

<b>BOARD OF TRUSTEES</b>	<b>Action</b>
Santa Monica Community College District	June 6, 2017

APPENDIX B

**RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS**

*Requested Action: Approval/Renewal of the following annual contracts for the period of July 1, 2017 through June 30, 2018, unless otherwise indicated.*

The list of contracts is thoroughly reviewed and evaluated by the end-users and approved by the vice-presidents before being presented to the Board for approval. The following annual contracts are primarily renewals of existing contracts.

- A Academic Affairs
- B Community and Contract Education
- C Construction/Facilities Services
- D Enrollment Development/Information Technology
- E Fiscal/Advocacy/ Government Relations and Institutional Communications
- F Human Resources/Personnel Commission
- G Legal Services
- H Marketing, Community Outreach, Recruitment and Web/Social Media
- I Public Affairs/Community and Academic Relations
- J Risk Management
- K Student Affairs

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS

15-A ACADEMIC AFFAIRS

*Requested by: Erica LeBlanc, Dean of Academic Affairs  
Gita Runkle, Associate Dean, Emeritus College*  
*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*

FACILITIES FOR INSTRUCTION

Provider	Service	Amount	Funding Source
1. List of providers on file in the office of Emeritus College	Off-campus facilities for Emeritus College	Payment per class is authorized as stated on the list	2017-2018 District Budget/ Emeritus College
2. List of providers on file in the Health Sciences office	Affiliation agreements between the Santa Monica College and the providers for the use of health facilities by SMC students in connection with the District's nursing program. The list is on file in the Health Sciences Office.	No charge to the District	2017-2018 District Budget/ Health Sciences

DISTANCE EDUCATION

Provider	Service	Amount	Funding Source
Canvas/Instructure	Course Management System (CMS) for District-wide use.	Current funding source is being supported through the CCCCO OEI (Online Education Initiative).  Cost to District: \$0  Actual dollar value of one-year Canvas contract: \$288,554	2017-2018 Academic Affairs

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-A ACADEMIC AFFAIRS *(continued)*

LIBRARY VENDOR

Provider	Service	Amount	Funding Source
3. Baker and Taylor	Provider of library books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.	Not to exceed \$100,000	2017-2018 California State Lottery Grant
4. CCLC (Community College Library Consortium)	Provider of Library Databases and Electronic Books without taking estimates or advertising for bids as permissible under Public Contract Code 20118.3 and Education Code 81651.	Not to exceed \$150,000	2017-2018 California State Lottery Grant.

MALIBU CENTER

Provider	Service	Amount	Funding Source
5. SMMUSD Webster Elementary School	Reimbursement to SMMUSD for personnel services needed for SMC classes at Webster Elementary School	Not to exceed \$3,500	2017-2018 District Malibu Center

15-A ACADEMIC AFFAIRS (continued)

WORK STUDY AGREEMENTS

Provider	Service	Amount	Funding Source
<p>6. Work Study Agreements with UCLA, CSUN and LMU.</p>	<p>These are renewal agreements that allow university work-study students to be placed at Santa Monica College. The District pays the percentage of the students' wages as indicated. Peer tutors have worked in English, Social Science, Math, Modern Language, Science, or Supplemental Instruction.</p>	<p><u>UCLA</u> SMC's Matching Share of payroll expense: assessed at 50% (fifty percent ) of the gross WSP wage earned for all undergraduate students and which is 30% (thirty percent) for all graduate students. Note: UCLA's WSP appropriation pays the remaining fifty percent (50%) for all programs except for the Graduate work study program which is thirty percent (30%) of payroll expense. B. Administrative Fee: assessed at 15% (returning agencies) and 15% (ASUCLA) of the gross WSP wage earned. C. Misc. Charges: a. Worker's Compensation b. Medicare c. Unemployment insurance.</p> <p><u>CSUN</u> SMC's matching share of payroll expense: assessed at 25% (twenty-five percent) Off-Campus Agency/FICA Administrative Surcharge: 20% (twenty percent) Auxiliary Administrative Surcharge: 18% (eighteen percent)</p> <p><u>LMU</u> SMC's matching share of payroll expense: assessed at 75% (seventy-five percent) of students total earnings with no additional charges.</p>	<p>2017-2018 Budget/ Academic Affairs (District's share)</p>

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15-B COMMUNITY AND CONTRACT EDUCATION

*Requested by: Patricia Ramos, Dean, Workforce and Development*

*Approved by: Georgia Lorenz, Vice-President, Academic Affairs*

The contracts are needed to support infrastructure needs (e.g., the program’s web-based registration system and off-site locations) as well as content. For the contracts where no dollar amount is indicated, the amount is based on a percentage of the enrollment fees generated.

Funding Source: Contracts for Community and Contract Education (C&CE) are fully-funded by revenues generated through class enrollments.

Provider	Service
1. AHLEI American Hotel & Lodging Educational Institute	Purchase order to purchase online training and certification testing access for Customer Service Academy curriculum through Community and or Contract Education  Not to exceed \$6,000
2. Augusoft Inc.	Annual maintenance agreement for Lumens Software used by Community and Contract Education for online registration and Paypal for credit card transactions.  Not to exceed \$20,000
3. AUMT Institute	Agreement to offer online and in class courses through SMC’s Community and Contract Education program in exchange Community Ed will receive \$500.00 per student enrolled.  AUMT will provide Phlebotomy career training, including textbooks, supplies, materials and instructors. AUMT will dispose of waste per OSHA guidelines.
4. Condensed Curriculum International (CCI)	Agreement to offer online and in class courses through SMC’s Community and Contract Education program in exchange for a percentage of the enrollment fees generated.  CCI will provide the third party content, including textbooks, supplies, materials and instructors for both online and classroom based career training programs.  Not to exceed \$10,000

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

Provider	Service
5. Course Horse	<p>Agreement to offer selected courses from Community Education on Course Horse’s website to serve as a marketing tool to increase enrollment and publicity for the program.</p> <p>Comment: Community Ed receives from CourseHorse a percentage of course fees only when students register through the Course Horse site. Community Education will utilize this site for a select few courses that need additional registration to meet the minimum to run.</p>
6. Diablo Valley College	<p>Agreement to establish an affiliation between Diablo Valley College Community Ed Academy Support Center and SMC Community Ed. The yearly payment will cover the cost of Academy support for SMC Community Education in becoming a CISCO Networking Center. Not to exceed \$850/year</p>
7. DDI (Development Dimensions International)	<p>Agreement for training curriculum to be offered through SMC’s Community and Contract Education Program</p>
8. Distance Learning Company	<p>Agreement for online classes to be offered through SMC’s Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.</p>
9. Education to Go	<p>Agreement to offer online classes through SMC’s Community and Contract Education program in exchange for a percentage of the enrollment fees generated.</p>
10. G. Bruce Smith	<p>Agreement to provide publicity services and produce materials for content marketing for various social media and online outlets under the direction of the Program Coordinator. Not to exceed \$10,000</p>
11. Institute of Reading Development	<p>Agreement with the Institute of Reading Development for the rental of classroom space at Santa Monica College in exchange for a percentage of the enrollment fees generated.</p> <p>Comment: The Institute of Reading Development offers reading programs for children and adults. The program will be publicized in the Community and Contract Education schedule of classes and website; however, all enrollments are done through IRD</p>
12. Learning Resources Network	<p>LERN Yearly Membership \$800</p>
13. Lisa Brand Design	<p>Agreement for graphic design and art direction/services for marketing materials that are specific to the needs of Community Education and Workforce &amp; Economic Development.</p> <p>Comment: The services may include assistance with expeditiously developing various marketing material for electronic and print distribution.</p> <p>Not to exceed \$1,000</p>

15-B COMMUNITY AND CONTRACT EDUCATION *(continued)*

Provider	Service
14. Market Motive	Agreement for online classes to be offered through SMC's Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
15. NABCEP	Consultant service for delivery of seminars and courses for SMC Community and Contract Education courses
16. Natalie Kilpatrick	Agreement with Natalie Kilpatrick to Training through SMC's Contract Education program in exchange for a percentage of the enrollment fees generated.
17. OMCP- Online Marketing Certified Professional	Agreement to provide prepaid OMCA Exam Vouchers for SMC Community Education Students who complete Social Media Marketing Practitioner Certification through Market Motive.  Not to exceed \$4000/year
18. Siba Media	Agreement with SIBA Media to provide a film training program. Community & Contract Education will receive \$200 per registered student.  Comment: SIBA Media offers a film training program. The program will be publicized in the Community and Contract Education schedule of classes and on the website.
19. SimpliLearn	Agreement for online classes to be offered through SMC's Community and Contract Education Program in exchange for a percentage of the enrollment fees generated.
20. Trend Offset Printing	Printing services for all Community Education and Professional Development catalogs
21. We Search Research	Editorial copywriting; information research and verifications  Not to exceed \$5,500
22. West LA Extension	Agreement to offer joint community education classes through SMC's Community and Contract Education program in exchange for a percentage of the enrollment fees charged.
23. CRM Learning	Purchase videos for Customer Service Academy curriculum through Community Education
24. Complete Book.com	Purchase videos for Customer Service Academy curriculum books through Community Education
25. MC Bookstore	Purchase books for Community Education courses.
26. List of providers on file in the Office of Community and Contract Education	Payment for delivery of seminars and courses for SMC Community and Contract Education courses. Payment per class is authorized as stated on the list.

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15-C CONSTRUCTION/FACILITIES SERVICES

*Requested by: Greg Brown, Director of Facilities and Planning  
Bruce Wyban, Director, Facilities Management*  
*Approved by: Robert Isomoto, Vice President of Business and Administration*

The following one-year agreements for Construction/Facilities Services are all renewals of existing contracts for services.

Provider	Services	Amount	Funding Source
1. ARC	Reprographic Services for large format building plans and construction documents	Not to exceed \$75,000	State Construction Grants/Measure AA, U or S/District Capital Funds
2. Cannon	The consultant will provide professional and land surveying services in support of planned projects at Santa Monica College specifically identifying the position and alignment of underground utilities	Not to exceed \$95,000	Measure AA, U or S/District Capital Funds
3. MDC Engineers	Security and Electrical engineering services for new building systems.	\$40 to \$180 per hour plus reimbursable expenses, not to exceed \$97,200	State Construction Grants/Measure AA, U or S/District Capital Funds
4. Hilltop Securities Inc.	Provide continue disclosure and post-issuance compliance services for all general obligation bonds and Certificates of Participation as required by the Securities and Exchange Commission (SEC).	Not to exceed \$40,000	Measure U, S, AA and District Capital Outlay Fund
5. KNN	Provide financial advisory for general obligation bonds and Certificates of Participation to the District.	Not to exceed \$50,000	Measure U, S, AA and District Capital Outlay Fund

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-C CONSTRUCTION/FACILITIES SERVICES *(continued)*

Provider	Services	Amount	Funding Source
6. Alma Strategies	Capital Outlay Planning, Space Utilization Study	\$80 to \$195 per hour, not to exceed \$95,000, plus reimbursable expenses.	District Capital Funds
7. Foundation for California Community Colleges	Annual license fee for state facilities planning program (FUSION)	Not to exceed \$20,000	District Capital Funds
8. Lea Associates Property Economics	Property appraisal services	Appraisal services not to exceed \$15,000 plus reimbursable expenses and any additional services not to exceed \$375 per hour	Measure AA and District Capital Funds
9. Chris Nelson & Associates, Inc.	Provide boundary determination, ALTA/ASCM land title matters, aerial photogrammetric mapping, topography, and construction control survey for the District's construction projects.	Not to exceed \$75,000	Measure U, S, AA and District Capital Outlay Fund
10. Santa Monica Airport, City of Santa Monica	<p>Month-to-month rental of 2800 Airport Blvd., Santa Monica, CA (Airport Campus).</p> <p>Comment: Santa Monica College began leasing 2800 Airport Avenue, Santa Monica, CA (Airport Campus) from the City of Santa Monica in July 1988. The original lease was for a ten-year period with an option to extend the lease for an additional ten-year period which the College exercised in July 1998. Since July 1998, the College has continued to occupy the premises pursuant to a month-to-month tenancy created by operation of law. (Civil Code, Section 1945.)</p>	\$32,116.25 per month	2017-2018 Unrestricted General Fund

15-C CONSTRUCTION/FACILITIES SERVICES (continued)

The following two-year agreements are for Construction/Facilities Services are renewals of existing contracts for the following projects:, Academy of Entertainment and Technology, Replacement of Health/PE/Fitness, Connection of Existing Facilities to Central Plant Loop and Student Services Building.

Provider	Services	Amount	Funding Source
1. All Group Engineering, Inc.	The consultant will provide DSA Certified Class 1 inspection services for the Student Services Building project and various other projects during the term of the contract.	\$95 per hour plus reimbursable expenses	Measure U, S & AA
2. Rango Inspections, Inc.	The consultant will provide DSA Certified Class 1 inspection services for the Health PE project and various other projects during the term of the contract.	\$95 per hour plus reimbursable expenses	Measure U, S & AA
3. JL Inspection, Inc.	The consultant will provide DSA Certified Class 1 inspection services for the AET Campus and Parking Structure A project and various other projects during the term of the contract.	\$95 per hour plus reimbursable expenses	Measure U, S & AA

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15-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY

ENROLLMENT DEVELOPMENT

*Requested by: Hannah Lawler, Dean, Institutional Research  
Kelley Brayton, Dean, International Education  
Esau Tovar, Dean, Enrollment Services*

*Approved by: Teresita Rodriguez, Vice-President, Enrollment Development*

Provider	Service	Amount	Funding Source
1. Credentials Solutions	The company will provide services for the online ordering and electronic processing of transcripts. This is an optional service for students.	No cost to the District. A small convenience fee is charged to the requestor.	User Fees
2. National Student Clearinghouse	The company will provide services for the automated processing of enrollment and degree verifications.	No cost to the District. A small convenience fee is charged to the requestor.	User Fees
3. Viatron	Imaging software and electronic forms maintenance agreement	Not to Exceed \$45,000	SSSP
4. CCC Technology Center	Participation in the use/licensing of CCCApply (online admission application)	No cost to the District.	NA
5. College Scheduler (Civitas)	Licensing of the company's "Schedule Planner" application used by students and staff to design best-fit course schedules.	\$20,000 for annual license; plus up to \$6,000 in customizations that may be requested.	SSSP
6. Lexmark	Software maintenance and support of Perceptive Intelligent Capture for Transcripts (September 14, 2017 to September 15, 2018)	Not to exceed \$29,000  Note: Additional licenses were purchased to accommodate transcript processing needs. There is also a 3% annual increase contract increase.	SSSP

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY *(continued)*

ENROLLMENT DEVELOPMENT

Provider	Service	Amount	Funding Source
7. Tableau	Business intelligence software maintenance and support	Not to exceed \$35,000	SSSP
8. Skillbuilders	The company will provide support and maintenance for MyEdPlan and the Prep2Test application. Over the course of the year, Skillbuilders will help the College restructure MyEdPlan to integrate the guided pathways framework developed by our instructional and counseling faculty, in collaboration with Academic Affairs, MIS, Enrollment Services, and SSSP.	Not to exceed \$50,000 Note: The increased costs are only an estimate of the initial cost of the work that Skillbuilders will perform to integrate the Guided Pathways framework into MyEdPlan working under the direction of MIS.	SSSP
9. TargetX	Software maintenance and support for CRM platform.	Not to exceed \$55,000	SSSP
10. Salesforce Foundation	Software maintenance and support—Enterprise Edition.	Not to exceed \$22,000 Note: Increase in annual licensing costs and storage fees.	SSSP
11. Blackboard ConnectEd	Blackboard Connect basic service (Emergency, Attendance, Outreach) 24x7x365 Support: Unlimited for 36,000 units	Not to exceed \$56,000	2017-2018 District Budget/ Enrollment Development
12. Global Datebooks	Off campus printing services 11,000 student planners for academic year 2018-19	\$25,520	SSSP
13. Screen Magic	Software maintenance, support, and 2-way SMS messaging service through TargetX—Enterprise Edition	Not to exceed \$16,000	SSSP

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY *(continued)*

ENROLLMENT DEVELOPMENT

Provider	Service	Amount	Funding Source
14. QLess Inc.	Annual license fee, maintenance, and support. QLess allows the college to manage virtual lines at select student services areas such as Assessment Center and Counseling	Not to exceed \$20,000  Plus \$15,000 for direct implementation support services in instances when SMC MIS staff is unable to assist	SSSP
15. College Source	Annual contract to CollegeSource’s Transfer Evaluation System utilized by counselors and evaluators to evaluate external coursework	Not to exceed \$10,000	SSSP
16. Ellucian Company L.P.	Banner Annual Maintenance/Software License, including Needs Analysis for 2017-2018	\$41,665	2017-2018 BFAP
17. Ellucian Company L.P.	Banner Financial Aid Remote consulting services	Not to exceed \$12,903 (@ \$187/hr.)	2017-2018 District Budget/ Financial Aid
18. Ellucian Company L.P.	UC4 Applications Manager by Automatic: Annual license Fee	\$17,444	2017-2018 BFAP
19. Work Study Agreement with Santa Monica-Malibu Unified School District.  (Five year contract will expire June 30, 2019.)	SMCCD will provide students eligible for the Federal Work Study Program to work as reading/math tutors at three of the SMMUSD schools – Grant Elementary School, Will Rogers learning Community, and pre-kindergarten child care facility and sixth graders at John Adams Middle School.	The rate of compensation is \$10.50 per hour, which will be the current rate of pay for student workers—as of July 1, 2017.	Federal Work Study Program
20. Academic-works Scholarship Software	Scholarship Processing Software	\$12,566.36 annual maintenance. (\$366.01 increase)	2017-2018 BFAP
21. Ellucian Company L.P.	Fin Aid FM Need Analysis license fee for award year 2017-18	\$6,232	2017-2018 BFAP

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY *(continued)*

ENROLLMENT DEVELOPMENT

Provider	Service	Amount	Funding Source
22. Chancellor's Office of the California Community Colleges (COCCC)	To facilitate compliance by community college districts with the information reporting requirements of the Student-Right-To-Know Act (SRTK). Enables online submission of mandatory reporting.	\$5,900 (increase of \$2,000 from previous year)	2017-2018 District Budget/ Institutional Research
23. Production Transcripts	Transcription services for focus groups and interviews conducted for research studies.	Not to exceed \$1,200	2017-2018 District Budget/ Institutional Research
24. Survey Gizmo	Web-based survey tool service.	\$1,574 (increase of \$143 from previous year)	2017-2018 District Budget/ Institutional Research
25. Ascension Agencies	Accident/Illness insurance for F-1 visa students (mandatory) and domestic students (optional), including on-campus training for students and staff, support in providing healthcare and coverage to students.	No cost to the District. Students will pay \$100 per month for insurance coverage.	Student Insurance Fees

15-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY (continued)

ENROLLMENT DEVELOPMENT

Provider	Service	Amount	Funding Source
26. Collaborative Institutional Training Initiative (CITI)	The CITI Program will provide customized web-based training on conducting ethical research with human subjects for researchers requesting Institutional Review Board (IRB) approval to conduct research with SMC students and employees.	\$2,500	2017-2018 District Budget/ Institutional Research
27. International Education Advising Centers  (A full list of Educational Advising partners is available in IEC)	Introduce SMC to prospective students, hold college fairs, arrange seminars for visiting SMC staff to meet prospective students, help prepare applications, collect and remit fees from students to SMC.	The total for educational advising contracts not to exceed \$300,000 (one-time costs of \$500-\$1200 per enrolled student in good standing)	2017-2018 District Budget/ International Education
28.	SMC International Education Center Recruitment and processing		2017-2018 District Budget/ International Education
Education.Global	Web Advertising	No Charge	
iXplore University (renewal)	e-brochure/web advertisement	\$5,000	
Study in the USA (renewal)	Print and web ads/profiles	\$10,575	
FSA Atlas (Renewal)	Document Management/ Services Integration	\$6,300	
Mezun	Web/webinar/seminar advertising/recruiting	\$4,500	
Center for Global Advancement of Community Colleges	Web/webinar/seminar Advertising/recruiting Highlighting 2 + 2 programs	\$2,500	

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-D ENROLLMENT DEVELOPMENT/INFORMATION TECHNOLOGY *(continued)*

INFORMATION TECHNOLOGY

*Requested by: Information Technology Team*

*Approved by: Teresita Rodriguez, Vice-President, Enrollment Development*

Provider	Service	Amount	Funding Source
1. City of Santa Monica	Santa Monica City Co-Location agreement for 3 locations (lease agreement).	\$45,000	2017-18 District Budget/ Information Technology
2. City of Santa Monica	Santa Monica City maintained Wide Area Network (iNet) network equipment (maintenance)	\$5,793	2017-18 District Budget/ Information Technology
3. City of Santa Monica	Access to Santa Monica City owned high-speed data network to connect SMC campuses with the main SMC campus (lease agreement)	\$54,760	2017-18 District Budget/ Information Technology
4. SHI / Cisco SmartNet	Annual Network technical support & maintenance	\$ 139,600	2017-18 District Budget/ Information Technology
5. Hewlett Packard Enterprise Co	Annual campus Maintenance agreement.	\$ 122,000	2017-18 District Budget/ Information Technology

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15-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS

*Requested by: Chris Bonvenuto, Chief Director, Business Services  
Don Girard, Senior Director, Government Relations/Institutional Communications*  
*Approved by: Robert Isomoto, Vice President of Business and Administration*

The following contracts for Fiscal/Advocacy are all renewals of existing contracts.

Provider	Service	Amount	Funding Source
1. Bond Logistix	Perform arbitrage rebate calculations and private use compliance calculations. Issue arbitrage rebate reports and private usage reports on all general obligation bonds and Certificates of Participation as required by the Internal Revenue Service..	Not to exceed \$15,000 per calculation/report	Measure S, U, AA, V, and the Capital Outlay Fund
2. Los Angeles County Office of Education	PeopleSoft Financial System and HRS System; i.e., general ledger, accounts payable, employee database, inventory, purchasing, 1099 reporting, payroll, retirements, PC budget, training and downloadable reports. Also includes Year 1 implementation fees for the new enterprise resource planning system to replace PeopleSoft and HRS.	Not to exceed \$500,000	2017-2018 District/Fiscal Services Budget
3. Vavrenek, Trine, Day & Co., LLP	Audit of District basic operations, grants, federal financial aid programs, radio station for the Corporation of Public Broadcasting	Not to exceed \$122,500 plus reimbursable expenses	2017-2018 District/ Board of Trustees Budget

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS (continued)

Provider	Service	Amount	Funding Source
4. Strategic Education Services (SES)	Lobbying and advocacy services on budget issues, legislation affecting the District, issues before the CCC Chancellor’s Office and Board of Governors, and represent the District with the Governor’s Office, and other state agencies that work with postsecondary educational institutions.	Not to exceed \$62,000 plus expenses	2017-2018 District/ Board of Trustees Budget
5. School Services of California, Inc.	Provide current resources in the form of bi-weekly updates on State financial and legislative matters, to assist the District with budget and cash flow analysis and projection. Includes 15 hours of business research and planning services.	Not to exceed \$7,500 plus expenses	2017-2018 District Business Administration Budget
6. Urban Dimensions (Dennis Zane)	Urban Dimensions will continue to provide advocacy to identify additional transportation funds at state and federal levels; and assist the college with business activities and relations with the City of Santa Monica and other governmental agencies.	Not to exceed \$60,000 plus expenses.	2017-2018 District Transportation Budget
7. The California Statewide Delinquent Tax Finance Authority	This is a joint powers authority that finances delinquent taxes owed allowing for the District to receive the revenue from those taxes before they are collected from the taxpayer.	Fees are paid from the financing of the taxes and are not passed on to the District	Fees are paid from the financing of the taxes and are not passed on to the District
8. Credentials Order Processing Services, Inc.	The company provides services for the online ordering and shipping of student parking decals as well as the printing of all parking decals sold on campus.	Fees include \$2.50 per decal ordered mailed to student (including printing, processing and mailing); \$.75 for printed decals sold on campus.	2017-2018 District/Parking Budget

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-E FISCAL/ADVOCACY/GOVERNMENT RELATIONS/INSTITUTIONAL COMMUNICATIONS *(continued)*

Provider	Service	Amount	Funding Source
9. Total Compensation Systems, Inc.	Actuarial services related to retiree benefit liability calculations as required by GASB 45/74/75.	Not to exceed \$21,500 per report including on site presentations if necessary.	2017-2018 District/Fiscal Services Budget
10. The Network Inc.	In accordance with Board Policy 6116, the Network Inc. will maintain a Fraud Alert Hotline which utilizing both phone access and a website provides an anonymous reporting system.	Not to exceed \$8,500	2017-2018 District/Fiscal Services Budget
11. Norton Medical Industries	Drug testing services to transportation employees pursuant to Board Policy 3116	Not to exceed \$1,500	2017-2018 Auxiliary Budget

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15-F HUMAN RESOURCES/PERSONNEL COMMISSION

*Requested by: Sherri Lee-Lewis, Dean, Human Resources*

*Approved by: Marcia Wade, Vice-President, Human Resources*

Provider	Service	Amount	Funding Source
1. Dr. Gina Gallivan (aka: Psychological Consulting Services, Inc.)	To administer psychological tests to Community College Police Officer candidates and provide the District with a written evaluation of each candidate within ten working days after the administration of each test; Provide Fitness for Duty examinations for Police Officers if necessary.  [Licensed Clinical Psychologist, Board Certified in Police and Public Safety Psychology since August 1998.]	Pre-employment \$400 per candidate; Fitness for Duty: \$350/hour (4-5 hours) includes interview, testing, follow-up calls, report if necessary; Debriefing \$350/hour per event (individual or group); Telephone consultation: \$350/hour or \$450/hour (9pm-5am).  Not to exceed \$10,000	2017-2018 District Budget/ Human Resources
2. Dr. Paul Lane, Ph.D.	Psychological fitness for duty testing on designated employees (not Police Officer candidates) as directed by the Office of Human Resources; Results of tests and recommendations for fitness for duty based on testing to be transmitted to the VP of HR within two (2) weeks of the final testing session of each designated employee.	\$200 per hour for testing and reports.  Not to exceed \$6,500	2017-2018 District Budget/ Human Resources
3. Los Angeles County of Education (LACOE)	Employee Assistance program (EASE) for eligible Santa Monica College employees. (Service is free to employees)	\$10,200	2017-2018 District Budget/ Human Resources

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

Provider	Service	Amount	Funding Source
4. PeopleAdmin	Upgraded software of fully hosted basis to automate the acceptance and processing of academic employment applications; allow tracking of applications, facilitates real time reporting to assist in attaining EEO and diversity goals.	\$24,408 Annual Maintenance Fee	2017-2018 District Budget/ Human Resources
5. SCCCD ERC (Liebert Cassidy Whitmore)	Southern California Community College Districts Employment Relations Consortium – training workshops to member institutions.	Not to exceed \$3,400	2017-2018 District Budget/ Human Resources
6. ViaTRON	Scanning of active and inactive personnel files	Not to exceed \$10,100	2017-2018 District Budget/ Human Resources
7. MorphoTrust (formerly Identix, Inc.)	Annual Maintenance of LiveScan Fingerprinting System in use of Campus Police	\$2,722.98	2017-2018 District Budget/ Human Resources
8. Brentview Medical Clinic	Provide Chest X-rays to current District employees who evidence positive TB test result as required by law.	X-rays to be charged at \$35.00 per employee.  Not to exceed \$2,500	2017-2018 District Budget/ Human Resources
9. Scantron	Provider of approx. 50,000 forms used for student evaluations of faculty	Not to exceed \$5,000	2017-2018 District Budget/ Human Resources
10. Hudson HR Services, LLC	Training of SMC managers through workshops focused on a variety of management issues, including collective bargaining compliance, workplace harassment prevention training, workplace communication, etc.	\$125 per hour for preparation and presentation.  Not to exceed \$7,500	2017-2018 District Budget/ Human Resources

15-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

Provider	Service	Amount	Funding Source
11. Keenen and Associates	Keenan and Associates will act as Broker in securing one or more group annuity contracts for District’s Health Reimbursement Accounts (for the management group and the classified group); conduct periodic meetings to review the status of its HRA; inform the District of any changes affecting the program, assist the District with the implementation of the HRA; provide on-going consultation to District with respect to the HRA; and will assist the District in providing educational programs about the HRA to employees.	The carrier shall pay a renewal commission of 0.75% on the deposits, and an “asset trailer” of 0.9% accumulated assets in the group annuity contract. Keenan and MidAmerica shall receive half of the total commissions paid by the annuity carrier. Keenan shall also receive \$2.00 per active employee per quarter of the Administrative Fee (\$7.00 per active Employee per quarter) paid by the District to MidAmerica.	2017-2018 District Budget/ Human Resources
12. MidAmerica Administrative Solutions, Inc.	MidAmerica, is the exclusive provider of administrative services and technical support for the Keenan HRA Program. The District engaged MidAmerica to provide technical support and administrative services in conjunction with its HRA Program.	Administrative Fee: \$7.00 per active Employment per quarter. Estimated Cost:\$3,600/ quarter Distribution Fee: \$7.00 for each claim processed up to an annual maximum of\$42.00. Estimated Cost: \$520/ quarter taxes on fees paid: Approximately \$500. (All fees paid by the employer) and shall continue year to year thereafter unless and until terminated by either party upon written notice. Not to exceed: \$17,000	2017-2018 District Budget/ Human Resources

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

Provider	Service	Amount	Funding Source
13. Sintra Group	Performs background investigation services and preparation of written evaluations for each candidate applying for the positions of Police Officer, Community College Officer, and Community College Police Trainee.	Not to exceed \$20,000 plus expenses.  Existing contract term from January 1, 2017 through December 30, 2018.	2017-2018 District Budget/ Human Resources
14. Total Recall Captioning	The Consultant will provide for a designated class a team of two Service Providers capable of providing real time captioning services to faculty.	Not to exceed \$5,003 On-site Teamed Service Provider -\$160/hour. On-site Single Service Provider - \$60/hour. Remove Services: \$75/hour	2017-2018 Human Resources/ ADA Accommodation
15. Sign Up Interpreting	Provides Sign Language Interpreting services for deaf and/or hard of hearing faculty and staff	Not to exceed \$5,003  Individual services - \$72/hr Team Rate: \$144/hr	2017-2018 Human Resources/ ADA Accommodation
16. First Pacific Exchange (dba Navigate HCR)	Navigate HCR ("NHCR") is the developer and exclusive owner of an Affordable Care Act ("ACA") management information system known as HCR Toolbox. This software system will enable the District to track payroll, HRIS, time and attendance as well as benefits administration and is designed to comply with current and subsequent regulations of the ACA.	Not to exceed \$10,000	2016-2017 District Budget/ Human Resources
17. Westchester Medical Group	Provide full service consulting with regard to job-related employee examinations including but not limited to return to work and fitness for duty examinations.	Fitness for duty exams @ \$600 max per exam  Not to exceed \$8,000	2017-2018 District Budget/ Human Resources

## 15-F HUMAN RESOURCES/PERSONNEL COMMISSION (continued)

18. SchoolsFirst Federal Credit Union ("FCU")	SchoolsFirst FCU is the Third Party Administrator (TPA) for the administration, education and compliance reporting of the SMC District's employees' 403b retirement savings and 457b deferred compensation programs.	Zero cost to either the district or employee for any portion of the administrative fees.	2017-2018 District Budget/ Human Resources (Not applicable)
19. Ameriflex/ Colonial Life Insurance	Administration of the flexible spending account ("FSA") also known as the Section 125 account. Colonial Life offers to district employees voluntary insurance policies including but not limited to supplemental life, cancer, accident, disability coverage, etc.	Zero cost to either the District or employee for any portion of the Section 125 FSA administration charges.  Other insurance policies (except for the District's life insurance policy of \$50,000 per employee) are voluntary and employee paid	2017-2018 District Budget/ Human Resources (not applicable)
20. Hearing Officer for Personnel Commission	Personnel Commission hearing officer to hear classified employee discipline appeals, review records and prepare reports.	Not to exceed \$10,000	2017-2018 District Budget/ Personnel Commission
21. Liebert, Cassidy, Whitmore	Personnel training, advice to Director of Classified Personnel	\$190 to \$295 per hour for attorney services; \$75 to \$150 per hour for paralegal services; plus expenses	2017-2018 District Budget/ Personnel Commission
22. Ad Club	An agency providing assistance in placing academic recruitment postings online in Equal Employment Opportunity focused online sites.	Not to exceed \$50,000	2017-2018 District Budget/ Human Resources

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RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-G LEGAL SERVICES

*Requested by: Greg Brown, Director, Facilities and Planning  
 Don Girard, Senior Director, Government Relations/Institutional Communications  
 Robert Myers, Campus Counsel  
 Marcia Wade, Vice-President, Human Resources  
 Charlie Yen, Director, Contracts*

*Approved by: Kathryn E. Jeffery, Superintendent/President*

The following contracts for Legal Services are all renewals of existing contracts and services. The District uses the legal firms for personnel, facilities, fiscal issues; bond counsel, risk management, and legal services required by the Board on an as-needed basis.

Provider	Service	Amount	Funding Source
1. Harding, Larmore, Mullen, Jakle, Kutcher and Kozal	Municipal, land use and CEQA issues	\$200 to \$385 per hour plus expenses	2017-2018 Business and Administration Capital Outlay Fund Bond Measures AA, U and S funds
2. Norton Rose Fulbright US, LLP	1) Provide legal services associated with real property acquisition and Joint Powers Authority (JPA) agreement between the District and the City of Malibu, (2) Provide bond counsel, (3) Provide legal counsel for facilities contract related issues.	\$225 to \$650 per hour, plus reimbursement of actual and necessary expenses	2017-2018 Business and Administration Budget; Bond Measures AA, U and S funds; District Capital Outlay Funds
3. Fagen Friedman & Fulfroost	Provide legal advice and representation principally in the area of labor-management issues.	\$120 to \$265 per hour, plus costs and expenses in performing legal services.	2017-2018 District Budget/Business and Administration

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-G LEGAL SERVICES (continued)

Provider	Service	Amount	Funding Source
4. Newman, Aaronson, Vanaman	Robert Myers of Newman Aaronson Vanaman is providing the services of campus counsel. The responsibilities of campus counsel include coordinating of all litigation against the College, overseeing regulatory compliance, coordinating and reducing all outside legal services, and providing legal services determined by the Superintendent/ President or her designee to reduce legal exposure and liability.	\$100 to \$375 per hour plus expenses	2017-2018 Business and Administration Capital Outlay Fund Bond Measures U and S funds

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CONSENT AGENDA: ANNUAL RECOMMENDATIONS

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-H MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA

*Requested by: Don Girard, Senior Director, Government Relations/Institutional Communications*

*Approved by: Kathryn E. Jeffery, Superintendent/President*

The following contracts for Marketing, Community Outreach, Recruitment and Web and Social Media, are all renewals of existing contracts and services.

Provider	Service	Amount	Funding Source
1. Randy Bellous Productions	Media services (Brochure photography, including pre-production and art direction)	Not to exceed \$20,000 plus reimbursable expenses	2017-2018 Marketing Budget
2. Golden Cane Advertising (Gregg Lewis)	Advertising services (outdoor and print production and placement; electronic media production and supervision; strategic and creative direction; copywriting); online design and branding for institutional advancement (alumni)	Not to exceed \$92,000 plus reimbursable expenses	2017-2018 Marketing Budget
3. We Search Research	Editorial copywriting; information research & verification for schedule of classes and college catalog; comprehensive review and rewriting for SMC webpages	Not to exceed \$47,000 plus reimbursable expenses	2017-2018 Marketing Budget and 2017-2018 Web & Social Media Budget
4. KPWR 105.9 FM Radio	Fall 2017, Spring 2018, Summer 2018 radio advertising and internet/text messaging for student recruitment	Not to exceed \$200,000	2017-2018 Marketing Budget
5. KROQ 106.7 FM Radio	Fall 2017, Spring 2018, Summer 2018 radio advertising and internet/text messaging for student recruitment	Not to exceed \$250,000	2017-2018 Marketing Budget
6. iHeartMedia KIIS 102.7 FM Radio	Fall 2017, Spring 2018, Summer 2018 radio advertising and internet/text messaging for student recruitment	Not to exceed \$160,000	2017-2018 Marketing Budget

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS *(continued)*

15-H MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA *(continued)*

Provider	Service	Amount	Funding Source
7. SantaMonica Closeup.com (Fabian Lewkowicz)	Media services (Brochure photography, including pre-production and art direction)	Not to exceed \$6,000 plus reimbursable expenses	2017-2018 Marketing Budget
8. Santa Monica Daily Press	2017-2018 print advertising for college advancement; student recruitment, and community outreach	Not to exceed \$35,000	2017-2018 Marketing Budget
9. Theo Jemison	2018 graduation webcast, photo booth, and highlight video services, for alumni development	Not to exceed \$38,000 plus reimbursable expenses	2017-2018 Marketing Budget
10. La Opinión newspaper	2017-2018 print advertising for student recruitment	Not to exceed \$15,000	2017-2018 Marketing Budget
11. Los Angeles Sentinel	2017-2018 print advertising for student recruitment	Not to exceed \$5,000	2017-2018 Marketing Budget
12. SurfSanta Monica.com	2017-2018 advertising for student recruitment	Not to exceed \$12,000	2017-2018 Marketing Budget
13. Facebook & Instagram	2017-2018 web advertising (banner) for student recruitment	Not to exceed \$4,000	2017-2018 Web & Social Media Budget
14. Twitter	2017-2018 web advertising (search) for student recruitment	Not to exceed \$2,000	2017-2018 Web & Social Media Budget
15. Snapchat	2017-2018 web outreach to increase engagement for college advancement, student recruitment and community outreach	Not to exceed \$2,000	2017-2018 Web & Social Media Budget
16. Andrew Tonkovich	2017-2018 editorial, publicity and related professional services to produce Santa Monica Review twice yearly	Not to exceed \$10,000 plus reimbursable expenses	2017-2018 Auxiliary Budget, Santa Monica Review Program Revenues
17. Douglas Wadle	Establish a master calendar for events at the SMC Performing Arts Center.	Not to exceed \$28,000 plus reimbursable expenses	2017-2018 Auxiliary Budget, SMC Performing Arts Center Program Revenues

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-H MARKETING, COMMUNITY OUTREACH, RECRUITMENT, WEB/SOCIAL MEDIA (continued)

Provider	Service	Amount	Funding Source
18. Big Blue Bus	2017-2018 outdoor advertising for student recruitment	Not to exceed \$165,000	2017-2018 Marketing Budget
19. Outfront Media	2017-2018 outdoor advertising for student recruitment (CBS Outdoor is the provider for the MTA bus system & Metro Expo Line)	Not to exceed \$180,000	2017-2018 Marketing Budget
20. Hoy! (property of Los Angeles Times)	2017-2018 print advertising for college advancement, student recruitment, and community outreach.	Not to Exceed \$15,000	2017-2018 Marketing Budget
21. Youvisit	2017-2018 interactive virtual campus walking tour for student recruitment.	Not to Exceed \$30,000	2017-2018 Marketing Budget & SSSP Budget
22. Ploughshares	2017-2018 print advertising for student recruitment	Not to Exceed \$945	2017-2018 Marketing Budget
23. Mirror Media	2017-2018 print advertising for student recruitment	Not to Exceed \$20,000	2017-2018 Marketing Budget
24. UCLA Student Media	2017-2018 print advertising for student recruitment	Not to Exceed \$20,000	2017-2018 Marketing Budget
25. Google Adwords	2017-2018 digital advertising for student recruitment	Not to Exceed \$3,612	2017-2018 Social Media Budget
26. Poets & Writers	2017-2018 print advertising for student recruitment	Not to Exceed \$4,272	2017-2018 Marketing Budget
27. Malibu Times	2017-2018 print advertising for student recruitment	Not to Exceed \$5,000	2017-2018 Marketing Budget
28. Malibu Surfside News	2017-2018 print advertising for student recruitment	Not to Exceed \$5,000	2017-2018 Marketing Budget
29. Beautify Earth	2017-2018 17th street mural for student recruitment	Not to Exceed \$3,000	2017-2018 Marketing Budget
30. Karriann Hinds	2017-2018 Community Outreach for the SMC Public Policy Institute to Los Angeles based agencies and organizations; support activities for capacity building	Not to Exceed \$25,000	2017-2018 Marketing Budget & 2017-2018 Community Relations Budget
31. Argonaut	2017-2018 print advertising for student recruitment	Not to Exceed \$15,000	2017-2018 Marketing Budget

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RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-I PUBLIC AFFAIRS/COMMUNITY AND ACADEMIC RELATIONS

*Requested by: Kiersten Elliott, Dean, Community and Academic Relations  
Grace Smith, Public Information Officer*

*Approved by: Don Girard, Senior Director, Government Relations & Institutional Communications*

Provider/Contract	Service	Amount	Funding Source
1. Sarah Spitz	Consultant will provide copyediting and writing support for news, features, profiles and brochures to be used across a number of communication channels for enrollment, brand management and marketing of college programs.	Not to exceed \$8,000	Public Affairs, District Budget (100%)
2. Amy Williams Photography	Consultants will provide photography services to support news releases, newsletters and other digital marketing content for Public Information Office. Includes pre- and post-production and art direction.	Not to exceed \$3,000	Public Affairs, District Budget (100%)
3. We Search Research	Consultant will provide editorial copywriting and research support for Public Information Office, highlighting College programs, initiatives and individuals, to expand external communication and media outreach efforts.	Not to exceed \$11,000	Public Affairs, District Budget (100%)
4. Chopper Films, LLC	Consultants will provide photography services to support news releases, newsletters and other digital marketing content for Public Information Office. Includes pre- and post-production and art direction.	Not to exceed \$9,000	Public Affairs, District Budget (100%)

15-I PUBLIC AFFAIRS *(continued)*

Provider/Contract	Service	Amount	Funding Source
5. Susan L. Wampler Communications	Consultant will provide copyediting and writing support for news, features, profiles and brochures to be used across a number of communication channels for enrollment, brand management and marketing of college programs.	Not to exceed \$6,000	Public Affairs, District Budget (100%)
6. Diane Krieger Communications LLC	Consultant with vast PR and feature writing experience will provide support in developing PR and marketing communications collateral including articles and brochures for a student and community audience.	Not to exceed \$5,950	Public Affairs, District Budget (100%)
7. Cision	Cision Media hosted database and email distribution service tool. Media Database North America; influencer data; editorial calendar; email distribution; on concurrent user, 5 usernames	Not to exceed \$5,000	Public Affairs, District Budget (100%)
8. Andes Translations	Consultant will translate published articles in Spanish publications from Spanish to English, for the Community & Academic Relations for dissemination to the campus and external community.	Not to exceed \$500	Community and Academic Relations Budget (100%)
9. iContact	Email Marketing Services for design and external mailing of SMC in Focus, the College's bi-monthly newsletter to members of the community affiliated boards and community support groups. Services and features include message creation, strategic support, and analysis of email campaigns.	Not to exceed \$3,480.25 (November 1, 2017 – October 31, 2018)	Community and Academic Relations Budget (100%)

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RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-J RISK MANAGEMENT

*Requested by: Risk Management Office*

*Approved by: Robert Isomoto, Vice-President, Business and Administration*

Provider	Service	Amount	Funding Source
1. Keenan and Associates	Property and Casualty Claims Administration Services Agreement: Claims management services for the District's self-insured property and liability insurance program.	Not to exceed \$42,000	2017-2018 Risk Management Budget
2. Keenan and Associates	To provide loss control services not included in the PIPS Workers Compensation Program.	Not to exceed \$51,000	2017-2018 Risk Management Budget
3. Clean Harbors	Provides hazardous waste management and disposal services.	Not to exceed \$95,000	2017-2018 Risk Management Budget
4. Dr. Maureen Sassoon	To provide Industrial Hygiene related consultation services such as air monitoring for asbestos abatement projects, chemicals, noise levels, lab analysis, reports, training, and other health and safety issues to include training, surveys and written reports.	Not to Exceed \$3,000	2017-2018 Risk Management Budget
5. Student Insurance Agency	Accident and Injury Insurance Coverage for Domestic Students and Student Athletes Enrolled and attending regular scheduled classes/ practices. Coverage includes: Mandatory BASIC; Mandatory SCAT; Mandatory STUCAT.	Not to Exceed \$170,000	2017-2018 Risk Management Budget
6. Brentview Medical	Provides industrial injury medical services for new claims and other medical employment related services as needed.	\$3,000	2017-2018 Risk Management Budget
7. Midway Industrial Health Care Services	Provides industrial injury medical services for new claims and other medical employment related services as needed.	\$3,000	2017-2018 Risk Management Budget
8. Ellis Environmental	Provide hazardous materials testing, abatement management, indoor air quality, mold testing, chemical lab analysis	\$10,000	2017-2018 Risk Management Budget

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RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-K STUDENT AFFAIRS

Approved by: Mike Tuitasi, Vice-President, Student Affairs

PROFESSIONAL SERVICES – CAREER SERVICES CENTER

Provider	Service	Amount	Funding Source
1. College Central Network	Provide functionality to collect, enter and approve job postings, search resumes, and refer them to prospective employers and to generate reports about students, alumni, employers and job postings.	\$1,050	2017-2018 District Budget/ Career Services Center
2. Bridges Transitions Co. (Choices 360)	Online Career Exploration program. Helps students learn about careers, education, income and some self-assessment. Helps students to both explore and plan for future careers and college majors.	\$2,000	2017-2018 District Budget/ Career Services Center

PROFESSIONAL SERVICES-CAMPUS/ALUMNI RELATIONS

Provider	Service	Amount	Funding Source
3. Mark Morale and Designory	Consultant shall provide visual communication campaign strategies for the Office of Campus and Alumni Relations.	Not to exceed: \$15,000	2017-2018 District Budget/ Campus and Alumni Relations
4. Snap! Mobile LLC dba Amplo	Company to provide a custom crowdfunding platform integrated into Alumni website to provide fundraising channel for alumni that captures donor data.	Annual fee of \$5,000	2017-2018 District Budget/ Campus and Alumni Relations

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-K STUDENT AFFAIRS (continued)

Provider	Service	Amount	Funding Source
5. LinkedIn	The LinkedIn Navigator license provides access to SMC Alumni data and connections to over 44.7 thousand LinkedIn members that have listed Santa Monica College as their school. This application include insights and customized recommendations from the world's largest professional network and includes TeamLink, 30 InMail messages per month, extended network access, usage reporting, and other premium features.	Annual fee of \$6,000	2017-2018 District Budget/ Campus and Alumni Relations
6. Campus Tap	The CampusTap License provides an online platform for current students, alumni, faculty/staff, and members of the community to create profiles that detail the areas in which they can be a mentor and/or mentee. This is designed to engage our enrolled students, and larger community of alumni, faculty/staff, and friends of the College, to foster involvement with alumni, and promote a strong relationship with our future alumni to bridge the transition when they leave to go from being future alumni to becoming actively engaged alumni.	Annual Fee of \$4,500	2017-2018 District Budget/ Campus and Alumni Relations

PROFESSIONAL SERVICES-CRISIS PREVENTION TEAM

Provider	Service	Amount	Funding Source
7. Maxient	Annual Service Fee for conduct management software used by Student Judicial Affairs, Title IX, and the Crisis Prevention Team	Not to exceed: \$9,000	2017-2018 District Budget/ Crisis Prevention Team

PROFESSIONAL SERVICES – CAMPUS POLICE

Provider	Service	Amount	Funding Source
8. Contemporary Service Corporation	Blanket Purchase order on file to provide unarmed security for last minute events requiring supplemental security	Not to exceed: \$20,000	2017-2018 District Budget

RECOMMENDATION NO. 15 2017-2018 ANNUAL CONTRACTS AND CONSULTANTS (continued)

15-K STUDENT AFFAIRS (continued)

ATHLETICS

Provider	Service	Amount	Funding Source
9. Kaiser Permanente	Santa Monica Community College District will provide a learning environment conducive to educating the residents in the ACGME competency areas.	Not to exceed: \$4,000	2017—2018 District Budget/ Athletics
10. WellnessMart.com	Provide athletic-related pre-participation physical exams for up to 150 student athletes during the academic year 2017-2018.	\$35.00 per physical Not to exceed \$6,000	2017-2018 District Budget/ Athletics
11. Presto Sports	Host the Athletics website: <a href="http://www.smccorsairs.com">www.smccorsairs.com</a>	Not to Exceed \$2,700	2017-2018 District Budget/ Athletics

CHILD CARE AND RELATED SERVICES

Provider	Service	Amount	Funding Source
12. Child Care Providers (list on file in the office of the Director of Child Care Services)	To provide childcare services for CalWORKS and Pico Partnership recipients. Comment: Students are required to be enrolled in at least 6 units for fall and spring, and 3 units for winter and summer. Each contract is determined by the number of units a student is enrolled in, if they are working, and the age of the child.	The reimbursement ceiling rate is consistent with the Regional Market rate.	2017-2018 CalWORKS, City of Santa Monica/ Chancellor's Office
13. Participating Agencies: Santa Monica-Malibu Unified School District (SMMUSD) and Santa Monica Community College District (SMCCD)	Memorandum of Understanding (MOU) for Santa Monica Preschool Collaborative to provide staff for full day/full year child care and development services up to 108 children under the age of six. Services will be delivered in two sites: John Adams Child Development Center and Washington West Preschool. SMMUSD will be the operational agent for the Collaborative and will be responsible for staffing, management and oversight of the centers.	\$114,750	2017-2018 District Budget/ Child Care Services

15-K STUDENT AFFAIRS (continued)

PROFESSIONAL SERVICES – STUDENT HEALTH SERVICES

Provider	Service	Amount	Funding Source
<p>14. Saint John’s Multispecialty Medical Group, dba: The Doctors of Saint John’s (formerly Peak Medical)</p>	<p>Services of one or more physicians who are specialists in Family Practice and who are uniquely qualified to provide comprehensive personal health care to college students. Provision of one licensed Medical Doctor (MD) for a maximum 10 hours per week and/or, on an as needed basis only, one licensed Nurse Practitioner (NP) for a maximum 8 hours per week to provide medical and preventive health services to the students of the college.</p>	<p>Fee: \$120/hour of patient care scheduled for the physician. A monthly stipend of \$2,500 per month as remuneration for the medical directorship in addition to the hourly patient care services fee.</p> <p>Fee for the Nurse Practitioner is \$90/hour. Amount not to exceed \$5,000.</p> <p>Contractor will invoice for hours on a monthly basis and College will remit payment within 30 days.</p>	<p>2017-2018 District Budget/ Health Services</p>
<p>15. ChartLogic, A Division of Medsphere Systems Corporation (aka: ClinixMD)</p>	<p>Electronic medical records software</p>	<p>Not to Exceed \$15,000</p>	<p>2017-2018 District Budget/ Health Services</p>

15-K STUDENT AFFAIRS *(continued)*

**SUSTAINABILITY**

Provider	Service	Amount	Funding Source
16. Paradise Consulting	Provides support in administering the South Coast Air Quality Management District survey, provides summary Average Vehicle Ridership calculations and provides survey information for the Mandated Trip Reduction Plan for the City of Santa Monica.	Not to exceed: \$4,000	2017-2018 District Budget/ Sustainability
17. Right Click, DBA Ride Amigos	Provider of an online survey tool used for calculating Average Vehicle Ridership included in the annual Mandated Trip Reduction Plan for the City of Santa Monica and a monthly sustainable commuter online reporting system for all District employees.	Not to exceed: \$13,000	2017-2018 District Budget/ Sustainability

**DISABLED STUDENTS PROGRAMS AND SERVICES**

Provider	Service	Amount	Funding Source
18. Cheryl Brooks	A Mobility Specialist who provides orientation and mobility training for students with visual impairment so that the students may travel safely, efficiently and independently across the SMC campuses. Training will include access to and from classrooms.	Not to exceed: \$2,200	2017-2018 District Budget/ DSPS
19. Total Recall Captioning	To provide real-time captioning services on an as-needed basis to non-signing deaf and hard of hearing students	Not to exceed: \$60,000	2017-2018 District Budget/ DSPS
20. Quick Caption	To provide real-time captioning services on an as needed basis to non-signing deaf and hard of hearing students.	Not to exceed: \$43,000	2017-2018 District Budget/ DSPS
21. Sign Up Interpreting	Sign language interpreter services for both ongoing needs and for emergency substitutes.	Not to exceed: \$82,000	2017-2018 District Budget/ DSPS
22. Rise Interpreting	Sign language interpreter services for both ongoing needs and for emergency substitutes.	Not to exceed: \$58,000	2017-2018 District Budget/ DSPS