

TO: BOARD OF TRUSTEES  
FROM: SUPERINTENDENT

**COMMUNICATION NO. 136-2009/10-BS**

Prepared by the Office of Vice President Business Services  
for Presentation to the Board of Trustees  
January 11, 2010

**SUBJECT: APPROVAL OF CONTRACT WITH FACILITIES PLANNING & CONSULTING SERVICES FOR ANNUAL FACILITIES PLANNING SERVICES**

**A. BACKGROUND**

The California Community College Chancellors Office requires that the district complete annual facilities planning submittal requirements. These annual submittal requirements include the Five Year Construction Plan, Initial Project Proposals, Final Project Proposals, Space Inventory Update and all required supporting documents that must be periodically updated including facilities master plans, environmental impact reports and other studies as required to meet state guidelines and compete for state funding.

The annual facilities planning process consists of two components: 1) Strategic Facilities Planning Component; and, 2) Strategic Architectural Planning Component. Facilities Planning & Consulting Services will assist the Director, Facilities Planning & Campus Development, in meeting all state submittal requirements for the strategic facilities planning component.

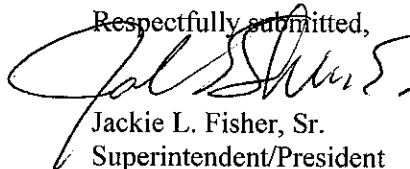
**B. BUDGET IMPLICATIONS**

An estimated total amount not to exceed \$15,000 will be paid from redevelopment funds for 2010 planning requirements.

**C. RECOMMENDATION**

It is recommended that the Board of Trustees authorize the Vice President of Business Services to enter into a contract with Facilities Planning & Consulting Services.

Respectfully submitted,

  
Jackie L. Fisher, Sr.  
Superintendent/President

Prepared by:

  
Deborah Wallace  
Vice President Business Services

Office of Business Services

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