



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:
Stephen Toups
Chair

Paul Price, Jr.
First Vice Chair

Willie L. Mount
Second Vice Chair

Members:

Tari T. Bradford
Helen Bridges Carter
Timothy W. Hardy
Alterman L. "Chip" Jackson
Erika McConduit
Michael J. Murphy
Joe Potts
Stanton W. Salathe
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III

Student Members:

Jeremy Gray
Raissa Oliveira Yantis

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Joseph F. Marin *JFM*
Chief Operations Officer

FROM: Joel Watkins
Director of Budget and Planning

DATE: March 19, 2019

RE: Consulting Services Contracts between South Louisiana Community College and Barbara R. Murray & Associates, LTD, Apprenticeship Services Group, LLC, Matsuda & Associates, and Ellis Consulting, LLC

APPROVED
Slk 4/10/19
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

Recommendation: Staff recommends that the Board approve consulting services contracts between South Louisiana Community College (SLCC) and Barbara R. Murray & Associates, LTD, Apprenticeship Services Group, LLC, Matsuda & Associates, and Ellis Consulting, LLC. These four contracts are all effective from September 21, 2018 to September 20, 2019 and are all subject to the approval of the Office of State Procurement, Professional Contracts.

Background: The former South Central Louisiana Technical College was awarded a competitively bid United States Department of Labor (USDOL) contract to launch multi-employer apprenticeship models in the transportation and logistics sector. SLCC acquired this USDOL contract through the realignment of the Young Memorial Campus with SLCC. The contract began on 9/21/16. The first year was the base year (9/21/16-9/20/17) with four (4) options to extend. The maximum amount if all options are exercised is \$7,910,127. The current year (2nd Option Year – 9/21/18-9/20/19) value is \$1,223,892.

In order to fulfill the requirements of the USDOL contract, SLCC seeks to enter into four separate consulting services contracts with the following entities:

- Barbara R. Murray & Associates, LTD to fulfill requirements of a subject matter expert (SME). The primary responsibility of the SME is to provide technical assistance to increase apprentices in the sector of ports, transportation, distribution, and logistics as well as expand and/or create occupations for apprenticeships.
- Apprenticeship Services Group, LLC to fulfill requirements of a project manager and marketing communications strategist. The Project Manager is responsible for day-to-day implementation of the project. As Marketing Communications Strategist, the contractor is responsible for developing, coordinating, executing, managing, and evaluating outreach communications strategies, plans and activities.

- Matsuda & Associates to fulfill requirements of a sales and marketing expert. The primary role of the Sales and Marketing Expert is to provide outreach and marketing to companies on the value of registered apprenticeships in the industry.
- Ellis Consulting, LLC to fulfill requirements of a senior analyst. The Senior Analyst provides technical assistance with developing the standards for the occupation to register the apprenticeship. Provides code justifications, on the job learning process and related training instructions. He also works with reporting information on the National Industry Reporting System and makes sure all procedures are approved within DOL Guidelines.

Fiscal Impact:

- Barbara R. Murray & Associates, LTD - not to exceed \$210,000
- Apprenticeship Services Group, LLC - not to exceed \$154,725
- Matsuda & Associates - not to exceed \$68,000
- Ellis Consulting, LLC - not to exceed \$60,000

History of Prior Actions: N/A

Benefits to the System: The execution of these contracts will allow SLCC to fulfill requirements in the USDOL awarded contract that seeks to meet occupational and skill needs of high-growth industries in the transportation and logistics sector.



Approved for Recommendation to the Board
Dr. Monty Sullivan, President

4-10-19
Date