DATE: March 21, 2002

TO: Board of Trustees

FROM: Dr. Phillip R. Day, Sr. Chancellor

SUBJECT: GRANT

Approval of Special Services Contract with
Nina Babiarz and Zoyd Luce
(Resolution No. 020321-B14)

BACKGROUND INFORMATION:
Advanced Transportation Technology (ATT) is a Statewide Economic Development Initiative, of which City College of San Francisco is the fiscal and administrative lead of the Bay Area Center. The Bay Area Center is one of ten ATT Community College Centers around the State. A large part of the ATT work performed at City College focuses on career ladder education and expanded access to jobs in the transportation sector.

Last year we received a VTEA Statewide Special Project Collaborative grant - Board Resolution #010628-B14, to begin developing a program for light/heavy rail and passenger rail. Part of this grant authorizes the study of employer needs, partnership development and an outreach and marketing program in light rail/heavy rail and passenger rail sectors.

At the time of application, it was recognized that there would be a need for special services to implement specific project objectives. A portion of the budget was set aside to retain consultants. If authorized, consultants would be hired to conduct the study beginning on April 1, 2002, and concluding by the end of the fiscal year, June 30, 2002.

The following two individuals are highly qualified to carry out project objectives. They will be working as a team to conduct a three-phase study encompassing the state. In order to get a realistic picture of employer needs and develop a meaningful base of industry and union partners, it is important to perform an environmental scan of the state. Nina Babiarz is located in Southern California and Zoyd Luce, in Northern California.

1) Nina Babiarz has more than 11 years of marketing research and management experience specializing in transportation related technology. She will assist the project director by conducting research via listening sessions, review labor markets and trends in the southern parts of the state, including the San Diego Trolley, and the Los Angeles MTA. She will assist in the establishment of a comprehensive advisory committee and seek input from ATT Director Peter Davis.
In addition, Ms Babiarz will meet with unions and management, and develop an agenda for the first Statewide Advisory Group meeting to be scheduled for late spring via video conferencing or other distance technology.

A portion of this project will also involve Outreach and Publicity.

Ms. Babiarz’s services are needed for the period covering April 1, 2002 through June 30, 2002.

2) Zoyd Luce has more than 12 years of experience at BART as Safety Department Manager and Administrator of Safety Training. He will assist the project director in tasks similar to those being performed by Ms Babiarz; Mr. Luce will focus on the Northern part of the state.

In addition Mr. Luce will develop a plan to increase access to special populations underrepresented in transit employment.

In light of Mr. Luce’s background in transit training, he will also assist in developing a programmatic response to the listening sessions.

Finally, a portion of this project will also involve Outreach and Publicity, in concert with Ms Babariaz.

Mr. Luce’s services are needed for the period covering April 1, 2002 through June 30, 2002.

The total cost of this project shall not exceed $23,380. Funding for these special service contracts is from VTEA Grant 01-0006 and no matching district funds are required.

**RECOMMENDATION:**

RESOLVED: That authorization is hereby given to enter into two Special Services Contracts to provide special services for the VTEA Grant with the following consultants: 1) Nina Babiarz for a total not to exceed $11,690, 2) Zoyd Luce for a total not to exceed $11,690, 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.

Phyllis G. McGuire, Originator