DATE: September 26, 2002

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

Subject: GENERAL FUND
Authorization to contract with the Community College League of California
(Resolution No. 020926-B4)

BACKGROUND INFORMATION:

The Community College League of California has contracted with more than forty community college districts in California for the purpose of creating a statewide database on the college’s utility usage. The League has in turn engaged the services of Jenkins, Larkins and Associates to track electric, natural gas, water, and sewer utility account information for all California community college districts that enter into the agreement with the League. The League will audit each participating district’s utility bills for the last year to determine whether districts have historically paid the correct rates and correct taxes during that period. In addition, the League will perform monthly audits of each district’s current utility bills to determine whether districts are currently paying the correct rates and correct taxes. If the League detects errors in the utility rates or taxes paid, the League will communicate with the appropriate utility in an effort to correct such errors and obtain refunds of the overcharged amounts and/or credits to the account of the district that has been overcharged. Payment to the League will be strictly limited to 30% of any actual refunds the College receives.

Beginning in the Fall of 2002, the League will develop and maintain a customized web-hosted Utility Database for each district. The web-hosted Utility Database will track electric, natural gas, water and sewer utility account information with charts, graphs and reports on usage, costs, demand, utility fees, taxes, delivery charges, and time of use statistics. The League will provide each district with 24/7 internet access to the district’s own utility website via a password for customized reports.

RECOMMENDATION:

RESOLVED: That authorization is hereby given to the Community College League of California for services needed to create a statewide database on utilities usage and for auditing the College’s utility bills from October 1, 2002 through December 31, 2005, all costs to be paid solely with a portion (30%) of actual utility payment refunds, and
FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor for Finance and Administration, and/or their designee are hereby authorized to execute such a contract on behalf of the SFCCD.

Peter Goldstein, Originator