

Additional Information
February 28, 2023 Board Meeting

The following additional information was provided regarding the February 28 Board meeting agenda:

Item 3.d, Enter into a Consultant Services Agreement with Cordoba Corporation for Projects at Cypress College:

1. Has NOCCCD used Cordoba before? **Yes. After the District passed the last bond, Cordoba was selected for the ADA assessment via an RFP process.**

2. The agenda item says the College received responses from three firms and interviewed one candidate from each firm..." Usually, agenda items requesting funds through the bid process include the costs of all bids and criteria for selection. Please share the costs of all three bids and criteria for selection, and provide more background about the process that resulted in Cordoba's selection. **The District did an RFP to prequalify firms for construction management services and Cordoba was a firm that qualified. Cypress College did a second RFP and sent the RFP to seven firms and three responded. Below is a chart representing the three bids received indicating the identified PM from each firm, their proposed fee, and whether they were interviewed and recommended. A committee comprised of the District Director, Facilities Planning & Construction; Cypress College Project Manager, Capital Projects; Cypress College Director, Physical Plan & Facilities; Cypress College Assistant Project Manager, Capital Projects; and Cypress College Interim VPAS interviewed the three companies. For each interview, the Committee interviewed the individual from each of the three companies who would be the PM. Based on the criteria in the RFP, including experience, current workload and availability, approach and methodology, fees and budgets, and client references, the Committee selected Cordoba Corporations.**

Firm	PM	Fee	Interviewed	Recommended
Cordoba Corporation	Anne Acurso	\$165/hr	Yes	Yes
Gafcon, Inc.	Jeff Palmquist	\$169/hr	Yes	No
Simpson & Simpson Mgmt Consult	Gary Tasich	\$180-190/hr	Yes	No

Item 3.e, Adopting Compatibility, Uniformity and Standardization of Specific Materials, Products, or Services at Cypress College:

1. To what extent, will this affect our sustainability efforts. **This resolution was done primarily for operational efficiency and while it does not directly affect our sustainability efforts, the following are ways the single source will indirectly benefit our efforts:**
 - **Simplify and streamline what products are used around campus, reducing the number of parts that need to be ordered. This will result in reducing the carbon footprint for parts ordered, because we can order items listed in our single source document in bulk instead of ordering one offs.**
 - **Reduce the number of tools or parts we need to have on hand for maintenance and repairs.**
 - **Reducing the number of similar system types onsite to ensure there are not duplicate systems.**

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Item 4.a, NOCE Curriculum:

1. Please provide a listing for the course IDs – What program are these courses associated with? Are these course updates part of a regular review process? If so, please provide some detail about this course update process. Do these course updates impact program criteria? **This curriculum is the work of faculty to update Course Outlines of Record (CORs) to be in alignment with the noncredit Distance Education attendance accounting procedures. The Attendance Accounting Task Force was convened and faculty in each instructional department updated CORs to reflect current out of class assignments and instructor student contact. This work began in August/September and the courses were identified based on NOCE offerings from the summer of 2022 to the spring of 2023. This agenda item represents the first batch of courses approved by the NOCE Curriculum Committee. Additional curriculum will be on a future agenda. This agenda item contains courses in the Basic Skills Division, the CTE Division, and Emeritus Program. These changes in the CORs will not change any of the existing programs but are needed to accurately calculate FTES using the noncredit alternative attendance accounting procedure as specified in the Student Attendance Accounting Manual (SAAM).**

Item 5.a, Academic Personnel:

1. There are 21 faculty listed to receive temporary academic hourly- special services listed as "Course Curriculum Redesign Audit (up to \$1,000). Please explain what this is for and what are the expected outcomes. **This program was approved previously as CoRe, which stands for Course Redesign. This is a culturally responsive 3-day curriculum workshop provided to selected faculty in January. The faculty attended the 3-day workshop and now are required to redesign at least one course and the syllabus using the tools they received during the workshop. This is the 4th workshop Cypress College has offered and they will be offering another this summer.**