

April 17, 2003

03-088

AUTHORIZE RENEWAL OF DIALPRO NORTHWEST
COMMUNICATION AND MAINTENANCE SERVICES
CONTRACT FOR THE OCTEL VOICE MAIL SYSTEM

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist

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

APPROVED BY: Randy McEwen, Vice President, Administrative Services
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REPORT: Communication and maintenance services for the College's Octel voice processing (voice mail) system are being provided by DIALPRO Northwest, Inc., located in Edmonds, Washington. This is the only provider located in the northwest that can service the system in a timely manner should it require service. The College has come to rely on this voice processing technology. This contract was awarded by the Board to DIALPRO Northwest on October 21, 1999, per Resolution #00-045.

It is recommended that this contract to DIALPRO Northwest be renewed for an additional three (3) year period at a cost of \$22,680 annually (total of \$68,040). Since the total expenditure amount will exceed \$50,000, this contract renewal must be authorized by the Board.

RECOMMENDATION: That the Board of Directors authorize a three (3) year contract renewal to DIALPRO Northwest for communication and maintenance services to the College's Octel voice processing system. The total expenditure amount will not exceed \$68,040 (from the General fund).