

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of December 7, 2010**

ITEM # 21

**ITEM TITLE:**

Consider Approval to Increase Contract Amount for Work to be performed with Humboldt State University Sponsored Programs Foundation

**SPECIFIC BOARD ACTION REQUESTED:**

Approve a contract increase for the existing contract with Humboldt State University Sponsored Programs Foundation in an amount of \$17,219.03 bringing the total maximum contract amount for the period from July 1, 2010 through June 30, 2011 to an amount not to exceed \$48,093.03. These funds are paid out of Economic and Workforce Development Program Grant 09-331-001. Peralta acts as the fiscal agent for this grant and makes payments from the grant as directed by the State Chancellor's office. Peralta receives an indirect fee for acting as the fiscal agent for this grant.

**ITEM SUMMARY:**

Peralta has been instructed by the State Chancellor's office to increase the previously approved contract with Humboldt State University Sponsored Programs Foundation. Funding for this Grant is Economic and Workforce Development Program Grant 09-323-001. The new total amount approved for this contract shall not exceed \$48,093.03, the maximum amount expected to be paid under the contract.

**BACKGROUND/ANALYSIS:**

Approval is sought to increase the existing contract for Humboldt State University Sponsored Programs Foundation to render services for Project Number 0828, which is a Grant (Economic and Workforce Development Program Grant 09-323-001) originally funded by the State Chancellor's Office in the amount of \$291,191, for which Peralta acts as fiscal agent making payments as directed by the State Chancellor's office. For its work as fiscal agent, Peralta receives an indirect fee. The State Chancellor's office is requesting that Peralta increase its existing contract with Humboldt State University Sponsored Programs Foundation to pay for work with Caltrans by an amount of \$17,219.03, bringing the total value of the contract to \$48,093.03.

This Grant's original purpose was to provide support and website management for the Economic and Workforce Development Program. Peralta was selected to act as fiscal agent for this grant and Peralta's participation was approved by the Board of Trustees on February 24, 2009. Subsequently, the State Chancellor's office directed that some of these funds be utilized to pay for work performed for Caltrans. The original contract with Humboldt State University Programs Foundation was approved for \$30,874 by the Peralta Board of Trustees on September 28, 2010. Of this contract amount, \$30,227.24 has been spent. The State Chancellor's Office has requested that this contract amount be increased by \$17,219.03 bringing the total contract amount to \$48,093.03 of which \$17,865.79 remains unspent. As of November 29, 2010, \$50,850.53 remains in Project Number 0828, an amount sufficient to meet the obligation of this contract increase.

**ALTERNATIVES/OPTIONS:**

N/A

**EVALUATION AND RECOMMENDED ACTION:**

Any contract approval is subject to negotiation and execution by the Chancellor. The Chancellor recommends approval.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

The source of the funds is Economic and Workforce Development Program Grant 09-323-001. This Grant is funded through June 30, 2011. There will be no budgetary impact to Peralta as a result of the requested action.

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

YES \_\_\_\_\_ NO   X  

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?** Jacob NG, Vice Chancellor, Student Services

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM?** YES \_\_\_\_\_ NO   X  

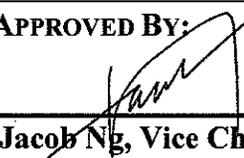
**IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by:  Date: 09/20/2010  
Fredrick D. Ohlrich, Director

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by:  Date: 09/20/2010  
Jacob Ng, Vice Chancellor, Student Services

**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: Ron Gerhard, electronically Date: 12/3/10  
Ronald Gerhard, Finance and Administration

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

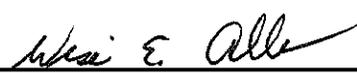
Legal review required  Legal review *not* required

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:  Date: 12/11/10  
Wise Allen, Chancellor