

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

Request: The State Board is asked to approve a service agreement with the Friday Institute to execute the plan associated with the sizing and cost estimations for work required for the CIS Community College Sizing and Costing planning project. The Friday Institute will perform the project work at a cost not to exceed \$500,000.

Background: At the December 2014 State Board meeting, the Board approved Attachment FC – 7 Contract for the Friday Institute CIS Sizing and Costing project at a cost not to exceed \$100,000. Although the Board approved the \$100,000 expenditure for work to initiate the CIS Sizing and Costing project, those monies will not be expended as the Friday Institute offered and the System Office accepted their offer of in-kind services. Since the Board meeting, the project has continued uninterrupted as the Friday Institute has, in collaboration with the System Office, Ellucian, NC Community College CIO Association representatives, and the Office of Information Technology Services (OITS), assessed the next phase of required work efforts associated with Ellucian non-proprietary work.

The Friday Institute will now, based on the Board’s approval, execute a plan to complete evaluations for the five community colleges previously identified. These evaluations will identify work efforts and costs projections to migrate five community colleges from Ellucian’s Colleague Enterprise Resource Planning (ERP) system, which serves as the base of the NCCCS College Information System (CIS) Template, from the present operational environment to a Microsoft operational environment. The Friday Institute will also identify cost projections associated with the transition of 50% or more of the NC community colleges to centralized hosting.

Rationale: It is the goal of the System Office to continue 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 execute a plan for evaluating the remaining 53 community colleges and the System Office.

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

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

For the five community colleges, the Friday Institute will create documentation to include, but is not limited to the following deliverables:

1. A hosting specification and planning document. This document will outline what is required to host and support the NCCCS CIS Template for a community college.
2. A standard college based site survey and asset inventory for collecting the community college data necessary to develop the five individual plans.

3. A Total Cost of Ownership Survey document that defines current costs for supporting the Unidata-based platform on-premise, projected costs for supporting the Microsoft-based platform on- premises, and projected costs for a hosted Microsoft-based platform.
4. A Pilot Hosting migration plan that outlines the strategy, procedures, and costs for migrating each of the five colleges participating in the study.

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.

Contract Amount and Time Period: This contract will encompass the period from March 1, 2015 through February 29, 2016, for a cost not to exceed \$500,000.

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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