



# The Board of Governors of the California Community Colleges

PRESENTED TO THE BOARD OF GOVERNORS

DATE: March 21-22, 2016

SUBJECT: Approval of Contracts and Grants		Item Number: 2.1
		Attachment: No
CATEGORY:	Executive	TYPE OF BOARD CONSIDERATION:
Recommended By:	 Erik Skinner, Deputy Chancellor	Consent/Routine
Approved for Consideration:	 Brice W. Harris, Chancellor	First Reading
		Action <input checked="" type="checkbox"/>
		Information <input type="checkbox"/>

**ISSUE:** This item presents contracts and grants for approval.

**BACKGROUND:** The Procedures and Standing Orders of the Board of Governors (Sections 318 and 319) require the chancellor to receive board approval before entering into contract or grants (or amendments of contracts or grants) which are: in excess of \$100,000; or over three years in duration; or with respect to consulting services, in excess of \$50,000.

For each board meeting, staff prepares a summary of all currently proposed contracts and grants that exceed any of the established thresholds. If there are no proposed contracts or grants that exceed the established thresholds, the board will be so informed at its meeting.

**RECOMMENDED ACTION:** It is recommended that the Board of Governors approve entering into the contracts and grants described in the March 2016 agenda.

**ANALYSIS:** This item provides summaries of contracts and grants recommended for board approval. In addition, Standing Order Numbers 318 and 319 which govern board action on contracts and grants are included for reference. Below is an overview of the contracts and grants contained in this item:

- Item 1 is a renewal grant, issued originally through a competitive process, to support Basic Skills and professional development grants.
- Items 2 and 3 are renewal contracts to establish an Inter-Jurisdictional Exchange positions in the Chancellor's Office to assist in a) the implementation of Basic Skills Initiative and professional development grants; and b) development and implementation of the Inmate Education Pilot Program.
- Item 4 is a renewal contract for the Fiscal Crisis Management and Assistance Team via the Kern County Office of Education to conduct fiscal audits, examinations or reviews of any community college districts.
- Item 5 is a renewal contract, issued originally through competitive process, for a district to act as fiscal agent to assist the Chancellor's Office manage Proposition 39 funds from the Job Creation Fund.
- Item 6 is a renewal contract, issued originally through competitive process, for a district to act as fiscal agent to manage the Statewide Financial Aid Media Campaign (icanaffordcollege.com)
- Item 7 is a renewal contract, issued originally through a competitive process, for a district to act as a fiscal agent to provide specialized training for improving student success and institutional effectiveness.
- Item 8 is a renewal grant, issued originally through a competitive process, to manage a comprehensive technical assistance program to enhance institutional effectiveness throughout the system.
- Item 9 is a renewal grant that is non-competitive per Title 5 of the California Code of Regulations and Board of Governors Procedures and Standing Orders to support The Academic Senate of the California Community Colleges.
- Item 10 is a purchase order to cover costs associated with the relocation of the Chancellor's Office to the sixth floor. Modifications to the original construction exhibits through the construction phase required the execution of change orders resulting in additional costs that were not included in original estimates.
- Item 11 is a renewal contract, issued originally through a competitive process, to provide personnel and technical support to the California Community Colleges Equal Employment Opportunity Registry.

- Item 12 is a new three-year agreement with Department of Social Services to reimburse federal costs to the Chancellor's Office for costs related foster and kinship care education programs.
- Item 13 is a renewal contract, non-competitive pursuant to the Education Code, for a district to act as fiscal agent to support Disabled Student Program and Services.
- Items 14 and 15 are renewal grants, issued originally through a competitive process, to support Disabled Student Program and Services a) High Tech Center Training Unit; and b) off-line captioning and transcription services
- Item 16 is an interagency agreement with California Department of Education to allocate funds to administer programs as prescribed in Senate Bill 825.
- Items 17 and 18 are new interagency agreements with California Department of Education to support agency local assistance and administration to support the objective of the Carl D. Perkins Career Technical Education Act.
- Item 19 is a renewal contract, non-competitive per the Carl D. Perkins Career and Technical Education Act to set-aside funds, to serve individuals in state institution.
- Item 20 is a new grant, non-competitive per the Carl D. Perkins Career and Technical Education Act to set-aside funds, to serve individuals seeking employment in non-traditional careers.
- Item 21 is a new contract, non-competitive per Prop 39 Clean Energy funds, for coordination with the California Conservation Corps.
- Item 22 is a new grant, issued through a competitive process, to provide funds for new and innovative pre-apprenticeship program for underserved populations.
- Item 23 is a grant being renewed and increased for an online accountability system to manage grants.
- Item 24 is an augmentation to an Interagency agreement with California Department of Education for support agency local assistance Carl D. Perkins Career Technical Education Act funds.

The following are the summaries of contracts and grants that require board approval pursuant to Standing Orders Nos. 318 and 319:

**(1) Academic Affairs Division**

**Reason for Board Approval:** Grant is in excess of \$100,000  
**Type of Agreement:** Grant (Academic Affairs/Basic Skills/outgoing funds)  
**Contractor or Grantee:** Los Angeles Community College District  
**Contract or Grant No.:** 16-052-001  
**Term:** July 1, 2016 – June 30, 2017  
**Total Project Length:** Up to 5 years, with yearly renewals  
**Project Year:** 4 out of 5 year  
**Amount of Agreement:** \$969,000  
**Bid Process:** Originally Competitive  
**Purpose:** Los Angeles Community College District, within its current grant, has been extremely effective in providing basic skills-related professional development for the system. Almost every California Community College has participated in its offerings which sometimes number several per month. Colleges have developed Communities of Practice (CoP) that have helped, along with the activities supported by the individual college basic skills allocations, in increasing student success for our least prepared students. Two of the CoP are nationally recognized (California Acceleration Project and Habits of Mind).

Through the 2016-17 grant, statewide and regional professional development will, once again, be made available to all colleges in the system. Activities will focus on involve integration of student services, professional development must also focus on student support strategies and their integration with instructional programs, including in career technical education courses. In addition, administrators responsible for both instructional programs and integration of student services need professional development opportunity in order to provide the leadership necessary for implementation of effective practices.

**Projected Funding for Subsequent Years:** \$969,000/year

**(2) Academic Affairs Division**

**Reason for Board Approval:** Contract exceeds \$50,000  
**Type of Agreement:** Contract (Interjurisdictional Exchange/Outgoing Funds)  
**Contractor or Grantee:** Los Rios Community College District  
**Contract or Grant No.:** R14-0037  
**Term:** Original Term: June 15, 2015 – June 30, 2016  
Am. 1 : Extended to December 31, 2016  
**Total Project Length:** 1 Year  
**Amount of Agreement:** Original Amount: \$ 143,470  
Am. 1 Amount: \$ 68,622  
Total: \$ 212,092  
**Bid Process:** N/A

**Purpose:** Pursuant to Government Code Section 19050.8 and in accordance with State Personnel Board Rule 427, the California Community Colleges, Chancellor's Office seeks to enter into a contract with the Los Rios Community College District for the services of Dr. Robert J. Snowden to serve as a Dean in the Academic Affairs Division. Dr. Snowden will act as the Director for the development and implementation of the Inmate Education Pilot Program. The Director's duties will include: Oversee the program and grant activities of the Inmate Education Pilot Programs; work collaboratively with the California Department of Correction (CDCR), community colleges, foundations, and community agencies, and organizations in relation to inmate education; analyze, develop, and coordinate policies for the improvement of inmate education programs at community colleges; perform bill analysis and develop a research agenda for inmate education.

**Projected Funding for Subsequent Years:** The Director position will be paid from funds received through the Department of Corrections and Rehabilitation Recidivism Reduction Funds.

### **(3) Academic Affairs Division**

<b>Reason for Board Approval:</b>	Contract exceeds \$50,000
<b>Type of Agreement:</b>	Contract (Interjurisdictional Exchange/Outgoing Funds)
<b>Contractor or Grantee:</b>	Los Rios CCD
<b>Contract or Grant No.:</b>	C15-0078
<b>Term:</b>	Original Term: February 1, 2016 – July 31, 2016 Am. 1: Extended to December 31, 2016
<b>Total Project Length:</b>	6 months
<b>Amount of Agreement:</b>	Original Amount: \$ 61,947 Am. 1 Amount: <u>\$ 61,948</u> Total: \$123,894
<b>Bid Process:</b>	N/A

**Purpose:** To fill a highly specialized position using an IJE to oversee the statewide Basic Skills Initiative and professional development grants. This entails providing leadership to all 113 colleges and 72 districts, as well as working with Chief Instructional Officers.

### **(4) College Finance and Facilities Division**

<b>Reason for Board Approval:</b>	Contract Total Exceeds \$100,000
<b>Type of Agreement:</b>	Contract (Facilities/Outgoing funds)
<b>Contractor or Grantee:</b>	Kern County Office of Education
<b>Contract or Grant No.:</b>	C12-0022
<b>Term:</b>	Original: June 1, 2013 – June 31, 2014 Am. 1: Extended through June 30, 2015 Am. 2: Extended through June 30, 2016 Am. 3: Extended through June 30, 2017
<b>Total Project Length:</b>	25 months
<b>Amount of Agreement:</b>	Original: \$ 570,000 (12-13) Am. 1: \$ 570,000 (13-14) Am. 2: \$ 570,000 (14-15) Am. 3: <u>\$ 570,000 (15-16)</u> Total: \$2,280,000

**Purpose:** The Fiscal Crisis Management and Assistance Team via the Kern County Office of Education will conduct fiscal audits, examinations and/or reviews of any community college districts pursuant to authorities granted in Education Code Section 84041.

**(5) College Finance and Facilities Division**

**Reason for Board Approval:** Contract Total Exceeds \$100,000  
**Type of Agreement:** Contract (Facilities//Prop 39/Outgoing Funds)  
**Contractor or Grantee:** Citrus Community College District  
**Contract or Grant No.:** C16-0030  
**Term:** July 1, 2016 – June 30, 2017  
**Total Project Length:** 12 Months  
**Project Year:** Year 4 of 5  
**Amount of Agreement:** Original: \$1,115,000

**Purpose:** Proposition 39 and its enabling legislation Senate Bill 73, establishes objectives for energy efficiency retrofits, clean energy installations, and other energy system improvements to reduce costs and achieve energy and environmental benefits.

Citrus CCD will be the fiscal agent for the Chancellor's Office to solicit and administer a professional services contract for a consultant to provide technical services to the Chancellor's Office and to community college districts in order to fulfill state requirements in the district expenditure of Proposition 39 funds from the Job Creation Fund.

**(6) Communications Division**

**Reason for Board Approval:** Contract Total Exceeds \$100,000  
**Type of Agreement:** Contact (Media Campaign/Outgoing Funds)  
**Contractor or Grantee:** Santa Barbara Community College District  
**Contract or Grant No.:** C16-0033  
**Term:** July 1, 2016 – June 30, 2017  
**Total Project Length:** 5 years with yearly renewals  
**Project Year:** Year 4 of 5  
**Amount of Agreement:** up to \$2,800,000  
**Bid Process:** Originally awarded through RFA

**Purpose:** Santa Barbara Community College District serves as the fiscal agent for implementation of the Statewide Financial Aid Media Campaign (icanaffordcollege.com). The district shall subcontract for all aspects of the media campaign's implementation and coordination. The purpose of the campaign is to implement a media campaign to promote the availability of student financial aid and encourage students to enroll and attend one of the 112 community colleges.

**(7) Institutional Effectiveness**

**Reason for Board Approval:** Contract Exceeds \$100,000  
**Type of Agreement:** Contract  
**Contractor or Grantee:** Chabot-Las Positas CCD  
**Contract or Grant No.:** 16-0050  
**Term:** July 1, 2016 – February 28, 2019  
**Total Project Length:** Two Years

**Project Year:** Year two of two  
**Amount of Agreement:** Up to \$20,000,000  
**Bid Process:** Originally awarded through RFP competitive bid

**Purpose:** To provide regional and online workshops and trainings to community college personnel, including strategies to improve student achievement; strategies to improve community college operations; system leadership training to better coordinate planning, implementation, and outcomes of statewide initiatives. To the extent possible, funds will be used to partner with existing statewide initiatives with proven results of improving student success and institutional effectiveness. In addition, funds will be used to coordinate with community college districts to develop and disseminate effective practices through the establishment of an online clearinghouse of information; and to develop effective practices around statewide priorities such as the development of educational programs or courses for incarcerated adults in prison and jails, and the formerly incarcerated, as well as the California Conservation Corps members.

#### **(8) Institutional Effectiveness**

**Reason for Board Approval:** Grant Exceeds \$100,000  
**Type of Agreement:** Grant  
**Contractor or Grantee:** Santa Clarita Community College District  
**Contract or Grant No.:** 16-047-001  
**Term:** July 1, 2016 – February 28, 2019  
**Total Project Length:** Up to 5 years with yearly renewals  
**Project Year:** Year Three of five  
**Amount of Agreement:** Up to \$7,500,000  
**Bid Process:** Originally awarded through RFA competitive bid

**Purpose:** To work closely with the Chancellor's Office, designated advisory committees, and districts and colleges to perform the activities required to implement a comprehensive technical assistance program that enhances institutional effectiveness throughout the system, furthers student success, and includes a robust site visit infrastructure and evaluation component.

#### **(9) Internal Operations Division**

**Reason for Board Approval:** Grant Total Exceeds \$100,000  
**Type of Agreement:** Grant (Internal Ops/Outgoing funds)  
**Contractor or Grantee:** The Academic Senate for CCCs  
**Contract or Grant No.:** 16-355-001  
**Term:** July 1, 2016 – June 30, 2017  
**Total Project Length:** One year (12 months)  
**Amount of Agreement:** Up to \$468,000

**Purpose:** This grant is for the purpose of enabling The Academic Senate for California Community Colleges to fulfill its various roles as specified in section 53206 of title 5 of the California Code of Regulations and sections 332 and 334 of the Board of Governors Procedures and Standing Orders.

#### **(10) Executive Office**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Purchase Request (Agency Move/Outgoing Funds)  
**Contractor:** CBRE, Inc. Community Colleges

**Purchase Order No.:** Project 135211  
**Term:** February 2, 2015 – December 31, 2015  
**Total Project Length:** One time purchase  
**Amount of Agreement:** \$210,886  
**Bid Process:** Non-Competitive Bid  
**Purpose:** The location 1102 Q Street, which the Chancellor's Office now resides, requested modification to the original construction exhibits through the construction phase. The extra costs associated with the change orders were not included in our lease. Original request was submitted at the November 2015 meeting at \$206,000. Actually invoice is \$210,886.

#### **(11) Legal Division**

**Reason for Board Approval:** Contract Total Exceeds \$100,000  
**Type of Agreement:** Contract (Legal/Outgoing funds)  
**Contractor or Grantee:** Yosemite Community College District  
**Contract or Grant No.:** C16-0102  
**Term:** July 1, 2016 – June 30, 2017  
**Total Project Length:** 12 months with yearly renewals  
**Project Year:** Year 6 of 6  
**Amount of Agreement:** Up to \$350,000  
**Purpose:** Provide personnel and technical support in the management, operation, and maintenance of the California Community Colleges Equal Employment Opportunity Registry. Provide a comprehensive advertising campaign for position openings posted on the Registry website. Assist in marketing the California Community Colleges as a potential employer to a widely diverse audience of colleges, universities, professional associations, and other appropriate sources of applicants. Improvements to the Registry include system software and hardware upgrades; website features to include online applications, resume posting, and reference posting and job postings for classified positions; improved database system for easier Human Resource Office accessibility as well as user/applicant accessibility; increase the number of users/applicants who use the Registry system; and improve communications with California Community Colleges Human Resources Offices. Coordinate activities to recruit potential registrants using job fairs (California State University, University of California, and virtual job fairs) email, Internet and print advertising, and other appropriate measures. Provide training to district personnel on the new Registry software.

#### **(12) Student Services Division**

**Reason for Board Approval:** Contract Total Exceeds \$100,000  
**Type of Agreement:** Interagency Agreement (Student Services/Foster Care/Incoming funds)  
**Contractor or Grantee:** California Department of Social Services  
**Contract or Grant No.:** 16-REC-03  
**Term:** July 1, 2016 – June 30, 2019  
**Total Project Length:** Three years  
**Amount of Agreement:** Fiscal Year 2016-2017 Up to \$6,112,000  
 Fiscal Year 2017-2018 Up to \$6,112,000  
 Fiscal Year 2018-2019 Up to \$6,112,000  
**Bid Process:** Not applicable to interagency agreements

**Purpose:** These funds reimburse the Chancellor's Office for the federal share of costs in providing foster and kinship care education and training.

**(13) Student Services Division**

**Reason for Board Approval:** Contract Total Exceeds \$100,000  
**Type of Agreement:** Contract (Student Services/ DSPS/Outgoing Funds)  
  
**Contractor or Grantee:** Yosemite Community College District  
**Contract or Grant No.:** C16-0345  
**Term:** July 1, 2016-June 30, 2017  
**Total Project Length:** Continuous/ongoing project pursuant to Standing Order 319(f) (Standing Order 319(f)- yearly 12 month renewal)  
  
**Amount of Agreement:** (up to) \$1,300,000

**Purpose:** Implement designated DSPS special projects and regional, state and federal coordination, pursuant to Education Code section 84850(e).

**(14) Student Services Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Grant (Student Services/DSPS/outgoing funds)  
  
**Contractor or Grantee:** Foothill-DeAnza CCD  
**Contract or Grant No.:** 16-288-01  
**Term:** July 1, 2016- June 30, 2017  
**Total Project Length:** Up to five years  
**Project Year:** Year 4  
**Amount of Agreement:** (Up to) \$1,100,000  
  
Actual project amount will be determined by the Chancellor's Office and is subject to change depending on the availability of funding and authorized and budgeted amounts for DSPS categorical program and COLA.

**Bid Process:** Originally awarded through RFA competitive bid

**Purpose:** The High Tech Center Training Unit (HTCTU) provides training for DSPS and other community college faculty, staff, and administrators in selecting and using assistive technologies, technical services, system wide dissemination of information on assistive technologies, and testing and evaluation of new and emerging assistive technologies for students with disabilities. The HTCTU also provides statewide coordination and consultative services for the distance education, web design, and production of Alternate Media using assistive technology applications.

**(15) Student Services Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Grant (Student Services/DSPS/outgoing funds)

<b>Contractor or Grantee:</b>	<b>Santa Clarita CCD</b>
<b>Contract or Grant No.:</b>	<b>16-287</b>
<b>Term:</b>	July 1, 2016- June 30, 2017
<b>Total Project Length:</b>	Up to five years
<b>Project Year:</b>	Year 4
<b>Amount of Agreement:</b>	(Up to) \$1,000,000
	Actual project amount will be determined by the Chancellor's Office and is subject to change depending on the availability of funding and authorized and budgeted amounts for DSPS categorical program and COLA.
<b>Bid Process:</b>	Originally awarded through RFA competitive bid

**Purpose:** Provide funding for live and off-line captioning and transcription services to ensure the accessible delivery of distance education courses.

#### **(16) Workforce and Economic Development Division**

<b>Reason for Board Approval:</b>	Exceeds \$100,000
<b>Type of Agreement:</b>	Interagency Agreement (WEDD/Senate Bill 858, formerly Senate Bill 1070/Outgoing funds)
<b>Contractor or Grantee:</b>	California Department of Education
<b>Contract or Grant No.:</b>	C16-0054
<b>Term:</b>	July 1, 2016 – June 30, 2017
<b>Total Project Length:</b>	Three years (36 months)
<b>Project Year:</b>	Year One
<b>Amount of Agreement:</b>	\$15,360,000
<b>Bid Process:</b>	Exempt for Interagency Agreements

**Purpose:** The purpose of the Interagency Agreement is to allocate funds to the California Department of Education to administer programs as prescribed in Senate Bill 825, Schedule 16, Item 13(c). The legislation requires that the California Community Colleges Chancellor's Office and the California Department of Education jointly plan projects that meet the objectives of the Career Technical Education Pathways Program, Education Code Section 88530 through 88540. These funds were reauthorized in 2012, and \$48,000,000 is annually allocated to the Chancellor's Office. The Chancellor's Office transfers \$15,360,000 to the California Department of Education to administer programs to K-12 districts, and the remainder of \$32,640,000 is administered by California Community Colleges Chancellor's Office to support pathway projects at the community colleges.

The funding that is allocated to the California Department of Education supports the following goals of the legislation:

- Increase career exploration for middle school and high school students by improving linkages between industry and education through the application of classroom learning in real-world settings (e.g., as interns and apprentices);

- Create seamless pathways for students in career technical education by aligning K-12 career technical education, including Regional Occupational Centers and Programs, with California's community colleges and four-year institutions; and
- Promote programs and partnerships with business and industry that build career technical education capacity and improve career technical education delivery across school and college settings.

**Projected Funding for Subsequent Years:** Continued funding is dependent upon available 2016-17 funds and subsequent approval of annual expenditure plan from the Department of Finance.

#### **(17) Workforce and Economic Development Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Contract (Interagency Agreement/Incoming funds)

**Contractor:** California Department of Education

**Contract No.:** 16-REC-01

**Term:** July 1, 2016 – June 30, 2017

**Total Project Length:** One year

**Amount of Agreement:** To be determined by federal actions

**Bid Process:** Exempt for Interagency Agreements

**Purpose:** The purpose of the interagency agreement with the California Department of Education is to support local assistance of the career technical education program. These funds are used by the field to provide professional development opportunities to faculty, to create advisory councils, to develop regional consortia, and to design and share strategies that support the objectives of the Carl D. Perkins Career Technical Education Act.

#### **(18) Workforce and Economic Development Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Contract (Interagency Agreement/Incoming Funds)

**Contractor:** California Department of Education

**Contract No.:** 16-REC-02

**Term:** July 1, 2016 — June 30, 2017

**Total Project Length:** One year

**Amount of Agreement:** To be determined by federal actions

**Bid Process:** Exempt for Interagency Agreements

**Purpose:** The purpose of the interagency agreement with the California Department of Education is to support agency administration of the Carl D. Perkins Career Technical Education Act. These funds are used internally to support the objectives of the Carl D. Perkins Career Technical Education Act.

#### **(19) Workforce and Economic Development Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Contract (WEDD/Carl D. Perkins Title IB / Outgoing Funds)

**Contractor or Grantee:** California Department of Corrections and Rehabilitation  
**Contract or Grant No.:** R16-0044  
**Term:** July 1, 2016 — June 30, 2017  
**Total Project Length:** One Year  
**Amount of Agreement:** Up to \$600,000  
**Bid Process:** Non-Competitive  
**Purpose:** The Carl D. Perkins Career and Technical Education Act of 2006 requires a state mandated set-aside to serve individuals in state institutions, including state correctional institutions and other state institutions that serve individuals with disabilities. The amount must be equal to and not to exceed one percent of Carl D. Perkins funds received by the Chancellor's Office. The Chancellor's Office annually transfers Carl D. Perkins funds to the California Department of Corrections and Rehabilitation.

#### **(20) Workforce and Economic Development Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Grant (WEDD/Carl D. Perkins Title IB/Outgoing Funds)  
**Contractor or Grantee:** Grossmont-Cuyamaca Community College District  
**Contract or Grant No.:** 16-166-001  
**Term:** July 1, 2016 — June 30, 2017  
**Total Project Length:** One Year  
**Amount of Agreement:** \$150,000  
**Bid Process:** Non-Competitive  
**Purpose:** The Carl D. Perkins Career and Technical Education Act of 2006 requires a state mandated set-aside to serve individuals seeking employment in non-traditional careers. These funds are used to provide professional development opportunities and to provide faculty and staff with tools and strategies to better recruit and serve students seeking employment in non-traditional careers.

#### **(21) Workforce and Economic Development Division**

**Reason for Board Approval:** Exceeds \$100,000  
**Type of Agreement:** Contract (WEDD/Proposition 39 Clean Energy Workforce Funds/Outgoing funds)  
**Contractor or Grantee:** Sierra Community College District  
**Contract or Grant No.:** C15-0076  
**Term:** March 22, 2016 — February 28, 2018  
**Total Project Length:** Up to 23 months  
**Project Year:** Year One  
**Amount of Agreement:** Up to \$500,000  
**Bid Process:** Exempt for Interagency Agreement  
**Purpose:** This contract will provide for coordination of a statewide network of colleges working with California Conservation Corps. This coordinator will organize the network to:

- Provide funding specifically to address the energy curriculum for staff time at current partner colleges to collaborate and create a common set of course offerings.
- Create a customized preparation certificate or program for use throughout the state by colleges and adult schools to prepare students to enter the building trade apprenticeship programs, including curriculum review, curriculum development, curriculum approval and professional development for current college instructors.
- Provide outreach to elementary and secondary education programs regarding careers in energy efficiency, including support for career fairs, travel, and externships for instructors and counselors.

## **(22) Workforce and Economic Development Division**

<b>Reason for Board Approval:</b>	Exceeds \$100,000
<b>RFA Specification No:</b>	15-192
<b>RFA Specification Title:</b>	California Apprenticeship Initiative Pre-Apprenticeship Grant Program
<b>Type of Agreement:</b>	Grant (WEDD/Apprenticeship/Outgoing funds)
<b>Contract or Grant No.:</b>	15-192-009
<b>Contractor or Grantee:</b>	South Orange County Community College District
<b>Term:</b>	March 22, 2016 – February 28, 2018
<b>Total Project Length:</b>	Up to 24 months
<b>Project Year:</b>	Year One
<b>Amount of Agreement:</b>	\$ 495,534
<b>Bid Process:</b>	Originally Awarded by Competitive Bid
<b>Purpose:</b>	The purpose of this grant is to provide funds for new and innovative pre-apprenticeship programs that specifically target underserved populations and are directly connected to apprenticeship programs that are approved and registered by the California Division of Apprenticeship Standards.

Pre-apprenticeship programs are differentiated from registered apprenticeship programs in that they provide a broad based training program in order to prepare participants to apply for admittance to registered apprenticeship programs. This pre-apprenticeship grant is designed to encourage applicants to create programs which prepare participants for careers in occupations which utilize an apprenticeship training model. Grantees will investigate current practices and implement new and innovative methods to increase the number of women, persons of color, foster youth, parolees, veterans or other under-represented groups who meet the minimum application standards. This pre-apprenticeship grant is designed to improve the diversity of the pool of applicants for apprenticeship programs in multiple career pathways.

## **(23) Workforce and Economic Development Division**

<b>Reason for Board Approval:</b>	Exceeds \$100,000
<b>Type of Agreement:</b>	Grant (WEDD/Senate Bill 858/Carl D. Perkins Title IB/Senate Bill 1402/ Outgoing Funds)
<b>Contractor or Grantee:</b>	Butte-Glenn Community College District

<b>Contract or Grant No.:</b>	15-181-001
<b>Term:</b>	Original: July 1, 2015 – June 30, 2016 Am. 2: July 1, 2015 – June 30, 2017
<b>Total Project Length:</b>	Up to 5 Years with yearly renewals
<b>Project Year:</b>	Year Three of Five
<b>Amount of Agreement:</b>	Original Amount: \$ 700,000 Am. 1 Amount: \$ 400,000 Am. 2 Amount: <u>\$ 896,000</u> Total Amount: \$ 1,996,000

**Bid Process:** Originally awarded by Competitive Bid

**Purpose:** For the past three years, the Workforce and Economic Development Division invested in an online accountability system, the LaunchBoard, to manage nearly \$740 million in grants. The objectives of this grant focused on data-related technical assistance in support of this system, including accountability, research, evaluation and toolkits for division programs. This augmentation will fund the following:

- Implementation of the Board of Governor's 25 recommendations for accountability.
- Statewide accountability dashboard development, supporting the implementation and further development of the LaunchBoard, the statewide Career Technical Education dashboard, to provide guidance for gathering and integrating data on Career Technical Education and workforce success.
- Procurement and implementation contracts for field integration of the accountability dashboard, including communications and training on career technical education data systems.
- Monitoring the accountability of the federal Workforce Innovation and Opportunity Act and the impact on California's community colleges.
- Program evaluation of the effectiveness of the Doing What Matters for Jobs and the Economy framework in achieving the specific program goals and objectives, resulting in an annual report with specific conclusions and recommendations for strategies to improve effectiveness.
- System innovation and tool development to create new systems as well as improve existing systems, including but not limited to: mobile applications, system integration, usability testing, user interface development, programming, application development, quality control, and crowdsourcing of process development.

#### **(24) Workforce and Economic Development Division**

<b>Reason for Board Approval:</b>	Exceeds \$100,000
<b>Type of Agreement:</b>	Contract (Interagency Agreement/Incoming funds)
<b>Contractor:</b>	California Department of Education
<b>Contract No.:</b>	15-REC-01

**Term:** July 1, 2016 – June 30, 2017  
**Total Project Length:** One year  
**Amount of Agreement:** Original Amount: \$ 56,519,704  
**Amendment 1:** Am. 1 Amount: \$ 1,920,157  
**Total:** Total Amount: \$ 58,439,861  
**Bid Process:** Exempt for Interagency Agreements  
**Purpose:** The purpose of the augmentation of the interagency agreement with the California Department of Education is to authorize the use of \$1,920,157 carryover funds from 2013-14 to support local assistance of the career technical education program. These funds are used by the Chancellor's Office and the field to provide professional development opportunities, to support the use of data, to develop regional consortia, and to design and share strategies that support the objectives of the Carl D. Perkins Career Technical Education Act.

## **STANDING ORDERS NOS. 318 AND 319 OF THE BOARD OF GOVERNORS**

### **318. Contracts.**

(a) Except as provided in subsection (b), whenever the power to contract is invested in the Board, or when, in the judgment of the Chancellor, such contracts are expressly or impliedly authorized to fulfill responsibilities or authorities vested in the Office of the Chancellor, the Chancellor is authorized in the name of the Board of Governors to enter into such contracts.

- (b) The Chancellor shall secure Board approval before entering into any contract:
  - (1) In excess of \$100,000; or
  - (2) Over three years in duration; or
  - (3) With respect to consulting services, in excess of \$50,000.

The requirement for Board approval shall apply to any amendment of a contract which results in the original contract exceeding the specified limits, as well as the amendment of a contract where the amendment itself exceeds the specified limits. Under circumstances when the need to contract was not foreseeable, and when delaying approval of the contract until the next Board meeting would jeopardize the contract or frustrate its purpose, the Chancellor shall have the authority to enter into contracts in excess of the limits specified in this subsection. Before entering into such contracts, however, the Chancellor shall consult with the President of the Board.

(c) In securing the approval of contracts by the Board pursuant to subsection (b), the Chancellor shall apply the following procedures:

(1) In determining the nature, extent and need for any such contract, the Chancellor shall provide a summary of the Request for Proposal (RFP), Invitation for Bid (IFB), or other summary of the purpose and need for a contract to the Board of Governors prior to publicly releasing any such RFP or IFB, or prior to making any informal commitment to contract. The Chancellor may proceed with the release of the RFP, IFB, or other contract negotiations, unless the Board President, with or without the advice of any appropriate Board Committee designated by the President, directs the Chancellor to withhold action within a 10 day period from the date the summary is provided.

(2) In developing language for such contracts, the Chancellor shall include a provision which allows any aggrieved bidder on an RFP or IFB to protest the awarding of a contract to the Chancellor. The Chancellor shall inform the Board of any such protests, including the results of such protests. This remedy shall be in addition to the bidder's right to protest the matter to the Department of General Services.

(3) The Chancellor shall ensure that each panel of evaluators who score proposals is made up of staff from more than one division in the Chancellor's Office, including outside evaluators as appropriate; and the Chancellor shall take such other steps as necessary to ensure that evaluations and scoring are objective and fair.

(4) In requesting approval of said contracts, the Chancellor shall, at the time of distributing each regular meeting agenda to the Board of Governors, include a summary of contracts for Board approval. The summary for each contract shall indicate: the purpose of the contract; the amount of the contract; the time for performance of the contract, including whether it was advertised as a multi-year contract; the number of proposals received or whether the contract is a sole source contract; the number of proposals which met the minimum score for cost opening; and the party awarded the contract.

The provisions of subparagraphs (1) through (3) above shall not apply to interagency agreements with other state agencies, and other agreements necessary for the agency to receive public funds.

(d) The authorization contained in subsection (a) includes agreements, leases, contracts, and other documents, including but not limited to: service agreements, insurance agreements, fiscal, budgetary, and personnel documents, travel requests, contracts for the purchase of apparatus, furniture, equipment, supplies and books, as well as contracts entered into as necessary to receive federal funds allocated to the California Community Colleges, all within the limits of fiscal ability and sound budgetary controls and subject to such policies as may be established by the Board. (EC § 70901(b)(5).)

### 319. Grants.

(a) Except as provided in subsection (b), whenever the power to enter into a grant is invested in the Board, or when, in the judgment of the Chancellor, a grant is expressly or impliedly authorized to fulfill responsibilities or authorities vested in the Office of the Chancellor, the Chancellor shall have the authority to enter into such grants.

(b) The Chancellor shall secure Board approval before entering into any grant:

- (1) In excess of \$100,000; or
- (2) Over three years in duration; or

The requirement for Board approval shall apply to any amendment of a grant which results in the original grant exceeding the specified limits, as well as the amendment of a grant where the amendment itself exceeds the specified limits. Under circumstances when the need to enter into a grant was not foreseeable, and when delaying approval of the grant until the next Board meeting would jeopardize the grant or frustrate its purpose, the Chancellor shall have the authority to enter into grants in excess of the limits specified in this subsection. Before entering into such grants, however, the Chancellor shall consult with the President of the Board.

(c) Prior to submitting grants to the Board for approval pursuant to subsection (b), the Chancellor shall either:

(1) present to the Board for its review and approval an expenditure plan outlining the nature, extent and need for any such grants; or

(2) provide a summary of the Request for Application (RFA) or other summary of the purpose and need for a grant to the Board of Governors prior to publicly releasing any such RFA or prior to making any informal commitment to award a grant. The Chancellor may proceed with the release of the RFA unless the Board President, with or without the advice of any appropriate Board Committee designated by the President, directs the Chancellor to withhold action within a 10 day period from the date the summary is provided.

(d) All grants awarded by the Board of Governors or the Chancellor on or after January 1, 1996, shall be awarded through competitive processes or through allocation formulas reviewed and approved by the Board of Governors, except that:

(1) Grants may be awarded competitively within regions.

(2) Grants for regional or statewide coordination activities for the Extended Opportunity Programs and Services (EOPS), Disabled Students Programs and Services (DSPS), Matriculation, and Economic Development programs need not be competitively bid.

(3) Where there are conditions beyond the control of the Chancellor which limit competition, such as matching fund requirements or other agencies being required to select

grantees, the Chancellor, in consultation with the President of the Board and the Chairperson of the appropriate committee, shall have authority to award grants without competition.

(e) Panels evaluating or scoring grant proposals will include or be comprised of outside readers as appropriate and will be comprised so as to assure objectivity and prevent conflicts of interest. In the event that outside readers are not used, the evaluation panel shall be comprised of staff from more than one division in the Chancellor's Office. The Chancellor shall ensure that readers are appropriately trained with respect to the process for review of grant applications.

(f) Grants for the performance of functions which are ongoing in nature will be awarded in cycles of between one and five years in length. In advertising a grant for an ongoing function, district personnel will be apprised of the length of the cycle and the funding anticipated to be available for the duration of the project; provided however, that nothing in this Section shall be construed to preclude subsequent adjustment of actual funding levels to reflect unforeseen circumstances. Districts shall be further informed that continuance of the grant will depend on year-to-year funding, and continued satisfactory performance. The Chancellor shall have the authority to exempt grants described in Subsection (d)(2) or those awarded under the Mathematics, Engineering, and Science Achievement (MESA) program, the Middle College High School program, or the Puente project from the duration limitations imposed by this paragraph.

(g) A district which, prior to January 1, 1996, has been awarded a grant on a non-competitive basis for the performance of an ongoing function may continue to be awarded that grant, at the discretion of the Chancellor, for a period of up to three additional fiscal years. Retention of the grant shall depend on continued availability of funds and satisfactory performance. At the conclusion of the term, the grant for the ongoing function shall be awarded on a competitive basis.

(h) To the extent that a grantee contracts with a private or public entity to perform certain parts of the grant, the grantee shall be required to disclose the intended purpose and amount of such subcontracting, shall agree to follow locally applicable competitive bidding processes in doing such subcontracting, and shall agree to name the subcontractors chosen.

(i) The procedures specified above shall not apply to grants which are distributed on an allocation formula basis which has been reviewed and approved by the Board of Governors.