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12-105

GRANT AUTHORITY FOR SOLE SOURCE
ACQUISITION OF LEEPFROG COURSELEAF
CURRICULUM AND CATALOG SOFTWARE

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FINANCIAL
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REPORT: The College has a need to implement curriculum and college catalog software that will ensure continuity of information across platforms and greatly reduce inconsistencies in curriculum. Curriculum and catalog software options were researched and four vendors invited to complete a demonstration focused on functionality important to the college, and respond to technical questions and concerns identified by Technology Solution Services (TSS).

The review committee included all staff from the curriculum office, chairs of the degree and certificate and the curriculum committees, web services manager, manager of TSS, and manager and staff of student support systems. Three vendors were invited to submit proposals for servicing PCC. The review committee with input from the Dean of Student Affairs chose the company that best serves the PCC community and technical requirements. The committee determined the following:

- The review and vetting process was extensive, the review committee included representatives from TSS, Web Services, faculty leadership, Curriculum Support Services, Student Enrollment Services.

- LEEPfrog has the best integration with Banner as compared to other options reviewed, they are a Sungard collaborative member which is highly valuable and improves integration between the two systems.
- LEEPfrog is the only software reviewed that has a functioning two way bridge between banner and their software and they assume responsibility for updating the bridge, eliminating the need for TSS resources.
- LEEPfrog has connections to GRADplan and plans for increased integration in the future.
- LEEPfrog has excellent user interface, is visually pleasant to look at and intuitive for the occasional user and the superuser.

The committee recommends LEEPfrog Technologies and their Courseleaf services which includes an online catalog and Curriculum Management (CIM). With the committee's research and identification of this proprietary program, no further procurement process was necessary. The purchase of Proprietary Software within the meaning of College Contract Rule (CCR) .212 allows the college to purchase products without competitive procurement, regardless of dollar amount. According to Board Policy B505, Board approval is required as this purchase is over \$150,000.

RECOMMENDATION: That the Portland Community College Board grant authority to enter into a Sole Source three year purchase Agreement with two one year options for LEEPfrog Courseleaf Curriculum and Catalog Software at a cost not to exceed \$155,000.00.