

SADDLEBACK JUNIOR COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92675

February 19, 1970

Telephone:
837-9700

N O T I C E O F
S P E C I A L M E E T I N G

To: Mr. Patrick Backus
Mr. Alyn Brannon
Mr. Michael Collins
Mr. Hans Vogel
Mr. Louis Zitnik

Members of the Board of Trustees of the Saddleback Junior College District. You are hereby notified that a Special Meeting of the Board of Trustees is called for the hour of 7:45 o'clock p.m., on the 25th day of February, 1970, at Saddleback Junior College District Board Room, 28000 Marguerite Parkway, Mission Viejo, California.

Said meeting is called for the purpose of taking action on the items listed below.

1. Proposal from Academic Senate concerning ratio of lecture classes to laboratories.
2. Request for approval of conferences.
3. Request for final progress payment to W. J. Shirley, Inc. and to Sully-Miller Contracting Co., and final acceptance of the work performed.
4. Land exchange between the Saddleback Junior College District and the Mission Viejo Company.
5. Request for approval of Purchase Orders.
6. Request for ratification of Payment of Bills.
7. Request for ratification of Payment for Personnel Services.
8. Executive Session - Personnel.



Fred H. Bremer, Secretary to the Board of Trustees

A G E N D A

BOARD OF TRUSTEES
SADDLEBACK JUNIOR COLLEGE DISTRICT
February 25, 1970

Board Room
28000 Marguerite Parkway
Mission Viejo, California 92675

SPECIAL MEETING

Pledge of Allegiance and Invocation

The minutes of the Regular Meeting held on February 9, 1970,
are presented for your approval.

1. SUPERINTENDENT'S REPORT

a. ACADEMIC SENATE PROPOSAL

The Academic Senate will present to the Board of Trustees
a proposal with regard to the ratio of lecture classes to
laboratories.

b. CONFERENCES

It is recommended that the following conferences be approved
with actual and necessary expenses paid:

1. James Thorpe and Jean Vincenzi -- National Council of
Teachers of Mathematics - San Diego - March 12 - 14, 1970.
2. Vincent McCullough -- Annual Recreation and Park Con-
ference - Anaheim - February 28 - March 4, 1970.
3. Roy Barletta -- Conference of California Community
College Business Officials - Indio - March 5 - 6, 1970.

2. BUSINESS MANAGER'S REPORT

a. PERMANENT CAMPUS

1. W. J. Shirley, Inc., submitted the following requests:

Final Progress Payment No. 9 for \$43,153.70.

Acceptance of all work, subject to a final punch list, the value of which has been estimated at \$9,000.00; and to guarantee complete performance a certified check in the amount of \$27,000.00 tendered and made payable to the District, which will be held by the District and refunded upon satisfactory completion of the items listed within the period stipulated.

A notice of completion be filed and payment of the retention amounting to \$152,022.64 will be made 35 days after the filing date of the notice of completion.

A summary of the contract price, change orders, retention, and payments is listed below:

Contract Price	\$1,500,000.00
Change Order No. 1	16,367.32
Change Order No. 2	2,982.12
Change Order No. 3	876.92
	<hr/>
	\$1,520,226.36
Less 10 Percent Retention	152,022.64
Previous Payments	1,325,050.02
This Payment	<hr/>
	\$ 43,153.70

2. Sully-Miller Contracting Company submitted the following requests:

Final Progress Payment for \$2,835.00.

Acceptance of all work.

Notice of completion be filed and retention paid 35 days after notice is filed.

A summary of the contract price, change orders, retention, and payments is listed below:

Contract Price	\$253,661.00
Change Order No. 1	--
Change Order No. 2 - deduct	(40,757.35)
- add	4,324.94
	<hr/>
	\$217,228.59
Less 10 Percent Retention	21,722.86
	<hr/>
	\$195,505.73
Previous Payments	192,671.18
This Payment	<hr/>
	\$ 2,834.55

2. BUSINESS MANAGER'S REPORT

a. PERMANENT CAMPUS (Continued)

3. Land Exchange. The Board of Appraisers has submitted its report in connection with the land exchange between the District and Mission Viejo Company.

Under the provisions of the Education Code, the Board of Trustees is requested to set the time and place to consider the report of the appraisers, and to authorize that the notice of the meeting be published once a week for two weeks in a newspaper of general circulation in Orange County.

It is recommended that the hearing be held on March 23, 1970, and that the notice be published in the Tustin News.

b. AWARDS

It is recommended that the award listed below be approved, the bidder having submitted the low bid meeting specifications:

Bid No. R-6468 for Engineering Equipment (Acct. #96-2-19-52-1269-116) to Pacific Scientific Company for \$2,825.55.

c. PURCHASE ORDERS

It is recommended that Purchase Orders 3359 through 3495, totaling \$13,084.36, be approved and that payment be authorized upon delivery and acceptance of the items ordered.

d. PAYMENT OF BILLS

It is recommended that District Warrants 96-4055 through 96-4116, totaling \$19,887.36, be approved and ratified for payment.

e. PAYMENT OF PERSONNEL SERVICES

Certificated Payroll	7A	\$ 97,641.59
Classified Payroll	7B	26,899.06
		<u>\$124,540.65</u>

3. EXECUTIVE SESSION - PERSONNEL

4. ADJOURNMENT

(The next regular meeting of the Governing Board will be held Monday March 9, 1970, at 7:45 P.M.)