

CONTRACT TO PROVIDE WORKFORCE INVESTMENT ACT (WIA) AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)-FUNDED GROUP SIZED TRAINING PROGRAMS

Santa Barbara County Department of Social Services

First Amendment

This is the first amendment to the Agreement for Services, number BC# 10-095, between the **County of Santa Barbara** (COUNTY) and **Allan Hancock College** (CONTRACTOR), for the continued provision of WIA ARRA-funded group sized training programs in high demand occupations to WIA eligible Adult and Dislocated Worker participants.

RECITALS

Whereas, the parties desire to amend the Agreement to add three additional program trainings: Computer Applications with Social Media Marketing for Business Certificate; Window Installation Specialist Certificate; and Electronic Health Records Support Technician; and

Whereas, these additional training programs will begin March 15, 2011: and

Whereas, WIA eligible Adult and Dislocated Worker participants will benefit from these classes enabling them to retool their skills and establish themselves in viable career paths; and

Whereas, the parties desire to amend the Agreement to increase the compensation an additional \$88,496.00 to add the three additional classes; and

Whereas, this First Amended Agreement incorporates the terms and conditions set forth in the original Agreement, approved by the County Board of Supervisors on February 09, 2010.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, COUNTY and CONTRACTOR agree as follows:

1. Amendments

A. Exhibit A, Statement of Work is amended as follows:

1. Exhibit A-Page 2, III. Training Summary, add the following:

E. The Computer Applications with Social Media Marketing for Business Certificate Program will introduce trainees to intermediate level computer skills needed for employment. The ability to operate a computer has become a basic skill required to succeed in the workforce in a wide range of occupational arenas; employers seek computer literacy in almost everyone they hire. This program will introduce trainees to computer skills needed for employment along with the use, creation and distribution of various media formats and content as it relates to social networking in media-related fields and professions. The incorporation of a variety of social media/networking applications focused on job and business needs provides an added dimension to the job seekers resume. This program also includes the option for the trainees to test for a National Career Readiness Certificate, which is a portable credential verifying to employers anywhere in the United States that an individual has essential core employability skills and certifies the attainment of workplace skills.

F. Window Installation Specialist Certificate – As energy efficiency technologies develop, new job opportunities are being created and pose a unique opportunity for workforce development to be at the forefront of training skilled employees to meet the upcoming job demand. Properly insulated buildings reduce energy

consumption while conserving resources and lowering consumer costs. This program prepares trainees for entry-level employment as a Window Installation Specialist, with the basic knowledge suitable for a supervised, entry-level position with a dealer and/or installer or other company. Trainees will be exposed to energy efficiency concepts, specifically window installation techniques for new construction and retrofit installation. This program also includes the option for the trainees to test for a National Career Readiness Certificate, which is a portable credential verifying to employers anywhere in the United States that an individual has essential core employability skills and certifies the attainment of workplace skills.

- G. *Electronic Health Records Support Technician – With the increasing use of electronic health records, more technicians will be needed to complete the new responsibilities associated with electronic data management. Technicians demonstrating a strong understanding of technology and computer software will be in particularly high demand. This program is designed for those trainees who have successfully completed the previously contracted Medical/Dental Front Office Assisting program, building on that program and explores the current and future trends of electronic health records, health information networks, and personal health records systems. It also includes the option for trainees to test for a National Career Readiness Certificate, which is a portable credential verifying to employers anywhere in the United States that an individual has essential core employability skills and certifies the attainment of workplace skills.*
2. Exhibit A-Page 3, IV. Scope of Services: Renumber 6. to 8., Renumber 7. to 9.

Add 6. to read as follows:

Provide two (2) cohorts of the contract education program entitled Computer Applications with Social Media Marketing for Business encompassing the following curriculum:

- *Computer Applications Level 2 – More complex Microsoft Word processing skills, along with Internet and email applications*
- *Computer Applications Level 3 – More in-depth applications for Excel, PowerPoint, Microsoft Word, Outlook, Access, Publisher and email*
- *Cutting Edge Social Media Approaches to Business – Trainees will be exposed to media/marketing tools including LinkedIn, Facebook, Twitter, Second Life and Blogs*
- *Business Skills Lab – The lab features individualized, hands-on instruction and lectures on computer applications. Trainees can learn at their own pace, design their own schedule, and practice those concepts learned in other coursework*

One (1) cohort to be provided in Santa Maria and one cohort to be provided at the Lompoc Valley campus.

Add 7. to read as follows:

Provide one (1) cohort of the contract education program entitled Window Installation Specialist encompassing the following curriculum:

- *MDS Weatherization*
- *Flush Installation of Flanged Units*
- *Recessed Installation*
- *Non-Flanged (Custom Milled) Units*
- *Planning System*

• *Installation Master Certification Studies*

One (1) cohort to be provided at the Lompoc Valley Campus.

Add 8. to read as follows:

Provide one (1) one cohort of the contract education program entitled Electronic Health Records Support Technician encompassing the following curriculum:

- *Computer Basics, with emphasis on working with electronic files, and introduction of voice recognition technology*
- *Medical Terminology, including an overview/review of essential diagnostic and procedural terms used in the medical field*
- *Legal Aspects of Medical Records, including legal requirements and standards of the healthcare system, regulations concerning fraud and abuse, privacy, confidentiality and security issues related to the health information infrastructure*
- *Electronic Health Records, presenting students with the knowledge and application skills necessary to promote and use electronic health record technology in any healthcare facility, including implementing and maintaining electronic health record systems and health information exchange.*

One (1) cohort to be provided in Santa Maria.

B. Exhibit B, Payment Arrangements is amended as follows:

1. Exhibit B, Page 1, Section A, to be amended as follows:

For CONTRACTOR services to be rendered under this contract, CONTRACTOR shall be paid a total contract amount, including cost reimbursements not to exceed \$264,336.96.

2. Exhibit B, Page 2, Section F to be revised to read as follows:

Unless otherwise determined by state or federal regulations' all original invoices under this Agreement must be received by County within 15 days of the last date of training, but in no event later than July 5, 2011.

C. Add Exhibit B-4, Computer Applications with Social Media Marketing for Business; B-5, Window Installation Specialist; and B-6, Electronic Health Records Support Technician, as follows:

IN WITNESS WHEREOF, this First Amendment to the Contract has been executed by parties hereto upon this date first above written.

COUNTY OF SANTA BARBARA:
KATHY M. GALLAGHER
Department of Social Services Director

ATTEST:
CHANDRA L. WALLAR
Clerk of the Board

By _____

By _____

Date _____

APPROVED AS TO FORM:
DENNIS MARSHALL
County Counsel

APPROVED AS Form:
Risk Management

By _____
Deputy County Counsel

By: _____
Risk Management

APPROVED AS TO ACCOUNTING FORM:
ROBERT W. GEIS, CPA
Auditor-Controller

COUNTY OF SANTA BARBARA

By _____

By: _____
Chair, Board of Supervisors

IN WITNESS WHEREOF, this First Amendment to the Contract has been executed by parties hereto upon this date first above written.

CONTRACTOR

By: _____

SocSec or Tax ID Number: On File

EXHIBIT B-4

COMPUTER APPLICATIONS WITH SOCIAL MEDIA MARKETING FOR BUSINESS

LINE ITEM BUDGET

Name of Applicant Agency: **Allan Hancock College**

Please provide a line item budget for each year of the program. Please do not forget to include any proposed cost of living or performance appraisal merit increases in your proposed budget.

Term Beginning: March 2011

Term Ending: June 2011

Curriculum Development

A. SALARIES AND EMPLOYEE BENEFITS

1) Salaries - List each position to be funded by this award.

Position(s)	Full-Time Equivalent (FTE) ¹	Budget for Contract Term
Direct Service Positions		
Computer Applications with Social Media Marketing for Business Paul Robertus	20%	\$1,500.00
	%	\$
	%	\$
Administrative Positions		
	%	\$
	%	\$
Sub-Total Salaries:		\$1,500.00

¹ FTE = Amount of time employee works on this program. State as a percentage based upon a 40 hour work week.

2) Employee Benefits - List type of employee benefit(s) and amount budgeted.

Type of Employee Benefit	Budget for Contract Term
Direct Service Staff	\$
Instructor – Paul Robertus = \$1,500.00 x 12.11% = \$181.65	\$181.65
	\$
	\$
Administrative Staff	\$
	\$
	\$
	\$
Sub-Total Employee Benefits	\$181.65
Percentage Benefits	12.11%
TOTAL SALARIES AND EMPLOYEE BENEFITS	\$1,681.65

EXHIBIT B-4

B. SERVICES AND SUPPLIES

1) Services - List any consultant(s) or contract services

Name of Consultant(s)/Contract Services	Budget for Contract Term
	\$
	\$
Sub-Total Services	\$0

2) Supplies

Item	Budget for Contract Term
Office Expense*	\$
Program Expense*	\$
Telephone*	\$
Mileage*	\$
Other*	\$
	\$
	\$
Sub-Total Supplies	\$
TOTAL SERVICES AND SUPPLIES	\$0

C. OPERATING EXPENSES

Item*	Budget for Contract Term
Facility Lease/Rental	\$
Equipment Lease/Rental*	\$
Furnishings*	\$
Maintenance	\$
Utilities	\$
Insurance (Refer to General Contract Provisions for Insurance Requirements)	\$
Other*	\$
	\$
	\$
Total Operating Expenses	
GRAND TOTAL LINE ITEM BUDGET	\$1,681.65
Minus Revenue	0
TOTAL BEING REQUESTED	\$1,681.65

EXHIBIT B-4

Actual Training Program Costs

A. SALARIES AND EMPLOYEE BENEFITS

1) Salaries - List each position to be funded by this award.

Position(s)	Full-Time Equivalent (FTE) ¹	Budget for Contract Term
Direct Service Positions		
Instructors – Computer Applications with Social Media Marketing for Business		
Paul Robertus = \$53.63 hr. x 168hrs = \$9,013.20	168hrs	\$9,009.84
Sue Cook = \$50.66 x 168 hrs = \$8,510.88	168 hrs	\$8,510.88
Administrative Positions		
Program Specialist Salary: \$25.00 an hr. x 168 hrs. = \$4,200.00	168hrs	\$4,200.00
	%	
	%	\$
Sub-Total Salaries:		\$21,720.72

¹ FTE = Amount of time employee works on this program. State as a percentage based upon a 40 hour work week.

2) Employee Benefits - List type of employee benefit(s) and amount budgeted.

Type of Employee Benefit	Budget for Contract Term
Direct Service Staff	
Instructor = \$17,520.72 x 12.11% = \$2,121.76	\$2,121.76
	\$
	\$
Administrative Staff	
Program Specialist Benefits: \$4,200.00 x 12.11% = \$508.62	\$508.62
	\$
	\$
Sub-Total Employee Benefits	
Percentage Benefits	
TOTAL SALARIES AND EMPLOYEE BENEFITS	
	\$2,630.38
	12.11%
	\$24,351.10

B. SERVICES AND SUPPLIES

1) Services - List any consultant(s) or contract services

Name of Consultant(s)/Contract Services	Budget for Contract Term
	\$
	\$
Sub-Total Services	
	\$0

EXHIBIT B-4

2) Supplies

Item	Budget for Contract Term
Office Expense* Paper: 2 box (5,000 sheets) = \$88.00 Toner: \$159.00 X 4 cartridges = \$636.00	\$724.00
Program Expense* Certificate Supplies	\$161.00
Telephone*	\$
Mileage* Program Specialist: .50 a mile x 100 averaged miles = \$50.00	\$50.00
Other* Computer Lab Maintenance: \$1,250.00 x 2 labs/deliveries	\$2,500.00
Textbooks for Students: \$465.40 x 40 trainees = \$18,580.00	\$18,580.00
Flashdrives: \$8.00 X 40 trainees = \$320.00	\$320.00
Parking Permits: \$30.00 per permit x 40 students = \$1,200.00	\$1,200.00
Pre & Post Workkeys/KeyTrain \$60.00 per trainee x 40 = \$2,400.00	\$2,400.00
Sub-Total Supplies	\$25,935.00
TOTAL SERVICES AND SUPPLIES	\$25,935.00

C. OPERATING EXPENSES

Item*	Budget for Contract Term
Facility Lease/Rental: \$30.00 computer lab classroom rate x 2 labs x168 hours = \$10,080.00	\$10,080.00
Equipment Lease/Rental*	\$
Furnishings*	\$
Maintenance	\$
Utilities	\$
Insurance (Refer to General Contract Provisions for Insurance Requirements)	\$
Other*	\$
	\$
Total Operating Expenses	\$10,080.00
GRAND TOTAL LINE ITEM BUDGET	\$62,047.75
Minus Revenue	\$0
TOTAL BEING REQUESTED	\$62,047.75

EXHIBIT B-5

WINDOW INSTALLATION SPECIALIST

LINE ITEM BUDGET

Name of Applicant Agency: **Allan Hancock College**

Please provide a line item budget for each year of the program. Please do not forget to include any proposed cost of living or performance appraisal merit increases in your proposed budget.

Term Beginning: April 2011

Term Ending: April 2011

Curriculum Development

A. SALARIES AND EMPLOYEE BENEFITS

1) Salaries - List each position to be funded by this award.

Position(s)	Full-Time Equivalent (FTE) ¹	Budget for Contract Term
Direct Service Positions		
Instructor: Brian Larkowski	20%	\$1,500.00
	%	\$
	%	\$
Administrative Positions		
	%	\$
	%	\$
	%	\$
Sub-Total Salaries:		\$1,500.00

¹ FTE = Amount of time employee works on this program. State as a percentage based upon a 40 hour work week.

2) Employee Benefits - List type of employee benefit(s) and amount budgeted.

Type of Employee Benefit	Budget for Contract Term	
Direct Service Staff	\$	
Instructor – Brian Larkowski = \$1,500.00 x 12.11% = \$181.65	\$181.65	
	\$	
	\$	
Administrative Staff	\$	
	\$	
	\$	
Sub-Total Employee Benefits		\$181.65
Percentage Benefits		12.11%
TOTAL SALARIES AND EMPLOYEE BENEFITS		\$1,681.65

EXHIBIT B-5

B. SERVICES AND SUPPLIES

1) Services - List any consultant(s) or contract services

Name of Consultant(s)/Contract Services	Budget for Contract Term
	\$
	\$
Sub-Total Services	\$0

2) Supplies

Item	Budget for Contract Term
Office Expense*	\$
Program Expense*	\$
Telephone*	\$
Mileage*	\$
Other*	\$
	\$
Sub-Total Supplies	\$
TOTAL SERVICES AND SUPPLIES	\$0

C. OPERATING EXPENSES

Item*	Budget for Contract Term
Facility Lease/Rental	\$
Equipment Lease/Rental*	\$
Furnishings*	\$
Maintenance	\$
Utilities	\$
Insurance (Refer to General Contract Provisions for Insurance Requirements)	\$
Other*	\$
	\$
	\$
	\$
Total Operating Expenses	\$
GRAND TOTAL LINE ITEM BUDGET	\$1,681.65
Minus Revenue	0
TOTAL BEING REQUESTED	\$1,681.65

EXHIBIT B-5

Actual Training Program Costs

A. SALARIES AND EMPLOYEE BENEFITS

1) Salaries - List each position to be funded by this award.

Position(s)	Full-Time Equivalent (FTE) ¹	Budget for Contract Term
Direct Service Positions		
Instructor – Brian Larkowski Subject Matter Expert @ \$92.19 hr. X 64 hrs. of instruction = \$5,900.16	3.07% or 64 hrs	\$5,900.16
Administrative Positions		
	%	
	%	\$
Sub-Total Salaries:		\$5,900.16

¹ FTE = Amount of time employee works on this program. State as a percentage based upon a 40 hour work week.

2) Employee Benefits - List type of employee benefit(s) and amount budgeted.

Type of Employee Benefit	Budget for Contract Term
Direct Service Staff	\$
Instructor – Brian Larkowski - \$5,900.16 x 12.11% = \$714.51	\$714.51
	\$
	\$
Administrative Staff	\$
	\$
Sub-Total Employee Benefits	\$714.51
Percentage Benefits	12.11%
TOTAL SALARIES AND EMPLOYEE BENEFITS	\$6,614.67

B. SERVICES AND SUPPLIES

1) Services - List any consultant(s) or contract services

Name of Consultant(s)/Contract Services	Budget for Contract Term
	\$
	\$
Sub-Total Services	\$0

EXHIBIT B-5

2) Supplies

Item	Budget for Contract Term
Office Expense* Paper: 1 box (5,000 sheets) = \$44.00 Toner: \$159.00 X 2 cartridges = \$318.00 Printing: \$200.00	\$562.00
Program Expense* Certificate Supplies	\$161.00
Telephone*	\$
Mileage* Program Specialist: .50 a mile x 100 averaged miles = \$50.00	\$50.00
Other*	
3 Windows for training: \$927.49 per window x 3 = \$2,782.47	\$2,782.47
1 Door with window for training: \$577.00	\$577.00
Textbooks for students: \$25.00 x 15 students = \$375.00	\$375.00
Window Installation Tool Kits: \$495.95 X 15 trainees = \$7,439.25	\$7,439.25
Parking Permits: \$20.00 per permit x 15 students = \$300.00	\$300.00
Pre & Post Workkeys/KeyTrain: \$60.00 per trainee x 15 = \$900.00	\$900.00
Sub-Total Supplies	
TOTAL SERVICES AND SUPPLIES	\$13,146.72

C. OPERATING EXPENSES

Item*	Budget for Contract Term
Facility Lease/Rental: \$30.00 computer lab classroom x 64 hrs. = \$1920.00	\$1,920.00
Equipment Lease/Rental*	\$
Furnishings*	\$
Maintenance	\$
Utilities	\$
Insurance (Refer to General Contract Provisions for Insurance Requirements)	\$
Other*	\$
	\$
	\$
	\$
Total Operating Expenses	\$1,920.00
GRAND TOTAL LINE ITEM BUDGET	\$23,363.04
Minus Revenue	\$0
TOTAL BEING REQUESTED	\$23,363.04

EXHIBIT B-6

Electronic Health Records Support Technician

LINE ITEM BUDGET

Name of Applicant Agency: **Allan Hancock College**

Please provide a line item budget for each year of the program. Please do not forget to include any proposed cost of living or performance appraisal merit increases in your proposed budget.

Term Beginning: March 2011

Term Ending: June 2011

Curriculum Development

A. SALARIES AND EMPLOYEE BENEFITS

1) Salaries - List each position to be funded by this award.

Position(s)	Full-Time Equivalent (FTE) ¹	Budget for Contract Term
Direct Service Positions		
Instructor: Robyn Adkins	20%	\$1,500.00
	%	\$
Administrative Positions		
	%	\$
Sub-Total Salaries:		\$1,500.00

¹ FTE = Amount of time employee works on this program. State as a percentage based upon a 40 hour work week.

2) Employee Benefits - List type of employee benefit(s) and amount budgeted.

Type of Employee Benefit	Budget for Contract Term	
Direct Service Staff	\$	
Instructor – Robyn Adkins = \$1,500.00 x 12.11% = \$181.65	\$181.65	
	\$	
	\$	
Administrative Staff	\$	
	\$	
Sub-Total Employee Benefits		\$181.65
Percentage Benefits		12.11%
TOTAL SALARIES AND EMPLOYEE BENEFITS		\$1,681.65

EXHIBIT B-6

B. SERVICES AND SUPPLIES

1) Services - List any consultant(s) or contract services

Name of Consultant(s)/Contract Services	Budget for Contract Term
	\$
	\$
Sub-Total Services	\$0

2) Supplies

Item	Budget for Contract Term
Office Expense*	\$
Program Expense*	\$
Telephone*	\$
Mileage*	\$
Other*	\$
Sub-Total Supplies	\$
TOTAL SERVICES AND SUPPLIES	\$0

C. OPERATING EXPENSES

Item*	Budget for Contract Term
Facility Lease/Rental	\$
Equipment Lease/Rental*	\$
Furnishings*	\$
Maintenance	\$
Utilities	\$
Insurance (Refer to General Contract Provisions for Insurance Requirements)	\$
Other*	\$
	\$
	\$
Total Operating Expenses	
GRAND TOTAL LINE ITEM BUDGET	\$1,681.65
Minus Revenue	0
TOTAL BEING REQUESTED	\$1,681.65

EXHIBIT B-6

Actual Training Program Costs

A. SALARIES AND EMPLOYEE BENEFITS

1) Salaries - List each position to be funded by this award.

Position(s)	Full-Time Equivalent (FTE) ¹	Budget for Contract Term
Direct Service Positions		
Instructor – Robyn Adkins \$66.30 hr. X 64 hrs. of instruction = \$4,243.20	3.08% or 64 hrs	\$4,243.20
Administrative Positions		
Program Specialist Salary: \$25.00 an hr. x 64 hrs. = \$1,600.00	3.08% or 64 hrs.	\$1,600.00
	%	
	%	\$
Sub-Total Salaries:		\$5,843.20

¹ FTE = Amount of time employee works on this program. State as a percentage based upon a 40 hour work week.

2) Employee Benefits - List type of employee benefit(s) and amount budgeted.

Type of Employee Benefit	Budget for Contract Term
Direct Service Staff	\$
Instructor – Robyn Adkins = \$4,243.20 x 12.11% = \$513.85	\$513.85
	\$
	\$
Administrative Staff	\$
Program Specialist Benefits: \$1,600.00 x 12.11% = \$193.76	\$193.76
	\$
	\$
Sub-Total Employee Benefits	\$707.61
Percentage Benefits	12.11%
TOTAL SALARIES AND EMPLOYEE BENEFITS	\$6,550.81

EXHIBIT B-6

B. SERVICES AND SUPPLIES

1) Services - List any consultant(s) or contract services

Name of Consultant(s)/Contract Services	Budget for Contract Term
Sub-Total Services	\$ \$0

2) Supplies

Item	Budget for Contract Term
Office Expense* Paper: 1 box (5,000 sheets) = \$44.00 Toner: \$159.00 X 2 cartridges = \$318.00 Printing: \$100.00	\$462.00
Program Expense* Certificate Supplies	\$161.00
Telephone*	\$
Mileage* Program Specialist: .50 a mile x 200 averaged miles = \$100.00	\$100.00
Other*	
Computer Lab Maintenance: \$2,500.00 per program delivery	\$2,500.00
Textbooks for Students: \$258.07 x 25 trainees = \$6,451.75	\$6,451.75
Textbooks/Manual for Instructor: \$258.07	\$258.07
Parking Permits: \$20.00 per permit x 25 students = \$500.00	\$500.00
Pre & Post Workkeys/KeyTrain: \$60.00 per trainee x 25 = 1,500.00	\$1,500.00
Sub-Total Supplies	
TOTAL SERVICES AND SUPPLIES	\$11,932.82

EXHIBIT B-6

C. OPERATING EXPENSES

Item*	Budget for Contract Term
Facility Lease/Rental: \$30.00 computer lab classroom x 64 hrs. = \$1920.00	\$1,920.00
Equipment Lease/Rental*	\$
Furnishings*	\$
Maintenance	\$
Utilities	\$
Insurance (Refer to General Contract Provisions for Insurance Requirements)	\$
Other*	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Operating Expenses	\$1,920.00
GRAND TOTAL LINE ITEM BUDGET	\$22,085.28
Minus Revenue	\$0
TOTAL BEING REQUESTED	\$22,085.28

Contract Summary Form: Contract Number: BC 10-095

D1.Fiscal Year : FY 09/10 & FY 10/11

D2.Budget Unit Number (plus -Ship/-Bill codes in paren's): 044

D3.Requisition Number : n/a

D4.Department Name : Department of Social Services

D5.Contact Person : Linda Rodriguez

D6.Phone : (805) 346-7294

K1.Contract Type (check one): Personal Service Capital Project/Construction

K2.Brief Summary of Contract Description/Purpose: WIA ARRA-funded Group Sized Trainings

K3.Original Contract Amount : \$183,840.96

K4.Contract Begin Date : 2/28/10

K5.Original Contract End Date : 6/30/11

K6.Amendment History (leave blank if no prior amendments):

Seq#	EffectiveDate	ThisAmndtAmt	CumAmndtToDate	NewTotalAmt	NewEndDate	Purpose
1	3/15/11	\$80,496.07	\$88,496.07	\$272,336.96		3 training classes

K7.Department Project Number : N/A

B1.Is this a Board Contract? (Yes/No) : Yes

B2.Number of Workers Displaced (if any) : None

B3.Number of Competitive Bids (if any) : N/A

B4.Lowest Bid Amount (if bid) : n/a

B5.If Board waived bids, show Agenda Date : N/A

B6. ... and Agenda Item Number : #

B7.Boilerplate Contract Text Unaffected? (Yes / or cite ¶¶)

:

F1.Encumbrance Transaction Code : 1701

F2.Current Year Encumbrance Amount : \$

F3.Fund Number : 0058

F4.Department Number : 044

F5.Division Number (if applicable) : 5820

F6.Account Number : 7810

F7.Cost Center number (if applicable) : 5465

F8.Payment Terms :

Net

30

V1.Vendor Numbers (A=uditor; P=urchasing) : n/a

V2.Payee/Contractor Name : Allan Hanco0ck College

V3.Mailing Address : 800 S. College Drive

V4.City State (two-letter) Zip (include +4 if known): Santa Maria, CA 93454

V5.Telephone Number : (805) 735-3366 ext. 5203

V6.Contractor's Federal Tax ID Number (EIN or SSN) :

V7.Contact Person : Rick Rantz

V8.Workers Comp Insurance Expiration Date : self insured school certificate on file

V9.Liability Insurance Expiration Date[s] (G=enl; P=rofl): 7/1/11

V10.Professional License Number : #

V11.Verified by (name of County staff) : Linda Rodriguez

V12.Company Type (Check one): Individual Sole Proprietorship Partnership Corporation

Private Non-Profit Public Education Institution

I certify: information complete and accurate; designated funds available; required concurrences evidenced on signature page.

Date: _____

Authorized Signature _____