

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of November 10, 2015**

ITEM TITLE:

Vavrinek Trine Day & Co., LLP (VTD) Contract Amendment

SPECIFIC BOARD ACTION REQUESTED:

Consider approval to amend the blanket purchase order for Vavrinek Trine Day & Co., LLP (VTD) by \$10,785. The previous contract amount was \$139,750 for the June 30, 2015 audit. The new contract amount shall not exceed \$150,535.

ITEM SUMMARY:

An additional visit to the District office is needed in order to complete the audit in December.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

General Fund Unrestricted.

BACKGROUND/ANALYSIS:

The following areas, among others, have been requested of staff to complete the audit:

- Reconciliation and review of Capital Assets and Related Depreciation
- Reconciliation of Interfund activities including Due To/From and Transfers between funds
- Supporting documentation for the SEFA and SESA
- Reconciliation of Unearned Revenue – Student Enrollment Fees

DELIVERABLES AND SCOPE OF WORK:

Audit opinion expressed on the District's June 30, 2015 financial statements as well as required state and federal compliance reports. The finalized audit report will be presented to the Board of Trustees on or before January 15, 2016.

ANTICIPATED COMPLETION DATE:

December 31, 2015

ALTERNATIVES/OPTIONS:

Not Applicable.

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 Little

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

DOCUMENT PREPARED BY:

Prepared by: Ron Little Date: 10/30/2015
Ron Little, Vice Chancellor for Finance and Administration

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Ron Little Date: 10/30/2015
Ron Little, Vice Chancellor for Finance and Administration

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: Ron Little Date: 10/29/2015
Ron Little, 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: _____
Nitasha Sawhney, Acting General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Dr. Jowel Laguerre
Jowel C. Laguerre, Chancellor