

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Gari Browning
DATE: December 10, 2008
SUBJECT: Ratification of Contracts

Consent Agenda item

Board Policy 6340 delegates to the Superintendent/President or designees “the authority to enter into contracts on behalf of the District and to establish administrative procedures for contract awards and management...” Both Policy and Education Code Section 81655 state any such contract is not valid or an enforceable obligation against the District until it is approved or ratified by the Board.

In the past, most contracts have been ratified by inclusion in the warrant report, which provided information on checks that have already been written. To make contract reporting timelier and to more fully comply with legal and policy requirements, the District is now providing contract information for the Board in the attached format. This will allow the Board to take action prior to payments being made.

As before, where a specific contract requires prior Board approval or where the nature of the contract warrants specific action, these transactions will continue to be separated out and placed on the action or consent agenda for individual consideration.

Funding for each contract has been verified from the appropriate fund account or grant.

RECOMMENDATION

The President/Superintendent recommends that the Board of Trustees ratify the contracts on the attached page(s).

Attachment: Contracts List



CONTRACTS LIST

December 10, 2008

No.	Contractor	For	Amount	Account
3810902	Caltronics	Annual Maintenance Agreement for districtwide ANALOG copiers	\$ 7,030.00	Fund 10
3810903	Caltronics	Annual Maintenance Agreement for NEWARK digital copiers	\$ 10,000.00	Fund 10
4140901	tBP Architecture	Consulting Contract for Lab Health Safety Review	\$ 48,000.00	Fund 42
4170901	Siemens Building Technologies, Inc.	Connect Cafeteria Range Hoods to Fire Alarm System	\$ 3,825.00	Fund 10
4180901	Cal Coast Telecom	Add cable wiring to Building 10 Room 201	\$ 1,850.00	Fund 10
4190901	Siemens Building Technologies, Inc.	Maintenance on de-ionized water system for labs	\$ 1,877.86	Fund 10
4200901	Next Level Systems	Add cable wiring to Room 1212 & 1302	\$ 1,833.41	Fund 10
4210901	Mathmatica	3-year Educational Software Site License	\$ 17,904.32	Fund 21
4220901	Sandis Civil Engineering	Topographical Survey of storm drain line for Water Intrusion Project	\$ 8,400.00	Fund 41
4230901	Tim Cook	Tractor Work at Newark	\$ 1,250.00	Fund 42

Note: Fund 10 = General Fund
 Fund 12 = Program Distribution (Other Income)
 Fund 21 = Grant Funding
 Fund 41 = Capital Outlay (State or Redevelopment Funding)
 Fund 42 = Measure A Bond