

Consider Approval of Change Order to Existing Ferrilli Contract for
Continuing Education Grant and Scholarship Packaging

At the Board Meeting held April 9, 2025, the Board approved a change order to the existing Ferrilli contract for Continuing Education Grant and Scholarship Packaging. The amount approved was \$32,800.00. After reviewing the project, it has been decided that some of the services provided were not necessary.

Staff requests approval of a change order to the existing contract with Ferrilli, the College's enterprise resource planning (ERP) consulting firm, to procure services so that Financial Aid, grants, and scholarship funding can be processed by Continuing Education for student payments. The cost of this dedicated project has been adjusted from \$32,800.00 to \$9,840.00. Since this is over 10% of the original contract price, Board approval is requested. The source of funding is the Capital Projects Fund.

The scope of service will allow for the auto-packaging of students enrolled only in Continuing Education classes. Students enrolled in regular academic programs who are also taking Continuing Education classes will not be eligible for auto-packaging due to technical limitations in Colleague.

Vendor/Quote	Item/Quote	Funding Source	Cost
Ferrilli	Original contract amount Reduction Amount Change Order 1 Contract Amount Auto packaging for Continuing Ed Students Hourly rate: \$205.00 Estimate # of HRs: 48	Capital Project fund	\$32, 800.00 -\$22,960.00 \$9,840.00
Total			\$ 9,840.00