DATE: April 29, 1999

TO: Board of Trustees

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

SUBJECT: Approval of Special Services Contract
(Resolution No: 990429-B15)

BACKGROUND INFORMATION:

The Contract Education Office has had an on-going safety training contract with the San Francisco Airport Commission (SFAC) since 1995. Qualified City College of San Francisco (CCSF) instructors provide educational services to the SFAC based on the nature of the training.

The SFAC has requested a Boilers Training program for its stationary engineers at the Airport. This is a highly specialized subject that CCSF does not offer. To offer this training, Contract Education needs to retain a special services consultant/firm to offer the training. In cooperation with the SFAC, Contract Education plans to select National Technology Transfer, Inc. to provide this training. Contract Education will serve as the project manager.

National Technology Transfer, Inc. is a nationally known industrial training provider with expertise in the field of maintenance, repair, and operation.

The special service contract for National Technology Transfer, Inc. to conduct two sessions of one-week training for up to sixty (60) participants will cost up to $20,065 $22,265. The training will be conducted at the SFAC before June 30, 1999.

The funding for the contract with National Technology Transfer, Inc. is from the San Francisco Airport Commission Training Contract. No district funds are required.
RECOMMENDATION:

RESOLVED: That the District is authorized to enter into a special service contract with National Technology Transfer Inc. for the Boilers Training before June 30, 1999, for up to 60 stationary engineers of the San Francisco International Airport, at a total cost not to exceed $20,065-$22,265. The cost is based on a training fee of $16,585-$18,785 plus $58 per student for texts and consumables for up to 60 participants.

FURTHER BE IT RESOLVED: That the Chancellor, Chief Operating Officer and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Judy Teng, Originator

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