

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of November 9, 2010**

ITEM # 13

ITEM TITLE: *Independent Contractor Agreement for Civicorps Schools*

Consider Approval of Contractor Agreement for Growth Sector, Inc. to provide on-the-job training for Oakland Green Jobs Corps participants.

Presenter: Vice Chancellor Deborah Budd

**SPECIFIC BOARD ACTION REQUESTED:**

Consider approval of an independent contractor agreement for Civicorps Schools a Bay Area non-profit organization, in the amount of \$24,000 to provide on-the-job training for Laney College's Oakland Green Jobs Corps training program participants. The scope of work for Civicorps Schools focuses on OJT for supervisors in various components of the organization including the recycling program and other field services. Up to eight participants will be placed. The contract provides for reimbursement of 50% of wages and benefits up to a dollar amount of \$3,000 per participant in an OJT activity.

**ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)**

Civicorps will provide on-the-job internships for up to eight participants in the Oakland Green Jobs Corps program at Laney College.

**BACKGROUND/ANALYSIS:**

The scope and budget for Civicorps Schools were developed and identified as part of Laney's Oakland Green Jobs Corps contract with the City of Oakland.

**ALTERNATIVES/OPTIONS: NONE**

**EVALUATION AND RECOMMENDED ACTION: APPROVAL**

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): CITY OF OAKLAND SPECIAL FUNDS AWARDED THROUGH COMPETITIVE CONTRACT- CATEGORICAL FUNDS - NO FISCAL IMPACT**

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

YES \_\_\_\_\_ No XX

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

Vice Chancellor Deborah Budd

**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: \_\_\_\_\_

Vice Chancellor Deborah Budd

Date: 11-2-10

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: \_\_\_\_\_

Vice Chancellor Deborah Budd

Date: 11-2-10

**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: \_\_\_\_\_

Vice Chancellor for Finance and Administration

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

**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 T. Nguyen, General Counsel

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

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda

Not Approved, but Place on Agenda

Signature: \_\_\_\_\_

Wise E. Allen, Chancellor

Date: 11/3/10

Scope of Work  
Civicorps Schools, Inc.

Civicorps Schools, Inc. will contract with the Peralta Community College District to provide Field Supervisor Internships for Oakland Green Jobs Corps graduates. It is hoped that the internship trainees will be retained by Civicorps as permanent employees. All interns will be Oakland residents. Civicorps will be reimbursed for 50% of wages and employer-paid fringe benefits (at 23% of wage) for up to 8 participants for up to \$3,000 per participant. Reimbursement will be initiated based upon documentation of actual wages and fringe benefits. Wages will range from approximately \$16.82 to \$24.03 per hour per trainee. Total contract will not exceed \$24,000, and payments will be contingent upon presentation of detailed intern wage and employer contribution records.

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*ref*



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- CONTACT US

## Programs

Our Programs      Civicrops Academy      Field Academy  
Recycling Program      Civic Justice Corps      Elementary School



## Recycling Program

Overview > Our Crews > Customers > Contact

### Overview

We service more than 150 public and private accounts throughout the San Francisco Bay Area. Employers look to Civicrops Schools for knowledgeable, reliable, and well-trained recycling employees.

The Recycling Services Team diverts approximately 300 tons of recyclable materials every year.

Our students learn job skills and environmental responsibility while working towards their high school diploma or GED. Corpsmembers manage all recycling operations including collection, sorting, and marketing.

### Our Services

Our recycling crews provide scheduled collection services to cities, businesses, universities, schools, parks, marinas, and non-profit organizations.

- We collect recyclables and litter;
- We serve both public and private accounts;
- We service any type of event including community events, fairs, concerts, and sporting events.

### What do we recycle?

The standards: Bottles, cans, plastics, fibers, cardboard, and bulk paper.

The new: Building materials and e-waste.

Learn how you can [Hire a Crew](#).

### Thank you, Partners and Funders

Alameda County Waste Management Authority  
[www.stopwaste.org](http://www.stopwaste.org)

Anheuser-Busch Companies  
[www.anheuser-busch.com](http://www.anheuser-busch.com)

Department of Conservation Division of Recycling  
[www.bottlesandcans.com](http://www.bottlesandcans.com)

Norcal Waste Systems, Inc.  
[www.norcalwaste.com](http://www.norcalwaste.com)

*"I've learned a lot as a recycling intern. Most importantly, respect for others and how to teach people how much recycling means to the world."*

*-- Recycling Services "In-house" Intern*



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## Hire a Crew



### Hire a Crew

#### About Our Crews

Our crews are supervised groups of responsible, well-trained young adults. Our goal is 100% customer satisfaction.

- Hire us for a wide variety of projects--large or small, urban or natural;
- Hire us for a one-time project or to arrange on-going service;
- Hire us because our rates are competitive;
- Hire us to support youth who are trying to turn their lives around;
- Hire us for our excellent service.

#### Field Work Services

We offer a wide variety of field service work. You can hire us to paint over graffiti, install park equipment, or clean up playgrounds. Experts lead field crews to perform professional landscaping. Our crews clean up watersheds and install and maintain park trails. If you have a natural or urban field project in mind, chances are we can do it. [View a list of our happy customers.](#)

Questions? Please contact the [Field Academy Contracts Manager](#), at (510) 992-7800.

#### Recycling Services

We offer a wide variety of recycling services. You can hire us to handle litter pick-up and recycling services for your next public or private event. We have experience handling recycling for community events, fairs, concerts, and sporting events. Organizations hire us to provide regularly scheduled recycling pick up. We even handle building material and e-waste recycling. [View a list of our happy customers.](#)

Questions? Please contact the [Recycling Program Manager](#), at (510) 625-2090.

#### Ready to Hire a Crew?

Please download the Service Request Form in Adobe Reader [PDF \(30KB\)](#) or Microsoft Word [DOC \(60KB\)](#) format and [return by mail or fax](#). We will respond within 2 business days.

*Thank you for supporting Civicorps Schools!*

*"I wholeheartedly support your program and look forward to a long-term partnership. Your staff is always courteous and professional. The collection of our recycling is reliable, and the containers are always clean."*

*— Mary Pepple, Residence Hall Manager, UC Berkeley*