

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report

For the Trustee Meeting Date of March 11, 2014

ITEM TITLE:

ICC Extension for Walnut Creek Steno Captioning to provide services to Merritt College DSPS Deaf Student, adding a late start Spring 2014 semester class.

SPECIFIC BOARD ACTION REQUESTED:

Request for Board approval for third extension of services provided by Independent Contractor/Consultant, Walnut Creek Steno Captioning.

ITEM SUMMARY:

Walnut Creek Steno Captioning, Lee McCarthy, will provide continued Real Time Captioning services for Merritt College DSPS Deaf student, who added a Spring 2014 late start class.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

DSPS/Merritt College General Restricted Funds (Projects 1051/CTE and 1060/DSPS)
Total contracted amount of ICC No. 17703 for 2013-14 fiscal year \$36,263.00.

Contract 17703	= \$10,000 approved 9/2013
Addendum 1	= \$ 1,263 approved 12/2013
Addendum 2	= \$21,000 approved 1/2014
Addendum 3	= \$ 4,000 pending approval

BACKGROUND/ANALYSIS:

Deaf Students will require verbatim transcripts of college lectures in the Spring 2014 semester.

DELIVERABLES AND SCOPE OF WORK:

Walnut Creek Steno Captioning, Lee McCarthy, will provide real captioning for all class lectures for deaf students through Merritt College in the Fall 2013 and Spring 2014 semesters.

ANTICIPATED COMPLETION DATE:

May 23, 2014

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

Approval of Independent Contractor Agreement Second Extension for Walnut Creek Steno Captioning to render services for DSPS Deaf Students, Merritt College.

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: Ronald Nelson Date: 2/3/14
[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Norma Ambriz-Galaviz Date: 2/3/14
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

FINANCE DEPARTMENT REVIEW

X Finance review required _____ 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, Interim Vice Chancellor for Finance and Administration

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

X Legal review required _____ Legal review *not* required

If Legal review is required, determination is: X Approved _____ Not Approved

Signature: Thuy Thi Nguyen, General Counsel
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda

Not Approved, but Place on Agenda

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