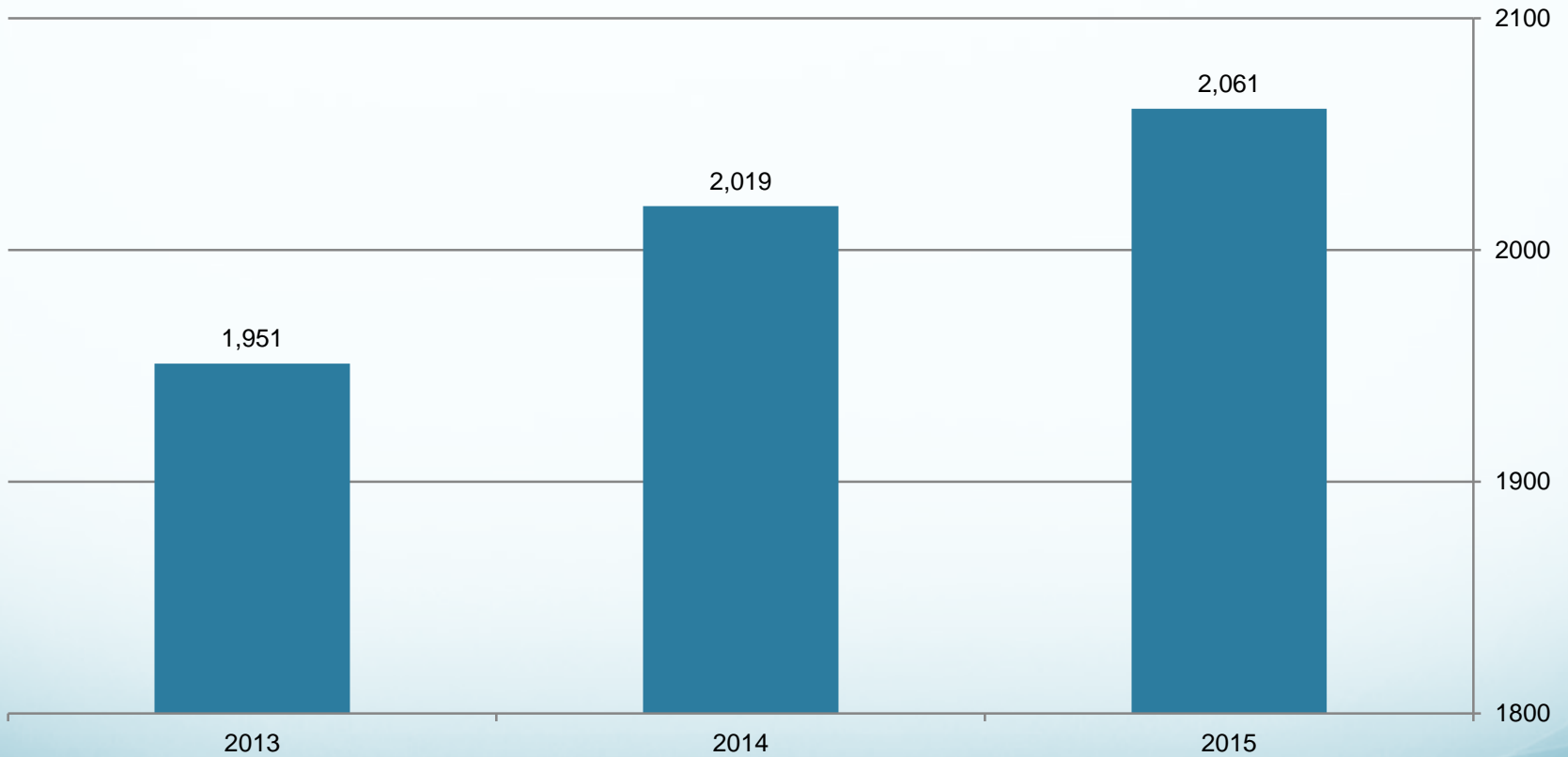
Source Materials Used

The data used in the preparation of this report was taken from a variety of sources, including:

- California State Chancellor's Office Datamart,
- RCCD enterprise data management system, Datatel/Colleague and applicant tracking system, PeopleAdmin
- California Department of Employment Development
- Federal agencies
 - Bureau of Labor Statistics
 - U.S. Census Bureau, and the
 - U.S. Department of Education

2013-15 RCCD Overall Headcount

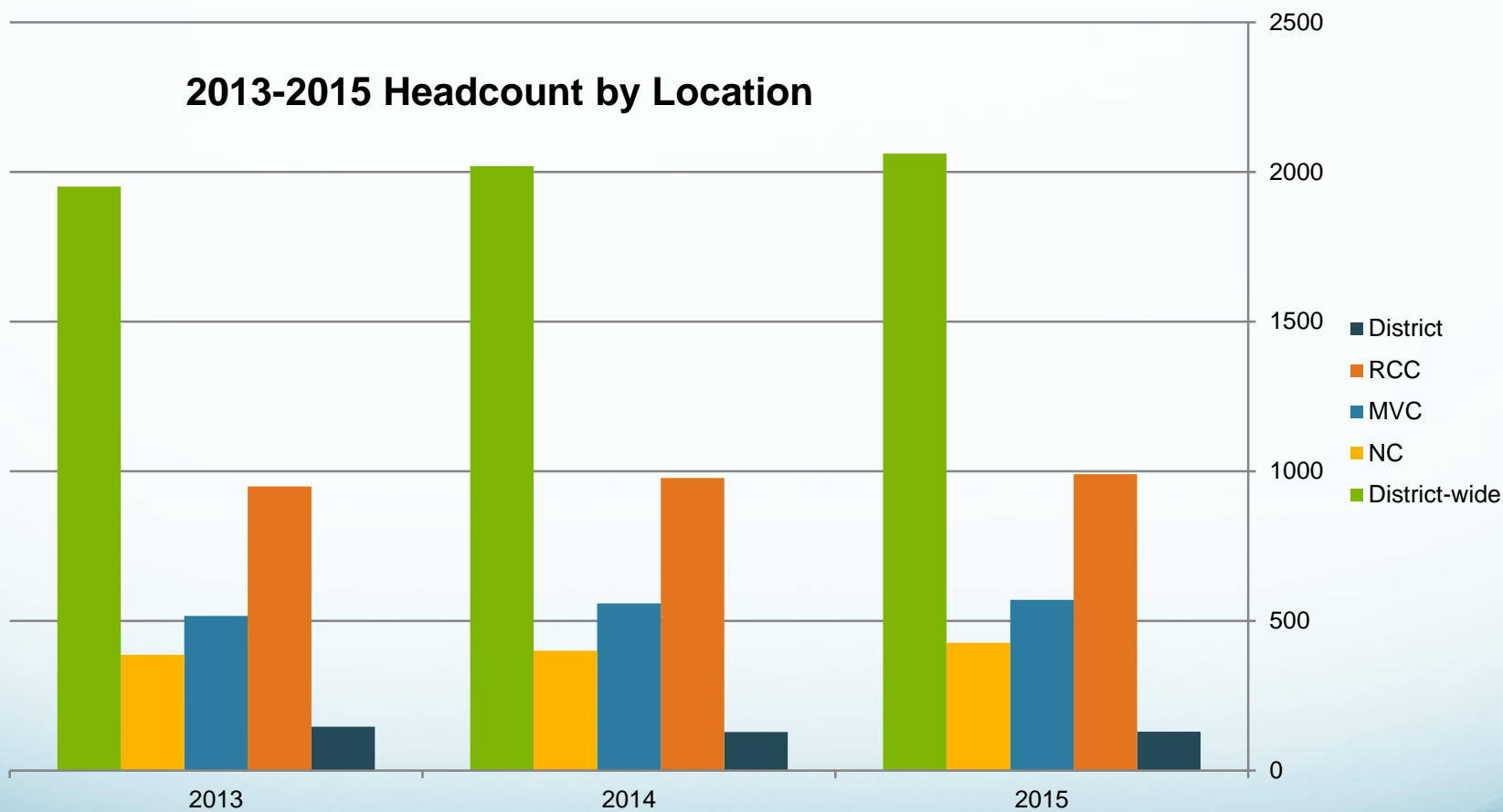
2013-15 Overall Headcount



2013-15 Overall Headcount by Location

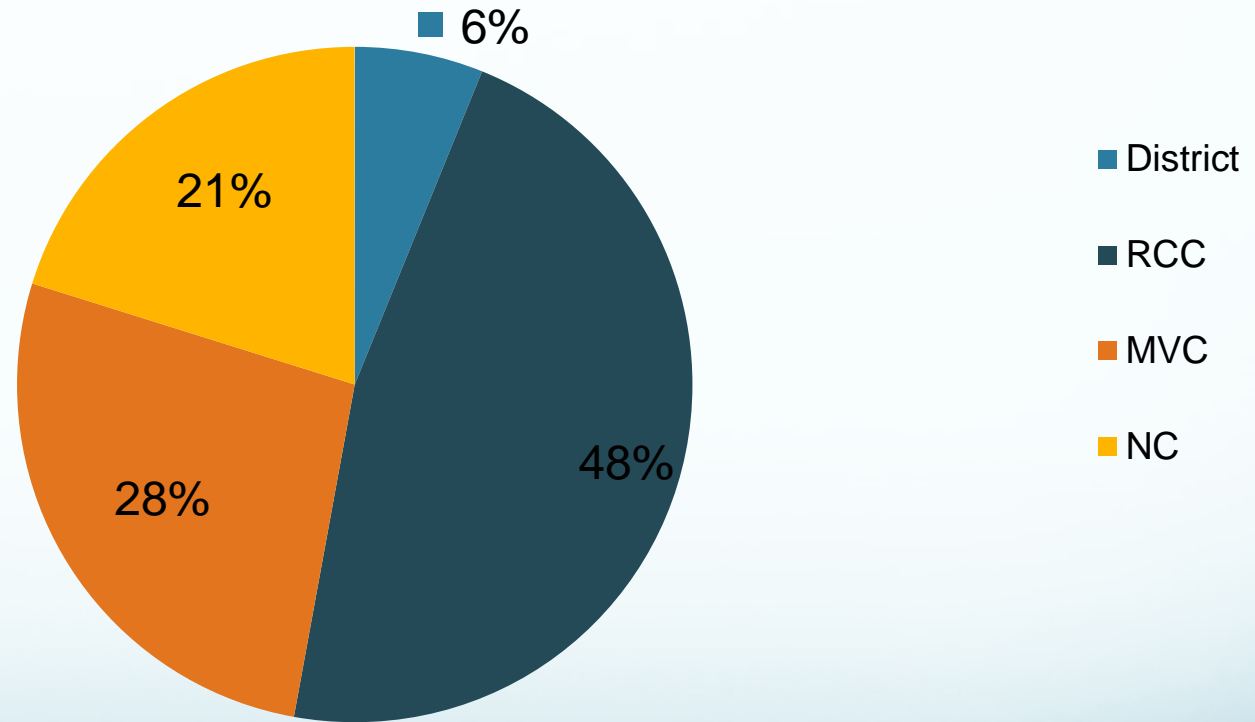
	2013	2014	2015
District	147	129	130
MVC	517	559	571
NC	387	401	427
RCC	949	978	990
Total	1951	2019	2061

2013-15 Overall Headcount by Location



2015 Location Headcount Percentages

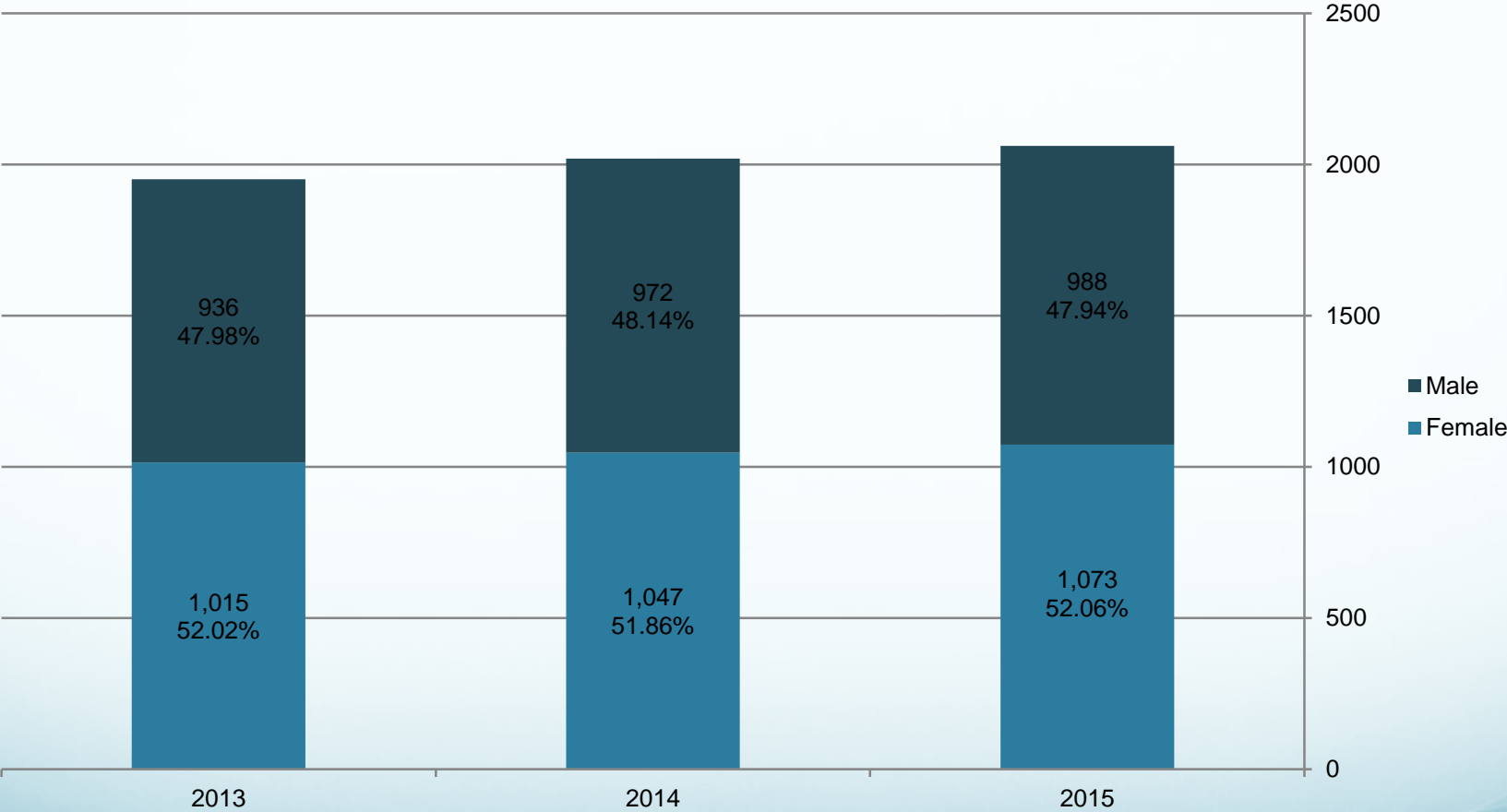
2015 Headcount by location (%)



2013-15 RCCD Workforce by Age

	18-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70+
2013	306	229	242	234	264	251	182	104	54
2014	310	225	255	229	264	265	179	117	56
2015	329	235	255	261	272	263	198	107	56

2013-15 RCCD Gender Distribution by Percentage



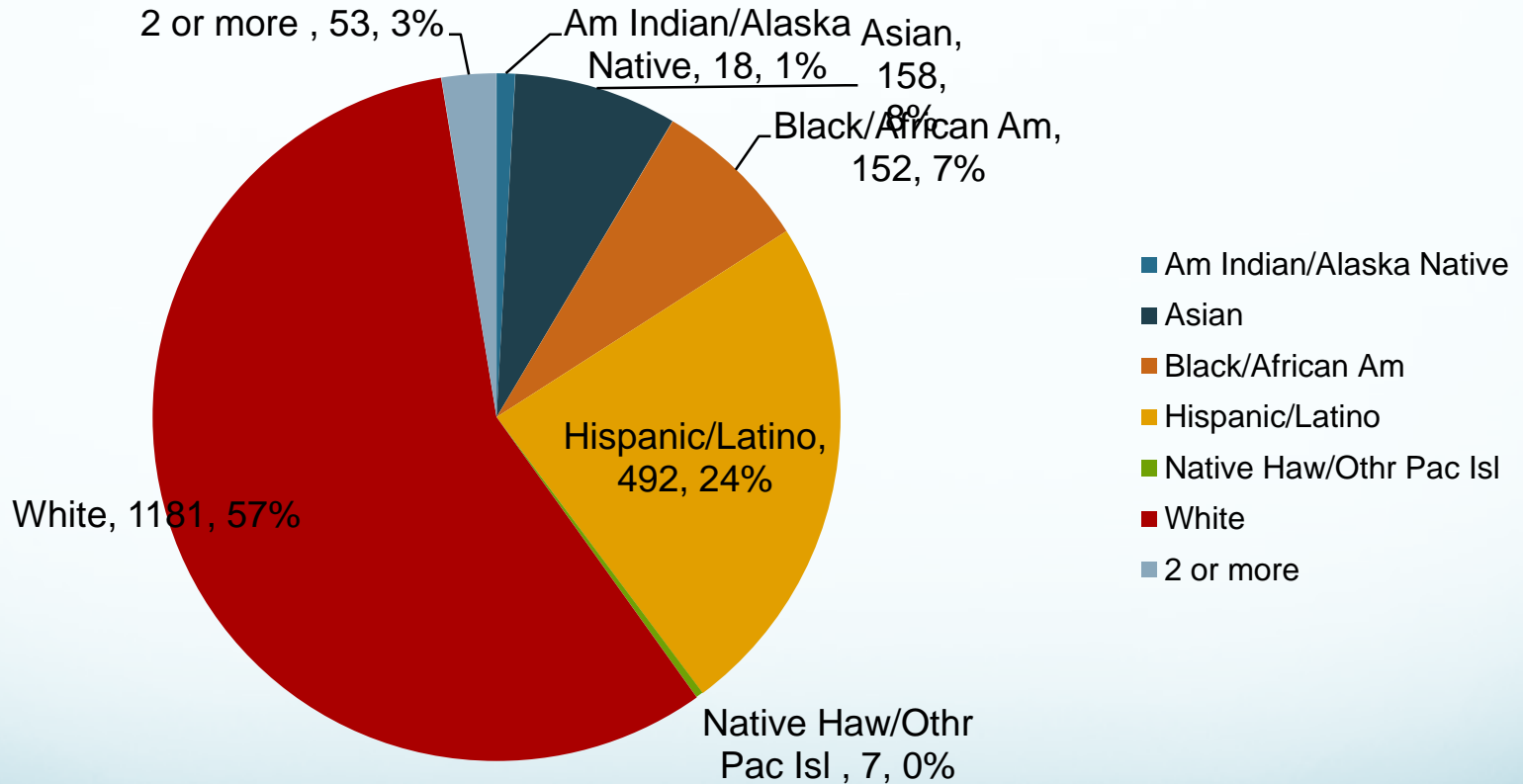
Job Categories

- Faculty
 - Tenured/Tenured Track
 - Part-time
- Executive/Administrator
- Classified
 - Professional
 - Clerical
 - Technical & Paraprofessional
 - Skilled & Service

2013-15 RCCD Workforce Gender Distribution & Job Category

	Professional	Clerical	Technical	Skilled	Service	Executive	Faculty	Total
2013 Female	17	237	45	5	26	62	623	1015
2013 Male	9	47	73	21	78	65	643	936
2014 Female	25	212	63	5	20	61	661	1047
2014 Male	10	42	74	24	79	64	679	972
2015 Female	26	213	67	4	21	64	678	1073
2015 Male	8	41	74	23	80	65	697	988

2015 RCCD Overall Workforce Distribution by Ethnicity

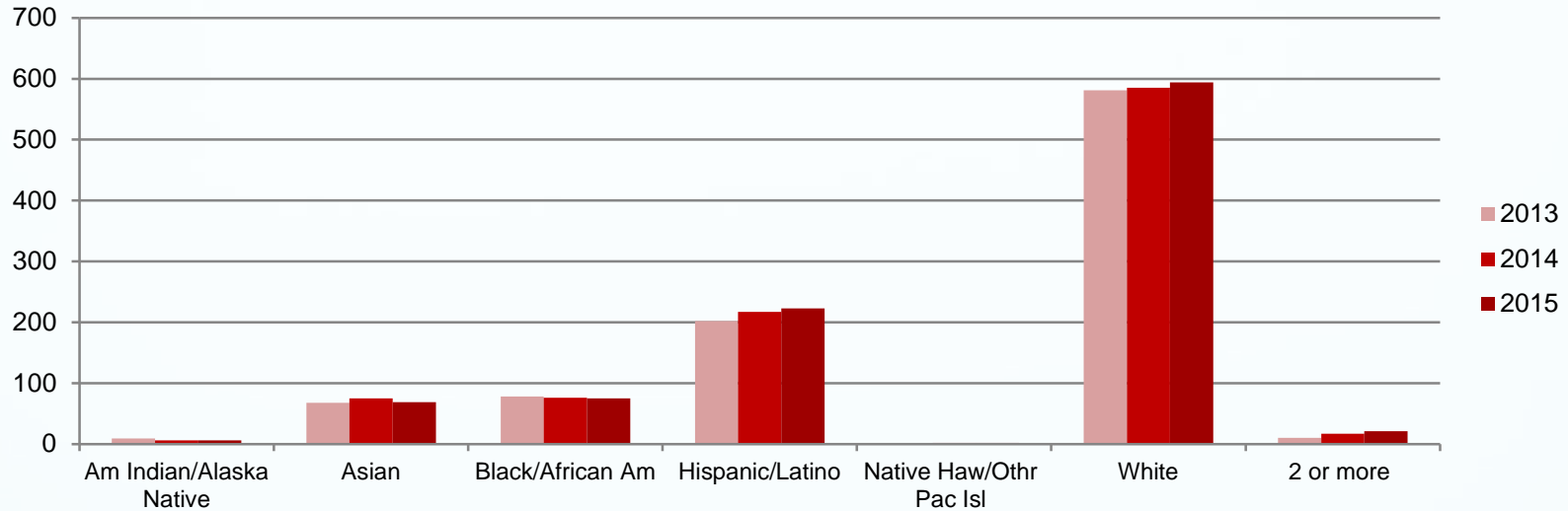


2013-15 RCCD Workforce Distribution by Ethnicity

	American Indian/Alaska Native	Asian	Black/African American	Hispanic/Latino	Native Hawaiian/Pacific Islander	White	2 or more
2013	0.86%	7.18%	8.20%	22.88%	0.32%	58.41%	2.09%
2014	0.86%	7.61%	8.31%	23.26%	0.27%	57.77%	1.93%
2015	0.78%	8.10%	7.63%	23.56%	0.26%	57.39%	2.23%

Riverside City College

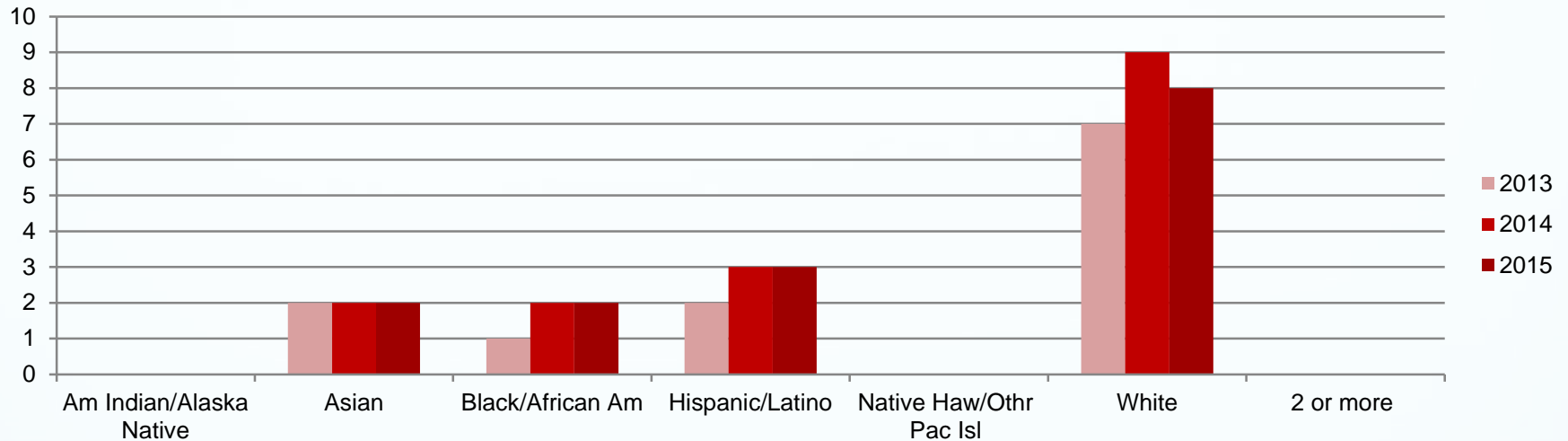
2013-15 RCC Workforce by Ethnicity



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1%	7%	8%	23%	0%	60%	2%
2014	1%	8%	8%	22%	0%	60%	2%
2013	1%	7%	8%	21%	0%	61%	1%

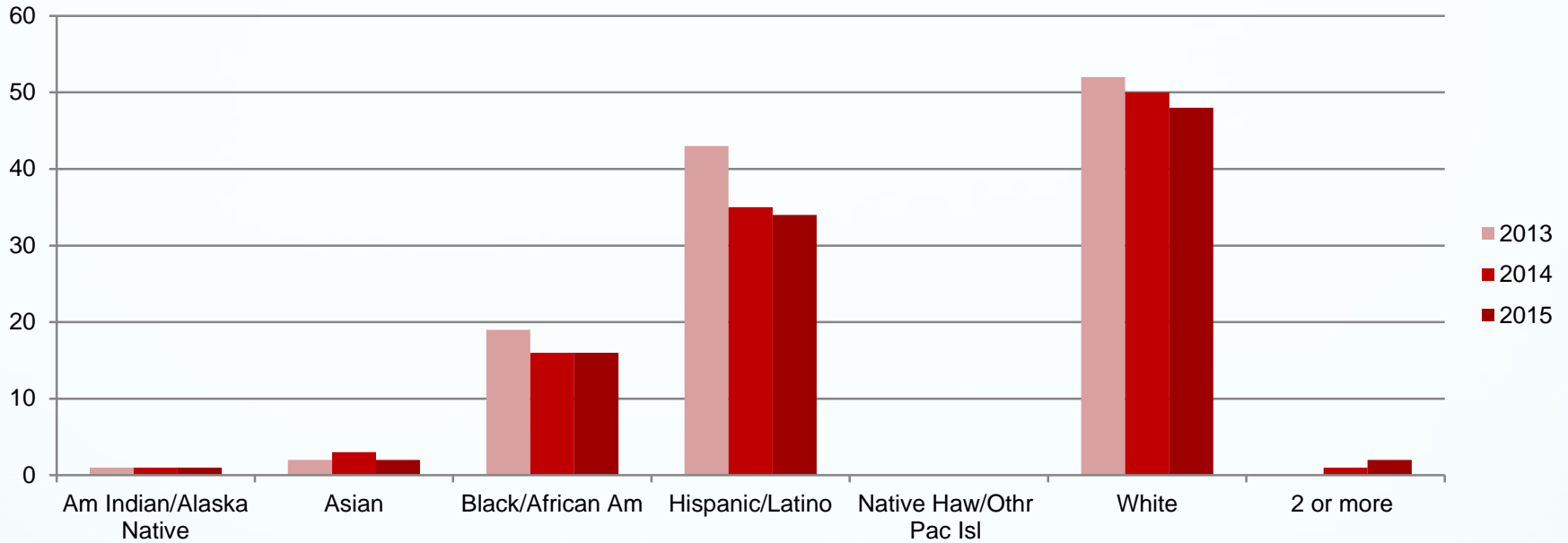
2013-15 RCC Professional Workforce

2013-2015 RCC Professional Workforce by Ethnicity



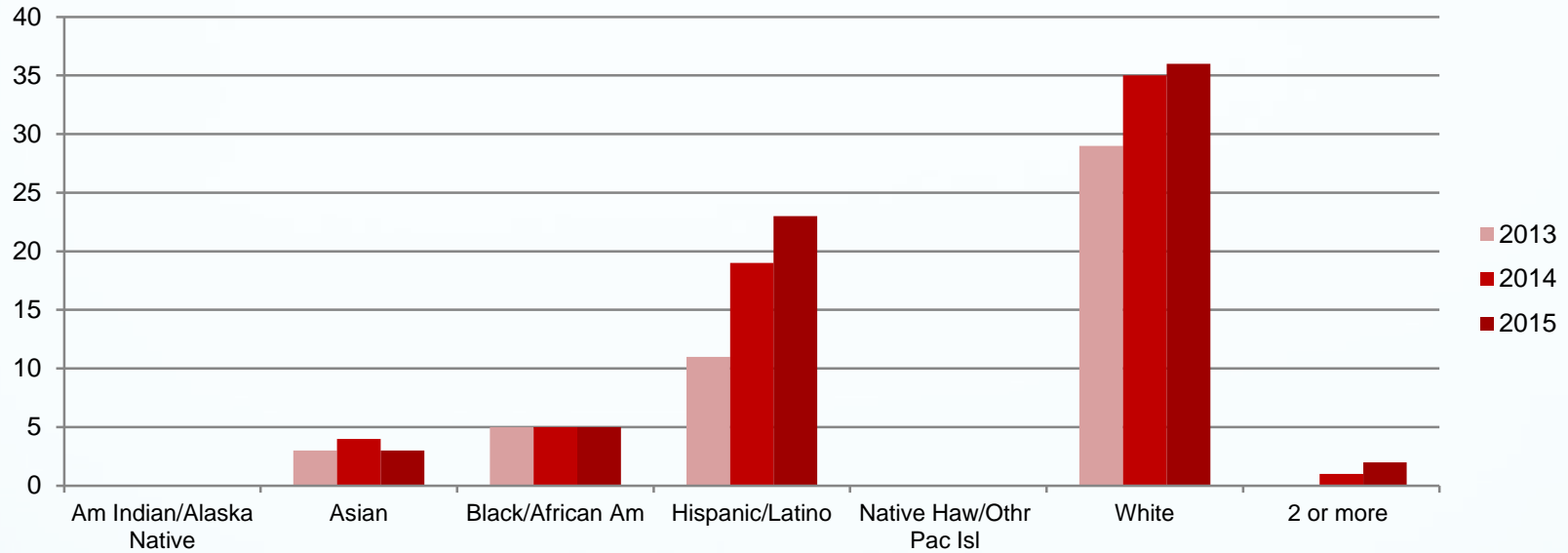
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	2	2	3	0	8	0
2014	0	2	2	3	0	9	0
2013	0	2	1	2	0	7	0

2013-15 RCC Clerical Workforce



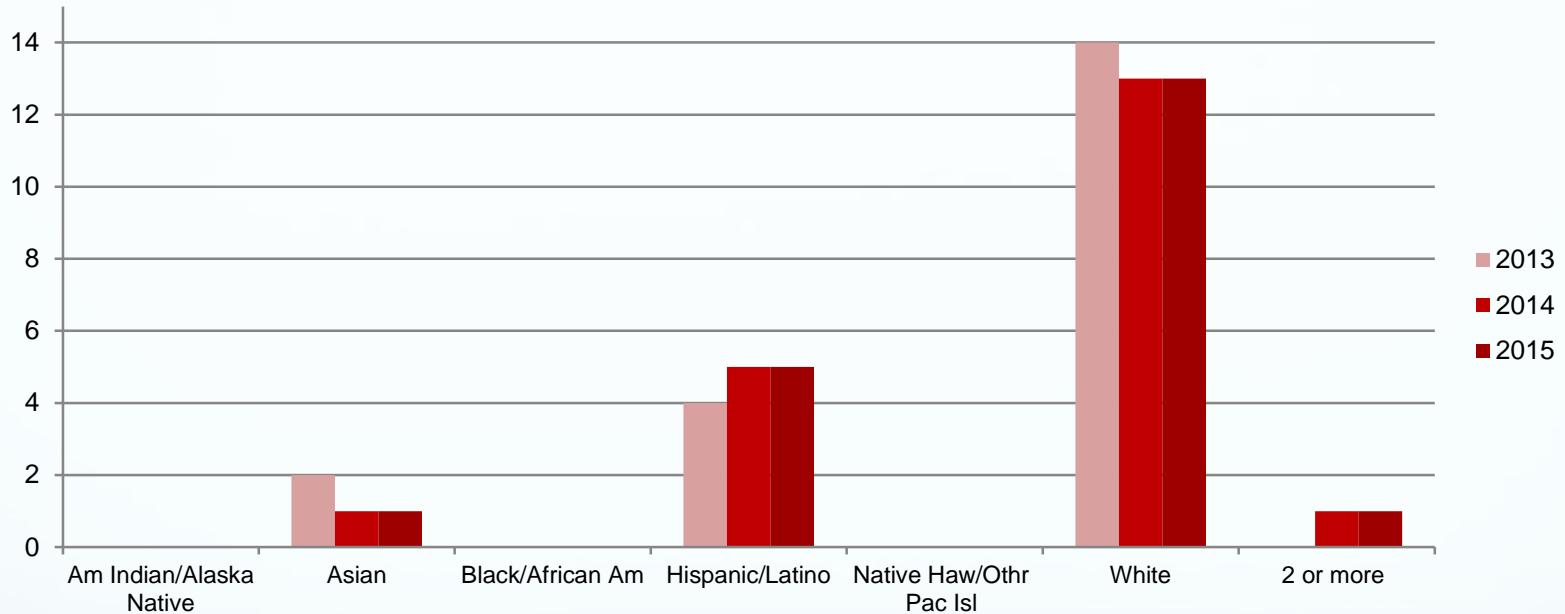
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1	2	16	34	0	48	2
2014	1	3	16	35	0	50	1
2013	1	2	19	43	0	52	0

2013-15 RCC Technical Workforce



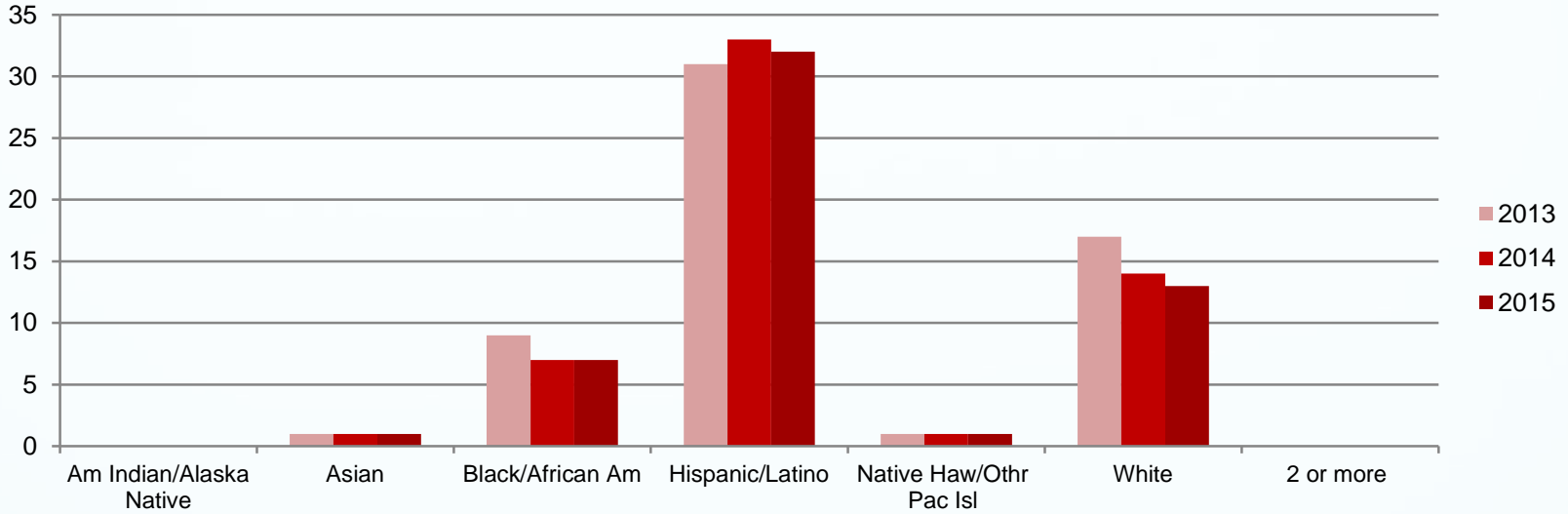
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	3	5	23	0	36	2
2014	0	4	5	19	0	35	1
2013	0	3	5	11	0	29	0

2013-15 RCC Skilled Craft Workforce



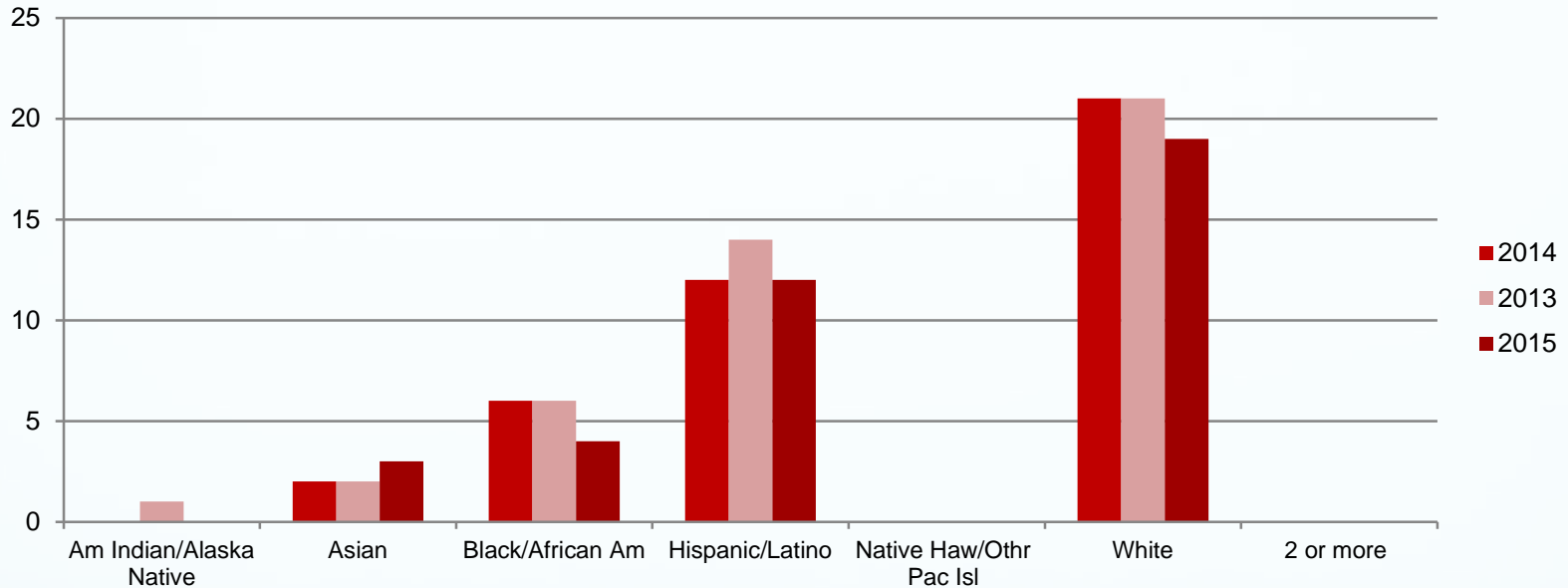
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	1	0	5	0	13	1
2014	0	1	0	5	0	13	1
2013	0	2	0	4	0	14	0

2013-15 RCC Service & Maintenance



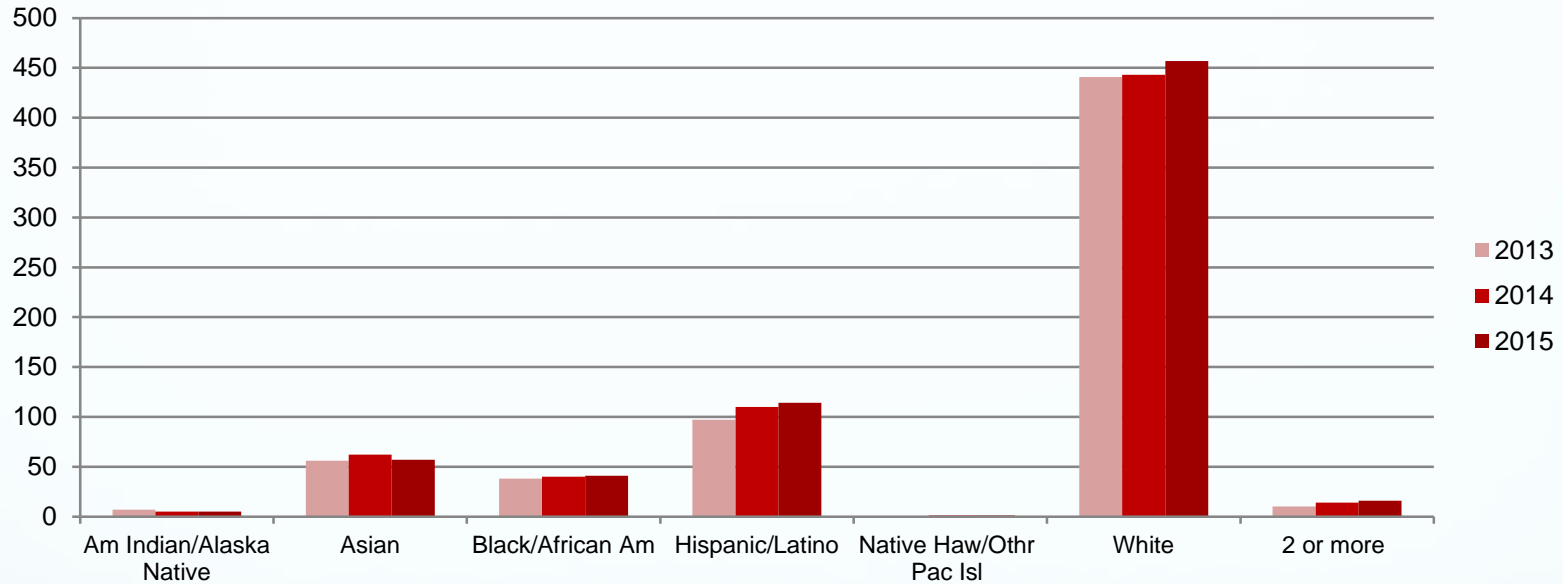
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	1	7	32	1	13	0
2014	0	1	7	33	1	14	0
2013	0	1	9	31	1	17	0

2013-15 RCC Executive Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	3	4	12	0	19	0
2014	0	2	6	12	0	21	0
2013	1	2	6	14	0	21	0

2013-15 RCC Faculty Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	5	57	41	114	1	457	16
2014	5	62	40	110	1	443	14
2013	7	56	38	97	0	441	10

2015 RCC Underrepresented Groups

	Professional	Clerical	Technical	Skilled	Service	Executive	Faculty
AI/AN	0%	1%	0%	0%	0%	0%	1%
Asian	13%	2%	4%	5%	2%	8%	8%
B/AA	13%	16%	7%	0%	13%	11%	6%
H/L	20%	33%	33%	25%	59%	32%	16%
NH/PI	0%	0%	0%	0%	2%	0%	0%
White	53%	47%	52%	65%	24%	50%	66%
2+	0%	2%	3%	5%	0%	0%	2%

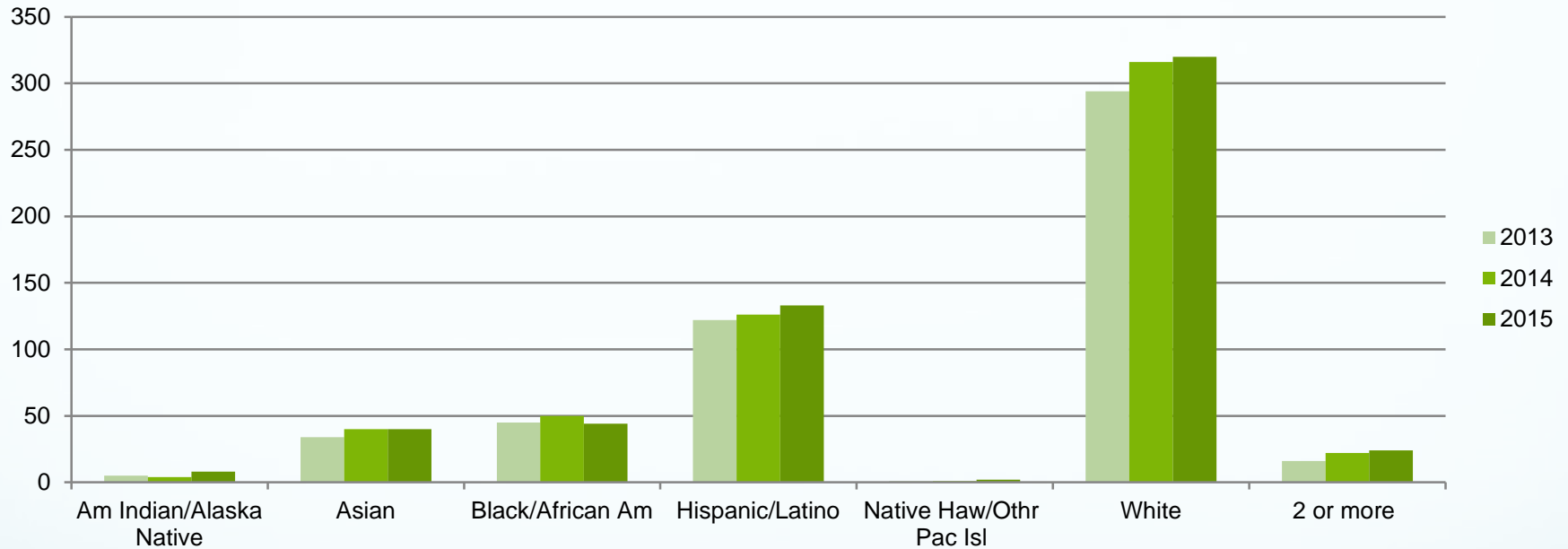
RCC Applicant Information

	# Apps	TOTAL GENDER			Hispanic/Latino			Asian			Black/African American			American Indian/Alaskan Native			Native Hawaiian/Pacific Islander			White			Two or More			Undisclosed			
		F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	
		Total Applications	4354																										
PT Classified	568	453	103	12	183	49	1	24	13	0	78	10	0	1	1	0	1	0	0	128	25	0	26	1	0	12	4	11	
FT Classified	2027	1415	573	39	585	288	6	65	34	0	266	94	0	6	0	0	8	2	0	368	115	1	79	23	0	38	17	32	
Classified Managers	92	53	33	6	12	11	0	4	1	0	10	4	1	2	0	0	0	0	0	16	16	0	5	1	0	4	0	5	
Academic Managers	451	197	240	14	38	43	0	19	19	0	54	55	0	1	1	0	2	0	0	64	100	0	6	14	0	13	8	14	
FT Faculty	1216	577	592	47	92	100	0	71	81	0	72	54	3	2	2	0	0	1	0	271	293	1	41	24	0	28	37	43	
Qualified Applicant Pool	3488																												
PT Classified	394	310	73	11	119	37	1	19	9	0	52	7	0	1	1	0	1	0	0	89	16	0	19	1	0	10	2	10	
FT Classified	1434	993	411	30	419	206	6	36	24	0	201	72	0	4	0	0	5	1	0	249	82	1	52	12	0	27	14	23	
Classified Managers	84	47	31	6	11	10	0	4	1	0	10	4	1	1	0	0	0	0	0	13	15	0	5	1	0	3	0	5	
Academic Managers	407	174	220	13	33	41	0	17	18	1	47	50	0	1	1	0	1	0	0	56	90	0	6	12	0	13	8	12	
FT Faculty	1169	541	581	47	83	88	0	70	88	0	62	52	3	1	2	0	0	1	0	261	290	1	37	27	1	27	33	42	
Interviewed	559																												
PT Classified	79	52	27	0	21	14	0	1	1	0	11	3	0	0	0	0	0	0	0	16	8	0	2	0	0	1	1	2	
FT Classified	230	157	72	1	59	38	1	3	3	0	39	12	1	0	0	0	0	0	0	45	17	1	4	0	0	7	2	1	
Classified Managers	5	4	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	0	0	
Academic Managers	23	11	11	1	2	1	0	1	2	0	1	4	0	0	1	0	0	0	0	4	3	0	1	0	0	2	0	1	
FT Faculty	222	106	111	5	19	27	0	10	11	1	6	7	0	0	1	0	0	0	0	54	58	0	8	2	0	9	5	5	
Hired	116																												
PT Classified	9	7	2	0	4	2	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
FT Classified	42	29	13	0	15	6	0	0	0	0	3	4	0	0	0	0	0	0	0	8	3	0	2	0	0	1	0	0	
Classified Managers	4	2	2	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	
Academic Managers	12	8	4	0	2	1	0	0	1	0	3	0	0	0	0	0	0	0	0	3	2	0	0	0	0	0	0	0	
FT Faculty	49	24	24	1	6	5	0	1	3	0	1	0	0	0	0	0	0	0	0	12	15	0	4	1	0	0	0	1	

DATA ABOVE IS BASED UPON 97 TOTAL JOB POSTINGS IN ALL JOB CATEGORIES

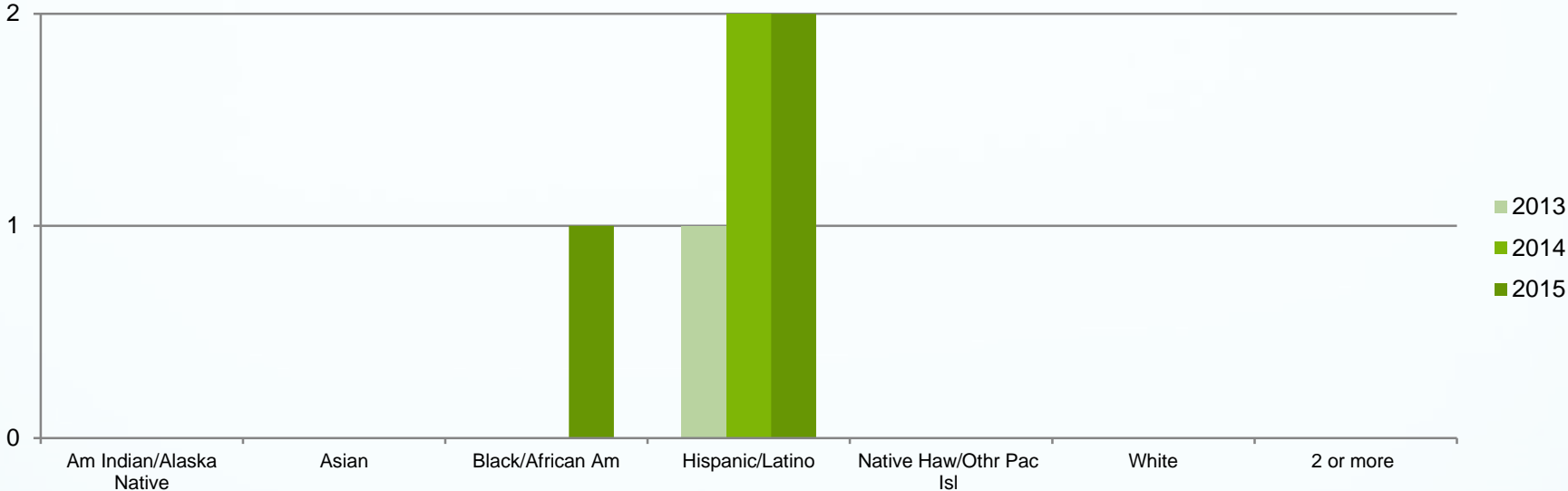
Moreno Valley College

2013-15 MVC Workforce by Ethnicity



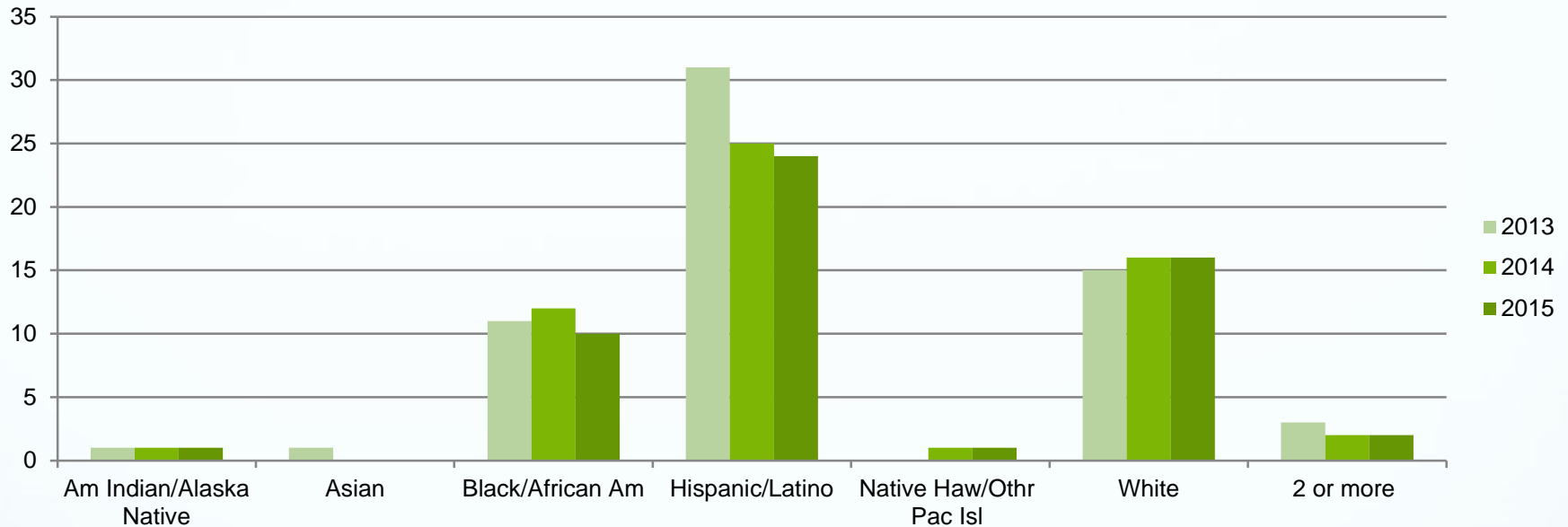
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1%	7%	8%	23%	0%	56%	4%
2014	1%	7%	9%	23%	0%	57%	4%
2013	1%	7%	9%	24%	0%	57%	3%

2013-15 MVC Professional Workforce



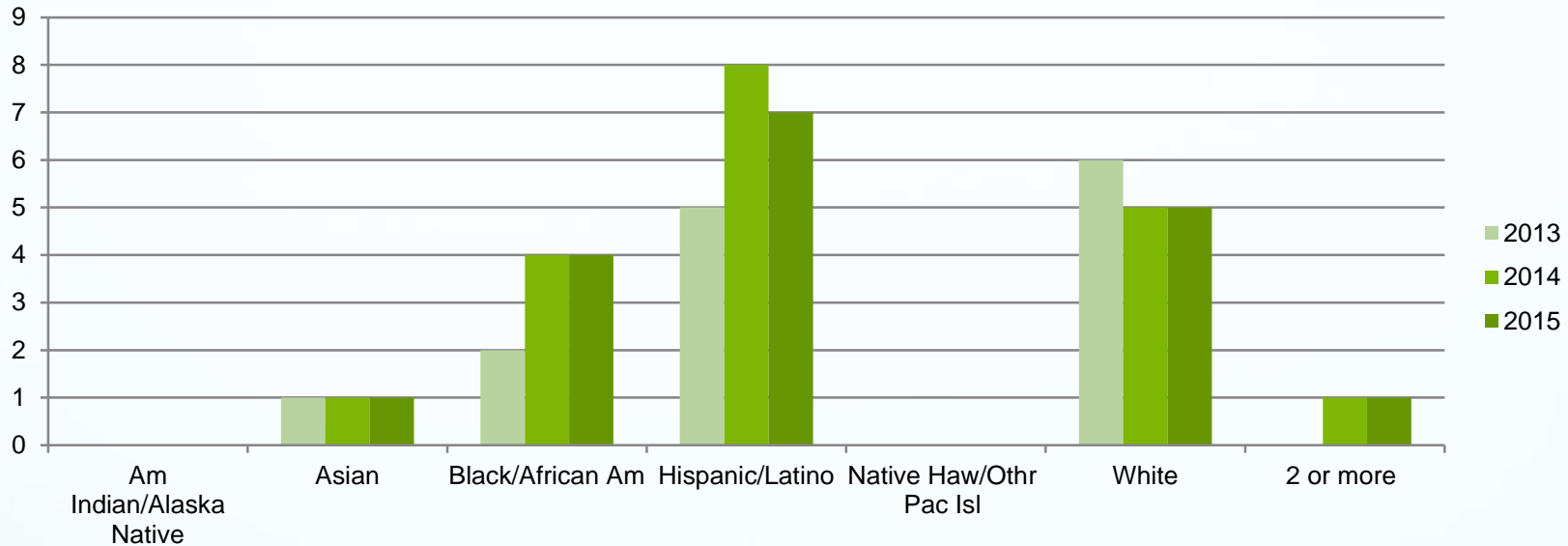
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	1	2	0	0	0
2014	0	0	0	2	0	0	0
2013	0	0	0	1	0	0	0

2013-15 MVC Clerical Workforce



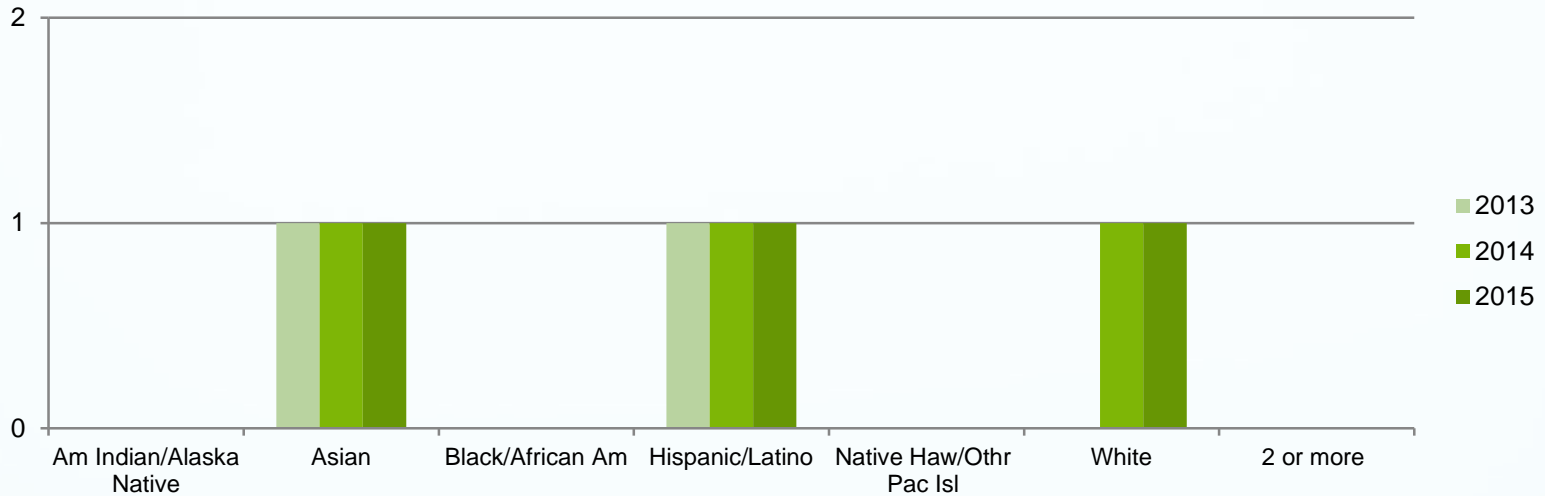
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1	0	10	24	1	16	2
2014	1	0	12	25	1	16	2
2013	1	1	11	31	0	15	3

2013-15 MVC Technical Workforce



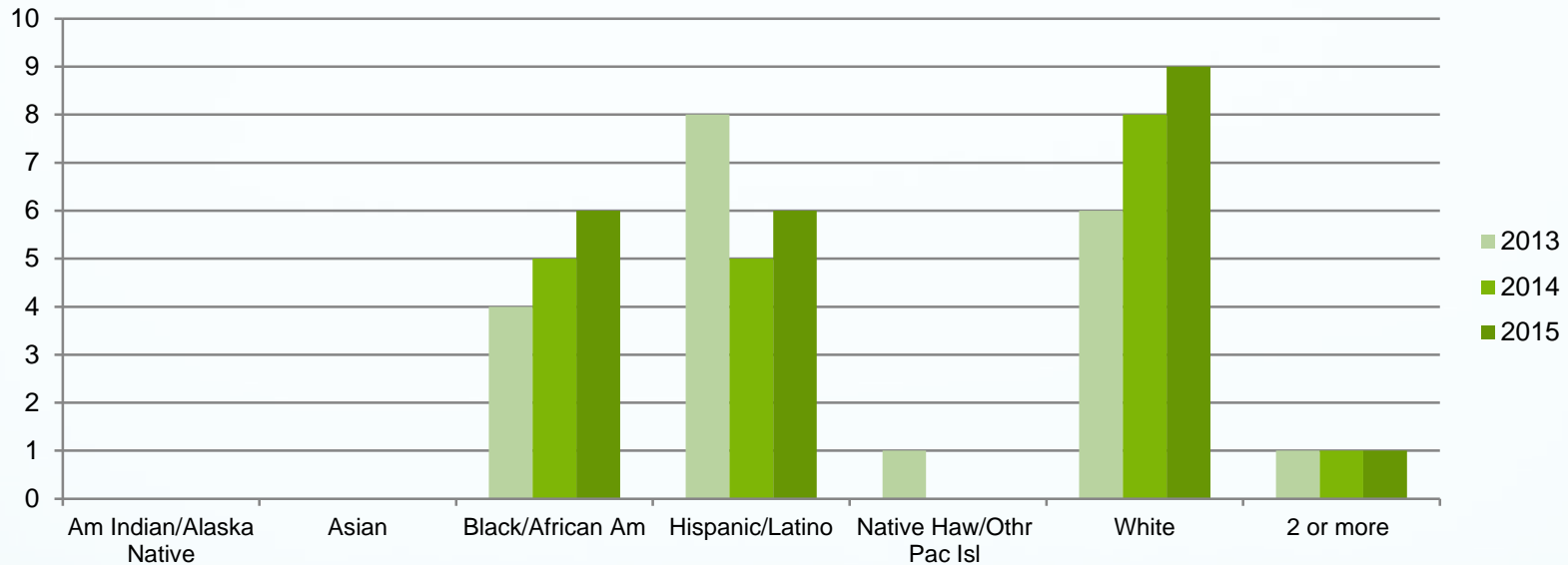
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	1	4	7	0	5	1
2014	0	1	4	8	0	5	1
2013	0	1	2	5	1	6	0

2013-15 MVC Skilled Craft Workforce



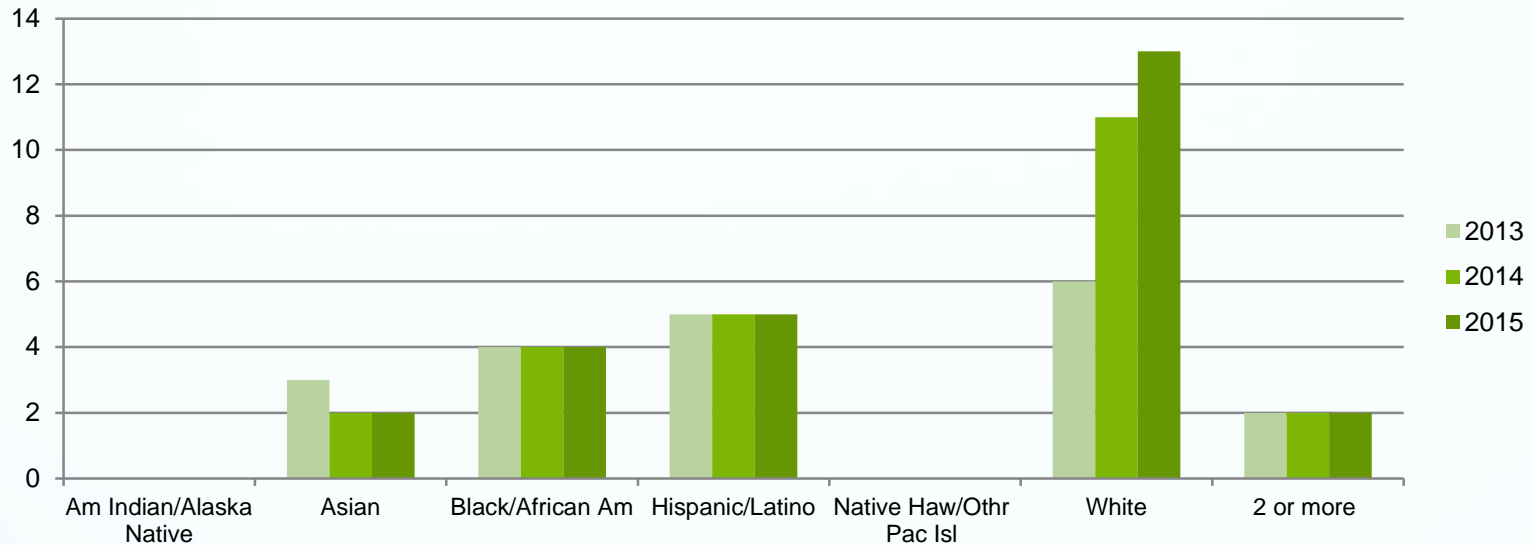
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	1	0	1	0	1	0
2014	0	1	0	1	0	1	0
2013	0	1	0	1	0	0	0

2013-15 MVC Service & Maintenance



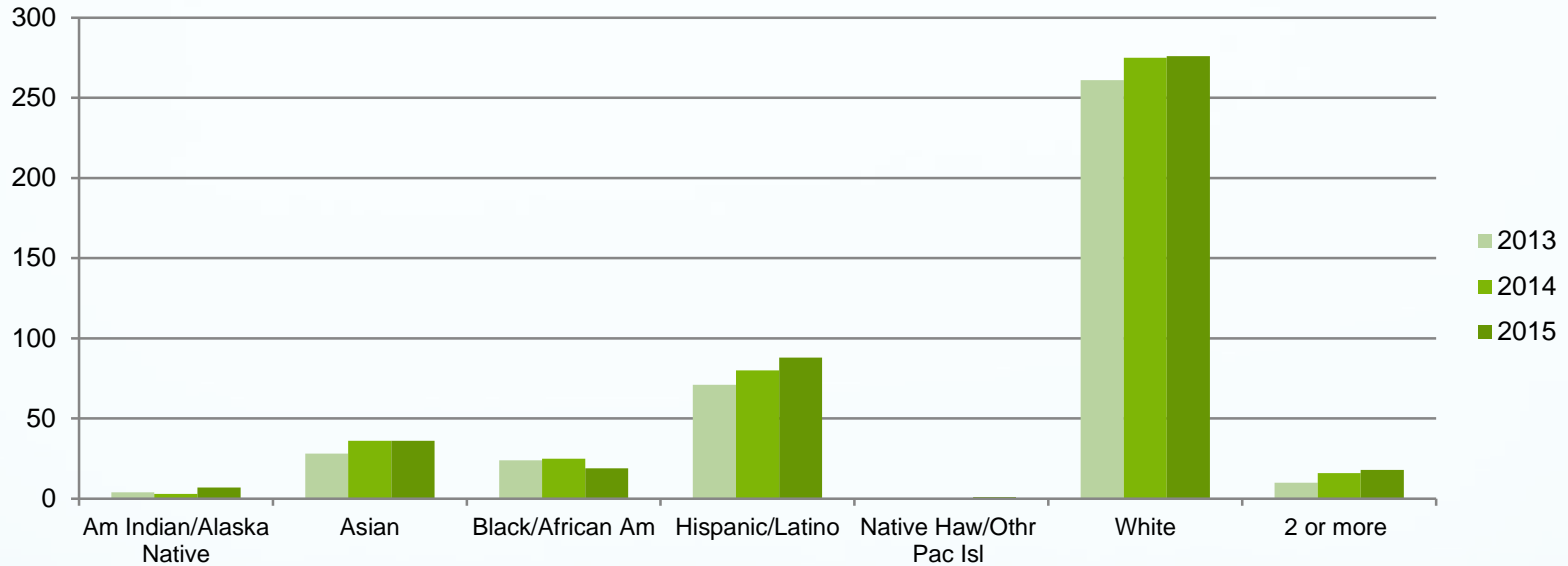
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	6	6	0	9	1
2014	0	0	5	5	0	8	1
2013	0	0	4	8	1	6	1

2013-15 MVC Executive Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	2	4	5	0	13	2
2014	0	2	4	5	0	11	2
2013	0	3	4	5	0	6	2

2013-15 MVC Faculty Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	7	36	19	88	1	276	18
2014	3	36	25	80	0	275	16
2013	4	28	24	71	0	261	10

2015 MVC Underrepresented Groups

	Professional	Clerical	Technical	Skilled	Service	Executive	Faculty
AI/AN	0%	2%	0%	0%	0%	0%	2%
Asian	0%	0%	6%	33%	0%	8%	8%
B/AA	33%	19%	22%	0%	27%	15%	4%
H/L	67%	44%	39%	33%	27%	19%	20%
NH/PI	0%	2%	0%	0%	0%	0%	0%
White	0%	30%	28%	33%	41%	50%	62%
2+	0%	4%	6%	0%	5%	8%	4%

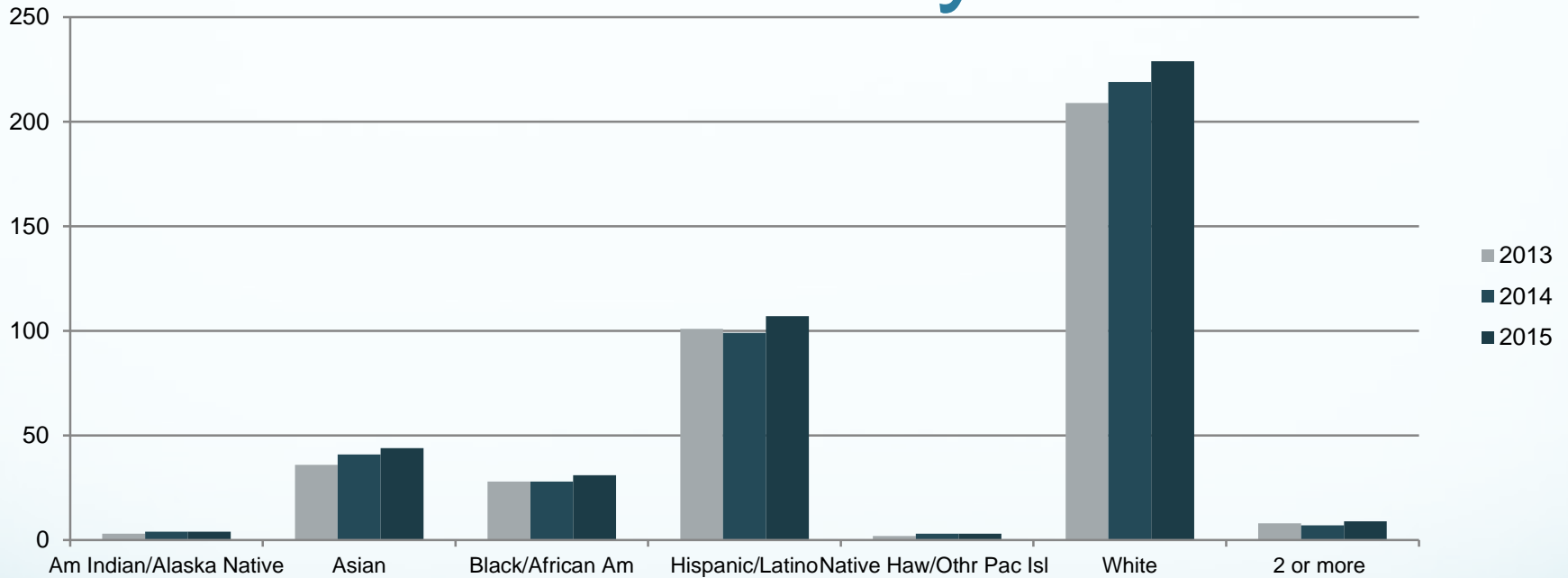
MVC Applicant Information

	# Apps	TOTAL GENDER			Hispanic/Latino			Asian			Black/African American			American Indian/Alaskan Native			Native Hawaiian/Pacific Islander			White			Two or More			Undisclosed		
		F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND
		Total Applications	2064																									
PT Classified	293	230	55	8	100	26	0	10	6	0	39	9	0	1	0	0	2	0	0	63	9	0	9	2	0	6	3	8
FT Classified	787	622	148	17	250	65	1	29	19	1	134	19	1	1	0	0	9	0	0	135	34	1	41	8	0	23	3	13
Classified Managers	107	54	53	0	16	16	0	2	2	0	14	6	0	0	1	0	1	0	0	18	25	0	0	1	0	3	2	0
Academic Managers	137	69	63	5	10	13	0	5	3	0	19	23	0	0	1	0	0	0	0	21	17	0	5	4	1	9	2	4
FT Faculty	740	315	391	34	67	64	0	36	48	0	42	42	1	4	0	0	0	0	0	122	198	3	18	20	0	26	19	30
Qualified Applicant Pool	1940																											
PT Classified	238	188	45	5	76	19	0	10	4	0	35	9	0	0	0	0	2	0	0	51	9	0	8	2	0	6	2	5
FT Classified	811	634	152	25	248	65	3	36	13	2	123	19	1	9	2	0	6	0	0	150	41	1	38	11	0	24	1	18
Classified Managers	92	49	43	0	14	11	0	1	2	0	13	4	0	0	1	0	1	0	0	17	22	0	0	1	0	3	2	0
Academic Managers	131	65	61	5	9	11	0	5	3	0	17	23	0	0	1	0	0	0	0	21	17	0	4	4	1	9	2	4
FT Faculty	668	270	367	31	48	62	0	30	41	0	38	39	1	3	0	0	0	0	0	107	190	3	17	19	0	27	16	27
Interviewed	238																											
PT Classified	47	35	10	2	13	2	0	2	1	0	10	4	0	0	0	0	0	0	0	9	1	0	0	1	0	1	1	2
FT Classified	59	50	5	4	21	1	1	3	1	0	10	1	0	0	0	0	1	0	0	10	2	0	1	0	0	4	0	3
Classified Managers	19	10	9	0	5	1	0	0	1	0	1	1	0	0	0	0	0	0	0	4	6	0	0	0	0	0	0	0
Academic Managers	15	7	7	1	1	3	0	0	0	0	2	3	0	0	0	1	0	0	0	3	1	0	0	0	0	1	0	0
FT Faculty	98	50	46	2	11	15	0	2	5	0	7	6	0	1	0	0	0	0	0	27	17	0	1	1	0	1	2	2
Hired	50																											
PT Classified	8	7	1	0	1	0	0	0	0	0	5	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
FT Classified	11	11	0	0	5	0	0	0	0	0	4	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0
Classified Managers	6	2	4	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	3	0	0	0	0	0	0	0
Academic Managers	2	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FT Faculty	23	18	3	2	5	2	0	1	0	0	2	0	0	0	0	0	0	0	0	10	1	0	0	0	0	0	0	2

DATA ABOVE IS BASED UPON 46 TOTAL JOB POSTINGS IN ALL JOB CATEGORIES

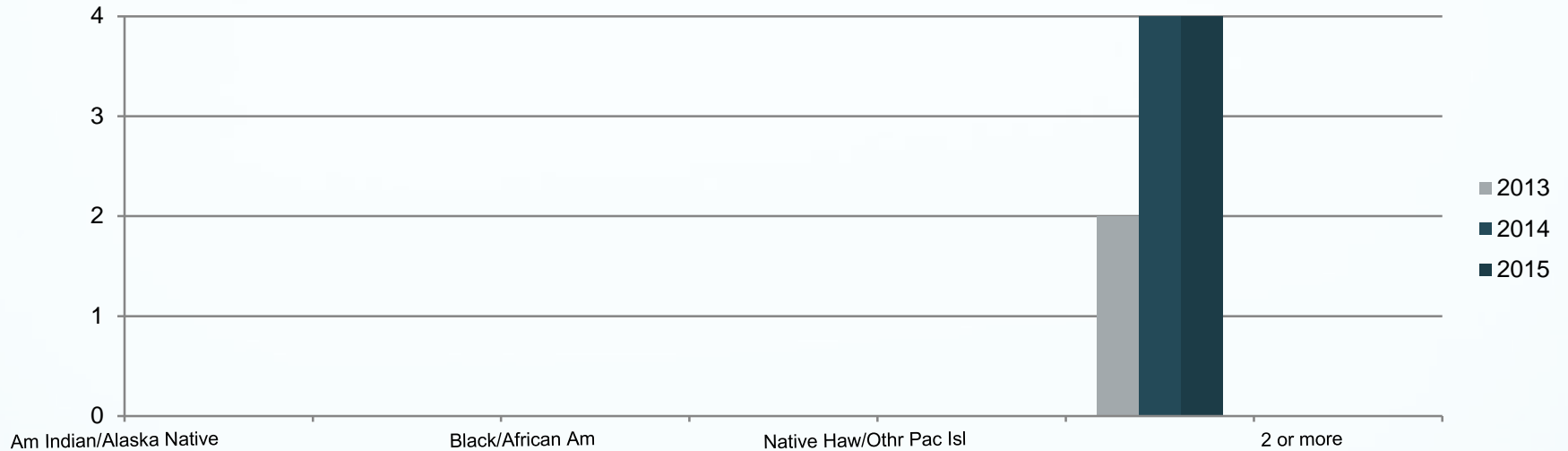
Norco College

2013-15 NC Workforce by Ethnicity



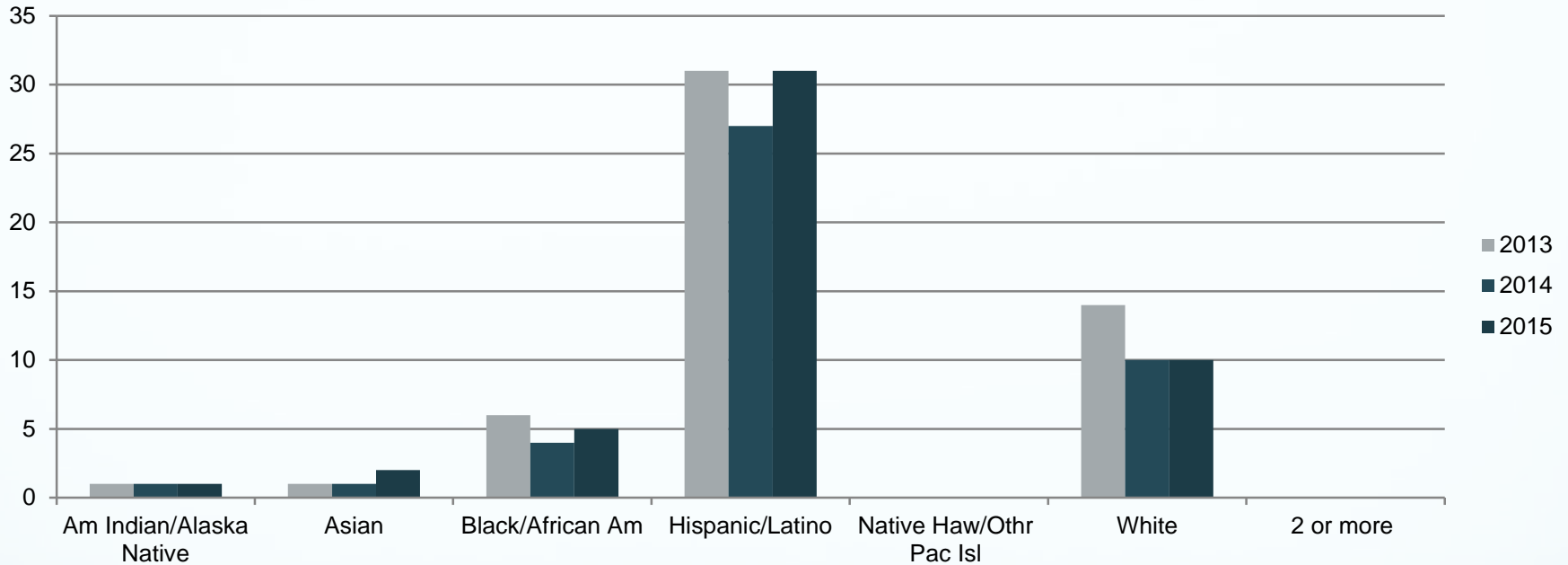
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1%	10%	7%	25%	1%	54%	2%
2014	1%	10%	7%	25%	1%	55%	2%
2013	1%	9%	7%	26%	1%	54%	2%

2013-15 NC Professional Workforce



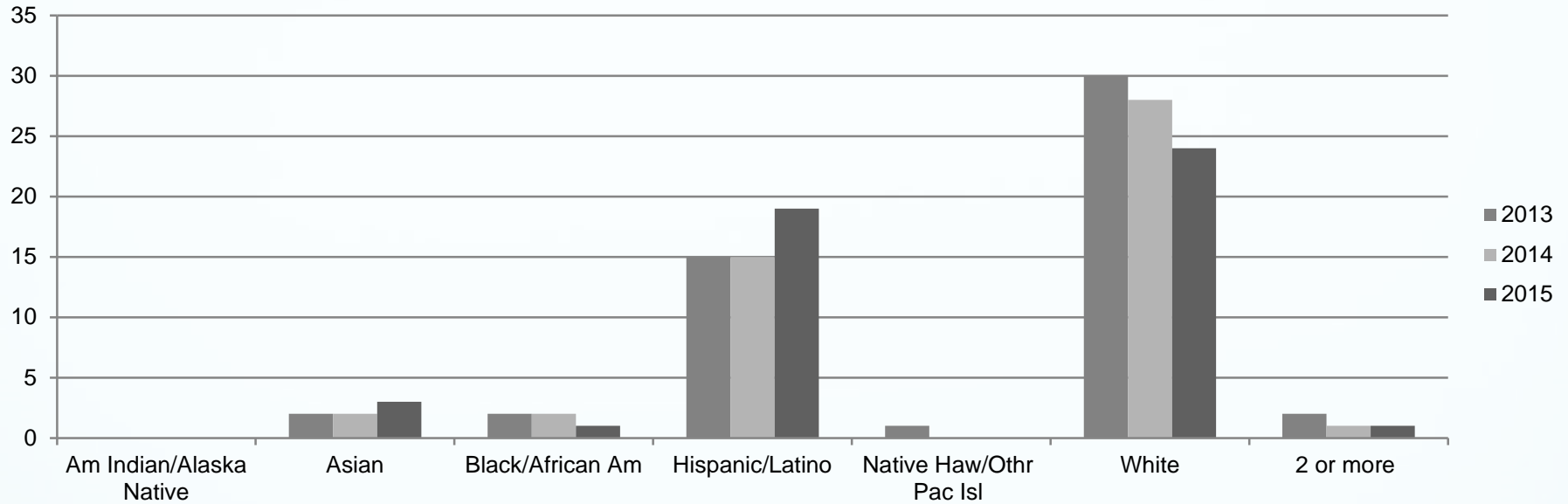
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	0	0	0	4	0
2014	0	0	0	0	0	4	0
2013	0	0	0	0	0	2	0

2013-15 NC Clerical Workforce



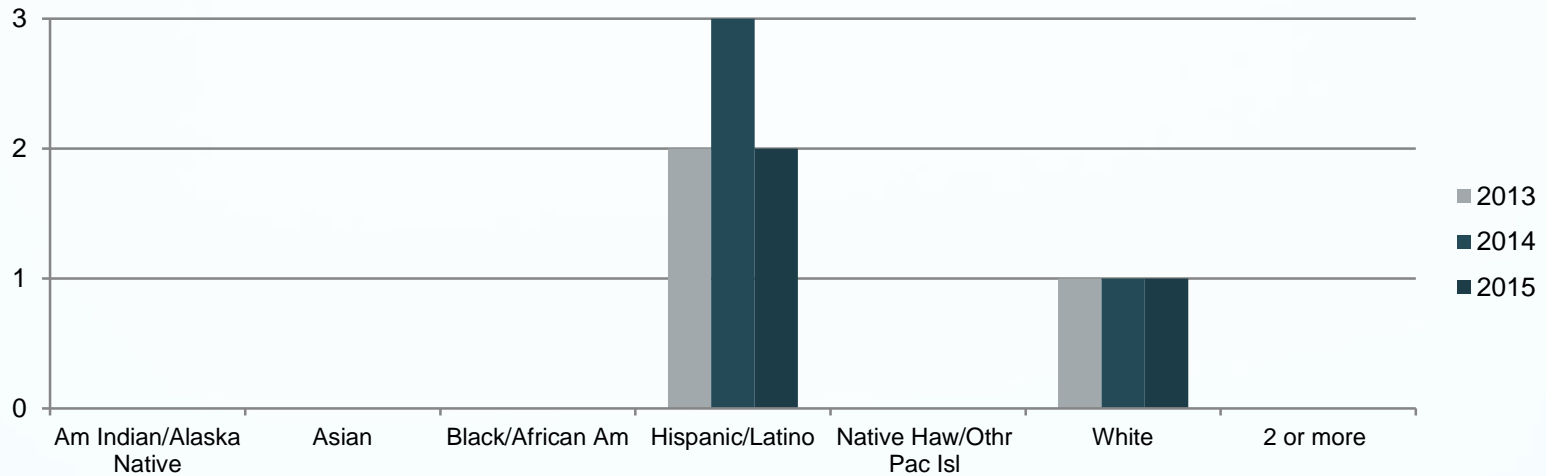
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1	2	5	31	0	10	0
2014	1	1	4	27	0	10	0
2013	1	1	6	31	0	14	0

2013-15 NC Technical Workforce



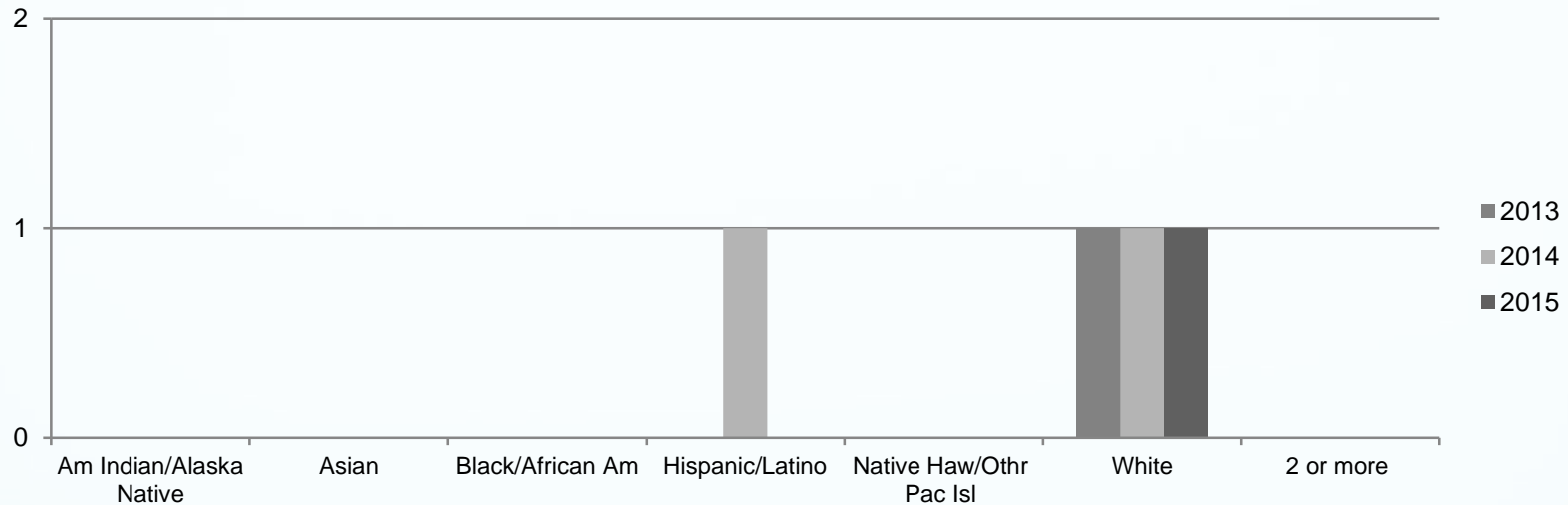
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	3	1	10	0	12	0
2014	0	5	2	9	0	10	0
2013	0	3	1	5	0	7	0

2013-15 NC Skilled Craft Workforce



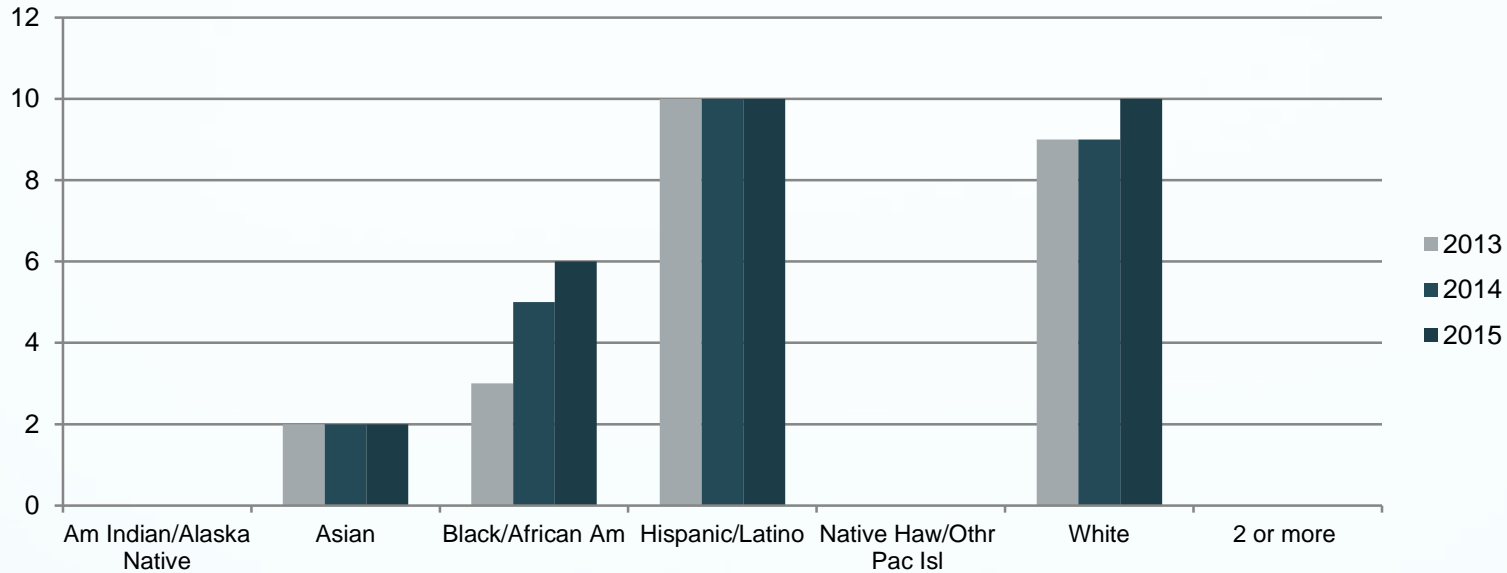
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	0	2	0	1	0
2014	0	0	0	3	0	1	0
2013	0	0	0	2	0	1	0

2013-15 NC Service & Maintenance



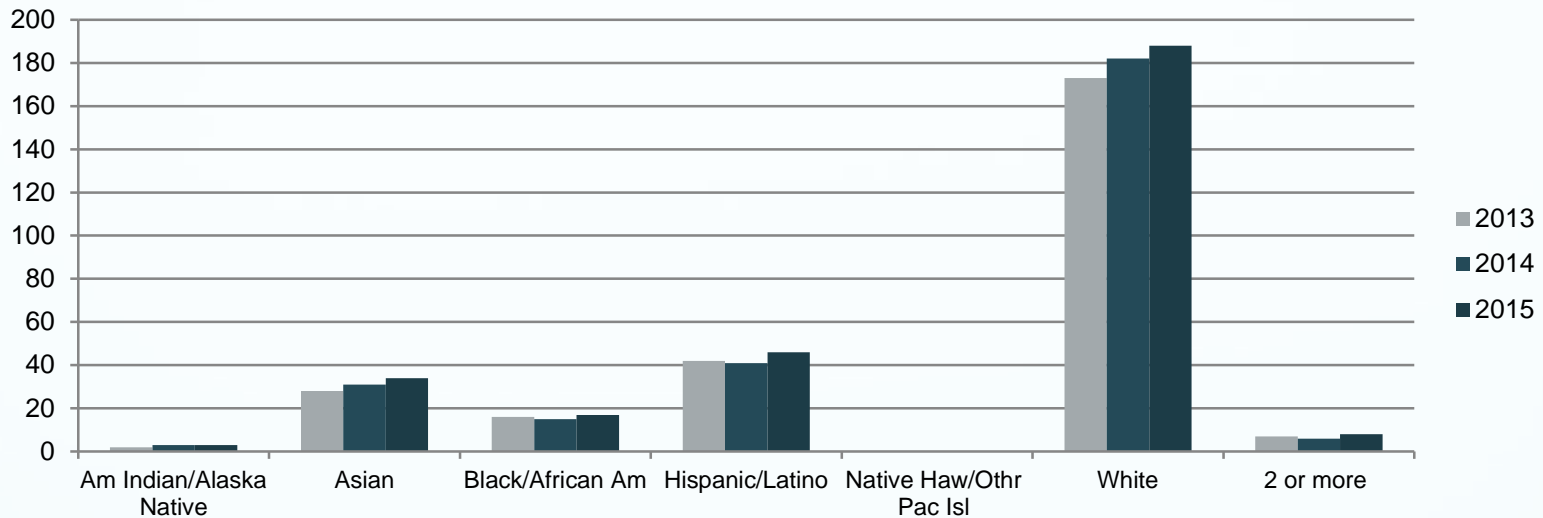
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	3	2	8	3	4	1
2014	0	2	2	9	3	3	1
2013	0	2	2	11	2	3	1

2013-15 NC Executive Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	2	6	10	0	10	0
2014	0	2	5	10	0	9	0
2013	0	2	3	10	0	9	0

2013-15 NC Faculty Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	3	34	17	46	0	188	8
2014	3	31	15	41	0	182	6
2013	2	28	16	42	0	173	7

2015 NC Underrepresented Groups

	Professional	Clerical	Technical	Skilled	Service	Executive	Faculty
AI/AN	0%	2%	0%	0%	0%	0%	1%
Asian	0%	4%	12%	0%	14%	7%	11%
B/AA	0%	10%	4%	0%	10%	21%	6%
H/L	0%	63%	38%	67%	38%	36%	16%
NH/PI	0%	0%	0%	0%	14%	0%	0%
White	100%	20%	46%	33%	19%	36%	64%
2+	0%	0%	0%	0%	5%	0%	3%

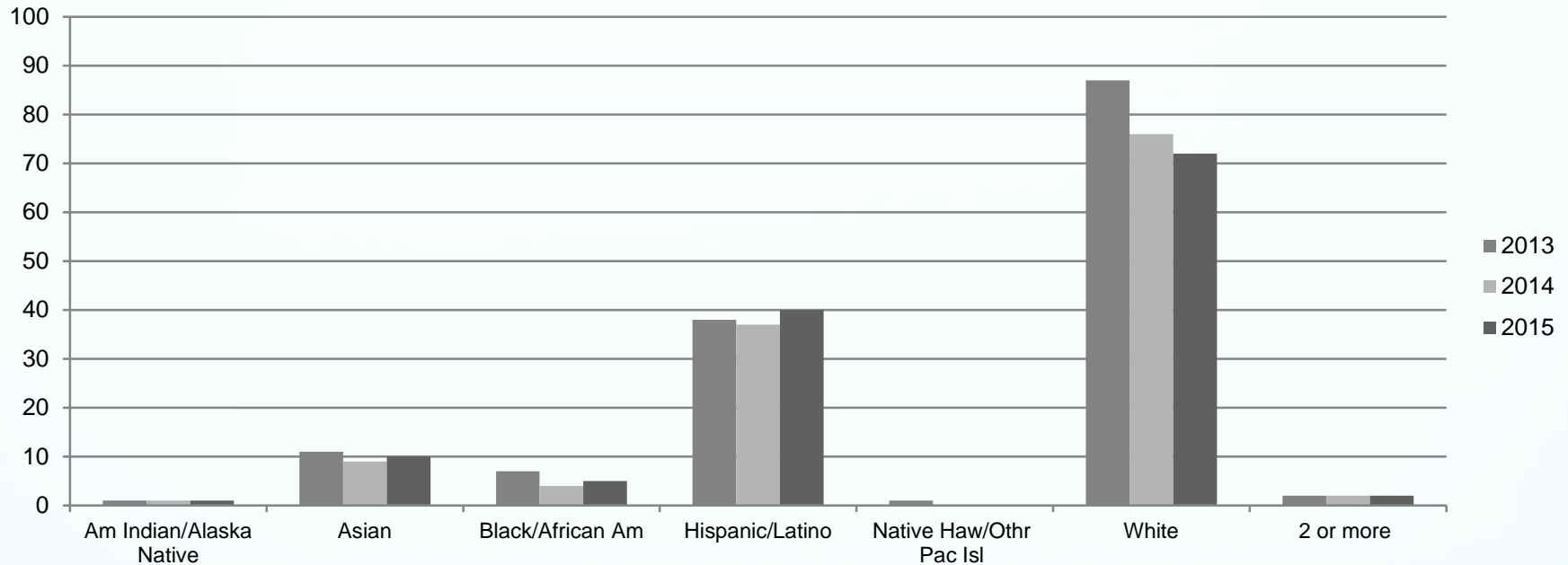
NC Applicant Information

	# Apps	TOTAL GENDER			Hispanic/Latino			Asian			Black/African American			American Indian/Alaskan Native			Native Hawaiian/Pacific Islander			White			Two or More			Undisclosed		
		F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND
		Total Applications	2993																									
PT Classified	1104	832	249	23	389	130	3	43	13	0	102	40	0	2	0	0	4	0	0	215	43	0	44	15	0	33	8	20
FT Classified	909	591	297	21	246	122	0	41	25	1	94	40	1	1	1	0	7	1	0	160	90	2	26	9	0	15	9	16
Classified Managers	6	1	5	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0
Academic Managers	46	23	21	2	3	1	0	1	0	0	9	7	0	1	0	0	0	0	0	7	9	0	1	3	0	1	1	2
FT Faculty	928	334	545	49	103	108	1	48	63	2	33	36	0	1	1	0	1	0	0	124	272	4	8	29	0	15	36	42
Qualified Applicant Pool	2205																											
PT Classified	762	565	182	15	265	96	3	34	6	0	65	32	0	1	0	0	2	0	0	144	34	0	32	9	0	22	5	12
FT Classified	628	381	231	16	163	92	1	25	18	1	55	36	0	1	1	0	3	1	0	105	68	1	17	6	1	10	8	12
Classified Managers	2	0	2	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Academic Managers	44	21	21	2	2	1	0	1	0	0	8	7	0	1	0	0	0	0	0	6	9	0	1	3	0	1	1	2
FT Faculty	769	259	467	43	64	71	0	42	58	2	28	32	0	1	1	0	1	0	0	104	244	4	6	27	0	13	32	37
Interviewed	392																											
PT Classified	153	114	38	1	56	24	0	5	1	0	14	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FT Classified	85	36	49	0	19	18	0	0	3	0	4	7	0	0	1	0	0	1	0	12	15	0	0	1	0	1	3	0
Classified Managers	16	10	6	0	5	2	0	0	0	0	1	1	0	0	0	0	0	0	0	3	3	0	1	0	0	0	0	0
Academic Managers	9	4	4	1	0	1	0	0	0	0	1	2	0	0	0	0	0	0	0	3	1	0	0	0	0	0	0	1
FT Faculty	129	57	67	5	21	14	0	6	10	0	3	4	0	0	0	0	1	0	0	23	30	2	0	4	0	3	5	3
Hired	61																											
PT Classified	22	15	7	0	10	6	0	1	1	0	0	0	0	0	0	0	1	0	0	3	0	0	0	0	0	0	0	0
FT Classified	18	13	5	0	4	0	0	0	2	0	2	1	0	0	0	0	0	0	0	6	2	0	1	0	0	0	0	0
Classified Managers	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Academic Managers	2	1	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
FT Faculty	18	9	9	0	2	1	0	1	1	0	0	0	0	0	0	0	0	0	0	5	7	0	1	0	0	0	0	0

DATA ABOVE IS BASED UPON 65 TOTAL JOB POSTINGS IN ALL JOB CATEGORIES

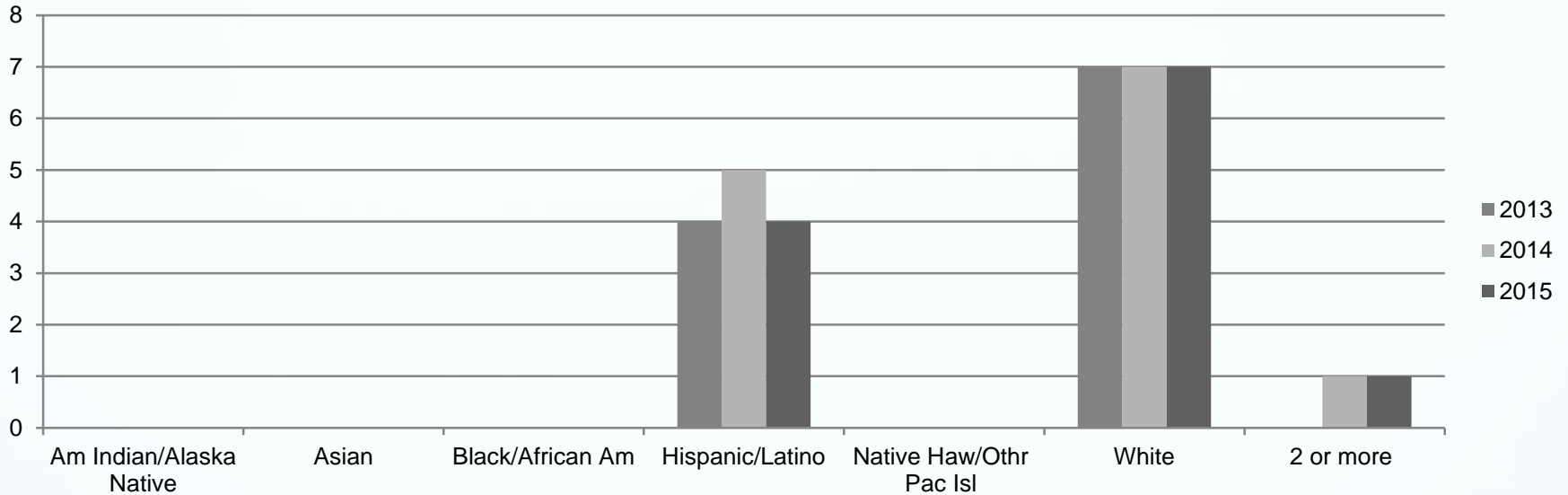
District Administrative Offices

2013-15 District Workforce by Ethnicity



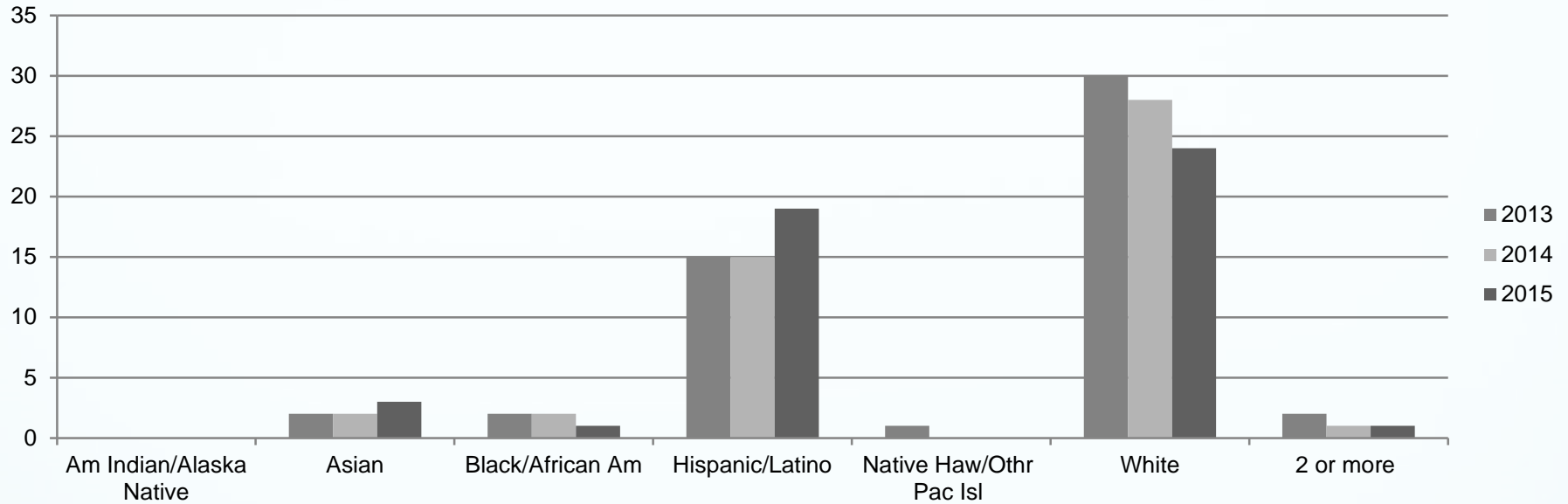
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1%	7%	4%	31%	0%	55%	2%
2014	1%	6%	3%	29%	0%	59%	2%
2013	1%	7%	5%	26%	1%	59%	1%

2013-15 District Professional Workforce



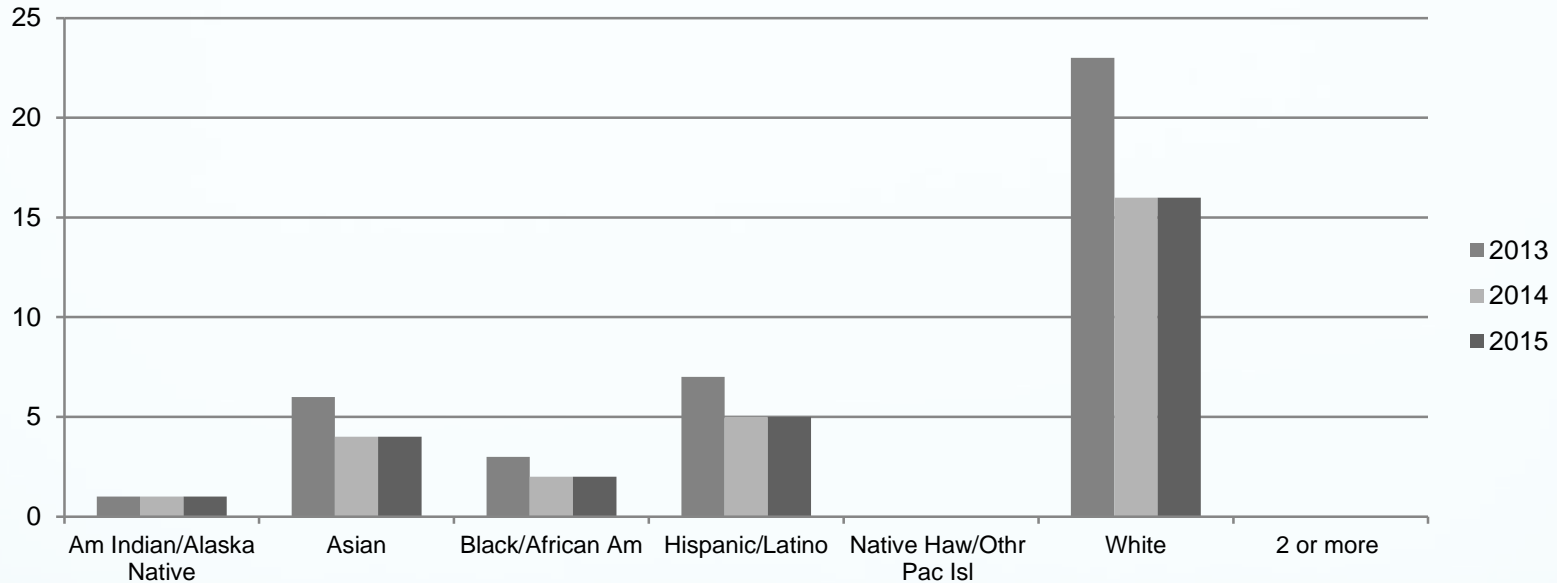
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	0	4	0	7	1
2014	0	0	0	5	0	7	1
2013	0	0	0	4	0	7	0

2013-15 District Clerical Workforce



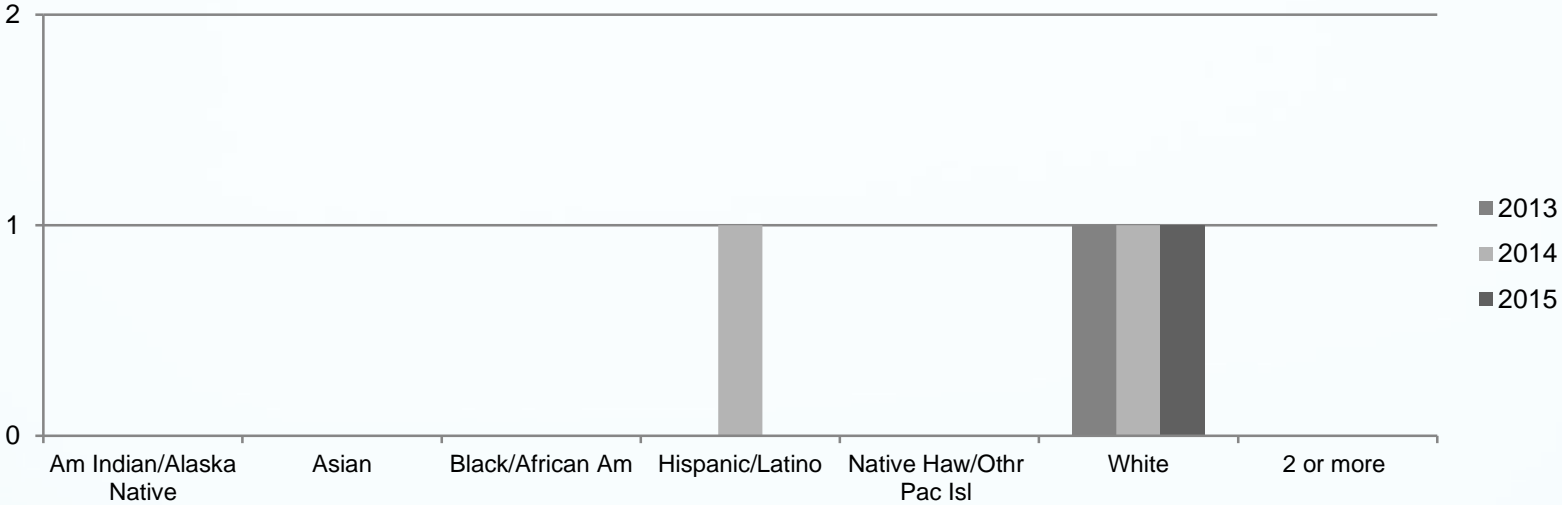
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	3	1	19	0	24	1
2014	0	2	2	15	0	28	1
2013	0	2	2	15	1	30	2

2013-15 District Technical Workforce



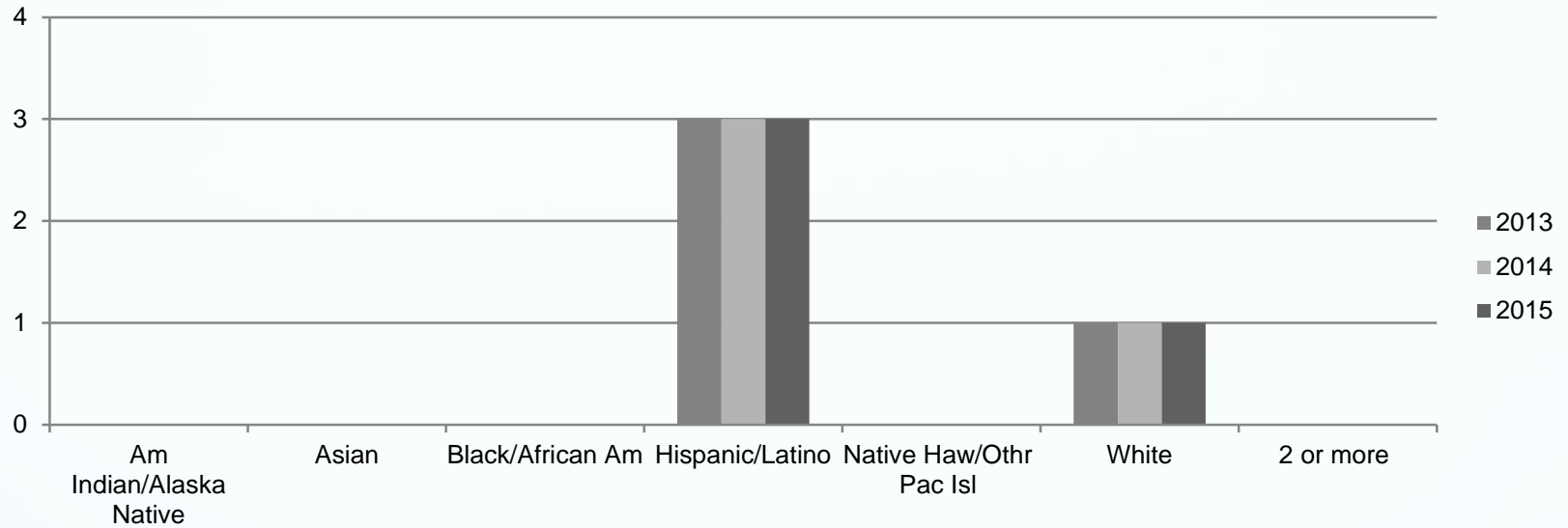
	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	1	4	2	5	0	16	0
2014	1	4	2	5	0	16	0
2013	1	6	3	7	0	23	0

2013-15 District Skilled Craft Workforce



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	0	0	0	1	0
2014	0	0	0	1	0	1	0
2013	0	0	0	0	0	1	0

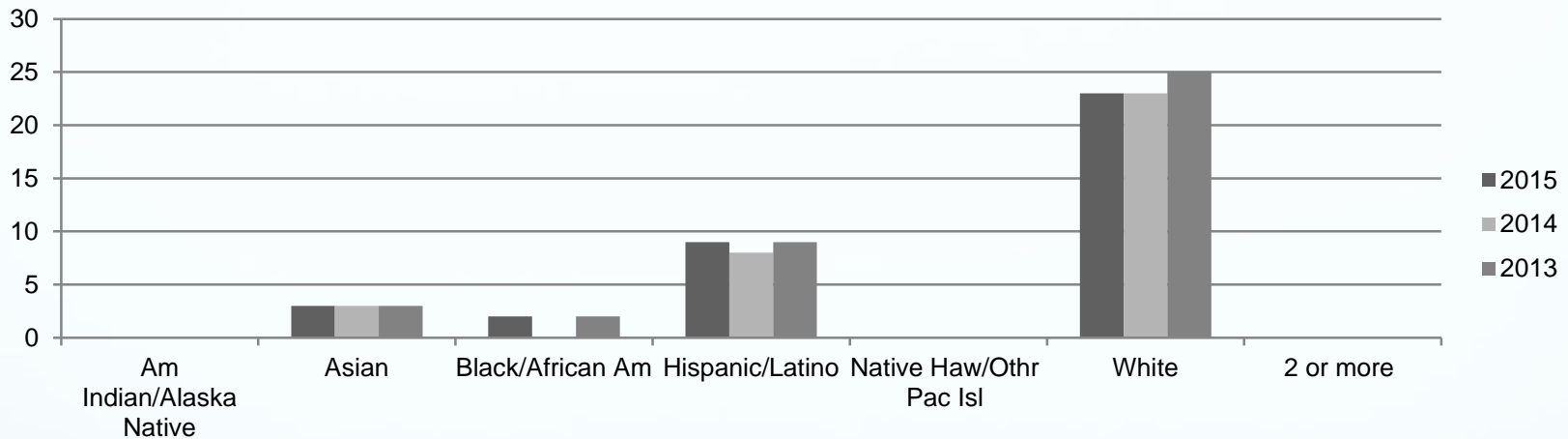
2013-15 District Service & Maintenance



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	0	0	3	0	1	0
2014	0	0	0	3	0	1	0
2013	0	0	0	3	0	1	0

2013-15 District Executive Workforce

2013-2015 District Offices Executive Workforce by Ethnicity



	AI/NA	Asian	B/AA	H/L	NH/PI	White	2 or more
2015	0	3	2	9	0	23	0
2014	0	3	0	8	0	23	0
2013	0	3	2	9	0	25	0

2015 District Underrepresented Groups

	Professional	Clerical	Technical	Skilled	Service	Executive
AI/AN	0%	0%	4%	0%	0%	0%
Asian	0%	6%	14%	0%	0%	8%
B/AA	0%	2%	7%	0%	0%	5%
H/L	33%	40%	18%	0%	75%	24%
NH/PI	0%	0%	0%	0%	0%	0%
White	58%	50%	57%	100%	25%	62%
2+	8%	2%	0%	0%	0%	2%

District Applicant Information

	# Apps	TOTAL GENDER			Hispanic/Latino			Asian			Black/African American			American Indian/Alaskan Native			Native Hawaiian/Pacific Islander			White			Two or More			Undisclosed		
		F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND
		Total Applications	879																									
PT Classified	113	91	20	2	45	9	0	3	1	0	18	2	0	0	0	0	0	0	0	23	7	0	2	1	0	0	0	2
FT Classified	599	476	111	12	174	53	0	31	8	1	77	13	0	1	0	0	4	0	0	156	31	2	14	5	0	19	1	9
Classified Managers	138	80	56	2	15	15	0	2	2	0	20	7	0	0	0	0	0	0	0	32	27	0	1	5	0	10	0	2
Academic Managers	29	14	14	1	2	0	0	0	3	0	5	3	0	1	0	0	0	0	0	2	7	0	2	1	0	2	0	1
Qualified Applicant Pool	598																											
PT Classified	80	67	11	2	35	6	0	3	0	0	11	1	0	0	0	0	0	0	0	16	4	0	2	0	0	0	0	2
FT Classified	388	314	63	11	123	24	2	17	6	1	43	9	0	7	2	0	3	0	0	100	17	2	9	5	0	12	0	6
Classified Managers	110	64	44	2	12	12	0	1	2	0	19	6	0	0	0	0	0	0	0	22	20	0	0	4	0	10	0	2
Academic Managers	20	9	10	1	1	0	0	0	3	0	4	2	0	1	0	0	0	0	0	1	5	0	1	0	0	1	0	1
Interviewed	122																											
PT Classified	12	10	0	2	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	1	0	0	0	0	0	1
FT Classified	85	70	11	4	24	4	0	3	2	0	11	2	0	4	0	0	0	0	0	20	3	2	4	0	0	4	0	2
Classified Managers	23	15	8	0	2	1	0	0	2	0	5	0	0	0	0	0	0	0	0	6	5	0	0	0	0	2	0	0
Academic Managers	2	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hired	25																											
PT Classified	2	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FT Classified	16	12	4	0	7	3	0	0	1	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	1	0	0
Classified Managers	6	5	1	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	0	0
Academic Managers	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

DATA ABOVE IS BASED UPON 23 TOTAL JOB POSTINGS IN ALL JOB CATEGORIES

Strategies for Addressing Underrepresentation

What is Underrepresented?

- A monitored group is underrepresented when the percentage of persons from that group employed is below eighty-five percent (85%) of the projected representation for that group in the job category in question.
- A monitored group is significantly underrepresented when the percentage of persons from that group employed is below eighty percent (80%) of the projected representation for that group in the job category in question.

Title 5, section 53001

RCCD Overall Underrepresentation

	2013	2014	2015
American Indian/ Alaska Native	0.86%	0.86%	0.78%
Asian	7.18%	7.61%	8.10%
Black/ African American	8.20%	8.31%	7.63%
Native Hawaiian/ Pacific Islander	0.32%	0.27%	0.26%
Two or More	2.23%	1.93%	2.23%

What Do We Do Now?

- There is significant underrepresentation in a number of traditionally monitored groups, in all job categories. So the question now becomes:

What do we do?

RCCD Overall Applicant Information

	# Apps	TOTAL GENDER			Hispanic/Latino			Asian			Black/African American			American Indian/Alaskan Native			Native Hawaiian/Pacific Islander			White			Two or More			Undisclosed		
		F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND	F	M	ND
		Total Applications	10,290																									
PT Classified	2078	1606	427	45	717	214	4	80	33	0	237	61	0	4	1	0	7	0	0	429	84	0	81	19	0	51	15	41
FT Classified	4322	3104	1129	89	1255	528	7	166	86	3	571	166	2	9	1	0	28	3	0	819	270	6	160	45	0	95	30	70
Classified Managers	343	188	147	8	44	42	0	8	5	0	44	18	1	2	1	0	1	0	0	66	72	0	6	7	0	17	2	7
Academic Managers	663	303	338	22	53	57	0	25	25	0	87	88	0	3	2	0	2	0	0	94	133	0	14	22	1	25	11	21
FT Faculty	2884	1226	1528	130	262	272	1	155	192	2	147	132	4	7	3	0	1	1	0	517	763	8	67	73	0	69	92	115
Qualified Applicant Pool	8,231																											
PT Classified	1474	1130	311	33	495	158	4	66	19	0	163	49	0	2	1	0	5	0	0	300	63	0	61	12	0	38	9	29
FT Classified	3261	2322	857	82	953	387	12	114	61	4	422	136	1	21	5	0	17	2	0	604	208	5	116	34	1	73	23	59
Classified Managers	288	160	120	8	37	33	0	6	5	0	42	15	1	1	1	0	1	0	0	52	58	0	5	6	0	16	2	7
Academic Managers	602	269	312	21	45	53	0	23	24	1	76	82	0	3	2	0	1	0	0	84	121	0	12	19	1	24	11	19
FT Faculty	2606	1070	1415	121	195	221	0	142	187	2	128	123	4	5	3	0	1	1	0	472	724	8	60	73	1	67	81	106
Interviewed	1,311																											
PT Classified	291	211	75	5	97	40	0	8	3	0	35	9	0	1	0	0	0	0	0	28	9	1	2	1	0	2	2	5
FT Classified	459	313	137	9	123	61	2	9	9	0	64	22	1	4	1	0	1	1	0	87	37	3	9	1	0	16	5	6
Classified Managers	63	39	24	0	14	4	0	0	3	0	7	2	0	0	0	0	0	0	0	15	15	0	1	0	0	2	0	0
Academic Managers	49	22	24	3	3	5	0	1	4	0	4	9	0	0	1	1	0	0	0	10	5	0	1	0	0	3	0	2
FT Faculty	449	213	224	12	51	56	0	18	26	1	16	17	0	1	1	0	1	0	0	104	105	2	9	7	0	13	12	10
Hired	252																											
PT Classified	41	31	10	0	17	8	0	1	1	0	8	1	0	0	0	0	1	0	0	4	0	0	0	0	0	0	0	0
FT Classified	87	65	22	0	31	9	0	0	3	0	9	5	0	0	0	0	1	0	0	19	5	0	3	0	0	2	0	0
Classified Managers	17	9	8	0	1	1	0	1	0	0	3	1	0	0	0	0	0	0	0	4	6	0	0	0	0	0	0	0
Academic Managers	17	10	7	0	3	2	0	0	2	0	3	1	0	0	0	0	0	0	0	4	2	0	0	0	0	0	0	0
FT Faculty	90	51	36	3	13	8	0	3	4	0	3	0	0	0	0	0	0	0	0	27	23	0	5	1	0	0	0	3

DATA ABOVE IS BASED UPON 231 TOTAL JOB POSTINGS IN ALL JOB CATEGORIES

What's Next?

- Design a deliberate strategy that will increase the diversity of candidates sent forward for interview
- Use a multifaceted approach to implement best practices:
 - Lead by example
 - Ensure EEO Advisory Committees are operating at all colleges and the District office
 - Update the EEO Plan
 - Expand training of selection committee members
- Use relevant labor market data to set reasonable goals and objectives
- Work the plan until it works!

QUESTIONS?

Agenda Item (IV-E-1)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Facilities (IV-E-1)
Subject	Change Order No. 1 for the Charles A. Kane Student Services and Administration Building with Southern California Landscape, Inc.
College/District	Riverside
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 1 with Southern California Landscape, Inc. in the amount of \$26,492; and 2) the change order in excess of ten percent by a total of \$7,052.

Background Narrative:

On November 18, 2014, the Board of Trustees approved award of bids for the Riverside City College Student Services and Administration Building (RCC-SSA) in the amount of \$14,873,438 for Bid Categories 01 through 18. Included in the award was a contract with Southern California Landscape, Inc. in the amount of \$194,400.

At this time it is requested that the Board of Trustees approve change Order No. 1 with Southern California Landscape, Inc. in the amount of \$26,492 for the RCC-SSA project. Change Order No. 1 will amend their contract total to \$220,892, exceeding the allowable change order contingency by a total amount of \$7,052. The change order amount derives from revisions and additional irrigation, shrubs and catch basins to accommodate existing grade and new planting areas. See attached Change Order Summary.

Cost for the requested change order is within the project budget approved by the Board of Trustees and no budget augmentation is required.

Prepared By: Wolde-Ab Isaac, President, Riverside
Chris Carlson, Chief of Staff & Facilities Development

Attachments:

[Change Order No 1 Summary-Southern California Landscape](#)

Riverside Community College District
Facilities Planning & Development
RCC Student Services Building (Kane)

CHANGE ORDER SUMMARY

Change Order No. 1

Contractor: **Southern California Landscape, Inc. (BC#17 –Landscape & Irrigation)**

Approved Contract Amount: \$ 194,400.00

Change Order No.1 Amount: **\$ 26,492.00**

Revised Contract Sum: \$ 220,892.00

Original Contract Contingency: \$ 19,440.00

Remaining Project Contingency: \$ - 7,052.00

Change Order Description:

Item No. 1

DIR 19 – Revisions to Landscape (planting/additional grading) and Irrigation \$ 26,492.00

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

TOTAL ADD/CREDIT: **\$ 26,492.00**

Agenda Item (IV-E-2)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Facilities (IV-E-2)
Subject	Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building with Bernards Builders Management Services
College/District	Riverside
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve Agreement Amendment No. 3 for the Charles A. Kane Student Services and Administration Building for construction management services with Bernards Builders Management Services in the amount not to exceed \$12,192.

Background Narrative:

On December 11, 2012, the Board of Trustees approved an agreement with Bernards Builders Management Services in the amount of \$1,181,338 for the Student Services and Administration Building (SSA) project at Riverside City College. Services under the agreement included management and oversight of bid preparation; cost estimating; construction execution; ensuring contractor compliance with bid drawings and specs; code compliance; and compliance with Division of the State Architect (DSA) requirements. On September 16, 2014, the Board approved both Amendment No. 1 for a three-month extension of construction duration and Amendment No. 2 for LEED & Cal Green commissioning for the SSA project.

At this time it is requested that the Board of Trustees approve Agreement Amendment No. 3 with Bernards in the amount not to exceed \$12,192 for additional scope items that have arisen late in the SSA project initiating extended construction management services time (see Exhibit I). The additional scope items are as follows: 1) initial IMC system bid as part of the project was changed by the college Multi-Media Department from an Extron product to an enhanced Extron product, which is being beta tested at the RCC campus at no additional product cost; 2) however, Bernards has expended additional man hours due to the systems modifications, software upgrades and coordination of the work on site. Lastly, the initial casework and countertops in the President's office which were fabricated, installed and completed, were later requested to be removed. Per the President's request, new casework and countertops were designed, fabricated and installed.

With the approval of Amendment No. 3, this would bring Bernards revised contract amount to \$1,286,098. Cost for the requested amendment is within the project budget approved by the Board of Trustees and no augmentation of the project budget is required.

Prepared By: Wolde-Ab Isaac, President, Riverside
Chris Carlson, Chief of Staff & Facilities Development
Lynn Purper, Facilities Development Director

Attachments:

[Amendment No 3_Bernards Builders Management Services](#)

THIRD (3) AMENDMENT TO AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
BERNARDS BUILDERS MANAGEMENT SERVICES
(*Charles A. Kane Student Services and Administration Building*)

This document amends the original agreement between the Riverside Community College District and Bernards Builders Management Services, which was originally approved by the Board of Trustees on December 11, 2012.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$12,192, including reimbursable expenses, totaling agreement to \$1,286,098. The term of this agreement shall be from the original agreement date of December 12, 2012, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

BERNARDS BUILDERS MANAGEMENT
SERVICES

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____
Rick Fochtman
Sr. Vice President Management Services
3633 E. Inland Empire Blvd., Ste.800
Ontario, CA 91764

By: _____
Aaron S. Brown
Vice Chancellor
Business and Financial Services

Date: _____

Date: _____

Exhibit I



August 24, 2016

Ms. Lynn Purper
Facilities Development Director
Facilities Planning and Development
3801 Market Street, 3rd Floor
Riverside, CA 92501

Re: **Amendment No. 3**
Bernards Agreement for Construction Management Services –
Riverside Community College- Student Services Bldg.

Dear Lynn,

As per your request, we are providing Amendment #3 to our CM Agreement to handle additional scope items that have arisen late in the project and or after the project has been completed and occupied. I have reviewed with our team and assessed the added CM Management cost to be a total of 96 hours. Please see below for summary of our amendment request.

Project Manager (\$127/hour for 96 hrs.)	\$12,192
Reimbursable	\$0
Total Amendment 3	\$12,192
Current Contract Amount	<u>\$1,273,906</u>
Revised Contract Amount	\$1,286,098

Please feel free to contact me if you have any questions.

Sincerely,

Thomas P. Wertanen
Project Executive

CC: Arnold Arsenault, RCC file.

Inland Empire Regional Office
3633 East Inland Empire Blvd., Suite 860 T 909.941.5225
Ontario, CA 91764 F 909.941.5224
License No. 302007 www.bernards.com

Agenda Item (IV-E-3)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Facilities (IV-E-3)
Subject	Agreement Amendment 3 for the Culinary Arts Academy/District Office Building and Agreement Amendment 3 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Building Projects with Tilden-Coil Constructors, Inc.
College/District	District
Funding	College and District Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Culinary Arts Academy/district Office Building project; and 2) Agreement Amendment 3 with Tilden-Coil Constructors, Inc., in the amount of \$205,812 for the Coil School for the Arts project.

Background Narrative:

On September 21, 2010 the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. (TCC) for Construction Management Services for the Culinary Arts Academy/District Office Building (CAA/DO) project in the amount of \$2,489,924. In addition, on June 19, 2012, the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. (TCC) for Construction Management Services for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts (CSA) project in the amount of \$4,216,062. Both projects generated an Amendment 1 to the General Conditions without additional budget costs.

On June 21, 2016, the Board of Trustees approve Amendment 2 with TCC for CAA/DO and CSA increasing the General Conditions in the amount of \$41,500 for each project, and removing the reference to the General Conditions allowance, as TCC had used the remaining allowance due to extension of the construction projects time.

At this time, it is requested that the Board of Trustees approve Agreement Amendment 3 with Tilden-Coil Constructors, Inc. replenishing the General Conditions in the amount of \$205,812 for the CAA/DO project. This amendment will bring their total agreement for CAA/DO to \$2,737,236. It is also requested that the Board of Trustees approve Agreement Amendment 3 with TCC replenishing the General Conditions in the amount of \$205,812 for the CSA project bringing their total agreement to \$4,463,374.

Detailed revisions to the General Conditions are outlined in Exhibit I along with the cost breakdown in Exhibit II on both of the attached amendments with Tilden-Coil Constructors for the CAA/DO and CSA projects.

Prepared By: Wolde-Ab Isaac, President, Riverside
Chris Carlson, Chief of Staff & Facilities Development
Bart Doering, Facilities Development Director

Attachments:

[Amendment No 3_CAADO_TCC](#)
[Amendment No 3_CSA_TCC](#)

THIRD (3) AMENDMENT TO AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
TILDEN-COIL CONSTRUCTORS, INC.
(Culinary Arts Academy and District Office Building Project)

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on September 21, 2010.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$205,812, including reimbursable expenses, totaling agreement to \$2,737,236. The term of this agreement shall be from the original agreement date of September 22, 2010, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

TILDEN-COIL CONSTRUCTORS, INC.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____
Brian Jaramillo
President
3612 Mission Inn Avenue
Riverside, CA 92501

By: _____
Aaron S. Brown
Vice Chancellor
Business and Financial Services

Date: _____

Date: _____

Exhibit I

AMENDMENT NO. 3

**TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT
FOR THE CULINARY ARTS ACADEMY AND DISTRICT OFFICE PROJECT**

This Amendment No.3 is dated November 16, 2016 and is between Riverside Community College District (“District”) and Tilden-Coil Constructors, Inc. (“Construction Manager”) (collectively “Parties”).

RECITALS

Pursuant to that certain Construction Management Services Agreement for the Culinary Arts Academy and District Office Project dated September 22, 2010 (the “Agreement”);

The District and Construction Manager desire to enter into this Amendment to increase the General Conditions by \$205,812;

The Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment;

The Parties therefore agree as follows:

AGREEMENT

1. **Defined Terms.** Defined terms used but not defined in this Amendment are as defined in the Agreement.
2. **Paragraph 4.1.2.** Paragraph 4.1.2 of the Agreement is hereby amended by replacing “\$1,401,682” with “\$1,607,494”.
3. **Article 5.** Article 5 of the Agreement is hereby amended by replacing “\$1,401,682” with “\$1,607,494”.
4. **Exhibit B.** Exhibit “B” of the Agreement is hereby amended by replacing “\$1,401,682” with “\$1,607,494”.
5. **Terms and Conditions.** The parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect.

6. Entire Agreement. The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties.

The parties are signing this agreement on the date stated in the introductory clause.

**Exhibit II
(Cost Breakdown)**

Tilden-Coil Constructors, Inc.	9/26/2016
RCCD CSA/CAADO General Conditions	
All Management GC's Expended : 3/24/16	
Remaining General Conditions	\$0
<p>Since April 1, 2016 98 RFI's have been generated, of which 95 received responses that have generated additional scope. Since April 1, 2016 17 CCD's have been issued 16 of which have generating additional scope. CCD#211 & CCD212 Kitchen changes that have delayed kitchen completion thru June 2016. Neal Electric issues have caused additional management time that will carry thru August. Daniels Electric management has created additional management time that will carry thru August. Additional scope changes will carry thru October once direction is received. Closeout of the project can not be completed until all changes are finalized and Board approved.</p>	
No additional Fee requested for changes	\$0
	TCC Credit For Closeout
Supervision Cost 4/1/16 thru 7/24/16	
Project Manager - Tracy Ellis	81,600 (28,800.00) On project Mngt. thru 7/24/2016
CSA Super - Scott Green	24,000 On site thru 5/8/2016
CAADO Super - Jeff Toleson	- On site thru 2/29/2016
Site Super - Frank Johnson	- On site thru 2/29/2016
General Super - Rob Krzyszkowski	- On site thru 2/29/2016
Project Engineer - Bryant Ismerio (5/1/16 thru 7/24/16)	62,400 (20,640.00) On site thru 7/24/2016
Project Engineer - Sam Vasquez (5/1/16 thru 7/24/16)	44,720 (20,640.00) On site thru 7/24/2016
Project Engineer - Ben Choi	37,840 (20,640.00) On site thru 6/12/2016
Project Administrator - Marisa Gonzalez	4,796 On project Admin thru 7/24/2016
Cost:	<u>255,356 (90,720.00)</u>
Discounted Total:	164,636.14
Supervision Costs From 7/24/16 Thru 12/31/16	
Project Manager - Tracy Ellis	100,800 On project Mngt. thru 12/31/2016
Project Manager - Bryant Ismerio	64,800 On site thru 10/30/2016
Project Engineer - Sam Vasquez	72,240 On site thru 12/31/2016
Project Administrator - Marisa Gonzalez (approx. 10hrs/wk.)	9,148 On project Admin thru 12/31/2016
Total Potential Cost:	<u>246,988 246,988</u>
Additional GC Cost to Complete Thru Dates Identified	<u>\$ 502,344 411,624</u>

THIRD (3) AMENDMENT TO AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
TILDEN-COIL CONSTRUCTORS, INC.
(Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Project)

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on June 19, 2012.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$205,812, including reimbursable expenses, totaling agreement to \$4,463,374. The term of this agreement shall be from the original agreement date of June 20, 2016, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

TILDEN-COIL CONSTRUCTORS, INC.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____

Brian Jaramillo
President
3612 Mission Inn Avenue
Riverside, CA 92501

By: _____

Aaron S. Brown
Vice Chancellor
Business and Financial Services

Date: _____

Date: _____

Exhibit I

AMENDMENT NO. 3

**TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT
FOR THE HENRY W. COIL, SR. AND ALICE EDNA COIL SCHOOL FOR THE ARTS
PROJECT**

This Amendment No.3 is dated November 16, 2016 and is between Riverside Community College District (“District”) and Tilden-Coil Constructors, Inc. (“Construction Manager”) (collectively “Parties”).

RECITALS

Pursuant to that certain Construction Management Services Agreement for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Project dated June 20, 2012 (the “Agreement”);

The District and Construction Manager desire to enter into this Amendment to increase the General Conditions by 205,812;

The Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment;

The Parties therefore agree as follows:

AGREEMENT

1. **Defined Terms.** Defined terms used but not defined in this Amendment are as defined in the Agreement.
2. **Paragraph 4.1.2.** Paragraph 4.1.2 of the Agreement is hereby amended by replacing “\$2,630,887” with “\$2,836,699”.
3. **Article 5.** Article 5 of the Agreement is hereby amended by replacing “\$2,630,887” with “\$2,836,699”.
4. **Exhibit B.** Exhibit “B” of the Agreement is hereby amended by replacing “\$2,630,887” with “\$2,836,699”.
5. **Terms and Conditions.** The parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect.

6. **Entire Agreement.** The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties.

The parties are signing this agreement on the date stated in the introductory clause.

Exhibit II
(Cost Breakdown)

Tilden-Coil Constructors, Inc.				9/26/2016
RCCD CSA/CAADO General Conditions				
All Management GC's Expended : 3/24/16				
Remaining General Conditions		\$0		
Since April 1, 2016 98 RFI's have been generated, of which 95 received responses that have generated additional scope.				
Since April 1, 2016 17 CCD's have been issued 16 of which have generating additional scope.				
CCD#211 & CCD212 Kitchen changes that have delayed kitchen completion thru June 2016.				
Neal Electric issues have caused additional management time that will carry thru August.				
Daniels Electric management has created additional management time that will carry thru August.				
Additional scope changes will carry thru October once direction is received.				
Closeout of the project can not be completed until all changes are finalized and Board approved.				
No additional Fee requested for changes		\$0		
			TCC Credit For	
			Closeout	
Supervision Cost 4/1/16 thru 7/24/16				
Project Manager - Tracy Ellis	81,600	(28,800.00)	On project Mngt. thru	7/24/2016
CSA Super - Scott Green	24,000		On site thru	5/8/2016
CAADO Super - Jeff Toleson	-		On site thru	2/29/2016
Site Super - Frank Johnson	-		On site thru	2/29/2016
General Super - Rob Krzyszkowski	-		On site thru	2/29/2016
Project Engineer - Bryant Ismerio (5/1/16 thru 7/24/16)	62,400	(20,640.00)	On site thru	7/24/2016
Project Engineer - Sam Vasquez (5/1/16 thru 7/24/16)	44,720	(20,640.00)	On site thru	7/24/2016
Project Engineer - Ben Choi	37,840	(20,640.00)	On site thru	6/12/2016
Project Administrator - Marisa Gonzalez	4,796		On project Admin thru	7/24/2016
Cost:	255,356	(90,720.00)		
Discounted Total:		164,636.14		
Supervision Costs From 7/24/16 Thru 12/31/16				
Project Manager - Tracy Ellis	100,800		On project Mngt. thru	12/31/2016
Project Manager - Bryant Ismerio	64,800		On site thru	10/30/2016
Project Engineer - Sam Vasquez	72,240		On site thru	12/31/2016
Project Administrator - Marisa Gonzalez (approx. 10hrs/wk.)	9,148		On project Admin thru	12/31/2016
Total Potential Cost:	246,988	246,988		
Additional GC Cost to Complete Thru Dates Identified	\$ 502,344	411,624		

Agenda Item (IV-E-4)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Facilities (IV-E-4)
Subject	Change Order No. 5 for the Henry W. Coil Sr. and Alice Edna Coil School for the Arts Project with McGuire Contracting
College/District	Riverside
Funding	Riverside City College/Program Reserve Measure C Funds, Redevelopment Funds, and La Sierra Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 5 with McGuire Contracting in the amount of \$754.98; and 2) the change order in excess of ten percent by a total of \$16,119.59.

Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA), and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with McGuire Contracting in the amount of \$395,655.00.

At this time it is requested that the Board of Trustees approve Change Order No. 5 with McGuire Contracting in the amount of \$754.98 for the CSA project, amending their contract to \$451,340.09, exceeding the allowable change order contingency by a total amount of \$16,119.59. The change order costs derive from owner requesting yellow contrasting paint at the rolling gate guiderails. See attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside
Chris Carlson, Chief of Staff & Facilities Development
Bart Doering, Facilities Development Director

Attachments:

[Change Order No 5_Summary_McGuire Contracting](#)

Riverside Community College District
Facilities Planning & Development
Coil School for the Arts

CHANGE ORDER SUMMARY

Change Order No. 5

Contractor: **McGuire Contracting (BC#05 – Sitework (CS))**

<i>Approved Contract Amount:</i>	\$ 395,655.00
<i>Change Order No.1 Amount:</i>	\$ 16,899.13
<i>Change Order No.2 Amount:</i>	\$ 21,789.66
<i>Change Order No.3 Amount: :</i>	\$ (5,473.50)
<i>Change Order No. 4 Amount:</i>	\$ 21,714.82
<i>Change Order No. 5 Amount:</i>	<u>\$ 754.98</u>
<i>Revised Contract Sum:</i>	\$ 451,340.09
<i>Original Contract Contingency:</i>	\$ 39,565.50
<i>Remaining Project Contingency:</i>	\$ -16,119.59

Change Order Description:

Item No. 1

Cost Proposal #414: Owner has requested yellow contrasting paint at the rolling gate guiderails.

\$ 754.98

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

TOTAL ADD/CREDIT:

\$ 754.98

Agenda Item (IV-E-5)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Facilities (IV-E-5)
Subject	Change Orders No. 5 and No. 6 for the Culinary Arts Academy and District Offices Project with Inland Building Construction Companies, Inc.
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 5 with Inland Building Construction Companies, Inc. in the amount of \$18,123.00; 2) project Deductive Change Order No. 6 with Inland Building Construction Companies, Inc. in the amount of -\$504.02; and 3) the change orders currently in excess of ten percent by a total of \$101,493.19.

Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with Inland Building Construction Companies, Inc. in the amount of \$968,839.

At this time it is requested that the Board of Trustees approve the following for the Culinary Arts Academy and District Offices Project: 1) Change Order No. 5 with Inland Building Construction Companies, Inc. (IBCC) in the amount of \$18,123; 2) Deductive Change Order No. 6 in the amount of -\$504.02; and 3) amending their contract to \$1,167,216.09, exceeding the allowable change order contingency by a total amount of \$101,493.19.

The added costs conveyed in Change Order No. 5 pertains to the demolition of the existing floor and (4 each) dais floor boxes (room 140) in order to install new conduit and dais floor boxes capable of supporting the new data and microphone requirements. Contractor to complete the demolition and pour back of concrete components. Installation of one (1) each additional laptop shelf and monitor mount was requested by owner for the demonstration kitchen. Owner requested Audio Visual (AV) equipment protection in room 104. Owner revised building signage logo at the lobby east facing window. Lastly, IBCC furnished and installed the pressure treated wood along the top of the Okubo parapet as a nailer for the expansion joint.

Deductive Change Order No. 6 is for the kitchens, including the inside of appliances/freezers and floors, to be re-cleaned and sanitized by IBCC per the Health Department requirements and Owner request. Also, the gate hardware for the roof top mechanical access door was updated. Detailed costs are listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside
Chris Carlson, Chief of Staff & Facilities Development
Bart Doering, Facilities Development Director

Attachments:

[Change Orders No 5 and 6_Summary-Inland Building Construction Companies, Inc](#)

Riverside Community College District
Facilities Planning & Development
Culinary Arts Academy and District Office Building

CHANGE ORDER SUMMARY

Change Order **No. 5**

Contractor: **Inland Building Construction Companies, Inc. (BC#18 – Misc. (CA))**

<i>Approved Contract Amount:</i>	\$ 968,839.00
<i>Change Order No.1 Amount:</i>	\$ 59,180.00
<i>Change Order No.2 Amount:</i>	\$ 8,026.00
<i>Change Order No.3 Amount: :</i>	\$ 20,569.11
<i>Change Order No. 4 Amount:</i>	\$ 92,983.00
<i>Change Order No. 5 Amount:</i>	<u>\$ 18,123.00</u>
<i>Revised Contract Sum:</i>	\$1,167,720.11
<i>Original Contract Contingency:</i>	\$ 96,883.90
<i>Remaining Project Contingency:</i>	\$ -101,997.21

Change Order Description:

Item No. 1

Cost Proposal #516: Pursuant response received in RFI#1305, data is to be provided at the 4 each floor boxes in room 140. Installation of data will require local demolition of the existing floor and floor boxes in order to install new conduit and floor boxes capable of supporting the new data requirements. Inland Building will be completing the demolition and pour back of the concrete components. Additional costs outside this scope will be submitted under separate cost proposal.

\$12,378.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

Item No. 2

Cost Proposal #537: Owner requested 1 each additional laptop shelf and monitor mount for the demonstration kitchen.

\$ 993.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

Item No. 3

Cost Proposal 538: Owner requested AV equipment protection in room 104.

\$ 481.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

Item No. 4

Cost Proposal #530: Pursuant response received in RFI#1272, Owner has revised building signage logo at the lobby 100 east facing window. This change request exceeds allowable 10% threshold for changes on original contract value therefore this change request will need formal Board approval.

\$ 603.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

Item No. 5

Cost Proposal 468: Pursuant to response received in RFI#1210,IBCC furnished and installed the pressure treated wood along the top of the Okubo parapet as a nailer for the expansion joint. Though the detail shows the nailer, it is not called out and therefore IBCC is submitting cost for it.

\$ 3,668.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

TOTAL ADD/CREDIT:

\$18,123.00

Riverside Community College District
Facilities Planning & Development
Culinary Arts Academy and District Office Building

CHANGE ORDER SUMMARY

Change Order **No. 6**

Contractor: **Inland Building Construction Companies, Inc. (BC#18 – Misc. (CA))**

<i>Approved Contract Amount:</i>	\$ 968,839.00
<i>Change Order No.1 Amount:</i>	\$ 59,180.00
<i>Change Order No.2 Amount:</i>	\$ 8,026.00
<i>Change Order No.3 Amount: :</i>	\$ 20,569.11
<i>Change Order No. 4 Amount:</i>	\$ 92,983.00
<i>Change Order No. 5 Amount:</i>	\$ 18,123.00
<i>Change Order No. 6 Amount:</i>	<u>\$ -504.02</u>
<i>Revised Contract Sum:</i>	\$1,167,216.09
<i>Original Contract Contingency:</i>	\$ 96,883.90
<i>Remaining Project Contingency:</i>	<u>\$ -101,493.19</u>

Change Order Description:

Item No. 1

Cost Proposal #480R1: Pursuant to release of CCD#210, Health Department Requirements and Owner request, IBCC was requested to re-clean all kitchens and other specified spaces (Change for missing Bond & OH&P from original change order #003).

\$ 1,198.98

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

Item No. 2

Cost Proposal 322: Deductive change for CO#322 issuance.
(Gate hardware for the roof top mechanical access door was updated).

\$-1,703.00

Requested by: Owner/Riverside Community College District

Accountability: Owner/ Riverside Community College District

TOTAL ADD/CREDIT:

\$ -504.02

Agenda Item (IV-E-6)

Meeting	11/1/2016 - Committee
Agenda Item	Committee - Facilities (IV-E-6)
Subject	Change Order No. 9 for the Culinary Arts Academy and District Offices Project with J.M. Farnan
College/District	District
Funding	District and Riverside City College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) project Change Order No. 9 with J.M. Farnan in the amount of \$4,105.43; and 2) the change order in excess of ten percent by a total of \$13,979.84.

Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25). Included in the award was a contract with J.M. Farnan in the amount of \$645,336.

At this time it is requested that the Board of Trustees approve Change Order No. 9 with J.M. Farnan in the amount of \$4,105.43 for the CAA/DO project, amending their contract to \$723,849.44, exceeding the allowable change order contingency by a total amount of \$13,979.84 to date. The change order amount stems from the following: 1) Owner requested plumbing modifications to make ready for owner provided soft water system; 2) Core drill for relocated lavatory waste; and 3) Another core drill for relocated lavatory waste (different location). Detailed costs are listed on the attached Change Order Summary.

Prepared By: Wolde-Ab Isaac, President, Riverside
Chris Carlson, Chief of Staff & Facilities Development
Bart Doering, Facilities Development Director

Attachments:

[Change Order No 9_Summary_J.M. Farnan](#)

Riverside Community College District
Facilities Planning & Development
Culinary Arts Academy and District Office Building

CHANGE ORDER SUMMARY

Change Order **No. 9**

Contractor: **J.M. Farnan Co., Inc. (BC#20 – Plumbing)**

<i>Approved Contract Amount:</i>	\$ 645,336.00
<i>Change Order No.1 Amount:</i>	\$ 13,347.66
<i>Change Order No.2 Amount:</i>	\$ 1,659.94
<i>Change Order No.3 Amount:</i>	\$ 16,088.38
<i>Change Order No.4 Amount:</i>	\$ 7,934.45
<i>Change Order No. 5 Amount:</i>	\$ 17,848.20
<i>Change Order No. 6 Amount</i>	\$ 2,432.64
<i>Change Order No. 7 Amount:</i>	\$ 10,663.74
<i>Change Order No. 8 Amount:</i>	\$ 4,433.00
<i>Change Order No. 9 Amount:</i>	<u>\$ 4,105.43</u>
<i>Revised Contract Sum:</i>	\$ 723,849.44
<i>Original Contract Contingency:</i>	\$ 64,533.60
<i>Remaining Project Contingency:</i>	\$ -13,979.84

Change Order Description:

Item No. 1

Cost Proposal #524: Owner requested plumbing modifications to make ready for owner provided soft water system. As JMF has gone beyond their 10% change order, the final value of this work will require a board approved change.

\$ 3,408.43

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

Item No. 2

Cost Proposal #282: Pursuant to direction given in CCD#34, core drill for relocated lavatory waste.

\$ 174.25

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

Item No. 3

Cost Proposal #282R1: Pursuant to direction given in CCD#34, core drill for relocated lavatory waste. Current balance on available allowance monies prior to this change is \$0. Formal change will need to be issued in the amount of \$522.75 to cover the allowance shortage. This change will need to go to the board as it will exceed the allowable 10% project threshold.

\$ 2,163.00

Requested by: Owner / Riverside Community College District

Accountability: Owner / Riverside Community College District

TOTAL ADD/CREDIT:

\$ 4,105.43