

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of October 18th, 2016

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

Change Order: College of Alameda for Owen Hershey, ICC

SPECIFIC BOARD ACTION REQUESTED:

Review, consider and approve Change Order for Owen Hershey, ICC

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

2-11-241-5105-1-647000-1138-00 WIOA – Adult – 39%
2-11-241-5105-1-647000-1138-01 WIOA – Dislocated Worker – 61%

BACKGROUND/ANALYSIS:

Owen Hershey is an Independent Contractor / Consultant (ICC), a Career Services Specialist at the One Stop Career Center at the College of Alameda. They have utilized almost all of their hours, and will run out before the end of the fiscal year, which would cause service delivery issues, and if delayed too long, potential sanctioning of the contract. This request is to increase the contract by \$45,304 to continue to provide services, bringing the total contract amount to \$70,224. The existing contract is in effect through 06/30/2017. The original contract amount was \$24,920. The costs from Owen's extension will be allocated to the Alameda County Workforce Development Board (ACWDB) contract (fund 1138).

Please note that financially, it is important that this proceed; Peralta has been advised by the ACWDB to expend these funds fully. There has been a history that we have not done so, where other CBOs and Community Colleges in the area consistently have. Also, this current year, the ACWDB has noted that we have had staffing shortfalls that other vendors have not. Additionally, these roles are critical for us to meet contract performance benchmarks, and the consequences are more severe under WIOA than it was under WIA (including possible sanctioning of the contract). Therefore, it is critical that we move forward with the ICCs as we have planned for the 2016-17 program year.

Owen Hershey has over 15 years of experience in Workforce Development. For several of those years, he had been a Site Manager, running a career center in Berkeley for a local CBO. Owen has shown a solid level of performance working as an ICC for PCCD that is commensurate with his reputation in the field.

DELIVERABLES AND SCOPE OF WORK:

Please see attached Scope of Work

ANTICIPATED COMPLETION DATE:

This change order will extend the ICC through to 6/30/2017

ALTERNATIVES/OPTIONS:

None, without adequate staffing, the Berkeley Career Center would need to close on certain days.

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. White
[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 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: Dr. Jowel C. Laguerre
Dr. Jowel C. Laguerre, Chancellor