

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of January 21, 2014**

ITEM TITLE:

Highstreet IT Solutions contract amendment. \$134,360.00

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of an amendment to the contract with Highstreet IT Solutions for FY 2013-14 to augment their contract in the amount of \$134,360.00. This amount will cover travel expenses and the service fee for an additional consultant, which were not included in the original request.

ITEM SUMMARY:

Project 3.7 of the District's Information Technology Strategy, Student Financial Aid System, calls for the implementation of the PeopleSoft Financial Aid module to increase efficiency of operations and reduce the operating costs. Highstreet IT Solutions was the vendor selected through an RFP process and their contract was approved at the July 16, 2013 Board meeting.

The augmentation of the contract is needed to cover for travel expenses of the 4 consultant already working on this project and to add one additional consultant that will be assisting with testing and business analysis of the Campus Solution modules due to the loss of Sheryl Queen.

The project costs will be covered by Measure E funds. The addition of these funds will bring the total contract amount to \$831,000.00

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure E funds as currently budgeted for as part of the District's IT Strategy.

BACKGROUND/ANALYSIS:

The current Student Financial Aid System (SAFE) is a mainframe product running on our existing legacy mainframe. Peralta is the last remaining client for this 3rd party mainframe system by EMAS Pro and all annual updates costs now fall solely on Peralta, rapidly escalating our cost. The prospects for EMAS Pro maintaining this system over the long term (at a reasonable cost) are unlikely. Additionally, the hardware on which we run the system is well past its lifespan and programming support must come from Peralta retirees whose willingness and ability to continue in this role are uncertain.

Peralta will implement the PeopleSoft Student Financial Aid module because we already own it. There are design problems with the delivered module that we will need to engage PeopleSoft to overcome. We are assured by PeopleSoft that this can be done. A formal Request for Proposal (RFP 12-13/18) was conducted for the Financial Aid Student System. Highstreet IT Solutions was the bidder that best met the evaluation criteria and had the highest average score.

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE:

May 30, 2014.

ALTERNATIVES/OPTIONS:

N/A.

EVALUATION AND RECOMMENDED ACTION:

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

YES _____ **NO** **X**

COMMENTS: NONE

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? CALVIN MADLOCK

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

DOCUMENT PREPARED BY:

Prepared by: _____ Date: _____
Calvin Madlock, Associate Vice Chancellor

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: _____ Date: _____
Calvin Madlock, Associate Vice Chancellor

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: _____ Date: _____
Susan Rinne, Interim 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 T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: _____ Date: _____
José M. Ortiz, Chancellor