December 13, 2018

19-054   GRANT AUTHORITY FOR SOLE SOURCE
                ACQUISITION OF EAB NAVIGATE FOR STUDENT
                SUCCESS MANAGEMENT SYSTEM SOFTWARE

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FINANCIAL
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REPORT: The college has need to partner with a vendor that offers
                Student Success Management System to support th
                college's Advising Redesign Initiative.

                A Student Success Management System (SSMS) is an
                enterprise level system that enables students, faculty,
                administrators, advisors, and other student support
                professionals to work together to guide students towards
                their graduation and employment goals. An SSMS
                supports this through integrated communication, case
                management, appointment management, new student
                on-boarding, early alert, academic planning, and
                registration tools.

                The implementation of an SSMS would allow the college
                to move forward with the three primary goals/focus areas
                of the Advising Redesign Initiative: 1) Assigned Advising
                2) Early Alert 3) Student Momentum Points/New Student
                Onboarding. The tool would also assist in realizing the
                college's goal of developing a holistic advising program
                through building capacity and building stronger
                connections between students and college services.
                 Additionally, an SSMS would be an integral part of
                building a foundation for guided pathways, gathering data
                to support strategic course scheduling, and provide
                functionality to support ease of enrollment and
                registration for students.

                PCC staff determined that EAB Navigate is a current
                best fit to support our Advising Redesign Initiative goals,
                broader YESS Initiative priorities, alignment with college

partners in the Portland Metro Area, and provides the needed integration with critical related technology systems such as DegreeWorks. The research that lead to this conclusion included numerous vendor demonstrations, review from Gartner, feedback from regional partners, feedback from Achieving the Dream colleges, and discussions with data from the Ada Center.

Pursuant to the College Public Contracting Rule PCC-47-0275 (c) and ORS 279B.075 (2)(c) the College may enter into a contract without further competition for Goods or Services used in a pilot project. Extensive research of all known Student Success Management Systems was conducted. The combination and level of services and support provided through the EAB Navigate program are not available from any other known vendor. This pilot project will run the length of the initial contract term of 5 years. There are currently no certified MWESB firms registered with Oregon COBID that provide Student Success Management Systems.

RECOMMENDATION: That the Board of Directors grants authority to enter into a five year Pilot contract with EAB. Year 1 costs will include an annual fee of $130,000, an implementation fee of $50,000, and $7,500 for travel and administrative expenses. Year 2 costs will include an annual fee of $201,300, an implementation fee of $22,500, and $7,500 for travel and administrative expenses (increase in costs are due to the addition of EAB's Academic Planning and Registration tools to the contract). The annual fee for each year beyond Year 2 will increase by one percent and EAB will continue to invoice $7,500 annually for travel and administrative expenses.