

Logged 5/5/16



# CONTRACT REQUEST FORM – Location: Pierce

This form must be received in LACCD's Business Services Division **FOUR WEEKS PRIOR** to commencement of the Contract Period [excludes Short Term Agreements (STAs), Facilities Orders, and some Short Forms].

FOR OFFICE USE ONLY:

SAP Doc. #: \_\_\_\_\_

Notes: **10039054**

\* = Required Information

**Note:** Please check which "Action" item you will be using

### \*ACTION

- New contract
- Amend contract
- Renew contract
- Terminate contract
- Income

Contract #: **4500213650**

### GENERAL AGREEMENTS

- Educational Services
- Lease of Equipment
- Lease of Facility
- Maintenance of Equipment
- Performance/Workshop
- Professional Services
- Other:

### SHORT TERM AGREEMENT (STAs)

(\$5,000 or less AND one year or less)

- Community Services
- Model
- Performance/Workshop
- Personal Services
- Reader
- Other:

### FACILITIES

- Consultant Proposal
- Facilities Order
- Professional Services
- Short Form
- Standard Form
- Other:

## CONTRACT INFORMATION

\*Period of Services: From: **06/01/2016** To: **12/31/2016** (Inclusive)

\*Lessor / Contractor: **Public Bid Required** SAP Vendor # (if known): \_\_\_\_\_

\*SSN / Federal Tax ID: \_\_\_\_\_

\*Street Address: \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

\*Contact Person: \_\_\_\_\_ \*Phone #: \_\_\_\_\_

License #/License Type: \_\_\_\_\_ \*Fax #: \_\_\_\_\_

\*To be billed per:  Month  Semester  Contract Period  Other: \_\_\_\_\_

\* Rate or Cost or  Income **1,932,700.00** Per:  Day  Month  Year

Other: **as indicated in the agreement**

## LOCATION INFORMATION

\*Requestor: **Larry Kraus** Date: **9-25-15**

\*Title/Position: **AVP** \*Dept.: **Administrative Services** \*Phone/Ext.# **(818) 710-2849**

Contact: \_\_\_\_\_ (Complete if different from Requestor) Phone/Ext # \_\_\_\_\_

\*Funds Center Approval:  
If using multiple accounts, please provide details in the "Description" area below.

Fund (Fund/Program)	G/L Account (Object Code)	WBS/Cost Center
<b>10100</b>	<b>P2630A</b>	<b>562100</b>

For help on new accounting codes, please refer to <http://sap.laccd.edu> under section "Account Cross Reference".

### APPROVALS:

(1 = College; 2 = District)

\*Printed Name: **LARRY KRAUS**

\*Signature:  5/5/16

\*VP of Admin. 1/Mgr. 2: 

\*Date: **5/5/16**

\*President 1/Director 2: 

\*Date: **5/17/2016**

\*Specific description, purpose, and justification (Describe each in full – use separate sheet if needed and/or attach all necessary documentation.)

Proceed with a public bid to activate phase II of the Information Technology implementation plan as outlined in the August 2015 Burwood Group IT assessment. The assessment revealed substantial critical issues pertaining to the health and of the technology environment along with recommended solutions.

This RFP represents only one of many phases of a multi phased recovery plan and allowing for incremental improvements as outlined in the College's 2016 Accreditation Quality Focus Essay. The installation of equipment and corresponding software by qualified technicians is necessary after which the general

maintenance and support functions will be overseen by classified employees. This RFP will include the chase and implementation of three critical IT technology areas as listed below

	Anticipated Cost
1. Purchase and install New Wireless hardware system for the campus (excluding North of Mall) using Hewlett Packard Enterprise products along with supporting software. As part of the bidders response provide a bill of materials.	\$ 500,500.
2. Provide professional services to install and deploy the wireless system using Clearpass. Labor resources are estimated at approximately 700 hours.	130,000.
3. Purchase and install equipment to support redundant servers along with a data center refresh using Hewlett Packard Enterprise products along with supporting software. As part of the bidder's response provide a bill of materials. Supporting elements of new redundant servers and data center refresh must include, Access, Core, Data Center, DMZ, and TOR.	706,000
4. Provide professional services to install and deploy the data center network. Labor resources are estimated at approximately 1,300 hours.	242,000
5. Purchase and install subscriber based productivity software called Microsoft Office 365 for all users along with cloud storage using OneDrive. The installation of the enterprise software under a hosted environment along with outlook email will enable all users to access the software and their data at any terminal while reducing resource overhead. Provide subscription cost per user along with price for installation. Estimated cost is estimated at \$85 per user and Enterprise E3 at \$14.00 per user per month. Price includes one year prepaid subscription for approximately 1,400 users	354,200
<b>Total anticipated cost</b>	<b>1,932,700</b>

In association with this RPP a SOW will be released by the College to outline the specific plan to be followed. Internal funding analysis reveals the following funding sources

1. 2015-16 Budgeted funds	\$ 278,000.
2. Line item deletion of an installation of 1,250 digital mailboxes using Office 365 at \$77.50 per unit on PO number XXX to Burwood Group.	96,875.
3. 2016-17 Budgeted funds	285,000.
Totals	<u>659,875.</u>
Less anticipated cost for Implementation	1,932,700.
Reveals the anticipated Gap	<u>1,272,825.</u>

Amount initially encumbered as of May 4, 2016

**\*Estimated cost for total contract period: \$ 1,932,700.00**