

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of April 14, 2015**

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

Consider Approval of Contract addendum to increase Independent Contractor Agreement with Jack Tyler in the amount of \$ 11,040

**SPECIFIC BOARD ACTION REQUESTED:**

Consider Board ratification of a contract addendum to extend Independent Contractor Agreement number 16924 for Jack Tyler in the amount of \$11,040. Currently, Mr. Tyler provides Alameda County Workforce Investment Board mandated services to clients in the North Cities area. Mr. Tyler's service contract with the One Stop Career Centers, funded by the Alameda County Workforce Investment Board, is for \$ 24,960 through June 30, 2015.

This request is to increase the contract by \$ 11,040 to provide workforce employment services under a subcontract with the International Rescue Committee (IRC). The Interim Director, Workforce Systems is requesting this increase to bring the total amount for contractor to \$ 36,000 for services through 06/30/2015.

**ITEM SUMMARY: AUGMENTATION OF FUNDS TO PROVIDE EMPLOYMENT SERVICES ON INTERNATIONAL RESCUE COMMITTEE (IRC) SUB-CONTRACT**

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): INTERNATIONAL RESCUE COMMITTEE**

**DELIVERABLES AND SCOPE OF WORK:**

- Works one-on-one with IRC referred clients to match them to suitable job openings and assist with the job search process.
- Lead employment related workshops such as Job Search Process, Resume Writing and Job Club.
- Maintains accurate, up-to-date case notes and files on all clients.
- Represents the Alameda / North Cities One Stop Career Centers at required monthly partner meetings.
- Liaison with Alameda / North Cities One Stop staff to assist with job placement activities

**ANTICIPATED COMPLETION DATE:**

**CONTRACT PERIOD IS THROUGH JUNE 30, 2015**

**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, Interim Director, Workforce Systems March 31, 2015  
[Enter Here - Your Name and Title of Individual]

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: President Joi Lin Blake Date: April 3, 2015  
[Dr. Joi Blake, College of Alameda]

**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, Interim Vice Chancellor for Finance and Administration

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

\_\_\_\_\_ Legal review required  X  Legal review *not* required

If Legal review is required, determination is: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

Signature: \_\_\_\_\_  
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