

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of October 25, 2011

ITEM # 10

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

Amend existing contract with Hicks Consulting Group (Financial Aid Support) for the 2011-12 FY) from \$145,000 to \$185,000.

SPECIFIC BOARD ACTION REQUESTED:

Request approval to increase the contract with Hicks Consulting Group from \$145,000 to \$185,000 to assist in the implementation of the financial aid systems for the District, as well as reporting management information systems' (MIS) data for fiscal year 2011-2012. **Funding Source: Measure E.** The contract compensation shall not exceed \$185,000. The added amount of \$40,000 is related to Hick consultant Judith Cohen, a retired Peralta Financial Aid Specialist. This contract is critical to our existing system. The Board has approved \$145,000 for other Hick's contractors on July 19, 2011. All Board approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM)*

The contractor will implement the financial aid systems for the District, as well as manage the information systems' (MIS) reporting and reject reconciliation systems.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure E

BACKGROUND/ANALYSIS:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

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

YES _____ NO _____

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR)

JACOB NG, VICE CHANCELLOR OF STUDENT SERVICES

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

DOCUMENT PREPARED BY:

Prepared by: [Signature]

Date: 10/13/11

[Drew Gephart,
Executive Assistant to the Vice Chancellor of Student Services]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: [Signature]

Date: 10/13/11

[Jacob Ng, Vice Chancellor of 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, Chief Financial Officer

Date: _____

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, electronically by re
Thuy T. Nguyen, General Counsel

Date: 10/20/11

CHANCELLOR'S OFFICE APPROVAL

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

Signature: [Signature]
Wise E. Allen, Chancellor

Date: 10/19/11