

Randolph Belle Consulting Services
Addendum to Independent Consulting Contractor Agreement
Summary Scope of Work

April 30, 2015

This addendum to Independent Consulting Contractor Agreement with Randolph Belle Consulting Services (Consultant) outlines the scope of work for specialized marketing and communications services above and beyond the tasks for which, Contractor is currently under contract. Additional services include the design, layout and print supervision of the 2015-2017 Laney College Catalog, an approximately 400-page document. Additional services related to the production of the catalog include photography, photo manipulation and print supervision services, along with participation in regular meetings and interaction with the Laney College Catalog Committee.

Reporting to the College President and Vice President of Instruction, the Consultant shall also take direction from the Office of the President and Vice President of Instruction as necessary on several key areas of outreach including the production of advertising, collateral material and electronic communication.

The amount of the contact addendum shall not exceed \$12,500, and the contract will expire on June 30, 2015. Services are provided at the rate of \$75/hour.