

February 20, 2003

03-065

AUTHORIZATION TO EXTEND CONTRACT WITH SCT CORPORATION FOR BANNER SUPPORT AND MAINTENANCE SERVICES

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

FINANCIAL RESPONSIBILITY: Tammy Billick, Interim Director, Information Technology Services

APPROVED BY: Randy McEwen, Vice-President, Administrative Services
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REPORT: Banner support and maintenance services are considered to be single-source from SCT Corporation as the College host software is the SCT Banner system. Per the College's Procurement Rule #200.050, "The College may enter into a public contract for equipment repair or overhaul without competitive bidding, (b) if the service and/or parts required are for sophisticated equipment for which specially trained personnel are required and such personnel are available from only one source." These support, maintenance and upgrade services for the Banner system are available only from the manufacturer itself, SCT Corporation.

Resolution #01-036 on November 16, 2000, authorized the current three (3) year contract with SCT Corporation for these services for \$648,478 total through September 30, 2003. This contract provided for an 8% annual escalator. Information Technology Services (ITS) has been working with SCT to reduce or contain the costs of these necessary services. It has been determined that the best option is to enter into a seven (7) year contract extension, retroactive for a year, that reduces the percentage that the cost can escalate each year to only 4% from 6% in the current contract. Total savings over the life of the extension would be \$251,927. Total costs for this entire extension period would be \$2,067,325 through September 30, 2010.

Even though this contract is exempt from a competitive acquisition process, since the total cost exceeds \$50,000, Board authorization is required.

RECOMMENDATION:

That the Board of Directors authorize the extension of this contract for an additional seven (7) year period with SCT to continue to provide the necessary Banner support and maintenance services. The total cost of these services will be \$2,067,325 (from General Funds) through September 30, 2010.

Director Germond moved for approval of Resolutions 03-058, 03-059, and 03-061 through 03-065 by consent agenda. It passed unanimously.