

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of July 12th, 2016

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

Independent Contractor/Consultants (ICCs) for Alameda and Berkeley One Stop Career Centers for PY2016-17.

SPECIFIC BOARD ACTION REQUESTED:

Review, consider and approve extension for ICCs to staff Alameda and Berkeley One Stop Career Centers

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

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

GENERAL FUNDS

At the Board Meeting one June 14th 2016, the contract award with the Alameda County Workforce Investment Board (ACWIB) was reviewed and accepted. The ACWIB will contract the Alameda and Berkeley One-Stop Career Centers contract with PCCD in PY2016-17. The funding award is \$278,378 for WIOA Adult Services and \$437,920 for WIOA Dislocated Worker Services, totaling \$716,298 commencing July 1st 2016 and ending June 30, 2017.

2-11-243-5105-1-647000-1138-00 WIOA – Adult – 39%
2-11-243-5105-1-647000-1138-01 WIOA – Dislocated Worker – 61%

BACKGROUND/ANALYSIS:

Independent Contractors/Consultants (ICCs) perform Case Management, Job Development, and Greeter functions for the Alameda and Berkeley One Stop Career Centers. The attached requests are for the program year beginning July 1st, 2016 and ending June 20th, 2017:

- Aram Attarian, Job Developer (part-time) – Alameda – Vendor #0000603840
- Kathleen Cavanagh, Greeter (part-time) – Alameda – Vendor #0000727980
- Debra Dye, Job Developer (part-time), Berkeley – Vendor #0000732268
- Lubna Hanif, Career Services Specialist (part-time) – Alameda – Vendor #0000732441
- Owen Hershey, Case Manager – Berkeley – Vendor #0000731053
- Stephanie Green, Career Services Specialist (part-time) – Berkeley – Vendor #0000728775
- Anh Ngoc Hoang, Greeter (part-time) – Berkeley – *Vendor number request in process*
- Susie O’Bryant / Our Tiny Planet, Workshop Leader (part-time) – Alameda and Berkeley – Vendor #0000731487

DELIVERABLES AND SCOPE OF WORK:

Please see attached contracts forms, requests, scope of work and related budget documents.

ANTICIPATED COMPLETION DATE:

This request will renew contracts for existing ICCs and replace vacated ICC roles for the One Stop Career Centers effective 7/1/2016 through to 6/30/2017.

ALTERNATIVES/OPTIONS:

None. Without staffing to operate the center and serve clients, the Career Centers at CoA and Berkeley would need to reduce hours of operation and/or close entirely on certain days, which would adversely impact contracted performance benchmarks.

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: Drew Douglass, Director of Workforce Systems
[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Yashica Crawford
[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: X Approved _____ Not Approved

If not approved, please give reason: _____

Signature: Ron Little
 Ron Little, Vice Chancellor, 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: _____
Nitasha Sawhney, Acting General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Dr. Jowel C. Laguerre
Dr. Jowel C. Laguerre, Chancellor