

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of January 22, 2013**

**ITEM TITLE:** Request for approval of Independent Contractor (ICC) contract addendum for Chad Thompson

**SPECIFIC BOARD ACTION REQUESTED:** APPROVAL OF INDEPENDENT CONTRACTOR CONTRACT ADDENDUM.

**ITEM SUMMARY:** THE ATTACHED ADDENDUM REQUEST IS BEING SUBMITTED FOR CHAD THOMPSON, PROGRAM DIRECTOR OF THE FINANCIAL OPPORTUNITY CENTER (FOC) AT THE MERRITT CAMPUS. THE ORIGINAL CONTRACT AMOUNT WAS FOR \$24,000.00. WE ARE REQUESTING A CONTRACT ADDENDUM IN THE AMOUNT OF 24,000.00 FOR A TOTAL CONTRACT AMOUNT OF \$49,998.00. THE NEW CONTRACT PERIOD IS FEBRUARY 2, 2013 THROUGH JUNE 30, 2013.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):** LOCAL INITIATIVE SUPPORT CORPORATION (LISC) WILL PROVIDE MERRITT COLLEGE WITH \$100,000.00, FEBRUARY 2013, TO CONTINUE SERVICES TO AID STUDENTS IN SECURING EMPLOYMENT AND OTHER FINANCIAL SUPPORT.

**BACKGROUND/ANALYSIS:** MERRITT COLLEGE WAS INITIALLY FUNDED \$150,000.00 IN 2010 TO ESTABLISH A FINANCIAL OPPORTUNITY CENTER TO PROVIDE AN ARRAY OF INTEGRATED SERVICES TO LOW-INCOME FAMILIES/STUDENTS.

**DELIVERABLES AND SCOPE OF WORK:**

- FINANCIAL LITERACY WORKSHOPS
- BENEFITS ASSISTANCE
- CAREER ASSESSMENT & JOB READINESS
- BOOK VOUCHERS
- FINANCIAL COUNSELING

**ANTICIPATED COMPLETION DATE:** JUNE 30, 2013

**EVALUATION AND RECOMMENDED ACTION:** THE GOAL IS TO ESTABLISH AND MAINTAIN CONTINUITY OF OVERSIGHT FOR ALL FOC PROGRAM ACTIVITIES AND ADHERENCE TO LISC REPORTING REQUIREMENTS. A DESIGNATED PROGRAM DIRECTOR IS CRUCIAL TO EFFECTIVE PROGRAM ADMINISTRATION AND SUCCESS. MR. THOMPSON CONTINUES TO PROVIDE A CRUCIAL ROLE IN EXECUTING THE DELIVERABLES AS OUTLINED IN THE ORIGINAL SCOPE OF WORK.

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES  \_\_\_\_\_ NO \_\_\_\_\_

**COMMENTS:** CLOSE COORDINATION HAS BEEN ESTABLISHED WITH THE FINANCIAL AID OFFICE AND CAREER CENTER TO ENSURE INTEGRATION OF SERVICES.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)**

President Norma Ambriz-Galaviz and Vice President for Student Services, Dr. Eric Gravenberg

**DOCUMENT PREPARED BY:**

Prepared by: Eric Gravenberg  
Vice President for Student Services, Dr. Eric Gravenberg

Date: 1/8/13

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Norma Ambriz-Galaviz  
President Norma Ambriz-Galaviz

Date: 1/8/13

**FINANCE DEPARTMENT REVIEW**

Finance review required       Finance review *not* required

If Finance review is required, determination is:  Approved       Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Ron Gerhard  
Ron Gerhard, Vice Chancellor for Finance and Administration

Date: 1-18-13

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required       Legal review *not* required

If Legal review is required, determination is:  Approved       Not Approved

Signature: \_\_\_\_\_  
Thuy Thi Nguyen, General Counsel

Date: \_\_\_\_\_

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda       Not Approved, but Place on Agenda

Signature: José M. Ortiz  
Dr. José M. Ortiz, Chancellor

Date: 1-15-13