

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of January 13, 2015

ITEM TITLE:

Consider Approval to Award an Agreement for the Emergency Notification System (RFP No. 14-15/08) to Blackboard Inc. for the Emergency Notification System.

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to enter into an agreement with Blackboard Inc. (RFP No. 14-15/08), in the amount not-to-exceed \$112,500 for a three (3) year term.

ITEM SUMMARY:

The vendor's work and contract are subject to an annual review and renewal by the Chancellor, upon satisfactory performance of contract deliverables. The District may elect to renew this contract for an additional two (2) years (renewable annually) for a total not-to-exceed five (5) years. The total payment for five (5) years duration, if extended, will not exceed \$187,500.

The vendor will provide and host hybrid delivery models of an Emergency Notification System (ENS) for the District's four (4) colleges: Laney College, Berkeley City College, Merritt College, and College of Alameda, and District Administrative Center (DAC). The ENS is an automated, robust, interactive, reliable high-speed notification system that will notify District students, faculty, staff, and visitors of emergency incidents. This system will enable them to respond quickly and safely to any emergency incidents with the objective of distributing information to anyone, anywhere, anytime, on any device at each District location. The functions of the ENS are as follows:

- Improve safety and security;
- Protect student, staff, and administration;
- Deliver speedy emergency messages instantly;
- Perform reliably;
- Provide integration and supportability; and
- Reduce tasks.

The vendor will offer the following solution types and deployment models:

- Off-premise and on-premise servers;
- Off-premise software – hosted / shared; and
- Data to be owned by the District in both models.

The Chancellor recommends approval.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

General Fund

BACKGROUND/ANALYSIS:

In compliance with the Public Contract Codes, Section 20651, formal competitive request for a proposal (RFP) was conducted for this project. An RFP was advertised in newspaper publications of general circulation on November 25th and December 2nd, 2014. A non-mandatory site visit occurred on December 3, 2014. A steering committee of staff evaluated submitted proposals based on the evaluative criteria stated in the RFP. A total of four (4) proposals were received, as follows:

CONTRACTOR	EVALUATION SCORE	PROPOSAL FEE	LOCATION
Blackboard Inc.	330	\$112,500 (3 year term), \$187,500 (5 year term)	Washington, DC
AT&T	255	\$57,000 (3 year term), \$95,000 (5 year term)	San Ramon, CA
Everbridge	247	\$79,595 (3 year term), \$128,395 (5 year term)	Glendale, CA
Rapid Notify Inc.	168	\$62,550 (3 year term), \$102,650 (5 year term)	Laguna Hills, CA

The Public Contract Code (PCC) section 20651, permits the District to award this contract to the bidder whose proposal is determined to be the “best value” based solely on the criteria set forth in the RFP. Based on the evaluation, Blackboard Inc. received the highest score of 330 points. Robyn Fagnan is the account executive in the business.

ANTICIPATED COMPLETION DATE:

This project will be completed within one-hundred eighty (180) calendar days from the issuance of the Notice to Proceed.

ALTERNATIVES/OPTIONS:

Not Applicable

EVALUATION AND RECOMMENDED ACTION:

The administration recommends awarding an Agreement to Blackboard Inc. for the Emergency Notification System (RFP No. 14-15/08).

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ No X

COMMENTS:

Not Applicable

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? Vice Chancellor Ikharo

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

DOCUMENT PREPARED BY:

Prepared by: Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

Date: December 19, 2014

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Sadiq B. Ikharo
Vice Chancellor of General Services

Date: December 19, 2014

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: Susan Rinne
Susan Rinne, Interim 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: Thuy Thi Nguyen
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: José M. Ortiz
Dr. José M. Ortiz, Chancellor

**Peralta Community College District
Request for Proposal 14-15/08
Emergency Notification System**

The Peralta Community College District (PCCD), Oakland, California, through the Department of Purchasing, is hereby requesting proposals for the above mentioned services.

The successful vendor will be required to furnish all labor, material, equipment, supplies, and applicable taxes to complete all deliverable for this Request for Proposals this project.

Proposal Information

Proposal Description	Emergency Notification System
Project Type	Goods and Services (Hardware, software, and services)
Proposal Number	14-15/08
Proposal Issued	November 25, 2014
Department	Department of General Services
Scheduled Publication Dates	November 25, 2014 December 2, 2014
Mandatory Site Visit Date	December 3, 2014 9:00am at Peralta Community College District Department of General Services Conference Room 333 East 8th Street Oakland, CA 94606
Project Duration	180 days This project is to be completed within the above number of calendar days from the date that the District issues a Notice to Proceed.
Liquidated Damages	\$200 per day The Contractor agrees to pay the District the above amount per calendar day in the event that the Contractor fails to complete the Contract within the Project Duration indicated above.
Proposal Due Date	December 17, 2014 11:00am

**Peralta Community College District
Request for Proposal 14-15/08
Emergency Notification System**

Instructions for Submitting Proposals

Submittal Address	Peralta Community College District Purchasing Department Attn: John Hiebert 501 5 th Avenue Oakland, CA 94606
Submittal Copies	One (1) Original copy clearly marked "Original" and five (5) Copies marked "copy".
Submittal Envelope Requirements	Proposal must be <u>sealed</u> and have the following information <u>clearly marked</u> and visible on the outside of the envelope: <ul style="list-style-type: none"> • Proposal Number and Name of Project • Name of Your Company • Address • Phone Number
Late Submittals	Proposals received after the time and date stated above shall be returned unopened to the vendor.

Questions about the Request for Proposals

Questions and or Requests for Information (RFI) must be submitted in writing and can be submitted by email as follows:

Primary Contact	John Hiebert Email: jhiebert@peralta.edu
Question/RFI Due Date	December 9, 2014 at 4:00pm
Response Date	December 12, 2014

Full Opportunity

The Peralta Community College District hereby affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE) and Small Emerging Local Business Enterprise (SELBE) shall be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation or religion in any consideration leading to the award of contract.

No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any consideration leading to the award.

Peralta Community College District reserves the right to reject any or all proposals, to waive any irregularities or informalities not affected by law, to evaluate the proposals submitted and to award the contract according to the proposal which best serves the interests of Peralta Community College District.

Marie Hampton
Director of Purchasing