

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of April 27, 2010

ITEM # 9

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*

Consider Approval of Independent Contractor Agreement Extension for Spiral Facilitation to Render Project Management Consulting Services for Clean Energy Educational Programs at Laney College
Presenter: Laney College Interim President Webb

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of an independent contractor agreement extension for Spiral Facilitation in the amount of \$27,000 for performing project management services for Laney College's Clean Energy education and training programs. The prior contract amount was \$24,950. Increasing the contract amount by \$27,000 brings the total contract amount for the fiscal year to \$51,950. The scope of work for Spiral Facilitation provides management services for the implementation of Laney's ARRA-funded Clean Energy grants from the Employment Development Department and the California Energy Commission. Spiral Facilitation will perform the following management services: develop strategic planning documents for ongoing grant planning and implementation; facilitate ongoing strategic relationships with the City of Oakland, community agencies, and industry partners; prepare detailed scheduling strategies for training program participants in residential energy efficiency, energy auditing, and sales and customer service for the residential sector; develop strategies for development of field-based learning opportunities for trainees; develop cost projections for implementation of various project components; prepare reports documenting program activities and outcomes.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM)*

Spiral Facilitation will provide management support for Clean Energy education and training programs at Laney College. Services include strategic planning, master schedule development, budget analysis, report generation, and management of strategic partnerships.

BACKGROUND/ANALYSIS:

The scope and budget for Spiral Facilitation were developed and identified as part of Laney's ARRA Clean Energy Workforce Training Program grant.

ALTERNATIVES/OPTIONS: NONE

EVALUATION AND RECOMMENDED ACTION: APPROVAL

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

ARRA FUNDING FROM CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT AND CALIFORNIA ENERGY COMMISSION – 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?

DR. ELNORA T. WEBB, ACTING PRESIDENT, LANEY COLLEGE

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:  Date: 4/19/10
Peter Crabtree, CTE Dean, Laney College

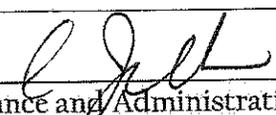
DOCUMENT PRESENTED AND APPROVED BY:
Presented and approved by:  Date: 4.20.10
Dr. Elnora T. Webb, Acting President,
Laney College

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: 4/21/10
Finance and Administration

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

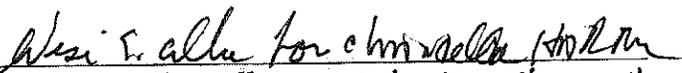
Legal review required Legal review not required

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:  Date: 4/20/10
Elihu Harris, Chancellor Interim Chancellor