AGENDA FOR REGULAR BOARD OF EDUCATION MEETING

SANTA BARBARA JUNIOR COLLEGE DISTRICT
Thursday, November 19, 1964, 4:00 p.m.

GENERAL FUNCTIONS

1.1 Call to Order
1.2 Roll Call
1.3 Welcome to Guests and Staff Members
1.4 Minutes of Regular Meeting of August 6 and Special Meeting of October 28, 1964
1.5 Hearing of Citizens and Petitions
1.6 Communications

Letter from Santa Barbara Teachers Association (please see 1.6, High School District Agenda)

PERSONNEL

2.1 Certified Personnel Recommendations (please see 2.1, High School District Agenda)
2.2 Classified Personnel Recommendations (please see 2.2, High School District Agenda)
2.3 Report re. District-Paid Health Insurance Plan (please see 2.3, High School District Agenda)

CURRICULUM AND INSTRUCTION

SCHOOL PLANTS AND PROPERTY

4.1 Advertised Bid #81, Storage Shelving for City College: In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964, for storage shelving for City College. In addition to the legal notice, eight bids were mailed; two were returned, as follows:

- Pacific Mill & Fixture Co., Oakland: $4,983.00
- Ebersole Office Equipment, Santa Barbara: $8,778.60

Pacific Mill & Fixture Company's bid for NDEA Project A was $4,200, and for NDEA Project C was $983. There was a typographical error in the total which was listed as $4,298. A telegram from the company stated that the total for the two projects should have been $4,983.

After checking with the Deputy County Counsel, the Superintendent recommends acceptance of the low bid of Pacific Mill & Fixture Company in the amount of $4,983, and requests authorization for the Business Office to prepare the necessary contract documents on the Junior College District Bond Fund.
4.2 Advertised Bid #90, Library Furniture for City College: In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964, for library furniture for the City College. In addition to the legal advertisement, nine bids were mailed; five were returned, as follows:

- Bro-Dart Industries, Los Angeles $21,999.12
- Wa. K. Chick's Office Items, Santa Barbara 22,729.17
- Remington Office Systems, Los Angeles 23,995.55
- B. F. Shaw & Company, Los Angeles 24,185.00
- Austin-Bentley Company, Los Angeles 26,585.00

At the bid opening, a letter accompanying the bid of Bro-Dart Industries stated in part "...our certified check to cover our bid bond is being forwarded under separate cover from our main office. We ask your kind indulgence in this matter and sincerely trust that it will in no way affect your consideration of our proposal..." Mr. Frank Underwood, representative of the Austin-Bentley Company protested on the basis that no bid bond was actually with the bid. The above certified check was delivered to the Santa Barbara City Schools early Wednesday morning, October 21, 1964. It had been sent air mail special delivery and the Santa Barbara Post Office stamp showed it had arrived there at 7:00 p.m., October 20, 1964.

In view of the facts indicated above, and after clearance with the Deputy County Counsel, the Superintendent recommends that the Board waive the informality of the certified check accompanying the bid, accept the low bid of Bro-Dart Industries, and authorize the Business Office to issue necessary contract documents on the Junior College District Bond Fund. Original estimate was $28,000.

4.3 Advertised Bid #79, Library Chairs for City College: In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964, for library chairs for the Santa Barbara City College. In addition to the legal notice, thirteen bids were mailed; five were returned, as follows:

- Wa. K. Chick, Office Items, Santa Barbara $5,554.80 (plus sales tax)
- Cuven-Newlin, Inc., Santa Fe Springs 6,309.43 " " "
- Deiles-Irving Co., Santa Barbara 6,858.45 " " "
- Allen Brothers, Los Angeles 7,058.23 " " "
- Vixco Mfg. Corp., Los Angeles 8,271.25 " " " (Alternate: 8,686.00)

* Incomplete bid, did not bid on all items

Estimated cost was $6,400. The Superintendent recommends acceptance of the low bid of Wa. K. Chick, and authorization for the Business Office to issue necessary purchase order on the Junior College District Bond Fund.
4.4 Advertised Bid #83, Chalkboards and Tackboards for City College:
In accordance with the Board's authorization on October 1, 1964, advertised bids were opened on Tuesday, October 20, 1964 for chalkboards and tackboards for the City College. In addition to the legal notice, five bids were mailed; three were returned, as follows:

- Nelson Adams Co., San Francisco $2,437.00
- Pacific Acoustics, Inc., Santa Barbara 2,610.00
- Builders Specialty Co., South San Gabriel 5,286.00

Estimated cost was $8,200. The Superintendent recommends acceptance of the low bid of Nelson Adams Co., and authorization for the Business Office to prepare necessary documents on the Junior College District Bond Fund.

4.5 Advertised Bid #91, Furniture for Student Center at City College:
In accordance with the Board's authorization on October 15, 1964, advertised bids on furniture for the student center at City College were opened on Tuesday, November 3, 1964, at 2:00 p.m. Attached as supplemental report 4.5 is a tabulation of bids received. The Superintendent recommends acceptance of the underlined bid as the lowest and best bid, and authorization for the Business Office to issue necessary purchase orders on the Junior College District Bond Fund.

4.6 Report of Possible Action on Site Acquisition, Current Construction, and Proposed Construction: The Assistant Superintendent for Business Services will report on current developments in regard to site acquisition and current and proposed construction, and will make recommendations on actions indicated at this time.

5 BUSINESS AND FINANCE

5.1 Purchase Order Report (please see 5.1, High School District Agenda)

5.2 Payment of Claims (please see 5.2, High School District Agenda)

5.3 Financial Statements (please see 5.3, High School District Agenda)

6 PUPIL PERSONNEL

6.1 Adult Education Enrollment Report: As requested by the Board at the last meeting, a report on Adult Education enrollments has been compiled by the Data Processing Department and is attached as supplemental report 6.1 for the Board members' information.

7 GENERAL INFORMATION

7.1 Meeting of Trustees Delegates (please see 7.1, High School District Agenda)

7.2 CSBA, Junior College Section Meeting: Mr. Sovine attended the meeting on November 13 in Los Angeles of the California School Boards Association, Junior College Section, and will report on presentations at that meeting which are of interest to junior college districts throughout the State.
7.3 December Board Meeting Schedule (please see 7.2, High School District Agenda)

ADJOURNMENT