

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of February 17, 2015**

ITEM TITLE: Request Board Authorization to increase the amount of the Independent Contractor Agreement for Professional Services with Community College Search Services (CCSS).

Presenter: Vice Chancellor Largent

SPECIFIC BOARD ACTION REQUESTED:

On November 18, 2014, the District entered into an Independent Contractor/Consultant Agreement with Community College Search Services (CCSS) in the amount of \$2,000 to conduct background and reference checks for the final candidates for the regular position of Deputy Chancellor.

On February 3, 2015, at its special Board meeting, the Board also authorized the District to enter into an agreement with CCSS to assist the District in its search for the next Chancellor. The November 18, 2014 and February 3, 2015 contracts for services covered two separate and unrelated scopes of services. However, due to the fact that the amount of the two agreements taken together totals \$27,000, which exceeds the \$25,000 maximum amount for Fiscal Year 2014-2015, Board approval is required to increase the total amount of the 2014-2015 agreements with CCSS from \$25,000 to \$27,000.

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:

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE: JUNE 30, 2015

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
[Enter Here - Your Name and Title of Individual]

Date: 02/09/15

DOCUMENT PRESENTED AND APPROVED BY:

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

Date: 02/09/15

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: 02/09/15

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: _____

General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: José M. Ortiz
Dr. José M. Ortiz, Chancellor

Date: 02/09/15