

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 11, 2012**

ITEM TITLE:

Contract Extension for Turtle Inc.

SPECIFIC BOARD ACTION REQUESTED:

Consider Approval of Contract Extension for Turtle Inc. to May 31, 2013.

ITEM SUMMARY:

The contract for Turtle, Inc. is schedule to end on December 31, 2012. A no cost extension of this contract is requested for Turtle Inc. to continue in this role as project manager, specifically for the PeopleSoft Upgrade and the transition of any other remaining activities related to priority "A" projects identified in the Information Technology Strategic Plan. The PeopleSoft upgrade is schedule to be completed by May 2013. Tony Tortorice is the owner of Turtle Inc.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

No fiscal impact. This is a no cost contract extension. The existing funds for this contract were approved on June 26, 2012 from Measure E.

BACKGROUND/ANALYSIS:

At the June 26, 2012 meeting, the Board of Trustees approved a contract with Turtle, Inc. for six months, through December 31, 2012, and not-to-exceed \$130,000.

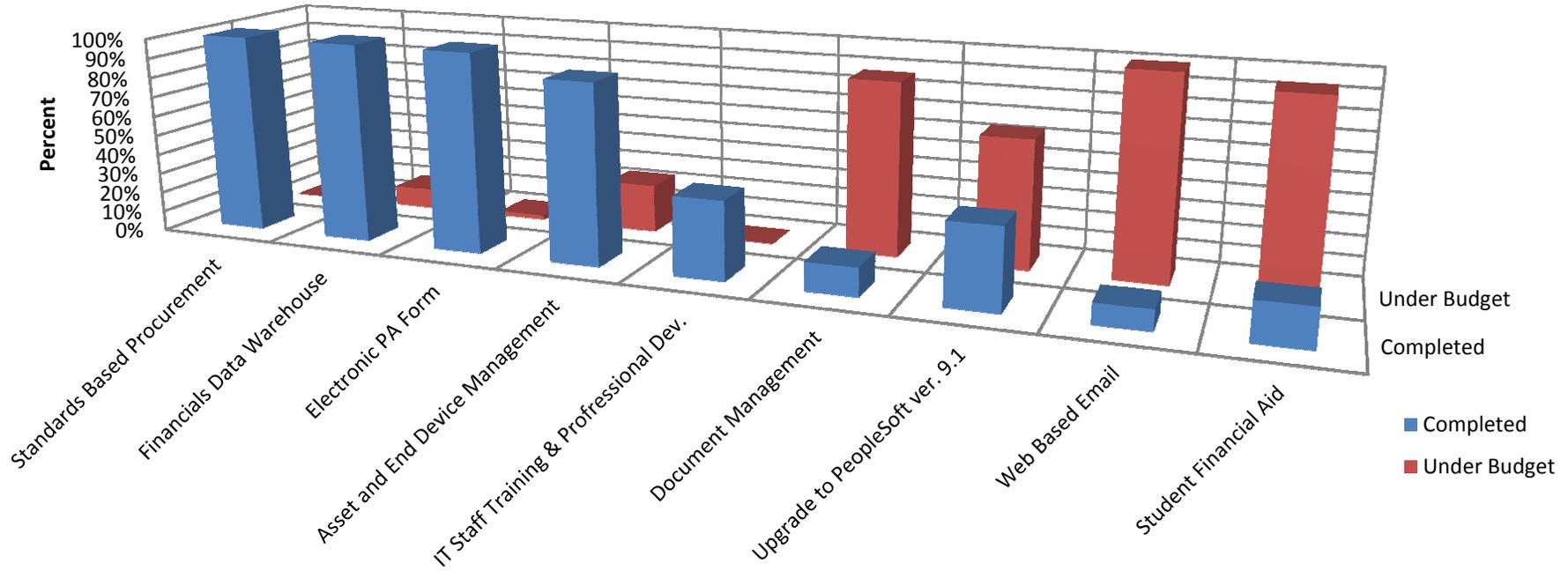
The purpose of this contract is to provide project management, project management leadership, and oversight of the projects defined in the Peralta IT Strategic Plan. With the assistance of Mr. Tortorice, the District was able to complete three priority A projects within the last 4 months and with this extension be positioned to complete 4 more projects by May 2012.

Please review the following charts/graphs illustrating the status of Priority A projects as of today:

Project	Department	Stage	Est. Deployment Date	Projected Bond Expense	Amount Contracted	Status
Standards Based Procurement	Purchasing	Completed	09/01/12	\$0	\$0	IT Staff from the colleges and District developed specifications for a limited number of configurations of Windows-based desktops and laptops. These specifications formed the basis of a RFQ to which several vendors responded. Lenovo, the winning vendor, will provide a dedicated web site for Peralta staff to place orders.
Financials Data Warehouse	Budget/Finance	Completed	08/01/12	\$80,000	\$72,000	Phase I is completed. Phase II is awaiting completion of identification of reports by Finance and Budget staff.
Electronic PA Form	Human Resources	Completed	08/01/12	\$225,000	\$220,000	Phase I is completed. It is in full production and being broadly used at the colleges and District. After six months in production, IT will evaluate the project and identify system enhancements.
IT Asset and End Device Management	Information Technology	Rollout	12/31/12	\$100,000	\$76,000	Servers have been implemented for both student and admin networks. Network coordinators at the colleges have been trained. Agents were installed on administrative PC's at District and Laney; other colleges to follow. Facilities will assist with the application for energy conservation rebates.
Institutionalize IT Staff Training and Professional Development	Information Technology	Rollout	07/01/13	\$0	\$0	A significant amount of live, online trainings were taken by IT, Finance, and Student Administration staff during the spring. Additional training will be scheduled over the next several months in support of the PeopleSoft Upgrade; Payroll, Student Administration and Financial Aid modules.
Document Management	General Services	RFQ	06/01/13	\$350,000	\$45,000	Six proposals were received. Three vendors were invited to conduct demonstrations on November 28, 2012. Following the selection of a successful bidder, the contract will be brought to the Board for approval.

Upgrade to PeopleSoft ver. 9.1	Educational Services	Implementation	04/01/13	\$1,190,000	\$430,000	Technical work to prepare the upgraded system is underway. The Beta version of the upgraded system was installed at Peralta on enhanced hardware. Testing by functional staff was set to begin after Thanksgiving.
Web Based Email	Information Technology	Requirements Gathering	03/01/13	\$55,000	\$0	Google web mail selection was approved by the PBC. The steering committee is being formed. The project was set to commence after Thanksgiving.
Student Financial Aid	Financial Aid	Requirements Gathering	12/31/13	\$1,525,000	\$88,000	Consultants are assisting Financial Aid in identifying requirements. The test version of PeopleSoft Financial Aid is to be installed and the proof-of-concept will be conducted to validate that PeopleSoft can meet critical requirements.
Implement ITIL-Lite at the Colleges and at the District	Information Technology	Not Yet Started		\$40,000	\$0	
Improved Wireless on Campuses	General Services	Not Yet Started		\$200,000	\$0	
Rationalize IT Spend with a Consolidated IT Budget	Budget/Finance	Not Yet Started		\$0	\$0	
Reduce TCO with Lease/Service Agreements	Purchasing	Not Yet Started		\$0	\$0	
Managed Print	Purchasing	Not Yet Started		\$0	\$0	
Time, Labor and Absence Management	Budget/Finance	Not Yet Started		\$700,000	\$0	
TOTAL				\$4,465,000	\$931,000	

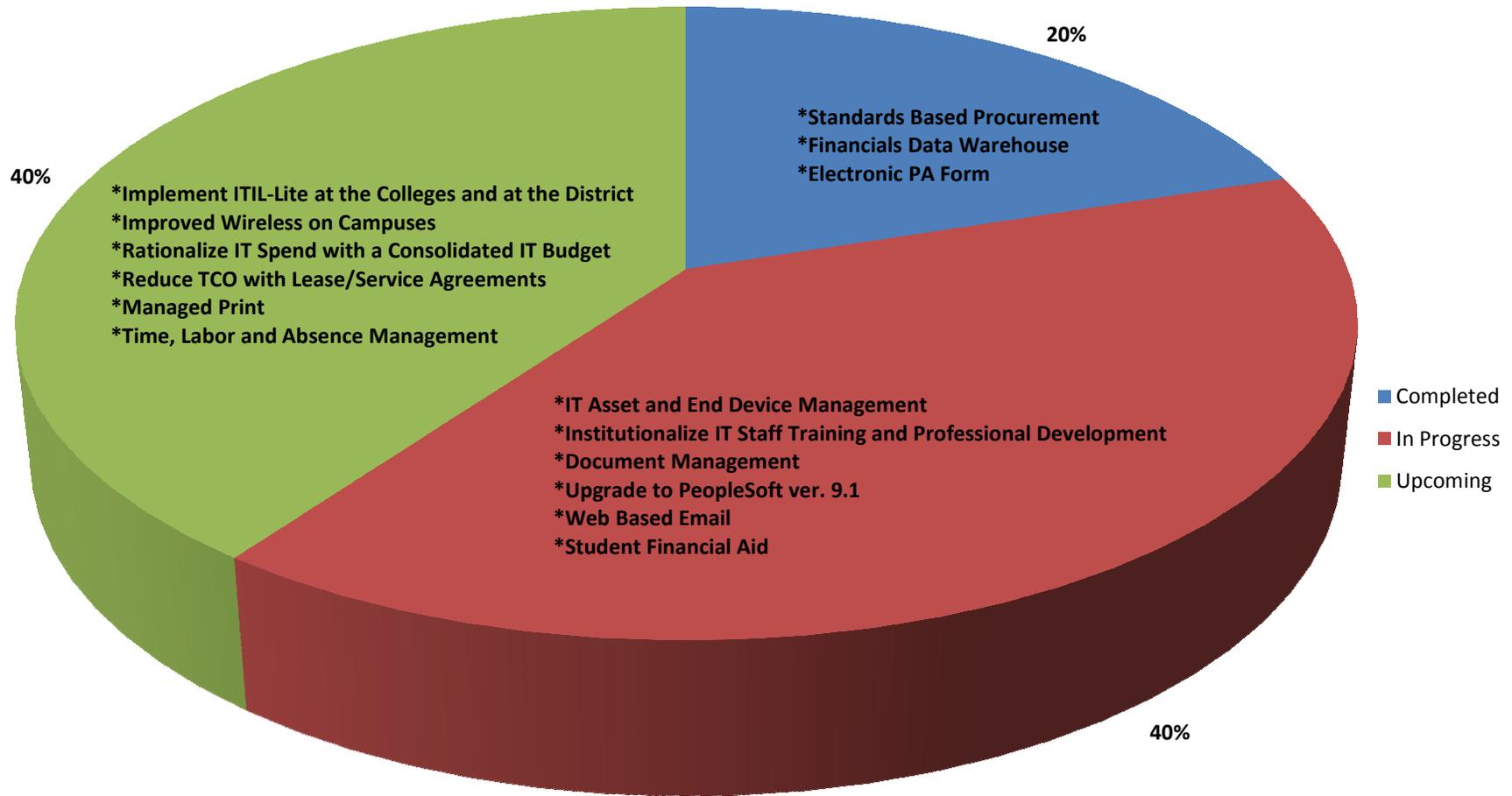
IT Strategy - Priority A Projects



	Standards Based Procurement	Financials Data Warehouse	Electronic PA Form	Asset and End Device Management	IT Staff Training & Professional Dev.	Document Management	Upgrade to PeopleSoft ver. 9.1	Web Based Email	Student Financial Aid
Completed	100%	100%	100%	90%	39%	14%	40%	10%	19%
Under Budget	0	10%	2%	24%	0	87%	64%	100%	94%

Top 10 Priority A Projects

IT Strategy - Priority A Projects



DELIVERABLES AND SCOPE OF WORK:

To provide project management, project management leadership, and oversight of the projects defined in the Peralta IT Strategic Plan.

ANTICIPATED COMPLETION DATE:

May 31, 2013

ALTERNATIVES/OPTIONS:

N/A

EVALUATION AND RECOMMENDED ACTION:

Approve the no cost contract extension for Turtle Inc. to May 31, 2013.

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 Gerhard

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

DOCUMENT PREPARED BY:

Prepared by: Calvin Madlock Date: 12-3-12
Calvin Madlock, Associate Vice Chancellor of IT

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Ronald Gerhard Date: 12/3/2012
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

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 Date: 12/3/2012
Ronald Gerhard, Chief Financial Officer

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: José M. Ortiz Date: 12-4-12
José M. Ortiz, Chancellor