

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of July 15, 2008

ITEM # 5 - 10

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*

Approval to Extend Contracts with Current IT Consultants

SPECIFIC BOARD ACTION REQUESTED:

Approval of Measure A funds for Consulting Services

ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)

Over the last four years, IT has utilized various IT consultants to assist in the implementation of PeopleSoft, network infrastructure projects and the development of the new Peralta Colleges' Websites. These consultants work for a variety of companies. They perform a vital support role to the IT Department. They support the daily maintenance of our payroll, purchasing, finance, human resource, modules, network infrastructure and websites. These consultants are also supporting the on-going implementation of the Student Administration System (SA).

This request is to extend their contracts to ensure continued operational and project support as we transition to permanent Peralta resources.

Our request is for a total of \$1,251,700

BACKGROUND/ANALYSIS:

These consultants are performing maintenance and support roles that are defined on an as needed basis. At the October Board of Trustees meeting, IT will submit a proposed functional Organization Chart that reflects the transition to fulltime Peralta staffing. IT will also develop a strategic plan based on the Educational Master Plan and the Facilities Master Plan .

ALTERNATIVES/OPTIONS:

The alternative to consultants is to hire permanent Peralta staff. Our goal is to hire replacements for these consultants over the next year. We will begin the process of reducing the dependency on these consultants, using a gradual phasing out process as permanent staff is hired. Therefore, we are recommending staying with our current group of consultants until we transition to Peralta resources.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure A

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES XX NO _____

ALL COLLEGES AND DISTRICT SERVICE CENTERS

COMMENTS:

CONTRIBUTION TO PERALTA MISSION AND/OR BOARD GOALS:

These consultants have been the binding the PeopleSoft Implementation together. They have helped us in numerous ways and at numerous times to meet schedules, process information and meet the daily operational demands of this system. They are hidden heroes to Peralta's IT operation. We need them to assist us to meet the academic and operational needs of the District.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Jeffrey Heyman, Executive Director, Department of Marketing, Public Relations and Communications

Janet Cragin, Director of Technology Services

DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? YES _____ NO X

IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.

(****Board contract approval is subject to negotiation and execution by the Chancellor of the District-approved contract.)

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:
Prepared by: Joy Perkins CIO Date: 7/2/08
[Enter Your Name and Title of Individual]

DOCUMENT PRESENTED BY:
Prepared by: Sam Kagan, Merestech Assoc Date: 7/2/08
[Enter Name of College President or Vice-Chancellor or Manager, and Title of Individual]

FINANCE DEPARTMENT REVIEW

Finance review required Finance review not required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: Thomas Smith Date: 7.7.08
Thomas Smith, Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review not required

If Legal review is required, determination is: Approved Not Approved

Signature: _____ Date: _____
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: Elihu Harris Date: 7/8/08
Elihu Harris, Chancellor

Consultants

Openwave		Contract Time
Openwave HR, Benefits & Payroll Support	\$ 260,000.00	1 Year
Openwave Technical Support	\$ 240,000.00	
Openwave Total:	\$ 500,000.00	
Aeko (See Tracking Information)	\$ 134,400.00	6 Months
Jake Abrams (See Tracking Information)	\$ 144,000.00	9 Months
ePaperless (See Tracking Information)	\$ 159,000.00	9 Months
HBF Web Services (Aaron Bakken) (Peralta Web Sites Training & Maintenance)	\$ 177,300.00	6 Months full time
	\$ 87,000.00	6 Months transition
Moonstone Interactive	\$ 50,000.00	6 Months (\$150/Hr)
Grand Total:	\$ 1,251,700.00	

Consultants Summary

Company

Consultants

Projects and activities

Openwave

Raghuvi Goradia

Human Resource

1. Identify and develop any reports needed by HR (Supports Belinda Flowers-Birch)
2. Assist in gather all functional requirements for customizations related to PAF, Adjunct Faculty Termination, and Workflow processes.
3. Address all functional gaps related to core HR business processes

Benefits

1. Identify and develop any reports needed by Benefits (Supports Belinda Flowers-Birch)
2. Address all functional gaps related to core Benefits' business processes
3. Implementation of Employee Enrollment process to benefits for new hires

Payroll

1. Identify and develop any report needed by Payroll (Supports Belinda Flowers-Birch)
2. Build a complete on-line Retirement Plan specific screens/pages so as to update and display correct retirement data of employees for County purpose.

Consultants Summary

Tharun Mainampati

Technical Resource (Finance, HR, and SA)

1. Technical resource for development needs in areas of Finance, HR, and SA
2. Primary responsibility is to address development needs in Finance (Supports Kyu Lee)
3. Developed and built customizations for Finance, HR, and SA
4. Create custom SQR reports for Finance and HR
5. Ongoing technical support for all applications in terms development needs

Other Activities

1. Reapply customization due to application upgrades and patches/fixes for Finance
2. Support of any future activities and projects related to Finance, HR, and SA

Aeko

Ramarao Anumula

Purchasing Module (Finance)

1. Functional support for Purchasing Module within Finance (Supports John Banisadr and Kyu Lee)
2. Identify gaps related to Purchasing Process and other areas related Requisitions
3. Resolve day-to-day issues related to the Requisitions, Purchase Orders, Budget Transfers, Receipts etc.
4. Works closely with the Purchasing departments to resolve business processes related issues
5. Coordinating with the technical team and developing functional specification documents and guides for users.

Consultants Summary

6. Assisting the Buyers and end-users at campus in areas related to Purchasing issues
7. Developing queries for Business Managers, Purchasing Manager and staff.
8. Assist with IT Networking with Peralta Website Issues

Other Activities

1. Test ongoing application patches/fixes for Finance
2. Support of any future activities and projects related to Purchasing

ePaperless Emerson Whatley

Prima Vera, Website, Regent

Implement non PeopleSoft production database cluster

Email Infrastructure

Complete the MS Exchange 2007 upgrade for faculty and staff
Complete EMC Centerra email extender implementation

Website

Implement new Ektron CMS secondary server
Implement server replication for Ektron CMS website

Passport

Upgrade MS Exchange 2007 for students

Consultants Summary

Business Continuity/Disaster Recovery

- Implement EMC storage hardware for Merritt business continuity site
- Implement EMC storage virtual server environment for Merritt business continuity site
- Implement asynchronous replication between district EMC and Merritt business continuity site
- Implement back-up system for Merritt business continuity site
- Implement local replication for Merritt business continuity site

Business Intelligence

- Install business intelligence production infrastructure Server Virtualization
- Implement business intelligence virtual server SQL 2005 Database Cluster

Infrastructure

- Upgrade EMC storage area network operating system

Advanced Support Areas Pending Hire and Transition

- Network Architecture
- Faculty Exchange 2007-2003 Email Support
- Student Email Project and Support
- EMC SAN Administration (Fabric and Clarion)
- EMC email XTender Project Support
- HP SAN Administration Finance Production, HR Dev and Test
- Website Server and DB Support
- Backend SQL 2005 and 2000 Database Support

Consultants Summary

Microsoft Active Directory Support (PCCD, Berkeley and Student)
PeopleSoft Back-end Infrastructure Support
PeopleSoft Backup Exec Tape System Administration

**Jake
Abrams,
Consultant**

Jake Abrams

1. PSFT Financial Reports - Maintain all existing reports, create all new reports.
2. PSFT SA Reports - Create all new reports.
3. Business Mgr. Mfg. Coordinator
4. Staff Development - Implement PSFT Enterprise Learning Mgt. or create new custom app.
5. Write custom queries as requested

**HBF Web
Services
(Aaron
Bakken)**

Aaron Bakken,
Dickson Bueno,
Jesse O'Brien,
Shawanda Ransom

- 1.) Continuation of our website launch support and content management for the 5 Peralta Colleges & District web sites. We will begin this ongoing support plan as of August 4th, 2008 for 6 months.
- 2.) Continuing a multi-time per week training program that will provide in person guidance to Peralta staff and faculty on how to perform basic page additions and edits in the Ektron CMS400 system.

Consultants Summary

3.) Beginning Feb. 4, our team will begin ratcheting down it's time investment over a 6 month time period as we transition our support, content and training responsibilities to selected Peralta employees at each campus.

Moonstone Stephen Herz
Interactive Thom Howard

Web site infrastructure modification and development. Content Database Modifications and Ektron specific technical tasks. As determined by Peralta technical task list.