

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 15, 2011

ITEM # 27

ITEM TITLE:

Contract extension for The ELS Group, LCC

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of the extension of the Independent Contractor Agreement with The ELS Group, LCC for professional consultation services of George Kozitza in the Laney College Business Office.

ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)

BACKGROUND/ANALYSIS:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

5-01-531-5105-1-672000-0000-00. The source of funds to pay for this contract would be Laney College General Funds, Cost Center 531 (Laney College Business Office).

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

YES _____ No X

COMMENTS:

Consider Approval for Contracted Services with the ELS Group LLC Presenter: President Webb
Consider Approval for Contracted Services with the ELS Group LLC, George Kozitza consultant, from February 28, 2011 through June 30, 2011 at a rate not to exceed \$11,500 per month. Contract services includes strategic planning for fiscal solvency and operational efficiency; analyses of business operations as part of documenting progress in advancing the Laney College Educational Master Plan agenda; completion of institutional protocols; the College standard operating procedures; assist planning for the operation needs of Laney College as well as insuring adherence to applicable statutes, regulations and internal accounting, purchasing, payroll, fiscal, and facilities reporting policies and procedures; and review and make recommendations regarding the work of the Division related to capital improvement projects, facilities maintenance and operations and leased facilities to assure optimum utility. All Board recommended contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Laney College President, Dr. Elnora T. Webb

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.)

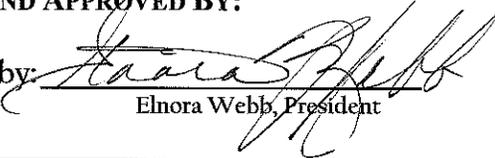
PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: 
Maisha Jameson, Executive Assistant to the President

Date: 01/14/11

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: 
Elnora Webb, President

Date: 01/14/11

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: _____ Date: _____
Finance and Administration Approval

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

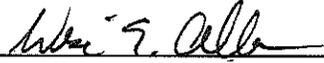
Legal review required Legal review *not* required

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: 1/25/11
Wise Allen, Chancellor