

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of January 13, 2015**

ITEM TITLE: Request Board Authorization to Increase Independent Contractor’s Agreement for Professional Services for Liebert Cassidy Whitmore.

SPECIFIC BOARD ACTION REQUESTED: District administration requests Board authorization to increase an existing professional services agreement with Liebert Cassidy Whitmore to provide legal services to the District. The current contract approaches its limit of \$25,000, therefore, the District requests an increase by an additional \$50,000 for a contract not to exceed \$75,000 limit for fiscal year ending June 30, 2015. All Board-approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

ITEM SUMMARY:

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

BACKGROUND/ANALYSIS: The agreement for Liebert Cassidy Whitmore will soon approach the District approved amount of \$25,000; therefore, the District administration requests an increase to the agreement for an additional amount of \$50,000 or a contract amount not to exceed \$75,000 through fiscal year ending June 30, 2015.

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 _____ NO X

COMMENTS:

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

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

DOCUMENT PREPARED BY:

Prepared by: Trudy Largent, Vice Chancellor

Date: 01/07/15

[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Trudy Largent
[Trudy Largent, Vice-Chancellor]

Date: 01/07/15

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: Susan Rinne

Date: 01/07/15

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 Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Placed on Agenda Not Approved, but Placed on Agenda

Signature: José M. Ortiz

Date: 01/07/15

Dr. José M. Ortiz, Chancellor