

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of June 12, 2012**

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

Hicks Consulting Group Contract Amendment

SPECIFIC BOARD ACTION REQUESTED:

Consider ratification to increase the Hicks Consulting Group contract amount from \$145,000 to \$155,000

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

Consider ratification to increase the Hicks Consulting Group ICC (#03310) from \$145,000 to \$155,000. The project costs will be covered by Measure E funds which have been approved for Financial Aid Infrastructure Technology. The increase of funds is critical in order to maintain PeraltaCard Disbursement processing, creating and submitting Gainful Employment (GE) Disclosure data, Management Information Systems (MIS), National Student Loan Data System (NSLDS), Participation Agreement (PPA) and preparing for the Financial Aid audit in July, 2012. The new total not to exceed contract amount for Hicks Consulting Group for the 2011-12 FY will be \$195,000.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure E

BACKGROUND/ANALYSIS:

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

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

YES X No

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

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

DOCUMENT PREPARED BY:

Prepared by: *Drew Gephart* Date: May 30, 2012
[Drew Gephart, Executive Assistant]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: *Jacob Ng* Date: May 30, 2012
[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*
Ron Gerhard, Chief Financial Officer

Date: 6-7-12

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 Thi Nguyen*
General Counsel

Date: 6-7-12

CHANCELLOR'S OFFICE APPROVAL

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

Signature: *Wise E. Allen*
Wise E. Allen, Chancellor

Date: 6-5-12