

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 12, 2013

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

Consider Approval of Services as Independent Contractor with Sharon Schuyler for the Alameda One Stop Career Center at College of Alameda **Presenter: President Jackson**

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of services as independent contractor with Sharon Schuyler in an amount not to exceed \$43,192.00 for the Alameda One Stop Career Center at College of Alameda.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

Ms. Schuyler will provide independent contractor services to the Alameda business community including connecting COA students and community members to local employment and setting up on site employer recruitment events. She will also coordinate the annual COA Spring Job Fair.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

No college or district general fund budgetary impact. All services performed by the independent contractor will be for grant identified activities funded through external grant funding sources in the area of employment and workforce development.

BACKGROUND/ANALYSIS:

The Alameda One Stop Career Center, only one of two One-Stop Career Centers in the East Bay which is located on a college campus, started operating in March 1997 in cooperation with the City of Alameda and the Alameda Private Industry Council (now Workforce Investment Board) in order to meet the employment needs of residents and employers in the city of Alameda. The Alameda One Stop Career Center is part of EastBay Works, a network of employment services throughout Alameda and Contra Costa Counties.

Ms. Schuyler's current independent contractor service contract with the Alameda One Stop Career Center, funded by the Alameda County Workforce Investment Board, is for \$24,192. An additional augmentation of funding in the amount not to exceed \$19,000 from February 1, 2013 through June 30, 2013 would bring the total contract amount to not exceed \$43,192 for the entire fiscal year.

DELIVERABLES AND SCOPE OF WORK:

See attached documents.

ANTICIPATED COMPLETION DATE:

June 30, 2013

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

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

YES _____ No X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)

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

DOCUMENT PREPARED BY:

Prepared by: _____
Michael Goldberg, Site Manager Alameda One Stop Career Center

Date: 01/31/13

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: _____
DR. JANNETT JACKSON

Date: _____

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, 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 Thi Nguyen, General Counsel

Date: _____

CHANCELLOR'S OFFICE APPROVAL

____ Approved, and Place on Agenda

____ Not Approved, but Place on Agenda

Signature: _____
Dr. José M. Ortiz, Chancellor

Date: _____