



2011 ANNUAL REPORT TO THE BOARD OF TRUSTEES



BOND MEASURE I CITIZENS' OVERSIGHT COMMITTEE



Start here. Go anywhere.

Presented March 20, 2012

Letter From The Chair



Dr. Hugh J. Rafferty

As the outgoing Chairman of Allan Hancock College Measure I Citizens' Oversight Committee, it is my pleasure to present to the Board of Trustees of Allan Hancock College the 2011 Annual Report. This Citizens' Oversight Committee was initially appointed by the Board of Trustees of the Allan Hancock Joint Community College District as stated in Section 3 of Resolution No. 06-35, which this Board approved on August 15, 2006, in compliance with Education Code Section 15278 and Proposition 39. The first meeting of this Oversight Committee was held on November 7, 2006, and it has met on a quarterly basis since that date.

At each meeting of the Citizens' Oversight Committee, the management and staff of Allan Hancock College has provided detailed information regarding the progress and expenditures relating to the various projects identified in this bond. In fulfilling our responsibilities, this Committee has reviewed applicable financial statements, auditor reports, updated project lists and progress reports on both a quarterly and annual basis.

The management and staff of Allan Hancock College has demonstrated the highest degree of cooperation and due diligence in regards to this effort, and have at all times been responsive to questions and requests from the Committee. They have also provided the Committee with site tours of all completed, in-progress and future projects.

It is the opinion of this Committee that based on the oversight activities and the independent financial and performance audits referenced in the pages of this report, that the district remains in full compliance with the requirements of Article XIII A, Section 1 (b) (3) of the Constitution of the State of California.

With this report, the members of the Allan Hancock College Measure I Citizens' Oversight Committee assure the taxpayers of the district that Measure I bond expenditures have been properly managed and spent only for projects identified in the aforementioned bond measure. We trust you will find this Annual Report accurate, informative and comprehensive.

Sincerely,

A handwritten signature in black ink that reads "Dr. Hugh J. Rafferty". The signature is fluid and cursive, written in a professional style.

Dr. Hugh J. Rafferty
Chairman
Measure I Citizens' Oversight Committee

On the cover:
(Center photo) Childcare Center Addition project ground breaking

Bond Measure I Overview

Northern Santa Barbara County residents voted June 6, 2006, to approve Measure I, the \$180 million general obligation facilities bond to improve Allan Hancock College. Funding from the bond is helping the college modernize technology, upgrade the failing infrastructure of decades-old classrooms and labs, and build new teaching and learning spaces.

Measure I was presented to voters under the provision of Proposition 39, stipulating that at least 55 percent of voters approve a measure for its passage. It passed by 56.9 percent of the vote.

The Citizens' Oversight Committee

As promised to voters and required by law, on August 15, 2006, the Allan Hancock College Board of Trustees adopted Resolution No. 06-35, establishing the Measure I Citizens' Oversight Committee.

The laws governing implementation of the Citizens' Oversight Committee require a minimum of seven members be selected based on criteria established by Proposition 39:

- One active member from the following: a business organization representing the business community located in the district; a senior citizens' organization; a bona-fide taxpayers association; a support organization for the college; and, a student enrolled in a community college support group.
- Two members of the community-at-large.

Members of the Citizens' Oversight Committee are appointed for one- or two-years terms and may not serve more than two consecutive terms. Members serve without compensation. Meetings are scheduled quarterly. Meetings are held in the Captain's Room, building B, on the Santa Maria campus. They are open to the public and subject to the Brown Act.

Meetings held to date:

- November 7, 2006
- February 6, 2007
- May 1, 2007
- August 7, 2007
- November 6, 2007
- February 5, 2008
- May 6, 2008
- August 5, 2008
- November 4, 2008
- February 3, 2009
- May 5, 2009
- August 4, 2009
- November 3, 2009
- February 2, 2010
- May 4, 2010
- August 3, 2010
- November 2, 2010
- February 1, 2011
- May 3, 2011
- August 2, 2011
- November 1, 2011

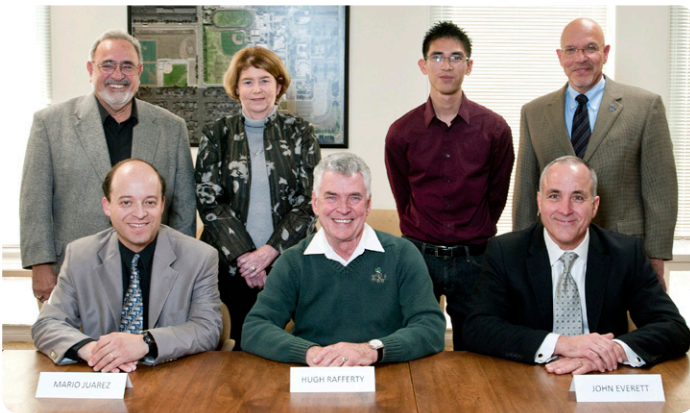
Planned meetings for 2012:

- February 7, 2012
- May 1, 2012
- August 7, 2012
- November 6, 2012

The agendas, minutes and all reports for Measure I Citizens' Oversight Committee meetings are posted on the website, www.hancockcollege.edu. Click the green "Bond Measure I" icon on the home page.

Citizens' Oversight Committee members as of December 31, 2011

- **Hugh J. Rafferty, Chair**, 2008-2012, an active member of a taxpayers association
- **John Everett**, 2010-2012, an active member of a business organization
- **Erik Frost**, 2008-2012, community at-large representative
- **Mario Juarez**, 2010-2012, an active member of a support organization
- **Tony Ly**, 2010-2012, a student enrolled and active in a community college support group
- **Shirleen Sladek**, 2010-2012, an active member of a senior organization
- **Ricardo Velasco**, 2010-2012, community-at-large representative



Standing left to right: Ricardo Velasco, Shirleen Sladek, Tony Ly and José M. Ortiz, Allan Hancock College Superintendent/President.

Seated left to right: Mario Juarez, Hugh Rafferty, and John Everett.

Not pictured: Erik Frost

The following member completed their service on the Citizens' Oversight Committee during the 2010-11 year. We thank Vera Mae for her time and dedication.

- **Vera Mae Lacuesta**, 2009-2011, a student enrolled and active in a community college support group



Standing left to right: José M. Ortiz, Vera Mae Lacuesta, and Hugh Rafferty

Measure I Citizens' Oversight Committee contact information

To contact Allan Hancock College regarding Bond Measure I, or members of the Citizens' Oversight Committee, please write, call or email:

*Ms. Rebecca Alarcio, Director
Public Affairs and Publications
800 South College Drive
Santa Maria, CA 93454-6399*

Ph: (805) 922-6966 ext. 3280

ralarcio@hancockcollege.edu

Measure I online

To learn more about Measure I, including news articles and information materials, go to www.hancockcollege.edu and click the green "Bond Measure I" icon on the home page.

Period covered by the report

This report covers the time period of January 1, 2011, to December 31, 2011.

Statement of purpose/responsibilities of the Citizens' Oversight Committee

The Measure I Citizens' Oversight Committee, with members representing the various facets of our communities, serves as the representative of local residents to monitor the expenditures of Measure I funds. The Citizens' Oversight Committee reviews the progress and expenditure reports to ensure that bond proceeds were expended only for the purposes set forth in the Measure I bond and reports their findings annually to the Allan Hancock College Board of Trustees via this report.



Report on independent financial and performance audits

The district has received, and the Citizens' Oversight Committee has reviewed, the financial and performance audit for the Measure I Bond Construction Fund for the fiscal year ending June 30, 2011. Glenn Burdette, Certified Public Accounts, prepared the report to comply with Proposition 39 accountability within the California Constitution.

Glenn Burdette stated, "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure I Bond Construction Fund of the Allan Hancock Joint Community College District as of June 30, 2011, and the results of its operations for the year then ended, in conformity with accounting principles generally accepted in the United States of America." The auditors further noted, "There were no findings and questioned costs related to the financial audit of the Measure I Bond Construction Fund for the fiscal year ended June 30, 2011."

Financial compliance confirmation

All expenditures authorized by Measure I have been reviewed by the Citizens' Oversight Committee to ensure the money was spent only on improvements projects as required by Proposition 39. All funds expended from Measure I will be audited annually by an independent accounting firm.

The Citizens' Oversight Committee has reviewed expenditures and projects, and finds the district is in compliance with the requirements of Article XIII A Section 1 (b) (3) of the California Constitution and consistent with the district's approved Measure I local bond measure.



Measure I Projects Status

The time period for this report is 12 months from January 1, 2011, to December 31, 2011.

Capital Construction Projects

Student Services Center



The project seeks to construct a new 44,788 sq. ft. two-story student services building (building A) and a new 21,053 sq. ft. two-story administration building (building B) with associated on- and off-site improvements targeting LEED Silver Certification. In addition, the project develops a new north Bradley Road driveway, north-east loop road, and parking lot. The project also includes the demolition of existing buildings A, B, N-Annex, T, U, V, and X.

Project construction commenced in spring 2010 and is scheduled for completion in fall 2012 or spring 2013.

Of the current project budget, a total of 91.7% has been committed thus far.

Architect:	Steinberg Architects
Construction Manager:	Kitchell CEM
Contractor:	Soltek Pacific

Total Project Budget/Funding Summary	
Measure I Funds:	\$22,500,000
State Funds:	\$16,557,000
Total Project Budget	\$36,457,000

Public Safety Training Complex



This project consists of a 36,678 sq. ft. academic building, 8,568 sq. ft. six-story fire tower, 12,286 sq. ft. apparatus storage building, a 42,406 sq. ft. shooting range, scenario village, prop house, fitness track, skid pad/slow speed driving skills area, and a one-mile emergency vehicle operator course (EVOC). The project is targeting LEED Silver Certification. Construction commenced summer 2011 with a projected completion date of fall 2013.

Of the revised project budget, a total of 88.1% has been committed thus far.

Architect:	MVE Institutional Inc.
Construction Manager:	Kitchell CEM, Inc.
Contractor:	Sinianian Development Inc.

Total Project Budget:	\$37,936,539
------------------------------	---------------------

Childcare Center Addition



The project consists of a 11,666 gross building sq. ft. addition (approx. 8,900 building sq. ft. and 2,700 sq. ft. of canopies and overhangs) to the existing building J on campus. The addition will replace building Z which is scheduled for demolition upon completion of the project. The project will provide additional classrooms to accommodate the increased number of children that are housed in the to-be demolished building Z. The project will also provide a hands-on learning lab for the degree and certificate programs in early childhood studies. The Childcare Center Addition project is targeting LEED certification.

Construction commenced summer 2011 with a projected completion date of fall 2012.

Of the revised project budget, a total of 89% has been committed thus far.

Architect: MVE Institutional Inc.
Construction Manager: Kitchell CEM, Inc.
Contractor: Pacific-Mountain Contractors of California, Inc.

Total Project Budget: **\$7,564,508**

Fine Arts Complex



The Fine Arts Complex will be a new 68,000 sq. ft. two-story building that includes visual arts, multi-media and applied design, photography, film and video, dance, music, and shared amenities. The project consolidates all of the fine arts and performing arts (except theatre arts) currently in buildings D, E, F, O, and S, into one Fine Arts Complex. The district is also developing bid alternates; such as, the Theatre Arts Complex, south commons site utility infrastructure and landscape improvements, and reconstruction of parking lot 8 (gym parking lot). The project is seeking LEED certification.

In July 2011, the district reported to the board of trustees regarding a bond issuance constraint that may cause this project to bid in the fall of 2014, instead of the spring of 2012, as originally anticipated.

Of the current project budget, a total of 13.4% has been committed thus far.

Architect: MVE Institutional Inc.
Construction Manager: Kitchell CEM, Inc.
Contractor: Pending Future Award

Total Project Budget: **\$39,198,920**

Theatre Arts Complex



The Theatre Arts Complex was approved by the board of trustees as a bid alternate to the Fine Arts Complex. The concept design, including remodeling building F, demolishing building E, and constructing a 19,600 sq.ft. stand-alone structure in its footprint, was approved by the board at the January 18, 2011 meeting. The project is targeting LEED certification.

In July 2011, the district reported to the board of trustees regarding a bond issuance constraint that may cause this project to bid in the fall of 2014, instead of the spring of 2012, as originally anticipated.

Of the current project budget, a total of 33.2% has been committed thus far.

Architect: MVE Institutional Inc.
Construction Manager: Kitchell CEM, Inc.
Contractor: Pending Future Award

Total Project Budget: **\$1,676,000**
(current project allocation)

Industrial Technology and Physical Education/Athletic Fields



This new facility will provide space for the Industrial Technology programs including: automotive transportation technology, auto body technology, architecture/engineering technology, machine technology, welding, and administrative support. This project proposes to construct a new building to the south of building O, in the space currently occupied by the

track and football field. Of the estimated total project cost of \$19.6M, a preliminary allocation of \$8.5M has been approved by the board of trustees. A portion of the project is seeking LEED certification.

Construction is scheduled to commence summer 2012, with a projected completion date of spring 2014.

In addition, the project moves the baseball field to the west side of College Drive and constructs a new track and football field south of the new building O.

Of the revised project budget, a total of 84% has been committed thus far.

Bridging Architect: BFGC Architects
Design Builder: Pending Future Selection

Preliminary Budget Allocation: \$ 24,712,722

Physical Education/Athletics, Remodel Building N

This project proposes a renovation of the athletic training facility, physical fitness lab, locker rooms, team rooms, showers and equipment room. The project will address the building systems; such as, the boiler, HVAC, main electrical lighting, power, data and fire alarm. Door hardware and hallway flooring will also be replaced and the building interior and exterior painted.

The bid evaluation process to determine the lowest apparent respondent was completed in June 2011. Alternate bid items for each project were identified and it was determined that funding for the Physical Education/Athletics, Remodel Building N project would not be available, based on the board's priorities. The district is working with the State Chancellor's Office on developing an Initial Project Proposal (IPP) as an alternative funding source.

The board has not reallocated the remaining \$1,776,000 of BMI funds from the Physical Education/Athletics, Remodel Building N.

Scheduled Maintenance Projects

Fire Alarm Updates

This project replaces the existing fire alarm systems in buildings E, F, H, K, M-300, M-400, and N. The new system will be designed and installed to current Division of the State Architect (DSA) requirements. The project will install new panels, devices, and wiring in the above listed buildings.

There are two bid alternates identified in the project. These alternates are currently included in two capital projects, Theatre Arts Complex and Kinesiology Modernization, Building N, however, they have been developed as alternates to this scheduled maintenance project to ensure their completion in the event the capital projects are not realized.

The engineer met with DSA in October to review his revisions which address comments received from Division of the State Architect (DSA). A back check meeting was held in December to review plan revisions prior to resubmission. Structural and life safety have signed off on the plans, however, the structural plan checker has requested additional details for the fire alarm anchors. The engineer will have the details created and follow up with DSA in early 2012.

Of the current budget, a total of 92% has been committed thus far.

Architect: JMPE Electrical Engineering
Project Design Budget: \$40,800

Lompoc Valley Center Repairs and Upgrades

This project replaces the back-up battery system for the emergency lighting with a new emergency generator; addresses ADA retrofits; constructs a new roof for the central plant building to extend the operating life of the mechanical equipment; installs new water heaters and softeners; and replaces damaged site concrete in various locations.

This project was submitted to Division of the State Architect (DSA) in July 2011, and the district is awaiting DSA approval.

Of the current budget, a total of 68.5% has been committed thus far.

Architect: Harris Architect and Design
Project Design Budget: \$169,000

Building D (Performing Arts Center) Repairs and Upgrades

This project addresses many deficiencies in building D, with the major areas of work being ADA renovations, door and hardware replacements; interior and exterior painting; restroom, dressing room, and lobby upgrades for code compliance; fire alarm replacement to meet current Division of the State Architect (DSA) requirements; electrical upgrades to connect to the 12Kv loop system; roof replacement; in-building water and gas piping improvements; HVAC upgrades, including DDC controls; and replacement of the non-DSA approved catwalk.

As of December 2011, the district is awaiting DSA approval.

Of the current budget, a total of 95% has been committed thus far.

Architect: Westberg + White
Project Design Budget: \$394,512

Technology Projects

Mainframe Replacement Project

Agreements were signed to convert our remaining 16 rolls of microfilm to a digital format and to extract 1.8 million records from our old document management system. To help our students, a new feature was added to the myHancock login screen to enable students to find their user name and reset their password without staff assistance. The ability for students to opt-in to an online 1098T tax document was launched in March.



The Phoenix Project
Rising From the Ashes

The IFAS human resources team completed the entry of all the position control numbers and pay assignments for current employees. The AHC Foundation office successfully moved from their old system to Banner Advancement for gifts. New HR reports were created for the IFAS system to manage leave, TB tests, finger prints, and other personnel data. The DegreeWorks project started this quarter. This program is a computerized degree audit and academic advising system. The IFAS HR/Payroll team made good progress using 100 sample employees to verify that the payroll totals in IFAS match up with the county payroll checks.

Of the \$8,098,954 budget, a total of 96.5% has been committed.

Project Manager: Strata Information Group (SIG)

Vendors: SunGard Public Sector Bi-Tech (Financial and HR), SunGard Higher Education (Student)

Budget/Funding Summary

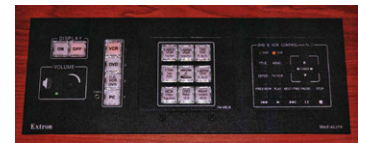
Measure I Funds: \$8,098,954

Schedule Summary

SunGard Bi-Tech Agreement	April 2007
SunGard Higher Ed Agreement	Dec 2007
IFAS Financial System live	Mar 2009
Banner Student System phase 1 live	April 2010
Banner document imaging live	April 2011
Banner Advancement live	July 2011
IFAS HR live	July 2011
DegreeWorks live	Mar 2012
IFAS Payroll live	June 2012

Technology Equipment Modernization

The Technology Advisory Committee (TAC) recommended dozens of major modernization purchases this year, for



example: Fine Arts computers and video recorders; Learning Assistance Program adaptive software, computers and readers; Industrial Technology architecture software licenses; a security alarm management system; PCPA amplifier and electronic keyboard; wireless switch controller for expanded coverage; laser etcher for engraving AHC on equipment tools; Fine Arts laser color printer; seven smart classroom presentation systems for LVC and Santa Maria campus; thirty replacement computers for the Atkinson Center; four new servers for the data center; software program for mathematical sciences classes; a data projector for large assemblies; three iPads for student health services student support; pin pads and software to enable the Bookstore to accept debit cards; various replacement computers for faculty and staff; 3-year site license for Adobe Master Collection; pen tablets and Apple iMACs for fine arts classroom; library computers; wide-format printer for campus graphics; microphones and preamp for music classes; ten HD camcorders for the film classes; new servers for the Bookstore; software for the Math Lab; and smart podiums for the library and Captain's Room.

Of the \$10,961,046 budget, a total of 54.26% has been committed.

Project Managers: Director, Information Technology Services
Associate Dean, Learning Resources/Library

Vendors: Various

Budget/Funding Summary
Measure I Funds: \$10,961,046

Schedule Summary

Develop process for modernization requests	12/2006
TAC complete 2006/2007 recommendations	4/2007
TAC complete 2007/2008 recommendations	5/2008
TAC complete 2008/2009 recommendations	5/2009
TAC complete 2009/2010 recommendations	5/2010
TAC complete 2010/2011 recommendations	5/2011

Solvang Center Computer Lab Project

A classroom at the Solvang Center was transformed into a computer lab with a capacity for thirty (30) computers and two (2) printers, along with a smart podium, data projector, and projection screen. The project was completed in August in time for fall semester 2011 classes.



A security video system was selected for the Solvang Center and was purchased in December 2011.

Of the \$200,000 budget, a total of 44% has been committed.

Voice Over Internet Protocol Equipment and Services Project

This project replaces the current telephone and voice mail systems at all district locations with a Voice over Internet Protocol (VOIP) telephone system.



It consists of the procurement, project management, installation, implementation, training, and ongoing support of an enterprise VOIP system. The project completion needs to occur before demolition of the Administration Building B, where the current telephone PBX is housed. The new VOIP system will be located in the building L data center.

This project also includes an Uninterruptible Power Supply (UPS) system to support the new phone system. The UPS portion of the project commenced September 2011, with a projected completion date of February 2012.

At the September 2011 meeting, the board awarded the contract for the VOIP equipment and services to Packet Fusion, Inc. The Packet Fusion equipment and services agreement in the amount of \$882,946 and the 5-year maintenance and support agreement in the amount of \$203,608 were both signed December 8, 2011.

The VOIP project is scheduled to commence February 2012, with a projected completion date of August 2012.

Of the \$2,350,000 budget, a total of 48.7% has been committed.

Project Manager: Director, Information Technology Services

Vendors: Packet Fusion, Inc. (VOIP Equipment and Services), Brannon Inc., dba Smith Electric Service (UPS)

Equipment and Services Budget/Funding Summary

Measure I Funds: \$2,350,000

Schedule Summary

Issue RFP	5/25/2011
Deadline for vendor proposals	6/16/2011
Short list of vendors	6/30/2011
Job Walk	7/27/2011
Vendor presentations	7/28/2011
Selection of final vendor	9/13/2011
Sign Contract	12/8/2011

UPS Budget/Funding Summary

Measure I Funds: \$250,000

Schedule Summary

90% construction drawings	6/29/2011
Issue Bid	7/6/2011
Job Walk	7/14/2011
Deadline for bids	7/28/2011
Selection of contractor	8/16/2011

Allan Hancock Joint Community College District General Obligation Bond Expenditure Report

September 1, 2006 - December 31, 2011

Total General Obligation Bond Authorization	\$180,000,000
Series A Issuance	\$68,000,000
Series B and B1 Issuance	\$29,999,556
General Obligation Bond Balance to be Issued	\$82,000,444
REVENUE	
Series A Issuance	\$68,000,000
Premium on Sale of Bonds Issuance A	\$528,271
Series B and B1 Issuance	\$29,999,556
Premium on Sale of Bonds Issuance B and B1	\$115,261
Interest	\$6,727,887
TOTAL AVAILABLE REVENUE	\$105,370,975
EXPENDITURES (January 1 - December 31, 2011)	
Project Management	\$585,356
Public Safety Complex	\$1,693,958
One-Stop Student Services Center	\$3,791,647
Industrial Technology Modernization/Addition	\$606,396
Child Care Center Addition	\$476,050
Facilities and Utilities Master Plan	\$205
Fine Arts Complex	\$1,673,417
Theater Arts Project	\$193,201
Physical Education Addition	\$230,945
Bldg C Roof, Paint, Flooring - ADA	\$18,370
Bldg D Roof and HVAC - ADA	\$207,986
Fire Alarm/Emergency Call System Upgrade	\$13,791
LVC Roof/ADA Upgrades	\$102,711
Campus Upgrade to VOIP	\$98,645
Phoenix Project	\$684,321
Instructional Equipment Modernization	\$719,597
Technology Equipment Modernization	\$490,710
Technology VOIP Equipment	\$688
TOTAL EXPENDITURES 2011	\$11,587,992
Total Prior Period Expenditures	\$46,161,039
GRAND TOTAL EXPENDITURES	\$57,749,031
ENDING BALANCE	\$47,621,944

Allan Hancock Joint Community College District Board of Trustees

Mr. Bernard E. Jones, President
Area 4 (Lompoc Valley)

Mr. Larry Lahr, Vice President
Area 3 (Southern Santa Maria Valley, Casmalia, Los Alamos)

Mr. Henry M. Grennan, member
Area 1
(Central & Northern Santa Maria)

Mr. Tim Bennett, member
Area 2
(Southeast Santa Maria)

Mr. Gregory A. Pensa, member
Area 5 (Santa Ynez Valley, Northern
Lompoc Valley, Channel Islands)

Mr. Gerardo Toledo
Student Representative

.....

José M. Ortiz, Ed.D.
Superintendent/President



800 South College Drive, Santa Maria, CA 93454-6399
www.hancockcollege.edu/measurei
(805) 922-6966

Design & Printing:
Allan Hancock College Campus Graphics