

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of March 10, 2015

ITEM TITLE:

Consider Approval to Purchase VoIP Telecommunications Equipment and Services for the District-Wide VoIP Project.

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested to purchase VoIP telecommunications equipment and services for the District-Wide VoIP Project from Datalink using the piggyback compliant contracts Western States Contracting Alliance-National Association of State Procurement (WSCA-NASPO) and California Multiple Awards Schedules (CMAS) in the not-to-exceed amount of \$550,000.

ITEM SUMMARY:

Consider approval to purchase VoIP telecommunications equipment and services for the District-Wide VoIP Project utilizing the CMAS piggyback compliant contract. This project is a Measure E project that will provide VoIP telecommunications services to all 4 colleges and District Offices. The primary goals for the project are the following:

- Provide high capacity, secure, and reliable telecommunication services
- System must be highly redundant with remote survivability in case of WAN outage
- Advanced E-911 functionality
- E-FAX capabilities
- Emergency paging capabilities
- Phone in every classroom
- Reduce local toll call charges between campuses through network communications
- Replace Mitel PBX, Mitel VoIP, and Cisco VoIP systems with one VoIP system
- VoIP System must support present and future telecommunication requirements for the entire District
- Train District and College IT team on how to maintain and utilize the VoIP infrastructure
- Train all staff and faculty on how to operate new phones and voicemail system
- Perform adds, moves, and changes of phones and voice mailboxes by in-house staff

District IT (IT), in collaboration with Datalink, has designed a solution to meet the VoIP telecommunication needs for the District-Wide VoIP project. The District currently maintains 3 telecommunication systems; Mitel PBX, Mitel VoIP, and Cisco VoIP. The Mitel PBX and Cisco VoIP systems are now end of life systems that will not accommodate future growth. Having 3 different systems makes it difficult to administrate and maintain for the IT teams at the Colleges and District. The District utilizes a costly managed service contract with Advantel to perform “adds, moves, and changes” of phones and voice mailboxes. In order to further reduce costs, these functions need to be performed by in-house staff. The solution calls for over 1,300 phones comprising of administrators, staff/faculty, and classroom phones. The project aims to install a phone in every classroom.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure E

BACKGROUND/ANALYSIS:

Under the Public Contract Code section 20652, the governing board of any community college District, without advertising for bids, and when that Board has determined that it is best interests of the District, may authorize by contract to purchase materials and equipment utilizing piggyback compliant contracts. The Administration would like to utilize the piggyback compliant contracts of WSCA-NASPO and CMAS for the District-Wide VoIP Project equipment and service needs. The administration in cooperation with the Purchasing Department conducted a contract quote analysis using the Western States Contracting Alliance-National Association of State Procurement (WSCA-NASPO), California Multiple Awards Schedules (CMAS), and National Joint Powers Association (NJPA) procurement methods. These piggyback contracts have been reviewed and appropriate discount was applied to this purchase by the vendor as verified by the Purchasing Department.

The Western States Contracting Alliance-National Association of State Procurement (WSCA-NASPO) Cooperative Purchasing Organization encourages, fosters, and guides participating members to work together to create true procurement cooperatives. This organization leverages the collective expertise and experience of WSCA and NASPO, aggregate the demand of all 50 states, the District of Columbia and the five (5) organized territories, their political subdivisions and other eligible entities to help spur innovation and competition in the marketplace. All authorized governmental entities in any state are welcome to use WSCA-NASPO cooperative contracts with the approval of that state's State Chief Procurement Official. This cooperative purchasing benefits states as well as cities, counties, public schools, institutions of higher education and other eligible entities.

The CMAS uses existing competitively awarded government contracts to create the basis for the procurement needs of the State of California. To be considered for the CMAS Program, an existing contract must be awarded by the federal government or any other governmental entity in any state and awarded using a competitive process. The CMAS program provides a specialized procurement process for obtaining computers and telecommunication products and services to state and local government agencies as well as public educational institutions within the State of California. This program ensures that purchasing agencies are given the flexibility to choose the services that best meet their specific business needs, while maintaining an easy-to-use cost-effective government procurement plan. This eliminates the three-bid process and insures competitive pricing in a timely manner. CMAS contracts are available for use and benefit public and private schools, colleges, universities, cities, counties, non-profits and all other governmental entities.

NJPA creates national cooperative contract purchasing opportunities and solutions on behalf of its members which include all government, education and non-profit agencies nationwide. These cooperative contract purchasing opportunities present both time and money savings for their users by consolidating numerous individually prepared solicitations to one cooperatively shared

process and by the aggregation of demand from members nationwide. There is no-cost, no-obligation or liability to join or participate in the NJPA contract purchasing program. There are no minimum contract purchasing requirements or commitments for members' use of NJPA contracts. NJPA prefers to award contracts at the manufacturer level when possible. Contract awards to manufacturers are made on behalf of that manufacturer's dealer group through the established relationship between manufacturer and dealer group. Likewise, contract awards made to a re-seller are made on behalf of the re-seller's manufacturers, again through the established relationship between the re-seller and their manufacturers. In many cases, some products or equipment are only available through re-sellers. Whichever is the case, NJPA members have a single source of responsibility in the awarded contractor and that awarded contractor takes responsibility for all third party sub-contractors used in the acquiring and delivering of products and services to be delivered. As a result of the reputation NJPA has earned, NJPA is able to award contracts to quality vendors that members can trust.

A request for piggyback-able WSCA-NASPO, CMAS, and NJPA contract quotes was conducted for this project by each partner. The requirements were specified and a solution was presented by each partner: Datalink – Cisco; NE-Systems – Shoretel; Advantel – Mitel. Each partner formulated the required equipment necessary to provide stable and effective support for the required functions of the District-Wide VoIP Project. Each partner has provided quotes for each manufacturer. District IT also scored each partner's proposal. The resulting quotes and scores were as follows:

Partner	Manufacturers	Piggyback Compliant Contract	Total Bid *rounded off	Score
Datalink	Cisco	WSCA/CMAS	\$504,000	162
NE-Systems	Shoretel	CMAS	\$505,000	137
Advantel	Mitel	NJPA	\$535,500	128

The lowest responsible and responsive piggyback compliant contract quote was the following:

Equipment Category	Manufacturer	Piggyback Compliant Contract	Total Bid
Datalink	Cisco	CMAS	\$504,121.66

The cost breakdown for the Datalink proposal was the following:

Category	Piggyback Compliant Contract	Total
Equipment	WSCA	\$405,621.66
Services	CMAS	\$98,500

The total not-to-exceed budget amount for equipment and services is \$550,000 which includes a 10% contingency.

After Board approval, the Administration will immediately begin the requisition process in order for manufacturers to deliver the equipment by March 31st 2015. This project is in support of all Peralta Colleges and District Office Projects.

DELIVERABLES AND SCOPE OF WORK:

Under this purchase, Datalink deliverables will include equipment for all 4 colleges and District Offices, necessary software licenses, as well as any other equipment and services specified in the quote.

ANTICIPATED COMPLETION DATE:

May 2015.

ALTERNATIVES/OPTIONS:

N/A.

EVALUATION AND RECOMMENDED ACTION:

The equipment and services provided by Datalink and Cisco is highly recommended due to the price, cost of maintenance, and advanced functionality of the solution. Approval is recommended to utilize the CMAS piggyback compliant contract with Datalink for the purchase of the equipment and services needed to complete the project.

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

YES X NO

COMMENTS: NONE

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Associate Vice Chancellor Calvin Madlock

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

DOCUMENT PREPARED BY:

Prepared by: Michael Dioquino Date: 02/04/2015
Michael Dioquino, Director of Technology Services

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Calvin Madlock Date: 02/04/2015
Calvin Madlock, Associate Vice Chancellor of IT

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 Date: 02/05/2015
Susan Rinne, Associate Vice Chancellor of Finance & 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: _____ Date: _____
General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Dr. José M. Ortiz Date: 3/6/15
José M. Ortiz, Chancellor