

STATE BOARD OF COMMUNITY COLLEGES
Contract for the Friday Institute – CIS Sizing and Costing Project

Request: The State Board is asked to approve a service agreement with the Friday Institute to initiate a plan for the sizing and cost estimations for work effort required for the CIS Community College Sizing and Costing planning project. The Friday Institute will perform preliminary work at an initial cost not to exceed \$100,000.

Background: At the January 2013 State Board meeting, the State Board approved Attachment FC 6 – Contract for Ellucian SQL Migration Study for \$931,100. While the State Board provided the System Office with consent to engage with Ellucian to perform an assessment of the 58 NC community colleges and the System Office’s hardware and skill resource considerations required to advance to a Microsoft environment, project advancement was contingent upon obtaining approval from the State IT Procurement Office. The State IT Procurement Office did not approve the suggested approach. The Office of Information Technology Services (OITS) required a review of hosting for the 58 community colleges as a requirement for the approval of the platform migration to SQL. After 23 months of collaborations, the System Office in conjunction with the Office of the State Chief Information Officer have reached consensus on a different approach.

Rationale: It is the goal of the System Office to facilitate required work efforts with both Ellucian and the Friday Institute to perform infrastructure and resource evaluations for five of the 58 community colleges and identify a plan for evaluating the remaining 53 community colleges and the System Office. The Friday Institute will support work efforts associated with Ellucian non-proprietary work as well as spearhead efforts required to identify the true cost of hosting existing community colleges’ data center on premises.

The five NC community colleges that will participate in the sizing and costing evaluations are:

1. Surry Community College
2. Catawba Valley Community College
3. Fayetteville Technical Community College
4. Central Piedmont Community College
5. James Sprunt Community College

This request for Friday Institute initial analysis, sizing, and costing work will have the following deliverables:

1. Work Order from System Office to Friday Institute to allocate Friday Institute staff resources to participate in substantive and formative meetings with System Office, OITS, Ellucian for the purpose of identifying what costs and work will be required for the five colleges to migrate the NCCCS CIS Template from present operational environments to Microsoft operational environments as well as migrating to a hosted environment for the five community colleges.
2. Friday Institute will develop a high level workplan, define scope for project management, platform migration planning and execution of Ellucian non-proprietary work in assessments, and prepare analysis for hosting the five community colleges at OITS.

3. Friday Institute will allocate staff to work directly with the System Office, OITS, and Ellucian to create necessary documentation containing sizing and cost information that will facilitate a February State Board action that details and requests continued funding allocation for executing a go forward plan of participation as required for the CIS Community College Sizing and Costing planning project.

Method of Procurement: In accordance with the procurement practice of the State of North Carolina, there is no requirement for competition or approval by outside purchasing authorities for contracts between the System Office and a governmental entity. The Friday Institute has analysis experience as they have performed similar support efforts with the Department of Public Instruction (DPI) for Local Education Agency (LEAs).

Contract Amount and Time Period: This contract will encompass the period from January 02, 2015 through February 27, 2015, for a cost not to exceed \$100,000.

Fund Availability: Funding is available from State General Fund appropriations that have been transferred to a non-reverting special funds specifically dedicated for CIS upgrades.

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