

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of June 25, 2013**

**ITEM TITLE:** Request Board Authorization to Increase Independent Contractor's Agreement for Investigative Services for Renne, Sloan, Holtzman & Sakai, LLP.

**SPECIFIC BOARD ACTION REQUESTED:** Consider Approval of the Office of Human Resources and Employee Relation's request to increase the annual Independent Contractor's Agreement of Renne, Sloan, Holtzman & Sakai, LLP.

The District requests the Board to approve an amended amount of \$75,000 for the consulting contract between Renne Sloan Holtzman Sakai, LLP and the Peralta Community College District for services related to conducting independent investigations involving complaints of discrimination, harassment, retaliation, and employee misconduct filed by students, employees, and members of the public. The initial contract in the amount of \$25,000 was insufficient to address the investigative services needs of the District, and the Board approved an addendum in the amount of \$125,000. The District is required by law and District Policy to conduct investigations and resolve complaints involving discrimination, harassment, and retaliation. Due to the inordinate volume of complaints and investigations handled by the District during fiscal year 2012-2013, the additional \$75,000 will bring the amount of the consultant contract to \$225,000, and cover the costs for investigations, including those currently in progress but not yet completed during fiscal year 2012-2013.

**ITEM SUMMARY:** Pursuant to Title 5 and District Policy, the Office of Vice Chancellor for Human Resources and Employee Relations has the administrative responsibility to investigate and resolve all complaints of discrimination, harassment and retaliation filed by students, employees, and members of the public.

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

**BACKGROUND/ANALYSIS:** The initial contract in the amount of \$25,000 was insufficient to address the investigative services needs of the District, and the Board approved an addendum in the amount of \$125,000. However, this agreement will soon approach the Board approved amount; therefore, the Vice Chancellor for Human Resources & Employee Relations requests an increase to the agreement for an additional amount of \$75,000 or a contract amount not to exceed \$225,000 through fiscal year ending June 30, 2013.

**DELIVERABLES AND SCOPE OF WORK:** INVESTIGATIVE SERVICES

**ANTICIPATED COMPLETION DATE:** ONGOING

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:** **The Chancellor recommends approval.**

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

YES \_\_\_\_\_ No   X

**COMMENTS:**

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

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

**DOCUMENT PREPARED BY:**

Prepared by: Trudy Largent

[Enter Here - Your Name and Title of Individual]

Date: June 20, 2013

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Trudy Largent

Vice-Chancellor for Human Resources & Employee Relations

Date: June 20, 2013

**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, 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: \_\_\_\_\_

Thuy Thi Nguyen, General Counsel

Date: \_\_\_\_\_

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda

Not Approved, but Place on Agenda

Signature: José M. Ortiz

Dr. José M. Ortiz, Chancellor