Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No.960328-B8
Approval of a contract for services for Global Consultants of
San Francisco to develop and prepare materials for a small
business training course, entitled “Starting A Small
Business”, including instructor’s guide and student materials,
during the period January 1, 1996 and April 30, 1996, at a
cost not to exceed $4,500

President and Members:

On December 14, 1995, the Board of Trustees adopted a resolution which
authorized the execution and submission of Standard Grant Agreement, C95-0110, and
appropriation of all funds received upon approval by the California Trade and
Commerce Agency to provide continued funding for the Small Business Development
Center (SBDC) for the period January 1, 1996 to December 31, 1996. In order to
accomplish its mission to increase local economic development by providing business
counseling and training to small business owners, the SBDC is in the process of
developing and implementing a specialized training course entitled “Starting A Small
Business”.

The training program is being developed and implemented pursuant to a
cooperative agreement with the Office of Contract Education, Downtown Campus, City
College of San Francisco and with AT & T. These cooperative agreements will result in
the development of a standardized instructor’s guide, a pilot presentation to
approximately twenty students (new entrepreneurs), and a student manual translated
into Chinese. Further, this will result in a $4,800 cash match contribution to the SBDC
program from AT & T, given through the Office of Contract Education. The cash match
contribution will offset all of the costs of developing the course material.

The following resolution is recommended for adoption:

RESOLVED: That the contract for services with Global
Consultants of San Francisco to develop and prepare materials for a small
business training course for the Small Business Development Center for
the period January 1, 1996 to April 30, 1996, at a cost not to exceed
$4,500, be approved.
FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this contract on the accounts of the Controller and the SFCCD and to submit any and all reports required by the State Chancellor’s Office in the administration of said program.

Recommended for adoption:

Del M. Anderson  
Chancellor

Originator: Steven Glick