



REPORT TO COUNCIL

City of Sacramento

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915 I Street, Sacramento, CA 95814-2604
www.CityofSacramento.org

Consent
July 13, 2010

Honorable Mayor and
Members of the City Council

**Title: Agreement: Master Agreement with Los Rios Community College for
Vocational Training**

Location/Council District: Citywide

Recommendation: Adopt a Resolution 1) authorizing the City Manager, or designee, to execute all agreements and documents, including a three-year master agreement, attached hereto as Exhibit A and incorporated by reference, including any extensions or amendments thereto, with Los Rios Community College District (LRCCD) to provide vocational training services; 2) authorizing the Sacramento Fire Department to open an Externally Funded Program (E12000100) including revenue and expenditure budgets for the master agreement with LRCCD; and 3) authorizing the City Manager, or his designee, to adjust the appropriate EFP revenue and expense budgets up to \$500,000 annually through the term of the agreement.

Contact: Kim Iannucci, Assistant Chief, 566-6590

Presenters: N/A

Department: Fire

Division: Training

Organization No: 12001421

Description/Analysis

Issue: The Sacramento Fire Department (SFD) has written curriculums to teach various subjects including the Fire Recruit Academy, Fitness in the Fire House and other courses used for in-service training needs. Through the use of a master agreement with LRCCD, individuals from the Fire Department that successfully complete these courses can receive college credit, while the Fire Department generates a revenue stream to offset administrative costs associated with providing this training.

Policy Considerations: The partnership between SFD and LRCCD is supportive of the City Council's vision to create partnerships with local education institutions.

Entering into a contract with LRCCD will allow the Fire Department to expand the number of training hours and offset those expenses by revenue received for student instruction hours. It will also enable firefighters to earn college credits and allow the Fire Department to continue to provide Fire Recruit Academies, fitness instruction to firefighters and other Department training.

Environmental Considerations:

California Environmental Quality Act (CEQA): Under the California Environmental Quality Act (CEQA) guidelines, continuing administrative activities do not constitute a project and are therefore exempt from review.

Sustainability Considerations: There are no sustainability considerations applicable to approving the attached Resolution and approving the LRCCD Agreement.

Commission/Committee Action: None

Rationale for Recommendation: The SFD began its partnership with LRCCD in spring 2002 for a three-year period. SFD entered into a new agreement effective July 2005 with City Agreement No.2006-0521. As a result of increased training needs and increased program costs, the contract renewal for a master agreement is being brought forward for City Council approval. The SFD has not hired recruits for the past two years, but with the completion of a new fire station and continued vacancies through retirements, there will always be a need to hire and train firefighters in recruit academies. Additionally, the Fire Department Training Division will offer a variety of in-service training programs, including fitness training to approximately 550 sworn employees.

A legislative change in the State Education Code supports the use of master agreements between local public safety agencies and community colleges to embrace the vast training curriculum developed and conducted by agencies separate from the college system. The philosophy of this program is to reward the participating agencies with a revenue stream to partially offset instructional training costs of classes that are conducted under the management of the community college district.

The SFD has rewritten the curriculum utilized to teach the Fire Recruit Academy and Fitness in the Fire House classes to meet the standards of the LRCCD. The instructors teaching these classes must be subject matter experts and meet the requirements set to teach at the community college level. Employees who enroll and complete these classes receive accredited college credit for their efforts.

Financial Considerations: The SFD is requesting City Council approval to open and establish an Externally Funded Program as outlined in Resolution No. 2009-406, Section 11 to track expenditures and revenues received from implementation of this master agreement with LRCCD.

It is anticipated that this master agreement will initially generate approximately \$225,000 annually in revenue for the SFD. Considering the term of this contract,

increased training hours and options to extend the contract, the resulting annual revenue is estimated at approximately \$500,000 for the term of the contract. The program revenue will partially offset administrative costs (including the tuition costs) incurred in providing on-going training. Once the Externally Funded Program is set up, the monies received from the LRCCD will be placed in this fund.

Emerging Small Business Development (ESBD): No goods or services are being purchased as a result of this agreement.

Respectfully Submitted by: 
Kim Iannucci
Assistant Chief

Approved by: 
Ray S. Jones
Fire Chief

Recommendation Approved:


Gus Vina
Interim City Manager

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RESOLUTION NO.

Adopted by the Sacramento City Council

**MASTER AGREEMENT BETWEEN THE SACRAMENTO FIRE DEPARTMENT (SFD)
AND THE LOS RIOS COMMUNITY COLLEGE DISTRICT (LRCCD)**

BACKGROUND

- A. The Sacramento Fire Department (SFD) began a partnership with Los Rios Community College District (LRCCD) in spring 2002 for a three-year period that was approved by the City Council.
- B. SFD entered into a new agreement effective July 1, 2005 (City Agreement No 2006-0521) to provide instruction for a period of three years with an option for extension up to two years. This master agreement has been fully executed and a new master agreement must be executed to continue to help offset expenses incurred by operating in-service training and recruit academies.
- C. This master agreement has empowered the City to manage a portion of the training hours conducted annually by the SFD under the educational guidance of the LRCCD. It has also raised the educational standards of the programs conducted and SFD employees obtain college credit for the classes taught under this LRCCD partnership.
- D. The SFD will remit tuition payments to the LRCCD and LRCCD will reimburse the SFD according to the formula specified in the contract.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. The City Manager, or his designee, is authorized to execute all agreements and documents, including a three-year master agreement, attached hereto as Exhibit A and incorporated by reference, including any extensions or amendments thereto, with the LRCCD to provide vocational education training services;
- Section 2. An Externally Funded Program (E12000100) including revenue and expenditure budgets for the master agreement with LRCCD shall be established; and
- Section 3. The City Manager, or his designee, is authorized to adjust the appropriate EFP revenue and expense budgets up to \$500,000 annually through the term of the agreement.

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Exhibit A Master Agreement with LRCCD

**MASTER AGREEMENT FOR VOCATIONAL TRAINING
BETWEEN LOS RIOS COMMUNITY COLLEGE DISTRICT
AND CITY OF SACRAMENTO FIRE DEPARTMENT**

This agreement is made and entered into this ____ day of ____ 2010, by and between the Los Rios Community College DISTRICT, hereinafter called DISTRICT, and the City of Sacramento Fire Department, hereinafter called CONTRACTOR, for instruction beginning July 1, 2010 ending on or before June 30, 2013 with options for two one year extensions per Article VI, Section 64.

WITNESSETH:
RECITALS

WHEREAS the DISTRICT provides instruction for Fire Science trainees, in accordance with minimum standards as outlined by the Uniform Fire Science curriculum as defined by the State Department of Education and the Office of the California State Fire Marshal

WHEREAS the CONTRACTOR desires to collaborate with the DISTRICT in providing said instruction by performing such services as specified hereinafter.

WHEREAS, a job market study has been performed to determine the existing need for individuals with degrees or course work in basic, intermediate and advanced fire science.

WHEREAS, the parties intend that this agreement provide for the mutual cooperation of the DISTRICT and CONTRACTOR in the provision of the above-mentioned instructional services.

WHEREAS, both parties desire to enter into a professional and respectful relationship in furthering the fire science training needs of the community.

NOW, THEREFORE, in consideration of the foregoing and of the covenants, conditions, and promises hereinafter contained to be kept and performed by the respective parties, DISTRICT and CONTRACTOR mutually agree as follows:

ARTICLE I -- RESPONSIBILITIES OF CONTRACTOR

1. CONTRACTOR shall provide facilities for instructional activities free of charge to the DISTRICT. CONTRACTOR shall attempt to provide use of said facilities during normal business hours and shall ensure that such facilities are clearly identified as being open to the general public as defined the Title 5, Section 58051.5 and accessible to students enrolled in the course.
2. For each instructor, the CONTRACTOR will provide to DISTRICT documentation satisfying minimum qualifications requirements for the instructional assignment(s). DISTRICT will ensure timely review and response as the determination of each instructor's eligibility. CONTRACTOR may allow the appearance of a Guest Lecturer(s) to assist in the presentation of any given course pursuant to Education

Code 78022. Guest Lecturer(s) shall only be used under the supervision, direction and control of the assigned instructor to provide supplemental information regarding their expertise.

3. The CONTRACTOR shall pay its instructors salary and benefits costs, provide equipment, materials, day to day management support, and all other related costs necessary to conduct DISTRICT PROGRAMS OFFERED UNDER THIS AGREEMENT. Any payments to any Guest Lecturer(s) shall be the responsibility of CONTRACTOR. The CONTRACTOR shall indemnify and hold harmless DISTRICT against any all claims which are made for salary and/or employment benefits of CONTRACTOR's instructional staff.
4. The CONTRACTOR shall cooperate with DISTRICT to ensure that all personnel, facilities, equipment and materials used in carrying out its responsibilities under this agreement conform to Education Code and Title 5 mandated standards governing instructional programs.
5. CONTRACTOR shall provide the DISTRICT with a written statement (Attachment A) from each instructor certifying acknowledgment that the DISTRICT has the right to control and direct the educational programs which are the subject of this agreement.
6. CONTRACTOR shall provide office space and equipment for coordinator, counselor, and any secretarial and administrative staff of CONTRACTOR servicing the program.
7. CONTRACTOR will ensure that minimum standards for credit course content, instructional design, testing of students, and terminal performance rating be consistent with current regulations and DISTRICT's curriculum standards.
8. CONTRACTOR shall, with the DISTRICT, maintain procedures to ensure open enrollment of the classes as outlined in Education Code Section 84500 which by this reference is incorporated herein.
9. CONTRACTOR shall, with the DISTRICT, allow preference to employed fire science students with 15% of seats provided to interested non-fire science students who satisfy course prerequisites. Students shall meet all prerequisites mutually developed by CONTRACTOR and DISTRICT.
10. CONTRACTOR shall develop such course presentations for credit courses consistent with course outlines as approved by the DISTRICT Curriculum Committee.
11. CONTRACTOR assures that the instructional activities to be conducted will not be fully funded by other sources.
12. CONTRACTOR will provide DISTRICT with advanced notice of individual course beginning and ending dates.
13. CONTRACTOR will provide any and all certifications.

ARTICLE II – RESPONSIBILITIES OF DISTRICT

14. DISTRICT shall, in conjunction with the CONTRACTOR, offer approved educational courses to meet the needs of the CONTRACTOR.
15. DISTRICT shall provide contact person to work with the CONTRACTOR.
16. DISTRICT and the CONTRACTOR will mutually ensure that ancillary and support services are provided for students.
17. DISTRICT shall assist the CONTRACTOR in student registration in order to adequately manage and control its course offerings.
18. DISTRICT shall include any course sections offered under this agreement in its published college course schedule. For sections added after publication, DISTRICT will ensure such sections are appropriately advertised to the general public.
19. The DISTRICT shall have primary right to control and direct the educational programs which are the subject of this agreement. DISTRICT shall demonstrate control and direction by ensuring that the instructors are provided with an orientation, faculty handbook, Title 5 course outlines, curriculum materials, testing and grading procedures, and any other materials and services needed to offer a credit course. CONTRACTOR may develop instructional curriculum with final responsibility and approval by DISTRICT. DISTRICT shall have primary responsibility for curriculum development and the instruction program.
20. DISTRICT shall approve the selection of instructors based upon satisfaction of minimum qualifications for instruction. CONTRACTOR ensures the DISTRICT that each instructor will work to the standards established by the DISTRICT, including, but not limited to, adherence to the course outline during the time the instructor is serving DISTRICT. DISTRICT has the right to terminate instructors from employment as an instructor in the training programs that are the subject of this agreement based upon instructor's evaluations and in consultation with CONTRACTOR.
21. DISTRICT shall ensure that course offerings to be reported to the State for apportionment funding meet all appropriate requirements of the Education Code, Title 5, and State student attendance accounting and audit accountability requirements.
22. DISTRICT and the CONTRACTOR will mutually advise one another of any substantive revisions to existing DISTRICT courses offered as part of this agreement, initiation of new courses, or any other changes to courses or programs in a timely manner (Attachment B).
23. Payments made by the DISTRICT to the CONTRACTOR are intended to compensate the CONTRACTOR primarily for the service time its employees spend performing instructional activities on behalf of DISTRICT and secondarily, for facility, materials, and any other costs incurred by the CONTRACTOR for the activities offered under this

agreement. District will annually notify CONTRACTOR of the total estimated payments to be made. CONTRACTOR will confirm in writing the portion of the funds used to pay for instructional activities, facility, material and other costs.

24. DISTRICT will make available career and academic counseling to all registered students and will grant appropriate college credit for instruction. Such services will be provided as needed at the CONTRACTOR's facility. Determination of the need for career and academic counseling shall be mutually agreed upon by DISTRICT and CONTRACTOR.
25. DISTRICT will provide for the assessment of non-fire science students' preparedness prior to enrollment. Such assessment shall be in compliance with State law and related State regulations.
26. DISTRICT certifies that it does not receive full compensation for direct education costs of any course within the scope of this Agreement from any public or private agency, individual or group.
27. DISTRICT represents and warrants to CONTRACTOR that DISTRICT and DISTRICT's employees, at DISTRICT's sole cost and expense, shall have and maintain, at all times during the term of this Agreement, all accreditations, licenses, qualifications and approvals of whatsoever nature which are legally required for DISTRICT to perform the services under this Agreement.
28. Both parties shall meet prior to the start of each fiscal year to discuss the educational program for the coming year. The fiscal year shall be defined as July 1 through the last day of June of the following year. For the purposes of this section the parties shall initiate this dialogue no later than May 1. Topics of the discussion shall include but will not be limited to new or revised courses, anticipated attendance levels, contracted attendance growth compared to previous year, and consideration for attendance growth. Funds for additional student contact hours above prior year's funded level may be provided at the District's discretion.
29. No later than 180 days prior to the termination of this Agreement, the DISTRICT and CONTRACTOR shall meet to discuss the extension of the contract.

ARTICLE III – FEES, PAYMENTS AND REPORTING

30. Enrollment fees shall be assessed to students at the current rate for California residents and for non-resident students. Non-resident students will be assessed the DISTRICT's current non-residence tuition in addition to the enrollment fees. CONTRACTOR will collect the enrollment fee and any non-resident fee due from the students or sponsoring agency(ies) enrolled in any course provided by CONTRACTOR as specified in the Annual training Addendum (Attachment B).

CONTRACTOR shall deliver course enrollment rosters weekly. Basic Academy enrollment rosters will be submitted the month following the start of each academy course. Rosters will include the course code, course dates, instructor, course title, student name and identification and attendance.

An invoice for enrollment fees and non-resident fees will be sent to the CONTRACTOR within 30 days of receipt of the attendance rosters for short term classes and the enrollment rosters for academies. CONTRACTOR shall remit fees for all students, including CONTRACTOR's employees, upon receipt of invoice.

31. The courses offered under this agreement are deemed to be in-service and therefore require attendance reporting using the actual student contact hours of attendance procedure. Attendance hours are defined as those hours that are reported by the DISTRICT on the form CCFS 320, California Community Colleges Apportionment Attendance Reports, and are subject to audit by the DISTRICT's independent auditor and the California Community Colleges Chancellor's Office or its representatives.
32. For the 2010/2011 fiscal year, DISTRICT shall reimburse CONTRACTOR \$3.49 per resident student attendance hour eligible for state apportionment if total hours generated are less than or equal to 100,000 hours. Should student total attendance exceed 100,000 hours, CONTRACTOR shall be reimbursed \$3.93 per student attendance hour for all hours generated. Attendance hours for non-residence students shall be included in such computation as long as the DISTRICT's non-resident fees have been assessed and paid by or on behalf of such students enrolled in DISTRICT courses. The hourly rate reimbursements stated above are subject to any related funding adjustments, including COLA and applied deficit/surplus funding factors, contained in the final 2010-2011 Enacted State Budget.
33. For subsequent contract years, the cost of living adjustment (COLA) provided to the DISTRICT and funded by the State for financing of community colleges shall apply to the hourly rate reimbursements of \$3.49/hour and the \$3.93/hour rate if total student hours earned are in excess of one hundred thousand hours (100,000).
34. Should the State apportionment funds for any fiscal year be deficated in any manner, the deficit will be applied proportionately to any funds due the CONTRACTOR.
35. If State of California raises or lowers enrollment fees, CONTRACTOR or DISTRICT may request that the hourly reimbursement rates be renegotiated. The request must be made within 30 days of budget finalization.
36. DISTRICT will reduce FTES enrollment in CONTRACTOR courses proportionate to DISTRICT's in times of DISTRICT state-wide reductions in FTES enrollment.
37. CONTRACTOR shall bill DISTRICT for attendance hours generated by courses offered under this Agreement at the rates and conditions specified in Article III, Section 32. A payment of 85% of the instructional costs at the previously specified rate shall be made in August of the following fiscal year after the hours have been reviewed and

verified by American River College Records and Admissions. The remaining 15% will be paid in February of the following fiscal year after the final attendance report is filed with the State California Community Colleges Chancellor's office. The payment amounts shall be based upon the monthly rosters showing student contact hours reportable to the State for the academic year.

38. If State apportionment funds received from this instructional program are adjusted due to subsequent audit(s) by the State of California or any of its agencies, the CONTRACTOR shall reimburse to DISTRICT any and all payments made to the CONTRACTOR which DISTRICT may be obligated to return to the California Community Colleges, State Chancellor's Office or have deducted from DISTRICT's future apportionment funding.
39. CONTRACTOR shall accept payments as full reimbursement for costs incurred by the CONTRACTOR for all courses offered under this agreement. At the end of the contract year and upon request by DISTRICT, CONTRACTOR shall provide to DISTRICT an accounting of how these funds were expended in support of instruction. It is the intent that DISTRICT reimbursements to CONTRACTOR shall be used primarily for direct instructional costs.
40. CONTRACTOR may provide at their option food and lodging to students, but the CONTRACTOR is under no obligation to provide such food or lodging. DISTRICT is under no obligation to reimburse such costs.
41. DISTRICT payments shall be made payable to the CONTRACTOR and mailed to:

City of Sacramento Fire Department
5770 Freeport Boulevard, Suite 200
Sacramento, CA 95822

ARTICLE IV – NOTICE

42. CONTRACTOR and DISTRICT will designate a contact person for this program. The CONTRACTOR's contact person shall be the Training Sergeant or his/her designee. The DISTRICT's contact person shall be the Dean of Instruction, American River College.
43. All written notices, reports, and other written communications under this Agreement shall be deemed effective upon their deposit in the United States Mail, postage prepaid, and addressed to the respective named representatives, or his/her designee, as follows:

(A) To American River College

(B) To CONTRACTOR

David Viar, President
American River College
4700 College Oak Drive
Sacramento, CA 95841-4286

See Above

ARTICLE V – LIABILITY

44. INDEMNIFICATION AND HOLD HARMLESS

CONTRACTOR shall defend, indemnify and hold harmless the DISTRICT, its officers, employees, agents and representatives against any and all claims arising out of the employment, employment benefits and/or salary of the instructors, coordinators and/or staff employed for purposes of the Agreement, except when such claim of employment rests upon assertion of entitlement to tenured employment.

CONTRACTOR and DISTRICT shall each assume the responsibility and the liability for the acts and omissions of their own officers, agents, or employees in connection with the performance of their official duties under this Agreement. For tort liability purposes, neither CONTRACTOR nor the DISTRICT nor their officers, agents or employees shall be considered an agent of the other.

Each party shall assume the responsibility and liability for and shall indemnify, defend, and hold harmless the other party, its agents, officers and employees from and against any and all liabilities, obligations, losses, damages, penalties, fines, claims, actions, suits, costs and expenses, and disbursements (including legal fees and expenses) of any kind and nature whatsoever imposed in, asserted against, incurred or suffered by the other party or its agents, officers or employees by reason of damage, loss or injury (including death) of any kind or nature whatsoever to persons or property caused by or in any way relating to or arising out of any negligent act or action, or any neglect, omission or failure to act when under a duty to act on their part or any of their agents, officers or employees in its or their performance of services or obligations hereunder.

The provisions contained herein include any violation of applicable law, ordinance, regulation, or rule including where the claim, loss, damage, change or expense was caused by deliberate, willful, or criminal acts of either party, or any of its agents, officers, or employees in its or their performance hereunder.

It is the intent of the parties hereto that where negligence is determined to have been contributory, principles of comparative negligence will be followed and each party shall bear the proportionate cost of any loss, damage, expense and liability attributable to that party's negligence.

The parties shall provide written notification to the other party within thirty (30) days of receipt of any claims, administrative actions or legal actions with respect to any of the matters described in this indemnification provision. The parties shall establish procedures for the sharing of information and cooperate in the defense of such actions

brought by others with respect to the matters covered in this Agreement, unless to do so creates a conflict of interest. Nothing set forth in this Agreement shall establish a standard of care for, or create any legal right in, any person not a party to this Agreement.

It is expressly understood and agreed that no personal liability whatsoever attaches to any member of the DISTRICT Board of Trustees, any member of CONTRACTOR's City Council, or to any of the officers or employees thereof by virtue of the Agreement.

45. MUTUAL WAIVER OF SUBROGATION

The parties agree that in the event of loss due to claim, arising out of any negligence, omission, or failure to act when under a duty by any of their agents, officers, or employees, against their respective worker's compensation, general liability and/or auto liability insurance policies, each party shall look solely to its insurance for recovery. The parties hereby grant to each other, on behalf of any insurer providing insurance to either of them, a waiver of any right of subrogation that any such insurer of one party may acquire against the other as a result of a paid claim or judgment.

The parties further agree to provide each other endorsements stating that the carrier waives its right of subrogation against the other party with respect to any claim arising from activities under the terms of this Agreement. Should either party be self-insured, it shall waive its rights to subrogation against the other party.

ARTICLE VI – MISCELLANEOUS

46. MODIFICATION

No waiver, alteration, modification, or termination of this Agreement shall be valid unless made in writing and signed by the authorized parties hereof.

47. CAPTIONS

The heading or captions to the Articles of this Agreement are not a part of the Agreement and shall have no effect upon the construction or interpretation of any part thereof.

48. SEVERABILITY

If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in full force and effect.

49. AMBIGUITIES

The parties have each carefully reviewed this Agreement and have agreed to each term of it. No Ambiguity shall be presumed to be construed against any other party.

50. **GOVERNING LAW**
The interpretation and enforcement of the Agreement shall be governed by the laws of the State of California, and where applicable, by federal law. Venue shall be in Sacramento County.
51. **PRIOR AGREEMENTS**
This Agreement constitutes the entire contract between DISTRICT and CONTRACTOR regarding the subject matter of this agreement. Any prior agreements, whether oral or written between DISTRICT and CONTRACTOR regarding the subject matter of this agreement are hereby terminated effective immediately upon full execution of this agreement.
52. **INTEGRATION**
This Agreement, including Attachments A and B, embodies the entire agreement of the parties in relation to the scope of services herein described, and no other agreement or understanding, verbal or otherwise, exists between the parties.
53. **TERMINATION**
This agreement may be terminated by either party in the event of a breach of contract. Prior to termination, the party seeking termination shall provide the other party with written notice of the breach and ninety days to cure the breach. If the breach is not cured or otherwise resolved to the satisfaction of the parties within the specified ninety day period, the Agreement may be terminated. The Agreement may also be terminated prior to the termination date upon the mutual written consent of the parties. It is agreed that students enrolled at such time in the services mentioned herein shall be given the opportunity to complete the full program offered. Neither party shall incur any liability to the other by reason of such termination.
54. **WAIVER**
Waiver by either party of any breach, default or condition precedent shall not constitute a continuing waiver or a waiver of any other subsequent breach, default or condition precedent or any other right hereunder.
55. **COUNTERPARTS**
This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.
56. **COMPLIANCE WITH LAWS AND REGULATIONS**
The parties shall comply with all applicable federal, state and local laws, ordinances, rules and regulations pertaining to their obligations and the services to be provided under this Agreement.
57. **NO GRANT OR AGENCY**
Except as the parties may specify in writing, neither party shall have authority, express or implied, to act on behalf of the other party in any capacity whatsoever as an agent. Neither party shall have any authority, expressed or implied pursuant to this Agreement to bind the other party to any obligation whatsoever.

58. **ASSIGNMENT PROHIBITED**
Neither party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempt or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.
59. **NONDISCRIMINATION**
In the performance of the services or obligations required by this Agreement, neither party shall discriminate on the grounds of race, color, religion, sex, national origin, age, marital status, physical handicap or disability, or sexual orientation.
60. Intentionally left blank
61. Upon request, DISTRICT shall provide CONTRACTOR with any and all referenced educational guidelines and/or documents articulated in this agreement, including Title 5 of the Education Code and California Community Colleges Apportionment Attendance Reports that address the program.
62. The parties shall maintain confidentiality of all records to the full extent permitted by the California Public Records Act and other state and federal laws regarding public agency and/or academic records.
63. CONTRACTOR shall retain the right to appropriately discipline or release students from classes based on CONTRACTOR's employment and security mandates subject to approval of the DISTRICT.
64. This agreement may be renewed on the same conditions from year to year after completion of the initial term. Renewal may be made by mutual written agreement between CONTRACTOR and DISTRICT.
65. Current approved instructors shall not be required to complete additional Agreements for Vocational Training Services or re-apply for approved instructor status, and shall be authorized to conduct instruction under this agreement.

The person signing this Agreement for each party hereby represents and warrants that he or she is fully authorized to sign this Agreement on behalf of that party.

In WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

City of Sacramento Fire Department

LOS RIOS COMMUNITY COLLEGE
DISTRICT

Authorized Signature

Jon Sharpe
Deputy Chancellor

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Jan Patrick Sherry
General Counsel

Attachments:

- A – Agreement for Vocational Training Services
- B – Annual Training Addendum

Attachment A

LOS RIOS COMMUNITY COLLEGE DISTRICT

Agreement for Vocational Training Services

THIS AGREEMENT is made and entered into this _____ day of _____, 2010, between Los Rios Community College District, hereinafter referred to as DISTRICT, _____, hereinafter referred to as CONTRACTOR, and _____, hereinafter referred to as INSTRUCTOR.

WITNESSETH

1. The INSTRUCTOR agrees to provide instructional services as described in the Master Agreement between CONTRACTOR and DISTRICT, during the period of _____.
2. The INSTRUCTOR agrees to work to the standards established by the DISTRICT, including, but not limited to, adherence to the course outline during the time the INSTRUCTOR is serving the DISTRICT.
3. The DISTRICT shall have the primary right to control and direct the educational program which is the subject of this Agreement and shall have the primary right to direct and control the activities of the INSTRUCTOR. Activities shall be performed by the INSTRUCTOR in accordance with such responsibility and control, subject to the provisions set forth more particularly in a contract by and between the CONTRACTOR and the DISTRICT.
4. At all times while performing services under this Agreement, the INSTRUCTOR shall be an employee of the _____ or other Agency, and not be an employee of the DISTRICT. The INSTRUCTOR acknowledges his/her status as a contractor, the significance of such status and that such status does not entitle the INSTRUCTOR to the same benefits nor impose upon the INSTRUCTOR the same obligations as an employee with the DISTRICT.

I have read all of this Agreement and understand it completely, and/or have consulted with my own attorney if I so desired, and by my signature below represent that this Agreement is the only statement by or on behalf of the DISTRICT or the CONTRACTOR upon which I have relied in signing this Agreement.

INSTRUCTOR

(Signature)

(Printed Name)

DATE: _____

Attachment B

**Annual Training Addendum
To the
MASTER AGREEMENT FOR VOCATIONAL TRAINING
Between LOS RIOS COMMUNITY COLLEGE DISTRICT
AND
CITY OF SACRAMENTO FIRE DEPARTMENT**

This Addendum is part of the Master Agreement for Vocational Training between the Los Rios Community College District and the City of Sacramento Fire Department.

From July 1, 2010 through June 30, 2013, the **CONTRACTOR** agrees to provide instruction that may include:

(Hours are approximate and may change. Significant changes shall be immediately provided to **DISTRICT**.)

1. **Emergency Vehicle Operator – Phase I (8 hours)**
 Emergency Vehicle Operator – Phase II (8 hours)
 Emergency Vehicle Operator: Fire (9 hours)
 Low Angle Rescue (16 hours)
 Rapid Intervention Crew Tactics (16-24 hours)
 Incident Command System Orientation (I-100) (4 hours)
 Incident Command System (I-200) (12-16 hours)
 Incident Command System (I-300) (26 hours)
 Incident Command System (I-400) (26 hours)
 Rescue Boat Operations (24 hours)
 Firefighter Recruit EMS Orientation (32 hours)
 Rescue Watercraft (40 hours)
 Incident Safety Officer (S-404) (24 hours)
 Task Force/Strike Team Leader (S-330) (24 hours)
 Hazmat First Responder Operational (24 hours)
 Fire Inspector Academy (195-252 hours)
 High Rise Incident Management – Basic Organization (6 hours)
 Water Rescue (9-77 hours)
 Basic Firefighter Recruit Academy (620-650 hours)
 HazMat Incident Commander (24 hours)
 Professional Training for Fire Service Personnel (240-300 hours)
 Fire Apparatus Driver/Operator 1A (40 hours)
 Fire Apparatus Driver/Operator 1B-Pump Operations (40 hours)
 Fire Apparatus Driver/Operator 1B (40 hours)
 Fitness in the Fire House (40-146 hours)
 Rescue Systems (24-40 hours)

2. **CONTRACTOR**, with **DISTRICT** approval, may present additional courses of instruction.

3. **CONTRACTOR** shall provide the **DISTRICT** with advance notice of individual course beginning and ending dates.

IN WITNESS WHEREOF the said parties have hereunto set their names.

**CITY OF SACRAMENTO FIRE
DEPARTMENT**

**LOS RIOS COMMUNITY COLLEGE
DISTRICT**

Authorized Signature

DATE: _____

DATE: _____