

May 19, 2022

22-119

CONTRACT APPROVAL FOR CHROME RIVER TRAVEL  
AND EXPENSE MANAGEMENT FOR ELLUCIAN

PREPARED BY: Michael Mathews, Purchasing Manager, Financial Services

FINANCIAL RESPONSIBILITY: Jim Crofts, Division Manager Finance II, Finance

APPROVED BY: Dina Farrell, Associate Vice President, Finance  
Mark Mitsui, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student; Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem

REPORT: Ellucian, Chrome River cloud software is used by Accounts Payable for Travel and Expense Management.

The College's existing contract with Ellucian, for Chrome River cloud software will expire on June 30, 2022.

The Community College Rules of Procurement CCR.212 allow for the purchase of proprietary software without additional competition. Ellucian is the sole provider of the Chrome River cloud software.

The term of the contract renewal will be for 3 years, commencing July 1, 2022.

Year 1 \$57,750; Year 2 \$60,638; Year 3 \$63,669

No firms are registered with the Oregon COBID office to support this contract.

RECOMMENDATION: That the Board of Directors authorizes the College to enter into a contract renewal with Ellucian for the sum over 3 years of \$182,057.00, General Fund.