

May 17, 2012

12-109

AUTHORIZATION TO UTILIZE INTER-
GOVERNMENTAL COOPERATIVE CONTRACTS FOR
THE ACQUISITION OF CLASSROOM DIGITAL MEDIA
EQUIPMENT

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REPORT: The College has a need to upgrade and convert existing classroom media equipment throughout the District from analog to digital video and audio, in order to accommodate changes in industry standards and remain compatible with newer technology. Approximately 300 rooms will be upgraded. The first phase of the upgrade, with an estimated completion date of December, 2013 will include the following: display systems in general purpose classrooms such as projectors, computer monitors, projection screens, and visual presenters. The new display devices will convert all classrooms technology to high resolution and wide screens. The projectors will have wireless capability and receive images from other wireless devices. The visual presenters will provide flexibility and ease of managing presentation materials.

The estimated cost of phase I conversion will exceed the \$150,000 threshold, which requires formal solicitation and Board of Directors approval. The Department will use contracts available through Organization for Educational Technology and Curriculum (OETC). The College is a member of OETC, an incorporated not-for-profit multi-state membership organization dedicated to maximizing the value of state and local government technology.

Utilizing OETC contracts is allowed without a competitive process per the College Procurement Rules (CCR) .214.

The equipment for the Phase I conversion will be purchased from the following OETC contracts (and authorized supplier):

- Panasonic Projectors (Troxell), contract valid thru 2013
- Computer Monitors (Dell), contract valid thru 2014
- Visual Presenters (Aver media), contract valid thru 2013
- Projector Screen (Da Lite), contract valid through 2013.

Under the formal bidding requirements department staff will acquire informal quotes for smaller equipment and materials such as switches, cables and others that are not available thru OETC

RECOMMENDATION: That the Board of Directors authorize the use of the cooperative contracts available through OETC for the acquisition of Phase I classroom digital media equipment, for an estimated cost of \$1,000,000. The cost will be split equally between Bond Fund and General Fund.