

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of March 10, 2015

ITEM TITLE:

Consider Approval of an Independent Contractor Agreement for Carlos Santamaria (dba CEES Advisors) for project management services to be provided for a contract between Laney College/Peralta and Southern California Edison to work with statewide industry advisors, identify skill gaps, and provide training for high performance building professionals.

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of an independent contractor agreement for Carlos Santamaria (dba CEES Advisors) in an amount not to exceed \$90,000 for project management services to be provided for a contract between Laney College/Peralta and Southern California Edison to work with statewide industry advisors, identify skill gaps, and provide training for high performance building professionals.

Funding Source: Categorical funds – Contract with Southern Cal Edison

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

Carlos Santamaria (dba CEES Advisors) specializes in providing Energy and Sustainability Services within California and internationally. He is a BOMA International certified RPA and a LEED AP. He will be working with faculty and administration at Laney College to support the development of curriculum and pilot training for High Performance Building Professionals. Mr. Santamaria will be tasked with developing a statewide industry advisory board and conducting a needs analysis for incumbent workers in the high performance building sector. Santamaria will interact with the investor owned utilities in the state to support the project and recruit participants for the Laney-based incumbent worker training. Santamaria's contract will be set at \$90,000 for the project.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): NONE; CATEGORICALLY FUNDED THROUGH SO. CAL EDISON CONTRACT

BACKGROUND/ANALYSIS:

Mr. Santamaria is part of a team comprised of Laney College faculty and administrators focused on developing skill standards criteria for high performance building professionals, conducting skills gap analysis with industry advisors, and supporting the development and delivery of pilot training by Laney faculty. The pilot training will lead to statewide replication of the model curriculum developed at Laney. The scope of the project supports the objectives of the Sector Navigator for Energy and Utilities of the California Community

Colleges State Chancellor's Office as well as the work of the National Science Foundation BEST National Center of Advanced Technological Education based at Laney College.

DELIVERABLES AND SCOPE OF WORK:

Services to be provided by Mr. Santamaria include the following:

- Coordinate the development of a statewide industry advisory board for the project
- Plan and conduct several focus groups with industry advisors to define the skills needed by high performance building operations professionals
- Plan and conduct focus groups with industry advisors to identify skill gaps of incumbent workers in the high performance building sector
- Coordinate advisory group review and approval of curriculum developed at Laney College to address incumbent worker skill gaps
- Coordinate recruitment of incumbent workers for training to be conducted at Laney College
- Develop a strategy for a certification in the field for incumbent workers
- Coordinate the development of a plan for expansion of the program statewide led by Laney faculty through a train-the-trainers program

ANTICIPATED COMPLETION DATE:

April 30, 2016

ALTERNATIVES/OPTIONS:

None

EVALUATION AND RECOMMENDED ACTION:

Approval

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

YES _____ NO XX

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

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

DOCUMENT PREPARED BY:

Prepared by: Peter L. Crabtree, Dean

Date: 2-25-15

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Elnora T. Webb, President

Date: 2-25-15

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: _____ Date: _____
Susan Rinne, Interim Vice Chancellor for Finance and Administration

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 Date: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: José M. Ortiz Date: 2/26/15
Dr. José M. Ortiz, Chancellor