

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of May 14, 2013

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

SPECIFIC BOARD ACTION REQUESTED:

Request Board authorization for the extension of webmaster services provided by Independent Contractor/Consultant, Danial Beesley dba EcoVision Consulting at Merritt College.

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

EcoVision Consulting, consultant Danial Beesley, will provide webmaster services to assist in facilitating the transition of Merritt's existing website from Drupal to WordPress. Approximately 200 hours will be spent in the migration of the existing content pertaining to Student Support Services from one platform to the other.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

15% Restoration of General Funds

Total Amount of ICC No. 04755: \$8,000.00

Total Contracted Amount to EcoVision Consultants for the 2012-13 fiscal year: \$42,750.00 (includes previously approved ICC's funded through Perkins, NSF, and SB 70 grant funds, Laney College)

BACKGROUND/ANALYSIS:

Merritt College is aligning its website platform (WordPress) to match its sister colleges and the District. In recent months, Merritt changed its hosting company to InMotion which is supported by the District and specializes in WordPress. The content migration will occur in two phases with the first phase concentrating on Student Support Services. The services rendered by Danial Beesley will assist the college in migrating this content.

DELIVERABLES AND SCOPE OF WORK:

Facilitate the migration of Merritt's website content concentrating on Student Support Services from the existing Drupal platform to the WordPress platform.

ANTICIPATED COMPLETION DATE:

JUNE 30, 2013

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? (MERRITT COLLEGE PRESIDENT)

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

DOCUMENT PREPARED BY:

Prepared by: *Norma Ambriz-Galaviz*
Dr. Norma Ambriz-Galaviz, Merritt College President

Date: 5/7/13

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: *Norma Ambriz-Galaviz*
Dr. Norma Ambriz-Galaviz, Merritt College President

Date: 5/7/13

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* Date: 5-9-13
Ron Gerhard, Vice Chancellor for Finance and Administration

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 Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: *José M. Ortiz* Date: 5-7-13
Dr. José M. Ortiz, Chancellor