

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of April 21, 2009

ITEM # 7

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*
Contract Approval for Growth Sector, Inc. – Laney College

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of a contract for Growth Sector, Inc., a non-profit corporation, in the amount of \$109,620 for performing employer outreach, on-the-job (OJT) training program development, and OJT case management for the Oakland Green Jobs Corp program.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM)*

Growth Sector, Inc. will provide services as identified in and as part of the Peralta District/Laney College proposal to the City of Oakland for the Oakland Green Jobs Corp project. Specifically, Growth Sector, Inc. will provide outreach to Bay Area employers and develop OJT training slots for participants who complete Laney College's advanced green technology curriculum designed for the City of Oakland program. Growth Sector, Inc. will develop 20 OJT positions for program participants, interview and match program applicants with the positions, develop OJT specifications with employers, monitor students during OJT participation, and ensure permanent placement of at least 15 participants.

BACKGROUND/ANALYSIS:

The scope and budget for Growth Sector's work was developed as part of the proposal development and contract negotiation process with the City of Oakland for the Oakland Green Jobs Corp program. Growth Sector's deliverables include employer outreach, OJT development, OJT case management, and final placement of students. 66% of Growth Sector's budget is for direct payments to employers for OJT reimbursements. The balance of \$37,620 is to perform all of the services associated with the contract.

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

APPROVAL

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

NATIONAL SCIENCE FOUNDATION – CATEGORICAL FUNDS – NO FISCAL IMPACT

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

YES _____ No XX

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

PETER CRABTREE, DEAN OF CAREER AND TECHNICAL EDUCATION, LANEY COLLEGE

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: Peter [Signature]
[Enter Your Name and Title of Individual]

Date: 4/10/09

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: [Signature]
[Enter Name of College President, (if originating from a college), or Vice-Chancellor or Manager (if originating from the District), and Title of the Individual]

Date: 4/14/09

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: [Signature] Date: 4.14.09
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: [Signature]
Elihu Harris, Chancellor

Date: 4/15/09

**Scope of Work
Growth Sector, Inc.
For
Oakland Green Jobs Corp Community Training Program**

Background

The Oakland Green Jobs Corp program is funded through a performance contract for Peralta District/Laney College with the City of Oakland. The program consists of the following sequential elements: (1) outreach, recruitment, screening and selection of participants; (2) pre-training in preparation for the skilled trades, basic skills, life skills; (3) advanced Laney College classroom training in green career technical skills; (4) on-the-job training with employers; (5) placement into unsubsidized employment or apprenticeships.

Growth Sector Role and Scope

Growth Sector is tasked with delivery of four key programmatic elements: (1) employer outreach and development for 20 employer-sponsored OJT sites; (2) negotiation with employers to execute OJT contracts for 20 participants; (3) case management during OJT activity; and (4) placement and 90-day retention of 15 participants in permanent jobs by the end of the program.

Payment Plan

Using a performance contracting approach, Growth Sector will bill for three categories of activities plus the direct cost of OJT contracts:

Activity #1. Up to \$12,540 for employer outreach and recruitment for OJT participation to provide demonstrated commitments for 20 OJT slots billed at \$627 per OJT slot

Activity #2. Up to \$12,540 for placement of 20 participants into OJT slots billed at \$627 per placement

Activity #3. Up to \$12,540 for retention of 15 participants for 90 days on the job after completion of OJT billed at \$836 per retained participant

Cost recovery for 20 OJT slots. Payments to recover direct expenses for OJT employer reimbursements up to an amount not to exceed \$72,000 with an average cost of \$4,570 per OJT slot

Total contract not to exceed \$109,620