

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 22, 2015**

ITEM TITLE:

Request Board Authorization to increase Independent Contractor's Agreement for Nortia Staffing/LSQ Holdings, Inc.

SPECIFIC BOARD ACTION REQUESTED:

The District administration requests Board authorization to increase an existing professional services agreement with Nortia Staffing/LSQ Holdings by \$35,000 for Ms. Dominica Dailey to provide temporary staffing services to the Human Resources Department regarding special projects related to legal compliance issues. We anticipate utilizing the services of Nortia Staffing through January 31, 2016.

The original Independent Contractor/Consultant Services Contract (#21639) for \$10,500 was amended and increased to \$25,000 in July 2015. The District is requesting that the contract be increased to \$60,000.

All Board-approved contracts are subject to final negotiation and execution by the Chancellor. The Chancellor recommends approval.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

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

BACKGROUND/ANALYSIS:

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE: JANUARY 31, 2016

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: 09-10-15

DOCUMENT PRESENTED AND APPROVED BY:

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

Date 09-10-15

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: _____ 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: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Jowel C. Laguerre Date: 09-10-15
Dr. Jowel C. Laguerre, Chancellor