DATE: February 28, 2002

TO: Board of Trustees

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

Subject: CAPITAL OUTLAY
Authorization to Contract for Special Services –
NBH Solutions, LLC
(Resolution No. 020228 – B8)

BACKGROUND INFORMATION:

Project: Technology Planning and Management Services for The 2001 Prop “A” Bond Capital Improvement Program

The District needs technical planning and management services to ensure that the second phase of the technology projects funded by the 2001 bond issue get off to an efficient and effective start. In particular, the District needs assistance in pursuing appropriate solutions in upgrading its telephone/telecommunication systems and a campus-to-campus connectivity configuration that best supports classroom educational technology and two-way interactive voice/video distribution. Therefore, the District wishes to contract with NBH Solutions, LLC for Special Services and Advice to provide the District with project planning management services for the 2001 Proposition “A” Bond Capital improvement program for a four (4) month period from March 1, 2002 thru June 30, 2002, with an option for an additional six months upon mutual agreement by both parties. NBH Solutions replaces Angus-Hammer, Inc., which had the responsibility of providing technical engineering and design services over a three-year period for the college-wide network infrastructure or the “wiring backbone.” NBH will be responsible for providing technical assistance on the network design and its applications for purposes of achieving the District’s objectives with phase 2 of its technology conversion/update project.

The District’s Information Technology Services will administer the special services and advice provided under this contract. Expenditures incurred under this contract will be paid for with the proceeds generated by the issuance of bonds under the 2001 general obligation bond issue. The special services and advice services provided by NBH Solutions, LLC would include:

Provide technical leadership, project planning and project management in support of college-wide computer network, telephone/telecommunication upgrades, and other technology initiatives funded by the bond.

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Provide technical leadership, guidance and consultation to assigned staff and/or contractors and consultants in the areas of:

1. Classroom education technology
2. Network design
3. Network security
4. Network access
5. Next generation networks (integrating voice, video, data)
6. Network management and upgrade
7. Network staffing
8. Voice system upgrade
9. Technology planning

Provide project planning and management to establish controls, budgets, specific project schedules, project milestones, quality assurance, and project deliverables related to:

1. Inter-campus connectivity
2. Network services deployment
3. Desktop support services design and deployment
4. PBX/Voice system upgrade
5. Technology integration

Work with, assist and guide the assigned staff to prepare an overall project plan and budget for network and technology upgrades.

Work with, assist and guide the assigned staff in the selection of outside consultants, contractors and vendors for networking and technology upgrades.

Work with, assist and guide the assigned staff and/or outside consultant team to establish control budgets, project schedules, and implementation methods.

Work with, assist and guide the assigned staff and/or outside vendor teams to ensure that project budgets and schedule requirements are fulfilled as called for by the college.

RECOMMENDATION:
RESOLVED: That authorization be hereby given to contract with NBH Solution, LLC for special services and advice to provide the District with Technology Planning Management Services for technology portion of the 2001 Proposition “A” Bond Capital Improvement Program for a four (4) month period from March 1, 2002 through June 30, 2002 for total fee not to exceed $68,000, with an option for an additional six months at the same cost, and

FURTHER BE IT RESOLVED: That the cost of this contract will be funded with the proceeds generated by the issuance of bonds under the 2001 general obligation bond issue, with such cost initially advanced by the district and subsequently reimbursed by bond funds when they become available, and

FURTHER BE IT RESOLVED: That the Chancellor, Vice Chancellor of Finance and Administration and/or their designee are hereby authorized to execute any and all documents on behalf of the District to effectuate this resolution.

Peter Goldstein, Originator
Douglas Re, Originator