Board Office Use: Le	gisiative File IIIIO.
File ID Number	14-0237
Introduction Date	4-9-14
Enactment Number	14-0578
Enactment Date	11/9/14



Community Schools, Thriving Students

Memo

-	-
	0

Board of Education

Gary Yee Ed.D., Superintendent

From

By: Maria Santos, Deputy Superintendent, Instruction, Leadership &

Equity-in-Action

Vernon Hal, Deputy Superintendent, Business & Operations VEH

Board Meeting Date
(To be completed by
Procurement)

4	-9	-	14	•	

-		
Su	Die	ect

Professional Services Contract A	mendment -	1	
International Rescue Committee C	Dakland	CA	(Contractor, City/State) -
922/TSF Refugee Pro	ogram- FSCP		(site/department)

Action Requested

Ratification by	the Governing	Board of t	he amendmen	t to the professional s	ervices
contract betwe	en the Distric	t and Intern	ational Rescue	Committee	•
Services to be	primarily prov	ided to	922/TSF Refu	igee Program- FSCP	for
the period of _	10/1/2013	_ through _	06/30/2014	_, in an amount not to	exceed
\$ 31,735.00					

Background

A one paragraph explanation of why an amendment is needed.

Funded by the US Office Of Refugee Resettlement and Title III Immigrant Funds, the OUSD'S Refugee and Asylee Student Assistance Program provides supportive educational services to newly-arrived refugee families who have arrived under the auspices of the US government, and through federally-contracted resettlement agencies. In alignment with the OUSD's Title II plan, the RASAP will extend its contract with the International Rescue Committee, the largest local refugee resettlement agency, to support the transitions of newly-arrived refugees into US schools by liaising with RASAP programs and OUSD schools, facilitating minority language interpretation, and facilitating enrollment into OUSD programs (summer school, parent workshops, ELD classes, etc).

Discussion

One paragraph summary of the amended scope of work.

Ratification by the Board of Education of Amendment No. 1 to the Professional Services Contract between the District and International Rescue Committee, Oakland, CA, for the latter to provide school liaison and educational orientation services for newly-arrived refugee families within OUSD for the period of January 1, 2014 through June 30, 2014, in the amount of \$31,735.00, increasing the agreement from \$10,000.00 to an amount not to exceed \$41,735.00.

Recommendation

Ratification by the Governing Board of the amendment to the professional services contract between the District and International Rescue Committee. Services to be primarily provided to 922/TSF Refugee Program-FSCP for the period of 10/1/2013 through 06/30/2014, in an amount not to exceed \$ 31,735.00

Fiscal Impact

Funding resource name (please spell out) 4216 / Refugee Transitional Families not to exceed \$31,735.00

Attachments

- Contract Amendment
- · Copy of original contract

and the second second	
File ID Number	14-0237
Introduction Date	4-9-14
Enactment Number	14-0578
Enactment Date	119114

Rev. 6/13 v1

New Req. No.

R0409263

P.O. No.

P1403799



Community Schools, Thriving Students

AMENDMENT NO. ____1 TO PROFESSIONAL SERVICES CONTRACT

	This Amendment is	entered into between	n the Oakland Unified School District (OUSD)	
and	International Rescue Committee	(CONTRACTOR).	OUSD entered into an Agreement with CONTRACTOR for services of	or
		October 1 , 20 13	_, and the parties agree to amend that Agreement as follows:	

	Services:	■ Th	ne scope of work has changed.	ONLY the fu	Hullig Source	has changed.
	expected fina	al results, such a	changed: Provide brief descripti as services, materials, products, ar ttached. OR, The CONTRACTOR	nd/or reports; attach addition	al pages as ne	ecessary.
	vices are the oming availa		are funding additional hours fro	om the contractor due to R	defugee Tran	sitional Families funds
	If the to	erm has chan	e term of the contract is <u>unchanged</u> ged: The contract term is exte	ended by an additional		
			e contract price is <u>unchanged</u> .	■ The contract	price has <u>cha</u>	nged.
	If the c		has changed: The contract p			
			of \$ 31,735.00 to o			
	1.0	_			-l-II /#	\
	and the	e new contract	total is forty one thousand seve	en hundred thirty five	dollars (\$	(41,735.00)
	and in full for	orce and effec nt History:	All other provisions of the Agret as originally stated.			
	and in full for	orce and effec nt History:	t as originally stated. us amendments to this Agreement			nended as follows:
	Amendmen	orce and effec nt History: re are no previo	t as originally stated. us amendments to this Agreement	t. This contract has previ		nended as follows:
	Amendmen	orce and effec nt History: re are no previo	t as originally stated. us amendments to this Agreement	t. This contract has previ		nended as follows: Amount of Increase (Decrease)
5.	Amendmen	orce and effec nt History: re are no previo	t as originally stated. us amendments to this Agreement	t. This contract has previ		nended as follows: Amount of Increase (Decrease)

EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR'S entire Proposal is <u>not</u> made part of this Agreement. [IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES CAN BE ATTACHED <u>WITHOUT</u> ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

Summary for Board Memo and Board Agenda – Must accurately align with scope of work below.

Ratification by the Board of Education of a Professional Services Contract between the District and the International Rescue Committee, Oakland, CA, for the latter to provide school liaison and educational orientation services for newly-arrived refugee families in the OUSD for the period of January 1, 2014 through June 30, 2014 in an amount not to exceed \$31,735.

SCOPE OF WORK International Rescue Committee will provide a maximum of 1,050.00 hours of services at a rate of \$39.74 per hour for a total not to exceed \$41,735.00 . Services are anticipated to begin on 10/1/2013 and end on 06/30/2014 1. Description of Services to be Provided: Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what this Contractor will do. In alignment with the OUSD's Refugee & Asylee Student Assistance Program, The Refugee School Impact Grant, and the OUSD's Title III plan, the IRC (Contractor) will provide a key staff liaison to work between resettlement caseworkers, the OUSD's Refugee & Asylee Student Assistance Program, and Oakland International High School's Family Learning Center. Contractor will facilitate expedited student enrollment for coming influx of refugee families, ensure optimal student placement, coordinate translation and interpretation support for language minority students, support teachers and school site staff to learn more about refugee populations and needs, connect students to summer enrichment opportunities, coordinate family workshops and ongoing family-school engagement, and conduct extensive outreach for OIHS/OUSD adult education classes and summer programs. As a result of the Contractor's work, 100% of Oakland's newly-arrived refugee families will enroll their children in school as soon as possible, receive supportive school-related orientations, attend at least one family workshop at the OUSD's Refugee Program, and enroll in OUSD/community summer programs. The services will remain the same but now that funds from Refugee Transitional Families are available, we are increasing the number of hours over the course of the fiscal year. 2. Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For example, as a result of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many more Oakland children are attending school 95% or more? 3) How many more students have meaningful internships and/or paying jobs? 4) How many more Oakland children have access to, and use, the health services they need? Provide details of program participation (Students will...) and measurable outcomes (Participants will be able to...). NOT THE GOALS OF THE SITE OR DEPARTMENT. Contractor will provide enrollment support to more than 30 newly-arrived refugee students; will connect more than 50 refugee students to after school & enrichment programming; will facilitate family orientations and workshops for more than 40 refugee parents; will co-facilitate more than 10 parent meetings; and will assist with summer enrollment for more than 100 refugee students. 3. Alignment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: (Check all that apply.) Prepare students for success in college and careers Ensure a high quality instructional core Safe, healthy and supportive schools ✓ Develop social, emotional and physical health ✓ Create equitable opportunities for learning. Accountable for quality High quality and effective instruction Full service community district

Rev. 6/13 v1 Page 5 of 6

4.

Rev. 6/13 v1

4. Alignment with Single Plan for Student Achievement (required if using State or Federal Funds) Please select: Action Item included in Board Approved SPSA (no additional documentation required) – Action Item Number: Action Item added as modification to Board Approved SPSA – Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off. 1. Relevant page of SPSA with action item highlighted. Page must include header with the word "Modified", modification date, school site name, both principal and school site council chair initials and date. 2. Meeting announcement for meeting in which the SPSA modification was approved. 3. Minutes for meeting in which the SPSA modification was approved indicating approval of the modification.

Sign-in sheet for meeting in which the SPSA modification was approved.



Northern California

Rescue.org/NorthernCalifornia

Rev. 10/10/13

The IRC in Northern California was initially established with the San Francisco office in 1975 to serve the needs of Southeast Asian refugees who were airlifted to the U.S. after the fall of Saigon. Since that time, the office has expanded to respond to each new refugee crisis as it has arisen, providing resettlement opportunities to more than 28,000 refugees from more than 30 countries. In 2011, it was determined that the administrative centralization of the San Francisco office in to the Oakland office would provide better support for the Northern California Region. The four regional offices in Oakland, Sacramento, San Jose, and



Turlock provide critical resettlement programs and services to refugees and asylees that include reception, placement, housing, employment, and immigration. Programs and services are currently being expanded to include health, financial literacy, food security, and economic development.

MAJOR POPULATIONS

Resettled in FY10: 476 - Afghanistan, Bhutan, Burma, Iran, Iraq

Resettled in FY11: 650 - Afghanistan, Bhutan, Burma, Eritrea, Iran, Iraq, Sri Lanka

Resettled in FY12: 641 - Afghanistan, Bhutan, Burma, Eritrea, Iran, Iraq, Sri Lanka

Resettled in FY13: 793- Afghanistan, Bhutan, Burma, Eritrea, Iran, Iraq, Sri Lanka

Projected FY14: 792 - Afghanistan, Bhutan, Burma, Eritrea, Iran, Iraq, Sri Lanka, Republic of Congo

MAJOR PROGRAMS

- Employment: The IRC provides vocational counseling, resume preparation, jobs class, job search and placement services, and financial assistance for basic needs to over 300 clients a year. An annual Summer Program is currently being developed to prepare the children of refugees, asylees, and immigrants in financial responsibility and job readiness.
- Reception & Placement (Resettlement): Through a partnership with the Department of State, the IRC Northern CA assists over 600 refugees to resettle in the U.S. every year. IRC staff and volunteers meet refugees at the airport and provide initial housing, furnishing, food, and clothing. Additional services include employment assistance, health and social service referrals, vocational training, English-language classes, and orientation to their new community.
- Academic, Career Training, and Professional Recertification Scholarships: IRC offers scholarships for economic advancement to refugee clients that are interested in career training, academic pursuits, or recertification in their profession.
- Immigration Legal Services: The IRC offers high-quality, low-cost immigration legal services including representation in connection with filing of applications and petitions for adjustment of status, family reunification, naturalization, and other immigration benefits. Additionally, the IRC also offers classes in English-language and civics to prepare individuals for naturalization. In December 2012, IRC Oakland and San Jose began providing services to immigrants interested in applying for Deferred Action for Childhood Arrivals (DACA).
- Asylee Orientation: The IRC offers an orientation service covering document issues and benefit programs accessible to new asylees. A comprehensive presentation of issues ranging from housing, healthcare, education, employment, and immigration will be covered.
- Volunteer and in-kind donations: The IRC raises over \$250,000 in in-kind donations and volunteer time to support newly arrived refugees. Volunteers help with job search,

navigating community resources and public transportation, ESL class and tutoring, and family mentoring.

New Programming in 2012-2013

- Financial Literacy: The IRC aims to provide a foundation for economic independence through financial literacy training. This program is currently volunteer run and courses presenting an overview of the American financial culture including banking, credit, and how to make financial decisions.
- Health Access: The IRC has developed a program to educate refugee and asylee clients on how to stay healthy and to provide assistance in navigating and accessing local medical care, insurance and mental health services in their new communities.
- New Roots: In Partnership with like-minded non-profits involved in urban agriculture, IRC has accessed farmland in Pinole, CA that will provide an opportunity for refugees and asylees to become urban agriculture micro-producers. In addition, IRC is developing a community gardening program for refugees to supplement their income with healthy produce, and provide a community space for well-being and community integration activities.
- Alameda County Employment Consortium: In 2012, the IRC brought together the top service providers for Vocational English as a Second Language (VESL) training and Employment Services in Alameda County to streamline services to the refugee and immigrant community. IRC coordinates with Consortium partners VESL and Employment Services to 100 newly arrived refugees and asylees each year. The Consortium serves Limited English Proficient (LEP) clients that are receiving County cash assistance including Non-Citizen Victims of Human Trafficking and Domestic Violence (TCVAP) and Refugee Cash Assistance (RCA).

OPERATIONS

Staff: 31 full-time and 5 part-time staff members.

Sub-offices: Oakland, Sacramento, San Jose, and Turlock.

Budget and Major Funding Sources: Projected FY14 Budget: \$ 4,624,817– PRM, ORR, State and County governments, private foundations, corporations, individual donors, and other community support.



Executive Director: Mona Masri joined the Northern California office as Executive Director in August 2013. Her previous work includes ten years at Citibank, serving most recently as Senior Vice President of Community Development. Mona has an outstanding track record and a wealth of experience working in community development, partnership building and economic opportunity programming. She has developed extensive connections in the Bay area through her work at Citibank and her roles as a board member for Catholic Charities in Santa Clara, the Mission Asset Fund, and a former advisory member of the Silicon Valley Community Foundation.

INTERNATIONAL RESCUE COMMITTEE

405 14th Street, Suite 1415 Oakland, CA 95612 +1 510 452 8222 Rescue.org/NorthernCalifornia



CERTIFICATE OF LIABILITY INSURANCE Page 1 of 1

DATE (MM/DD/YYYY) 11/26/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies)must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME:				
	Willis of New York, Inc. c/o 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	PHONE (A/C, NO, EXT): 877-945-7378 (A/C, NO): 866-2	243-9412			
		E-MAIL ADDRESS: certificates@willis.com				
		INSURER(S)AFFORDING COVERAGE	NAIC#			
		INSURER A: Hartford Fire Insurance Company	19682-001			
INSURED	International Rescue Committee 122 East 42nd Street, 12th Floor	INSURER B:				
		INSURER C:				
	New York, NY 10168	INSURER D:				
		INSURER E:				
		INSURER F:				

COVERAGES CERTIFICATE NUMBER: 20738064

REVISION NUMBER: See Remarks

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR	TYPE OF INSURANCE	ADD'L SUB	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	S
A	CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO- LOC	Y	10UUNJT8848	10/1/2013	10/1/2014	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	\$ 1,000,000 \$ 300,000 \$ 10,000 \$ 1,000,000 \$ 2,000,000 \$ Included
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS NON-OWNED AUTOS HIRED AUTOS NON-OWNED AUTOS		10UUNJT8848	10/1/2013	10/1/2014	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY(Per person) BODILY INJURY(Per accident) PROPERTY DAMAGE (Per accident)	\$ 1,000,000 \$ \$ \$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE AGGREGATE	\$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	10WBLO5455	10/1/2013	10/1/2014	X WC STATU- TORYLIMITS OTH- E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	s 1,000,000 s 1,000,000 s 1,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (Attach Acord 101, Additional Remarks Schedule, if more space is required)
THIS VOIDS AND REPLACES PREVIOUSLY ISSUED CERTIFICATE DATED: 10/4/2013 WITH ID: 20577603

Oakland Unified School District is included as an Additional Insured as respects to General Liability.

General Liability policy shall be Primary to any other insurance in force for or which may be purchased by Additional Insured.

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Oakland Unified School District Contract Administrator 900 High Street Oakland, CA 94601	AUTHORIZED REPRESENTATIVE



To Whom it May Concern:

The International Rescue Committee accepts responsibility for fingerprinting and TB testing of all employees working at OUSD. The IRC employee listed below is working at OUSD and has tested negative for tuberculosis. TB test results will be available to OUSD upon demand.

Kajal Shahali ATI #M325SHK024

The above listing will accompany each invoice when sent to OUSD for payment.

Regards,

Audra Brown



Community Schools, Thriving Students

AMENDMENT ROUTING FORM

2013-2014

PROFESSIONAL SERVICES CONTRACT AMENDMENT No. ____1

Directions

Services beyond the original contract cannot be provided until the amendment has been fully approved and the Purchase Order amount has been increased by Procurement.

- 1. Contractor and OUSD contract originator reach agreement on modification to original Scope of Work.
- 2. Insert the amendment number (i.e. if this is the first amendment enter "1," second enter "2," etc.) at the top of the amendment.
- 3. If contract total amount has increased, the scope of work has changed. OUSD contract originator creates new requisition with the original PO number referenced in the item description.
- 4. OUSD contract originator submits amendment packet to Procurement for approval within two weeks of creating the requisition.

When the contract amendment is appro-	ed Procurement will add additional	funds to the <u>original</u> Purchase O	Irder.
---------------------------------------	------------------------------------	---	--------

Attachment Checklist	Contract amendment packet including Board Memo and Amendment Form Amended Scope of work (Be specific as to what additional work is being done by this consultant.)	
and the second second	A Board Approved copy of the original contract and any prior Amendments.	
OUSD Staff Contact	Emails about this contract should be sent to: (Required) nathaniel dunstan@ousd.k12.ca.us	

	Cor	ntractor Info	ormation				
Contractor Name	International Rescue Committee	Agency	's Contact	Mona Masri			
OUSD Vendor ID#	1004271	Title		Executive Directo	r		
Street Address	405 14th St Suite 1415	City	Oakland	State	CA	Zip	94612
Telephone	(510) 452-8222	Email	Mona.Mas	sri@rescue.org			

Co	mpensation and Terr	ns – Must be within the OUSD Bi	lling Guidelines	
Original Contract Amount	\$ 10,000.00	Original PO Number	P14	103799
Amended Amount	\$31,735.00	New Requisition #	R04	109263
New Total Contract Amount	\$41,735.00	Start Date 10/1/2013	End Date	06/30/2014
Pay Rate Per Hour (Required)	39.74	Number of Hours (Required)	1,050.00	

Budget Information

If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.

216	Ref Trans Fam	9221205202	5825	\$ 31,735.00
			5825	\$
			5825	\$

Approval and Routing (in order of approval steps)

Additional services above original contract amount cannot be provided before the amendment is fully approved and the Purchase Order amount has been increased by Procurement.

1.	Site / Department	922/TS	F Refugee Pr	rogram- FSCP				
Ш	Signature 15000	all!	V.		Date Approved	1/14/	14	
2.	Signature / 1	1	Taub		Date Approved	1/24	114	
	Signature Signature				Date Approved	// /	1	
3.								
3.	Signature				Date Approved			
4.								
4.	Signature Maya	Santo	>		Date Approved	2-7-	14	
5.								
Lega	al Required if not using standard of	contract Ap	proved		Denied - Reason		Date	
Proc	curement Date Received				PO Number	P146	3799	

Board Office Use: Legislative File Info. File ID Number: 13-2853 Introduction Date: **Enactment Number: Enactment Date:**



1.1 II tude

Memo

To:

Board of Education

From:

GARY YEE, EdD, ACTING SUPERINTENDENT; By: MARIA SANTOS, Deputy Superintendent

Board Meeting Date: 01/15/2014

Subject:

Professional Service Contract

Contractor: International Rescue Committee of Oakland, CA

Services for: 922-COMPLEMENTARY LEARNING

Board Action Requested Ratification by the Board of Education of a Professional Services Contract between the District and and Recommendation: International Rescue Committee, Oakland, CA, for the latter to provide: school liaison and educational orientation services for newly-arrived refugee families in the OUSD. for the period of 10/01/2013

through 06/30/2014 in an amount not to exceed \$10,000.00.

Background:

(A one paragraph explanation of why the consultant's services are needed.) Funded by the U.S. Office of Refugee Resettlement and Title III Immigrant Funds, the OUSD's Refugee & Asylee Student Assistance Program provides supportive educational services to newly-arrived refugee families who have arrived under the auspices of the U.S. government, and through federally-contracted resettlement agencies. RASAP will contract the International Rescue Committee, the largest local resettlement agency, to support the transitions of newly-arrived refugees into U.S. schools by liaising with RASAP programs & OUSD schools, facilitating minority language interpretation, and facilitating enrollment into OUSD programs (summer school, parent workshops, ELD classes, etc).

school liaison and educational orientation services for newly-arrived refugee families in the OUSD.

Discussion:

(QUANTIFY what is being purchased.)

Board Office Use: Legislative File Info.
File ID Number: 13-2853
Introduction Date: 1-29-14
Enactment Number: 14-0168
Enactment Date: 1-29-14



Fiscal Impact: Funding resources below not to exceed \$10,000.00

\$10,000.00 IASA-I BASIC GRANTS LOW INCOME

Attachments: Professional Services Contract including Scope of Work

Waiver Summary

Resume / Statement of Qualifications

EPLS Search Results Page

Insurance Certification (if no Waiver was granted)

Board Office Use: Leg	islative File IIIIO.
File ID Number	13-2853
ntroduction Date	11-29-14
Enactment Number	14-0148,1
Enactment Date	1-29-1401



PROFESSIONAL SERVICES CONTRACT 2013-2014

This	Agreement is entered into between International Rescue Committee						
(CC) the spe	NTRACTOR) and Oakland Unified School District (OUSD). OUSD is authorized by Government Code Section 53060 to contract for furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons cially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and petent to provide such services. The parties agree as follows:						
1.	Services: CONTRACTOR shall provide the ("Services" or "Work") as described in Exhibit "A," attached hereto and incorporated herein by reference.						
2.	Terms: CONTRACTOR shall commence work on, or the day immediately following approval by the Superintendent						
	if the aggregate amount CONTRACTOR has contracted with the District is below \$83,400.00 in the current fiscal year; or, approval						
	by the Board of Education if the total contract(s) exceed\$83,400.00 , whichever is later. The work shall be completed no later than						
3.	Compensation: OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The						
	compensation under this Contract shall not exceed						
	Dollars (
	full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to,						
	labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.						
	If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to OUSD.						
	OUSD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for						
	OUSD, except as follows: No Reimbursements						
	Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the portion of the Work for which payment is to be made.						
	The granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by the District and in that case must be replaced by CONTRACTOR without delay.						
4.	Equipment and Materials: CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this						
	Agreement except: NONE						
	which shall not exceed a total cost of						
5.	CONTRACTOR Qualifications / Performance of Services:						
	CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and,/or regulations, as they may apply.						
	Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of OUSD. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.						
6.	Invoicing: Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by OUSD shall be subject to audit by OUSD. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.						
7.	Notices : All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:						
eRe	7. 3/11/13 Requisition No. R0403339 P.O. No. P1403799						

OUSD Representative:		CONTRACTOR:		
Name:	BARBARA MCCLUNG	Name:	Hans Van De Weerd	
Site /Dept.	. 922-COMPLEMENTARY LEARNING	Title:	CEO	
Address:	746 Grand Avenue	Address:	405 14th Street Suite 1415	
_	Oakland, CA 94601		Oakland, CA 94612	
Phone: _	617-699-5114	Phone:	510-452-8222	
Notice sha	all he effective when received if personally served or, if	mailed thre	e days after mailing. Fither party must give written notice	

Notice shall be effective when received if personally served or, if mailed, three days after mailing. Either party must give written notice of a change of address.

8. Status of Contractor: This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.

9. Insurance:

- 1. Unless specifically waived by OUSD, the following insurance is required:
 - i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

- CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.
- ☐ CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.
- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.
- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- 10. Licenses and Permits: CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.
- 11. **Assignment**: The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
- 12. **Non-Discrimination**: It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation.

R0403339	P1403799		
Requisition No	P.O No		

- 13. Drug-Free / Smoke Free Policy: No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
- 14. Indemnification: CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement.
- 15. Copyright/Trademark/Patent/Ownership: CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORs in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD.
- 16. Waiver: No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
- 17. **Termination**: OUSD may at any time terminate this Agreement upon written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
- 18. Conduct of CONTRACTOR: CONTRACTOR will adhere to the following staff requirements and provide OUSD with evidence of staff qualifications, which include:
 - Tuberculosis Screening: CONTRACTOR is required to screen employees who will be working at OUSD sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB testing on file and TB results are monitored.
 - 2. Fingerprinting of Employees and Agents. The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by OUSD, or acting as independent contractors of CONTRACTOR, who may have contact with OUSD pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. Contractor further certifies that it has received and reviewed fingerprint results for each of its Employees and Contractor has requested and reviews subsequent arrest records for all Employees who may come into contract with OUSD pupils in providing services to the District under this Agreement.

In the event that OUSD, in its sole discretion, at any time during the term of this contract, desires the removal of any CONTRACTOR related persons, employee, representative or agent from an OUSD school site and, or property, CONTRACTOR shall immediately, upon receiving notice from OUSD of such desire, cause the removal of such person or persons.

- 19. No Rights in Third Parties: This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- 20. OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors. OUSD may evaluate CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
 - Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 - 2. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
- 21. Limitation of OUSD Liability: Other than as provided in this Agreement, OUSD's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall OUSD be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the services performed in connection with this Agreement.
- 22. Confidentiality: CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted

	R0403339	P1403799		
Page 3 of 6	Requisition No.	P.O No		

access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.

Conflict of Interest: CONTRACTOR shall abide by and be subject to all applicable OUSD policies, regulations, statutes or other laws
regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of OUSD to perform any service by this Agreement.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to OUSD's attention in writing.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD in writing.

- 24. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: CONTRACTOR certifies to the best of his/her/its knowledge and belief, that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List. (https://www.epls.gov/epls/search.do)
- 25. Litigation: This Agreement shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court shall have jurisdiction over any state court litigation initiated to enforce or interpret this Agreement. If litigation is initiated, the prevailing party shall be entitled to reasonable attorney's fees and costs.
- 26. Incorporation of Recitals and Exhibits: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
- 27. Integration/Entire Agreement of Parties: This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 28. Counterparts: This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
- 29. Signature Authority: Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
- 30. Contract Contingent on Governing Board Approval: OUSD shall not be bound by the terms of this Agreement until it has been formally approved by OUSD's Governing Board, and no payment shall be owed or made to CONTRACTOR absent formal approval. This Agreement shall be deemed to be approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.

OAKLAND UNIFIED SCHOOL DISTRICT		CONTRACTOR	
MARIA SANTOS	12/09/2013	Hans Van De Weerd	12/09/2013
President, Board of Education	Date	Contractor eSignature	Date
■ Superintendent or Designee			
Segretaly, Board of Education	1-30-14 Date	Hans Van De Weer	rd, CEO
Secretary, Board of Education	Date	Print Name, Title	
File ID Number: 13-285	3		
Introduction Date: 1-29-14			
Enactment Number: 14-016	8		
Enactment Date: 1-29-14			

R0403339 P1403799
Requisition No. P.O No.

Bv:

EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED <u>WITHOUT</u> ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

1. **Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what *this* Contractor will do.

In alignment with the OUSD's Refugee & Asylee Student Assistance Program, The Refugee School Impact Grant, and the OUSD's Title III plan, the IRC (Contractor) will provide a key staff liaison to work between resettlement caseworkers, the OUSD's Refugee & Asylee Student Assistance Program, and Oakland International High School's Family Learning Center. Contractor will facilitate expedited student enrollment for coming influx of refugee families, ensure optimal student placement, coordinate translation and interpretation support for language minority students, support teachers and school site staff to learn more about refugee populations and needs, connect students to summer enrichment opportunities, coordinate family workshops and ongoing family-school engagement, and conduct extensive outreach for OIHS/OUSD adult education classes and summer programs. As a result of the Contractor's work, 100% of Oakland's newly-arrived refugee families will enroll their children in school as soon as possible, receive supportive school-related orientations, attend at least one family workshop at the OUSD's Refugee Program, and enroll in OUSD/community summer programs. This support will expedite student enrollment, increase student attendance, improve English Language development, and increase parent participation and school-family connectedness—all of which will improve upon newcomer students' capacities to more fully engage in school, learn English, and catch up to grade level.

R0403339 P1403799
Requisition No. P.O. No.

2.	of the service(s): 1) How many more Oakland children are attending school 95% or more? 3) How many more student Oakland children have access to, and use, the health serwill) and measurable outcomes (Participants will be able to Contractor will provide enrollment support to more than refugee students to after school & enrichment program.	rom the services of this Contract? Be specific. For example, as a result graduating from high school? 2) How many more Oakland children are ts have meaningful internships and/or paying jobs? 4) How many more roices they need? Provide details of program participation (Students to). NOT THE GOALS OF THE SITE OR DEPARTMENT. In 30 newly-arrived refugee students; will connect more than 50 naming; will facilitate family orientations and workshops for more 10 parent meetings; and will assist with summer enrollment for
3.	Alignment with District Strategic Plan: Indicate the (Check all that apply.)	goals and visions supported by the services of this contract:
	☐ Ensure a high quality instructional core	Prepare students for success in college and careers
	▼ Develop social, emotional and physical health	▼ Safe, healthy and supportive schools
	Create equitable opportunities for learning	Accountable for quality
	☐ High quality and effective instruction	▼ Full service community district
4.		Plan – CSSSP (required if using State or Federal Funds):
	Please select: Action Item included in Board Approved CSSSP: (n	o additional documentation required)
		o additional documentation required)
	- Item Number(s): Not Applicable	
	Private School or	
	OUSD Department	
	Action Item added as modification to Board App Manager either electronically via email of scanned doct	proved CSSSP – Submit the following documents to the Resource uments, fax or drop off.
	 Relevant page of CSSSP with action item highlight date, school site name, both principal and school site. 	ted. Page must include header with the word "Modified", modification site council chair initials and date.
	2. Meeting announcement for meeting in which the C	CSSSP modification was approved.

3. Minutes for meeting in which the CSSSP modification was approved indicating approval of the modification.

4. Sign-in sheet for meeting in which the CSSSP modification was approved.

R0403339 P1403799 Requisition No. P.O. No.



ContractsOnline: Contract Waiver Summary

Site Number-Name: 922-COMPLEMENTARY LEARNING

Principal / Department Head: BARBARA MCCLUNG

Contractor Name: Hans Van De Weerd

Business Name: International Rescue Committee

Contract Type: Standard

Anticipated Start Date: 10/01/2013 Contract End Date: 06/30/2014

Rate Type: FLAT Contract Amount: \$10,000.00

Applicable Waivers

Approved by Risk Management

Insurance-Reduction Waiver Status: NA

Waiver-Reduction Type: \$1,000,000 Required

Other Reduction Amount: NA

Approval Date:

Approved by Deputy Superintendent

Billing Waiver Status: Approved Approval Date: 12/09/2013

Fingerprint Waiver Status: NA Approval Date:

TB Test Waiver Status: NA Approval Date:



Northern California

Rescue.org/NorthernCalifornia

The IRC in Northern California was initially established with the San Francisco office in 1975 to serve the needs of Southeast Asian refugees who were airlifted to the U.S. after the fall of Saigon. Since that time, the office has expanded to respond to each new refugee crisis as it has arisen, providing resettlement opportunities to more than 30,000 refugees from more than 30 countries. In 2011, it was determined that the administrative centralization of the San Francisco office in to the Oakland office would provide better support for the Northern California Region. The four regional offices in Oakland, Sacramento, San Jose, and



Turlock provide critical resettlement programs and services to refugees and asylees that include reception, placement, housing, employment, and immigration. Programs and services are currently being expanded to include health, financial literacy, food security, and economic development.

MAJOR POPULATIONS

Resettled in FY10: 476 - Afghanistan, Bhutan, Burma, Iran, Iraq

Resettled in FY11: 650 – Afghanistan, Bhutan, Burma, Eritrea, Iran, Iraq, Sri Lanka Resettled in FY12: 641 – Afghanistan, Bhutan, Burma, Eritrea, Iran, Iraq, Sri Lanka

MAJOR PROGRAMS

- Employment: The IRC provides vocational counseling, resume preparation, jobs class, job search and placement services, and financial assistance for basic needs to over 300 clients a year. An annual Summer Program is currently being developed to prepare the children of refugees, asylees, and immigrants in financial responsibility and job readiness.
- Reception & Placement (Resettlement): Through a partnership with the Department of State, the IRC Northern CA assists over 600 refugees to resettle in the U.S. every year. IRC staff and volunteers meet refugees at the airport and provide initial housing, furnishing, food, and clothing. Additional services include employment assistance, health and social service referrals, vocational training, English-language classes, and orientation to their new community.
- Academic, Career Training, and Professional Recertification Scholarships: IRC offers scholarships for economic advancement to refugee clients that are interested in career training, academic pursuits, or recertification in their profession.
- Immigration Legal Services: The IRC offers high-quality, low-cost immigration legal services including representation in connection with filing of applications and petitions for adjustment of status, family reunification, naturalization, and other immigration benefits. Additionally, the IRC also offers classes in English-language and civics to prepare individuals for naturalization. In December 2012, IRC Oakland and San Jose began providing services to immigrants interested in applying for Deferred Action for Childhood Arrivals (DACA).
- Asylee Orientation: The IRC offers an orientation service covering document issues and benefit programs accessible to new asylees. A comprehensive presentation of issues ranging from housing, healthcare, education, employment, and immigration will be covered.
- Volunteer and in-kind donations: The IRC raises over \$250,000 in in-kind donations and volunteer time to support newly arrived refugees. Volunteers help with job search, navigating community resources and public transportation, ESL class and tutoring, and family mentoring.

New Programming

- Financial Literacy: The IRC aims to provide a foundation for economic independence through financial literacy training. This program is currently volunteer run and courses presenting an overview of the American financial culture including banking, credit, and how to make financial decisions.
- Health Access: The IRC has developed a program to educate refugee and asylee clients on how to stay healthy and to provide assistance in navigating and accessing local medical care, insurance, and mental health services in their new communities.
- New Roots: In Partnership with like-minded non-profits involved in urban agriculture, IRC has accessed farmland in Pinole, CA that will provide an opportunity for refugees and asylees to become urban agriculture micro-producers. In addition, IRC is developing a community gardening program for refugees to supplement their income with healthy produce, and provide a community space for well-being and community integration activities.

OPERATIONS

Staff: 23 full-time and 3 part-time staff members.

Sub-offices: Oakland, Sacramento, San Jose, and Turlock.

Budget and Major Funding Sources: \$3,727,470 – PRM, ORR, State and County governments, private foundations, corporations, individual donors, and other community support.



Executive Director Hans Van de Weerd formerly was the Director General/Chief Executive Officer of Medecins Sans Frontieres (MSF), Netherland Office from 2008 – 2011. Before that he was Interim Deputy Director – Campaign for Access to Essential Medicines, Geneva, Switzerland, New Delhi, India. Country Director India/MSF and Country Director Iraq/MSF. For MSF Hans recently implemented health care projects in 25 countries with a total budget of \$190 million directing effort of 1,000 expatriate staff and 5,000 national staff members. Hans was also placed in an interim position for global campaign organization to direct and actualize mission for improving access to medicines, diagnostics and vaccines to

stimulate the development and research into new drugs and medical devices. He has industry experience in Non-Profit/medical-healthcare/financial services—banking/government Hans has a Master of Science, Public Health, London School of Hygiene and Tropical Medicine and A Master of Science, European Studies, University of Amsterdam, Amsterdam. Hans speaks Dutch, English, French and German

INTERNATIONAL RESCUE COMMITTEE

405 14th Street, Suite 1415 Oakland, CA 95612 +1 510 452 8222 Rescue.org/NorthernCalifornia



CERTIFICATE OF LIABILITY INSURANCE Page 1 of 1

DATE (MM/DD/YYYY) 11/26/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies)must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PHONE (A/C, NO, EXT): 877-945-7378 E-MAIL ADDRESS: certificates@willis.com INSURER(S)AFFORDING COVERAGE INSURER A: Hartford Fire Insurance Company	243-9412 NAIC# 19682-001
E-MAIL ADDRESS: certificates@willis.com INSURER(S)AFFORDING COVERAGE	
INSURER A: Hartford Fire Insurance Company	19682-001
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	
REVISION NUMBER: See 1	Remarks
-	INSURER C: INSURER D: INSURER E: INSURER F:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUICH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUICED BY PAID CLAIMS.

NSR	TYPE OF INSURANCE	ADD'L	SUBR POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	S
A	CLAIMS-MADE X OCCUR GEN'LAGGREGATE LIMIT APPLIES PER: POLICY PRO- LOC	Y	10UUNJT8848	10/1/2013	10/1/2014		\$ 1,000,000 \$ 300,000 \$ 10,000 \$ 1,000,000 \$ 2,000,000 \$ Included
A	AUTOMOBILE LIABILITY X ANY AUTOS ALLOWNED AUTOS NON-OWNED AUTOS HIRED AUTOS NON-OWNED AUTOS		10UUNJT8848	10/1/2013	10/1/2014	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY(Per person) BODILY INJURY(Per accident) PROPERTY DAMAGE (Per accident)	\$ 1,000,000 \$ \$ \$
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION\$					EACH OCCURRENCE AGGREGATE	\$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	10WBLO5455	10/1/2013	10/1/2014	X WC STATU- TORY LIMITS ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	s 1,000,000 s 1,000,000 s 1,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (Attach Acord 101, Additional Remarks Schedule, if more space is required)

THIS VOIDS AND REPLACES PREVIOUSLY ISSUED CERTIFICATE DATED: 10/4/2013 WITH ID: 20577603

Oakland Unified School District is included as an Additional Insured as respects to General Liability.

General Liability policy shall be Primary to any other insurance in force for or which may be purchased by Additional Insured.

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Oakland Unified School District Contract Administrator 900 High Street Oakland, CA 94601	AUTHORIZED REDRESENTATIVE