

**OHLONE COMMUNITY COLLEGE DISTRICT
MEMORANDUM**

TO: Board of Trustees

FROM: Douglas Treadway

DATE: August 11, 2004

SUBJECT: Authorization for the District to Take Beneficial Occupancy of the Child Development Center

Work on the Child Development Center Building by D.L. Falk Co., Inc., has been substantially completed. The playground equipment installation and landscaping will continue until September 2004.

Punch lists have been developed and will continue to be developed for any corrective work that is or will be identified. The Contractor will progressively complete such corrective work.

Affirmative action by the Board will result in the District's taking ownership of the building and the frontage landscape.

Acceptance of Completion of the building project will not be recommended until all required work has been completed.

RECOMMENDATION:

The President/Superintendent recommends that the Board of Trustees authorize beneficial occupancy of the Child Development Center Building and frontage landscape by the District, effective August 11, 2004.