

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of April 24, 2012**

**ITEM # 17**

**ITEM TITLE:**

Consider approval of Christopher Akhidenor, CPA contract addendum

**SPECIFIC BOARD ACTION REQUESTED:**

Approve contract addendum with Christopher Akhidenor, CPA to provide general ledger, bank reconciliation, construction accounting and fiscal year end close services as needed.

**ITEM SUMMARY: (PLEASE DISCUSS THIS ITEM)**

Consider approval of contract addendum with Christopher Akhidenor, CPA. The original not-to-exceed contract amount was \$25,000. The addendum amount requested is \$15,000. The new not-to-exceed cost of the contract is \$40,000.

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

General Fund.

**BACKGROUND/ANALYSIS:**

Last fall the District utilized the accounting services of Mr. Akhidenor to assist with bank reconciliation, construction accounting and various other fiscal year end closing accounting activities. Many of these services were provided by FCMAT during the fiscal year end June 30, 2010 closing.

As the June 30, 2012 fiscal year end approaches, we are again making preparations in the event we need to utilize Mr. Akhidenor's services.

The District is in the process of hiring an Accounting Technician that, when filled, will be responsible for these duties on an ongoing basis.

**DELIVERABLES/SCOPE OF WORK:**

Accounting services to meet critical audit and reporting deadlines.

**ANTICIPATED COMPLETION DATE:**

June 30, 2012

**ALTERNATIVES/OPTIONS:**

Not applicable

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

YES \_\_\_\_\_ NO   X  

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

VICE CHANCELLOR GERHARD

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

**DOCUMENT PREPARED BY:**

Prepared by: *Ronald Gerhard*  
Ron Gerhard, Chief Financial Officer

Date: 4-11-12

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: *Ronald Gerhard*  
Ron Gerhard, Chief Financial Officer

Date: 4-11-12

**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 Gerhard*  
Ron Gerhard, Chief Financial Officer

Date: 4-11-12

**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 E. Allen*  
Wise E. Allen, Chancellor

Date: 4-20-12