



BUTTE-GLENN COMMUNITY COLLEGE DISTRICT

3536 Butte Campus Drive, Oroville, CA 95965

**CONTRACT FOR INDEPENDENT CONTRACTOR SERVICES
SHORT FORM
NOT TO EXCEED \$5,000**

This Contract for Independent Contractor Services Short Form ("Contract"), is entered into by the Butte-Glenn Community College District ("District") and the Contractor named below. This agreement becomes effective only when signed by the Contractor and an authorized District representative.

NAME AND ADDRESS OF "CONTRACTOR"

Chabot-Las Postias CCD
Name of Contractor
25555 Hesperian Blvd
Address
Hayward, CA 94545
City/State/Zip Code
510-723-6874
Phone Number

NAME AND ADDRESS OF DISTRICT DEPARTMENT

Butte-Glenn Community College District
EWD
Department or Division Name
2480 Notre Dame Blvd
Address
Chico CA 95928
City/State/Zip Code

1. Scope of Services. The services the Contractor agrees to provide are:

Description of Services: Nursng Curriulum Revison

Date(s): **Start Date:** START DATE /09/01/2018 **End Date:** END DATE 06/30/2019

Contractor may not begin performing the services until this Contract has been signed by both parties and Contractor has received a purchase order from District.

Location(s): Nursing Department, Chabot-Las Postias CCD.

Contractor agrees to provide the following equipment/items for this Contract (if any):

N/A

2. Total Fee. District agrees to pay Contractor a fee not to exceed **\$5,000** as a Flat Fee or billed at a Rate of \$N/A for the performance of the services described above. District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services and not included in the fee specified. Payment shall be made within thirty (30) days after receipt of an invoice referencing a valid District purchase order number and specifying the services performed by date.

Note: Amounts paid to any individual in excess of \$600 in a calendar year will result in a Form 1099 being issued and reported by law to the individual and the Internal Revenue Service as miscellaneous income.

3. Independent Contractor. In performing services and accepting payment under this Contract, Contractor is deemed an independent contractor and shall not act as nor be considered an employee or agent of District. No benefits provided by District to its employees, including workers' compensation and unemployment insurance, will be provided to Contractor.

4. Termination. Either District or Contractor may terminate performance under this Contract at any time by notifying the other party in writing at least seven (7) days in advance of the effective date of the termination.

5. Insurance. Contractor, at its sole cost and expense, shall insure its activities in connection with this Contract. District may require proof of applicable insurance prior to performance of services.

6. Indemnification. Contractor shall defend, indemnify, and hold harmless District, its officers, employees, and agents from and against all claims, damages, liabilities, losses, and expenses resulting from the negligent or intentional acts or omissions of Contractor in performing the services.

7. Waiver: Contractor hereby voluntarily waives any actions, demands, or claims against the Butte-Glenn Community College District, its officers, agents, or employees, that may result from any personal injury to Contractor or damage to personal property occurring during such time that Contractor performs services for the District.

8. Non-Discrimination. Contractor shall not discriminate in either the provision of services, or in employment, against any person because of national origin, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, and agrees to comply with all applicable federal and state laws, rules, regulations, and executive orders relating to nondiscrimination, equal employment opportunity and affirmative action.

9. FERPA. If the Contractor has access to student's educational records, Contractor shall limit its employees' access to the records to those persons for whom access is essential to the performance of this Contract. At all times during this Contract, Contractor shall comply with the terms of the Family Educational Rights and Privacy act of 1974 in all respects.

This Contract is acknowledged and accepted by:

CONTRACTOR

By: _____ Date: _____
 (Contractor Signature)

Name: Ronald Gerhard
 Title: Vice Chancellor, Business Services

CONTRACTOR MUST PROVIDE A COMPLETED IRS FORM W-9.

BUTTE-GLENN COMMUNITY COLLEGE DISTRICT

By: _____ Date: _____
 (District Authorized Signature)

Name: Andrew B. Suleski
 Title: Vice President for Administration

| TO BE COMPLETED BY DISTRICT ONLY | | | | | |
|---|---------------------------|--------------------------------|------------------------|---------|------|
| The person preparing this contract must complete this section and obtain appropriate initials before contract will be approved. | | | | | |
| Initiating Department: | EWD | Preparer's Name & ID: | Linda L. Zorn 300-3827 | Phone: | 9069 |
| Vendor Name: | Chabot-Las Positas | | Vendor ID: | 3000427 | |
| PO Description (Max. 25 characters): | RN Curriculum Revision | | | | |
| Budget Code: | 12.219.524.2.601000.55100 | | PO Amount: | \$5,000 | |
| Contract Monitor Name (Person Who Approves Invoices): | Linda L. Zorn | | | Phone: | 9069 |
| Dept. Dean/Director Initials: | | Dept. Vice President Initials: | | | |
| Business Contracts Approval: | | Purchase Order Number: | | | |