



**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**  
**Citizens' Bond Oversight Committee**

Monday, June 17, 2013  
2:00 PM – Committee Tour of College Facilities Projects  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College  
980 Fremont Street  
Monterey, California

*Meeting Agenda*

1. **Call to Order**
2. **Public Comment**  
Members of the audience wishing to address the Citizens' Bond Oversight Committee may do so during the public comment period. Under provisions of the Brown Act, the committee is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to three minutes per person or as determined by the committee.
3. **Approval of March 4, 2013 Minutes** ACTION  
Follow-up items will be reviewed with the meeting minutes.
4. **Accept Bills and Warrants Report** ACTION  
The list of payments from bond funds expended through March 31, 2013 will be reviewed for acceptance by the committee.
5. **Construction Management Report** INFORMATION  
Mr. Demko will provide information regarding construction management services and fees for bond projects.
6. **Bond Expenditure Status Report and Cost Control Report** INFORMATION  
The March 31, 2013 bond expenditure status report will be reviewed with the committee. The May 2013 cost control report will also be presented.
7. **Update on Bond Refunding** INFORMATION  
Mr. Ma will provide a status report on the refunding of the District's bonds.

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| <b>8. Monterey County Treasurer's Investment Report</b><br>Series B and C bonds were issued by the district in 2008 and invested with the Monterey County Treasurer's office. The Treasurer's Report of Investments for the quarter ending March 31, 2013 provides the status of these investments. | INFORMATION |
| <b>9. Update on Facilities Projects, Timelines, and Schedules</b><br>A status report will be provided on all projects. The timelines and schedules for current facility projects will be reviewed.  | INFORMATION |
| <b>10. Membership Update</b>  | INFORMATION |
| <b>11. Meeting Schedule</b><br>Future meetings are scheduled for:<br>Monday, August 5, 2013<br>Monday, November 4, 2013 (Annual Organizational Meeting)   | INFORMATION |
| <b>12. Suggestions for Future Agenda Topics and Announcements</b>   |             |
| <b>13. Adjournment</b>  |             |

Public records provided to the Committee for the items listed on this agenda may be viewed online at the College's website <http://www.mpc.edu/mpcbond/CitizensBondOversight/Pages/CBOCAgendas.aspx> , at the Superintendent/President's office, Monterey Peninsula College, 980 Fremont Street, Monterey, California during normal business hours, or at the Committee meeting.

Posted: June 12, 2013



**MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT**  
Citizens' Bond Oversight Committee

Monday, March 4, 2013  
3:00 PM – Regular Meeting  
Sam Karas Room, Library and Technology Center  
Monterey Peninsula College

Meeting Minutes

- MEMBERS PRESENT: Mr. Daniel Cervantes  
Mr. Wayne Cruzan  
Dr. Sophal Ear  
Mr. J. Fagan, Chair  
Mr. Stewart Fuller  
Mr. Birt Johnson, Jr., Vice Chair  
Mr. Bob Mulford, Chair  
Mr. James Panetta  
Mr. Niels Reimers
- ABSENT: Mr. Rick Heuer  
Ms. Patty Rossi
- STAFF PRESENT: Ms. Rosemary Barrios, Controller  
Mr. Stephen Ma, Vice President for Administrative Services  
Ms. Vicki Nakamura, Assistant to the President  
Dr. Walter Tribley, Superintendent/President
- OTHERS PRESENT: Mr. Joe Demko, Kitchell

1. **Call to Order**  
The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:00 PM by Chair Fagan.
2. **Introductions**  
Dr. Walter Tribley, the college's new Superintendent/President, was introduced.
3. **Public Comment**  
There were no public comments.
4. **Approval of November 5, 2012 Minutes**  
A handout providing follow-up to questions on the bills and warrants report recorded in the minutes of the November 5 meeting was distributed and reviewed. Dr. Ear noted his

comments on page 3, 2<sup>nd</sup> paragraph, were incorrectly attributed to Mr. Heuer, and asked for the minutes to be amended.

Motion made by Mr. Cruzan, seconded by Vice Chair Johnson, to approve the minutes of November 5, 2012 with the clarifications and amendments noted. Motion carried unanimously.

**5. Annual Report Follow-Up**

Changes made to the annual report after the November 5 meeting were reviewed. Mr. Ma noted interest income for the bond funds in 2011-12 increased to \$563,739 from the negative number reported in the November copy of the report. He explained the confusion was due to the way the County Treasurer records interest and management fees. To clarify interest earnings and fees for the report, an expense item was added to page 9 to reflect the management costs charged by the County Treasurer for the District's custom investment portfolio. Previously, this figure was shown as negative interest. Mr. Mulford asked for an explanation of these investments. Mr. Ma stated the District had \$10 million of custom investments in GE corporate bonds. Recently, half of these bonds were liquidated to meet project needs.

**6. Accept Bills and Warrants Report**

Chair Fagan asked the committee to proceed with their questions on the quarterly bills and warrants report by page. There were no questions on pages 1-2.

Mr. Mulford questioned if the rolling clothes racks and vinyl baskets on page 3 should have been operational budget purchases rather than bond expenditures. Mr. Demko explained the items were for the gym project, to collect athletic uniforms for laundering. Chair Fagan commented the amount was still consistent with the percentage of bond funds that could be used for non-capital expenses. Mr. Ma agreed, adding that up to 5% or \$7.5 million of bond funds were permissible. He acknowledged Mr. Heuer's past comments about there being a difference between what is legal versus what is appropriate. Mr. Ma said the District would be unable to equip college programs if bond funds were not used and the Governing Board concurs with this practice. Chair Fagan pointed to the difference between set-up and ongoing expense and asked if there was any indication of continuing expense. Mr. Ma explained the District has made clear that bond funds are not to be used for consumable expenses, which should be paid out of program funds. The equipment being questioned is expected to be in use for some time.

Chair Fagan noted the Cal Card purchases on page 3. Mr. Ma clarified the number of authorized purchasers on campus has been reduced from 65 individuals to 25. He acknowledged this was a good business practice that has been implemented at the District.

Also on page 3, Mr. Reimers commented the figures for the pool/tennis court renovation differed from the figures in the audit report (page 9). This discrepancy will be addressed during discussion of the audit report.

Moving to page 4, Mr. Cruzan asked about a purchase of equipment for the Life Science building from Steris Corporation with no further description provided. Mr. Ma said staff will report back with more detail about the type of equipment purchased. Vice Chair Johnson noted another purchase from Steris Corporation with the same price and asked if expenditures were tracked by purchase order to ensure no duplication. Ms. Barrios responded in the affirmative. She indicated she would check and report back.

A question was asked whether the custodial equipment purchase on page 4 was new or a replacement. Mr. Ma explained the practice was to purchase new custodial equipment when a building was renovated. Mr. Demko added this was a one-time purchase.

Mr. Panetta noted the laundry equipment purchased represented a sizeable expense. Mr. Demko said the washer and dryer were commercial machines used to clean athletic uniforms. This purchase was for a second pair, augmenting the existing washer and dryer. The expense for installation was for both the new and existing pairs.

Mr. Mulford asked if the expense on page 6 for laundry service from Monterey Bay Laundry during the gym remodel was an operational expense. Mr. Demko explained the costs were evaluated and it was determined that outsourcing the laundry service was more economical than altering swing space to accommodate operation of the washer and dryer on site.

Chair Fagan asked about the ramp rental expense on page 7 for the former Kitchell portable trailer. Mr. Demko said the ramp was needed to meet Americans with Disabilities Act requirements when the trailer was converted to college use. Mr. Reimers asked about purchasing the ramp, and Mr. Demko explained it was more economical to rent the ramp as the trailer will be dismantled in June. Mr. Demko also clarified the District owned the trailer; Kitchell was the former occupant and the name was used only for identification purposes.

Mr. Mulford followed with several questions regarding Kitchell's services for the District. Mr. Demko explained Kitchell had a separate contract for each project for construction management and a percentage basis was used to determine the fees. Kitchell also provides bond program management and this expense is calculated on an hourly basis. Mr. Ma added Kitchell has assigned 2-4 people to be on campus and the contracts pay for overhead for those staff. Mr. Mulford asked for the total amount of expense for one month for the services provided by Kitchell. Mr. Demko stated every contract has been approved by the Board and would show the cost. Mr. Ma said he and Mr. Demko will provide the committee with an example of fees for a project, breaking out the expenses for all of the consultants used. In addition, Chair Fagan requested for the public's information a brief outline of the principal roles and responsibilities of the consultants that describes what they do for the District. The committee agreed with the Chair's request.

On page 9, Mr. Cruzan noted an expense for Bogner Sheet Metal related to repair of a water leak in the student services building where the air handlers were cleaned multiple times. He asked if the situation was resolved. Mr. Demko said discussion with the engineer finally resulted in a solution to the problem.

Chair Fagan inquired about the expense for Dolinka Group on page 9. Mr. Ma explained redevelopment agencies were recently dissolved by the state. These agencies owed redevelopment payments to school districts and community colleges. The Monterey County Office of Education contracted with Dolinka Group to determine the amounts owed to local school agencies and the District joined in the consortium.

Mr. Panetta questioned several expenditures for light fixtures on page 10 from Electrical Distributors, some described as pre-purchase. He asked about pre-purchase versus purchase and noted the difference in costs. Mr. Demko responded these expenditures

represented exterior light fixtures for walkways which are purchased directly from the vendor to match the existing fixtures on campus. He will bring back information on the cost; he believed the pre-purchase price reflected the actual cost.

Mr. Panetta followed with a question about two entries for purchase and installation of computer monitor arms on page 12 from Contrax. He asked about the disparity in price between the two orders, one for 9 at \$3,800 and the other for 20 at \$12,031. Ms. Barrios said she would research and report back to the committee.

Chair Fagan commented he was pleased to see local vendors being used by the District.

It was moved by Mr. Mulford and seconded by Mr. Cervantes to accept the December 31, 2012 bills and warrants report. Motion carried unanimously.

**7. Bond Expenditure Status Report and Cost Control Report**

Mr. Ma reviewed the December 31, 2012 bond expenditure status report. He commented two projects listed in the In Process section, the Marina Education Center and the Student Services building will be moved in the next report to the Completed section. Also, the Arts Complex will be moved from the Future section to the In Process section.

Chair Fagan asked about the change in the general contingency line item. Mr. Demko stated the general contingency was not established at the beginning of the bond program. When projects were completed, savings resulted, and the general contingency was created to hold these residual funds. Mr. Demko said the Marina Education Center and Student Services projects had savings of \$65,300 and \$18,612. These amounts will be added to the general contingency.

Mr. Demko reviewed the cost control report for active projects. He noted the Life Science/Physical Science project was \$3.7 million under budget.

**8. Bond Auditors' Reports for 2010-11**

Mr. Ma reported two independent audit reports have been prepared, the first is a financial audit and the second is a performance audit. These audit reports are required to be prepared annually. He referred the committee to page 2 of the financial audit showing an amount due of \$1,756,717 from the District. Mr. Ma explained this figure is for the Humanities building project, which is 50% state funded. The amount was advanced from bond funds and will be reimbursed by the state. He said there were no findings on either the financial or performance audits.

Mr. Reimers asked about the \$51,578 remaining construction commitment for the Pool/Tennis Courts Renovation on page 9 of the audit. Chair Fagan asked if the commitments are outstanding accounts payables. Mr. Demko responded that Ms. Barrios must re-encumber amounts owed at the end of the fiscal year and the auditors project forward what is remaining on the contract. Ms. Barrios clarified the amount represents the remaining funds on the open purchase order that are owed to the vendor and will be paid out. Mr. Ma added that the Pool/Tennis Court project is in the design phase and the architect's contract is for \$100,000, thus, there is \$51,000 remaining on the contract. Construction has not been started yet, so he understands why the description is confusing.

**9. Monterey County Treasurer's Investment Report**

Mr. Ma reported the District is required to invest with the County Treasurer. The interest rate is currently very low. There is some flexibility, noting the District has \$5 million invested in GE corporate bonds. The remaining bond funds are in liquid assets.

**10. Update on Bond Refunding**

Mr. Ma reported on the status of the refinancing of a portion of the District's bonds. The amount eligible for refinancing is \$28.6 million. Refinancing would reduce the interest rate on the bonds from approximately 4.9% to 1.97%, with no extension of the bond term. He said the amount of savings for the District's taxpayers is estimated at \$600,000 to \$800,000. Mr. Ma emphasized the District will not be getting any additional funds as a result of the refinancing. As the interest rate of the District's Series B and C bonds is well above 4%, he said it was an opportune time to refinance the bonds and generate savings. He and Dr. Tribley will be making a presentation to the bond credit rating agencies on March 15.

**11. Facilities Construction Plan Update**

Mr. Ma gave a presentation on the revised District's facilities construction program that were recommended by the Facilities Committee and approved by the Governing Board on November 28, 2012. He gave an overview of the facilities plan budgets, noting that some current or completed projects were over the approved budget amount and some were under, generating net savings overall of \$699,144. He reported there were a few projects slated to get underway that needed budget adjustments, including the Student Center renovation which had been budgeted at \$4 million. This project is now estimated at \$5 million. The Arts Complex project was also adjusted from \$4.3 million to \$5.7 million. Mr. Ma said this project was no longer relying on state funding since the next state bond will not be on the ballot until 2014, at the earliest. He noted the general contingency comprised of \$1.689 million in savings is being reallocated to projects under the revised plan.

Mr. Ma reviewed the plans for the upcoming projects. The Arts Complex project will completely renovate the Art Studio and Art Ceramics buildings. He said the new Student Center renovation plans were presented to the District's student government. Mr. Cervantes commented students were excited by the plans. Mr. Ma said the plan relocates the food service operation, bookstore, security office, and student government area within the building. The design is intended to re-establish the Student Center as a "hub" on campus. He showed an artist's rendering of the renovation, featuring an outdoor eating area with fireplace. The final project is the Pool/Tennis Courts renovation, budgeted at \$2 million. The tennis courts renovation will be bid as an alternate in the event the pool comes in over budget.

Dr. Tribley asked about the priority of the Student Center renovation versus the pool and tennis courts project. Mr. Ma responded the Student Center project will be bid before and completed ahead of the pool and tennis courts project.

Mr. Ma concluded his presentation with a review of the new plan for the music facilities. This project cannot get underway until the Arts Complex is finished. The existing facilities will be renovated and a new recital hall will be constructed under a phased plan. Phase I will renovate the existing buildings and the District will apply for state matching funds for this project. Phase II consists of the new recital hall with 297 seats and will be funded solely by donations. Mr. Reimers noted the theater is a performance space as

well. Mr. Ma said there was a plan a few years ago to have a performing arts hall for both the spoken word and music. The plan was re-evaluated and the decision was made to stay with two performance facilities.

**12. Update on Facilities Projects, Timelines and Schedules**

Mr. Demko reviewed the status of projects.

Humanities – Mr. Demko reported construction has started. The goal is to complete the project ahead of schedule.

Theater – The project is 97% complete. A punch list is being reviewed and move-in is scheduled during spring break.

Life Science/Physical Science – Mr. Demko said good progress is being made, sheet rock is being installed. Completion of the project is important as physical science occupies a large amount of swing space.

Swing Space – Mr. Demko spoke about the challenge of meeting the specific swing space needs of student center operations, such as the bookstore and security. A portable kitchen has been acquired for food service.

Bid Sequence – Mr. Demko said the Arts Complex project will be bid in the next few weeks. The second bid will be for the Student Center renovation which involves structural work and asbestos abatement. The budget for that project has been increased by \$1 million to cover the increased scope of the plans just shared with the committee. After the two bids are received, the pool and tennis courts project will be evaluated as the amount of funding available is determined.

**13. Meeting Schedule**

The meeting schedule was reviewed; future meetings are scheduled for:

Monday, June 17, 2013

Monday, August 5, 2013

Monday, November 4, 2013 (Annual Organizational Meeting)

**14. Suggestions for Future Agenda Topics and Announcements**

The June meeting will include a tour of facilities projects on the Monterey campus.

Mr. Cervantes announced he will be graduating and the June meeting will be his last meeting as the student representative. He said he has enjoyed working with the committee.

**15. Adjournment**

Chair Fagan adjourned the meeting at 4:40 PM.



<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
		<i>Total Expense at December 31, 2012</i>
<b>College Center</b>		<i>\$129,313.32</i>
HGHB	Professional design services for the month of December 2012.	\$99,280.00
HGHB	Professional design services for the month of November 2012.	\$124,100.00
American Reprographics Co	Printing services. Invoice 685702.	\$1,467.72
American Reprographics Co	Printing services. Invoice 676346.	\$54.14
HGHB	Professional design services for the month of January 2013.	\$12,410.00
American Reprographics Co	PlanWell retrieval. Invoice 723552.	\$95.85
		<b>To Date Expense through March 31, 2013</b>
		<b><u>\$366,721.03</u></b>
		<i>Total Expense at December 31, 2012</i>
<b>Arts Complex</b>		<i>\$367,293.01</i>
HGHB	Professional design services for the month of December 2012.	\$8,800.00
HGHB	Professional design services for the month of January 2013.	\$8,800.00
C2G Civil Consultants Group	Survey service for the south side of the ceramics building.	\$1,900.00
American Reprographics	Printing services. Invoice 701949.	\$8.79
American Reprographics	Printing services. Invoice 712051.	\$119.59
American Reprographics	Printing services. Invoice 712436.	\$570.15
American Reprographics	Printing services. Invoice 717825.	\$2,343.66
		<b>To Date Expense through March 31, 2013</b>
		<b><u>\$389,835.20</u></b>
		<i>Total Expense at December 31, 2012</i>
<b>Music Facilities</b>		<i>\$23,770.35</i>
	No new expense this period.	\$0.00
		<b>To Date Expense through March 31, 2013</b>
		<b><u>\$23,770.35</u></b>
<b>PE Phase II (Gym/Locker Room Renovation)</b>		
		<i>Total Expense at December 31, 2012</i>
		<i>\$3,448,247.05</i>
Cardinale Moving & Storage	Moving division office and classroom furniture into the swing space as the gym is being renovated. Invoice 35491.	\$723.73
Cardinale Moving & Storage	Moving division office and classroom furniture into the swing space as the gym is being renovated. Invoice 35437.	\$935.00
Kitchell CEM	Construction management services for December 2012.	\$11,000.00

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b><u>PE Phase II (Gym/Locker Room Renovation) (continued)</u></b>		
Axiom Engineers	Commissioning services for the period 11/1/12-12/15/12.	\$1,690.00
HGHB	Professional design services for December 2012.	\$2,300.00
Ausonio Inc.	Payment application #11.	\$218,715.74
Kitchell CEM	Construction management services for January 2013.	\$11,000.00
Axiom Engineers	Commissioning services for the period 12/16/12-1/19/13.	\$1,690.00
Geo. H. Wilson Inc.	Provide dryer vent flashing at the gym to prevent rain from leaking downstairs.	\$895.00
Palace Art	Purchase 7 task chairs for the physical education division offices.	\$2,250.30
Ausonio Inc.	Payment application #12.	\$76,280.25
	<b>To Date Expense through March 31, 2013</b>	<b><u>\$3,775,727.07</u></b>
	<i>Total Expense at December 31, 2012</i>	<i>\$121,353.21</i>
<b><u>Pool Building</u></b>		
Division of State Architect	Plan check fee for the pool and tennis court project.	\$13,500.00
American Reprographics Co	Printing services for the pool and tennis court project. Invoice 714783.	\$625.40
HGHB	Provide additional design and consultant services for the pool and tennis court projects.	\$11,660.00
	<b>To Date Expense through March 31, 2013</b>	<b><u>\$147,138.61</u></b>
<b><u>Pool/Tennis Court Renovation</u></b>		
	<i>Total Expense at December 31, 2012</i>	<i>\$55,745.66</i>
CA Geological Survey	Fees for a geologic hazard report review of the pool and tennis court project.	\$3,600.00
	<b>To Date Expense through March 31, 2013</b>	<b><u>\$59,345.66</u></b>
<b><u>Furniture/Equipment</u></b>		
	<i>Total Expense at December 31, 2012</i>	<i>\$3,565,616.35</i>
Contrax	Purchase 1 additional Intuitive desk for the life science building.	\$888.35
Media Systems Group	Labor to install smart classroom equipment in the physical education building.	\$3,600.00
Media Systems Group	Purchased and installed smart classroom equipment consisting of: 2 3500 Lumen lcd projector, 2 ELMO doc cam, 2 ceiling mounts, 4 JBL pro premium shielded monitor speakers, cables, and connectors.	\$19,146.88
Engineered Products	Purchase and install 13 wooden locker room benches in the physical education department.	\$5,864.43
Media Systems Group	Provide and install external usb dvd/cd, Kingston security cable lock and miscellaneous hardware in the physical education smart classroom.	\$410.24
Palace Art	Purchase 11 task chairs, and 11 master arm kits for faculty and staff in the life science building.	\$4,034.75

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b>Furniture/Equipment (continued)</b>		
Alert Services Inc	Purchase equipment for the gym which included: 1 hydrocollator m-2, 8 thermal cover foam standard, and 1 thermal cover foam neck.	\$1,293.96
Coldtub	Purchase 1 Polar Pool therapy treatment equipment for the training room.	\$19,900.00
Contrax	Purchase 3 instructor stools for the lower gym.	\$887.23
Triarch	Purchase slides for the life science anatomy program consisting of: 4 ovary; primary foll., 6 anabaena, 6 globeocapsa, and 1 oscillatoria.	\$118.03
Steris	Refund received for overpayment made on invoice 13146.	<u>(\$2,145.00)</u>
<b>To Date Expense through March 31, 2013</b>		<b><u>\$3,619,615.22</u></b>
<b>Swing Space</b>		<i>Total Expense at December 31, 2012</i>
		<i>\$5,148,458.93</i>
Cardinale Moving & Storage	Rental of storage containers for the physical science building from July 2012 - January 2013.	\$4,773.00
Events California	Rental of dimmer lights and controls for dance performance.	\$251.68
Harry Murphy Inc.	Furnish and install carpet in business humanities room 104.	\$3,824.00
Williams Scotsman	Rental payment for unit CPX-62795 for the period 11/29/12-12/28/12.	\$592.00
Williams Scotsman	Rental payment for unit AME-00440 for the period 11/29/12-12/28/13.	\$1,268.00
Mobile Modular Mgmnt Corp	Rental of classroom trailer 39581. Rent from 11/15/12-12/14/12.	\$420.00
Mobile Modular Mgmnt Corp	Rental of classroom trailer 39581. Rent from 12/15/12-1/13/12.	\$420.00
Mobile Modular Mgmnt Corp	Rental of 3 portable classrooms placed on tennis courts. Units 40241, 45185, 45190. Rent from 12/4/12-1/2/13.	\$1,998.00
Williams Scotsman	Rental of ADA rented trailer. Rent from 12/20/12-1/19/13.	\$257.40
Mobile Modular Mgmnt Corp	Rental of classroom trailer 31638. Rent from 12/9/12-1/7/13.	\$586.66
Mobile Modular Mgmnt Corp	Rental of classroom trailer 49127. Rent from 12/7/12-1/5/13.	\$80.44
Peninsula Office Solutions	Rental payment for Toshiba copier for the math department swing space. Service from 12/4/12-1/4/13.	\$233.08
Surfside Enterprises & Meldrum	Rental payment for January rent of warehouse for theater rehearsal, scene shop and storage.	\$3,760.90
Williams Scotsman	Rental payment for unit CPX-62795 for the period 12/29/12-1/28/13.	\$592.00
Williams Scotsman	Rental payment for unit AME-00440 for the period 12/29/12-1/28/13.	\$1,268.00
Mobile Modular Mgmnt Corp	Rental of 3 portable classrooms placed on tennis courts. Units 40241, 45185, 45190. Rent from 1/3/13-2/1/13.	\$1,998.00
Pacific Gas & Electric	Electric payment for theater swing space. Service for 12/11/12-1/9/13.	\$140.42
Peninsula Office Solutions	Rental payment for Toshiba copier for the math department swing space. Service from 1/4/13-2/4/13.	\$233.08
Advanced Blind 7 shade	Purchase 8 - 1 inch Premier miniblinds for the business humanities swing space.	\$1,221.36
Surfside Enterprises & Meldrum	Rental payment for February rent of warehouse for theater rehearsal, scene shop and storage.	\$3,810.90
Epico Systems	Install additional audio visual equipment in humanities swing space. Invoice 25167.	\$2,465.00

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b>Swing Space (continued)</b>		
Epico Systems	Install audio visual equipment in humanities swing space. Invoice 25165.	\$3,788.00
Peninsula Office Solutions	Rental payment and copy charge for Toshiba copier for the math department swing space. Service from 2/4/13-3/4/13.	\$233.08
Williams Scotsman	Rental payment for unit CPX-62795 for the period 1/29/13-2/28/13.	\$592.00
Williams Scotsman	Rental payment for unit AME-00440 for the period 1/29/13-2/28/13.	\$1,268.00
Mobile Modular Mgmnt Corp	Rental of classroom trailer 39581. Rent from 1/14/13-2/12/13.	\$420.00
Mobile Modular Mgmnt Corp	Rental of 3 portable classrooms placed on tennis courts. Units 40241, 45185, 45190. Rent from 2/2/13-3/3/13.	\$1,998.00
Williams Scotsman	Rental of ADA rented trailer. Rent from 1/20/13-2/19/13.	\$258.00
Mobile Modular Mgmnt Corp	Rental of classroom trailer 31638. Rent from 1/8/13-2/6/13.	\$588.03
Mobile Modular Mgmnt Corp	Rental of classroom trailer 31638. Rent from 2/7/13-3/8/13.	\$588.03
Mobile Modular Mgmnt Corp	Rental of classroom trailer 49127. Rent from 1/6/13-2/4/13.	\$80.63
Pacific Gas & Electric	Electric payment for theater swing space. Service for 1/10/13-2/8/13.	\$292.95
American Lock & Key	Re-key at humanities.	\$282.75
Cardinale Moving & Storage Co.	Moving humanities to the swing space on 1/16/13.	\$745.00
Cardinale Moving & Storage Co.	Moving humanities to the swing space on 1/25/13.	\$1,285.00
Cardinale Moving & Storage Co.	Moving humanities to the swing space on 1/11/13.	\$1,465.00
Parc Environmental	Remove asbestos and soft demo in two areas of the business and humanities building.	\$13,889.70
Central Electric	Material and labor costs to repair heating connection to the thermostat in business humanities room 104.	\$390.74
CA Dept. of Motor Vehicles	Sales tax on purchase of mobile kitchen trailer purchased from west valley community college.	\$5,250.00
Dilbeck & Sons	Transform three portables on tennis courts to new classrooms. Remove all lockers and wood storage units, and patch where appropriate.	\$22,240.00
Mobile Modular Mgmnt Corp	Rental of classroom trailer 39581. Rent from 2/13/13-3/14/13.	\$420.00
Mobile Modular Mgmnt Corp	Rental of classroom trailer 49127. Rent from 2/5/13-3/6/13.	\$80.63
Surfside Enterprises & Meldrum	Rental payment for March rent of warehouse for theater rehearsal, scene shop and storage.	\$3,810.90
Transerve Inc	Relocate portable kitchen from West Valley-Mission Community College District to MPC to be used for swing space.	\$517.88
West Valley Mission CC	Purchase of 1 portable kitchen trailer for swing space.	\$70,000.00
William Scotsman	Rental of ADA rented trailer. Rent from 2/20/13-3/19/13.	\$258.00
Carmel Unified School District	Rental of carmel unified school district theater for performance of Cinderella.	\$594.00
Peninsula Office Solutions	Rental payment for Toshiba copier for the math department swing space. Service from 3/4/13-4/4/13.	\$233.08
Pacific Gas & Electric	Electric payment for theater swing space. Service for 2/9/13-3/12/13.	\$226.57
<b>To Date Expense through March 31, 2013</b>		<b><u>\$5,310,448.82</u></b>

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b>General Institutional Bond Mgmt</b>		
	<i>Total Expense at December 31, 2012</i>	<i>\$5,348,127.57</i>
Kitchell CEM	Project management services for December 2012.	\$18,214.00
American Reprographics Co.	PlanWell monthly user fee. Invoice 690178.	\$52.18
American Reprographics Co.	PlanWell monthly user fee. Invoice 676386.	\$52.18
Office Depot	Miscellaneous purchases for Kitchell's general condition.	\$312.93
Office Depot	Miscellaneous purchases for Kitchell's general condition.	\$9.70
American Reprographics Co.	PlanWell monthly user fee. Invoice 724860.	\$52.25
Kitchell CEM	Program management services for January 2013.	\$22,621.00
Kitchell CEM	Program management services for February 2013.	\$22,829.00
American Reprographics Co.	PlanWell monthly user fee. Invoice 707792.	\$52.25
	<b>To Date Expense through March 31, 2013</b>	<b><u>\$5,412,323.06</u></b>
<b>Theater Building</b>		
	<i>Total Expense at December 31, 2012</i>	<i>\$7,922,979.97</i>
HP Inspections Inc	Special inspection and testing for the period 10/30/12-11/30/12. Invoice 10302.	\$2,865.00
Kitchell CEM	Construction management services for the month of December 2012.	\$18,300.00
Axiom Engineers	Commissioning services for the period 11/18/12-12/15/12.	\$3,540.00
Hammel Green & Abrahamson	Professional design services for the period ending November 23, 2012.	\$6,250.00
West Bay Builders Inc	Payment application #15.	\$583,210.32
Bank of Marin-West Bay Builders	Retention payment deposited with the Bank of Marin for escrow account application #15.	\$64,801.15
Axiom Engineers	Commissioning services for the period 12/16/12-01/19/13.	\$5,310.00
Hammel Green & Abrahamson	Professional design services for the period ending December 28, 2012.	\$6,939.00
Pro Media	Purchase of: 8 Atlas ip speaker/clock and 12 surface mount slanted enclosures.	\$8,438.66
Teracai	Purchase of: 10 Cisco uc phone 6901 charcoal standard handset, 1 Cisco aironet, and 28 dual band dipole antenna.	\$2,569.92
Teracai	Purchase of: 2 recertplus Cisco authorized catalyst 3750x 24 port poe lan base switch.	\$8,707.50
GBMI Inc.	Inspection services for December 2012.	\$4,200.00
Kitchell CEM	Construction management services for the month of January 2013.	\$18,300.00
HP Inspections Inc	Special inspection and testing for the period 1/4/13-1/31/13.	\$1,615.00
HP Inspections Inc	Special inspection and testing for the period 12/5/12-12/28/12.	\$2,007.50
Hammel Green & Abrahamson	Professional design services for the period ending January 25, 2013.	\$3,855.00

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b><u>Theater Building (continued)</u></b>		
West Bay Builders Inc	Payment application #16.	\$444,357.64
Bank of Marin-West Bay Builders GBMI Inc.	Retention payment deposited with the Bank of Marin for escrow account application #16. Inspection services for the month of January 2013.	\$49,373.07 \$6,000.00
Axiom Engineers	Commissioning services for the period 1/20/13-2/16/13.	\$7,080.00
West Bay Builders Inc	Payment application #17.	\$509,608.97
Bank of Marin-West Bay Builders	Retention payment deposited with the Bank of Marin for escrow account application #17.	\$56,623.22
Don Chapin Company	Removal of concrete columns "trellis" at northeast corner of theater walkway.	\$13,106.58
Manpower	General labor provided to move boxes from the Sand City shop back to the MPC theater building on 2/17/13.	\$1,741.77
Teracai	Purchase of: 2 Cisco uc phone 6901 charcoal standard handset.	\$155.70
Teracai	Purchase of: 4 recertplus Cisco authorized catalyst 3k-x 1g network module and 1 recertplus Cisco authorized catalyst 3750x 24 port poe lan base switch.	\$4,013.09
Don Chapin Company	Remove additional concrete trellis "ear" on the east side of the theater building.	\$1,501.92
Don Chapin Company	Remove and replace a section of the theater driveway and improve the storm drain system.	\$24,001.66
Manpower	General labor provided to move boxes from the Sand City shop back to the MPC theater building on 2/24/13.	\$1,536.30
American Reprographics Co	PlanWell retrieval fee for the theater walkway and retaining wall. Invoice 725273.	\$130.24
American Reprographics Co	Printing services for the theater data as-built. Invoice 720624.	\$252.20
GBMI Inc.	Inspection services for the month of February 2013.	\$4,125.00
<b>To Date Expense through March 31, 2013</b>		<b>\$9,787,496.38</b>
<b><u>Infrastructure Phase III/ Miscellaneous</u></b>		
<i>Total Expense at December 31, 2012</i>		<i>\$6,257,293.87</i>
Kleinfelder	Special inspection services for the theater walkway project. Bill thru 12/02/12.	\$2,281.75
Fisher Athletic	Purchase of goal post pads for the child development center shade structure poles.	\$961.77
Green Valley Landscape	Provide and install landscaping and irrigation for the theater walkway portion of the clear connection project.	\$26,155.06
Pape Rents	Rental of lift for use by Eco Tech for wind turbine troubleshooting at the Marina Education Center.	\$1,159.38
The Schalleck Collaborative Inc.	Professional services to include: construction administration for the audio visual upgrade for the Sam Karas room.	\$544.92
Don Chapin Company	Construction services to provide: work for the theater walkway project. Base bid \$61,160. Project 80% complete.	\$20,794.40
Kleinfelder	Special inspection and testing services for the child development center shade structure. Bill thru 12/31/12.	\$542.50
M3 Environmental Consulting LLC	Abatement monitoring services for the theater walkway project. Service for November 2012.	\$1,247.20
C2G Civil Consultants Group	Survey data for Parking Lot A.	\$640.00

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b><u>Infrastructure Phase III/ Miscellaneous (continued)</u></b>		
Dietrich Iron Works	Provide and install galvanized guard rails for the theater walkway portion of the clear connections project.	\$12,700.00
Kleinfelder	Special inspection services for the theater walkway project. Bill thru 12/30/12.	\$1,623.00
Val's Plumbing & Heating Inc.	Install added ducting for the return air in the new student services building.	\$26,349.00
GBMI Inc.	Inspection services for theater walkway project. Service for December 2012.	\$1,575.00
Collins Electric Co	Furnish and install conduit and wire to power up new MST bus stop.	\$964.00
HGHB	Professional schematic design services for the entry forecourt in front of the theater building. Service for October 2012.	\$2,787.50
Kleinfelder	Special inspection services for the theater walkway project. Bill thru 1/27/13.	\$1,680.50
Parc Environmental	Hazardous material disposal for the theater walkway project.	\$6,782.20
HGHB	Professional design services for the Marina Education Center. Service for March 2012.	\$6,480.00
Don Chapin Company	Construction services to provide: work for the theater walkway project. Base bid \$61,160. Project 100% complete.	\$11,008.80
Dolinka Group	Professional consulting services in association with negotiating redevelopment agency payments for the district to augment funds for bond programs. Invoice 2013101312.	\$817.69
Dolinka Group	Redevelopment phase III professional fees.	\$1,470.00
Collins Electric Co	Provide and install electrical and lighting at the walkway between the theater and Parking Lot B.	\$8,635.00
Axiom Engineers	Commissioning services for the student services building. Service from 10/21/12-11/17/12.	\$145.00
Alpha Air Balancing	Test and balance the newly added return air venting in the new student services building.	\$950.00
Collins Electric Co	Additional work done for the path lighting at the theater.	\$1,424.92
<b>To Date Expense through March 31, 2013</b>		<b>\$6,397,013.46</b>
		<i>Total Expense at December 31, 2012</i>
<b><u>PSTC Parker Flats</u></b>		<i>\$70,498.52</i>
	No new expense this period.	<u>\$0.00</u>
<b>To Date Expense through March 31, 2013</b>		<b>\$70,498.52</b>
<b><u>Humanities, Bus-Humanities, Student Services</u></b>		
		<i>Total Expense at December 31, 2012</i>
Kitchell CEM	Construction management services for the humanities building 4 & 7. Service for December 2012.	\$8,500.00
David Foord	Inspection services for the humanities building for the month of December 2012.	\$150.00
Otto Construction	Contractor removed existing whiteboards at humanities building #7 before hazardous material demo starts.	\$1,024.00
Cardinale Moving & Storage co.	Move 5 humanities offices to swing space on 11/26/12.	\$880.00
Cardinale Moving & Storage co.	Move classroom furniture from humanities to the swing space on 12/21/12.	\$3,025.40
Cardinale Moving & Storage co.	Move classroom furniture from humanities to the swing space on 12/20/12.	\$1,433.95

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b><u>Humanities, Bus-Humanities, Student Services (continued)</u></b>		
Cardinale Moving & Storage co.	Move classroom furniture from humanities to the swing space on 12/26/12.	\$2,201.85
CS & Associates Inc.	Consulting services consisting of: providing labor compliance review for the humanities building project. Service from 1/5/13-2/5/13.	\$2,149.71
David Foord	Inspection services for the humanities building for the month of January 2013.	\$1,050.00
M3 Environmental Consulting LLC	Hazardous abatement monitoring services for humanities building #7. Service for December 2012.	\$1,457.92
HGHB	Construction administration services for the humanities building for the month of January 2013.	\$6,363.84
Kitchell CEM	Construction management services for the humanities building 4 & 7. Service for January 2013.	\$8,500.00
Otto Construction	Payment application #11.	\$99,048.60
Coastwide Environmental	Hazardous material abatement for the humanities building.	\$81,554.00
Axiom Engineers	Commissioning services for humanities building 4 & 7. Service from 1/20/13-2/16/13.	\$1,580.00
CS & Associates Inc.	Consultant to provide labor compliance review for the Humanities building projects.	\$716.57
Otto Construction	Payment application #12.	\$107,587.80
HGHB	Construction administration services for the humanities building for the month of February 2013.	\$4,772.88
Kitchell CEM	Construction management services for the humanities building 4 & 7. Service for February 2013.	\$8,500.00
David Foord	Inspection services for the humanities building for the month of February 2013.	\$4,125.00
M3 Environmental Consulting LLC	Hazardous abatement monitoring services for humanities building #7. Service for January 2013.	\$9,846.44
<b>To Date Expense through March 31, 2013</b>		<b>\$1,457,103.28</b>
<b><u>Life Science &amp; Physical Science</u></b>		<i>Total Expense at December 31, 2012</i> \$6,456,525.69
Kitchell CEM	Construction management services for the life science and physical science building. Service for December 2012.	\$22,290.00
HGHB	Professional design services for the life science and physical science renovation project. Service for December 2012.	\$7,666.61
David Foord	Inspection services for the life science and physical science building for the month of December 2012.	\$8,925.00
American Reprographics Co.	Bid plan printing services for the life science and physical science building. Invoice 676915.	\$339.66
Otto Construction	Payment application #15.	\$486,168.30
David Foord	Inspection services for the life science and physical science building for the month of January 2013.	\$11,400.00
Otto Construction	Payment application #16.	\$320,572.80
Kitchell CEM	Construction management services for the life science and physical science building. Service for January 2013.	\$22,290.00
Kleinfelder	Special inspection services for the life science and physical science building. Bill thru 1/27/13.	\$363.50
Kleinfelder	Special inspection services for the life science and physical science building. Bill thru 12/30/12.	\$3,206.00



<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b><u>Life Science &amp; Physical Science (continued)</u></b>		
Otto Construction	Payment application #17.	\$144,342.00
HGHB	Professional design services for the life science and physical science renovation project. Service for February 2013.	\$7,666.61
Kitchell CEM	Construction management services for the life science and physical science building. Service for February 2013.	\$22,290.00
David Foord	Inspection services for the life science and physical science building for the month of February 2013.	\$4,650.00
<b>To Date Expense through March 31, 2013</b>		<b>\$7,518,696.17</b>
<b><u>Closed Projects</u></b>		
Old Library		\$21,279.52
Early Start - Walkway/Safety Improvements		\$225,630.18
Early Start -Telephone System Upgrades		\$599,414.48
Early Start - As Built Drawings		\$209,792.00
Early Start - Roof Repairs		\$480,255.64
Early Start - HVAC Repairs	Social Science/Computer Science buildings.	\$618,538.68
Early Start - Landscaping	Library technology area.	\$438,292.96
Early Start - Vehicles		\$187,070.27
Early Start - Master Signage Plan		\$53,890.42
Early Start - Auto Technology Bldg	HVAC replacement.	\$16,443.00
Drafting Bldg	Furnace replacement.	\$13,974.00
Early Start - New Plant Services Bldg	Costs over state funding for new building.	\$487,574.35
Early Start - Demolition of Old Plant Services Bldg		\$63,521.68
Environmental Impact Report - Campus		\$154,162.67
Business & Computer Science Bldg	Seismic design.	\$7,981.84
Humanities Bldg	Seismic design.	\$16,375.04
International Center Bldg	Blue Prints.	\$14.71
Physical Science Bldg	Architectural Services, for potential elevator replacement.	\$6,986.44
Life Science Bldg	Architectural Services, for potential elevator replacement.	\$7,793.83
Pool/Tennis Courts	Preliminary architectural services.	\$206.00

<b>Monterey Peninsula College</b>		
<b>Bills &amp; Warrants Report</b>		
<b>Through March 31, 2013</b>		
Vendor Name	Description of service or purchase	Amount Paid
<b>Closed Projects (continued)</b>		
Physical Education Facility		\$1,488,294.29
PE Field/Track		\$14,848,446.67
Fitness Phase IB		\$899,827.93
College Center Renovation		\$23,608.41
Social Science Renovation		\$863,696.74
Music/Theater Building		\$22,732.50
Family and Consumer Sci		\$67,671.12
Gymnasium Building	Floor/Seismic/Bleachers.	\$877,847.00
Lecture Forum Renovation		\$2,117,203.20
Child Development Center		\$1,029,198.71
Infrastructure/Parking		\$20,886,001.04
Infrastructure 2		\$2,481,606.93
New Administration/Old Library Building		\$4,712,191.10
Public Safety Training Center Renovation		\$7,478,201.30
Auto Technology Building Renovation		\$958,602.22
Business & Computer Science (includes Math)		\$2,215,417.93
New Student Services Building		\$9,681,388.03
New Education Center at Marina		\$8,234,700.12
	<b>To Date Expense (closed projects) through March 31, 2013.</b>	<b><u>\$82,495,832.95</u></b>
	<b>Total Payments (closed projects, under construction, and planned projects)</b>	<b><u>\$126,831,565.78</u></b>



255 W. Julian St., Ste. 400  
San Jose, CA 95110

June 4, 2013

To: Vickie Nakamura

Re: BOC Meeting Question on Kitchell Construction Management Fees

Dear Vicki.

At the last bond oversight meeting there was a question asked about the fees paid to Kitchell for construction management.

Background:

Since the inception of the Bond Program, the Vice President of MPC (Joe Bissell) set up guidelines to use for the budgets and contracts for each construction project. The guidelines were based on the Chancellor's Office formulas. The Construction Management formula was established at 5% based on the total of the actual construction low bid and a 10% change order allowance. Other fixed fees were also based on percentages (Architects/Engineers at 10% for renovation projects and 8% for new construction projects. Also, DSA fees are based on State formulas). Please refer to attachment.

Analysis:

In the last 2 weeks, bids were received for the Arts Complex and the Student Center. The low bid for the Arts Complex was \$2,400,660, and with a 10% change order contingency the total is \$2,640,726. When multiplied, 5% would be \$132,036 for the fixed fee for Construction Management services for the Arts Complex. The Student Center low bid was \$4,525,000, and with a 10% change order contingency this results in a total of \$4,997,500. A 5% construction management fixed fee results in \$248,875.

With the completion of the Life Science / Physical Science building, Theater and Gym, there will be 4 active projects starting August 2013 and completing in October 2014. The attached spreadsheet indicates fees that Kitchell will receive monthly for managing the projects. Please note that Kitchell has not billed for reimbursables as MPC provides supplies and an office in the Facilities Building.

At this point in time, this is the most accurate information I'm able to forecast. If you have additional questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe Demko', written over a white background.

Joe Demko  
Project Director  
Kitchell CEM

Monterey Peninsula College						PAGE 10	
Art Studio/Art Ceramics/AD/IC/Drafting							
	Total Bond Budget	State and Other Funds	Total Project Budget	Notes			
1 SITE ACQUISITION COSTS	\$ -	\$ -	\$ -				
2 PLANS AND WORKING DRAWINGS							
A. Architectural Fee for Preliminary Plans	\$ 140,000	\$ -	\$ 140,000	% based on State guidelines			
B. Architectural Fee for Working Drawings	\$ 180,000	\$ -	\$ 180,000	% based on State guidelines			
C. Project Management	\$ -	\$ -	\$ -				
D. Office of the State Architect Plan Check Fee (DSA)	\$ 30,000	\$ -	\$ 30,000	% fee determined by DSA			
E. Community College Plan Check Fee (CO)	\$ -	\$ -	\$ -				
F. Preliminary Test (soil tests)	\$ 10,000	\$ -	\$ 10,000	Actual cost quotation			
G. Other Costs							
1. Special Consultants (Axiom)	\$ 30,000	\$ -	\$ 30,000	Quotation			
2. Moving Costs	\$ 30,000	\$ -	\$ 30,000	Quotation			
3. Plan Printing Costs	\$ 15,000	\$ -	\$ 15,000	% cost depends on number of sets			
4. Bid Advertising	\$ -	\$ -	\$ -	Paid by other budget			
SUBTOTAL	\$ 435,000	\$ -	\$ 435,000				
3 CONSTRUCTION							
A. Utility Service	\$ -	\$ -	\$ -				
B. Site Development, Service	\$ -	\$ -	\$ -				
C. Site Development, General	\$ -	\$ -	\$ -				
D. Other Site Development	\$ -	\$ -	\$ -				
E. Reconstruction	\$ 2,400,660	\$ -	\$ 2,400,660	Actual bid			
F. New Construction	\$ -	\$ -	\$ -				
G. Other Costs							
1. Hazmat Mitigation	\$ 280,000	\$ -	\$ 280,000	Quotation			
SUBTOTAL	\$ 2,680,660	\$ -	\$ 2,680,660				
4 TESTING AND INSPECTIONS	\$ 130,000	\$ -	\$ 130,000	Negotiated hourly fee			
5 CONTINGENCY							
A. Change Order Allowance	\$ 250,000	\$ -	\$ 240,066	Allowance - 10% of actual bid			
B. Art Dimensional budget	\$ 1,016,304	\$ -	\$ 1,026,238	Allowance for future work			
6 CONSTRUCTION MANAGEMENT	\$ 132,036	\$ -	\$ 132,036	5% of bids			
7 ARCHITECTURAL AND ENGINEERING OVERSIGHT	\$ 80,000	\$ -	\$ 80,000	% based on State guidelines			
8 TOTAL CONSTRUCTION BUDGET	\$ 4,289,000	\$ -	\$ 4,289,000				
9 FURNITURE AND GROUP II EQUIPMENT	\$ -	\$ -	\$ -				
10 TOTAL PROJECT BUDGET	\$ 4,724,000	\$ -	\$ 4,724,000				

Kitchell Construction Management Fees

	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Total
Hum/Bus	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	\$ -	\$ -	\$ 102,000
Arts Complex	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,836	\$ 132,036
Student Ctr.	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500	\$ 17,875	\$ 248,875
Pool/Tennis	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
<b>Total/Month</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 33,800</b>	<b>\$ 25,300</b>	<b>\$ 25,300</b>	<b>\$ 26,711</b>	<b>\$ 482,911</b>

**BOND EXPENDITURE REPORT 3/31/13**

Total Budget With Other Funds	Projects	A Total Bond Budget	B Total Bond Prior Year Expenses	C 2012-2013	A-B-C	(B+C)/A	
				Year to Date Bond Payments	Bond Budget Balance	% Bond Cost	% Construction Schedule
	<b>In Process</b>						
\$5,724,000	Arts Complex	\$5,724,000	\$284,948	\$104,887	\$5,334,165	7%	0%
\$5,000,000	College Center Renovation	\$5,000,000	\$701	\$366,020	\$4,633,279	7%	0%
\$4,000,000	Furniture & Equipment	\$5,685,000	\$3,325,103	\$294,512	\$2,065,385	64%	66%
\$7,690,000	Humanities, Bus-Hum, Student Services	\$3,296,000	\$1,040,825	\$416,278	\$1,838,897	44%	48%
\$6,466,000	Infrastructure - Phase III	\$6,466,000	\$6,047,336	\$349,677	\$68,987	99%	94%
\$10,800,000	Life Science/Physical Science	\$10,800,000	\$5,230,601	\$2,288,095	\$3,281,304	70%	75%
\$4,010,000	PE Phase II - Gym/Locker Room Renov.	\$4,010,000	\$1,614,430	\$2,161,297	\$234,273	94%	100%
\$2,000,000	Pool/Tennis Courts Renovation	\$2,000,000	\$176,560	\$29,924	\$1,793,516	10%	0%
\$4,600,000	Swing Space / Interim Housing	\$5,800,000	\$4,909,953	\$400,496	\$489,551	92%	100%
\$10,500,000	Theater	\$10,500,000	\$4,833,872	\$4,953,624	\$712,504	93%	99%
\$1,667,699	General Contingency	\$262,519	\$0	\$0	\$262,519	0%	0%
<b>\$62,457,699</b>	<b>Total in Process</b>	<b>\$59,543,519</b>	<b>\$27,464,329</b>	<b>\$11,364,810</b>	<b>\$20,714,380</b>		
	<b>Future</b>						
\$1,200,000	Music	\$1,200,000	\$23,770	\$0	\$1,176,230	2%	0%
\$12,000,000	PSTC Parker Flats	\$6,000,000	\$69,474	\$1,025	\$5,929,501	1%	0%
<b>\$13,200,000</b>	<b>Total Future</b>	<b>\$7,200,000</b>	<b>\$93,244</b>	<b>\$1,025</b>	<b>\$7,105,731</b>		
	<b>Completed</b>						
\$1,057,576	Early Start/Completed-HVAC Repairs	\$618,539	\$618,539	\$0	\$0	100%	100%
\$2,965,574	Early Start/Completed-New Plant Serv Bldg	\$487,574	\$487,574	\$0	\$0	100%	100%
\$599,414	Early Start/Completed-Telephone System	\$599,414	\$599,414	\$0	(\$0)	100%	100%
\$67,671	Family Consumer Science	\$67,671	\$67,671	\$0	\$0	100%	100%
\$1,517,774	Gym - floor/seismic/bleachers	\$877,847	\$877,847	\$0	\$0	100%	100%
\$2,481,607	Infrastructure - Phase II	\$2,481,607	\$2,481,607	\$0	\$0	100%	100%
\$20,886,001	Infrastructure - Phase I	\$20,886,001	\$20,886,001	\$0	\$0	100%	100%
\$2,117,203	Lecture Forum Renovation	\$2,117,203	\$2,117,203	\$0	\$0	100%	100%
\$7,427,191	New Admin / Old Library Renovation	\$4,712,191	\$4,712,191	\$0	(\$0)	100%	100%
\$5,413,198	New Child Development Center Bldg	\$1,029,198	\$1,029,198	\$0	\$0	100%	100%
\$21,420,211	Other Early start / completed	\$1,950,012	\$1,950,012	\$0	\$0	100%	100%
\$17,336,569	PE Field Track, Fitness Building	\$17,236,569	\$17,236,569	\$0	\$0	100%	100%
\$863,697	Social Science Renovation (inc. Seismic)	\$863,697	\$863,697	\$0	\$0	100%	100%
\$7,478,201	Public Safety Training Center Renov.	\$7,478,201	\$7,478,201	\$0	\$0	100%	100%
\$1,000,000	Auto Technology Building	\$958,602	\$958,602	\$0	(\$0)	100%	100%
\$2,300,000	Business Math Computer Science	\$2,215,418	\$2,215,418	\$0	\$0	100%	100%
\$8,300,000	New Ed Center Building at Marina	\$8,300,000	\$8,234,700	\$0	\$65,300	99%	100%
\$9,700,000	New Student Services Building	\$9,700,000	\$9,681,388	\$0	\$18,612	100%	100%
<b>\$112,931,887</b>	<b>Total Completed</b>	<b>\$82,579,744</b>	<b>\$82,495,833</b>	<b>\$0</b>	<b>(\$0)</b>		
<b>\$188,589,586</b>	<b>Total All Projects</b>	<b>\$149,323,263</b>	<b>\$110,053,406</b>	<b>\$11,365,835</b>	<b>\$27,820,110</b>		
	<b>General Institutional-Bond Management</b>		\$5,211,924	\$200,399			
	<b>Total Bond Funds Spent to Date</b>		<b>\$115,265,330</b>	<b>\$11,566,234</b>			
			<b>\$126,831,564</b>				

**Cost Control Report**

5/30/2013

**Life Science / Physical Science**

	<b>Budget</b>	<b>Current Projection</b>	<b>Variance</b>	<b>Comments</b>
Design Phase	\$ 1,080,000	\$ 1,080,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 7,400,000	\$ 7,400,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 980,000	\$ 980,000	\$ -	
Test & Inspect.	\$ 210,000	\$ 210,000	\$ -	
Cnstr Mgmt Fee	\$ 625,000	\$ 625,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and Equipment will be from a separate fund.
Other	\$ 505,000	\$ 505,000	\$ -	Includes hazmat, demolition, IT and future allowance.
<b>Total</b>	<b>\$10,800,000</b>	<b>\$10,800,000</b>	<b>\$ -</b>	

Summary: The present budget is now \$10,800,000. The original budget was \$14,500,000, but the bids and construction costs were lower than originally budgeted. As a result, \$3,700,000 has been transferred to other project budgets. The present budget is \$10,800,000 (as approved by the Board in November 2012). The Physical Science building is scheduled for completion in the summer of 2013.

**Theatre**

	<b>Budget</b>	<b>Current Projection</b>	<b>Variance</b>	<b>Comments</b>
Design Phase	\$ 976,000	\$ 976,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 7,790,000	\$ 7,790,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 779,000	\$ 779,000	\$ -	
Test & Inspect.	\$ 220,000	\$ 220,000	\$ -	
Cnstr Mgmt Fee	\$ 385,000	\$ 385,000	\$ -	
Equipment	\$ -	\$ -	\$ -	Furniture and Equipment will be from a separate fund.
Other	\$ 350,000	\$ 350,000	\$ -	Includes hazmat, demolition and IT
<b>Total</b>	<b>\$10,500,000</b>	<b>\$10,500,000</b>	<b>\$ -</b>	

Summary: The present budget is \$10,500,000 (as approved by the Board in November 2012). The project has been completed. Final costs are being compiled and finalized.

**Old Student Services / Humanities / Business**

	<b>Budget</b>	<b>Current Projection</b>	<b>Variance</b>	<b>Comments</b>
Design Phase	\$ 1,100,000	\$ 1,100,000	\$ -	Design includes Architect, DSA fees, printing, etc.
Constructn bid	\$ 4,110,000	\$ 4,110,000	\$ -	Actual bid amount.
C.O. Contngcy.	\$ 411,000	\$ 411,000	\$ -	
Test & Inspect.	\$ 231,000	\$ 231,000	\$ -	
Cnstr Mgmt Fee	\$ 330,000	\$ 330,000	\$ -	
Equipment	\$ 132,000	\$ 132,000	\$ -	Equipment partially State funded
Other	\$ 300,000	\$ 300,000	\$ -	Includes hazmat, demolition and IT
<b>Total</b>	<b>\$ 6,614,000</b>	<b>\$ 6,614,000</b>	<b>\$ -</b>	

Summary: It is important to recognize that this is a State "match" funded project (State will fund \$3,318,000 and MPC will fund \$3,296,000). The original budget of \$3,845,000 that MPC was to contribute has now been reduced to \$3,296,000 due to the bids coming in lower than the budget. This results in a potential savings to the MPC bond budget of \$549,000 which may be allocated in the future to a contingency fund. Phase 1 (Old Student Services Building) has been completed. Phase 2 (Humanities Building) construction continues and is ahead of the contract construction schedule completion date of November 2013.



# Monterey County

## Board Order

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

Upon motion of Supervisor Potter, seconded by Supervisor Salinas and carried by those members present, the Board of Supervisors hereby:

Received and accepted the Treasurer's Report of Investments for the quarter ending March 31, 2013.

PASSED AND ADOPTED on this 23rd day of April 2013, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker and Potter

NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 76 for the meeting on April 23, 2013.

Dated: April 26, 2013  
File Number: 13-0356

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By Denise Henao  
Deputy





# Monterey County

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

## Legislation Text

**File #:** 13-0356, **Version:** 1

### Title

Receive and Accept the Treasurer's Report of Investments for the quarter ending March 31, 2013

### Report

#### RECOMMENDATION:

It is recommended that the Board of Supervisors:

Receive and accept the Treasurer's Report of Investments for the quarter ending March 31, 2013.

#### SUMMARY:

Government Code Section 53646 (b)(1) states the Treasurer may submit a quarterly report of investments. The attached Exhibit A provides a narrative portfolio review of economic and market conditions that support the investment activity during the January - March period. Exhibit B describes the investment portfolio position by investment type as of March 31, 2013. Exhibit C is a listing of historical Monterey County Treasury Pool yields versus benchmarks. Exhibit D describes the investment portfolio by maturity range, and Exhibit E is an overview of the short term funds that the Treasurer invests in overnight, liquid assets.

#### DISCUSSION:

During the January to March quarter the Treasury bond curve changed very little in the 1 month - 5 year term. Yields in maturities of six months to three years were down slightly, while very short term bonds with maturity dates under six months and longer term maturities of five years and over were slightly higher. The Federal Reserve continued their plans to expand their Quantitative Easing program, and continued their assurances that they will keep the Fed Funds Rate at or below 0.25. During January and February, the federal government was unable to come to an agreement on budget cuts, which caused the automatic sequestration of \$85 billion in federal spending at the beginning of March and furthered the perception that they are unable to develop solutions to an already difficult recovery. At the end of March, the ongoing financial issues in the EU flared up again, this time in Cyprus. After the Cyprian government refused to adopt the originally proposed austerity measures to receive a bailout from the EU, they later enacted legislation that will break up their second largest bank and restructure the largest. The measures will also allow them to impose large losses on bank deposits larger than \$100,000 Euros. They also placed capitol controls on the amount of funds that could be withdrawn from the banks each day, as well as the amount of funds that each person is allowed to carry out of the country. All of these factors helped contribute to a continued flight to safety and increased investment in U.S. fixed income securities.

On March 31, 2013 the Monterey County investment portfolio contained an amortized cost basis of \$980,877,313 spread among 78 separate securities and funds. The par value of those funds was \$979,715,931, with a market value of \$982,078,321 or 100.12% of amortized book value. The portfolio's net earned income yield for the period was 0.49%. The portfolio produced estimated income of \$1,224,338 for the quarter which will be distributed proportionally to all agencies participating in the investment pool. The investment portfolio had a weighted average maturity of 514 days.

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**File #:** 13-0356, **Version:** 1

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The investment portfolio was in compliance with all applicable provisions of state law and the adopted investment policy, and contained sufficient liquidity to meet all projected outflows over the next six months. Market value pricings were obtained through Bloomberg LLP, Union Bank of California and included live-bid pricing of corporate securities.

OTHER AGENCY INVOLVEMENT:

A copy of this report will be distributed to all agencies participating in the County investment pool and the Treasury Oversight Committee. In addition, the report will be published on the County Treasurer's web site. A monthly report of investment transactions is provided to the Board of Supervisors as required by GC 53607.

FINANCING:

The investment portfolio contains sufficient liquidity to meet all projected expenditures over the next six months. We estimate that the investment earnings in the General Fund will be consistent with budgeted revenue, but at historically low levels, as the Federal Reserve is expected to continue keeping short term interest rates at the current rate of 0.00 - 0.25%.

Prepared by: Eamonn M. Mahar, Investment Officer, x5490

Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5474

cc:

County Administrative Office  
County Counsel  
Auditor-Controller - Internal Audit Section  
All depositors  
Treasury Oversight Committee

Attachments:

Exhibit A - Investment Portfolio Review - 03.31.13  
Exhibit B - Portfolio Management Report - 03.31.13  
Exhibit C - Monterey County Historical Yields vs. Benchmarks  
Exhibit D - Aging Report - 04.01.13  
Exhibit E - Overnight (Liquid) Asset Distribution

## Exhibit A

### Investment Portfolio Review Quarter Ending March 31, 2013

#### OVERVIEW – January 1 – March 31, 2013

During the January to March quarter the Treasury bond curve changed very little in the 1 month – 5 year term. Yields in maturities of six months to three years were down slightly, while very short term bonds with maturity dates under six months and longer term maturities of five years and over were slightly higher. The Federal Reserve continued their plans to expand their Quantitative Easing program, and continued their assurances that they will keep the Fed Funds Rate at or below 0.25. During January and February, the federal government was unable to come to an agreement on budget cuts, which caused the automatic sequestration of \$85 billion in federal spending at the beginning of March and furthered the perception that they are unable to develop solutions to an already difficult recovery. At the end of March, the ongoing financial issues in the EU flared up again, this time in Cyprus. After the Cyprian government refused to adopt the originally proposed austerity measures to receive a bailout from the EU, they later enacted legislation that will break up their second largest bank and restructure the largest. The measures will also allow them to impose large losses on bank deposits larger than \$100,000 Euros. They also placed capitol controls on the amount of funds that could be withdrawn from the banks each day, as well as the amount of funds that each person is allowed to carry out of the country. All of these factors helped contribute to a continued flight to safety and increased investment in U.S. fixed income securities.

The County Treasury was able to outperform all of the portfolio benchmarks due to a consistent investment strategy that ladders short term debt to provide liquidity, while also taking advantage of higher rates by buying small amounts of longer term corporate and callable debt structures. The following indicators reflect key aspects of the County's investment portfolio in light of the above noted conditions:

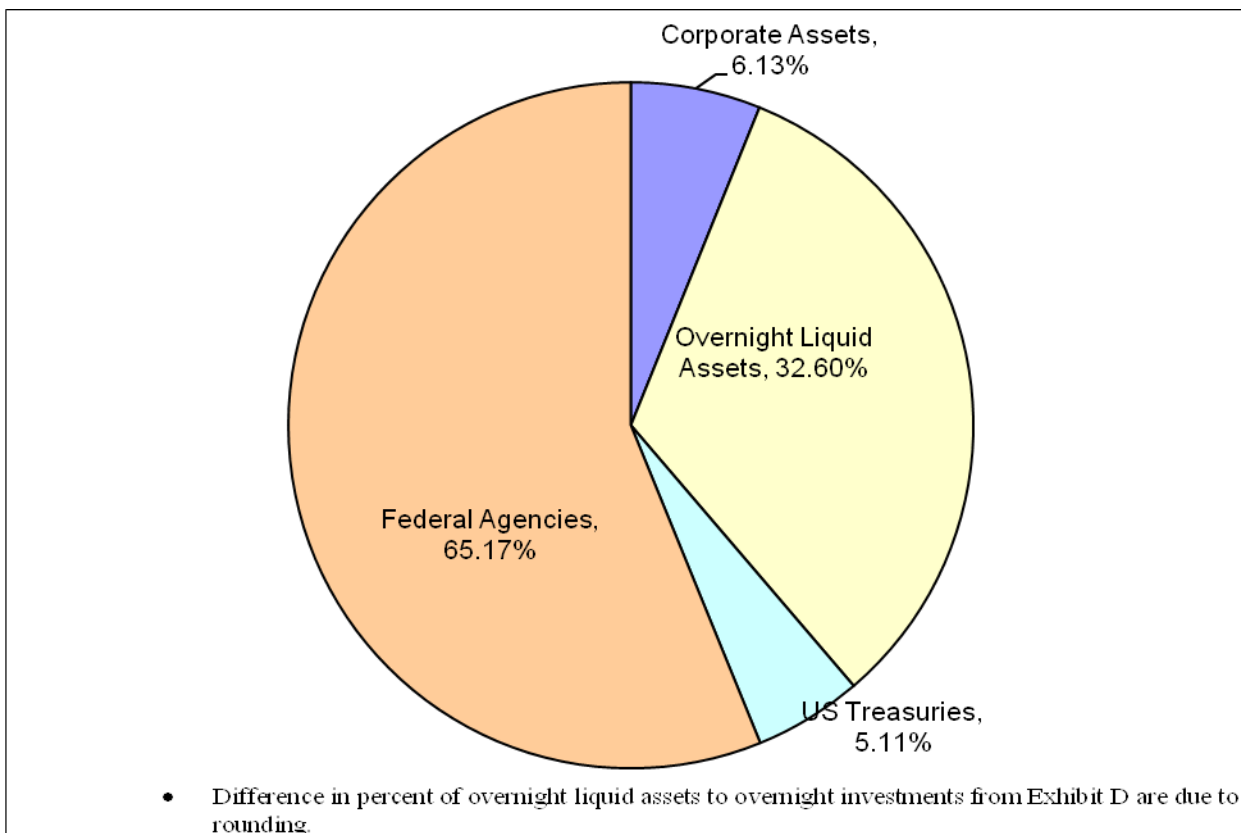
1. Market Access – The U.S. Treasury continued to issue substantial amounts of debt instruments. The continued large issuance is due to their efforts to stimulate the economy by providing funding for financial institutions, social programs, and ongoing military funding requirements. Access to U.S. Treasuries and Agency debt has been plentiful, but yields have continued to remain low as investors seek safe havens from an uncertain world market. These issues have continued to keep yields low on Treasury bonds from January through March.

During the quarter, the majority of County investment purchases continue to be in U.S. Treasury and Agency markets with a continued small position in shorter term, highly rated (AA or better) Corporate bonds, Certificates of Deposits and highly rated (A1, P1), short term Commercial Paper. In addition, the Treasurer continues to keep a high level of overnight liquid

assets, reflecting the need to maintain increased levels of available cash to ensure our ability to meet any cash flow needs.

2. Diversification - The Monterey County Treasurer’s portfolio consists of fixed income investments, all of which are authorized by the State of California Government Code 53601.

The portfolio asset spread is detailed in the pie chart below:



3. Credit Risk – Approximately 94% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities and other liquid funds. All assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt (6.13%) is rated in the higher levels of investment grade. All federal agency securities have AA ratings, or they are guaranteed by the U.S. Treasury.
4. Liquidity Risk – Liquidity risk, as measured by the ability of the county’s Treasury to meet withdrawal demands on invested assets, was adequately managed during the January to March quarter. The portfolio’s average weighted maturity was 514 days, and a large percentage (32.60%) of assets was held in immediately available funds.

**PORTFOLIO CHARACTERISTICS**

	<b><u>December 31, 2013</u></b>	<b><u>March 31, 2013</u></b>
Total Assets	\$1,033,515,337	\$980,877,313
Market Value	\$1,034,828,004	\$982,078,231
Days to Maturity	425	514
Yield	0.49%	0.49%
Estimated Earnings	\$1,211,697	\$1,224,338

**FUTURE STRATEGY**

The U.S. Treasury has continued a policy of heavy borrowing for stimulus programs, military funding and other additional needs. Despite the downgrade of U.S. debt by Standard and Poor's last year and the continued uncertainty in global markets; investors continue to prefer the safety of U.S. debt to other investment options.

Continued uncertainty about Congress' ability to work together and find a comprehensive solution to financial issues, and poor economic news from many areas of the world have continued to reinforce the cautious, risk averse attitude of investors. The increasing regulations on financial institutions; overall uncertainty in the ability of the U.S. government work together combined with an overall slowdown of the global economy continues to drag on our economic recovery. This is clearly reflected in the Federal Reserve's new mandate for continued low rates until specific economic targets are met. The current stability and slow but steady improvement of the U.S. economy ensures that our debt products will remain a safe haven for investors for the foreseeable future, which is good for our overall economic outlook, but ensures continued low rates until underlying conditions change.

In the near term the Treasurer believes short term yields will remain extremely low and will not begin to rise until there is a longer history of consistent improvement in the unemployment rate, or the Federal Reserve starts to see significant inflation in the core Consumer Price Index. The Treasurer's rolling investment ladder will access the short term Treasury and Agency market with expected yields over the next 90 days of less than one-half percent. In our efforts to continue to provide the safest vehicles for Treasury investments, the Treasurer will maintain a portfolio weighted with U.S. Treasuries, Federal Agency securities, and other highly liquid assets.

# Exhibit B

## Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
<b>Money Market Accts-GC 53601(k)(2)</b>												
SYS11672	11672	BlackRock			86,216,000.88	86,216,000.88	86,216,000.88	0.130			1	
SYS11801	11801	CalTrust			100,000,000.00	100,000,000.00	100,000,000.00	0.305	Aaa	AAA	1	
SYS11830	11830	Federated			0.00	0.00	0.00	0.101	Aaa	AAA	1	
SYS11578	11578	Fidelity Investments			4,932,312.88	4,932,312.88	4,932,312.88	0.080	Aaa	AAA	1	
<b>Subtotal and Average</b>			<b>185,826,347.53</b>		<b>191,148,313.76</b>	<b>191,148,313.76</b>	<b>191,148,313.76</b>				<b>1</b>	
<b>State Pool-GC 53601(p)</b>												
SYS11361	11361	LAIF			50,000,000.00	50,000,000.00	50,000,000.00	0.290			1	
SYS11422	11422	LAIF			0.00	0.00	0.00	0.322			1	
<b>Subtotal and Average</b>			<b>70,095,644.44</b>		<b>50,000,000.00</b>	<b>50,000,000.00</b>	<b>50,000,000.00</b>				<b>1</b>	
<b>CAMP-GC 56301(p)</b>												
SYS10379	10379	Calif. Asset Mgmt			75,500,000.00	75,500,000.00	75,500,000.00	0.139		AAA	1	
SYS11457	11457	Calif. Asset Mgmt			0.00	0.00	0.00	0.128		AAA	1	
SYS11526	11526	Calif. Asset Mgmt			3,067,617.42	3,067,617.42	3,067,617.42	0.144		AAA	1	
<b>Subtotal and Average</b>			<b>92,232,028.50</b>		<b>78,567,617.42</b>	<b>78,567,617.42</b>	<b>78,567,617.42</b>				<b>1</b>	
<b>Negotiable CDs - GC 53601 (i)</b>												
78009NGU4	11863	RBC Capital Markets		06/25/2012	10,000,000.00	9,990,000.00	10,000,000.00	1.500	Aa	AA	815	06/25/2015
<b>Subtotal and Average</b>			<b>18,122,273.10</b>		<b>10,000,000.00</b>	<b>9,990,000.00</b>	<b>10,000,000.00</b>				<b>815</b>	
<b>Medium Term Notes - GC 53601(k)</b>												
36962G4N1	11701	General Electric		08/11/2010	10,000,000.00	10,073,000.00	10,000,000.00	1.060	A	AA	862	08/11/2015
36962G4X9	11738	General Electric		01/07/2011	5,000,000.00	5,063,000.00	5,003,360.56	2.100	A	AA	281	01/07/2014
36962G4X9	11749	General Electric		03/09/2011	5,000,000.00	5,063,000.00	5,003,687.23	2.100	A	AA	281	01/07/2014
36962G5W0	11855	General Electric		04/27/2012	5,000,000.00	5,170,000.00	4,994,665.39	2.300	A	AA	1,487	04/27/2017
36962G5W0	11856	General Electric		04/27/2012	5,000,000.00	5,170,000.00	5,006,108.33	2.300	A	AA	1,487	04/27/2017
89233P5S1	11839	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,190,000.00	5,085,130.43	2.050	Aa	AA	1,382	01/12/2017
89233P5Z5	11840	Toyota Motor Corporation		02/29/2012	5,000,000.00	5,046,000.00	5,011,551.50	1.000	Aa	AA	687	02/17/2015
<b>Subtotal and Average</b>			<b>40,498,139.14</b>		<b>40,000,000.00</b>	<b>40,775,000.00</b>	<b>40,104,503.44</b>				<b>917</b>	
<b>Commercial Paper Disc.- GC 53601(h)</b>												
89233GT71	11879	Toyota Motor Corporation		09/27/2012	10,000,000.00	9,996,900.00	9,993,486.11	0.350	P-1	A-1	67	06/07/2013
<b>Subtotal and Average</b>			<b>9,989,159.72</b>		<b>10,000,000.00</b>	<b>9,996,900.00</b>	<b>9,993,486.11</b>				<b>67</b>	

# Exhibit B

## Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
<b>Fed Agcy Coupon Sec - GC 53601(f)</b>												
31331KHL7	11763	Federal Farm Credit Bank		04/15/2011	10,000,000.00	10,003,200.00	10,000,192.50	0.850	Aaa	AA	14	04/15/2013
3133EAKP2	11844	Federal Farm Credit Bank		04/04/2012	10,000,000.00	9,990,800.00	10,000,000.00	1.360	Aaa	AA	1,464	04/04/2017
3133EAPB8	11857	Federal Farm Credit Bank		05/02/2012	10,000,000.00	10,010,900.00	10,000,000.00	1.230	Aaa	AA	1,492	05/02/2017
3133EAF86	11864	Federal Farm Credit Bank		08/07/2012	10,000,000.00	10,020,700.00	10,000,000.00	0.970	Aaa	AA	1,589	08/07/2017
3133EAF60	11867	Federal Farm Credit Bank		08/06/2012	10,000,000.00	10,008,600.00	10,000,000.00	0.430	Aaa	AA	857	08/06/2015
3133EAFZ8	11868	Federal Farm Credit Bank		08/03/2012	10,000,000.00	10,000,400.00	10,000,000.00	0.625	Aaa	AA	1,087	03/23/2016
3133ECD35	11902	Federal Farm Credit Bank		01/17/2013	10,000,000.00	9,997,800.00	9,999,435.94	0.150	Aaa	AA	291	01/17/2014
31331KAH3	11909	Federal Farm Credit Bank		03/19/2013	10,000,000.00	10,085,900.00	10,086,033.14	1.125	Aaa	AA	332	02/27/2014
3133XQU34	11767	Federal Home Loan Bank		04/28/2011	10,000,000.00	10,058,200.00	10,045,687.16	3.625	Aaa	AA	58	05/29/2013
3133795A3	11853	Federal Home Loan Bank		04/20/2012	10,000,000.00	10,000,500.00	10,000,000.00	0.220	Aaa	AA	18	04/19/2013
313379BY4	11858	Federal Home Loan Bank		05/01/2012	10,000,000.00	10,000,000.00	9,999,458.77	0.125	Aaa	AA	29	04/30/2013
313378YY1	11860	Federal Home Loan Bank		05/08/2012	10,000,000.00	10,000,500.00	10,000,153.55	0.240	Aaa	AA	15	04/16/2013
313379FZ7	11865	Federal Home Loan Bank		07/30/2012	10,000,000.00	10,001,200.00	10,000,595.04	0.230	Aaa	AA	43	05/14/2013
313376DF9	11869	Federal Home Loan Bank		08/23/2012	10,000,000.00	10,002,300.00	10,001,591.25	0.310	Aaa	AA	45	05/16/2013
3133XXYX9	11872	Federal Home Loan Bank		08/29/2012	10,000,000.00	10,039,900.00	10,037,169.86	1.875	Aaa	AA	81	06/21/2013
313379D89	11873	Federal Home Loan Bank		08/29/2012	10,000,000.00	9,999,900.00	9,999,540.98	0.125	Aaa	AA	32	05/03/2013
313380RB5	11877	Federal Home Loan Bank		09/14/2012	10,000,000.00	10,001,000.00	10,000,000.00	0.180	Aaa	AA	74	06/14/2013
313380EC7	11878	Federal Home Loan Bank		09/17/2012	10,000,000.00	9,968,500.00	9,956,619.74	0.750	Aaa	AA	1,621	09/08/2017
313380XB8	11881	Federal Home Loan Bank		10/17/2012	10,000,000.00	10,000,400.00	9,997,341.67	0.625	Aaa	AA	1,295	10/17/2016
3133803P0	11883	Federal Home Loan Bank		11/07/2012	10,000,000.00	10,003,700.00	10,001,753.11	0.250	Aaa	AA	109	07/19/2013
313370TW8	11888	Federal Home Loan Bank		12/05/2012	10,000,000.00	10,539,900.00	10,502,880.35	2.000	Aaa	AA	1,257	09/09/2016
313379Z36	11889	Federal Home Loan Bank		12/06/2012	10,000,000.00	10,003,200.00	10,001,933.97	0.250	Aaa	AA	95	07/05/2013
313380S40	11895	Federal Home Loan Bank		12/12/2012	10,000,000.00	10,002,500.00	10,001,055.31	0.190	Aaa	AA	171	09/19/2013
313381K46	11896	Federal Home Loan Bank		12/20/2012	10,000,000.00	10,001,500.00	10,000,000.00	0.170	Aaa	AA	172	09/20/2013
313381LS2	11897	Federal Home Loan Bank		01/07/2013	10,000,000.00	10,000,500.00	9,999,661.54	0.150	Aaa	AA	179	09/27/2013
313379QS1	11898	Federal Home Loan Bank		01/09/2013	10,000,000.00	10,005,100.00	10,004,643.46	0.250	Aaa	AA	158	09/06/2013
313381WC5	11900	Federal Home Loan Bank		01/15/2013	10,000,000.00	9,995,900.00	9,997,081.11	0.125	Aaa	AA	289	01/15/2014
313376UF0	11901	Federal Home Loan Bank		01/16/2013	10,000,000.00	10,016,200.00	10,017,176.94	0.375			303	01/29/2014
3133805T0	11904	Federal Home Loan Bank		01/23/2013	10,000,000.00	10,007,400.00	10,009,968.96	0.270	Aaa		297	01/23/2014
313381ZH1	11905	Federal Home Loan Bank		02/21/2013	10,000,000.00	9,988,500.00	10,000,000.00	1.200	Aaa	AA	1,787	02/21/2018
3133825F6	11907	Federal Home Loan Bank		02/27/2013	10,000,000.00	10,007,400.00	10,000,000.00	1.300	Aaa	AA	1,793	02/27/2018
313382DF7	11908	Federal Home Loan Bank		03/06/2013	10,000,000.00	9,995,000.00	9,995,265.33	0.125	Aaa	AA	330	02/25/2014
313380EE3	11910	Federal Home Loan Bank		03/19/2013	10,000,000.00	10,006,100.00	10,008,407.66	0.250	Aaa	AA	319	02/14/2014
3134G3DZ0	11820	Federal Home Loan Mtg Corp		12/14/2011	10,000,000.00	10,013,600.00	10,000,000.00	1.250	Aaa	AA	1,170	06/14/2016
3134G3RV4	11838	Federal Home Loan Mtg Corp		03/21/2012	10,000,000.00	10,059,600.00	10,000,000.00	0.800	Aaa	AA	903	09/21/2015
3137EADC0	11852	Federal Home Loan Mtg Corp		04/18/2012	10,000,000.00	10,122,000.00	9,973,994.83	1.000	Aaa	AA	1,437	03/08/2017

# Exhibit B

## Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity	Maturity Date
<b>Fed Agcy Coupon Sec - GC 53601(f)</b>												
3134G3WB2	11862	Federal Home Loan Mtg Corp		06/07/2012	10,000,000.00	10,018,600.00	10,000,000.00	1.300	Aaa	AA	1,528	06/07/2017
3137EACJ6	11866	Federal Home Loan Mtg Corp		08/02/2012	10,000,000.00	10,006,600.00	10,005,526.62	1.625	Aaa	AA	14	04/15/2013
3134G3H52	11871	Federal Home Loan Mtg Corp		09/12/2012	10,000,000.00	10,017,200.00	10,000,000.00	1.000	Aaa	AA	1,625	09/12/2017
3134G3K33	11875	Federal Home Loan Mtg Corp		09/27/2012	10,000,000.00	10,010,500.00	9,997,383.33	0.700	Aaa	AA	1,275	09/27/2016
3134G3S50	11887	Federal Home Loan Mtg Corp		11/30/2012	10,000,000.00	10,015,500.00	10,022,995.83	0.625	Aaa	AA	1,310	11/01/2016
3135G0HV8	11837	Federal National Mtg Assn		03/06/2012	10,000,000.00	10,067,900.00	9,976,416.67	1.200	Aaa	AA	1,435	03/06/2017
3135G0NX7	11870	Federal National Mtg Assn		09/13/2012	10,000,000.00	10,014,500.00	10,000,000.00	1.000	Aaa	AA	1,442	03/13/2017
3136G0B26	11874	Federal National Mtg Assn		09/27/2012	10,000,000.00	10,032,200.00	10,000,000.00	1.000	Aaa	AA	1,640	09/27/2017
3135G0NH2	11876	Federal National Mtg Assn		09/13/2012	10,000,000.00	10,023,200.00	9,994,667.42	0.950	Aaa	AA	1,605	08/23/2017
3136G04Q1	11884	Federal National Mtg Assn		11/20/2012	10,000,000.00	10,178,200.00	10,184,239.06	1.500	Aaa	AA	1,694	11/20/2017
3136G06Z9	11885	Federal National Mtg Assn		12/13/2012	10,000,000.00	9,990,700.00	10,000,000.00	0.650	Aaa	AA	1,352	12/13/2016
3136G14N6	11890	Federal National Mtg Assn		01/02/2013	10,000,000.00	9,970,400.00	9,992,913.06	0.750	Aaa	AA	1,549	06/28/2017
3135G0BR3	11893	Federal National Mtg Assn		12/12/2012	10,000,000.00	10,013,300.00	10,011,719.83	0.500	Aaa	AA	130	08/09/2013
31398AX31	11894	Federal National Mtg Assn		12/12/2012	10,000,000.00	10,042,700.00	10,041,587.90	1.250	Aaa	AA	141	08/20/2013
3135G0TK9	11899	Federal National Mtg Assn		01/30/2013	10,000,000.00	10,014,900.00	10,000,000.00	1.050	Aaa	AA	1,765	01/30/2018
3135G0PP2	11903	Federal National Mtg Assn		01/18/2013	10,000,000.00	10,027,100.00	10,031,567.78	1.000	Aaa	AA	1,633	09/20/2017
3135G0UH4	11906	Federal National Mtg Assn		02/22/2013	10,000,000.00	10,023,700.00	10,000,000.00	1.200	Aaa	AA	1,788	02/22/2018
3135G0AP8	11911	Federal National Mtg Assn		03/28/2013	10,000,000.00	10,107,400.00	10,097,354.10	1.250	Aaa	AA	332	02/27/2014
<b>Subtotal and Average</b>			<b>533,057,304.67</b>		<b>540,000,000.00</b>	<b>541,533,400.00</b>	<b>540,994,013.77</b>				<b>805</b>	
<b>US Treasury Note-GC 53601(b)</b>												
912828NN6	11771	U.S. Treasury		05/16/2011	10,000,000.00	10,026,200.00	10,011,096.52	1.000	Aaa	AA	105	07/15/2013
912828NH9	11880	U.S. Treasury		10/12/2012	10,000,000.00	10,021,100.00	10,019,531.25	1.125	Aaa	AA	75	06/15/2013
912828NN6	11882	U.S. Treasury		11/01/2012	10,000,000.00	10,026,200.00	10,023,391.72	1.000	Aaa	AA	105	07/15/2013
912828RD4	11891	U.S. Treasury		12/10/2012	10,000,000.00	10,000,000.00	9,997,975.86	0.125	Aaa	AA	152	08/31/2013
912828NU0	11892	U.S. Treasury		12/10/2012	10,000,000.00	10,023,400.00	10,022,064.01	0.750	Aaa	AA	136	08/15/2013
<b>Subtotal and Average</b>			<b>50,106,891.23</b>		<b>50,000,000.00</b>	<b>50,096,900.00</b>	<b>50,074,059.36</b>				<b>115</b>	
<b>Federal Agency Step Up-GC 53601(f)</b>												
3136G07K1	11886	Federal National Mtg Assn		12/06/2012	10,000,000.00	9,970,100.00	9,995,319.44	0.700	Aaa	AA	1,710	12/06/2017
<b>Subtotal and Average</b>			<b>12,661,862.59</b>		<b>10,000,000.00</b>	<b>9,970,100.00</b>	<b>9,995,319.44</b>				<b>1,710</b>	

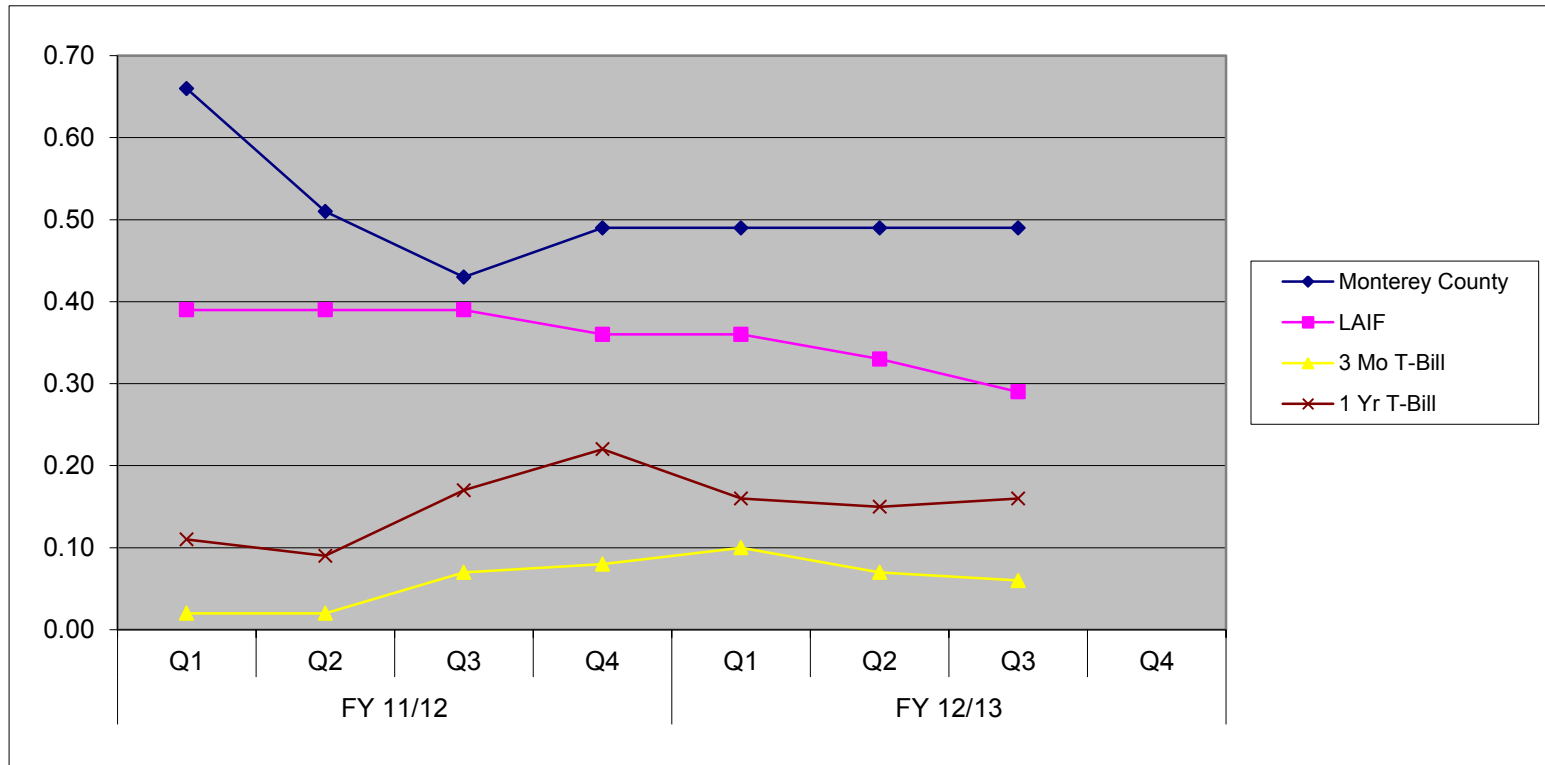


# Exhibit B

## Monterey County Portfolio Management Portfolio Details - Investments March 31, 2013

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Moody's	S&P	Days to Maturity
Total and Average			1,012,589,650.92		979,715,931.18	982,078,231.18	980,877,313.30				514

## Exhibit C Monterey County Historical Yields vs. Benchmarks



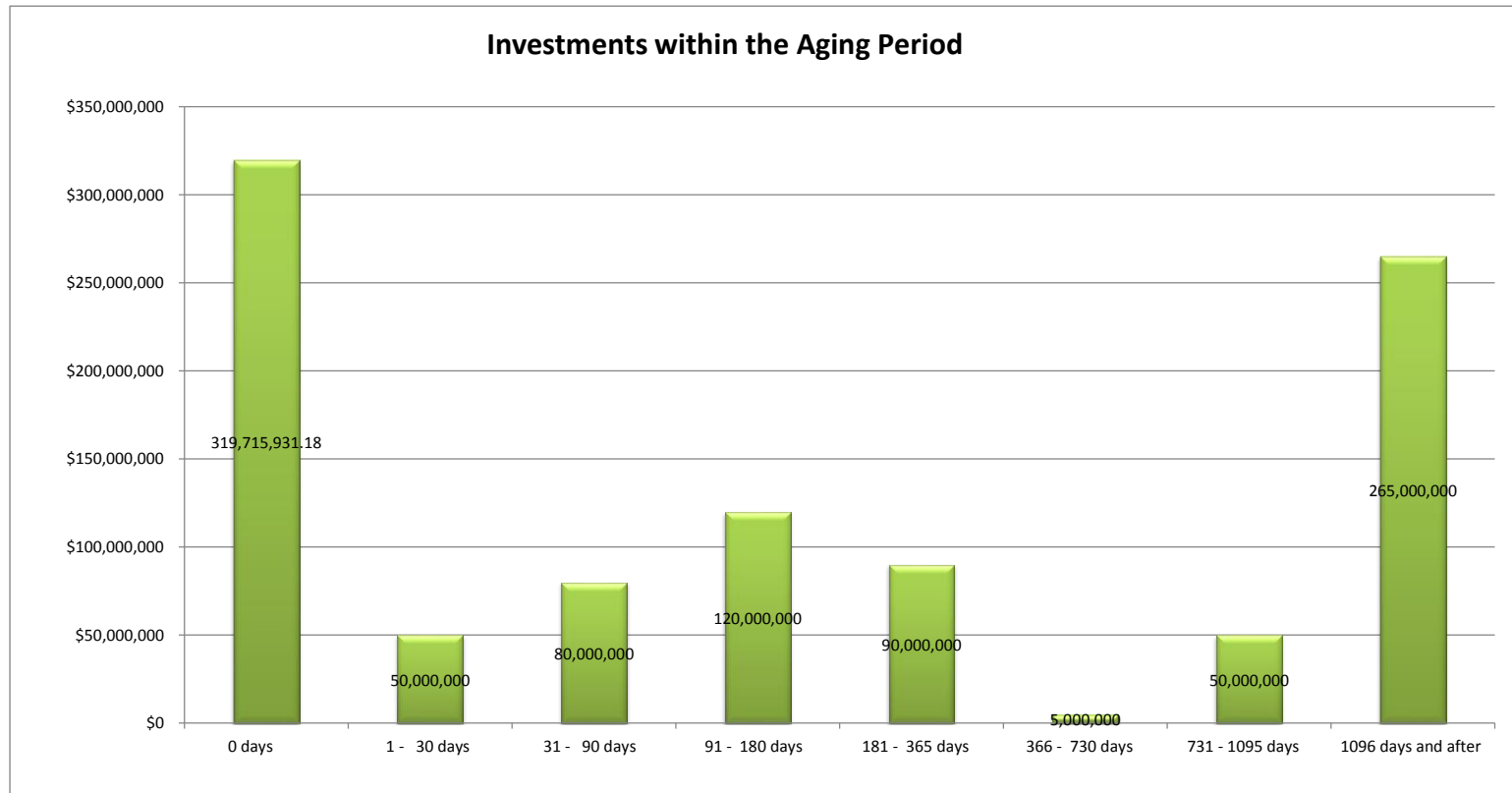
Quarterly Yield	FY 11/12				FY 12/13			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Monterey County	0.66	0.51	0.43	0.49	0.49	0.49	0.49	
LAIF	0.39	0.39	0.39	0.36	0.36	0.33	0.29	
3 Mo T-Bill	0.02	0.02	0.07	0.08	0.10	0.07	0.06	
1 Yr T-Bill	0.11	0.09	0.17	0.22	0.16	0.15	0.16	

- The 3Mo and 1 Yr T-Bill yields are obtained from the B of A Merrill Lynch Global Bond Indices

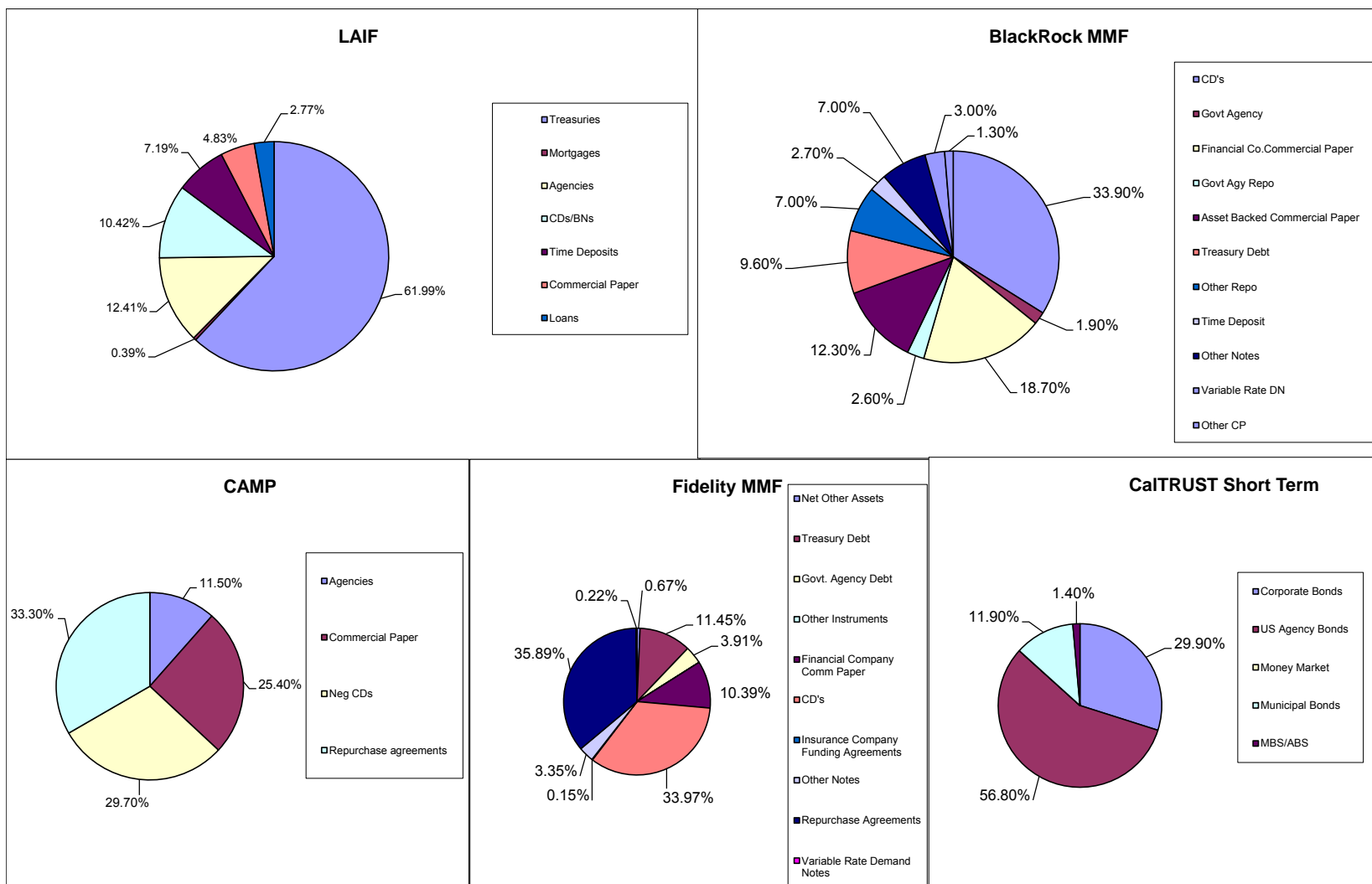


### Exhibit D Monterey County Aging Report By Maturity Date As of April 1, 2013

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
<b>Aging Interval:</b>	<b>0 days</b>	<b>( 04/01/2013 - 04/01/2013 )</b>	<b>9 Maturities</b>	319,715,931.18	32.63%	319,715,931.18	319,715,931.18
<b>Aging Interval:</b>	<b>1 - 30 days</b>	<b>( 04/02/2013 - 05/01/2013 )</b>	<b>5 Maturities</b>	50,000,000.00	5.10%	50,005,331.44	50,010,800.00
<b>Aging Interval:</b>	<b>31 - 90 days</b>	<b>( 05/02/2013 - 06/30/2013 )</b>	<b>8 Maturities</b>	80,000,000.00	8.17%	80,097,601.65	80,120,500.00
<b>Aging Interval:</b>	<b>91 - 180 days</b>	<b>( 07/01/2013 - 09/28/2013 )</b>	<b>12 Maturities</b>	120,000,000.00	12.25%	120,116,883.23	120,148,300.00
<b>Aging Interval:</b>	<b>181 - 365 days</b>	<b>( 09/29/2013 - 04/01/2014 )</b>	<b>10 Maturities</b>	90,000,000.00	9.19%	90,217,770.97	90,337,700.00
<b>Aging Interval:</b>	<b>366 - 730 days</b>	<b>( 04/02/2014 - 04/01/2015 )</b>	<b>1 Maturities</b>	5,000,000.00	0.51%	5,011,551.50	5,046,000.00
<b>Aging Interval:</b>	<b>731 - 1095 days</b>	<b>( 04/02/2015 - 03/31/2016 )</b>	<b>5 Maturities</b>	50,000,000.00	5.10%	50,000,000.00	50,131,600.00
<b>Aging Interval:</b>	<b>1096 days and after</b>	<b>( 04/01/2016 - )</b>	<b>28 Maturities</b>	265,000,000.00	27.05%	265,712,243.33	266,567,400.00
<b>Total for 78 Investments</b>					<b>100.00</b>	<b>980,877,313.30</b>	<b>982,078,231.18</b>



## Exhibit E Overnight (Liquid) Asset Distribution



\* Percent total may not equal 100 due to rounding

\* Net Other Assets may include cash and receiveables and payables related to open security or capital stock trades

	LAIF	CAMP	Fidelity MMF	BlackRock	CalTRUST Short-Term
<b>Credit Rating</b>	NR	AAAm	AAAm	NR	NR
<b>Fund Assets</b>	\$59.0 Billion	\$1.89 Billion	\$45.1 Billion	\$8.91	\$ 691 Million
<b>WAM</b>	212	44 days	59 days	53 days	453 days
<b>Percent of Portfolio Invested in Fund</b>	5.10%	8.02%	0.50%	8.80%	10.21%
<b>Fund Quarterly Return</b>	0.29%	0.16%	0.10%	0.14%	0.34%

**MPC**  
**Active Bond/Facility Projects Update**  
**May 30, 2013**

**Humanities / Old Student Services / Business Humanities** – The project is receiving State matching funds. Phase 1 (Old Student Services Building) construction has been completed. Construction on Phase 2 (Humanities Building) is significantly ahead of schedule, and the new goal for completion is August 20, 2013. Drywall is being installed and interior painting will commence shortly thereafter. Sidewalks and seat walls have been poured. Ceilings will be installed after the interior painting is completed. Electrical, mechanical and plumbing work continues. Every effort is being made to complete this project ahead of schedule.

**Life Science / Physical Science Buildings** – There are two phases in this project with the First Phase being the Life Science building which has been completed. At the Physical Science building, floor coverings have been installed. Electrical, mechanical and plumbing systems are almost completed, and testing will begin shortly. The Physical Science building is expected to be completed in July 2013.

**Swing Space** – The “Swing Space Village” is located adjacent to and south of the Theatre, and classes are being conducted in the building. The General Classrooms Building has been modified and is accommodating the Physical Science department. Planning continues on Swing Space to accommodate the Student Center and the Arts Complex. A plan has been developed to accommodate food service, book store and other departments while the Student Center is under construction. Modifications to Swing Space will begin immediately after graduation.

**Infrastructure** – Site work (lighting, parking lots, sidewalks) will be ongoing for the next few years.

**Pool/ Tennis Courts** – The project will go to bid in June 2013. It is anticipated work will commence in the summer of 2013.

**Student Center** – The project is out to bid, and bids are to be received May 30, 2013. Completion is scheduled for late summer of 2014.

**Arts Complex** – The Arts Complex project is comprised of the major renovation of the Art Studio and Art Ceramics Buildings and minor modifications to the Art Dimensional Building. Very competitive bids for this project were received May 14, 2013 resulting in the project costs to be well within budget. Construction will commence after Board approval in the summer of 2013 with completion scheduled for the summer of 2014.

**Music Building** – MPC is applying for matching State funding for the renovation of some of the existing Music buildings.

**Facilities Committee** – The Committee meets on a regular basis to review project budgets and schedules. The next meeting is scheduled for May 31, 2013.

Description	Early Start	Early Finish	2010				2011				2012				2013				2014				2015				2016				2017				2018				2019							
			Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2								
<b>Old Student Services/Humanities/Bus Humanities</b>																																														
Old Student Services Construction	JUL052011 A	FEB242012 A																																												
Humanities Construction	JAN292013 A	AUG052013																																												
Demo Business Humanities	OCT012013	FEB262014																																												
<b>Theater</b>																																														
Theater Construction	OCT032011 A	APR102013 A																																												
<b>Music</b>																																														
Music Construction	OCT032014	JUL212015																																												
<b>Life and Physical Science</b>																																														
Life Science Construction	SEP072011 A	JUN012012 A																																												
Physical Science Construction	OCT022012 A	JUN172013																																												
<b>Pool and Tennis Courts</b>																																														
Pool Construction	JUL312013	FEB282014																																												
Tennis Courts Construction	SEP252013	FEB282014																																												
<b>Student Center</b>																																														
Student Center Construction	SEP182013	JUN122014																																												
<b>Art Studio/Ceramics/dimensional/Inter. Center</b>																																														
Art Studio Constuction	SEP172013	JUN262014																																												
Art Ceramics Construction	SEP172013	JUN262014																																												
Art Dimensional Construction	JUN122014	AUG082014																																												
<table border="1"> <tr> <td>Start date</td> <td>JUN082010</td> </tr> <tr> <td>Finish date</td> <td>JUL212015</td> </tr> <tr> <td>Data date</td> <td>MAY032013</td> </tr> <tr> <td>Run date</td> <td>MAY022013</td> </tr> <tr> <td>Page number</td> <td>1A</td> </tr> <tr> <td colspan="2">© Primavera Systems, Inc.</td> </tr> </table>			Start date	JUN082010	Finish date	JUL212015	Data date	MAY032013	Run date	MAY022013	Page number	1A	© Primavera Systems, Inc.		<p style="text-align: center;"><b>Monterey Peninsula College MPC Master Project Schedule</b></p> <ul style="list-style-type: none"> <li> Early bar</li> <li> Progress bar</li> <li> Critical bar</li> <li> Summary bar</li> <li> Start milestone point</li> <li> Finish milestone point</li> </ul>																															
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