

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 13, 2011

ITEM # 15

ITEM TITLE:

Electronic Transaction Processing Agreement with Official Payments Corporation (OPC).

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of an open purchase order for Official Payments Corporation in the amount not to exceed \$300,000. The contract is needed to pay for student credit card processing fees until the end of this Fiscal Year, June 30, 2012.

ITEM SUMMARY:

The District provides students with a variety of payment options in effort to collect student fees timely (i.e. debit card, electronic check and credit card). OPC currently offers Peralta Community College District electronic check payment and processing transaction services and credit/debit card payment transaction services through an Internet interface over the web, an interactive telephone voice response system, and a point of sale interface. This service includes the validation of student's bank account routing numbers, ACH eligibility, determination of dollar amount specified by students, and the creation of transaction files that are then forwarded to the Automated Clearing House.

BACKGROUND/ANALYSIS:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

Approval of contract.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Budgeted for in the General Fund Unrestricted.

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

YES _____ NO X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Vice Chancellor Gerhard.

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: 
Ronald P. Gerhard,
Vice Chancellor for Finance and Administration

Date: 9/6/11

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: 
Ronald P. Gerhard,
Vice Chancellor for Finance and Administration

Date: 9/6/11

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: 
Ronald P. Gerhard,
Vice Chancellor for Finance and Administration

Date: 9/6/11

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: _____
Thuy T. Nguyen, General Counsel

Date: _____

CHANCELLOR'S OFFICE APPROVAL

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

Signature: 
Wise Allen, Chancellor

Date: 9/8/11