

BFPC

Business & Facilities Planning Council

Tuesday, February 12, 2019

11:15am-12:45pm

ST 107

MINUTES

Present: Michael Collins, Courtney Buchanan, Ashley Etchison, Dan Lambros, Ricardo Aguilera, Jim Thomas, Sam Lee, Travonne Bell, Misty Griffin, Kimberly Bell, Andy Aldasoro, Kaneesha Tarrant, Peggy Campo

Absent: Mark DeAsis, Richard Henry, Tenisha James

Guests: Monica Esparza, Greg Ferrer, Esmeralda Abejar, Justin Czerniak, Jim McMahon

1. Veterans Resource Center Project Update – RuhnauClarke Architects

- Presentation to committee (Handout)
- Future additions could include housing, other resource buildings, etc. as funding becomes available.
- Current building has limited funding, but includes offices, resource center, additional workstations, break-out areas, outside spaces, patio, etc.
- Currently waiting on site information such as topography, grading information, etc.
- Site “Geo-Technical” report is due in a few weeks, which will lead to a more accurate construction cost estimate.
- Electrical, mechanical, structural information, and data rooms have all been identified.
- The design will have a “modern” feel to it.
- There is a large slider that will allow indoor/outdoor events and functions connecting to the patio area.
- The committee viewed some examples of stone/tile/flooring that could potentially be used.
- Former veterans have been interviewed as to what types of design/functionality would make a comfortable setting (specifically for military folks who may suffer from various medical/emotional conditions).
 1. Question – 1st quote was 27,000 sq. ft. with kitchen included, but the budget identified could not accommodate that in the current estimated cost. Dr. Collins noted that the project is currently over budget, but is working with the District to identify what funds can be used if needed. The full-size kitchen was downsized to a “kitchenette” to fit into the appropriated budget.
- Committee reviewed the current schedule of the project. They are moving quickly through the design development phase, which will be ending in February. Once completed, they will have a better idea of what the actual cost of the project will be.
- On the current timeline, they approximate February 26 through April (8 weeks) they will be working to finish structural documents.

BFPC Statement of Purpose

(Approved by BFPC on May 14, 2013)

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- August 2019 is estimated for DSA approval.
- Estimated construction to begin in Fall 2019
- Estimated competition date: July 2020
 1. Question: Will a single restroom will be adequate for the building? It was noted that up to 10 permanent staff and/or student workers are scheduled to occupy the building daily. A committee member stated a single restroom may be “awkward” during larger events.
 2. Question: Will the large hill that hides the college be taken down during this build? The answer is no, not for this project.
 3. Note: Because of the winds, the orientation of the building was changed and various screens, landscaping, door placement, types of doors, etc. will be addressed.
 4. Question: Will the additional funding needed delay the project? Dr. Collins reported that they are already working with the District to identify potential funding sources if need be. Once the “geo-tech” reports come back, we will have a better idea of how much the project will actually cost, specifically the site work.
 5. Suggestion: When purchasing furniture, please remember to order furniture/décor that are geared towards student comfort and functionality. Dr. Collins reported that they are planning on engaging our veterans/students to meet their needs and confirm what their ideas are for the use of the space will be and planning accordingly within the budget constraints.
 6. Suggestion: When designing, noise levels may play a factor and we need to keep that in mind to be sure and meet the needs of our service men and women.
- RuhnauClarke will present updates at future BFPC meetings as the project develops.

2. Facilities Master Plan Update – DLR Architects (via video conference)

- Continually meeting with Executive Cabinet, Norco 9+, and various daily users such as: students/staff/community/committees/etc.
- More workshops planned for March and April.
- FMP website link is located on the Business Services webpage.
- Please encourage all employees, students, community to participate in future workshops and provide feedback.
- The facilities master plan information and updates are listed on the Business Services webpage.
- BFPC will continue to receive updates and provide feedback.

3. Educational Master Plan and Big Us Update

- Dr. Lee encourages everyone to view the draft EMP plan and provide comments, suggestions, etc. (Dr. Reece sent out an email with the link to Nor-All on Feb 7)
- Open in Word, not Word Online (this format provides tracking of engagement)
- Upon reading, you will see there are 10 goals to achieve by 2030. The 5 year goals will be outlined in another document called: Strategic Plan-Year 1, Year 2, etc.

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4. Approval of Meeting Minutes from December 11, 2018

- Motion to approve: Jim Thomas
- 2nd By: Kimberly Bell
- Motion carried
- Abstentions: 1
- Change: Formally move Peggy Campo to member.

5. Budget Update – Esmeralda Abejar

- Budget Allocation Model (BAM) Update
 - The District Budget Advisory Council (DBAC) continues to work on a draft budget allocation model.
 - Using the current draft model, the Business Services and Student Services costs proposed revenue did not meet the budgeted expenditures in the example. Testing of that particular draft model did not cover the expenses, so a suggestion was made to identify the problem areas and take out one-time funds, which could reduce the required expenditures.
 - The process of testing revenue flow will continue until they find a successful model.
 - We can now track and identify the district average cost of producing FTES at all the colleges.
 - Opportunities exist to simplify the model and potentially reward efficiencies.
 - The intent is to identify varying costs of instruction and ongoing fixed costs and use the information in budget development.
 - The 2019/2020 will have no change in revenue allocation at this point, other than what increases the state would provide to us.
- 2nd Quarter Budget Report – Esmeralda Abejar
 - Committee reviewed a budget performance report for Fund 11, dated December 31, 2018 (Handout)
 - As of December 31st salaries and benefits are at approximately 42.22% (Includes all holding accounts balances listed on additional handout)
 - As of December 31st approximately 38.25% total budget has been spent (The average is approximately 48%)
 - Holding accounts as of Jan 1, 2019: Fund 11 at approximately 2.7 million, and Fund 12 at approximately 7.3 million.
 - These reports will be presented at each BFPC meeting moving forward, to allow departments to calculate actuals in their budget planning.
 - Note: Adjunct Faculty payroll posts can fluctuate during the year, so some quarters/months may be larger than others.
 - Note: In regards to the Veterans Resource Center funding, the military articulation platform invoices will be backed out of the original amount, so funding for the project should increase to the original 1.8 million.

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6. Standing Items

- Facilities Projects Update/M&O – Jim McMahon
 - DRC and CSS furniture delivery due next week (scheduled after finals as not to disrupt service to students) - Work Completed
 - 211 & 219 – EOPS changes/remodel, carpet and furniture delivery- scheduled for the end of January-Work Completed
 - Business Park: Tenant improvement “punch list” has been completed and additional storage will be arriving soon. IT install is pending.
 - Director of VRC Door- assigned as an internal work order, not a bid project. Work Completed
 - Chancellor’s office space – New location being identified
 - Concrete repair at Soccer Field Patio - Continuing
 - Asphalt repairs at West End Drive - TBD
 - LED Project – Project materials have been delivered and are in NOC warehouse. In the contracting phase with Contractor for installation. Start date: March 4, 2019. (Work to be completed during nights and weekends)
 - Parking Lot B – Phase 1 of the project has been completed with the asphalt repairs. Seal coat and restriping is schedule to take place in early March.
 - HVAC replacement project for Building K – Bid documents are being prepared for release of advertisement for Bidding.
 - ADA path of travel in parking lots A&B circles: Plans are in the development phase and being submitted to DSA for 1st review on. Work is targeted to start on June 5, 2019, with a 4-5 week duration.
 - Two grounds positions should be approved and filled by the March board.
 - Grounds will start working on removing “grassy-weeds” across campus as weather permits.
- Safety & Emergency Preparedness Update – Justin Czerniak
 - Next Safety Committee Meeting is tomorrow (2/13) 9am-11am CSS217
 - Active shooter training on 2/8/19 report (approximately 55 attendees)
 - Next Evacuation Drill originally scheduled for Feb 22, will be rescheduled to a future date
 - Building and Floor Captains will be updated and posted (all are encouraged to participate)
 - Emergency Tack Boxes will be installed around campus
 - Additional Signs for the HAWK System being installed next week
 - CERT Training on campus soon (Possibly a Friday/Saturday)
 - Spring training schedule (Handout)

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District Offices	Moreno Valley College	Norco College	Riverside City College
1-31-19 & 2-7-19 CERT Training at Ben Clark 8-5pm	1-15-19 Stop the Bleed training 12:50-1:50	1-31-19 & 2-7-19 CERT Training at Ben Clark 8-5pm	1-31-19 & 2-7-19 CERT Training at Ben Clark 8-5pm
2-20-19 Basic Utility Shut Off 2-3pm CAADO 334A	1-31-19 & 2-7-19 CERT Training at Ben Clark 8-5pm	2-8-19 Active Shooter training/simulation 8-12pm Theater 101	2-13-19 What does it mean to be a disaster service worker? 12:50-1:50
3-8-19 CPR/First Aid/AED training 8-2:30pm 334A	2-6-19 Stryker Evacuation Chair Training	3-15-19 CPR/First Aid/AED training 8-2:30pm CSS 217	2-21-19 Stryker Evacuation Chair Training 12:50-1:50pm QD 107
3-21-19 Mass Notification and Rave training 2:30-3:30	2-28-19 What does it mean to be a disaster service worker? 12:50-1:50 HM 108	4-10-19-Stop the Bleed training 12:50-1:50pm	2-26-19 How to Build an emergency Kit 12:50-1:50pm QD 107
4-11-19 What does it mean to be a disaster service worker? 2:30-3:30pm 334A	3-13-19 Stop the Bleed Training 12:50-1:50 HM 323	5-2019-Stryker Evacuation Chair Training	3-1-19 CPR/First Aid/AED training 8-2:30pm
4-17-19 Forklift Operations-train the trainer (San Bernardino JPA office) 9-11:30am	3-22-19 CPR/First Aid/AED training 8-2:30pm ST 101		3-7-19 Stress Management 12:50-1:50pm QD 107
4-25-19-Stop the Bleed training 2:30-3:00pm 334A			3-13-19 Basic Utility Shut Off
Monica Esqueda, ARM-P, CSRM Manager, District Safety & Emergency Preparedness Risk Management, Safety & Police Department (951) 222-8566 Monica.esqueda@rccd.edu	Monica Esqueda, ARM-P, CSRM Manager, District Safety & Emergency Preparedness Risk Management, Safety & Police Department (951) 222-8566 Monica.esqueda@rccd.edu	Justin Czerniak College Safety & Emergency Planning Coordinator Norco College 951-738-7798 Justin.czerniak@norcocollege.edu	Sean DiSalvio College Safety & Emergency Planning Coordinator Riverside City College 951-222-4231 Sean.disalvio@rcc.edu

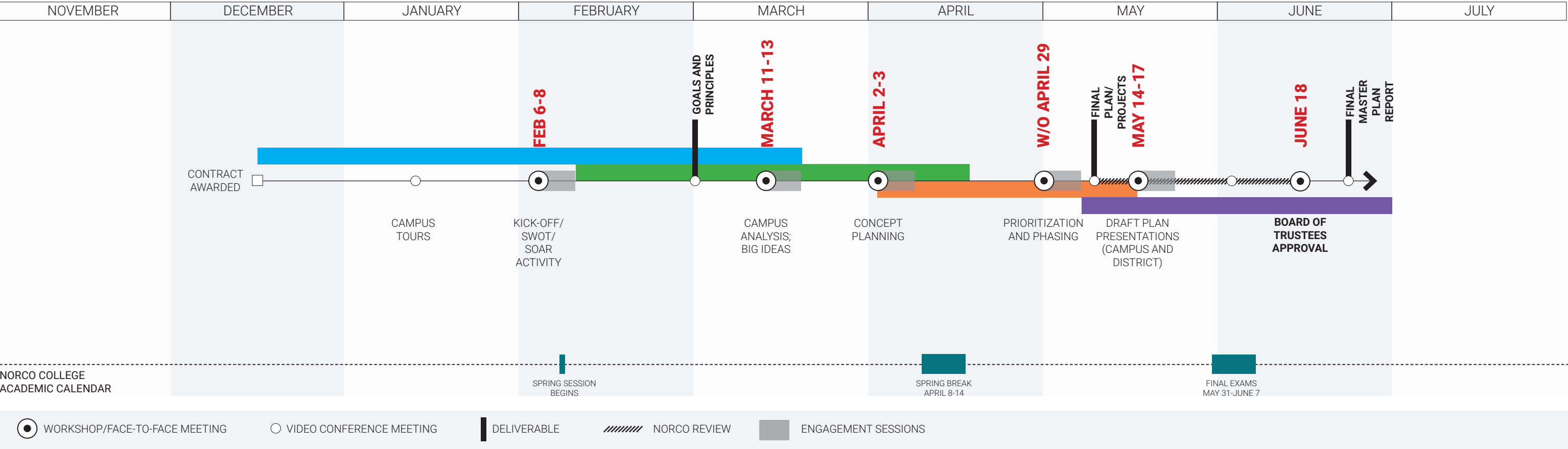
- Technology & IMC Update – Dan Lambros
 - E-sports project is currently purchasing technology items for CSS217
 - Feb 9 Emergency siren testing was successful.
 - Library 108 has new audio/visual equipment installed.
 - ATEC 205 upgrade completed.
 - IT124 equipment arrived, scheduling installation soon.

8. Next Meeting: Tuesday, March 12, 2019 11:15am-12:45pm ST107

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Norco College Facilities Master Plan Update: Proposed Process and Project Schedule





ANALYSIS & ASSESSMENT

Identify campus vision, goals, opportunities and needs.

- Review regional context, land use, build-able area, opportunities and constraints
- Perform benchmark analysis to peer institutions
- Research new and upcoming regulations and trends affecting facilities
- Interview targeted Stakeholders, User Groups, Open House
- Define goals and objectives

BIG IDEAS & CONCEPTS

Propose big ideas, options, and development framework.

- Generate alternatives for development framework, including open space network, high level circulation strategies, and infrastructure systems
- Explore land use options to support proposed facilities
- Establish ideal department and program adjacencies
- Develop projections of types, sizes, and quantities of spaces
- Refine concepts to generate a draft site framework plan
- Stakeholders, User Groups, Open House



PLANNING FOR IMPLEMENTATION

Synthesize ideas, phasing, and funding.

- Define prioritization of needs
- Develop preliminary phasing, time frames, and budgetary estimates for proposed projects within the proposed concept plan
- Finalize priorities, next steps, and multi-phase strategies in a road-map for realization
- Define final site framework plan
- Conduct Stakeholder, User Group Engagement Sessions



FINAL DOCUMENTATION

Deliver final reports, presentations, digital files.

- Submit Draft Comprehensive Master Plan Report for review
- Prepare final graphics of future campus
- Prepare and review Board presentation materials
- Final College, District, and Board Presentations
- Deliver Final Comprehensive Master Plan report for Approval

Trainings Spring 2019

To sign up for any of the trainings below, please email the college safety representative where the class is being held.

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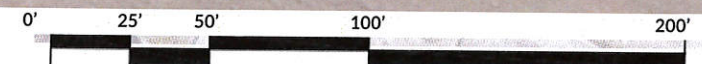


RUHNAU
CLARKE
ARCHITECTS

NORCO COLLEGE VETERANS RESOURCE CENTER

RIVERSIDE COMMUNITY COLLEGE DISTRICT

12 FEBRUARY 2019

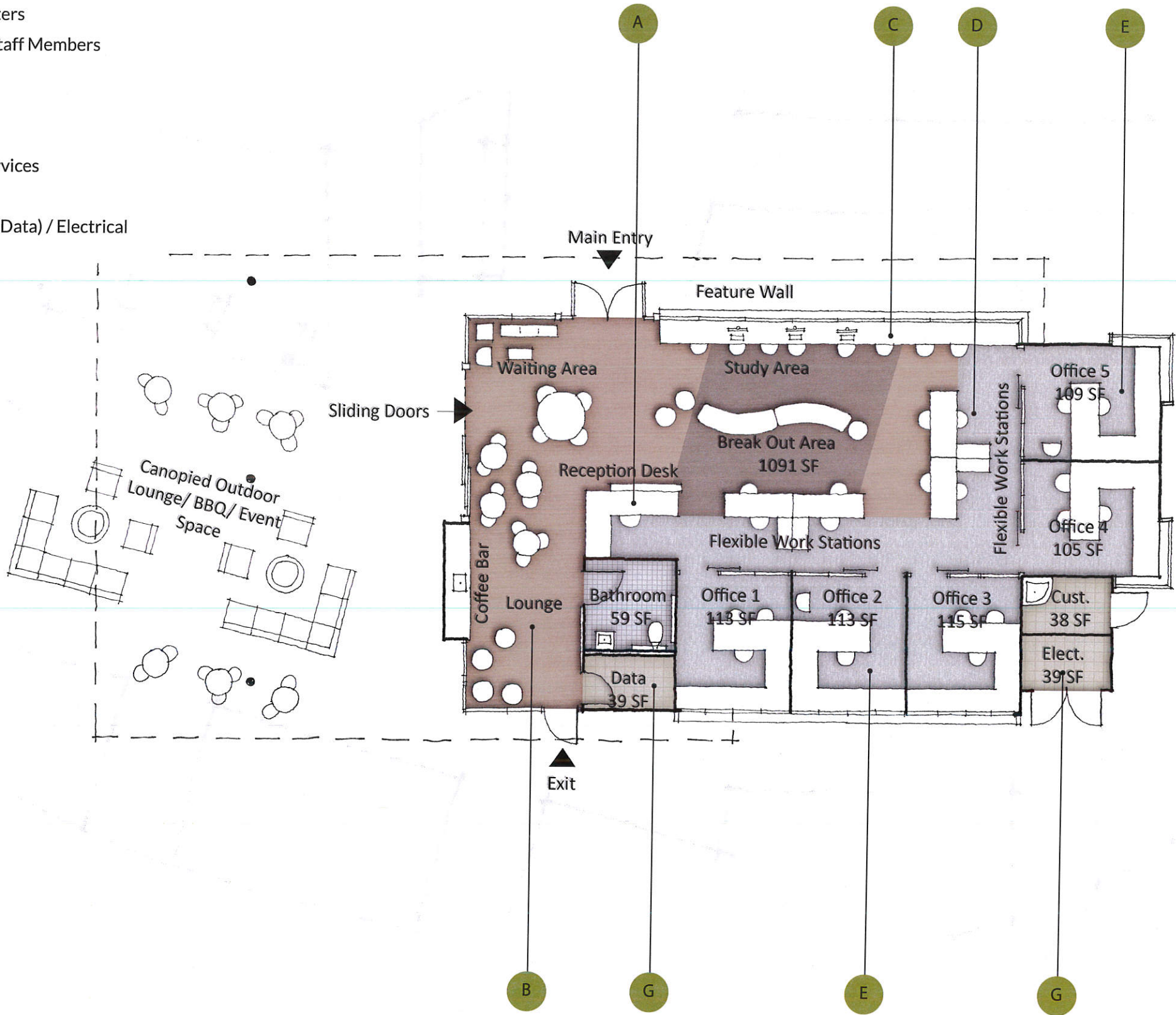


PROGRAM

- A. Reception / Check-in Area
- B. Lounge for Student Veterans and Club Activities
- C. Quiet study space with computers
- D. (4) Cubicle/Workstations for Staff Members
- E. (5) Offices
 - Academic Counseling
 - Disabled Student Services
 - (2) Community Veteran Services
 - Certifying Official
- G. Utility Rooms (Restrooms / IT (Data) / Electrical)

12 FEBRUARY 2019

Gross Building Area: 1,821 s.f.
Net Building Area: 1,646 s.f



NEW BUILDING				
DESCRIPTION	UNIT	QTY.	UNIT COST	PRICE
Office Area	S.F.	555	\$ 350.00	\$ 194,250.00
Break Out Space + Lobby	S.F.	1091	\$ 350.00	\$ 381,850.00
Kitchen	S.F.	0	\$ 400.00	\$ -
Restrooms	S.F.	59	\$ 420.00	\$ 24,780.00
Custodial	S.F.	38	\$ 300.00	\$ 11,400.00
Data/Mechanical/Electrical	S.F.	78	\$ 300.00	\$ 23,400.00
BUILDING SUBTOTAL		1,821		\$ 635,680.00

SITE WORK				
DESCRIPTION	UNIT	QTY.	UNIT COST	PRICE
Major Grading	L.S.	1	\$ 150,000.00	\$ 150,000.00
Parking Lot Expansion	S.F.	0	\$ 16.00	\$ -
Miscellaneous Hard & Softscape	S.F.	5275	\$ 14.00	\$ 73,850.00
Security Fencing	L.F.	0	\$ 138.55	\$ -
Site water Upgrade	L.S.	1	\$ 150,000.00	\$ 150,000.00
Sewer Service	L.S.	1	\$ 80,000.00	\$ 80,000.00
Electrical Service	L.S.	1	\$ 150,000.00	\$ 150,000.00
SITE WORK SUBTOTAL				\$ 603,850.00

Total Direct Construction Cost	\$ 1,239,530.00
General Contractor's OH&P (5%)	\$ 61,976.50
General Conditions (5%)	\$ 61,976.50
Bonds & Insurance (1.5%)	\$ 18,592.95
Total Construction Cost	\$ 1,382,075.95
DSA FEES	\$ 32,720.00
Furniture, Fixture and Equipment	\$ 50,000.00
Architect/Engineering Fee (Fixed)	\$ 115,000.00
Geotechnical	\$ 25,000.00
Test & Inspection	\$ 150,000.00
CEQA	\$ 125,000.00
Design Contingency (10%)	\$ 138,210.00
Cost Escalation (7%)	\$ 96,750.00
TOTAL PROJECT COST	\$ 2,114,755.95

* Does not include parking lot expansion

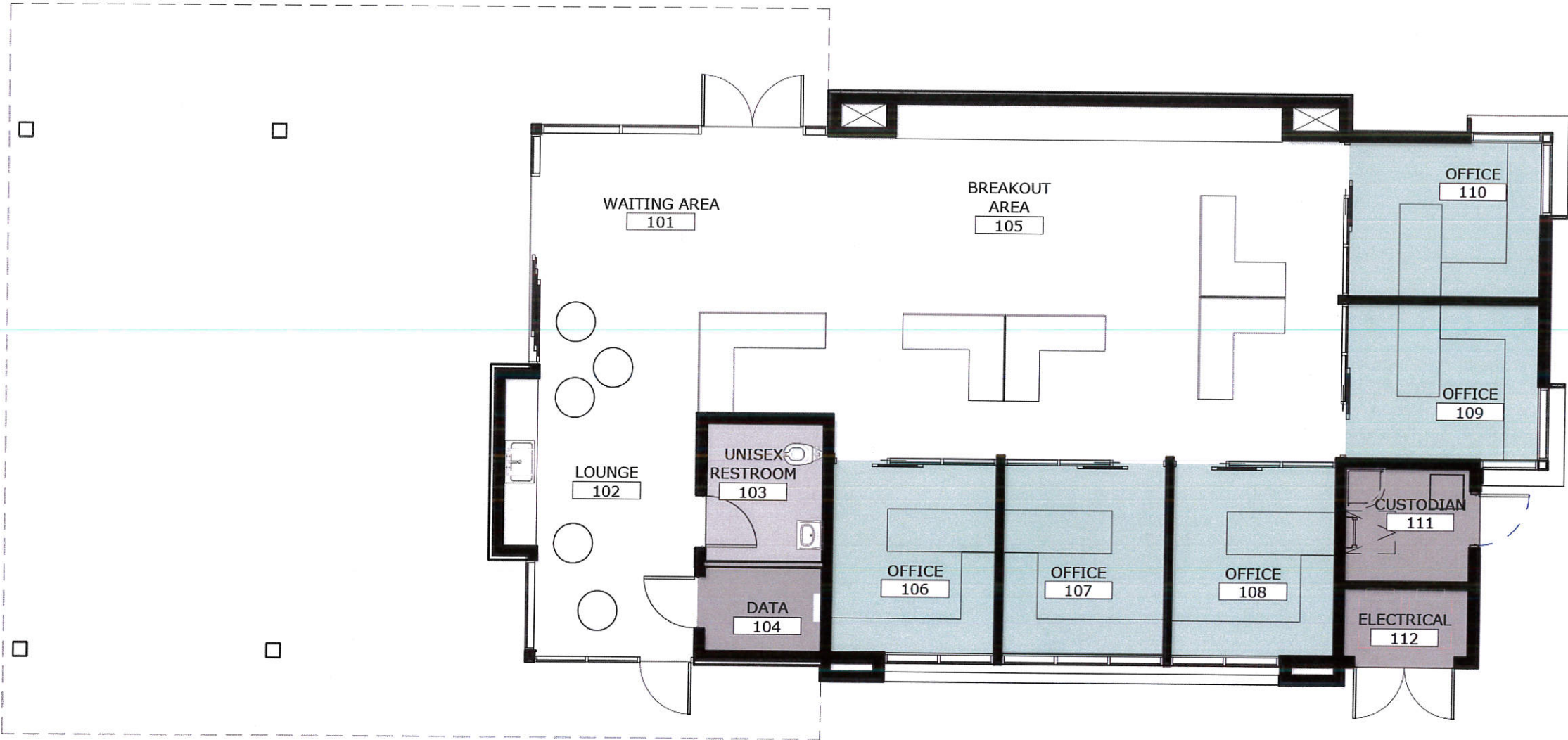
PROGRAM

101	WAITING AREA	284 SF
103	UNISEX RESTROOM	56 SF
104	DATA	34 SF
106	OFFICE	108 SF
107	OFFICE	107 SF
108	OFFICE	107 SF
112	ELECTRICAL	30 SF
111	CUSTODIAN	50 SF
109	OFFICE	105 SF
110	OFFICE	104 SF
102	LOUNGE	147 SF
105	BREAKOUT AREA	610 SF

12 FEBRUARY 2019

Gross Building Area:1,959 s.f.

Net Building Area:1,744 s.f





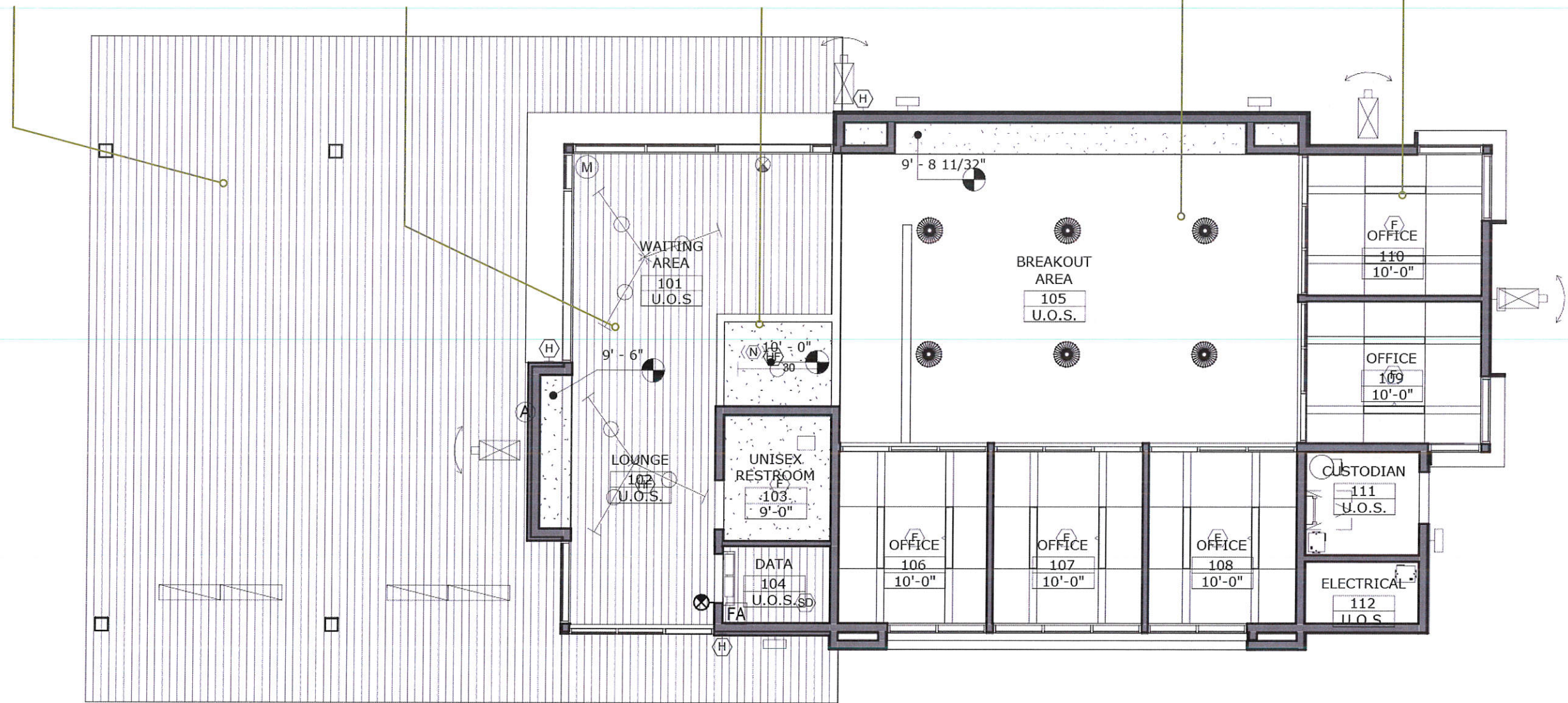
Outdoor Area

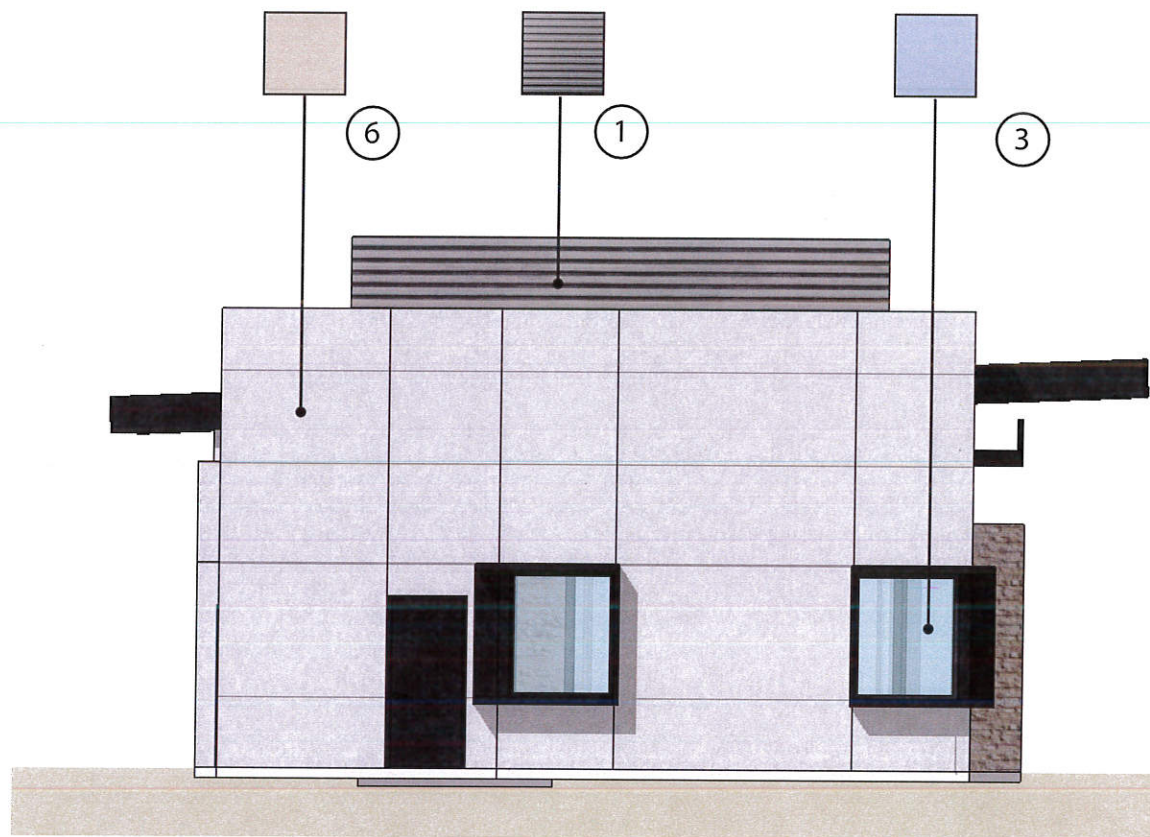
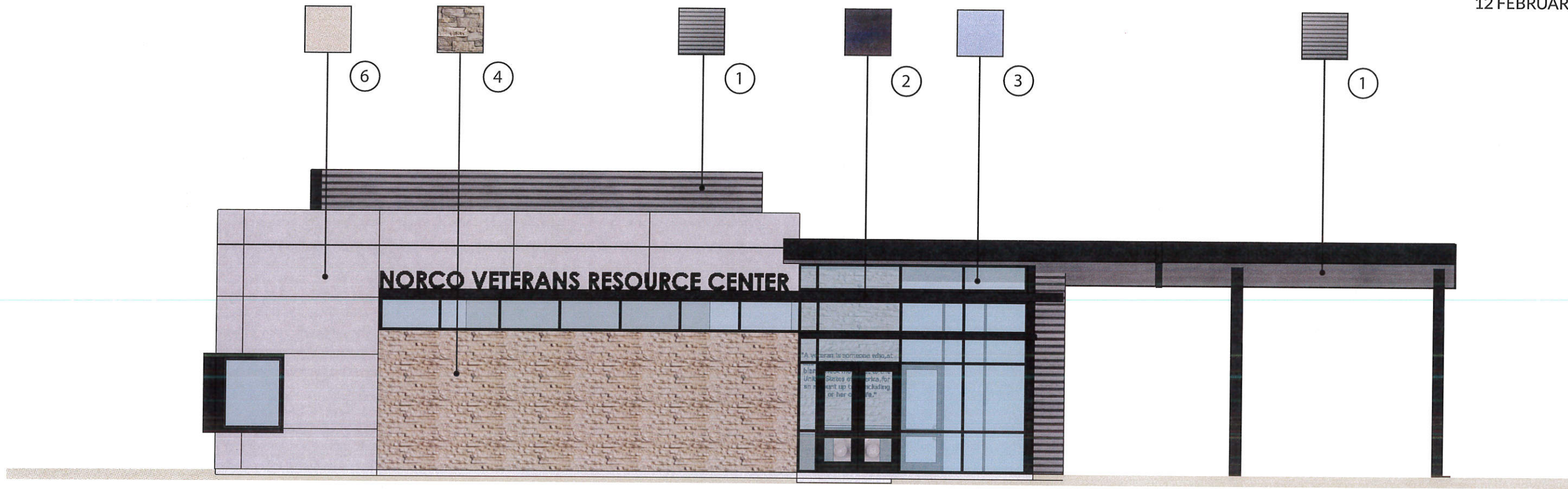
Lounge Area

Reception Desk Area

Break out Area

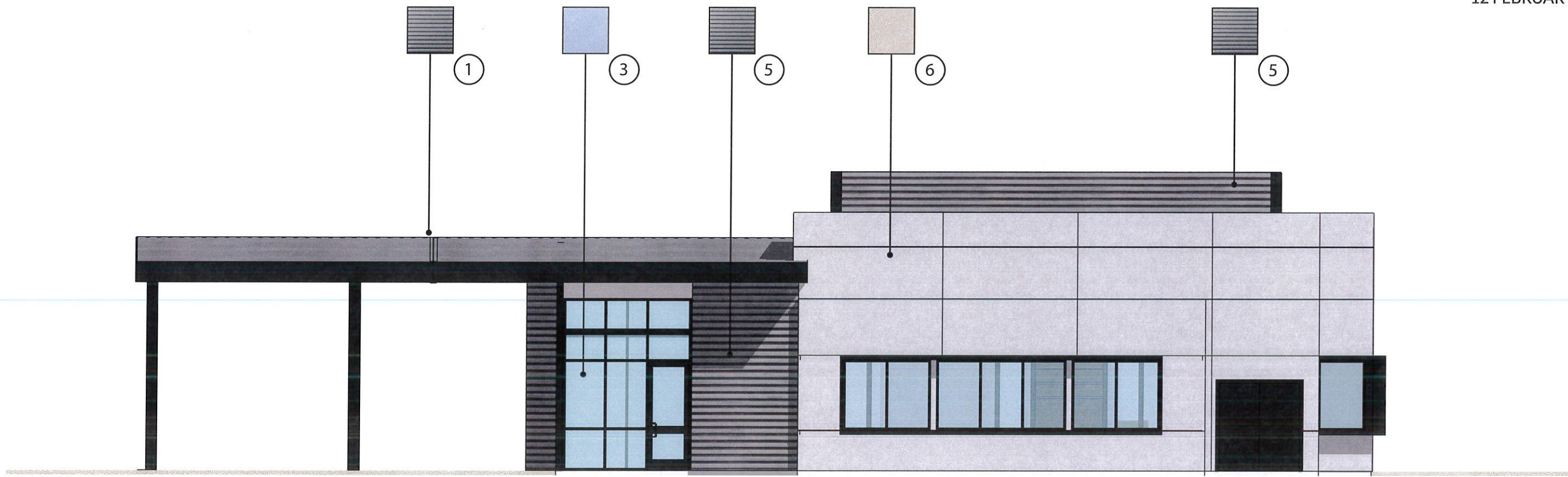
Offices





EXTERIOR MATERIALS - BASIS OF DESIGN

- 1. Standing Seam Metal Roof
- 2. Metal Fascia
- 3. Cool Blue/Gray Storefront Window
- 4. Accent Stone Wall
- 5. Accent Horizontal Standing Seam
- 6. Stucco



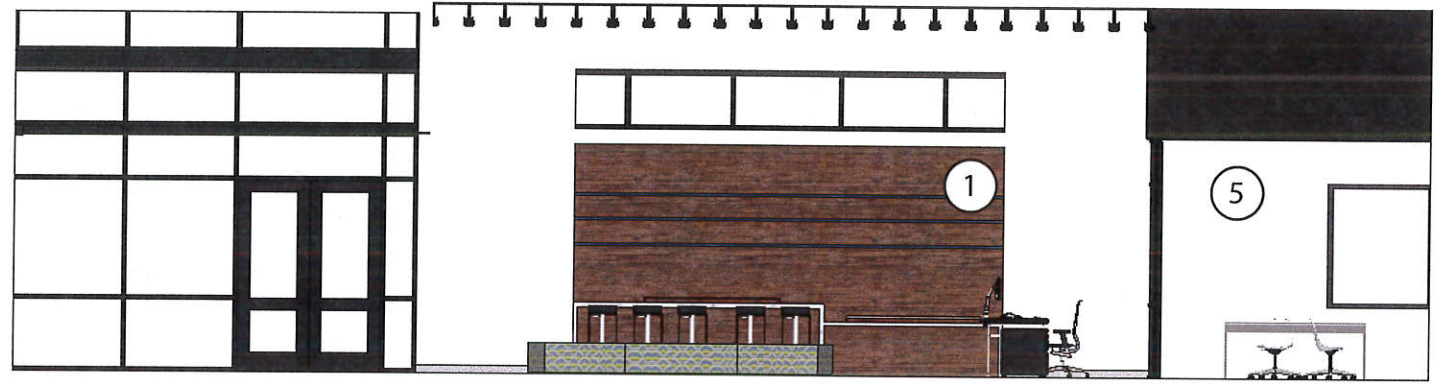
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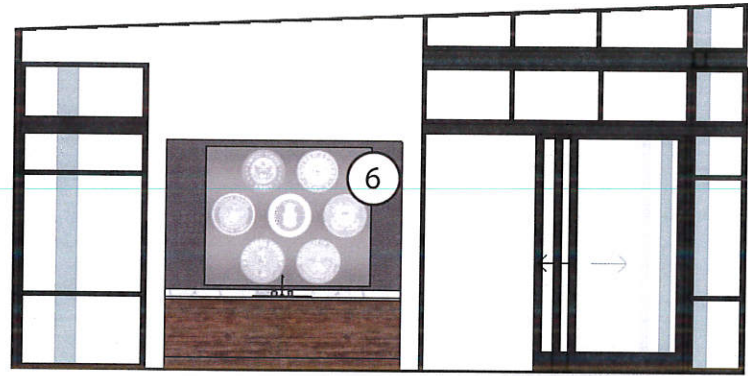
Cross Section A - Through Breakout Space / Office



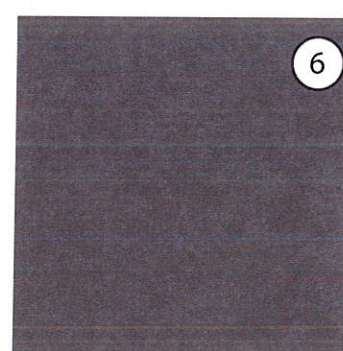
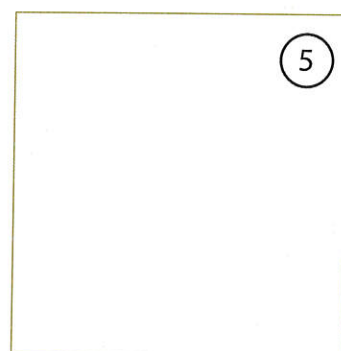
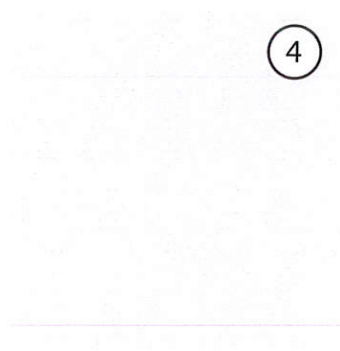
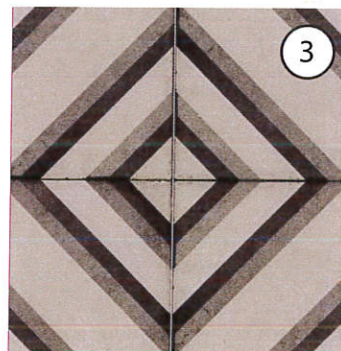
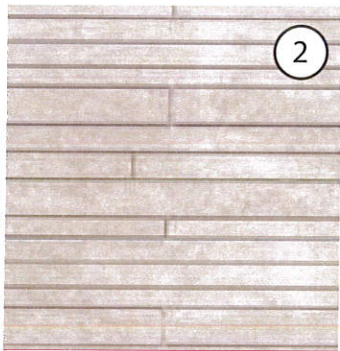
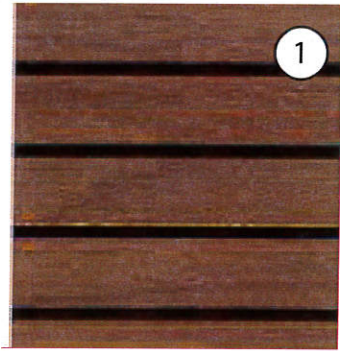
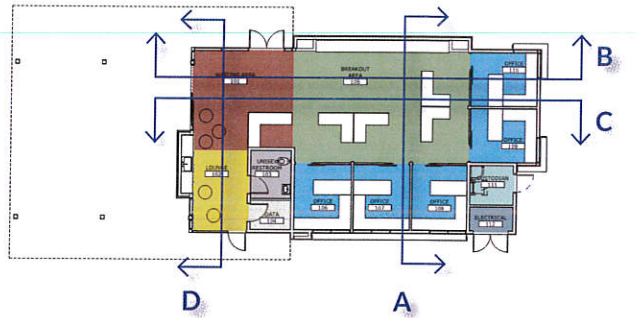
Section B - Through Waiting Area / Breakout Space



Section C - Through Office / Breakout Space



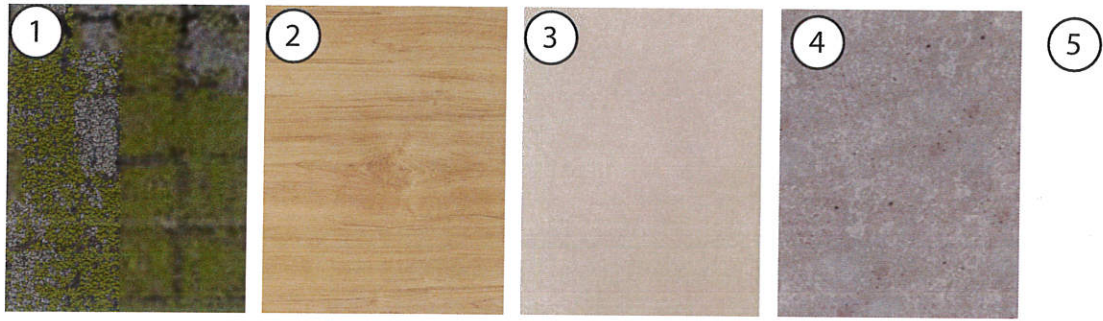
Cross Section D - Through Lounge and Breakout Space



WALL TYPES - BASIS OF DESIGN

1. Wood Plank - Memorial Wall / Coffee Bar
2. Stone Tile Memorial Wall
3. Geometric Tile - Restroom Accent Wall
4. Warm Gray Accent Color
5. Painted White Typical Wall
6. Dark Gray Accent Wall

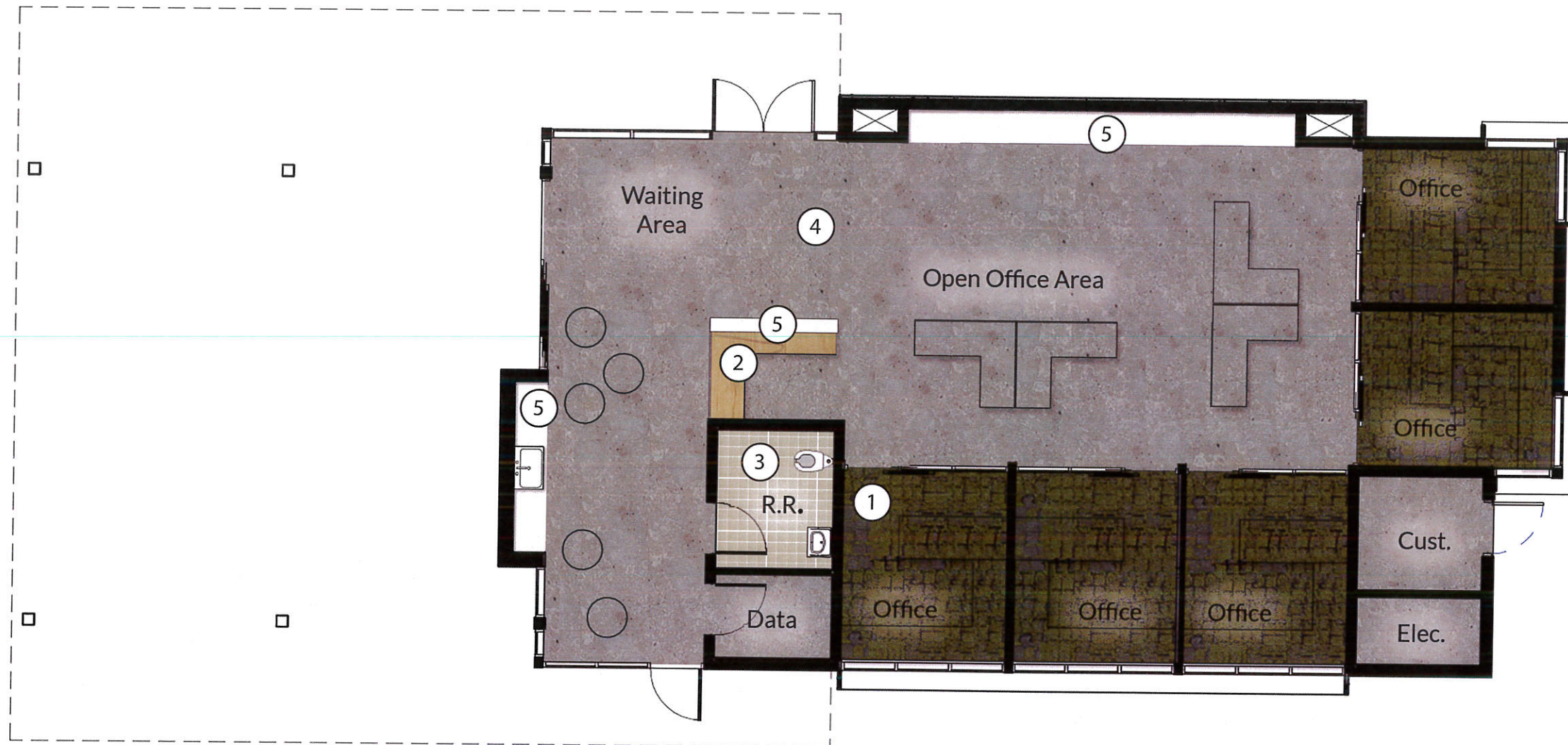




FLOORING PATTERNS - BASIS OF DESIGN

1. Carpet Tiles
2. Plastic Laminate
3. Porcelain Tile
4. Sealed Concrete Flooring
5. Solid Surface Material

12 FEBRUARY 2019



0' 1' 2' 4' 8' 16'

Pre/Schematic Design Phase	(Mar. 20, 2018 – October 12, 2018)	8 Months
• Organizational Meeting	March 20, 2018	
• Visioning Program Meeting	April 6, 2018	
• Interior Design Presentation	April 27, 2018	
• 100% Design Review Meeting	May 15, 2018	
• Masterplan Discussion with Dr. Reece	August 30, 2018	
• Next Steps with Dr. Reece & Dr. Collins	October 12, 2018	
• Facilities Committee Meeting	February 12, 2018	
Design Development Phase	(Feb. 12, 2019- Feb. 26, 2019)	2 Weeks
Construction Documents Phase	(Feb. 26, 2019- April 22, 2019)	8 Weeks
Agency Approval Phase	(April 22, 2019- August 23, 2019)	120 Days
• DSA (Target Date)	April 22, 2019	
• Back Check	Aug 16, 2019	
Bidding Phase	(Aug 30, 2019 – October 31, 2019)	60 Days
Construction Administration Phase	(Nov. 1, 2019- July 1, 2020)	8 Months
Project Close out	(Jul 1, 2020- Jul 31, 2020)	30 days

NORCO CAMPUS VETERAN RESOURCE CENTER
2/12/2019

NEW BUILDING				
DESCRIPTION	UNIT	QTY.	UNIT COST	PRICE
Office Area	S.F.	611	\$ 350.00	\$ 213,850.00
Break Out Space + Lobby	S.F.	1139	\$ 350.00	\$ 398,650.00
Kitchen	S.F.	0	\$ 400.00	\$ -
Restrooms	S.F.	64	\$ 420.00	\$ 26,880.00
Custodial	S.F.	46	\$ 300.00	\$ 13,800.00
Data/Mechanical/Electrical	S.F.	99	\$ 300.00	\$ 29,700.00
BUILDING SUBTOTAL		1,959		\$ 682,880.00

SITE WORK				
DESCRIPTION	UNIT	QTY.	UNIT COST	PRICE
Major Grading	L.S.	1	\$ 150,000.00	\$ 150,000.00
Parking Lot Expansion	S.F.	0	\$ 16.00	\$ -
Miscellaneous Hard & Softscape	S.F.	5275	\$ 14.00	\$ 73,850.00
Security Fencing	L.F.	0	\$ 138.55	\$ -
Site water Upgrade	L.S.	1	\$ 150,000.00	\$ 150,000.00
Sewer Service	L.S.	1	\$ 80,000.00	\$ 80,000.00
Electrical Service	L.S.	1	\$ 150,000.00	\$ 150,000.00
SITE WORK SUBTOTAL				\$ 603,850.00

Total Direct Construction Cost	\$ 1,286,730.00
General Contractor's OH&P (5%)	\$ 64,336.50
General Conditions (5%)	\$ 64,336.50
Bonds & Insurance (1.5%)	\$ 19,300.95
Total Construction Cost	\$ 1,434,703.95
DSA FEES	\$ 22,875.00
Furniture, Fixture and Equipment	\$ 50,000.00
Architect/Engineering Fee (Fixed)	\$ 115,000.00
Geotechnical	\$ 28,552.00
Test & Inspection	\$ 150,000.00
CEQA	\$ 125,000.00
Design Contingency (10%)	\$ 143,470.00
Cost Escalation (7%)	\$ 100,450.00
TOTAL PROJECT COST	\$ 2,170,050.95

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year	Current Year	Actuals						YTD	Balance	%
		Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC			Used
1110	INSTRUCTORS, FULL TIME	6,541,376.76	7,395,349.00	465,104.97	564,232.58	567,607.21	576,090.87	578,250.61	577,785.57	3,329,071.81	4,066,277.19	45.02%
1160	INSTRUCTORS, SUBSTITUTE	-	-	-	-	-	-	-	-	-	-	
1170	INSTRUCTORS, RELEASE / REASSIGN TIM	61,403.16	65,910.00	5,360.07	5,360.07	5,360.07	5,360.07	5,360.07	5,360.07	32,160.42	33,749.58	48.79%
1180	INSTRUCTORS, SABBATICAL	-	51,093.00	10,417.92	10,417.92	10,417.92	10,417.92	10,417.92	10,417.92	62,507.52	(11,414.52)	122.34%
11xx	FT, Academic Inst Salary	6,602,779.92	7,512,352.00	480,882.96	580,010.57	583,385.20	591,868.86	594,028.60	593,563.56	3,423,739.75	4,088,612.25	45.57%
1218	ACADEMIC MANAGERS FULL TIME	1,729,675.43	2,216,328.00	184,120.29	176,778.08	176,778.08	159,068.15	169,630.08	177,539.44	1,043,914.12	1,172,413.88	47.10%
1219	COUNSELORS / LIBRARIANS / COORDIN	1,535,613.88	1,736,928.00	142,467.10	175,101.15	166,180.90	163,187.84	141,792.82	158,872.22	947,602.03	789,325.97	54.56%
1280	ACADEMIC ADMINISTRATORS, SABBATI	-	-	-	-	-	-	-	-	-	-	
12xx	FT, Academic, Non-Inst Salary	3,265,289.31	3,953,256.00	326,587.39	351,879.23	342,958.98	322,255.99	311,422.90	336,411.66	1,991,516.15	1,961,739.85	50.38%
1330	INSTRUCTORS, PART TIME FALL	2,089,515.69	2,311,191.00	-	-	7,002.71	980,095.93	8,276.40	482,123.34	1,477,498.38	833,692.62	63.93%
1331	INSTRUCTORS, PART TIME SUMMER (O	291,260.56	350,468.00	-	-	-	-	-	-	-	350,468.00	0.00%
1332	INSTRUCTORS, PART TIME WINTER	468,610.09	501,325.00	-	-	-	-	-	-	-	501,325.00	0.00%
1333	INSTRUCTORS, PART TIME SPRING	2,003,673.18	1,753,959.00	(6,762.64)	-	5,825.72	7,342.17	-	-	6,405.25	1,747,553.75	0.37%
1334	INSTRUCTORS, PART TIME SUMMER (E	303,845.47	193,553.00	-	324,192.35	-	-	-	-	324,192.35	(130,639.35)	167.50%
1335	INSTRUCTORS, FULL TIME OVERLOAD F	427,209.38	446,000.00	-	-	100,436.34	105,527.50	103,334.65	104,336.87	413,635.36	32,364.64	92.74%
1336	INSTRUCTORS, FULL TIME OVERLOAD S	219,913.38	140,472.00	211,153.38	-	-	-	-	-	211,153.38	(70,681.38)	150.32%
1337	INSTRUCTORS, FULL TIME OVERLOAD W	498,364.72	527,464.00	-	-	-	-	-	-	-	527,464.00	0.00%
1338	INSTRUCTORS, FULL TIME OVERLOAD S	397,242.47	369,128.00	-	-	-	-	-	-	-	369,128.00	0.00%
1339	INSTRUCTORS, FULL TIME OVERLOAD S	196,539.31	243,355.00	-	-	-	-	-	-	-	243,355.00	0.00%
1360	INSTRUCTORS, SUBSTITUTES	19,190.82	-	(534.73)	1,823.04	69.58	1,855.18	1,593.57	3,990.68	8,797.32	(8,797.32)	
1370	INSTRUCTORS, EXTRA DUTY	21,138.00	22,148.00	958.00	3,088.40	958.00	9,275.60	1,819.20	4,153.60	20,252.80	1,895.20	91.44%
1371	INSTRUCTORS, LARGE LECTURE STIPEND	44,494.32	166,799.00	588.93	549.93	-	-	7,653.48	7,377.32	16,169.66	150,629.34	9.69%
13xx	PT & Overload, Academic, Inst Salary	6,980,997.39	7,025,862.00	205,402.94	329,653.72	114,292.35	1,104,096.38	122,677.30	601,981.81	2,478,104.50	4,547,757.50	35.27%
1439	ACADEMIC - PT COUNSELORS / LIBRARI	614,459.95	328,204.00	18,693.66	180,617.46	17,919.42	135,679.62	21,105.01	79,498.29	453,513.46	(125,309.46)	138.18%
1460	LONG TERM SUBSTITUTES FOR COUNSE	-	-	-	-	-	-	-	-	-	-	
1469	SHORT TERM (DAILY) SUBSTITUTE COUN	39,336.05	7,407.00	-	-	-	3,766.14	276.17	348.48	4,390.79	3,016.21	59.28%
1470	NONINSTRUCTIONAL SALARIES, OTHER	165.57	-	(165.57)	-	-	-	-	-	(165.57)	165.57	
1479	EXTRA DUTY STIPENDS	93,657.79	110,897.00	4,475.35	7,664.84	5,303.20	8,157.17	5,303.21	7,851.70	38,755.47	72,141.53	34.95%
1490	ACADEMIC SPECIAL PROJECTS	17,377.60	80,093.00	-	7,077.70	12,396.31	-	-	-	19,474.01	60,618.99	24.31%
14xx	PT & Overload, Academic, Non-Inst Sala	764,996.96	526,601.00	23,003.44	195,360.00	35,618.93	147,602.93	26,684.39	87,698.47	515,968.16	10,632.84	97.98%
	Academic Salaries	17,614,063.58	19,018,071.00	1,035,876.73	1,456,903.52	1,076,255.46	2,165,824.16	1,054,813.19	1,619,655.50	8,409,328.56	10,608,742.44	44.22%
2117	CLASSIFIED FULL TIME SUPERVISOR	121,514.12	182,701.00	6,207.50	6,207.50	7,881.74	6,207.50	7,323.66	6,765.58	40,593.48	142,107.52	22.22%
2118	CLASSIFIED FULL TIME ADMINISTRATOR	472,819.88	566,114.00	50,081.52	50,081.52	46,146.68	46,899.51	48,488.87	61,386.18	303,084.28	263,029.72	53.54%
2119	CLASSIFIED FULL TIME STAFF	3,288,535.09	4,016,959.00	298,728.79	305,231.43	316,605.82	304,634.10	327,289.99	346,189.48	1,898,679.61	2,118,279.39	47.27%
2129	CLASSIFIED PERMANENT PART TIME ST	217,642.49	149,366.00	24,271.85	18,147.32	21,240.90	19,620.53	2,108.01	(14,677.19)	70,711.42	78,654.58	47.34%
21xx	Classified, Non-Inst Reg Salary	4,100,511.58	4,915,140.00	379,289.66	379,667.77	391,875.14	377,361.64	385,210.53	399,664.05	2,313,068.79	2,602,071.21	47.06%
2210	INSTRUCTIONAL CLASSIFIED FULL TIME	304,762.42	323,246.00	25,529.51	26,067.28	26,835.53	26,835.53	26,835.53	26,496.43	158,599.81	164,646.19	49.06%

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year	Current Year	Actuals						YTD	Balance	%
		Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC			Used
2220	INSTRUCTIONAL CLASSIFIED PERM PAR	78,975.95	116,882.00	9,792.30	9,003.13	8,415.02	8,389.14	8,369.56	8,782.45	52,751.60	64,130.40	45.13%
22xx	Classified, Inst Aide Reg Salary	383,738.37	440,128.00	35,321.81	35,070.41	35,250.55	35,224.67	35,205.09	35,278.88	211,351.41	228,776.59	48.02%
2331	SHORT-TERM STUDENT HELP, NON-INS	35,455.37	46,552.00	-	1,405.25	914.62	6,307.00	6,013.50	1,426.28	16,066.65	30,485.35	34.51%
2339	SHORT-TERM NONCLASSIFIED, NON-INS	34,445.30	64,430.00	-	5,950.00	10,663.64	8,764.86	10,065.53	6,941.82	42,385.85	22,044.15	65.79%
2349	SHORT-TERM OVERTIME, NON-INSTRUC	121,698.21	67,225.00	3,940.91	3,825.80	17,724.99	7,465.24	4,010.02	6,928.81	43,895.77	23,329.23	65.30%
2369	SHORT-TERM SUBSTITUTES, NON-INSTR	107,100.33	65,233.00	-	5,156.26	6,972.11	12,590.04	21,794.27	20,341.28	66,853.96	(1,620.96)	102.48%
2390	SHORT-TERM SPECIAL PROJECT, NON-IN	-	570.00	-	-	-	-	-	-	-	570.00	0.00%
2399	CLASSIFIED PRESENTERS - COMM. ED /	-	-	-	-	-	-	-	-	-	-	
23xx	Non-Instructional Salary, Other	298,699.21	244,010.00	3,940.91	16,337.31	36,275.36	35,127.14	41,883.32	35,638.19	169,202.23	74,807.77	69.34%
2430	SHORT-TERM STUDENT HELP, INSTRUCT	5,440.84	23,796.00	-	-	-	826.50	908.00	423.00	2,157.50	21,638.50	9.07%
2431	SHORT-TERM SUMMER COACHING, INS	-	-	-	-	-	-	-	-	-	-	
2440	SHORT-TERM OVERTIME, INSTRUCTION	12,857.95	-	-	-	-	460.94	-	-	460.94	(460.94)	
2449	SHORT-TERM NONCLASSIFIED, INSTRUC	4,110.00	7,212.00	-	-	2,583.60	1,722.40	1,722.40	2,583.60	8,612.00	(1,400.00)	119.41%
2469	SHORT-TERM SUBSTITUTES, INSTRUCTI	-	-	-	-	-	-	-	1,649.68	1,649.68	(1,649.68)	
24xx	Instructional Aides, Other	22,408.79	31,008.00	-	-	2,583.60	3,009.84	2,630.40	4,656.28	12,880.12	18,127.88	41.54%
	Classified Salaries	4,805,357.95	5,630,286.00	418,552.38	431,075.49	465,984.65	450,723.29	464,929.34	475,237.40	2,706,502.55	2,923,783.45	48.07%
3110	INSTRUCTIONAL STRS	1,683,518.32	2,208,323.00	112,794.95	132,534.08	111,861.63	87,211.61	115,717.00	174,820.82	734,940.09	1,473,382.91	33.28%
3150	CALSTRS ON-BEHALF FOR INSTRUCTION	659,051.15	-	-	-	-	-	-	-	-	-	
3210	INSTRUCTIONAL PERS	52,678.63	66,431.00	3,642.00	4,930.90	4,924.52	6,250.66	4,924.52	4,863.27	29,535.87	36,895.13	44.46%
3310	INSTRUCTIONAL FICA	23,816.09	22,803.00	1,250.16	1,707.21	1,845.40	2,302.90	1,787.84	1,870.91	10,764.42	12,038.58	47.21%
3315	INSTRUCTIONAL MEDICARE	200,704.72	215,646.00	10,341.09	13,520.57	10,461.92	24,928.71	10,723.23	17,703.92	87,679.44	127,966.56	40.66%
3410	INSTRUCTIONAL HEALTH & WELFARE	1,970,598.80	2,202,022.00	7,974.14	7,227.66	7,269.06	206,921.89	205,701.29	208,780.21	643,874.25	1,558,147.75	29.24%
3450	OPEB, TEACHERS AND AIDES	27,973.37	30,017.00	1,443.21	1,889.57	1,471.02	3,468.29	1,509.09	2,470.91	12,252.09	17,764.91	40.82%
3510	INSTRUCTIONAL SUI	14,757.40	11,427.00	360.83	471.99	367.19	2,334.31	376.23	616.94	4,527.49	6,899.51	39.62%
3610	INSTRUCTIONAL WC	131,992.82	240,148.00	7,216.08	9,447.36	11,722.30	27,657.21	12,072.19	19,767.30	87,882.44	152,265.56	36.60%
	Instructional Benefits	4,765,091.30	4,996,817.00	145,022.46	171,729.34	149,923.04	361,075.58	352,811.39	430,894.28	1,611,456.09	3,385,360.91	32.25%
3440	RETIREE BENEFITS ACAD & CLASS	208,902.26	178,919.00	-	-	115.20	21,122.83	21,007.63	26,709.04	92,891.11	86,027.89	51.92%
3120	CLASSIFIED STRS - (FOR CLASSIFIED EM	(144.60)	-	-	-	-	(238.76)	-	-	(238.76)	238.76	
3130	NON-INSTRUCTIONAL STRS - FOR ACAD	425,512.09	572,219.00	40,346.88	66,362.48	47,324.48	26,106.76	40,268.95	54,779.83	275,189.38	297,029.62	48.09%
3160	CALSTRS ON-BEHALF CLASSIFIED	158,202.88	-	-	-	-	-	-	-	-	-	
3170	CALSTRS ON-BEHALF NON-INSTRUCTION	1,801.50	-	-	-	-	-	-	-	-	-	
3220	CLASSIFIED PERS	621,398.25	881,736.00	65,908.87	68,972.79	69,465.59	68,685.38	69,869.68	71,603.88	414,506.19	467,229.81	47.01%
3230	NON-INSTRUCTIONAL PERS	125,778.77	165,862.00	12,063.48	14,355.66	14,355.66	13,384.98	14,486.99	12,804.34	81,451.11	84,410.89	49.11%
3320	CLASSIFIED FICA	254,910.29	302,630.00	22,674.02	23,375.07	24,866.49	23,616.72	23,719.76	23,986.79	142,238.85	160,391.15	47.00%
3325	CLASSIFIED MEDICARE	62,621.27	74,528.00	5,410.06	5,595.75	6,060.21	5,822.72	6,009.99	6,210.18	35,108.91	39,419.09	47.11%
3330	NON - INSTRUCTIONAL FICA	48,572.03	49,398.00	5,866.71	5,639.19	3,786.56	1,820.42	1,313.04	4,547.31	22,973.23	26,424.77	46.51%
3335	NON - INSTRUCTIONAL ACADEMIC MED	58,266.45	64,813.00	5,062.65	7,916.87	5,473.65	6,803.78	4,892.71	6,128.49	36,278.15	28,534.85	55.97%

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year	Current Year	Actuals						YTD	Balance	%
		Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC			Used
3420	CLASSIFIED HEALTH & WELFARE	1,320,310.70	1,684,727.00	7,410.12	7,531.92	7,647.12	149,263.16	148,459.83	147,591.76	467,903.91	1,216,823.09	27.77%
3430	NON - INSTRUCTIONAL HEALTH & WELF	794,705.04	899,375.00	3,231.36	3,658.74	3,635.77	94,237.62	86,568.87	91,613.49	282,945.85	616,429.15	31.46%
3460	OPEB, CL EMPLOYEES	9,393.65	10,388.00	766.43	792.00	856.29	961.91	854.14	975.03	5,205.80	5,182.20	50.11%
3470	OPEB, OTHER CE EMPLOYEES	8,023.99	8,944.00	699.17	1,094.51	757.14	939.74	676.18	848.22	5,014.96	3,929.04	56.07%
3520	CLASSIFIED SUI	12,127.85	22,872.00	186.47	192.93	208.96	1,130.31	207.19	214.09	2,139.95	20,732.05	9.36%
3530	NON - INSTRUCTIONAL SUI - (COUNSEL	5,414.42	12,495.00	174.55	272.98	188.75	847.41	168.69	211.31	1,863.69	10,631.31	14.92%
3620	CLASSIFIED WC	39,815.69	82,849.00	3,709.82	3,863.17	6,535.10	6,542.12	6,744.90	6,866.81	34,261.92	48,587.08	41.35%
3630	NON - INSTRUCTIONAL WC - COUNSEL	37,350.73	71,314.00	3,495.89	5,472.45	6,070.69	7,588.83	5,450.36	6,781.02	34,859.24	36,454.76	48.88%
	Non-Instructional Benefits	3,984,061.00	4,904,150.00	177,006.48	215,096.51	197,232.46	407,513.10	409,691.28	435,162.55	1,841,702.38	3,062,447.62	37.55%
	Benefits	8,958,054.56	10,079,886.00	322,028.94	386,825.85	347,270.70	789,711.51	783,510.30	892,765.87	3,546,049.58	6,533,836.42	35.18%
	Total Salaries & Benefits	31,377,476.09	34,728,243.00	1,776,458.05	2,274,804.86	1,889,510.81	3,406,258.96	2,303,252.83	2,987,658.77	14,661,880.69	20,066,362.31	42.22%
4230	REFERENCE BOOKS / MATERIALS	134.22	8,077.00	-	-	-	-	-	-	-	8,077.00	0.00%
4320	INSTRUCTIONAL SUPPLIES	13,419.84	31,609.00	-	-	-	-	1,946.45	-	1,946.45	29,662.55	6.16%
4330	PERIODICALS / MAGAZINES / SUBSCRIP	26.00	135.00	26.00	-	-	-	-	-	26.00	109.00	19.26%
4351	INSTRUCTIONAL MEDIA	-	1,000.00	-	-	-	-	-	-	-	1,000.00	0.00%
4360	TESTS	195.00	800.00	-	-	-	-	-	-	-	800.00	0.00%
4370	COMMENCEMENT - OTHER THAN ADM	-	-	-	-	-	-	-	-	-	-	
4510	MAINTENANCE SUPPLIES	-	-	-	-	-	-	-	-	-	-	
4520	CUSTODIAL SUPPLIES	61,160.76	67,324.00	452.58	1,846.88	6,691.85	4,574.49	4,438.95	4,269.65	22,274.40	45,049.60	33.09%
4530	GROUND / GARDEN SUPPLIES	32,551.34	20,638.00	912.60	1,898.78	2,376.54	822.33	2,842.98	4,571.22	13,424.45	7,213.55	65.05%
4540	HEALTH SUPPLIES	-	-	-	-	-	-	-	-	-	-	
4555	COPY / PRINTING	20,255.40	8,660.00	-	-	-	-	341.56	-	341.56	8,318.44	3.94%
4575	SOFTWARE - LESS THAN \$200 OR USEF	-	2,708.00	-	-	-	-	108.20	-	108.20	2,599.80	4.00%
4580	THEATRE SUPPLIES	-	-	-	-	-	-	-	-	-	-	
4590	OFFICE SUPPLIES	143,721.30	897,545.00	417.10	8,435.08	14,455.02	7,820.59	9,493.72	6,143.23	46,764.74	850,780.26	5.21%
4591	PURCHASE / COST OF GOODS SOLD - U	-	-	-	-	-	-	-	-	-	-	
4592	MAJOR GIFTS CAMPAIGN - CLEARING A	-	-	-	-	-	-	-	-	-	-	
4599	CONTRACT EDUCATION - INSTRUCTION	-	-	-	-	-	-	-	-	-	-	
4630	TIRES AND TUBES	-	-	-	-	-	-	-	-	-	-	
4644	REPAIR PARTS - (PARTS ONLY -- LABOR	40,875.70	32,769.00	2,108.50	3,668.54	4,382.65	4,731.88	1,544.84	1,369.51	17,805.92	14,963.08	54.34%
4690	TRANSPORTATION SUPPLIES, INCLUDIN	4,917.69	11,210.00	273.25	455.13	554.58	1,096.26	382.16	437.72	3,199.10	8,010.90	28.54%
4710	FOOD -- FUNDING SOURCE OTHER THAN	-	-	-	-	-	-	-	-	-	-	
4711	PROTEIN - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4712	DESSERT - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4713	DAIRY - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4714	PRODUCE - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4715	BEVERAGE - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year	Current Year	Actuals						YTD	Balance	%
		Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC			Used
4716	BREAD - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4717	GROCERIES - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4720	SUBSIDIZED MEALS - (RESOURCE 3200 A	-	-	-	-	-	-	-	-	-	-	
4790	OTHER SUPPLIES - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4791	PAPER PRODUCTS- (RESOURCE 3200 AN	-	-	-	-	-	-	-	-	-	-	
4792	CLEANING SUPPLIES - (RESOURCE 3200)	-	-	-	-	-	-	-	-	-	-	
4793	KITCHEN EXPENDABLES - (RESOURCE 32	-	-	-	-	-	-	-	-	-	-	
4999	OUT OF STATE SALES TAX HOLDING FOR	-	-	-	-	-	-	-	-	-	-	
	Supplies & Materials	317,257.25	1,082,475.00	4,190.03	16,304.41	28,460.64	19,045.55	21,098.86	16,791.33	105,890.82	976,584.18	9.78%
5045	POSTAGE / SHIPPING	51.23	224.00	-	-	-	-	-	-	-	224.00	0.00%
5110	CONSULTANTS	9,550.00	353,520.00	-	-	-	-	-	4,000.00	4,000.00	349,520.00	1.13%
5120	LECTURERS	5,200.00	5,000.00	-	-	-	5,000.00	-	-	5,000.00	-	100.00%
5130	DOCTORS / NURSES	-	-	-	-	-	-	-	-	-	-	
5151	TEMPORARY SERVICES	10,975.00	2,211.00	-	850.00	-	350.00	-	-	1,200.00	1,011.00	54.27%
5160	AMBULANCE	-	-	-	-	-	-	-	-	-	-	
5192	SCOUTING	-	-	-	-	-	-	-	-	-	-	
5194	FILMING	-	-	-	-	-	-	-	-	-	-	
5195	ENTRY FEES	-	-	-	-	-	-	-	-	-	-	
5197	GRANT / CONTRACT SUB-AGREEMENT	-	-	-	-	-	-	-	-	-	-	
5198	PROFESSIONAL SERVICES	29,528.19	110,667.00	-	-	1,650.00	7,390.00	600.00	217.19	9,857.19	100,809.81	8.91%
5210	MILEAGE / TOLL FEES	5,799.52	6,710.00	-	527.02	253.43	356.05	771.03	678.65	2,586.18	4,123.82	38.54%
5211	MEETING EXPENSES	2,966.82	-	-	-	-	-	-	-	-	-	
5219	TRAVEL EXPENSES - NON-RCCD EMPLO	10,371.30	2,739.00	-	-	-	340.00	552.70	-	892.70	1,846.30	32.59%
5220	CONFERENCES (INCLUDING WEBINAR F	76,766.74	76,020.00	14,530.28	4,611.08	4,921.40	6,088.32	1,629.66	2,786.20	34,566.94	41,453.06	45.47%
5250	TRAVEL EXPENSES - EMPLOYEE CANDID	-	-	-	-	-	-	-	-	-	-	
5310	MEMBERSHIP / DUES	20,985.73	70,895.00	3,830.00	6,239.10	25,391.00	300.00	100.00	440.00	36,300.10	34,594.90	51.20%
5400	INSURANCE	-	-	-	-	-	-	-	-	-	-	
5410	FIRE AND THEFT INSURANCE	-	-	-	-	-	-	-	-	-	-	
5420	LIABILITY INSURANCE	-	-	-	-	-	-	-	-	-	-	
5421	GENERAL LIABILITY AND PROPERTY EXP	269,036.66	394,637.00	-	-	(9.08)	78,218.65	41,864.66	23,925.51	143,999.74	250,637.26	36.49%
5430	FIDELITY BOND PREMIUMS	-	1,265.00	1,265.00	-	-	-	-	-	1,265.00	-	100.00%
5440	STUDENT INSURANCE	-	-	-	-	-	-	-	-	-	-	
5450	INSURANCE CLAIMS EXPENSE (EXTERNA	-	-	-	-	-	-	-	-	-	-	
5451	SELF INSURANCE CLAIMS	-	-	-	-	-	-	-	-	-	-	
5510	NATURAL GAS	153,582.07	110,600.00	-	11,198.73	3,174.03	36,805.19	17,372.57	5,662.49	74,213.01	36,386.99	67.10%
5520	ELECTRICITY	438,875.14	617,630.00	-	84,029.95	64,170.05	3,922.56	83,728.23	38,106.14	273,956.93	343,673.07	44.36%
5530	WATER	148,404.59	137,320.00	-	10,515.08	11,616.03	14,751.35	14,511.15	13,073.83	64,467.44	72,852.56	46.95%

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year Actual	Current Year Revised Budget	Actuals						YTD	Balance	% Used
				JUL	AUG	SEP	OCT	NOV	DEC			
5540	TELEPHONE	7,239.26	36,585.00	-	831.63	1,317.02	-	-	1,213.00	3,361.65	33,223.35	9.19%
5541	CELLULAR TELEPHONE	24,642.03	16,821.00	153.26	-	4,459.50	2,106.13	2,188.82	(18.81)	8,888.90	7,932.10	52.84%
5550	LAUNDRY AND CLEANING	9,486.59	6,100.00	-	1,386.88	666.84	935.35	837.99	709.82	4,536.88	1,563.12	74.38%
5560	TOWEL SERVICE	-	-	-	-	-	-	-	-	-	-	
5570	WASTE DISPOSAL	41,850.20	43,495.00	2,740.90	1,896.72	2,188.38	6,532.00	1,896.72	2,446.17	17,700.89	25,794.11	40.70%
5610	COUNTY CONTRACTS	29,050.00	30,001.00	-	-	-	-	-	-	-	30,001.00	0.00%
5621	CATALOG PRINTING	-	-	-	-	-	-	-	-	-	-	
5622	CLASS SCHEDULE PRINTING	-	-	-	-	-	-	-	-	-	-	
5630	RENTS AND LEASES	92,717.60	88,194.00	-	16,162.86	128.49	4,366.58	106.08	52.80	20,816.81	67,377.19	23.60%
5631	FILM RENTAL	-	-	-	-	-	-	-	-	-	-	
5632	SCENIC RENTALS	-	-	-	-	-	-	-	-	-	-	
5633	COSTUME RENTALS	-	-	-	-	-	-	-	-	-	-	
5644	REPAIR SERVICES - PERFORMED BY AN	262,562.59	333,201.00	2,308.22	13,305.07	43,630.99	5,615.18	16,691.07	9,710.69	91,261.22	241,939.78	27.39%
5649	COMPUTER / SOFTWARE - MAINTENAN	56,735.60	43,298.00	-	16,837.95	2,717.00	99.00	99.00	2,147.99	21,900.94	21,397.06	50.58%
5650	TRANSPORTATION CONTRACTS	1,133.86	650.00	-	-	-	-	-	-	-	650.00	0.00%
5660	TRANSPORTATION IN LIEU	-	-	-	-	-	-	-	-	-	-	
5691	GOVERNMENTAL FEES	-	-	-	-	-	-	-	-	-	-	
5710	AUDIT SERVICES	-	-	-	-	-	-	-	-	-	-	
5720	ELECTIONS	-	-	-	-	-	-	-	-	-	-	
5730	LEGAL	-	-	-	-	-	-	-	-	-	-	
5740	ADVERTISING - MAY INCLUDE SPONSO	21,747.70	78,219.00	2,000.00	2,140.00	3,000.00	1,725.00	590.00	-	9,455.00	68,764.00	12.09%
5790	OTHER - (FEES FOR LICENSES, PERMITS	10,244.69	29,856.00	-	1,347.93	4,160.86	(49.32)	901.74	4,946.00	11,307.21	18,548.79	37.87%
5810	APPRAISALS	-	-	-	-	-	-	-	-	-	-	
5820	INTEREST	-	-	-	-	-	-	-	-	-	-	
5821	STRS PENALTIES & INTEREST	-	-	-	-	-	-	-	-	-	-	
5822	TRAN EXPENSE	-	-	-	-	-	-	-	-	-	-	
5830	SURVEYS	-	-	-	-	-	-	-	-	-	-	
5840	PHYSICALS	-	-	-	-	-	-	-	-	-	-	
5850	FINGERPRINTS	402.00	-	-	-	-	-	-	-	-	-	
5855	PRE-EMPLOYMENT TESTING	-	-	-	-	-	-	-	-	-	-	
5861	THEFT	-	-	-	-	-	-	-	-	-	-	
5863	BODILY INJURY EXPENSE	-	-	-	-	-	-	-	-	-	-	
5870	CONSORTIUM EXPENSE	-	-	-	-	-	-	-	-	-	-	
5880	DAMAGE TO PERSONAL PROPERTY	-	-	-	-	-	-	-	-	-	-	
5881	DAMAGE TO DISTRICT PROPERTY	-	-	-	-	-	-	-	-	-	-	
5890	OTHER SERVICES	387,142.26	612,868.00	25.00	7,686.42	6,129.39	8,578.51	4,825.12	12,747.53	39,991.97	572,876.03	6.53%
5891	SALES TAX	-	-	-	-	-	-	-	-	-	-	

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year	Current Year	Actuals						YTD	Balance	%
		Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC			Used
5892	BANK CHARGES	48,010.09	41,118.00	3,346.86	-	3,972.15	11,508.48	3,250.57	(17.33)	22,060.73	19,057.27	53.65%
5893	RETURNED ITEMS	-	-	-	-	-	-	-	-	-	-	
5894	INTER - LIBRARY LOANS	-	-	-	-	-	-	-	-	-	-	
5899	ADMINISTRATIVE CONTINGENCY	-	2,094,783.00	-	-	-	-	-	-	-	2,094,783.00	0.00%
5910	INDIRECT CHARGES (GRANTS)	-	-	-	-	-	-	-	-	-	-	
	Services & Operating Expenses	2,175,057.46	5,344,627.00	30,199.52	179,566.42	183,537.48	194,939.03	192,517.11	122,827.87	903,587.43	4,441,039.57	16.91%
6111	SITE - ADVERTISING & LEGAL	-	-	-	-	-	-	-	-	-	-	
6112	SITE - APPRAISAL & INSURANCE	-	-	-	-	-	-	-	-	-	-	
6113	SITE - PURCHASE	-	-	-	-	-	-	-	-	-	-	
6119	SITE - OTHER	-	-	-	-	-	-	-	-	-	-	
	Sites	-	-	-	-	-	-	-	-	-	-	
6121	ADVERTISING & LEGAL	1,872.00	-	-	-	-	-	-	-	-	-	
6122	ENGINEERING	-	-	-	-	-	-	-	-	-	-	
6123	ARCHITECT'S FEES	19,901.00	-	-	-	-	-	-	-	-	-	
6124	TESTING	-	-	-	-	-	-	-	-	-	-	
6125	DEMOLITION / GRADING	-	-	-	-	-	-	-	-	-	-	
6126	CONSTRUCTION CONTRACT	124,115.94	345,720.00	-	-	99,417.50	-	-	109,952.50	209,370.00	136,350.00	60.56%
6127	FIXTURES & FIXED EQUIPMENT	770.49	4,250.00	-	-	-	-	-	-	-	4,250.00	0.00%
6128	INSPECTION	6,496.00	4,526.00	-	(548.50)	1,010.75	-	248.00	744.00	1,454.25	3,071.75	32.13%
6129	OTHER	-	2,528.00	-	-	-	-	-	-	-	2,528.00	0.00%
	Site Improvement	153,155.43	357,024.00	-	(548.50)	100,428.25	-	248.00	110,696.50	210,824.25	146,199.75	59.05%
6210	PURCHASE	-	-	-	-	-	-	-	-	-	-	
6211	ADVERTISING / LEGAL	-	-	-	-	-	-	-	-	-	-	
6212	ENGINEERING	-	-	-	-	-	-	-	-	-	-	
6213	ARCHITECT'S FEES	-	-	-	-	-	-	-	-	-	-	
6214	TESTING	-	-	-	-	-	-	-	-	-	-	
6215	DEMOLITION / GRADING	-	-	-	-	-	-	-	-	-	-	
6216	CONSTRUCTION CONTRACT	-	-	-	-	-	-	-	-	-	-	
6217	FIXTURES & FIXED EQUIPMENT	-	-	-	-	-	-	-	-	-	-	
6218	INSPECTION	-	-	-	-	-	-	-	-	-	-	
6219	OTHER	-	-	-	-	-	-	-	-	-	-	
	New Buildings	-	-	-	-	-	-	-	-	-	-	
6221	ADVERTISING / LEGAL	-	-	-	-	-	-	-	-	-	-	
6222	ENGINEERING	-	-	-	-	-	-	-	-	-	-	
6223	ARCHITECT'S FEES	-	-	-	-	-	-	-	-	-	-	
6224	TESTING	-	-	-	-	-	-	-	-	-	-	
6225	DEMOLITION / GRADING	-	-	-	-	-	-	-	-	-	-	

Norco College				BUDGET PERFORMANCE REPORT								
Fund: 11				FY 2018/19								
Object	Object Description	Prior Year	Current Year	Actuals						YTD	Balance	%
		Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC			Used
6226	REMODEL PROJECTS	42,937.55	11,880.00	-	-	-	-	-	9,000.00	9,000.00	2,880.00	75.76%
6227	FIXTURES & FIXED EQUIPMENT	25,258.88	14,168.00	-	-	-	1,690.59	1,503.13	-	3,193.72	10,974.28	22.54%
6228	INSPECTION	-	-	-	-	-	-	-	-	-	-	
6229	OTHER	-	-	-	-	-	-	-	-	-	-	
	Building Remodel	68,196.43	26,048.00	-	-	-	1,690.59	1,503.13	9,000.00	12,193.72	13,854.28	46.81%
6310	LIBRARY BOOKS / PURCHASE	-	1,500.00	-	-	-	-	1,500.00	-	1,500.00	-	100.00%
6311	LIBRARY MEDIA MATERIAL	-	-	-	-	-	-	-	-	-	-	
6312	LIBRARY SUBSCRIPTIONS FOR DATABAS	-	-	-	-	-	-	-	-	-	-	
	Library Books	-	1,500.00	-	-	-	-	1,500.00	-	1,500.00	-	100.00%
6481	EQUIPMENT NEW ADDITIONAL - \$200 -	69,291.85	71,329.00	-	11,617.42	6,098.44	-	-	-	17,715.86	53,613.14	24.84%
6482	EQUIPMENT NEW ADDITIONAL - OVER \$	43,613.43	2,717.00	-	-	-	-	-	-	-	2,717.00	0.00%
6485	COMPUTER EQUIPMENT NEW ADDITIO	120,366.83	8,241.00	-	-	1,841.03	(69.94)	358.79	-	2,129.88	6,111.12	25.84%
6486	COMPUTER EQUIPMENT NEW ADDITIO	700.39	-	-	-	9,037.29	-	-	-	9,037.29	(9,037.29)	
6487	COMP EQUIP REPLACEMENT \$200-\$499	-	-	-	-	-	-	-	-	-	-	
6491	EQUIPMENT REPLACEMENT - \$200 - \$4	1,541.91	11,687.00	-	-	-	-	-	-	-	11,687.00	0.00%
6492	EQUIPMENT REPLACEMENT - OVER \$5,	-	-	-	-	-	-	-	-	-	-	
6495	COMPUTER EQUIPMENT REPLACEMENT	-	3,333.00	-	-	-	-	-	-	-	3,333.00	0.00%
6496	COMPUTER EQUIPMENT REPLACEMENT	-	-	-	-	-	-	-	-	-	-	
	Equipment	235,514.41	97,307.00	-	11,617.42	16,976.76	(69.94)	358.79	-	28,883.03	68,423.97	29.68%
	Capital Outlay	456,866.27	481,879.00	-	11,068.92	117,405.01	1,620.65	3,609.92	119,696.50	253,401.00	228,478.00	52.59%
7390	INTRAFUND TRANSFERS OUT	25,000.00	25,000.00	-	-	6,250.00	-	-	-	12,500.00	12,500.00	50.00%
7510	STUDENT SCHOLARSHIPS (GRANTS)	-	-	-	-	-	-	-	-	-	-	
7511	STDNT FINANCIAL AID - TUITION	-	-	-	-	-	-	-	-	-	-	
7521	STDNT FINANCIAL AID - REGISTRATION	-	-	-	-	-	-	-	-	-	-	
7620	STUDENT FINANCIAL GRANTS - GRANTS	-	-	-	-	-	-	-	-	-	-	
7640	BOOK GRANTS - GRANTS / CATEGORICA	40,000.00	-	-	-	-	-	-	-	-	-	
7650	MEAL GRANTS - GRANTS / CATEGORICA	-	-	-	-	-	-	-	-	-	-	
7660	TRANSPORTATION / BUS PASSES - GRAN	-	-	-	-	-	-	-	-	-	-	
7661	EDUCATIONAL SUPPLIES PURCHASED BY	-	-	-	-	-	-	-	-	-	-	
	Student Aid	40,000.00	-	-	-	-	-	-	-	-	-	
	Total Outgo	65,000.00	25,000.00	-	-	6,250.00	-	-	-	12,500.00	12,500.00	50.00%
	Total Non-Salary	3,014,180.98	6,933,981.00	34,389.55	206,939.75	335,653.13	215,605.23	217,225.89	259,315.70	1,275,379.25	5,658,601.75	18.39%
	Total Expenses	34,391,657.07	41,662,224.00	1,810,847.60	2,481,744.61	2,225,163.94	3,621,864.19	2,520,478.72	3,246,974.47	15,937,259.94	25,724,964.06	38.25%

Norco College Holding Accounts

As of January 31, 2019

Funding Source	SPP/Resc.	One Time, Annual, On Going	Carry Over?	Fund	Resc.	Description	FY 18/19 Adopted Budget	FY 18/19 Revised Budget	FY 18/19 Rev/Exp Net of Abatements	FY 18/19 Encumbrances	Uncommitted / Unrealized
Instructional Equipment	75	A	Y	12	1190	Restricted to Instructional Equipment	123,147	123,147	9,821	20,689	92,637
Salary Savings	991	OT	N	11	1000	Savings from Permanent Gen.Fund Staff Positions	-	98,201	-	-	98,201
Sabbatical Holding Account	993	OT	N	11	1000	Savings from Permanent Gen.Fund Staff Positions	61,914	61,914	-	-	61,914
Redevelopment Allocation	1180	A	Y	12	1180	Relatively Unrestricted	432,999	432,999	29,960	111,117	291,922
Non-Resident Capital Outlay	709	A	Y	12	1190	Restricted to Capital Purchases	186,706	186,706	74,352	75,147	37,207
Barnes & Noble Commission Transfer	566	A	Y	11	1000	Annual Commissions rec'd from B&N	538,531	538,531	41,283	379,681	117,567
Barnes & Noble Annual Donation	702	A	Y	11	1000	Annual Gift from B&N per Contract	781	781	-	-	781
Barnes & Noble Signing Bonus	728	OT	Y	11	1000	One-time Funding - Rolled over Year to Year until gone	149,026	149,026	104,113	3,072	41,841
Follett Bookstore Commission Transfer	563	A	Y	11	1000	Annual Commissions rec'd from Follett	184,455	184,455	-	-	184,455
Follett Bookstore Signing Bonus	733	OT	Y	11	1000	One-time Funding - Rolled over Year to Year until gone	138,600	138,600	-	-	138,600
Follett Bookstore Textbook Scholarship	746	OT	Y	11	1000	Annual Funding with carry over	1,667	1,667	-	-	1,667
Pepsi Signing Bonus	734	OT	Y	11	1000	One-time Funding - Rolled over Year to Year until gone	1,000	1,000	-	-	1,000
Non-Resident Base Budget	729	A	Y	11	1000	Based on a Percentage of Non-Resident Fees rec'd	172,219	172,219	-	-	172,219
Budget Savings Distribution	738	OT	Y	11	1000	One-Time Allocation from Dist. Reserves in FY 17/18	1,449,377	1,449,377	403,718	299,282	746,377
Lottery - Restricted	735	A	N	12	1190	Restricted to Instructional & Library Materials including Instructional Software	605,146	605,146	243,875	104,177	257,094
Permanent Position Funding	997	OG	Y	11	1000	To/From Permanently Funded Positions	376,810	376,810	-	-	354,465
Contract Holding Account	999	OT	Y	11	1000	Adjusting Account to Address Permanent Increases in College Contracts	43,946	41,946	-	-	41,946
Classified/Management Position Allocation	998	A	N	11	1000	Allocation to fund add'l Classified/Mgmt. Positions - has not been distributed in FY 18/19	-	184,800	-	-	184,800
Indirect Expenditure Holding Account	797	OT	Y	11	1000	Indirect Cost Recovery (at 83%)	639,650	754,156	104,722	135,337	514,096
Veterans Resource Center	190	OT	Y	12	1190	State Appropriation - VRC and Articulation Platform	1,920,087	1,920,087	90,785	184,314	1,644,987
Early Childhood Education Center	191	OT	Y	12	1190	State Appropriation	5,000,000	5,000,000	-	-	5,000,000
Academic Affairs Instructional Holding Acct.		OG	N	11	1000	Academic Affairs Holding (set up in FY 15/16)	76,679	6,939	-	-	6,939

Norco College Holding Accounts

As of January 31, 2019

Funding Source	SPP/Resc.	One Time, Annual, On Going	Carry Over?	Fund	Resc.	Description	FY 18/19 Adopted Budget	FY 18/19 Revised Budget	FY 18/19 Rev/Exp Net of Abatements	FY 18/19 Encumbrances	Uncommitted / Unrealized
Contingencies		5899									
VP, Business Services	EDB	OG	N	11	1000	Administrative Contingencies	29,929	22,663	-	-	22,663
VP, Academic Affairs	EJA	OG	N	11	1000	Administrative Contingencies	6,225	-	-	-	-
President	EMA	OG	N	11	1000	Administrative Contingencies	25,369	18,369	-	-	18,369
Dean of Instruction	EMB	OG	N	11	1000	Administrative Contingencies	500	500	-	-	500
Dean of Instruction	EMG	OG	N	11	1000	Administrative Contingencies	500	500	-	-	500
VP, Student Services	EZA	OG	N	11	1000	Administrative Contingencies	20,000	2,443	-	-	2,443
Dean, Admissions & Records	EZB	OG	N	11	1000	Administrative Contingencies	-	1,000	-	-	1,000
Dean, Student Services	EZG	OG	N	11	1000	Administrative Contingencies	-	760	-	-	760
Dean, Special Funded Programs	EZJ	OG	N	11	1000	Administrative Contingencies	-	254	-	-	254
Dean, Student Life	EZK	OG	N	11	1000	Administrative Contingencies	-	1,000	-	-	1,000

Note: All allocations to the General Fund Must
Adhere to General Fund Purchasing Guidelines

Carryover Definitions:

- OT** One-Time - Funds that Do Not Renew Once Depleted
- A** Annual - New Funds are Allocated Annually
- OG** On Going - Funds Renew Annually with the Exception of Permanent Transfers out of Account

Fund 11- Unrestricted	2,714,358
Fund 12-Restricted	7,323,848
Total Balance	10,038,205



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WORKING DRAFT:

Norco College Engagement Schedule

January (complete)

- Pre-Kick off with Dr. Collins/Dr. Lee
- Campus Tour

February

Workshop 01 (Kick-off/SWOT) February 5th – 8th

To be scheduled:

- *Academic Affairs/Academic Leadership – 60 mins (Space Analysis logistics)*
- *Student Services/Leadership – 60 mins*

- Wednesday February 6th

- Business Services-Technology, Facilities, Grounds, etc. (10:30am-11:30am)
- Executive Cabinet (12pm-1:30pm) – project intro, engagement, Ed Plan/FMP coordination
- Norco 9+ (3pm-5pm) – project intro, activities (visioning, SWOT, cultural continuum, etc.)

- Thursday February 7th

- Classified Senate (1pm-2:30pm) (project intro, SWOT)
- Athletics/Kinesiology (3:00pm-4:00pm)

- Friday February 8th

- Student Government (10am-11:30am) (project intro SWOT)
 - Flex Day Sessions (12:45pm-3:30pm)
- Zoom*

- Tuesday February 11th (via ZOOM)

March

- BFPC (11:45am-12:15pm) (project intro, debrief workshop 01)

Workshop 02 (Analysis/Big Ideas) March 11th – March 13th

Needs to be scheduled:

- Norco 9+ (Analysis/Big Ideas)
- Section Partners
- City Manager
- Academic Senate (drop-in session or open forum)

- Monday March 11th

- President's Advisory Council (12pm-1:30pm) – Analysis/Big Ideas

- Tuesday March 12th

- BFPC (11:45am-12:15pm) – Campus Analysis

- Wednesday March 13th

- Executive Cabinet with City and Regional Partners (Time TBD)



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April

Workshop 03 (Concepts) – April 2nd-3rd

Needs to be scheduled:

- *If applicable - General Community Open House (Review Concepts)?*
- *If applicable - Campus Open House (Review Concepts)?*
- Tuesday April 2nd
 - BFPC (11:45am-12:15pm)
- Tuesday April 3rd
 - ISCP (Time TBD)
 - Norco9+
 - Executive Cabinet

Workshop 04 (Draft plan and prioritization) – dates TBD (week of April 29th?)

Needs to be scheduled:

- *Norco 9+ (Review Draft Plan and Prioritization)*
- *Executive Cabinet (Review Draft Plan and Prioritization)*
- *If applicable - General Community Open House (Review Draft Plan)?*
- *If applicable - Campus Open House (Review Draft Plan)?*

May

Workshop 05 (draft plan) –May 14th – May 17th

Preview meetings: needs to be scheduled:

- *Norco 9+ (Finalize Plan and Prioritization)*
- *Executive Cabinet (Finalize Plan and Prioritization)*
- *If applicable - General Community Open House (Review Draft Plan)?*
- *If applicable - Campus Open House (Review Draft Plan)?*
- Tuesday May 14th (via ZOOM)
 - BFPC (11:45am-12:15pm)
- Wednesday May 15th
 - ISPC (1pm-3pm)
- Friday May 17th
 - DSPC (2pm-3:30pm)
- Tuesday May 21st
 - RCCD Board of Trustees (6pm-9pm)



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June

Final Board Presentation

- Tuesday June 18th
 - RCCD Board of Trustees (6pm-9pm)

DRAFT