

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 10, 2013

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

Consider approval of a contract augmentation for Larry Chang in the amount of \$21,000, (total contracted amount increased to \$43,000 for the fiscal year) for project management services for the National Science Foundation Advanced Technology Education (ATE) grant, in fulfillment of project objectives for the Laney College National Center for Building Efficiency for a Sustainable Tomorrow (BEST Center).

SPECIFIC BOARD ACTION REQUESTED:

Laney College is requesting approval of a contract augmentation for Larry Chang, BEST Center project manager, in the amount of \$21,000, (total for the fiscal year is \$43,000), funded by the National Science Foundation Advanced Technology Education (ATE) grant, to support activities of the Laney College National Center for Building Efficiency for a Sustainable Tomorrow (BEST Center).

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

On behalf of the BEST Center, Mr. Chang will provide management services in program marketing, communication, and organization of instructor workshops and resources; in addition, Mr. Chang will help to review curriculum documentation and represent the BEST Center at various industry-related and academic events.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

NATIONAL SCIENCE FOUNDATION – NO IMPACT ON GENERAL FUND

BACKGROUND/ANALYSIS:

Mr. Chang has provided project management services to Laney for the National Science Foundation efforts from 2010 to 2012. He has provided project management services for professional development activities, website development, social media, and annual reporting requirements.

DELIVERABLES AND SCOPE OF WORK:

The contract will consist of the following deliverables:

- Facilitation of communications between PI, co-PIs, faculty, and industry advisors assisting BEST Center.
- Marketing and communications to enhance BEST Center's visibility among community colleges, professional and industry-related organizations, public agencies, and other national institutions aligned with the Center's mission.

- Review model curriculum development and documentation for national dissemination on building automation systems, sustainable facilities operations, energy auditing, and energy management.
- Provide management support annual reporting of Center activities and representation at various industry-related and academic events.

ANTICIPATED COMPLETION DATE:
JUNE 30, 2014

ALTERNATIVES/OPTIONS:

None

EVALUATION AND RECOMMENDED ACTION:

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

YES _____ **NO** _____

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (PRESIDENT OF LANEY COLLEGE)

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

DOCUMENT PREPARED BY:

Prepared by: Peter Crabtree Date: Nov. 20, 2013
 Dean of Career & Technical Education, Laney College

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Elnora T. Webb Date: November 21, 2013
 President, Laney College

FINANCE DEPARTMENT REVIEW

_____ Finance review required X Finance review *not* required

If Finance review is required, determination is: _____ Approved _____ Not Approved

If not approved, please give reason: _____

Signature: Susan Rinne
Susan Rinne, Chief Financial Officer

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: José M. Ortiz
Dr. José M. Ortiz, Chancellor

Date: _____