

## Board of Trustees Agenda Report

For the Trustee Meeting Date of Tuesday, December 6, 2011

**ITEM TITLE:** *(Please define the subject; e.g., change order – Berkeley City College)*  
Independent Contractor Agreement Extension—Laney College, for EcoVision Consulting

### **SPECIFIC BOARD ACTION REQUESTED:**

Consider Approval of Independent Contractor Agreement Extension for EcoVision Consulting to Render Green Building Educational Program Support Services for Laney College's Employment Development Department Green Jobs Training Program and to provide content for the website for the Academic Affairs Unit of the College.

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

Requesting Board action on independent contractor agreement extension for EcoVision Consulting in the amount of \$32,825 for green building educational support services for Laney College's Employment Development Department Green Jobs Training Program and to provide content for the website for the Academic Affairs Unit of the College.. The prior contract amount was \$24,975. Increasing the contract amount by \$32,825 brings the total contract amount for the fiscal year to \$57,800.

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

Funding Source: Federal Workforce Investment Act (WIA) funds via the California Employment Development Department Green Jobs Grant, categorical funds, and the revenue brought in from the Laney College Carnival - with no fiscal impact on Peralta.

### **BACKGROUND/ANALYSIS:**

The proposed contract extension will allow the Laney Green Jobs Training Program a successful completion of deliverables for the second project year. As we are now becoming the recipient of additional federal ARRA and WIA funding via the EDD grant extensions, accordingly, timely completion of all existing grant deliverables is critical. EcoVision Consulting's scope of work addresses EDD Green Jobs Grant Project Work Plan Objectives, including Start Up, Outreach and Recruitment, Assessment and Enrollment, Training and Education, Work Activities, as well as Job Placement, Retention and Tracking.

The contract extension will also allow for the Laney College Office of Academic Affairs website to be brought up to date and be made more useful for the many students and faculty whom depend on it.

### **DELIVERABLES/SCOPE OF WORK:**

EcoVision Consulting provides management services for the implementation of Laney's Green Jobs Education programs. EcoVision Consulting performs services for Laney's Green Jobs Program, including:

- Research and provision of information and data to Green Jobs Program and instructional staff, on:
  - Current and emerging green building technologies, materials, and techniques
  - Related US and International Green Jobs' technical education training programs to identify best practices and instructional trends
  - Latest and emerging green building codes as well as current and pending local, state, and federal legislation impacting Green Building and Green workforce development
  - Current and emerging trends in Green Building employment and industry demands
- Green Jobs Program database development/implementation and management as well as instructional materials including:
  - On-line student application and intake as well as student and alumni community, including job aggregator
  - On-line feedback systems to ensure capture employer, adviser, student, and instructor of feedback
  - Instructors' materials, including curriculum documentation as well as instructional videos and PowerPoints
  - Professional development and enrichment workshop/field labs design and facilitation
  - Technical support for Green Jobs Program and Instructors
- Development and upkeep of Green Jobs Program webpage content and outreach materials as well as direct partner and community outreach
  - Design outreach materials for program and individual courses and training cohorts

- Conduct direct employer and community-based organization outreach
- Support Green Jobs Program Grant reporting
  - Compile and organize background data sections, including solar and energy efficiency supply acquisitions
  - Assist with detail management and the compilation and updating of grant components.
  - Content for the Laney College Office of Academic Affairs website.

ANTICIPATED COMPLETION DATE: 30 June 2012

ALTERNATIVES/OPTIONS: None

EVALUATION AND RECOMMENDED ACTION: Approval

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

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

COMMENTS: Thank you very much for the Board's time and consideration.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? Vice Chancellor of Ed Services, Dr. D. Budd

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

**DOCUMENT PREPARED BY:**

Prepared by: Elfiora Webb by ve  
[Dr. Elfiora T. Webb, President of Laney College]

Date: 11/30/11

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Deborah Budd  
[Dr. Deborah Budd, Vice Chancellor of Educational Services]

Date: 11-29-11

**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 by ve  
Ron Gerhard, Chief Financial Officer

Date: 11/30/11

**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  
Wise E. Allen, Chancellor

Date: 11/30/11