

**PERALTA COMMUNITY COLLEGE DISTRICT  
Board of Trustees Agenda Report  
For the Trustee Meeting Date of March 24, 2015**

**ITEM TITLE:**

Consider approval of Measure A Budget Appropriation and Transfer No. 79 to Maintain In-house Program Management Services.

**SPECIFIC BOARD ACTION REQUESTED:**

Approval is requested to appropriate and transfer Measure A Budget Transfer no. 79 to maintain in-house program management services, in the amount not-to-exceed \$1,250,000.

**ITEM SUMMARY**

Staff has obtained signatures from the Administration (Vice Chancellor of Finance and Administration, Vice Chancellor of General Services, and the Chancellor) for these budget transfers and appropriations for the March 10, 2015 Board meeting. On June 23, 2009, the Board of Trustees approved the Bond Measure (A and E) Spending Plan, which included budget appropriations, cash flow projections, and budget transfer procedures.

**Budget Transfer No. 79** (\$1,250,000) is apportioned from the District Administrative Center (DAC) Measure A Bond Funds to pay for in-house bond program management services (e.g., overhead cost, program mobilization, general program management, planning and design, outside agency reviews (DSA), bid and award, construction, commission and close-out for projects). The Governing Board of Trustees initially approved the budget allocation for in-house Measure A bond program management on June 24, 2008. On May 20, 2008, a report was presented on personnel requirements to manage in-house Measure A bond program in the Department of General Services. This report included phases and costs of program management. Then, the District determined that having an in-house program management with some consultant assistance was a financially beneficial solution. The objective of this budget transfer is to have continuity for the bond program management services, transparency, and accountability.

This allotment is transferred from DAC Measure A Unallocated Funds accounts (#0000) to the Bond Overhead account (#2300).

**Measure A Budget Transfer No. 79**

#	Project Name	Current Budget	Revised Budget	Transfer Amount
<b>Transfer To:</b>				
2300	Bond Overhead	\$15,388,026	\$16,638,026	\$1,250,000
	<b>Total Transfer</b>			<b>\$1,250,000</b>
<b>Transfer From:</b>				
0000	Measure A Unallocated Funds	\$1,250,000	-	\$1,250,000
	<b>Total Transfer</b>			<b>\$1,250,000</b>

Description: Allocation of funds from DAC Measure A Unallocated Funds to Bond Overhead. These funds are allocated to cover program management overhead cost.

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

Measure A, approved by the voters in Peralta’s constituency and authorized under in Resolution 05/06-45, Exhibit A-1, District-Wide, support services for the “acquisition, construction, repair, refurbishment, equipping, upgrading, and modernization of classrooms, campuses, buildings, facilities, and grounds throughout the District.”

**BACKGROUND/ANALYSIS:**

On June 23, 2009, the Board of Trustees approved the Bond Measure (A and E) Spending Plan, which included budget appropriations, cash flow projections and budget transfer procedures. The Measure A budget included all current and future projects totaling the \$390 million bond amount. At that time the Board also approved the process for future budget transfers from one project to another, which included District and College approvals and subsequent approval by the Board of Trustees. Since that time, project scopes have been refined, and some new projects have been created. In accordance with the Board approved Bond Measure Spending Plan, a budget transfer form has been prepared for this budget transaction.

On June 24, 2008, the Governing Board of Trustees approved the budget allocation for in-house Measure A Bond Program Management, in the amount of \$12,754,872.33.

**DELIVERABLES AND SCOPE OF WORK:**

Not Applicable

**ANTICIPATED COMPLETION DATE:**

The anticipate budget transfer completion date is within 30 days.

**ALTERNATIVES/OPTIONS:**

Not Applicable

**EVALUATION AND RECOMMENDED ACTION:**

Approval is recommended for two bond measure budget transfer and appropriation no. 79.

**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? (Vice Chancellor Ikharo)

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

**DOCUMENT PREPARED BY:**

Prepared by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

Date: March 13, 2015

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

Date: March 13, 2015

**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  
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: Thuy Thi Nguyen  
Thuy Thi Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

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



**PERALTA COMMUNITY COLLEGE DISTRICT**  
 Department of General Services  
 333 East Eighth Street  
 Oakland, California 94606

ORIGINAL

**Measure A Budget Transfer**

Campus: District-Wide

Transfer # DA: 79

Date 2/26/2015

**Transfer Amounts**

#	Project Name	Current Budget	Revised Budget	Transfer Amount
<b>Transfer To:</b>				
2300	Bond Overhead	15,388,026	16,638,026	1,250,000
	<b>Total Transfer</b>			<b>1,250,000</b>
<b>Transfer From:</b>				
0000	Measure A Unallocated Funds	1,250,000	-	1,250,000
	<b>Total Transfer</b>			<b>1,250,000</b>

**Description:**

Move funds from the Unallocated Measure A Funds to Bond Program Management Overhead.

*Sadiq B. Ikharo*

Dr. Sadiq B. Ikharo, Vice-Chancellor of General Services

*2/26/15*

Date

*Susan Rinne*

Susan Rinne, Interim Vice-Chancellor of Finance & Administration

*3/9/15*

Date

*[Signature]*

Dr. José M. Ortiz, Chancellor

*3.16.15*

Date

SI: FIND COMPATIBLE FUNDS FOR BCC



Peralta Community College District  
 Department of General Services  
 (510) 466-7225

**REQUEST TO TRANSFER FUNDS**

Date: February 26, 2015

To: Sui Song

From: Andrea Pavlos

Subject: Request to Transfer Funds - Budget Journal - #43024

Accounting Codes								AMOUNT	
Loc	Fund	Cost	Obj	P	Act	Proj	Acct	Debit	Credit
1	63	391	6206	1	710000	2300	00	1,250,000.00	
1	63	420	9840	1	710000	0000	00		1,250,000.00
Total:								1,250,000.00	1,250,000.00

**JUSTIFICATION:**

DGS-ALS Budget Transfer #79. Move funds from the Measure A Unallocated Funds to Bond Program Management Overhead.

Approval:

*Sadiq B. Ikharo*

Dr. Sadiq B. Ikharo, Vice Chancellor of General Services  
 (510) 466-7346  
[sikharo@peralta.edu](mailto:sikharo@peralta.edu)

*2/27/15*

Date