OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Doug Treadway

DATE: October 11, 2006

SUBJECT CLOSE OUT OF VARIOUS MEASURE A BOND PROJECTS and ESTABLISHMENT OF MISCELLANEOUS CLOSE OUT COSTS PROJECT #3-99

As an information item, note that during the 4th Quarter of FY 2005/2006, several Measure A Bond Projects were physically completed and ready for financial close out. Accordingly, the following projects have been closed out by Staff and the funds transferred to Measure A Bond Project #5 “Unallocated Contingency” per the procedures previously established by the Board (Board permission is not required to close out projects).

From Project #3-4 (Science Lab Upgrade) to Project #5-$2,421.98
From Project #3-7 (Exterior Lighting) to Project #5-$72.44
From Project #3-8 (Classroom Upgrade Phase A) to Project #5- $2,997.32
From Project #5 to Project #3-10 (Gym Floor) ($401.30) (Required due to slight overspending)
From Project #3-11 (Locker Room) to Project #5 $59,427.79
From Project #3-29 (Science & Engineering Cluster) to Project #5-$328,204.75
From Project #3-30 (Library Renovation) to Project #5-$460,006.25

Net Total of the above to #5-Unallocated Contingency is $852,729.53 (including $ 0.39 adjustment)

As an action item, we recommend establishing Project #3-99 “Misc. Close Out Costs” in the amount of $50,000 so that any lingering costs related to the above, or any other closed Code #3 - Fremont Campus projects will have a budget to charge. This is required since we occasionally get some minor charges (such as fees from the Chancellor’s office) months or years after a project is closed and we don’t want to re-open an already closed project. Funds from #5-“Unallocated Contingency” would be used to establish this project budget, leaving a net Project #5 unallocated contingency balance of $802,729.23.

RECOMMENDATION:

The President/Superintendent recommends approval of the establishment of Project #3-99 “Misc. Close Out Costs” in the amount of $50,000.