PERALTA COMMUNITY COLLEGE DISTRICT

Board of Trustees Agenda Report

For the Trustee Meeting Date of December 8, 2015

ITEM TITLE: Authorization to approve the Contract between the District and Alliant Insurance Services, Inc. for Employee Benefits Insurance Consultant/Broker services.

SPECIFIC BOARD ACTION REQUESTED: District administration requests Board Authorization to approve the Contract between the District and Alliant Insurance Services, Inc. for Employee Benefits Insurance Consultant/Broker services, effective December 9, 2015 through December 31, 2017 in the amount of $115,000 per year. The Chancellor recommends approval.

ITEM SUMMARY: The District initially sought to select new consultant/broker services through a Request for Proposal (RFP) process, in collaboration with representatives from the District's Health Benefits Committee, (representative of all constituency groups - Local 1021, Peralta Federation of Teachers, Local 39, Management, Confidential employees, and Retirees), who reviewed and provided feedback to the proposed scope of services, ranked bid materials, and reviewed work samples and deliverables. The Committee recommended that Alliant be retained for Employee Benefits Insurance Consultant/Broker services. Through the contract negotiation process, it was determined that the RFP requested services that are broader than what is currently required by the District. Accordingly, the District rejected all bids. The District assessed its current consultant/broker needs and negotiated with Alliant for Consultant/Broker services.

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

BACKGROUND/ANALYSIS:

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: 12/03/15

[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: *Trudy Largent* Date: 12/03/15
[Trudy Largent, Vice-Chancellor]

FINANCE DEPARTMENT REVIEW

_X_ Finance review required ____ Finance review *not* required

If Finance review is required, determination is: _X_ Approved ___ Not Approved

If not approved, please give reason: _____

Signature: *Ron Little* Date: 12/03/15
Ron Little, Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

____ Legal review required _X_ 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

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

Signature: *Jowel C. Laguerre* Date: 12/03/15
Dr. Jowel C. Laguerre, Chancellor