

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of February 24, 2009**

**ITEM # 6**

**ITEM TITLE:**

Consider approval of Independent Contractor Agreement extension for Jose Suarez to render consulting services to Center for International Trade Development (CITD).

**SPECIFIC BOARD ACTION REQUESTED:**

**ITEM SUMMARY:**

Consider approval of Independent Contractor Agreement extension for Jose Juarez to render consulting services to Center for International Trade Development (CITD). The amount to be approved shall not exceed \$14,000. The prior contract amount of \$24,000 brings the total contract amount to \$38,000 that also will cover out-of-pocket expenses. Any new contracts submitted in the future will need approval regardless of the amount. It is anticipated that this will cover expenses for the entire fiscal year 2008-09. Any contract approval is subject to negotiation and execution by the Chancellor. The Chancellor recommends approval. The scope of work includes:

1. Meet with Cities Economic Directors to go over the EBCITD program and how to get their involvement in the EBCITD program.
2. Continue assisting with the development of an out reach program to inform and implement an international program with the Eastbay Chambers of Commerce.
3. Continue to assist with promoting and implementing the program in the services areas of the EBCITD, which include the following counties Alameda, Contra Costa, Napa, and Solano.
4. Continue to assist in developing MOU's with the international organizations in the Bay Area to promote the services, programs and events of the EBCITD.
5. Assist with the implementation of the export/import buyer missions.
6. Continue to assist in the development of a plan to integrate a more comprehensive international student program into the EBCITD program.
7. Maintain working level agreements with the regional and international statewide service provider
8. Assist with the implementation SB 70 the Youth International Entrepreneur program
9. Assist with international industry sector analysis and other international research projects.
10. Assist in providing Trade consulting.
11. Represent the EBCITD at conferences and seminars

**BACKGROUND/ANALYSIS:**

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:**

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

Center for International Trade Development (CITD)

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

YES \_\_\_\_\_ NO   X  

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Directors Jose Dueñas and Jacob Ng

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM?** YES \_\_\_\_\_ NO   X  

         IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.

(\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

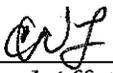
**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by:   
Carmen N. Fairley, Staff Services Specialist

Date: 2/19/09

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Jacob Ng   
Jacob Ng, Associate Vice Chancellor of International Affairs

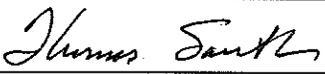
Date: 2/29/09

**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:       Date: 2/23/09  
Thomas Smith, Vice Chancellor for Finance and Administration

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

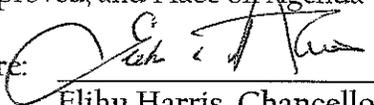
Legal review required       Legal review *not* required

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

Signature: \_\_\_\_\_      Date: \_\_\_\_\_  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature:   
Elihu Harris, Chancellor

Date: 2/20/09