

June 21, 2001

01-110

RATIFY EXEMPTION FROM A FORMAL COMPETITIVE
PROCESS FOR THE ACQUISITION OF TRAIL SYSTEM
UPGRADE FROM EPOS, INC.

PREPARED BY: Roger Cardinal, Manager, Procurement & Risk Services

FINANCIAL
RESPONSIBILITY: Ray Grant, Director, Information Technology Services

APPROVED BY: Randy McEwen, Vice President, Administrative Services
Dan Moriarty, President

REPORT: Information Technology Services (ITS) and Enrollment Services have been experiencing many technical difficulties with the current TRAIL registration system which has resulted in unreasonably slow service for PCC students. After extensive consultation with both SCT (our Banner software supplier) and EPOS (the TRAIL system supplier) to correct the problems, it was determined that to better serve our students the TRAIL system needed to be upgraded. In addition, this upgrade needed to proceed immediately in order to have it in place for the Fall registration peak in early August. This upgrade from EPOS will cost an amount not to exceed \$86,000, and is essentially a sole source transaction. Initiating a formal competitive process to replace the TRAIL system with a potentially complete new system would be much more difficult, much more expensive, and would require a great deal of time.

All College acquisitions that exceed \$50,000 require a formal competitive process and Board approval, or an exemption from such a process by the Board (acting as the Local Contract Review Board). Due to the immediacy of this situation, and per Board Policy B 703, this transaction was exempted and authorized by the President and now needs to be ratified by the Board.

RECOMMENDATION: That the Board of Directors ratify the exemption from a competitive process for the acquisition of a TRAIL upgrade from EPOS, Inc., in an amount not to exceed \$86,000. All expenditures will be from Administrative Services and Academic Services funds.

Director Margolin moved to approve Resolutions 01-106 through 01-110; it passed unanimously.