

## EXECUTIVE SUMMARY

### Recommendation of Continuation FY21-034 – Continuation of the Lease or Maintenance of District Software and Hardware for Fiscal Year 2020-2021

---

#### Introduction

##### Responsible: Procurement and Warehousing Services (PWS)

This request is to approve the continuation of the lease or maintenance of the District Software and Hardware for the 2020-2021 Fiscal Year starting July 1, 2020 through June 30, 2021.

The spending authority requested is \$5,026,705.

#### Goods/Services Description

##### Responsible: Information Technology (IT)

Through diligent efforts, the annual spending authority being requested is \$5,026,705, which is a reduction from last year's year-over-year ask (\$12,917), as demonstrated in Exhibit B (Summary Report).

District schools and departments utilize many software and hardware (SW/HW) technology systems that are provided by various vendors. These products and services provide support for Curriculum & Instruction, Business Support Software, and Technology & Equipment Maintenance.

Many of these titles support critical functions that enable needed capabilities during emergencies like the COVID crisis or hurricane seasons such as SAP Payroll (support for remote processing), StreamVu (for streaming virtual board meetings), and Maximo (enablement of work orders for cleaning/disinfecting).

To maintain these systems, Information Technology established a process in the Fiscal Year 2000-2001 to streamline and consolidate requests for spending authority on an extensive number of annual SW/HW maintenance contracts, licenses, and lease renewals.

Approval of the requested spending authority is necessary for day-to-day operations to continue without interruption and to ensure that the District remains in compliance with the requirements to support the applications. Departments annually review and prioritize current needs and determine if renewals are required.

This request to maintain existing mission-critical technology systems is for spend authority only.

The attached Detail Report (Exhibit A) provides the data for the SW/HW maintenance spending request. The details contained within this report represents various initiatives and operational frameworks in the District that align to and support the District's overall Strategic Plan, including planning efforts relative to academics, technology, and other departmental initiatives. The items listed in this report have been submitted to the Technology Advisory Committee for review.

The Summary Report (Exhibit B), shows the total spending authority for each department.

**Recommendation of Continuation**

**FY21-034 – Continuation of the Lease or Maintenance of District Software and Hardware for**

**Fiscal Year 2020-2021**

**May 19, 2020 Board Agenda**

**Page 2**

**Procurement Method**

**Responsible: PWS & IT**

Presenting a consolidated spending authority request item for software and hardware maintenance throughout the District enhances the ability to manage and procure the vast and important items needed to support the strategic, instructional, and operational needs of the District.

Policy 5306, School and District Technology Usage envisions a fully integrated technology system covering the District's Strategic Plan for technology. To fulfill the strategic plan, multiple purchases were completed using an assortment of options including, but not limited to, Competitive Solicitation, Direct Negotiation, and Piggyback, in compliance with Purchasing Policy 3320. This item is the continuation of the components that comprise the District's Technology System.

**Financial Impact**

**Responsible: PWS & IT**

The \$5,026,705 spending authority represents a decrease, year over year, and will be funded by the following sources: Innovative Learning \$210,104; BECON \$351,068; Food & Nutrition Services \$182,962; Risk Management \$125,200; Technical Education \$639,088; Information Technology \$3,518,283.

The breakdown by three (3) major categories are:

- 1) Curriculum & Instruction \$1,140,472
- 2) Business Support Software \$3,761,233
- 3) Technology & Equipment Maintenance \$125,000

The approval of this recommendation does not mean the authorized amount will be spent.