

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of December 8, 2015**

**ITEM TITLE:** Requesting Approval and acceptance of Addendum#1 to Independent Contractor Agreement #15672 with Birch Early.

**SPECIFIC BOARD ACTION REQUESTED:**

Requesting Approval and acceptance of Addendum #1 to Independent Contractor Agreement# 15552 with Birch Early effective September 14, 2015 through June 30, 2016. The amount to be approved shall not exceed \$47,000.00

**ITEM SUMMARY:** Ms. Early's original contract, ICC#15672 was for the duration of September 14, 2015 through December 31, 2015. We are requesting an increase and extension of the original contract. Ms. Early will continue to provide services that meet the objectives of the CPT and Work-based Learning grants during the period of September 15, 2015 through June 30, 2016.

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

Career Pathways Trust Grant (\$17,000)  
2-11-252-5105-601200-1075-00  
Work-Based Learning Grant (\$30,000)  
2-11-252-5105-1-601200-1084-00

**BACKGROUND/ANALYSIS:**

**DELIVERABLES AND SCOPE OF WORK:**

**ANTICIPATED COMPLETION DATE:**

**JUNE 30, 2016**

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:**

Approval and acceptance of Addendum #1 to Independent Contractor Agreement# 15672 with Birch Early for services effective September 14, 2015 through June 30, 2016 in the not-to-exceed amount of \$47,000.00, is recommended.

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

YES \_\_\_\_\_ No \_\_\_\_\_

**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: Dr. Joi Blake Date: \_\_\_\_\_  
[Enter Here - Your Name and Title of Individual]

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Joi Blake Date: \_\_\_\_\_  
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

**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: \_\_\_\_\_  
Ron Little, 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: \_\_\_\_\_  
                 Nitasha Sawhney, Acting General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature:   Jowel Laguerre    
                 Jowel Laguerre, Chancellor