

**CALENDAR ITEM  
C110**

A	Statewide	04/23/15 C2015-02 A. Abeleda D. Cook
S	Statewide	C. Connor

**REQUEST AUTHORITY FOR THE EXECUTIVE OFFICER TO  
EXECUTE AN AGREEMENT FOR BUDGET FISCAL YEAR 2015-2016**

**PARTY:**

California State Lands Commission  
100 Howe Avenue, Suite-100 South  
Sacramento, CA 95825-8202

**PROPOSED ACTIVITY**

The Executive Officer requests authority to execute the following Interagency Agreement for Budget Fiscal Year 2015-2016. The following contract requires renewal:

1. University Enterprises, Inc.      C2015-02                              \$100,000

Interagency Agreement with the University Enterprises, Inc. to procure the services of college students to assist staff with information technology services. The Commission's Information Services Section supports approximately 275 end-users in the Commission's Northern and Southern California offices and is seeing a large increase in business related requests for additional services. This includes:

- Providing timely and dependable customer service;
- Assisting Commission staff with project planning, implementation, and training;
- Supporting and managing current hardware and software;
- Keeping abreast of new and emerging technology;
- Developing web-based public facing applications; and
- Providing remote and wireless computer access.

The Interagency Agreement shall be consistent with State policies and procedures as specified in the State Administrative Manual and State Contracting Manual and shall be subject to sufficient funding provided in the Commission's budget.

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**OTHER PERTINENT INFORMATION:**

Staff recommends that the Commission find that the execution of the Interagency Agreement does not have a potential for resulting in either a direct or a reasonably foreseeable indirect physical change in the environment, and is, therefore, not a project in accordance with CEQA.

Authority: Public Resources Code section 21065 and California Code of Regulations, Title 14, sections 15060, subdivision (c)(3), and 15378.

**STATUTORY AND OTHER REFERENCES:**

- A. Public Resources Code section 6106 (delegation to execute written instruments)
- B. State Administrative Manual section 1200
- C. State Contracting Manual (rev 11/12)

**IT IS RECOMMENDED THAT THE COMMISSION:**

1. Find that the execution of the Interagency Agreement is not subject to the requirements of CEQA pursuant to California Code of Regulations, Title 14, section 15060, subdivision (c)(3), because the subject activity is not a project as defined by Public Resources Code section 21065 and California Code of Regulations, Title 14, section 15378.
2. Authorize the Executive Officer or her Designee to execute the Interagency Agreement with University Enterprises, Inc. in accordance with the current State policies and procedures.