

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract for internet circuits and services with Comcast Business for the College.

BACKGROUND

The College provides internet access to faculty, staff, and students for business and instructional purposes. This access is provided through two different telecommunication circuits; of which both are reaching capacity from mid-morning until mid-afternoon, Monday through Friday. Further, utilization continues to grow each year from increased instructional demands and students bringing their own devices. Lastly, as we begin widespread implementation of Open Education Resources, we anticipate additional dependency on internet services. As a result additional telecommunication circuits and increase overall capacity is needed.

A request for proposals, Project Number 18-09, was issued to procure internet circuits and services. Six (6) responses were received and evaluated by a team consisting of Information Technology Services (ITS) administrators and staff who determined the proposal submitted by Comcast Business would provide the best value to the College.

IMPACT OF THIS ACTION

Approval of this request result in increased internet bandwidth in support of the College's Strategic Goals and Annual Priorities. Fast and reliable internet access is a component for both instruction and administrative needs.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$96,000. This expenditure is funded from the ITS department's 2017-2018 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The award term will be five (5) years, ending five years from the date of the final contract execution.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Allen Bourque	281-998-6353	allen.bourque@sjcd.edu
Charity Simpson	281-998-6328	charity.simpson@sjcd.edu

Project Name Internet Circuits and Services
Project Number 18-09
Number of Evaluator 4

Stated Criteria	Criteria Explanation	Total Points Available	Comcast Business	PS Lightwave	TPx Communications	TLC Office Systems	Phonoscope Inc	Joseph Longway
Project Understanding and Management	Management and technical approach to the scope of services, breadth and depth of the Plan Detail	80	54	51	9	10	47	46
Qualifications and Experience of Firm	Firm's references, reputation and experience	80	58	53	16	20	52	41
Qualifications and Experience of Personnel and Team	Firm's personnel experience	80	64	58	27	26	62	41
Price Proposal	Evaluated on a best overall value approach for the College	160	144	120	102	75	100	89
		400	320	282	154	131	261	217
Total Points Received								

Final Ranking

Vendor Name	Total Score
Comcast Business	320
PS Lightwave	282
Phonoscope Inc	261
Joseph Longway	217
TPx Communications	154
TLC Office Systems	131