DATE: February 28, 2002

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: CONTRACT
Authorization to contract with the Friends of the Urban Forest
(Resolution No. 020228-B15)

BACKGROUND INFORMATION:

Board Resolution 980528-B14 authorized the Chancellor and/or Vice Chancellor of Finance and Administration to execute agreements, on behalf of the Board of Trustees, with a public or private entity for the purposes of providing instruction or educational services not to exceed $50,000 for new contracts and all contract modifications. Board Resolution 020228-B15 falls within Resolution No. 980528-B14 guideline. However, the Executive Director of the Friends of the Urban Forest is a member of the San Francisco Community College District Board of Trustees. Government Code Section 1091 states, in part, as follows:

“(a) An Officer shall not be deemed to be interested in a contract entered into by a body or board of which the officer is a member within the meaning of the article if the officer has only a remote interest in the contract and if the fact of that interest is disclosed to the body or board of which the officer is a member and noted in its official records, and thereafter the body or board authorizes, approves, or ratifies the contract in good faith by a vote of its membership sufficient for the purpose without counting the vote or votes of the officer or member with the remote interest.

(b) As used in this article, “remote interest means any of the following
(1) That of an officer or employee of a nonprofit corporation, except as provided in paragraph (8) of subdivision (1) Section 1091.5”

To satisfy the Government Code Section 1091(a) provision cited above, the Office of Contract Education wishes to bring Resolution 020228B15 to the Board of Trustees for review, disclosure and approval.
The Office of Contract Education, working with the Labor Studies Department at City College of San Francisco, wishes to enter into a training contract with the Friends of the Urban Forest to customize and deliver a twenty (20) hour - training for its staff and volunteers in the following five topics:

1. Building the membership base
2. Effective mobilization of the base
3. Coalition building, including community-labor coalition building
4. Basics of community organizing
5. Training volunteer organizers

The class will serve primarily the Friends of the Urban Forest staff and volunteers. Invitations may be extended to other community-based-organizations (CBO) as an outreach tool to expand the education services to CBO staff and volunteers.

The training is completely self-supporting. A designated restricted general fund account number tracks the fiscal accountability of the contract. The total contract amount of $1,167 will cover all instructional costs and curriculum development costs. There are no administrative indirect costs charged to the project. Training will begin March 1, 2002 and go through June 30, 2002. No district matching fund or unrestricted general funds will be used to execute any part of the training.

RECOMMENDATION:

RESOLVED: That authorization to contract with the Friends of the Urban Forest for twenty (20) hour training and five (5) hour curriculum development from March 1 through June 30, 2002, for an amount not to exceed $1,167, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration, and/or their designee are hereby authorized to execute any and all documents on behalf of the district to effectuate this resolution.

Originator: Judy Teng