

**LOS RIOS COMMUNITY COLLEGE DISTRICT**

PURCHASING: (916) 568-3071 ACCOUNTING: (916) 568-3065

FAX: (916) 568-3145

**PURCHASE ORDER NO B113335**  
**CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR SPECIAL INSTRUCTIONS, TERMS AND CONDITIONS.

Date	Revision	Page
07/12/2012	1 - 08/03/2012	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
767076 SHANE KK POONV	04EDCB	

**Vendor:** 0000003104  
LAKE TAHOE COMMUNITY COLLEGE  
ONE COLLEGE DRIVE  
SOUTH LAKE TAHOE CA 96150

**email:**

**Ship To:** EL DORADO CENTER  
RECEIVING  
6699 CAMPUS DRIVE  
PLACERVILLE CA 95667  
United States

**Bill To:** 1919 Spanos Court  
Sacramento CA 95825-39  
United States

2012 OCT 31  
A 7 11  
FLC BUSINESS SERVICES

Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	454V ROUND 4 (CORE) - SB70 CTE GRANT - BLANKET PURCHASE ORDER GOVERNOR'S CAREER TECHNICAL INITIATIVE (SB70/SB1133) CORE AND SUPPLEMENTAL GRANTS AWARDED TO FOLSOM LAKE COLLEGE (TOGETHER REFERRED TO AS SB-70 GRANT).	1.00	EA	66,000.00	66,000.00	07/12/2012

LTCC TO PROVIDE: GRANT COORDINATION, FACULTY RELEASE TIME, TEACHER STIPENDS, UP-TO-DATE EQUIPMENT, TECHNOLOGIES, INSTRUCTIONAL RESOURCES, SOFTWARE AND/OR MATERIAL, SUPPLIES

PER ATTACHED MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE LOS RIOS COMMUNITY COLLEGE DISTRICT (FOLSOM LAKE COLLEGE) AND LAKE TAHOE COMMUNITY COLLEGE (LTCC) FROM APRIL 1, 2011 THRU MARCH 31, 2013

2010/11 B111706 PAID \$40,906  
2011/12 B112488 OPEN \$2,094

AUTHORIZED PERSONNEL:  
MISTY DIVITTORIO  
DALE VANDAM

8/3/12 - VP  
CHANGE PO COMMENTS AND AUTHORIZED PERSONNEL DETAILED BELOW.  
AS PER JOANY HARMAN'S EMAIL DATED 8/2/12

PO COMMENTS:  
AS PER MEMORANDUM OF UNDERSTANDING (MOU), DATED 07/13/2011 - BETWEEN LOS RIOS COMMUNITY COLLEGE DISTRICT (FOLSOM LAKE COLLEGE) AND LAKE TAHOE COMMUNITY COLLEGE (LTCC). FROM APRIL 1, 2011 THROUGH MARCH 31, 2013. MOU TOTAL = \$66,000.00  
2010/11 B111706 PAID \$40,906  
2011/12 B112488 OPEN \$2,094

AUTHORIZED PERSONNEL:  
DALE VAN DAM  
VONNIE SHANE  
KATHLEEN KIRKLIN



All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signature  
*[Handwritten Signature]* 10/29/12

Notice to vendor: You are responsible for delivering goods and delivery documents to the Receiving Department at the site. Failure to do so will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of goods by other parties and failure to obtain authorized signatures may also delay payment. NOTE: PAYMENT TERMS NET 30 MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

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**PURCHASE ORDER NO  
CHANGE ORDER**

**B113335**

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Date	Revision	Page
07/12/2012	1 - 08/03/2012	3
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
767076 SHANE KK POONV	04EDCB	

**Vendor:** 0000003104  
LAKE TAHOE COMMUNITY COLLEGE  
ONE COLLEGE DRIVE  
SOUTH LAKE TAHOE CA 96150

**email:**

*SB70*

**Ship To:** EL DORADO CENTER  
RECEIVING  
6699 CAMPUS DRIVE  
PLACERVILLE CA 95667  
United States

**Bill To:** 1919 Spanos Court  
Sacramento CA 95825-3981  
United States

Tax Exempt? N

Line	Qty	12 - JA	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
			ADD SHANNON CLARK TO AUTHORIZED PERSONNEL REQUESTED BY V. SHANE. AUTHORIZED BY D. VAN DAM PER J. HARMAN EMAIL 10/22/12					

AUTHORIZED PERSONNEL:  
DALE VAN DAM  
VONNIE SHANE  
KATHLEEN KIRKLIN  
SHANNON CLARK

Sub Total Amount	66,000.00
Sales Tax Amount	0.00
Total PO Amount	66,000.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5100	12	ED.VI.SB70	49990	00000	454V	66,000.00	2013

Verification of this purchase order can be made using the Los Rios Community College District web site listed below.  
If you have any questions, please contact the Purchasing Office at (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

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Authorized Signature

*[Signature]*  
10/29/12

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## Change Order Request

PO # B113335

Request Date: 10-17-12

College/Dept: FLC

Vendor Name LAKE TAHOE COMM COLLEGE Vendor #0000003104  
(one PO per request)

Add authorized signer ADD SHANNON CLARK

DO NOT SEND CHANGE ORDER TO VENDOR

New PO Total = NO CHANGE

Comments to be added: AS REQUESTED BY V.SHANE  
AUTHORIZED BY D. VAN DAM

OTHER:

Completed should be forwarded via e-mail by an **authorized signer** to the **DO -- Purchasing** mailbox.

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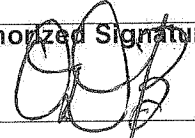
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KATHLEEN KIRKLIN

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Authorized Signature  
  
08/07/12

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<b>Date</b> 07/12/2012	<b>Revision</b> 1 - 08/03/2012	<b>Page</b> 2
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 767076 SHANE KK POONV		<b>Location / Dept</b> 04EDCB

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Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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<b>Sub Total Amount</b>	66,000.00
<b>Sales Tax Amount</b>	0.00
<b>Total PO Amount</b>	66,000.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5100	12	ED.VI.SB70	49990	00000	454V	66,000.00	2013

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## PURCHASE ORDER TERMS AND CONDITIONS

1. **APPLICABLE LAW:** The contract resulting from this order shall be governed by the laws of the State of California
2. **COMPLETION OF ORDERS:** LRCCD reserves the right to withhold payment until order is completed.
3. **DISCOUNTS:** Please show cash payment discount offered on your invoice in connection with any discount offered, time will be computed from date of delivery of the supplies or equipment, or from date correct invoices are received in the office specified by LRCCD if the latter date is later than the date of delivery. Payment is deemed to be made for the purpose of earning discount, on the date payment is mailed or on behalf of LRCCD.
4. **INVOICES:** Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain Purchase order number, date, description of items, sizes and quantities, unit prices, extended totals, place and date of delivery. Invoices or vouchers not on printed bill heads shall be signed by the CONTRACTOR or person furnishing the supplies or services. Every invoice shall be properly itemized. If LRCCD has not received billing for product or services within a one year period LRCCD will not be held responsible for satisfying the debt.
5. **CHANGES:** No change or modification in terms, quantities, or specifications may be made without express authorization in writing from the LRCCD Purchasing Office and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. If unit cost of any item exceeds the amount shown by 10% or \$250.00 whichever is less do not ship. Contact LRCCD Purchasing at the phone number provided.
6. **BILL OF LADING:** If Bill of Lading is applicable to this order, send originals to "Ship to" address and duplicate Bill of Lading with invoices to "Bill to" address. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show purchase order number. If factory shipment, advise factory to comply.
7. **TRANSPORTATION CHARGES:** Invoices for prepaid transportation charges must be supported by original receipted expense bills.
8. **FOB POINT AND FREIGHT CHARGES:** Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
9. **PATENT INDEMNITY:** The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
10. **TAXES:** Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
11. **EQUAL OPPORTUNITY EMPLOYER:** The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
12. **GENERAL SAFETY ORDERS:** All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
13. **INDEMNIFICATION:** CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all **claims**, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of persons, arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
14. **TERMINATION:** LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
15. **ASSIGNMENT:** Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
16. **PUBLIC WORKS PROJECTS:** CONTRACTOR must comply with Public Contract Code.
17. **CA LABOR CODE:** Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
18. **NOTICE:** Your employees may be exposed to hazardous substances during the course of their work while on LRCCD property. For additional information on the hazardous substances that your employees may be exposed to contact the LRCCD General Services Department at (916) 568-3048.
19. **INSURANCE:** CONTRACTOR shall, at all times, maintain in full force and effect the following insurance: Workers' Compensation, Commercial General Liability, Auto Liability, and Professional Liability if licensed professional. Policy limits for each shall be at least \$1,000,000 AND \$3,000,000 AGGREGATE for bodily injury, personal injury and property damage. Any combination of General Liability and Excess Coverage can be combined to meet the Aggregate. LRCCD shall be named as an additional insured on CONTRACTOR's policies. The CONTRACTOR shall provide a certificate of insurance and required endorsements to comply with this section at least 15 days prior to commencement of work under this contract. The certificate shall state that LRCCD will be given 30 days notice of any material change or cancellation in coverage.
20. **DISQUALIFIED EMPLOYEES:** CONTRACTOR shall ensure that persons who perform services on LRCCD property have not been convicted of any felony, or any controlled substance offense or any sex offense as those terms are defined by Education Code section 87008-87010. If LRCCD determines that any person employed by CONTRACTOR to work on LRCCD property is incompetent, unfaithful, intemperate, disorderly, abusive or is otherwise unsatisfactory, CONTRACTOR shall cause that employee to be removed from working on LRCCD property immediately, and that person shall not be employed again on LRCCD property.
21. **WORK AUTHORIZATION:** Prior to LRCCD's acceptance of this Agreement, CONTRACTORS who are not U.S. citizens must provide verification of (a) work authorization status from the appropriate U.S. Department of State; (b) a copy of their U.S. visa; (c) the number of days present in the U.S.; and (d) tax treaty status. LRCCD shall not make any payments to CONTRACTOR unless CONTRACTOR holds the appropriate U.S. visa. CONTRACTOR is responsible for ensuring they are in possession of the appropriate visa.
22. **WARRANTY:** CONTRACTOR expressly warrants that all materials, goods, equipment, services, and/or labor shall conform to the requirements set forth or incorporated into this order and any applicable industry standards or requirements, shall be merchantable and free from defects in workmanship, materials and/or design (including latent defects), and shall perform as specified. CONTRACTOR further warrants that all materials, goods, equipment, services, and/or labor will be fit and sufficient for the particular purposes intended by LRCCD. Unless agreed upon otherwise between LRCCD and CONTRACTOR, the warranty period shall be the longer of: (a) any express warranty included in this service agreement; (b) one year after the materials, goods, equipment, services, and/or labor are accepted by LRCCD; or (c) any warranty period provided under any applicable California law.

# Los Rios Community College District

BPO

Page      of     

## Requisition

SB70 2013

Req. No. <b>767076</b>
P.O. NO. <b>B113335</b>

Vendor Code	DATE <u>5/30/12</u>
Approved	VENDOR <u>Lake Tahoe Community College 18</u>
Terms	ADDRESS <u>One College Drive</u>
F.O.B.	CITY <u>So. Lake Tahoe</u> STATE <u>CA</u> ZIP <u>96150</u>
PHONE <u>530-541-4660 x298</u> FAX <u>530-541-7852</u>	
Attn: <u>Virginia Boyer, PhD. Director of Voc. Ed.</u>	

DELIVERY INSTRUCTIONS	
<u>04 EDCB</u>	
<del>04 EDC Administration</del>	
Location Code	
<u>EDC Administration CTE/SB70 Grant</u>	
College/District Location	Department
Division	Date Required

ITEM	DESCRIPTION	ORDERED		AMOUNT	
		QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
	*Use additional paper if necessary and please reference requisition number. <b>DO NOT USE A SECOND REQUISITION.</b>				
1	Blanket Purchase Order: Governor's Career Technical				66,000.00
2	Education Initiative (SB70) sub award funds for				
3	grant coordination; authorization and payment for				
4	faculty release time, faculty and staff stipends,				
5	consultant fees and salary driven costs, instructional				
6	supplies, instructional equipment, marketing materials,				
7	meeting materials and travel costs associated with CTE				
8	program development, career pathway and articulation				
9	initiatives and allied health program improvement programs.				
10	Per attached Memorandum of Understanding (MOU) between				
11	the Los Rios Community College District (Folsom Lake				
12	College) and Lake Tahoe Community College (LTCC)				
13	from April 1, 2011 through March 31, 2013.				

454V  
RNDY  
(CORE)  
Use word doc  
for comment

Purchases Charged to Categorical Programs, Grants or Special Projects			Sales Tax
This purchase is in compliance with the requirements of <u>Governor's CTE Initiative SB70</u>			
Program Director/Coordinator Signature <u>[Signature]</u>	Program Name <u>454V</u>	Project/Grant Number <u>(Round 4 CORE)</u>	<b>Total</b>
Qualifying Grant Expenditures			66,000.00
Program Goal/Objective Number/Explanation			

I hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323, Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations and laws.

REQUESTED BY: Vonnie Shane TYPED/PRINT DATE 5/30/12

REQUESTED BY: [Signature] SIGNATURE DATE 5/31/12

AUTHORIZED: [Signature] DEAN OR AUTHORIZED SIGNATURE DATE 6/27/12

APPROVED: [Signature] VICEPRESIDENT, ADMINISTRATION DATE     

GENFD / 5100 / .12 / ED.VI.SB70				
Bus. Unit	Account*	Fund	Org	
<u>49990</u>	<u>00000</u>	<u>2013</u>	<u>454V</u>	\$ <u>66,000.00</u>
Program	Sub-Class	BY	Proj/Grnt	Amount
Bus. Unit	Account*	Fund	Org	
Program	Sub-Class	BY	Proj/Grnt	Amount

\* Asset Location - For equipment purchases over \$200 (Accounts 6490, 6495 and computers) complete the area below indicating the final location where equipment will be housed.

Location Code \_\_\_\_\_ Dept. \_\_\_\_\_

Building \_\_\_\_\_ Room No. \_\_\_\_\_

Instructions on Reverse

**REQ# 767076 / CONF PO# B113335 – (LTCC) LAKE TAHOE COMMUNITY COLLEGE**

**PO LINE# 1 DESCRIPTION:**

**454V ROUND 4 (CORE) – SB70 CTE GRANT - BLANKET PURCHASE ORDER**

GOVERNOR'S CAREER TECHNICAL INITIATIVE (SB70/SB1133) CORE AND SUPPLEMENTAL GRANTS AWARDED TO FOLSOM LAKE COLLEGE (TOGETHER REFERRED TO AS SB-70 GRANT).

LTCC TO PROVIDE: GRANT COORDINATION, FACULTY RELEASE TIME, TEACHER STIPENDS, UP-TO-DATE EQUIPMENT, TECHNOLOGIES, INSTRUCTIONAL RESOURCES, SOFTWARE AND/OR MATERIAL, SUPPLIES

**PO COMMENTS:**

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**AUTHORIZED PERSONNEL:**

DALE VAN DAM

VONNIE SHANE

KATHLEEN KIRKLIN

*Us word doc emailed to V. Poon 7/12/12*





## Memorandum of Understanding

Between

The Los Rios Community College District (Folsom Lake College) and  
Lake Tahoe Community College

*The Los Rios Community College District (Folsom Lake College) (LRCCD/FLC) and Lake Tahoe Community College (LTCC) understand and mutually agree to the following statements of understanding.*

### Section I – Purpose

The purpose of this Memorandum of Understanding (MOU) is to establish and define the relationship between LTCC and LRCCD/FLC in support of the Fourth Round (Fiscal Year 2010-2011 funding) of the Governor’s Career Technical Education Initiative Core Grant (referred to as the SB-70 Grant) awarded to Folsom Lake College. For the purposes of implementing the Grant, FLC and Grant partners have established the “El Dorado County Career Technical Partnership” (CTP) which includes the El Dorado Center of Folsom Lake College, Lake Tahoe Community College, the El Dorado County Office of Education, and El Dorado Union High School District. LTCC and LRCCD/FLC desire LTCC to be a community partner with LRCCD/FLC to assist in efforts to develop, organize, support, and implement various activities as they apply to the SB-70 Grant from the period of **April 1, 2011**, through the end of term of the grant, **March 31, 2013**.

### Section II – Responsibilities

In compliance with the SB-70 Grant IV (FY 2010-2011) application, LTCC will:

- A. New CTE Program Development: Enhance community partnerships with local economic development experts and align these partnerships with emerging local initiatives (Chamber of Commerce, Lake Tahoe Basin Prosperity Plan, North/Far North Regional Consortium, EDD, etc.). Provide \$11,500 in release time and \$1,380 in salary driven costs, for faculty or administrator to assess a minimum of one new CTE program for development that meets the needs of the community. Conduct labor market analysis, develop course outlines, obtain local Curriculum Committee approval, submit a program proposal package to N/FN Regional Consortium for approval, and submit Chancellor’s Office program approval packet. Provide \$500 release time, and \$60 in salary driven costs for an institutional researcher to assist with labor market analysis and consultation with economic development specialists. Provide the SB 70 office with the title of the new program under development; the names



and titles of the participants and how the new program will articulate with the local High School and/or ROP. The establishment of local educational partnerships, including programs of study, is a major focus of SB 70. Accordingly, LTCC will provide the CTP Office with descriptions (such as meeting agendas and minutes) for all activities associated with new CTE course development and funded by the SB 70 Grant. Activities associated with the development of programs of study between LTCC and the local high school and/or ROP must be reported quarterly. The total allocation for staff release time and salary driven costs for new CTE program development will not exceed **\$13,440**.

B. **Strengthen Career Pathways & Articulation Initiatives with Local High School and/or ROP:** Design programs of study at both the secondary and post-secondary levels that meet the needs of students and the local economy. Identify existing pathways in need of further curriculum alignment and articulation (e.g., culinary arts, dental assisting, digital media arts, etc.) and investigate possible new pathways for development (e.g., automotive technology, sustainable energy, physical therapy aide or other allied health program, etc.). Provide the SB 70 office with the titles of the programs of study and articulation agreements under development; and the names and titles of the participants from each of the partnering agencies. Schedule working meetings between high school and LTCC faculty for subject matter experts to officially partner and design course sequencing that will ensure a seamless transition from the high school to the college (and beyond). The establishment of local educational partnerships, including programs of study, is a major focus of SB 70. Accordingly, LTCC will provide the CTP Office with descriptions (such as meeting agendas and minutes) for all activities associated with Paragraph B and funded by the SB 70 Grant. Activities associated with the development of programs of study between LTCC and the local high school and/or ROP must be reported quarterly.

1. Provide \$5,000 in release time and \$600 in salary driven costs for administrative support for Section II paragraph B above.
2. Provide \$5,000 for up to five secondary and postsecondary faculty stipends and \$600 benefits to complete objectives as detailed in Section II, paragraph B above.
3. Provide up to \$5,000 in consultant fees to facilitate the curriculum alignment and collaboration activities necessary to strengthen career pathways & articulation initiatives with the local high school and/or ROP as described in Section II, paragraph B above.
4. The total allocation for consultant fee, staff stipends, release time and salary driven costs to strengthen career pathways & articulation initiatives with local high school and/or ROP, as described in Section II, paragraph B, 1, 2, and 3, will not exceed **\$16,200**.

REQ# 767076



- C. **Allied Health Program Improvement:** Provide \$1,000 for faculty stipends and \$120 in salary driven costs to coordinate the move of the dental assisting program to the new classroom(s) at LTCC and re-certify the curriculum and equipment through the State of California;. The amount allocated for coordination of the move of allied health equipment will not exceed **\$1,120.**
- D. Provide meeting materials and supplies associated with the new CTE program development, career pathway & articulation initiatives and allied health improvement projects outlined in Section II, A, B, and C. The total amount allocated for meeting materials and supplies will not exceed **\$600.**
- E. Provide authorization and payment to purchase or reimburse the travel expenses associated with the new CTE program development, career pathway & articulation initiatives and allied health improvement projects, as described in Section II, A, B, and C. The total amount allocated for travel expenses will not exceed **\$580.**
- F. Provide authorization and payment for printing of marketing materials created in support of the new CTE program development, career pathway & articulation initiatives and allied health improvement projects, as described in Section II, A and B. The total amount allocated for printing and marketing expenses will not exceed **\$1,400.**
- G. Provide authorization and payment to purchase Instructional Supplies (\$300 for Medical Office Program and \$1,000 for Dental Assisting Program). The total amount allocated for Instructional supplies will not exceed **\$1,300.**
- H. Provide authorization and payment to purchase Instructional Equipment for the Medical Office Program. The total amount allocated for the purchase of medical office equipment will not exceed **\$1,000.**
- I. Provide authorization and payment for the installation of operatory chairs & X-ray equipment. The total amount allocated for the installation of operatory chairs & X-ray equipment will not exceed **\$4,000.**
- J. Provide authorization and payment to purchase Lecture-Based "Smart" CTE classroom with a laptop/netbook "bank" that will allow all CTE students to have access to digital x-ray technology. This classroom is to be used exclusively by allied health and other CTE programs. The total amount allocated for the purchase of the "Smart" classroom and bank of laptops/netbooks will not exceed **\$26,360.**

  
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- K. Invoice LRCCD/FLC according to the accounting practice outlined in Exhibit B for **actual costs incurred by LTCC** associated with the execution of the outlined responsibilities in Section II, paragraphs A through H. Total reimbursement to LTCC will not exceed **\$66,000**. LTCC will invoice LRCCD/FLC by **January 15, 2013**. LRCCD/FLC will encumber and/or pay actual costs incurred by LTCC by **March 31, 2013**.

**In compliance with the SB-70 Grant, LRCCD/FLC will:**

- L. Approve and authorize to pay all invoices submitted by LTCC for Consultant fees, staff release time and the salary driven costs associated with new CTE program development as described in Section II, Paragraph A. Staff release time and the salary driven costs will not exceed **\$13,440**. ✓
- M. Approve and authorize to pay all invoices submitted by LTCC for Consultant fees, staff release time and the salary driven costs associated with Strengthening of Career Pathways & Articulation Initiatives with Local High School and/or ROP as described in Section II, Paragraph B. Consultant fees, staff release time and the salary driven costs will not exceed **\$16,200**. ✓
- N. Approve and authorize to pay all invoices submitted by LTCC for faculty stipends and salary driven costs to coordinate the move of the dental assisting program to the new classroom(s) at LTCC and re-certify the curriculum and equipment through the State of California; The amount allocated for coordination of the move of allied health equipment will not exceed **\$1,120**. ✓
- O. Approve and authorize to pay all invoices submitted by LTCC for meeting materials and supplies costs associated with the new CTE program development, career pathway & articulation initiatives and allied health improvement projects outlined in Section II, A, B, and C. The total amount allocated for meeting materials and supplies will not exceed **\$600**. ✓
- P. Approve and authorize to pay all invoices submitted by LTCC for the travel costs of LTCC staff participating in the activities or involved in the implementation of the SB-70 grant as described in Section II, paragraphs A through C. Travel and related costs will not exceed **\$580**. ✓
- Q. Approve and authorize to pay all invoices submitted by LTCC for costs associated with the printing of marketing materials created in support Section II, A and B. The total amount allocated for printing and marketing expenses will not exceed **\$1,400**. ✓

  
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- R. Approve and authorize to pay all invoices submitted by LTCC for costs of instructional supplies for the Medical Office and Dental Assisting Programs. The total amount allocated for instructional supplies will not exceed **\$1,300.** ✓
- S. Approve and authorize to pay all invoices submitted by LTCC for costs of instructional equipment for the Medical Office Program. The total amount allocated for the purchase of medical office equipment will not exceed **\$1,000.** ✓
- T. Approve and authorize to pay all invoices submitted by LTCC for costs associated with the installation of operatory chairs & X-ray equipment. The total amount allocated for the installation of operatory chairs & X-ray equipment will not exceed **\$4,000.** ✓
- U. Approve and authorize to pay all invoices submitted by LTCC for costs associated with purchase of a Lecture-Based "Smart" CTE classroom with a laptop/netbook "bank" that will allow all CTE students to have access to digital x-ray technology. The total amount allocated for the purchase of the "Smart" CTE classroom and bank of laptops/netbooks will not exceed **\$26,360.** ✓
- V. Issue a Purchase Order and reimburse LTCC according to the accounting practice outlined in Exhibit B for **actual costs incurred by LTCC** associated with the execution of the outlined responsibilities in Section II, paragraphs A through H. Total reimbursement to LTCC will not exceed \$66,000. All costs incurred for which payment is requested must be submitted by invoice to LRCCD/FLC by **January 15, 2013.** LRCCD/FLC will encumber and/or pay all actual costs incurred by LTCC by **March 31, 2013.**

### Section III - Authorities

LTCC and LRCCD/FLC shall separately ensure that this MOU and all requirements for approval and authorization are signed by an official who is authorized and in compliance with the SB-70 Grant IV.

### Section IV – Funding

As the fiduciary agent administrating the SB-70 Grant, LRCCD/FLC agrees the amount being obligated under this MOU is funded, reserved and is available for payment upon terms of completion for payment under the SB-70 Grant.

REQ 767076


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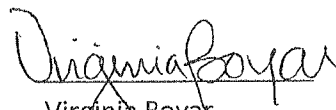
**Section V-Termination:**

MOU may be cancelled at anytime by mutual agreement of both parties under the condition that all invoices and outstanding obligations are paid in full before termination.

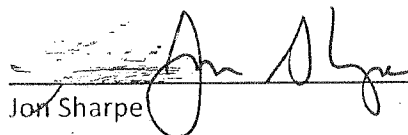
Folsom Lake College  
Los Rios Community College District  
10 College Parkway  
Folsom, CA 95630

Lake Tahoe Community College  
One College Drive  
South Lake Tahoe, CA 96150

  
Kathleen Kirklin      Date 7/6/11  
Vice President of Administration  
Folsom Lake College

  
Virginia Boyar      Date 6-24-11  
Director of Career and Technical Education

Los Rios Community College District  
1919 Spanos Court  
Sacramento, CA 95825

  
Jon Sharpe      Date 7/13/11  
Deputy Chancellor