

February 28, 2019

19-075

ACCEPT PROPOSAL AND AWARD CONTRACT FOR REMOTE
BANNER AND DATABASE ADMINISTRATION (DBA)
SERVICES

PREPARED BY: Gina Dowd, Buyer/Contract Specialist, Purchasing

FINANCIAL
RESPONSIBILITY: Michael Northover, Chief Information Officer

APPROVED BY: Dina Farrell, Interim Associate Vice President, Finance
Eric Blumenthal, Interim Vice President, Finance and
Administration
Mark Mitsui, College President

REPORT: The College has a need for remote Banner and database
administration (DBA) services. The current contract expires at the
end of February 2019 and a Request for Proposal (RFP) was
issued to select a vendor.

On November 27, 2018, the RFP was advertised in the Daily
Journal of Commerce, State of Oregon ORPIN Vendor System
and the RFP document was accessible by registering on the PCC
Procurement website. A total of fourteen (14) different vendors
registered and received copies of the RFP. By the deadline of
January 10, 2019 at 2:00 P.M., the College received four (4)
proposals. These proposals were reviewed and evaluated by the
committee members based on the following criteria:
Subcontracting (Pass/Fail), Qualification, Financial History and
Capacity, Experience, Past Performance, Proposed Key Staff and
Staff Experience; Staff Capacity, Proposed Price, and
Preferences. The proposals received were from the following
firms:

Proposer's Name

Strata Information Group

Arisant LLC

CampusWorks Inc

New York Global Consultants Inc. (NYGCI) - MWESB

RECOMMENDATION: That the Board of Directors accept the proposal and award the
five year contract to Strata Information Group for an amount not to
exceed \$150,000.00. The contract expenditures will come from
the general fund.