

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
Agenda Item Summary Sheet**

Name: Finance and Facilities Committee

Date: November 19, 2013

Title: Campus Service Cooperative Contract Exceeding \$3M for IT Hardware and Software

Purpose (check one):

- | | | |
|---|--|---|
| <input type="checkbox"/> Proposed
New Policy or
Amendment to
Existing Policy | <input checked="" type="checkbox"/> Approvals
Required by
Policy | <input type="checkbox"/> Other
Approvals |
| <input type="checkbox"/> Monitoring /
Compliance | <input type="checkbox"/> Information | |

Brief Description:

In August, a team including campus CIOs, the system office, and financial aid leadership, facilitated and coached by the Campus Service Cooperative (CSC), released a Request for Proposal for IT Hardware Peripherals, Software, Services, and Professional Technical Services. Based on the evaluation of these proposals, the CSC is recommending the award of a contract for all of our colleges, all of our universities, and the system office.

This contract category represents approximately \$12 million in annual spend across the system and includes such items as peripherals (e.g., monitors, keyboards, cables, etc.), off-the-shelf software, and associated services (e.g., training, implementation support, etc.). The CSC recommends approval of a contract for all of our colleges, all of our universities, and the system office that is expected to yield savings greater than \$720,000 compared to the current three-year forecast of \$36 million over the term of the contract.

Scheduled Presenter(s):

Todd Jagerson, Chief Information Officer, Dakota County Technical College
Jason Cavallo, Strategy Director and Lead Project Manager, Campus Service Cooperative
Colin Dougherty, Managing Director, Campus Service Cooperative

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD ACTION

**Campus Service Cooperative
Contract Exceeding \$3M for IT Hardware and Software**

BACKGROUND

The CSC's Strategic Sourcing team is analyzing the system's \$550 million in annual procurement of goods, services, and construction. Collectively, the CSC will achieve savings by adopting modern supplier management disciplines, best practices, and collaboration with the State of Minnesota, the University of Minnesota, and other partners.

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This contract category represents approximately \$12 million in annual spend across the system and includes such items as peripherals (e.g., monitors, keyboards, cables, etc.), off-the shelf software, and associated services (e.g., training, implementation support, etc.). The CSC recommends approval of a contract for all of our colleges, all of our universities, and the system office that is expected to yield savings greater than 2% compared to the current three-year forecast of \$36 million over the term of the contract. This migration will position us for additional savings by normalizing spend and reducing the total number of vendors in this space from fourteen to two.

RECOMMENDED COMMITTEE ACTION:

The Finance and Facilities Committee recommends the Board of Trustees adopt the following motion:

The Board of Trustees approves execution of contracts with NowMicro and CDW-G, for a combined total not to exceed \$36 million and a term of three years, with two additional one-year options. The Board directs the Chancellor or his designee to execute all necessary documents.

RECOMMENDED BOARD ACTION:

The Board of Trustees approves execution of contracts with NowMicro and CDW-G, for a combined total not to exceed \$36 million and a term of three years, with two additional one-year options. The Board directs the Chancellor, or his designee to execute all necessary documents.

Date Presented to the Board of Trustees: November 19, 2013