

DATE December 10, 2003

CD 10

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF PERSONAL SERVICES AGREEMENT WITH COMMUNITY PARTNERS FOR THE BENEFIT OF THE FOUNDATION FOR SUCCESSFUL SOLUTIONS - PROJECT T.E.C.H TO CONDUCT SPECIALIZED TECHNOLOGY ACCESS PROGRAMS AT THE SOUTH SEAS HOUSE

G. Stigile <u>AS</u>	H. Fujita	_____
A. Corrales	J. Kolb	_____
B. Lukehart	L. Barth	_____
F. Mok		_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a personal services agreement, substantially in the form attached, with the Community Partners for the Benefit of the Foundation for Successful Solutions - T.E.C.H., to operate and coordinate a technology access and training program at the South Seas House for one year, not to exceed \$100,000.00 per year, with two one-year options to extend; and,
2. Find that the services to be provided by the Community Partners are of a temporary nature, and can be provided more feasibly and economically by a contractor than by City employees, and that pursuant to Charter Section 371 (e) (2) the services to be performed are of an expert, professional and/or technical nature and are of a temporary and occasional character such that competitive bidding would not be practical or advantageous; and,
3. Find that in accordance with Charter Section 1022, the Department does not have personnel available in its employ with sufficient time and expertise to undertake these specialized professional tasks in a timely manner, and it is more feasible and economical to secure the services by contract; and,
4. Find Community Partners uniquely qualified to provide the services due to Community Partner's experience as trainer and evaluator to more than 300 individuals and groups involving programs for children, teens, adults, and disabled individuals in this neighborhood; and,

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5. Direct the Board Secretary to transmit the proposed agreement to the Mayor in accordance with Executive Directive 16, concurrently to the City Attorney for review as to form, and upon the Mayor's and City Attorney's approval, authorize the President and Board Secretary to execute the agreement.

SUMMARY:

The South Seas House has been refurbished and restored for the benefit of the neighborhood, with a particular goal of extending services in Council District 10. Establishing a state of the art computer technology center in the House has been a major goal of the local community. The Community Partners for the Benefit of the Foundation for Successful Solutions (FSS) has developed many programs including youth enrichment programs such as their summer inclusion program, *DigiKids & Teens*, which brought together both non-disabled and developmentally disabled youth who worked together to create a youth focused Web site (www.fsstech.org/digikids). The Foundation was also responsible for another summer youth program that evolved into a year-round program called *ScienceQuest*, which is a national science and technology exploration program for middle-school youth.

FSS-Project T.E.C.H. is a community technology and community building project. Since the spring of 2001, FSS has operated at the Tom Bradley Youth & Family Center, a City owned facility, teaching youths, adults, and seniors. FSS will offer beginning, intermediate, and advanced levels of software and hardware classes for youth, adults, and seniors.

FSS will offer afternoon instructor-led classes, informal learning activities, and open or public access time. Additional classes will be offered if sufficient funding and community need are identified. Operating hours will be Monday through Friday from 10:00 am to 5:00 pm during the summer; 10:00 am to 6:00 pm the rest of the year; on Saturdays from 10:00 am to 2:00 pm; and 3:00 pm to 6:00 pm during winter break. FSS will obtain written approval from the Department prior to setting the agreed upon hours or any deviation once the hours have been established.

FSS will offer a Media/Multimedia training program capturing the history of the South Seas House and the community effort that saved it. The training will also include instruction on how to develop a web site, video productions, digital storytelling, animation and media literacy. The Center will provide community residents with the tools and skills that will encourage and promote creative self-expression and consequently these tools and skills can be utilized to build community and support neighborhood organizing and development ideas.

Day to day programming will include: basic computer and internet literacy instruction; after school activities including Recreation and Parks youth and teen programs; use of the lab for preparing and finishing homework assignments and research; and open access to the public.

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FSS will provide instructors for the computer lab and the public access work stations to be located on the first floor. The contract provides for \$94,140 in funding for approximately 2,615 program hours of instruction per year. In addition FSS will be allowed up to \$5,000 in reimbursable expenses. FSS must submit invoices for all allowable expenditures.

This report was prepared by Tom Petrique of Operations East.