



TEXAS SOUTHMOST COLLEGE DISTRICT

80 Fort Brown • Brownsville, Texas 78520 • (956) 882-3879 • Fax: (956) 882-8811

Board of Trustees

Francisco G. Rendon
Chair

Roberto Robles, M.D.
Vice Chair

Adela G. Garza
Secretary

Trey Mendez

Robert A. Lozano, M.D., Ph.D.

David G. Oliveira

Rene Torr s

TSC President

Lily F. Tercero, Ph.D.

TAKE NOTICE THAT A REGULAR MEETING OF THE
BOARD OF TRUSTEES
OF
TEXAS SOUTHMOST COLLEGE DISTRICT

will be held in the

Gorgas Board Room at The University of Texas and Texas Southmost College,

80 Fort Brown, Brownsville, Texas 78520

commencing at 5:30 p.m. on Monday, May 21, 2012, to consider

and act on the following Agenda:

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS
On: May 18, 2012 at 02:11P

Agenda

Posted Friday, May 18, 2012

Joe G. Rivera
County Clerk
By
Hilda Peraza, Deputy
Cameron County

1. Call to Order
2. Announcements
3. Consideration and Approval of Resolution Honoring Dr. Albert A. Besteiro, Jr.
4. Public Comment. No presentation will exceed three minutes.
5. Mission Statement
6. Consideration and Approval of Minutes of the Special Meeting of April 3, 2012, the Regular Meeting of April 19, 2012, and the Special Meeting of April 30, 2012
7. Consideration and Approval of Canvassing the Results of the Texas Southmost College District Election
8. Consideration and Approval of Order Declaring Results of the Texas Southmost College District Election
9. Consideration and Approval of Proposal for Information Technology Consulting and Outsourcing Services
10. Consideration and Approval of Resolution Honoring Mr. David Oliveira for his Years of Service to the Board
11. Consideration and Approval of Resolution Honoring Dr. Roberto Robles for his Years of Service to the Board

12. Adjournment and Announcement of Next Meeting Dates

- a. Thursday, May 31, 2012

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

In Memory and Recognition of the Life and Contributions of Dr. Albert A. Besteiro, Jr.

WHEREAS, Dr. Albert A. Besteiro, Jr. served as President of Texas Southmost College for eight years from 1977 – 1985 where, through his vision and leadership, he contributed to providing the highest quality education to thousands of students; and

WHEREAS, Dr. Albert A. Besteiro, Jr. promoted education through his participation and leadership role on numerous local, state and national boards, thereby enhancing the educational opportunities for thousands of students; and

WHEREAS, Dr. Albert A. Besteiro, Jr. engaged in community service through his involvement and commitment to several non-profit organizations, his service as an elected City Commission of the City of Brownsville for four consecutive terms, and his service as president of the Board of Trustees of the Brownsville Independent School District, where he worked tirelessly to make government and education more responsive to the people's needs; and

WHEREAS, Dr. Albert A. Besteiro, Jr. believed passionately that the community college was the door of opportunity to a new and better life, particularly for those who had limited access to higher education; and

WHEREAS, Dr. Albert A. Besteiro, Jr. was a proud native son of Brownsville, who served in the U.S. Army Infantry during the Korean War and was so committed to his community that becoming President of Texas Southmost College was one of his proudest achievements; and

WHEREAS, Dr. Albert A. Besteiro, Jr. personified the essence of a teacher throughout his life, encouraging and empowering people to reach their highest potential; and

WHEREAS, Dr. Albert A. Besteiro, Jr. is survived by his loving wife of 50 years, Olivia, and their beloved children, Albert Jr., John, Sonya, and their very special grandson, Albert Dylan Besteiro and his mother, Lupita Gomez;

NOW, THEREFORE, BE IT RESOLVED this the 21st day of May, 2012, that the Board of Trustees of the Texas Southmost College District goes on record as officially recognizing and honoring the life and contributions of Dr. Albert A. Besteiro, Jr. for his many years of service and commitment to the College and the community.

PASSED AND ADOPTED this 21ST day of May 2012.

Texas Southmost College District

Minutes of the Special Meeting of the Board of Trustees

April 3, 2012

The Board of Trustees of the Texas Southmost College District convened in open session on April 3, 2012, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; René Torres; Trey Mendez; and Dr. Robert A. Lozano. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Board members absent were Dr. Roberto Robles, Vice Chair, Adela G. Garza, Secretary; and David Oliveira.

Call to Order

The meeting was called to order by Chairman Rendon at 5:31 p.m.

1. Consideration and Approval to Hire a Consultant to Administer the Election Process

Consideration and Approval to Hire a Consultant to Administer the Election Process

Chairman Rendon called on Mr. Chet Lewis, Vice President for Administration and Finance, to present the item. Mr. Lewis stated that a Request for Proposal (RFP) was processed to hire a consultant to administer the 2012 TSC Election. One proposal was received from RBM Consulting, LLC, based out of Illinois. They have worked in and around Cameron County for several years and are familiar with the county and its processes. The contract amount is \$69,790. Mr. Lewis reported that contract includes all oversight for the elections, but will not include the amounts for the poll workers, judges, clerks, temporary help and security that will be hired to facilitate the process. Mr. Lewis reported that the

amount currently budgeted for elections is \$185,000 and our election expenses should be within that amount. Also, there should not be any additional costs because a runoff will not be needed.

A motion was made by Mr. Torres to select RBM Consulting, LLC to administer Election Services for TSC and authorize the President to execute the contract. The motion was seconded by Dr. Lozano and carried unanimously. Exhibit "A"

2. Proposed Meeting Dates

Thursday, April 19, 2012

Thursday, May 17, 2012

Adjournment

The meeting was adjourned by Chairman Rendon at 5:35 p.m.

Mr. Francisco G. Rendon
Chairman, Board of Trustees

Ms. Adela G. Garza
Secretary, Board of Trustees

NOTE: The tape of the Special Board of Trustees meeting held on April 3, 2012, is on file at the District Office of the Texas Southmost College District. The master tape is on file at UTB/TSC Media Services. These minutes were taken and transcribed by Max E. Roca, Administrative Assistant. Video taping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KBSD in cooperation with the Brownsville Independent School District.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

April 19, 2012

The Board of Trustees of the Texas Southmost College District convened in open session on April 19, 2012, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; Adela G. Garza, Secretary; Trey Mendez; René Torres and Dr. Robert A. Lozano. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Board members absent were Dr. Roberto Robles, Vice Chair and David Oliveira.

1. Call to Order

The meeting was called to order by Chairman Rendon at 5:36 p.m.

2. Announcements

There were no announcements.

3. Speakers to Agenda Items and Public Discussion

Chairman Rendon called on Mrs. Elizabeth Heise, Academic Senate President. Mrs. Heise addressed the board on behalf of the faculty regarding the transition.

4. Mission Statement

Chairman Rendon read the existing mission for the Texas Southmost College District as follows:

“Texas Southmost College is a comprehensive open admissions public community college whose mission comports with Texas Statute Subchapter A, Section 130. Texas Southmost College offers programs leading to certificates of completion and associate degrees, developmental education to prepare students for college-level work, occupational and technical programs to prepare students for

immediate employment, academic courses of study to develop the core skills, understandings, and knowledge appropriate for baccalaureate programs, and continuing education, counseling, guidance, adult literacy and personal enrichment.

Texas Southmost College advances economic and social development, enhances the quality of life, encourages respect for the environment, cultivates personal enrichment, and expands knowledge in service to its community. It convenes the cultures of its community and fosters an appreciation for the unique heritage of the Lower Rio Grande Valley. It provides academic leadership in the intellectual, social, cultural, and economic life of the region it serves.

Texas Southmost College places excellence in teaching and learning at the core of its commitments. It seeks to help students at all levels develop the skills which will sustain life-long learning while respecting the dignity of each learner and the needs of the entire community.”

5. Approval of Minutes of Previous Meetings

Consideration and Approval of Minutes of the Regular Meeting on March 22, 2012

A motion was made by Mr. Torres to approve the Minutes of the Regular Meeting on March 22, 2012 as presented. The motion was seconded by Mr. Mendez and carried unanimously.

6. Scorpion Logo for TSC

Discussion and Possible Action on the Scorpion Logo for TSC

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero reported that many community colleges utilize mascots as part of their marketing or branding strategies and to create awareness and recognition. It also provides an incentive for student participation and involvement, fostering a sense of unity and pride among student, alumni, and the community.

In a historical overview of the logo, she reported that it was officially adopted in 1929, and again in 1991 when the partnership was created. In February 2012, UT System Legal Counsel notified TSC of their plans to abandon the Scorpion around the end of April, but also indicated that they were open to developing a new mascot or maintaining the Scorpion, pending an agreement.

Dr. Tercero reported that based on newspaper articles and information posted on the UTB/TSC web page, UTB had been moving forward since January with its decision to select a new mascot.

Dr. Tercero reported that if the Board decides to keep the Scorpion, the College will be responsible for assuming the maintenance and defense of the mark henceforth; however, such costs should be minimal.

Dr. Tercero stressed that the Scorpion mascot is viewed by many within the community as an important traditional symbol, therefore re-adopting the Scorpion as TSC's official mascot will allow TSC to reconnect with its past. If adopted, the Scorpion will be used in select marketing publications and campaigns.

Dr. Tercero reported that the staff's recommendation is to approve the Scorpion as the mascot for Texas Southmost College in honor of its historical significance, respect to many students who have attended and graduated from TSC, and acknowledgement that it is possible and important to maintain meaningful traditions and symbols, even while undergoing transformational change.

A motion was made by Mr. Mendez to affirm the Scorpion as TSC's Official Mascot. The motion was seconded by Dr. Lozano and carried unanimously. Exhibit "A"

7. Report on Transition Team

Chairman Rendon called on Dr. Leonardo de la Garza, TSC Consultant for the TSC Transition Team to provide an update on the transition process. Dr. de la Garza reported that Dr. Aguero and Dr. Tercero met with representatives from the Southern Association of Colleges and Schools (SACS). Dr. Tercero reported that the overview and timeline of TSC's progress and plans of becoming fully operational by Fall 2013 was provided to SACS. Dr. Tercero announced that the SACS representatives believe the College is on track toward accreditation by 2015 and they are committed to helping TSC through the process.

Dr. de la Garza reported that at the last Transition Team meeting, held on Monday, April 16, 2012, discussions began with the UT System to outline the possible process for real estate negotiations related to TSC-owned campus land and buildings. He reported that discussions continue with UT System regarding enrollment issues that may impact state funding for the upcoming biennial legislative session.

Dr. de la Garza reported that Dr. Tercero and her staff will be working with the UT System Transition Team to begin looking at interim "shared costs" agreements that might be developed, in preparation for the opening of the College in Fall

2013. He reported that Dr. Tercero has also been meeting with members of our local legislative delegation to keep them updated on TSC's progress.

Dr. de la Garza reported that he and Dr. Tercero met with the Texas Higher Education Coordinating Board Commissioner Paredes and the leadership of the Texas Association of Community Colleges. He reported that THECB and TACC are excited about the re-establishment of TSC and are more than willing to help with any state funding issues going forward. They understand the importance of TSC's community college presence.

8. Executive Session as provided by Government Code, Chapter 551.071 and Chapter 551.072.

The Board convened in Executive Session at 6:03 p.m.

The Board reconvened in Regular Session at 6:24 p.m.

9. Consideration and possible action on matters discussed in Executive Session

Consultation with Attorney on Pending or Contemplated Litigation Section 551.071, Texas Government Code

No discussion or action was taken.

Consultation with Attorney on Pending Real Estate Issues, Section 551.072, Texas Government Code

No discussion or action was taken.

10. Update on Status of Maintenance of Neutra House during Transition

This item was postponed for a future meeting.

11. Second Quarter Financial Statements and Investment Report FY 2012

Mr. Lewis provided a brief report on the Second Quarter Financial Statements and Investment Report for FY 2012. Mr. Lewis stated that the reports are provided for informational purposes only, and no action is required by the Board.

12. Proposed Meeting Dates

TSC Board Workshop

Monday, April 30, 2012

Thursday, May 17, 2012

Adjournment

The meeting was adjourned by Chairman Rendon at 6:28 p.m.

Mr. Francisco G. Rendon
Chairman, Board of Trustees

Ms. Adela G. Garza
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on April 19, 2012, is on file at the District Office of the Texas Southmost College District. The master tape is on file at UTB/TSC Media Services. These minutes were taken and transcribed by Max E. Roca, Administrative Assistant. Videotaping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KBSD in cooperation with the Brownsville Independent School District.

Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

April 30, 2012

The Board of Trustees of the Texas Southmost College District convened in open session on April 30, 2012, at 5:30 p.m., in the Gorgas Board Room at Texas Southmost College. Board members present were Francisco G. Rendon, Chair; David Oliveira; Trey Mendez; René Torres and Dr. Robert A. Lozano. Also present was Dr. Lily F. Tercero, President of Texas Southmost College. Board members absent were Dr. Roberto Robles, Vice Chair and Adela G. Garza, Secretary.

1. Call to Order

The meeting was called to order by Chairman Rendon at 5:36 p.m.

2. Report on TSC Program Review

Chairman Rendon called on Dr. Tercero to present the item. Dr. Tercero presented an extensive review on the academic transfer and career and technical programs currently being offered through the UTB/TSC Partnership.

She reported that there are 15 academic transfer programs, which are a major component of a community college's mission. These programs provide the first two years toward a bachelor's degree, allow for transfer to a university and may culminate with an Associate of Arts degree. These programs include architecture, business, computer science, drafting, Early Childhood- 6th Grade Teaching, 4th-8th Grade Teaching (Middle Grades), 8th-12th Grade Teaching (Secondary), Health and Human Perf-EC-12 (Kinesiology), fine arts, forensic investigation, general studies, science, Spanish translation, social work and technology.

Dr. Tercero also reported that there are 19 career and technical programs, which provide students with the opportunity to prepare for entry into the workforce within one or two years. These programs may culminate in an Associate of Applied Science degree or a Certificate. These programs include accounting and business services, automotive services, building trades, child care development, clinical lab technician, computer information systems, computer web

development, computer-aided drafting, criminal justice, drafting, emergency medical technician, heating/air conditioning/refrigeration, legal assisting, medical records and office management, nursing, paralegal studies, radiologic technology, respiratory therapy, and sonography.

Information was also provided on the developmental education program. This program serves students seeking additional preparation prior to enrolling in college-level work.

Dr. Tercero reported that TSC will continue to offer all of the existing academic transfer, career and technical programs along with the developmental education program, when it resumes its operations as a comprehensive community college in fall 2013, under the UTB/TSC accreditation status.

TSC is on schedule to regain its full, separate accreditation by fall 2015.
Exhibit "A"

3. Proposal for Information Technology Consulting Outsourcing Services

Consideration and Approval of a Proposal for Information Technology Consulting Outsourcing Services

A motion was made by Mr. Torres to table the approval of a Proposal for Information Technology Consulting Outsourcing Services. The motion was seconded by Mr. Mendez and carried unanimously.

4. Proposed Meeting Dates

Thursday, May 17, 2012

Adjournment

The meeting was adjourned by Chairman Rendon at 6:59 p.m.

Mr. Francisco G. Rendon
Chairman, Board of Trustees

Ms. Adela G. Garza
Secretary, Board of Trustees

DRAFT

NOTE: The tape of the Regular Board of Trustees meeting held on April 30, 2012, is on file at the District Office of the Texas Southmost College District. The master tape is on file at UTB/TSC Media Services. These minutes were taken and transcribed by Max E. Roca, Administrative Assistant. Videotaping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KBSD in cooperation with the Brownsville Independent School District.



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: TSC District Office	Board Meeting Date: May 21, 2012
Agenda Item: Consideration and possible action on Canvassing the results of the Texas Southmost College District Election.	
Rationale/Background: On May 12, 2012 an election was held for place 6 and 7 on the TSC Board of Trustees. According to the election results, Reynaldo Garcia, Place 6, and Ramon Champion Hinojosa, Place 7, have been duly elected to the Board of Trustees. The unofficial canvass report is in your packets for your review.	
Recommended Action: Motion to approve the Canvassing the results of the Texas Southmost College District Election.	
Fiscal Implications:	Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:
Attachments (list): -Results for Canvassing	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

**TEXAS SOUTHMOST COLLEGE
UNOFFICAL RESULTS
May 12, 2012**

PRECINCT REPORT

POLLING LOCATIONS - ALL	TOTAL VOTES	%	MAIL-IN	EARLY VOTING	ELECTION DAY	PROVISIONAL
POLLINGS LOCATIONS COUNTED (20 OF 20)	20	100%	20	20	20	
REGISTERED VOTERS -TOTAL	104,618					
BALLOTS CAST - TOTAL	2,144		4	869	1271	0
VOTER TURNOUT - TOTAL		2.05%				

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia	1377	66.01%	1	542	834	0
C. Tad Hasse	709	33.99%	3	298	408	0

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa	1197	58.99%	0	441	756	0
Roberto Uresti	832	41.01%	4	379	449	0

DATE: 5/18/2012

TIME: 9:32 AM

**TEXAS SOUTHMOST COLLEGE
UNOFFICAL RESULTS
May 12, 2012**

PRECINCT	PLACE 6		PLACE 7	
	Reynaldo Garcia	C. Tad Hasse	Ramon C Hinijosa	Roberto Uresti
1 & 83	94	40	76	58
Part 2, 3, Part 50, 65, 66,99	63	22	50	34
Part 4, 95	53	19	43	26
5, 46, 63, 96	125	34	91	63
6,7,8,9	34	21	34	20
10, 69, 70	40	17	36	16
11, 12, 13	56	45	61	34
14, 68, 82, 86, 102	47	22	46	24
15	51	22	42	30
16, Part 17, 48, 98	69	33	56	39
37, 45	19	20	19	21
38, 97	69	31	65	27
47, 49, 76	105	65	109	57
52	28	21	26	21
53, 77	35	8	17	23
54, 61, 72, 73, 74, 100, 101	210	135	197	139
59	66	7	38	32
60, 71	29	23	25	24
62, 75	42	27	32	42
67	142	97	134	102
TOTAL	1377	709	1197	832

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 1, 83

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

2,851

BALLOTS CAST - TOTAL

143		0	63	80	0
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VOTER TURNOUT - TOTAL

	5.02				
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PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

94	70.15	0	40	54	0
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C. Tad Hasse

40	29.85	0	20	20	0
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PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

76	56.72	0	34	42	0
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Roberto Uresti

58	43.28	0	26	32	0
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DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT Pt. 2,3, Pt. 50,65,66,99

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

9,187

BALLOTS CAST - TOTAL

87		0	64	23	0
	0.95				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

63	74.12	0	46	17	0
22	25.88	0	16	6	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

50	59.52	0	35	15	0
34	40.48	0	26	8	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT Pt. 4, 95

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

2,974

BALLOTS CAST - TOTAL

74		0	22	52	0
	2.49				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

53	73.61	0	15	38	0
19	26.39	0	6	13	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

43	62.32	0	6	37	0
26	37.68	0	13	13	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 5,46,63,96

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

6,521

BALLOTS CAST - TOTAL

162		1	57	104	0
	2.48				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

125	78.62	1	42	82	0
34	21.38	0	13	21	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

91	59.09	0	30	61	0
63	40.91	1	23	39	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 6,7,8,9

	TOTAL VOTES	%	MAIL-IN	EARLY VOTING	ELECTION DAY	PROVISIONAL
REGISTERED VOTERS -TOTAL	5,643					
BALLOTS CAST - TOTAL	59		1	38	20	0
VOTER TURNOUT - TOTAL		1.05				

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

C. Tad Hasse

Reynaldo Garcia	34	61.82	0	24	10	0
C. Tad Hasse	21	38.18	1	11	9	0

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

Roberto Uresti

Ramon Champion Hinojosa	34	62.96	0	20	14	0
Roberto Uresti	20	37.04	1	14	5	0

DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 10,69,70

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

5,742

BALLOTS CAST - TOTAL

59		0	30	29	0
	1.03				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

40	70.18	0	21	19	0
17	29.82	0	8	9	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

36	69.23	0	19	17	0
16	30.77	0	8	8	0

Roberto Uresti

DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 11,12,13

TOTAL VOTES	%	MAIL-IN	EARLY VOTING	ELECTION DAY	PROVISIONAL
4,456					
101		0	46	55	0
	2.27				

REGISTERED VOTERS -TOTAL

BALLOTS CAST - TOTAL

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

C. Tad Hasse

56	55.45	0	23	33	0
45	44.55	0	23	22	0

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

Roberto Uresti

61	64.21	0	29	32	0
34	35.79	0	16	18	0

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 14,68,82,86,102

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

8,799

BALLOTS CAST - TOTAL

72		0	40	32	0
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VOTER TURNOUT - TOTAL

	0.82				
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PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

47	68.12	0	22	25	0
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C. Tad Hasse

22	31.88	0	15	7	0
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PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

46	65.71	0	22	24	0
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Roberto Uresti

24	34.29	0	16	8	0
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DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 15

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

2,030

BALLOTS CAST - TOTAL

75		0	24	51	0
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VOTER TURNOUT - TOTAL

	3.69				
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PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

51	69.86	0	16	35	0
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C. Tad Hasse

22	30.14	0	7	15	0
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PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

42	58.33	0	14	28	0
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Roberto Uresti

30	41.67	0	10	20	0
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DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 16,Pt.17,48,98

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

5,681

BALLOTS CAST - TOTAL

103		0	52	51	0
	1.81				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

69	67.65	0	32	37	0
33	32.35	0	19	14	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

56	58.95	0	26	30	0
39	41.05	0	22	17	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 37,45

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

3,926

BALLOTS CAST - TOTAL

40		0	29	11	0
	1.02				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

19	48.72	0	17	2	0
20	51.28	0	11	9	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

19	47.50	0	15	4	0
21	52.50	0	14	7	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 38,97

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

1,269

BALLOTS CAST - TOTAL

101		1	24	76	0
	7.96				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

69	69.00	0	14	55	0
31	31.00	1	9	21	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

65	70.65	0	14	51	0
27	29.35	1	6	20	0

Roberto Uresti

DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 47,49,76

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

4,697

BALLOTS CAST - TOTAL

177		1	79	97	0
	3.77				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

105	61.76	0	49	56	0
65	38.24	1	28	36	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

109	65.66	0	39	70	0
57	34.34	1	36	20	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 52

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

2,036

BALLOTS CAST - TOTAL

49		0	2	47	0
	2.41				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

28	57.14	0	1	27	0
21	42.86	0	1	20	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

26	55.32	0	2	24	0
21	44.68	0	0	21	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 53,77

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

6,401

BALLOTS CAST - TOTAL

45		0	24	21	0
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VOTER TURNOUT - TOTAL

	0.70				
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PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

35	81.40	0	15	20	0
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C. Tad Hasse

8	18.60	0	7	1	0
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PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

17	42.50	0	7	10	0
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Roberto Uresti

23	57.50	0	14	9	0
----	-------	---	----	---	---

DATE: 5/21/2012

TIME: 12:43 PM

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 54,61,72,73,74,100,101

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

18,281

BALLOTS CAST - TOTAL

351		0	167	184	0
	1.92				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

210	60.87	0	103	107	0
135	39.13	0	63	72	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

197	58.63	0	85	112	0
139	41.37	0	74	65	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 59

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

637

BALLOTS CAST - TOTAL

74		0	12	62	0
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VOTER TURNOUT - TOTAL

11.62

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

66	90.41	0	10	56	0
----	-------	---	----	----	---

C. Tad Hasse

7

9.59

0

2

5

0

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

38	54.29	0	7	31	0
----	-------	---	---	----	---

Roberto Uresti

32

45.71

0

5

27

0

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 60,71

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

5,943

BALLOTS CAST - TOTAL

52		0	24	28	0
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VOTER TURNOUT - TOTAL

	0.87				
--	------	--	--	--	--

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

29	55.77	0	11	18	0
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C. Tad Hasse

23	44.23	0	13	10	0
----	-------	---	----	----	---

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

25	51.02	0	8	17	0
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Roberto Uresti

24	48.98	0	15	9	0
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**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 62,75

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

5,298

BALLOTS CAST - TOTAL

75		0	48	27	0
	1.42				

VOTER TURNOUT - TOTAL

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

42	60.87	0	28	14	0
27	39.13	0	16	11	0

C. Tad Hasse

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

32	43.24	0	15	17	0
42	56.76	0	32	10	0

Roberto Uresti

**TEXAS SOUTHMOST COLLEGE
UNOFFICIAL RESULTS
May 12, 2012**

POLLING LOCATION REPORT

PRECINCT 67

TOTAL VOTES % MAIL-IN EARLY VOTING ELECTION DAY PROVISIONAL

REGISTERED VOTERS -TOTAL

2,246

BALLOTS CAST - TOTAL

245		0	24	221	0
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VOTER TURNOUT - TOTAL

10.91

PLACE 6 DISTRICT TRUSTEE

VOTE FOR 1

Reynaldo Garcia

142	59.41	0	13	129	0
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C. Tad Hasse

97

40.59

0

10

87

0

PLACE 7 DISTRICT TRUSTEE

VOTE FOR 1

Ramon Champion Hinojosa

134	56.78	0	14	120	0
-----	-------	---	----	-----	---

Roberto Uresti

102

43.22

0

9

93

0



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: TSC District Office	Board Meeting Date: May 21, 2012
Agenda Item: Consideration and possible action on Order Declaring results of the Texas Southmost College District Election.	
Rationale/Background: On May 12, 2012 an election was held for place 6 and 7 on the TSC Board of Trustees. The Order Declaring the results of the election is in your packet.	
Recommended Action: Motion to approve the Order Declaring Results of the Texas Southmost College District Election.	
Fiscal Implications: Budgeted Item: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A If no, explain:	
Attachments (list): - Order Declaring Results of Texas Southmost College District Election	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

**ORDER DECLARING RESULTS
OF TEXAS SOUTHMOST COLLEGE DISTRICT ELECTION**

THE STATE OF TEXAS §

COUNTY OF CAMERON §

On this the 21st day of May, 2012, the Board of Trustees of Texas Southmost College District convened in regular session open to the public, with the following members to wit:

Francisco G. Rendon, Chair	René Torres
Adela G. Garza, Secretary	Trey Mendez
Robert A. Lozano M.D., Ph.D.	David Oliveira

constituting a quorum and the following absent: Dr. Roberto Robles, Vice Chair; and among other proceedings had by said Board of Trustees was the following:

There came on to be considered the returns of an election held on the 12th day of May, 2012, for the purpose of electing two members to the Board of Trustees and said returns of said election having been duly canvassed by the Board of Trustees and each of the candidates in said election received the following votes to wit:

NAME OF CANDIDATE	TOTAL VOTES RECORDED	PLACE
Reynaldo García	1377	6
C. Tad Hasse	709	6
Ramon Champion Hinojosa	1197	7
Roberto Uresti	832	7

It Is, Therefore, Found and Declared and So Ordered by the Board of Trustees of Texas Southmost College District that the above Trustee Election was duly called, that notice of said election was duly posted and that said election was held in accordance with law; that at said election **Reynaldo García, Place 6 and Ramon Champion Hinojosa, Place 7** was duly elected to the Board of Trustees of said Texas Southmost College District subject to taking their oaths.

Passed, Approved And Adopted this 21st day of May, 2012.

Francisco G. Rendon
Chair, Board of Trustees
Texas Southmost College District

Adela G. Garza
Secretary, Board of Trustees
Texas Southmost College District



TEXAS SOUTHMOST COLLEGE DISTRICT

BOARD AGENDA REQUEST FORM

Department/Division: District Office	Board Meeting Date: May 21, 2012
Agenda Item: Consideration and possible action on approval of proposal for Information Technology Consulting and Outsourcing Services.	
Rationale/Background: TSC requested proposals from qualified firms to provide Information Technology (IT) consulting and outsourcing services to provide a technology solution that included reviewing of technology needs, making recommendations, developing timelines for implementation, developing cost estimations and budgets, assisting with the procurement process, providing leadership during implementation of services and projects, and managing services to meet the IT needs of the College. Newspapers advertisements were published on March 6 and 12, 2012 in The Brownsville Herald and Valley Morning Star. In addition to the mentioned services, the Request for Proposal called for a list of general requirements and qualifications including project team and management expertise. Two responsive proposals were received on March 20, 2012 from the following firms: Strata Information Group and Dynamic Campus. A third proposal was received late from Datatel+ Sungardhe. Sungardhe proposal represented an alternate offer for the requested services.	
Recommended Action: Motion to select a firm to provide Information Technology Consulting and Outsourcing Services and authorize the President to negotiate and execute a contract according to requested scope of work and projects to be designated by TSC.	
Fiscal Implications: Budgeted Item: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If no, explain:	
Attachments (List): - Bid Tabulation - Proposals	

FOR OFFICE USE ONLY:
Board Action: Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Tabled for action on: _____
Certified by: _____ Title: _____ Date: _____

Information Technology Consulting and Outsourcing Services TSC RFP 12-07

RFP Deadline: Tuesday, March 20, 2012, 9:00 A.M.

RFP Opening: Tuesday, March 20, 2012, 11:00 A.M.

Location: Gorgas Board Room

Tuesday, March 6, 2012

Date Advertised: Monday, March 12, 2012

Newspapers: Brownsville Herald and Valley Morning Star

Respondent's Name	Qualifications	Execution of Offer
Strata Information Group	Yes	Yes
Dynamic Campus	Yes	Yes
Sungardhe Late Submission	Yes	No



March 20, 2012

**Information
Technology
& Management**

Chet Lewis, VP of Finance and Administration
Texas Southmost College
Old Morgue
80 Fort Brown
Brownsville, TX 78520

RE: Request for Proposal for IT Consulting and Outsourcing Services # 12/TSC RFP 12-07

Dear Mr. Lewis:

Thank you for giving Strata Information Group, Inc. (SIG) the opportunity to submit a response to Texas Southmost College (TSC) for IT Consulting and Outsourcing Services. SIG appreciates the opportunity to be considered for this project.

Enclosed, is SIG's proposal in electronic format as specified in the first addendum to the RFQ. Exhibits A and B are signed and are included as part of our response. You will be receiving five (5) complete copies in print format by Wednesday, March 21, 2012 before 5:00 p.m.

SIG has a substantial on-going technology management practice and has provided services similar to those being requested by TSC to 30 current and past clients. In addition, SIG provides a wide range of services, including information technology assessments, enterprise system acquisition, project management, functional and technical consulting, DBA services, implementation services, custom programming, training, and business process analysis. SIG has provided these services over 280 current and past clients.

SIG uses proven methodologies based on and grounded in best practices to deliver these services. SIG consultants possess state of the art knowledge and skills to complete a project on time, within budget, and to the satisfaction of the client.

We are hopeful that SIG will have the opportunity to meet with your selection committee to discuss our proposal and why we feel SIG is TSC's best choice to assist the institution with the proposed services. The services requested by TSC are complex and SIG would like to know more about college operations and circumstances so that SIG might refine pricing to better meet TSC's needs. If selected for further discussions or clarifications, SIG would be pleased to meet with TSC executives and staff.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Henry A. Eimstad", is written over a white background.

Henry A. Eimstad
President

Enclosures: Response to TSC RFP 12-07

Texas Southmost College

Request for Proposal (RFP) #TSC RFP 12-07

Information Technology Consulting and Outsourcing Services



Response from



Strata Information Group, Inc.

March 20, 2012

Texas Southmost College
Request for Proposal (RFP) #TSC RFP 12-07
Information Technology Consulting and Outsourcing Services

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Texas Southmost College
Request for Proposal (RFP) #TSC RFP12-07

Information Technology Consulting and Outsourcing Services



Part One Services to TSC

Tab 1

Texas Southmost College Information Technology Consulting and Outsourcing Services

Introduction

Strata Information Group (SIG) is responding to Texas Southmost College's (TSC) Request for Proposal for Information Technology Consulting and Outsourcing Services. SIG recognizes that it must be in accordance with the terms, conditions, and requirements set forth in the RFP and that TSC desires to identify a consulting firm and specific individuals who will provide (1) Services to TSC: a comprehensive technology solution, recommendation, management of implementations, leadership in hiring personnel, and ongoing management of TSC processes, departments, and services, (2) Project team and management expertise, (3) Project execution, and (4) Costs of services.

SIG's approach to responding to this RFP is from the perspective of a consulting firm that has many years of experience in Information Technology (IT) management, procurement, implementation, and consulting services with higher education institutions. Strata Information Group has a strong track record of assisting institutions across the country with all of the efforts described by TSC. Since 1987, the company has helped clients with a wide range of information technology initiatives. In every engagement there has been a focus on success, collaboration, and pragmatic completion of work assignments.

SIG prides itself on helping clients with information technology and the complex challenges that accompany change. In addition to the functional and technical aspects of the work, there is a general requirement for leadership, change management, application of best practices, anticipation of risks and opportunities, and communication.

SIG's clients expect more than information technology expertise. They require **SIG's consultants** to be highly experienced, knowledgeable, and insightful. **SIG's staff is expected to provide strong** project leadership and support. There is always a focus on attaining the outcomes desired by the institution with consultants who know how to lead and manage IT projects and teams.

Responses to Items Required within the Request for Proposal

This **section of SIG's proposal addresses** the items required by TSC in the RFP for Information Technology Consulting and Outsourcing Services. SIG is prepared to address any items that might require elaboration or clarification. Each required item will be addressed in the order listed in the RFP, identified by section and paragraph number.

2.1 PART ONE – SERVICES TO TSC: Provide a detailed description of the services to be offered to TSC in accordance with the requirements and specifications set forth in this RFP, including a comprehensive technology solution, recommendation, management of implementations, leadership in hiring personnel, and ongoing management of College processes, departments, and services.

SIG's Response:

Depending on TSC's needs, SIG can offer a dual approach for a comprehensive technology solution:

- Full-time, on-site staff
- Specialized technology resources, as required

SIG assists colleges and universities with their use of information technology to better serve students, faculty, and staff. **SIG's portfolio of** comprehensive services includes the following:

- Technology assessments
- Strategic planning and performance assessments



Texas Southmost College
Request for Proposal (RFP) #TSC RFP12-07

Information Technology Consulting and Outsourcing Services



Part Two
Project Team
and
Management Expertise

Tab 2

- Hiring processes for IT professionals
- Knowledge transfer for client staff
- Business process analysis and design
- Procurement of Enterprise Resource Planning (ERP) hardware and software
- Procurements such as Learning Management Systems (LMS), library, telephone, etc.
- Implementation of ERP hardware and software
- Upgrades of existing ERP systems
- Onsite CIO/CTO/IT Director services including IT staff management, advisory committee relationship
- Faculty and instructional support
- Project management
- Functional consulting and user training
- Design and development of infrastructure, networks, and data centers
- Development of management information reports
- Development of instructional technology
- Organizational development

Each of SIG's offerings is a customizable, structured solution that is adaptable to meet the particular needs of each client resulting in a long track record of projects that are successful, on time, and within budget. **SIG's consultants work side-by-side with a client's employees** fostering a rapport that enables people to work through bottlenecks and roadblocks. Knowledge transfer is a primary goal within all of SIG's engagements.

2.2 PART TWO – PROJECT TEAM AND MANAGEMENT EXPERTISE:

2.2.1 *Provide a general statement of the individual/firm history including how many years in business, including legal name of firm, address of principal place of business, address of office that would be providing services (if different), number of employees, and annual revenue volume. If the firm has multiple locations, TSC is primarily interested in the capabilities and experience of the office that will provide the majority of the required services to TSC. Unless specifically otherwise stated, all requested information about the RFP should be limited to the local office that will service TSC.*

SIG's Response:

Profile of Strata Information Group (SIG) –Overview and Experience

SIG is a privately held corporation that is based in San Diego, California. It was founded in 1987, is consistently profitable with no outstanding debt, and has clients across the United States and internationally. SIG's primary objective is to assist colleges and universities with information technology initiatives that enhance services to students, faculty, staff, alumni, and community. With its focus on customer satisfaction and through its consultant expertise and experience, SIG has grown to be the largest privately held provider of technology support and services to higher education in the United States.

The company is owned by two managing partners who are practicing consultants. Every SIG consultant is an employee, and SIG does not use subcontractors or "1099" staff. The majority of SIG's staff consists of technical, functional, and management consultants that support a variety of implementations and ongoing support tasks.

SIG has assisted more than 280 institutions with information technology initiatives and provides a wide range of services, including information technology assessments, enterprise system acquisition, project management, functional and technical consulting, ERP implementation services, Information Technology managed services, training, business process analysis, IT strategic planning, instructional technology planning, and database administration.

SIG is vendor neutral and, therefore, does not sell hardware or software. It does not promote products or services from any hardware or software companies. SIG works effectively with



Datatel+SGHE, Oracle, Blackboard, Jenzabar, Campus Management, Desire 2 Learn, SAP, PeopleAdmin, Workday, and other vendors. SIG has substantial experience in managing large-scale projects that involve these companies.

An important characteristic about SIG is the experience of its consulting team. All SIG consultants have served for many years in leadership positions including registrars, controllers, financial aid directors, and chief information officers within colleges and universities. They have helped many institutions with assessments, planning, business process analysis, infrastructure development, and system implementations. They are able to assess client environment, help clarify issues, provide guidance, identify opportunities for improvement, and facilitate both strategic and tactical outcomes. **SIG's consultants** who have an average of over 22 years experience in higher education are seasoned professionals with extensive skills and abilities.

Years in Business: 25 years

Legal Name of Firm: Strata Information Group, Inc.

Address: 3935 Harney Street, Suite 203, San Diego CA 92110 – only office

Number of Employees: Approximately 80

Annual Revenue Volume: Approximately \$15 M

2.2.2 *Describe individual/firm experience in assisting organizations achieve their goals through comprehensive technology solutions.*

SIG's Response:

SIG has a substantial managed services practice with over 30 former and current clients where SIG has provided on-site IT leadership and staff. In addition, SIG provides technical and functional consulting services to over 200 clients on an ongoing basis. Hence, SIG has the depth and breadth of experience and expertise coupled with a large workforce to meet the needs of TSC. See page 27 for list of references for IT management and consulting services clients.

SIG also has led over 50 systems applications acquisitions for colleges and universities across the United States and internationally. Based on this experience SIG has developed proven methodology that is grounded in best practices and validated by successful project completions. **As part of SIG's** acquisition services, SIG assists institutions to conduct technology needs assessments. **SIG's ERP** implementation practice includes scores of colleges and universities. **SIG's** project management services manage the technical and functional implementation of the ERP application suite including change management, communication, system configuration, system architecture, hardware requirements and acquisition, training, and business process analysis and design of business practices. Careful management of these tasks results in on-time and on budget implementations.

2.2.3 *Describe the principals and key professional members of the prime firm that will be involved in the project.*

SIG's Response:

The company is owned by Henry A. Eimstad and Frank M. Vaskelis who are both practicing consultants. Each has over 30 years of experience working with higher education institutions in their use of technology. Both Mr. Eimstad and Mr. Vaskelis take a hands-on approach to each client engagement providing active oversight to make certain clients are fully satisfied.

Other key SIG professionals include Harold George, General Manager, Professional Services, and Jeff McDaniel, Senior Executive, Client Services. Mr. George directly supervises all SIG consultants and works with each expert specialist to ensure that projects are completed on time and within budget. For outsourcing engagements that are ongoing providing onsite IT leadership and staff, Mr. George is in continual communication with SIG personnel monitoring project progress and execution. In addition, a SIG Account Executive will be assigned to TSC to ensure that any project



challenges are resolved with acceptable solutions, and that communication is maintained on an ongoing basis.

2.2.4 *Identify the consultant who will be the College's primary contact and provide a brief history about this individual.*

SIG's Response:

SIG has several employees who are a good fit for TSC. SIG would appreciate the opportunity to review these candidates with the TSC staff before assigning a specific person. Depending on the actual start date of this engagement and the availability of SIG personnel, SIG and TSC will mutually agree upon the primary contact for this engagement. SIG will assign a consultant with many years of experience to lead the ERP procurement process. Once the ERP has been purchased by TSC and implementation planning is to begin, SIG will assign onsite IT leadership and personnel to manage the implementation and continue with outsourcing services. Resumes of these potential SIG consultants can be found in the next section.

2.2.5 *Submit resumes of the Respondent's primary contact and other principals and key professional members including copies of all certifications, licenses, credentials, etc.*

SIG's Response:

SIG's principals and key professional staff's resumes follow:

Henry Eimstad, President and Owner

Summary:

- 38 years experience in higher education
- 38 years experience in information technology systems
- 30 years management experience as Chief Information Officer (CIO) and Chief Technology Officer (CTO) at several colleges and universities
- Experienced in ERP system selection, acquisition, implementation, and project management
- Skilled project manager and facilitator of large, complex projects

Selected Client Experience with Strata Information Group:

- Managing Partner for the ERP procurement projects for Chapman University and Brandman University, the Banner® implementations at Sam Houston State University (TX) and Drew University (NJ), and the Student System implementation for Harvard Law School (MA).
- Managing Partner for ongoing projects including the Grossmont-Cuyamaca Community College District (CA), Rio Hondo College (CA), State College of Florida-Manatee (FL), and the Ventura County Community College District (CA).
- Performed an organizational analysis project at Oregon State University and the Oregon State System of Higher Education (OSSHE).
- Managing Partner for ERP system implementations at Allan Hancock College (CA), Cuesta College (CA), Framingham State College (MA), Ithaca College (NY), Sierra College (CA) Santa Barbara City College (CA), and Seton Hall University (NJ).
- Managed various projects for the following SIG clients, Harvard Business School, Central Arizona College, Chabot-Las Positas Community College District (CA), Eastern Washington University, Grambling State University (LA), Johnson and Wales University (RI), the Los Angeles Community College District, the San Diego Community College District, San Diego State University, San Mateo County Community College District (CA), and Western Washington University.



Expertise:

- Leadership of information technology organizations as CIO and CTO
- Organizational analysis
- Strategic and operational planning
- Project management
- ERP system selection, acquisition, implementation, and management

Other Relevant Experience:

- Managed software delivery projects for a nationwide software company at a number of client sites, including the British Columbia Institute of Technology, California Institute of Technology, Minnesota Community College System, Santa Clara University (CA), Seattle University, the South Dakota State System of Higher Education, and the University of Hawaii.
- Served as Computer Center Director/Project Manager for a nationwide management services company at a number of client sites, including Pepperdine University (CA), the Peralta Community College District (CA), the Riverside Community College District (CA), and the San Diego Community College District.

Frank Vaskelis, Vice President, CFO, and Owner**Summary:**

- 35 years experience in higher education
- 40 years experience in information technology systems
- Substantial experience in the management of information technology services for colleges and universities, having held the positions of Chief Information Officer (CIO), Chief Technology Officer (CTO), and Director of Information Technology at several institutions
- Extensive technical expertise in telecommunications, network design, database administration and design, operating systems, web system administration/management, and library information systems
- Experienced in ERP system selection, acquisition, implementation, and management

Selected Client Experience with Strata Information Group:

- Chief Information Officer under the SIG management services contract at the San Mateo County Community College District (CA). Managed the implementation of SunGard Higher Education Banner®, including the installation of new hardware, software, network infrastructure, etc.
- Managing Partner for several SIG projects, including those at Aims Community College (CO), City College of San Francisco, Ohlone College (CA), St. Mary's University (TX), Taft College (CA), and Umpqua Community College (OR).

Expertise:

- Leadership of information technology organizations such as CIO and CTO
- Strategic and operational planning
- Project management
- ERP system selection, acquisition, implementation, and management

Other Relevant Experience:

- Organizational analysis project at Oregon State University.



- Managing Partner for the SIG project to implement library systems at the Peninsula Library System (CA), a consortium of public and academic libraries.
- Managing Partner for the implementation of a web-based virtual union catalog for the Silicon Valley Library System.
- **Managing Partner for SIG's facilities management contract with the Children's Hospital of Los Angeles.**
- With a previous employer was responsible for several computing resource management projects for the following colleges: the Houston Community College System, the Riverside Community College District (CA), and the San Diego Community College District.
- Computer Center Director for a nationwide information resources management company at the San Diego Community College District.
- Director of Computing and Information Services at Oregon Institute of Technology.

Harold George, General Manager, Professional Services

Summary:

- 26 years of experience in information technology systems
- Chief Information Officer (CIO) experience in colleges and universities
- Experienced project manager and consultant
- ERP system acquisition and implementation planning

Selected Client Experience with Strata Information Group:

Served as a Senior Consultant for the SunGard Banner® software suite at numerous client sites, including:

- Managed the implementation of ERP systems at Allan Hancock Community College District (CA), Cuesta College (CA), Imperial Valley College (CA), Santa Barbara City College (CA), Solano Community College District (CA), South Texas College of Law, and the University of Dallas.
- Conducted information technology assessments at Framingham State College (MA), Harvard Law School, Joliet Junior College (IL), Pasadena City College (CA), St Edwards University (TX) and other institutions.
- Managed IT procurement services projects at Allan Hancock Community College (CA), Framingham State College (MA), Grossmont-Cuyumaca Community College District (CA), Harvard Law School, Harvard Business School, Imperial Valley Community College District (CA), Marin Community College District (CA), McHenry Community College (IL), Mendicino Community College District (CA), Mt. San Antonio Community College District (CA), Napa Valley Community College District (CA), Palo Verde Community College District (CA), Santa Barbara Community College District (CA), Solano Community College District (CA), South Texas College of Law, St John Fisher College (NY), and the University of Dallas.

Expertise:

- Leadership of information technology organizations
- Business Process Analysis (BPA)
- Project management
- ERP system acquisition and implementation planning
- Assessments and strategic planning
- ERP implementation consulting and support
- Experienced Jenzebar implementation project manager

Other Relevant Experience:



- *Jenzabar, Incorporated*. Senior Sales Support. Managed client relationships, assisted in technical and functional sales demonstrations and marketing support.
- *St. Mary's University (TX)*. Director of Administrative Technology and Information Services. *St. Mary's University* utilized the Jenzabar administrative software suite.
- *CARS Information Systems, Incorporated*. Vice President of Client Services.
- *Fairleigh Dickinson University (NJ)*. Director of Administrative Systems and Accounting.

Jeff McDaniel, Senior Executive, Client Services

Summary:

- 31 years experience in higher education
- 35 years experience in information technology systems
- 14 years experience with the SunGard Higher Education Banner® suite
- CIO experience in colleges, universities, K-12 and private sector
- Experience in the development of business and corporate strategies and ensuing projects

Selected Client Experience with Strata Information Group:

- Led IT assessment and improvement projects at McHenry Community College (IL), Santa Fe Community College (NM), and Feather River Community College (CA).
- Provided management for SIG engagements including: San Bernardino Community College District (CA), South Texas College (TX), St. Edward's University (TX), University of the Incarnate Word (TX), Philadelphia College of Osteopathic Medicine (PA), Tyler Junior College District (TX), Imperial Valley College (CA), Oakland University (MI), Davenport University (MI), Eastern New Mexico University (NM), AIMS Community College (CO), and Barstow College (CA).
- Led an ERP procurement process for Clatsop Community College (OR), Copper Mountain College (CA), and Yavapai College (AZ).
- Assisted with an ERP procurement process for Allan Hancock (CA), Mendocino (CA), and Palo Verde (CA) colleges.
- Served as Chief Information Officer for the San Joaquin County (CA) Office of Education, an organization with 19 school districts, 120 schools and with over 80,000 students.
- Served as Chief Information Officer or senior IT manager at such institutions as Bergen Community College (NJ), City Colleges of Chicago, Foothill-De Anza Community College (CA), Howard Hughes Medical Institute (MD), Lincoln University (MO), Monterey Peninsula Community College (CA), University of Houston-Clear Lake, and the University of the Pacific (CA).

Functional Expertise:

- Leadership of information technology organizations
- Project management
- ERP system implementation and management including Oracle/PeopleSoft, Datatel Colleague®, SunGard Higher Education Banner® and others
- Managing outsourced vendors and contracts

Other Relevant Experience:

- *SunGard Higher Education, Incorporated*. Professional Services Vice President. Corporate responsibilities included managing over 400 employees and 250 client contracts, and consulting teams. Managed P&L in excess of \$60 million and member of senior corporate staff.
- *SunGard Higher Education, Incorporated*. West Coast Regional Manager/CIO/Project Manager. Managed outsourcing contracts in the western United States.



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- **Technology Specialists, Incorporated.** Executive Director/CIO/Project Manager. Managed ERP system implementations.
 - **Unisys Corporation.** Western Region Educational Marketing Manager. Provided technical sales support to account managers.

James Vasquez, Account Executive, Client Services

Summary:

- 18 years experience in higher education ERP systems
- 25+ years experience in information technology systems
- 10 years experience as a CIO
- 10 years experience with the SunGard Higher Education Banner® application suite
- 2 years experience with the Datatel ERP application suites
- 4 years experience with the PeopleSoft ERP suites
- Skilled in project management, operations management, Database Administration, ERP procurement and implementation

Selected Client Experience with Strata Information Group:

Served as a Account Executive and Senior Consultant in account and project management for the implementation of SunGard Higher Education Banner® and Datatel Colleague® at numerous client sites, including:

- **Jefferson College (MO).** Led a team of consultants in the full assessment of the institution's Banner® ERP application suite and Oracle database environment. The assessment also included an analysis of and recommendations for a re-organization of the information technology department and the implementation of remote DBA services.
- **Nassau Community College (NY).** Led a team of consultants in the implementation of the Banner® Finance product. The implementation involved training of staff, implementation and go-live support.
- **Bridgewater State University (MA).** Led a team of database consultants in the upgrade of Oracle 11g and Banner® ODS 8.3.
- **Piedmont Technical College (SC).** Led a team of consultants in the implementation of DegreeWorks®, Banner® Workflow and Banner® Document Management System (BDMS).

Expertise:

- SunGard Higher Education Banner®
- Datatel Colleague®
- Database Administration
- Oracle
- PeopleSoft

Other Relevant Experience:

- **SunGard Higher Education, Incorporated.** Practice Director, Database/ system Administration. Managed activities and people associated with assigned colleges. Project delivery success factors included P&L, resource utilization, project completion dates, deliverables and dollars for a professional services/leveraged delivery. Client organizations included Oracle and MS-SQL® Database administrators and Windows® System administrators.



- **SunGard Higher Education, Incorporated.** Site Chief Information Officer. Managed the day-to-day operations of the Office of Information Technology supporting administrative computing, telecommunications, networking, system administration, and end-user services for a state university.
- **SunGard Higher Education, Incorporated.** Director, Enterprise Applications/Technology Management. **Managed the operation of the institution's Banner® ERP software.** Supervised staff of 8+ technical professionals including programmers, systems analysts, user liaisons, and database / system administrators. **Provided technical oversight to the institution's implementation of the Endeavor/Voyager® library automation system.**
- **Houston Community College System (TX).** Executive Director/Associate Vice Chancellor, Information Technology. Managed and directed all Information Technology functions for a six college, multi-location community college system including administrative, instructional and infrastructure technologies. Supervised a staff of 90+.
- **Lone Star College System (TX).** Interim Associate Vice Chancellor, Enterprise Applications. Managed the implementation, service transition and operation of the new PeopleSoft ERP software, portal development and management, as well as retirement of legacy Datatel systems. Supervised 40+ technical staff and external consultants.
- **Rice University (TX).** Assistant Database Administrator. Participated in the implementation, service transition, and operation of Banner® Finance and Human Resource products in the DEC and Sun environments.

Tom Graf, Senior Consultant, Project Manager

Summary:

- 22 years experience in higher education
- 22 years experience in information technology systems
- Skilled project manager and facilitator of large and small multi-task projects
- Skilled consultant in developing the requirements and facilitating implementation of current, state-of-the-art ERP systems
- Demonstrated leadership in planning, organizational management, governance, and executive level communications

Selected Client Experience with Strata Information Group:

Served as a Senior Consultant in project management for the implementation of SunGard Higher Education Banner® at numerous client sites, including:

- **Sam Houston State University (TX).** Served as the Interim Vice President of Information Technology tasked with restructuring the IT staff and creating a client-centric support organization and governance model, policy and audit compliance, as well as developing strategic, staffing and capital budget plans.
- **Sam Houston State University (TX).** Served as Project Manager for implementation of SunGard Higher Education Banner® which included Banner® Student, Finance, Human Resources, Financial Aid, BDMS/Workflow, BEIS, DegreeWorks, StarRez, Touchnet, Micros, ODS, eVisions, Astra and UC4.
- **Yavapai Community College (AZ).** Served as Project Manager for implementation of SunGard Higher Education Banner® including Student, Finance, Financial Aid, Human Resources, Advancement, Touchnet and DegreeWorks.
- Served as Account Manager for Aims Community College (CO), Central New Mexico College, Clovis Community College (NM), Eastern New Mexico University, New Mexico Junior College, New Mexico State University, New Mexico Tech, Northern New Mexico College, Pima County Community College District (AZ), Santa Fe Community College (NM), University of New Mexico, Western New Mexico University, and Yavapai Community College (AZ).



Expertise:

- Project management
- Leadership of information technology organizations such as CIO and CTO
- Datatel Colleague®
- SunGard Higher Education Banner®
- Strategic, tactical, financial and organizational IT planning

Additional Relevant Experience:

- ***SunGard Higher Education, Incorporated.*** Chief Information Officer (CIO) for Sul Ross State University and Rio Grande College (TX). Developed governance structure for IT constituent groups, and managed the implementation of SunGard Higher Education Banner®. Served as Account Liaison to El Paso Community College (TX).
- ***Princeton Information, Incorporated.*** Led Network Design Engineer for Texas Instruments' PowerPath Project.
- ***Texas Woman's University.*** Chief Information Officer (CIO). Managed the Datatel Colleague® migration project (e.g., Release 13 to Release 15, VAX/VMS® to Alpha/UNIX). Designed, procured, and managed the implementation of campus-wide network infrastructure.

Jack L. Overcash, Senior Executive, Client Services

Summary:

- 30 years experience in higher education
- 35 years experience in information technology systems
- 30 years experience in information technology systems at colleges and universities
- Experienced in the management and delivery of IT services for colleges and universities
- Project manager for information systems implementation
- Experienced in technology planning and procurements

Selected Client Experience with Strata Information Group:

- ***McHenry Community College (IL).*** Chief Technology Officer (CTO) responsible for the daily operations of technology resources and management of IT staff. Led IT assessment and improvement projects.
- ***Ohlone College (CA).*** Chief Technology Officer (CTO) responsible for the daily operations of technology resources and management of IT staff. Led IT assessment and initiative projects.
- ***Southwestern Community College District (CA).*** Chief Technology Officer (CTO) responsible for the daily operations of technology resources and management of IT staff, IT assessments, and improvement projects.
- Provided consulting services in support of a variety of projects. McHenry County College (IL), Harper College (IL), Citrus College (CA), University of La Verne (CA), Central New Mexico College, New Mexico Institute of Mining and Technology, Allan Hancock College (CA), Chaffey Community College District (CA), Grossmont-Cuyamaca Community College District (CA), North Orange County Community College District (CA), and Mt. San Antonio College (CA).

Expertise:

- Leadership of information technology organizations such as CIO and CTO
- Strategic and operational planning
- Business development
- ERP selection, system implementation, and management



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Part Three Project Execution

Tab 3

Other Relevant Experience:

- **Collegis, Incorporated.** General Manager, Western Region. Responsibilities included management of on-site personnel, budget development, hiring and staffing, strategic and tactical planning and client relations, for the following institutions: College of Notre Dame (CA), Foothill-DeAnza Community College District (CA), Golden Gate University (CA), Mt. **Saint Mary's College** (CA), San Bernardino Community College District (CA), and San Juan College (NM).
- **TSI, Incorporated, San Bernardino Community College District (CA).** Executive Director. Responsible for technology services delivery in support of a multi-campus district. Major accomplishments included the selection, negotiation, and implementation of new administrative hardware and software, network services, and fiber optic backbone.
- **SCT, Incorporated.** Managed software delivery projects for a nationwide software provider at the following institutions: Eastern Oregon College, Elmhurst College (IL), Northern Illinois University, Monterey Peninsula College (CA), Oregon State Teachers College, Pepperdine University (CA), Portland State University (OR), San Diego Community College District (CA), and Southern Oregon State College.

2.3 PART THREE – PROJECT EXECUTION:

- 2.3.1 *Describe the processes to be used to provide the services.*
- 2.3.2 *Identify groups and anticipated meetings and purposes.*
- 2.3.3 *Describe how project timelines will be achieved.*
- 2.3.4 *Provide an outline of procedures to be implemented to provide a comprehensive technology solution that encompasses and supports the educational programs and services offered by the College as well as the mission of the College.*

SIG's Response:

In order to provide a description of a comprehensive technology solution for TSC, SIG has divided the above requirements into IT assessment, procurement, and implementation. These goals will be achieved through ongoing management of technology and supplemented by specialized resources depending on the outcome of the assessment. The services will address the required services listed in Section 4, 4.1 through 4.3 of the RFP.

SIG's Approach and Methodology to Developing Technology Solutions

Information Technology Assessment and Procurement Services

SIG helps clients cut through the obstacles and complexities of assessing the technology environment to determine institutional needs. **SIG's approach begins with a review** of the current technology and how stakeholders use the technology. During the review process, gaps in needs are identified resulting in a thorough analysis of the services and support that needs to be delivered by new systems and technology organizations. Although SIG customizes its services for each client, assessment engagements usually include the following components:

- On-site interviews with stakeholders
 - Faculty
 - Students
 - Teaching and Learning Support Staff from the library, computer labs, classroom support, audio/video, and Help Desk
 - Key users
 - Executives and leadership
 - IT staff
 - Web support staff
 - Other identified stakeholders
- Review of existing operations within key functional offices/departments such as library, learning centers, human resources, registration, financial aid, payroll, accounting, advising, payroll, and library



- Review of existing information technology such as legacy applications, data center operations, network and infrastructure

At a high level, SIG’s technology assessment and procurement methodology includes three major efforts: assessment, exploration, and analysis.

- Review: Understanding the institution’s current issues, objectives, infrastructure, processes, systems, and opportunities
- Exploration: Learning about potential systems through vendor demonstrations and research
- Analysis: Understanding the strengths and weaknesses of alternative systems

SIG’s methodology is built on the premise that the acquisition of any system involves more than a consideration of functionality. There are a substantial number of issues that require attention. SIG’s consultants understand the breadth and depth of such challenges, and they routinely assist clients with the following kinds of questions:

- What implementation issues such as staffing requirements and business process changes might arise with respect to the alternative systems?
- To what extent should the institution consider the acquisition of ancillary software because of functionality that is not provided in a particular system?
- What is the best way to ensure institutional consensus with respect to the choice of a particular system?
- How can the Total Cost of Ownership, e.g., licensing, services, maintenance, hardware, etc., be kept to an absolute minimum?

Strata Information Group (SIG) uses a structured solution for the acquisition of technology. The methodology is a proven strategy that enables colleges and universities to obtain the best possible information technology in the most timely, straightforward, and affordable manner.

The acquisition of information technology is a significant challenge. There are many issues with respect to assessment of user needs, functionality, vendor management, pricing, and contract negotiations.

Below is a schedule of ERP procurement activities that incorporate TSC’s scope of work requirements. The timeline is an example only. Project timelines are developed in concert with TSC staff and accommodate the institutions stated time goals, purchasing/bid requirements, faculty-staff availability and institutional calendar. The final schedule of activities will be mutually agreed upon by TSC and SIG. ERP selection is the most complex procurement process but the approach is similar if less complex for other technologies. Similar schedules would be developed for each element of the comprehensive technology solution.

As stated in Item #4 of Addendum 1 to the RFP, the target date for instructional activities for programs and courses to be operational is Fall 2013. Given sufficient participation by TSC staff and a manageable set of procurements in terms of sequence and scope, the IT assessment, procurement, and implementation outcomes and timelines are achievable.

ERP Procurement Schedule of Activities

Schedule	Activities
Remote Planning	<ul style="list-style-type: none"> • Start of Contract with SIG • Conduct an initial meeting to accomplish the following: <ul style="list-style-type: none"> ○ Finalize the date and agenda for the project kickoff meeting ○ Finalize the participants for the project kickoff meeting ○ Assist TSC to determine best organization and committee structure for the ERP procurement process (ERP Selection Committee) ○ Review RFP process with Purchasing and other key stakeholders to determine procedures and budgets
Week 1	<ul style="list-style-type: none"> • Conduct a kickoff meeting with ERP Selection Committee <ul style="list-style-type: none"> ○ Introduce the SIG team



Schedule	Activities
	<ul style="list-style-type: none"> o Introduce the TSC team o Review the RFP process and approach o Define roles and responsibilities o Finalize project schedule and calendar • Meet with project teams • Discuss communication strategies to be used
Week 2 - 4	<ul style="list-style-type: none"> • Develop RFP document determining vendor/system selection criteria • Develop functional requirements document for use in system demonstrations and evaluations <ul style="list-style-type: none"> o Review current administrative systems identifying needs and requirements o Conduct interviews and meetings to determine user needs o Assist TSC to identify opportunities for improvement in all areas that will be affected by new ERP o Develop a "Draft" document and review with the selection committee o Identify special TSC requirements o Format requirements for distribution to vendors • Issue RFP to all ERP vendors
Week 5 - 9	<ul style="list-style-type: none"> • TSC staff and SIG subject matter specialists develop comprehensive demonstration/presentation scripts as ERP Comparison Tools to be used by the vendors selected as finalists • Demonstrations are to be process focused based on: <ul style="list-style-type: none"> o Standard ERP functions o Special TSC requirements
Week 10	<ul style="list-style-type: none"> • RFP responses due • Develop summary of responses
Week 11	<ul style="list-style-type: none"> • Present summary of responses to the ERP Selection Committee providing comparison of vendor ERP systems • ERP Selection Committee selects vendors for further evaluation • Schedule vendor product presentations • Release demonstration scripts to selected vendors
Week 12 - 14	<ul style="list-style-type: none"> • Select finalists • Issue RFP for final pricing to finalists
Week 15 - 18	<ul style="list-style-type: none"> • Conduct vendor demonstrations
Week 19 - 20	<ul style="list-style-type: none"> • Summarize the evaluations of the vendor presentations • Identify key "gaps" in functionality • As appropriate, conduct Business Process Analysis activities for "gap" areas <ul style="list-style-type: none"> o Define and map the process as it currently exists o Identify areas for improvement o Examine process change to achieve the same results using vendor software capabilities o Revise the "as is" process as appropriate o Develop the process map and/or required modifications for the new improved process o Document and distribute the new processes
Week 20	<ul style="list-style-type: none"> • Final pricing proposals due
Week 21 - 22	<ul style="list-style-type: none"> • Conduct detailed assessment of special TSC requirements with finalists
Week 23 - 24	<ul style="list-style-type: none"> • Review "best and final" pricing and make recommendations on negotiating strategies • ERP Selection Committee recommends ERP vendor to TSC decision makers • Assist with final contract negotiations with selected/recommended ERP vendor
TBD	<ul style="list-style-type: none"> • Begin ERP system implementation



Technology Implementation

Implementation Project Management Services

SIG also uses a structured methodology for ERP implementation projects with all efforts customized to meet the unique needs of each client.

An ERP implementation consists of several phases: project initiation, discovery and readiness, project planning and design, project execution, project completion, and closure. Below, is a breakdown of these phases by tasks. This is an example only since an ERP implementation is the most complex, but the approach is similar if less complex for other technologies.

ERP System Implementation Project	
Phase 1: Project Initiation	<p>a. Description: Project Initiation entails a number of logistical efforts that set the stage for the start of actual work. Mostly, the goal is to ensure that general business issues are resolved so that everyone can focus on the completion of their project assignments.</p> <p>b. Examples of Deliverables:</p> <ul style="list-style-type: none"> • Completion of contracts/agreements • Identification of client's executive sponsor(s) and project manager • Identification of consultant project manager • Review of high-level expectations and working relationships • Completion of logistical tasks (e.g., work space) <p>c. Likely Participants:</p> <ul style="list-style-type: none"> • Client executives • Client project manager • SIG's project manager <p>d. Examples of Activities and Tasks:</p> <ul style="list-style-type: none"> • Introductory conference calls • Onsite meeting(s) with client executives and project manager
Phase 2: Discovery and Readiness	<p>a. Description: Discovery and Readiness centers around the need to gain insight into the institution's existing circumstances. The work entails diagnosis and the creation of awareness. The goal is to understand issues, concerns, challenges, strengths, resources, opportunities, priorities, and processes. As a result, there can be sensible planning for the successful implementation of an ERP system.</p> <p>b. Examples of Deliverables, Activities, and Tasks:</p> <ul style="list-style-type: none"> • Interviews of key stakeholders • Project kickoff meeting • Discovery/Readiness workshops • Business process analysis workshops • Review of institutional materials (e.g., plans, budgets, accreditation reports, organizational charts, infrastructure diagrams) • Scope of work • Project charter • Tentative project budget • Discovery/Readiness report with action items to be completed prior to ERP system implementation activities • Tentative project timeline, including milestones • Formation of Steering Committee • Formation of system implementation teams • Identification of training facilities and other work areas • Development of a project communications strategy • Review of hardware requirements <p>c. Likely Participants:</p> <ul style="list-style-type: none"> • Client executives • Client project manager • Client functional staff



	<ul style="list-style-type: none"> • Client technical staff • SIG's project manager • SIG's functional consultants • SIG's technical consultants
Phase 3: Project Planning and Design	<p>a. Description: Project Planning and Design involves a rigorous and detailed definition of all work activities, timelines, accountabilities, and resource requirements. The goal is to define how all work will be accomplished in a successful and timely manner.</p> <p>b. Examples of Deliverables:</p> <ul style="list-style-type: none"> • Detailed project plan • Final project budget <p>c. Likely Participants:</p> <ul style="list-style-type: none"> • Client executives • Client project manager • Implementation teams • SIG's project manager • SIG's functional consultants • SIG's technical consultants
Phase 4: Project Execution	<p>a. Description: Project Execution includes all of the work activities that relate to the completion of the project plan. It entails all of the activities that lead to the institution's expected outcomes.</p> <p>b. Examples of Deliverables:</p> <ul style="list-style-type: none"> • Infrastructure development • Training • Functional consulting • Conversion of legacy data • System installation, configuration, and testing <p>c. Likely Participants:</p> <ul style="list-style-type: none"> • Client executives • Client project manager • Implementation teams • SIG's project management • SIG's functional consultants • SIG's technical consultants <p>d. Examples of Activities and Tasks:</p> <ul style="list-style-type: none"> • Technical and functional training • Functional consulting workshops • Technical consulting workshops • Business process analysis workshops
Phase 5: Project Completion and Closure	<p>a. Description: Project Completion and Closure entails a focus on ensuring that all assignments and responsibilities are satisfied and that the project is concluded. Additionally, the client and SIG complete a brief assessment to help gauge the institution's satisfaction with the work that was performed. One of the benefits from the Project Completion and Closure Phase is the ability to move forward with next steps that could include additional system development and implementation in a decisive manner.</p> <p>b. Examples of Deliverables:</p> <ul style="list-style-type: none"> • Completion of all deliverables • Post-implementation assessment • Completion interview with client • Joint completion report from SIG and client <p>c. Likely Participants:</p> <ul style="list-style-type: none"> • Client executives • Client project manager • SIG's project manager • SIG's executives



Ongoing Management of Technology and Related Services

Onsite Staff with Specialized Consultant Experts

SIG's approach and methodology to providing ongoing management of technology and related services entails a blend of both strategic and tactical efforts. At a high-level, SIG's Chief Information Officer is a seasoned professional who provides vision, leadership, strategic direction, planning, and other services as well as being a hands-on manager who helps drive the success of day-to-day operations.

SIG's approach includes the formation of an experienced team of SIG personnel to ensure that each deliverable is met. The leadership of that team would include the following:

- **SIG Managing Partner** - One of SIG's Managing Partners will maintain contact with the College's executive staff, provide quality assurance and assume overall accountability for the project. Either Frank Vaskelis or Henry Eimstad will fill this position.
- **SIG Chief Information Officer (CIO)/IT Director** – This individual will be the onsite and primary manager for TSC and will be responsible for all IT related activities on campus. His/her responsibilities will include overall control and management of the day-to-day operation of the IT department, assist with the development of IT tactical plans, and the implementation of the plan recommendations, management of external vendor contacts, scheduling resources, and the formal and informal reporting to the TSC's management and staff.
- **SIG Technical Director (TD)** – This individual will possess extensive working knowledge of network technology solutions as well as direct responsibility for managing the technical staff at TSC and have experience with the implementation of an ERP and telephone systems/VoIP. The TD directs the networking technologies including design, planning, implementation, troubleshooting, routing, switching, VLAN's, email systems, active directory services, security (firewalls and intrusion detection), enterprise back-up strategies, cabling and infrastructure, and product evaluation.
- **Specialized Functional and Technical Consultants** – SIG can propose teaching and learning specialists as well as functional and technical consultants to assist with the operation and stabilization of the newly implemented ERP and related systems. SIG has experts available who have extensive experience as faculty members, counselors, and library directors and personnel. Each of these instructional specialists has instructional technology expertise to provide and support instruction and the teaching classroom.

SIG only hires senior professionals with the background and experience to provide the level of services identified for **each individual client**. SIG's CIO will have a demonstrated background and experience in managing technology professionals in an environment similar to that which exists at TSC. He/she will have experience in managing the delivery of support and services in a community college environment and will be supported by other SIG staff as needed to accomplish special projects. SIG's CIO will also have a direct line of communication to each of the other IT executives that SIG currently has in place at existing management services sites. SIG CIOs define project goals, determine requirements, develop action plans and then implement solutions.

SIG's Technical Director will bring many years of experience in the development, design, and systems integration for the technology environment. A hallmark of SIG technical directors is the ability to easily recognize system deficiencies and effect realistic solutions. A SIG technical director understands complex database concepts, server and Internet systems architectures, security and back-up systems, and provides leadership to technical staff.

SIG will work with TSC to identify the individuals whose background and capabilities fit best within the operational needs of the College, dependent upon TSC timelines and SIG candidates' availability. Our team of highly experienced SIG professionals will work closely and cooperatively with faculty, staff, administrators, support personnel, and with the College's personnel to successfully attain project success.



The SIG approach and methodology involves three concepts:

- Developing and affirming a shared vision for the engagement goals and approach
- Ensuring commitment from all participants with respect to all initiatives
- Completing clearly defined activities and objectives of each project in a thoughtful and disciplined manner

SIG strongly believes that a partnership between vendor and customer, with open communications and the understanding of the goals and deliverables, is the only way to ensure that all expectations **are met and the customer's requirements are fulfilled.**

The central focus of SIG's approach and methodology is client success. SIG wants to enhance the services that are provided to students, alumni, faculty, staff, and administrators in a timely manner, within the scope and budget. **SIG's services are unique** in that unlike some other consulting firms, the goal is not to provide **outsourced services that are "apart" from the institution.** **Instead, SIG's consultants work with the client's faculty, staff, and administrators in a side-by-side manner.**

In general, SIG's efforts revolve around the following areas:

- Administrative Systems
- Instructional Technology
- Information Technology Infrastructure
- Information Technology Support Services

In conjunction with each of the above areas, SIG's services entail the management of specific efforts, including the following examples:

- Information technology governance, including the development of advisory committees, executive sponsors, policies, and procedures
- Tactical planning – Development of a Tactical Technology Plan
- Project management
- Budget management
- Support and enhancement of instructional systems such as learning management and distance learning systems
- Management of instructional labs
- Vendor management
- Staff supervision
- Data center management
- Network management
- Telephone operations
- System development and programming
- Web services
- Security
- System administration
- Database administration
- Help Desk operations and technical support
- Training
- Business process analysis and change management



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Part Four Cost of Goods & Services

Tab 4

2.4 PART FOUR – Cost of Goods & Services:

4.6 PRICE: *Please refer to Exhibit A. Pricing Proposal Form*

The pricing form should include a pricing schedule including fixed lump sum prices in a monthly or annually basis for each consulting and outsourcing service.

In addition, the firm should clearly describe all functions and/services included with the fixed prices and other information that might be relevant for the services. Please identify the services that TSC is requesting and the ones that are included additionally.

SIG's Response:

SIG is proposing the following pricing for TSC's **requested services**. Since information is limited as to the number and complexity of services and support that TSC needs, SIG highly recommends a discussion with TSC take place to refine the pricing listed below.

For the Developing Technology Solutions component SIG has broken out the assessment services by system with the interviews, data gathering, and analysis being conducted by a combination of SIG site management and SIG specialized consultants. The total range of costs for this portion of the requested services is \$95,000 to \$160,000.

For the Technology Implementation component, SIG is recommending a half-time project manager for up to 2.5 years for the implementation if the ERP system implementation is required. The other technology implementations will be managed by SIG on site management team. The total range for this component of the overall project is \$200,000 to \$375,000. ERP implementation services can be purchased from SIG if not procured from the selected ERP vendor.

On-going management of the technology environment at TSC, SIG has listed a monthly range of \$20,000 to \$25,000 for each for two FTE. The total monthly cost for an on-site technology director (CIO) and an on-site technical director is a range \$40,000 to \$50,000.

The total one-time costs range between \$295,000 and \$535,000. The onsite SIG management staff costs (2 FTE) are between \$40,000 and \$50,000 per month.

The table below provides a more detailed breakdown costs. SIG is pleased to work with TSC to determine the exact combination of services necessary to minimize costs and maximize project success.



Pricing for Requested Services				
Component	One time costs		Monthly	
	Low	High	Low	High
DEVELOPING TECHNOLOGY SOLUTIONS				
Tasks include:				
• Review current technology environment				
• Determine needs				
• Develop implementation plan				
• Run procurements- not identified by TC				
• Develop cost estimates				
Assessment services- SIG site management plus:	\$20,000	\$40,000		
Procurement services (as required):				
• ERP procurement	\$40,000	\$60,000		
• Library System procurement	\$10,000	\$20,000		
• Learning Management System procurement	\$10,000	\$20,000		
• Email procurement	SIG site management			
• Telephone procurement	\$15,000	\$20,000		
• Cloud services procurement	SIG site management			
• Infrastructure procurement	SIG site management			
• Other procurement	SIG site management			
TECHNOLOGY IMPLEMENTATION				
Tasks include:				
• Manage ERP implementation				
• Assist with purchasing and contracts				
• Manage data conversion for ERP				
• Test ERP				
• Test ERP interfaces				
• Coordinate/provide training				
• Develop manuals				
Implementation Project Mgmt & Services				
PM for ERP (for up to half time 2.5 years)	\$200,000	\$375,000		
PM for other projects	SIG site management			
ERP implementation services (\$160/hr. plus travel as required)				
ON-GOING MANAGEMENT OF TECHNOLOGY				
Tasks include:				
• Management				
• Reporting				
• Leadership and communication				
Lower cost is for relocation, higher cost includes travel expenses				



Pricing for Requested Services				
<u>Component</u>	<u>One time costs</u>		<u>Monthly</u>	
	<u>Low</u>	<u>High</u>	<u>Low</u>	<u>High</u>
SIG Chief Information Officer			\$20,000	\$25,000
SIG Technical Director			\$20,000	\$25,000
SIG Resource Consultant (\$160/hr. plus travel as required)				
	<u>One-time Costs</u>		<u>Monthly Costs</u>	
Totals	\$295,000	\$535,000	\$40,000	\$50,000



Exhibit A

PRICING PROPOSAL FORM

To: Chet Lewis
Vice President of Finance and Administration
Texas Southmost College District
Old Morgue
80 Fort Brown St.
Brownsville, Texas 78520

Note: Mark outside of envelope,

Proposal For: **“Information Technology Consulting and Outsourcing Services”**

I have received Addenda No. (s) 1 and Q&A Sheet No. 1, and I have included their provisions in my bid. I have examined both the documents and the site (if applicable).

In submitting this bid, I agree:

1. To hold price open for a period of ninety (90) days after the Proposal Opening date.
2. To enter into and execute a Contract with the Texas Southmost College, if awarded on the basis of the Proposal, and to furnish Bonds if required, in accordance with the owner's requirements and instructions.
3. To accomplish the work in accordance with the Statement of Work, Description of Services and other terms provided.

It is important for TSC to gain a reasonably clear understanding of the firm's total rates for the services described in this RFP. Firms should include as its pricing proposal form a document with a detailed pricing schedule for all services outlined in the description of services of this RFP. Interested firms should include all anticipated expenses and/or charges to be associated with these services.

The pricing proposal form should include a pricing schedule including fixed lump sum prices in a monthly or annually basis for each consulting and outsourcing service.

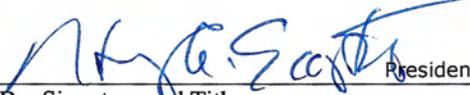
In addition, the firm should clearly describe all functions and/services included with the fixed prices and other information that might be relevant for the services. Please identify the services that TSC is requesting and the ones that are included additionally.

Exhibit A

In submitting this proposal, I certify that Henry A. Eimstad, Strata Information Group, Inc. (Name of Individual/Firm) has not been found guilty in a judicial or state administrative agency proceeding for unfair business practices within the year preceding the date of this statement.

I further certify that I, or any officer of Strata Information Group, Inc. (name of individual/firm), has not served within the past years as an officer of another company which has been found guilty in a judicial or state administrative agency proceeding of unfair business practice.

Respectfully submitted,


By: Signature and Title President

March 16, 2012
Date

Strata Information Group, Inc.
Firm

3935 Harney St., Suite 203
Address

San Diego
City

California 92110
State

619-296-0170
Phone Number

sig@sigcorp.com
Email address

Texas Southmost College
Request for Proposal (RFP) #TSC RFP12-07

Information Technology Consulting and Outsourcing Services



Exhibit B Execution of Offer

Tab 5

Exhibit B

EXECUTION OF OFFER

THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED AND RETURNED WITH PROPOSER'S PROPOSAL. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE PROPOSER'S PROPOSAL MAY RESULT IN THE REJECTION OF THE PROPOSAL.

- 2.1** By signature hereon, Proposer represents and warrants the following:
- 2.1.1 Proposer acknowledges and agrees that (1) this RFP/BID is a solicitation for a proposal and is not a contract or an offer to contract; (2) the submission of a proposal by Proposer in response to this RFP/BID will not create a contract between Texas Southmost College (TSC) and Proposer; (3) College has made no representation or warranty, written or oral, that one or more contracts with College will be awarded under this RFP; and (4) Proposer will bear, as its sole risk and responsibility, any cost arising from Proposer's preparation of a response to this RFP.
 - 2.1.2 Proposer is a reputable company that is lawfully and regularly engaged in providing the Services.
 - 2.1.3 Proposer has the necessary experience, knowledge, abilities, skills, and resources to perform the Services.
 - 2.1.4 Proposer is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances.
 - 2.1.5 Proposer understands (i) the requirements and specifications set forth in this RFP/BID and (ii) the terms and conditions set forth in the Agreement under which Proposer will be required to operate.
 - 2.1.6 If selected by TSC, Proposer will not delegate any of its duties or responsibilities under this RFP/BID or the Agreement to any sub-contractor, except as expressly provided in the Agreement.
 - 2.1.7 If selected by TSC, Proposer will maintain any insurance coverage as required by the Agreement during the term thereof.
 - 2.1.8 All statements, information and representations prepared and submitted in response to this RFP/BID are current, complete, true and accurate. Proposer acknowledges that College will rely on such statements, information and representations in selecting the Contractor. If selected by the College, Proposer will notify College immediately of any material change in any matters with regard to which Proposer has made a statement or representation or provided information.
 - 2.1.9 PROPOSER WILL DEFEND WITH COUNSEL APPROVED BY TSC, INDEMNIFY, AND HOLD HARMLESS, THE COLLEGE, THE STATE OF TEXAS, AND ALL OF THEIR REGENTS, OFFICERS, AGENTS AND EMPLOYEES, FROM AND AGAINST ALL ACTIONS, SUITS, DEMANDS, COSTS, DAMAGES, LIABILITIES AND OTHER CLAIMS OF ANY NATURE, KIND OR DESCRIPTION, INCLUDING REASONABLE ATTORNEYS' FEES INCURRED IN INVESTIGATING, DEFENDING OR SETTLING ANY OF THE FOREGOING, ARISING OUT OF, CONNECTED WITH, OR RESULTING FROM ANY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OF PROPOSER OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF PROPOSER IN THE EXECUTION OR PERFORMANCE OF ANY CONTRACT OR AGREEMENT RESULTING FROM THIS RFP.
 - 2.1.10 Pursuant to Sections 2107.008 and 2252.903, *Government Code*, any payments owing to Proposer under any contract or agreement resulting from this RFP/BID may be applied directly to any debt or delinquency that Proposer owes the State of Texas or any agency of the State of Texas regardless of when it arises, until such debt or delinquency is paid in full.
- 2.2** By signature hereon, Proposer offers and agrees to furnish the Services to College and comply with all terms, conditions, requirements and specifications set forth in this RFP.
- 2.3** By signature hereon, Proposer affirms that it has not given or offered to give, nor does Proposer intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with its submitted proposal. Failure to sign this Execution of Offer, or signing with a false statement, may void the submitted proposal or any resulting contracts, and the Proposer may be removed from all proposal lists.
- 2.4** By signature hereon, Proposer certifies that it is not currently delinquent in the payment of any taxes due under Chapter 171, *Tax Code*, or that Proposer is exempt from the payment of those taxes, or that Proposer is an out-of-state taxable entity that is not subject to those taxes, whichever is applicable. A false certification will be deemed a material breach of any resulting contract or agreement and, at University's option, may result in termination of any resulting contract or agreement.
- 2.5** By signature hereon, Proposer hereby certifies that neither Proposer nor any firm, corporation, partnership or institution represented by Proposer, or anyone acting for such firm, corporation or institution, has violated the antitrust laws of the State of Texas, codified in Section 15.01, et seq., *Business and Commerce Code*, or the Federal antitrust laws, nor communicated directly or indirectly the proposal made to any competitor or any other person engaged in such line of business.

Exhibit B

- 2.6** By signature hereon, Proposer certifies that the individual signing this document and the documents made a part of this RFP, is authorized to sign such documents on behalf of Proposer and to bind Proposer under any agreements and other contractual arrangements that may result from the submission of Proposer's proposal.
- 2.7** By signature hereon, Proposer certifies as follows:
"Under Section 231.006, *Family Code*, relating to child support, Proposer certifies that the individual or business entity named in the Proposer's proposal is not ineligible to receive the specified contract award and acknowledges that any agreements or other contractual arrangements resulting from this RFP/BID may be terminated if this certification is inaccurate."
- 2.8** By signature hereon, Proposer certifies that (i) no relationship, whether by blood, marriage, business association, capital funding agreement or by any other such kinship or connection exists between the owner of any Proposer that is a sole proprietorship, the officers, or directors of any Proposer that is a corporation, the partners of any Proposer that is a partnership, the joint venturers of any Proposer that is a joint venture or the members or managers of any Proposer that is a limited liability company, on one hand, and an employee of any component of the College, on the other hand, other than the relationships which have been previously disclosed to College in writing and (ii) Proposer has not been an employee of any component institution of TSC within the immediate twelve (12) months prior to the Submittal Deadline. All disclosures by Proposer in connection with this certification will be subject to administrative review and approval before College enters into a contract or agreement with Proposer.
- 2.9** By signature hereon, Proposer certifies that in accordance with Section 2155.004, *Government Code*, no compensation has been received for its participation in the preparation of the requirements or specifications for this RFP. In addition, Proposer certifies that an award of a contract to Proposer will not violate Section 2155.006, *Government Code*, prohibiting College from entering into a contract that involves financial participation by a person who, during the previous five years, has been convicted of violating federal law or assessed a penalty in a federal civil or administrative enforcement action in connection with a contract awarded by the federal government for relief, recovery, or reconstruction efforts as a result of Hurricane Rita, Hurricane Katrina, or any other disaster occurring after September 24, 2005. Pursuant to Sections 2155.004 and 2155.006, *Government Code*, Proposer certifies that Proposer is not ineligible to receive the award of or payments under the Agreement and acknowledges that the Agreement may be terminated and payment withheld if these certifications are inaccurate.
- 2.10** By signature hereon, Proposer certifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.
- 2.11** By signature hereon, Proposer represents and warrants that all products and services offered to College in response to this RFP/BID meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and the *Texas Hazard Communication Act*, Chapter 502, *Health and Safety Code*, and all related regulations in effect or proposed as of the date of this RFP.
- 2.12** Proposer will and has disclosed, as part of its proposal, any exceptions to the certifications stated in this Execution of Offer. All such disclosures will be subject to administrative review and approval prior to the time College makes an award or enters into any contract or agreement with Proposer.
- 2.13** **Proposer should complete the following information:**
If Proposer is a Corporation, then State of Incorporation: California
If Proposer is a Corporation then Proposer's Corporate Charter Number: C1554070
RFP/BID No.: TSC RFP 12-07

Exhibit B

NOTICE: WITH FEW EXCEPTIONS, INDIVIDUALS ARE ENTITLED ON REQUEST TO BE INFORMED ABOUT THE INFORMATION THAT GOVERNMENTAL BODIES OF THE STATE OF TEXAS COLLECT ABOUT SUCH INDIVIDUALS. UNDER SECTIONS 552.021 AND 552.023, GOVERNMENT CODE, INDIVIDUALS ARE ENTITLED TO RECEIVE AND REVIEW SUCH INFORMATION. UNDER SECTION 559.004, GOVERNMENT CODE, INDIVIDUALS ARE ENTITLED TO HAVE GOVERNMENTAL BODIES OF THE STATE OF TEXAS CORRECT INFORMATION ABOUT SUCH INDIVIDUALS THAT IS INCORRECT.

Submitted and Certified By:

Strata Information Group, Inc.

(Proposer Institution's Name)



(Signature of Duly Authorized Representative)

Henry A. Eimstad, President

(Printed Name/Title)

March 16, 2012

(Date Signed)

3935 Harney St., Suite 203

(Proposer's Street Address)

San Diego, CA 92110

(City, State, Zip Code)

619-296-0170

(Telephone Number)

619-296-0171

(FAX Number)

Texas Southmost College
Request for Proposal (RFP) #TSC RFP12-07

Information Technology Consulting and Outsourcing Services



SIG References

Tab 6

SIG's Client References

Below are client references for which SIG has provided ongoing technology management, IT assessment, procurement, and implementation services.

Client	McHenry County College (Illinois)
Contact Person	Dr. Vicky Smith, President
Contact Phone Number	815-455-8725 FAX: 815-479-7821
Address/URL	8900 US Hwy 14, Crystal Lake, IL 60012 http://www.mchenry.edu/
Email	vsmith@mchenry.edu
Description of Services	<ul style="list-style-type: none"> • On-site IT Management • Project Management • ERP system acquisition • ERP project services
Service Dates	Initiated in April 2010 and remains active

Client	Grossmont-Cuyamaca Community College District (California)
Contact Person	Ms. Sue Rearic, Vice Chancellor Business Services
Contact Phone Number	619-644-7576
Address/URL	8800 Grossmont College Dr., El Cajon, CA 92020 http://www.gcccd.edu/
Email	sue.rearic@gcccd.edu
Description of Services	<ul style="list-style-type: none"> • IT management • System acquisitions <ul style="list-style-type: none"> ◦ ERP system ◦ Telephone system ◦ Learning management system ◦ Library system • Project management • Business process analysis for enrollment, purchasing, budget development, payroll, and financial aid
Service Dates	Initiated in August 1993 and remains active



Client	St. Mary's University (Texas)
Contact Person	Ms. Rebeckah Day, Vice President of Finance and Administration
Contact Phone Number	210-436-3727 - FAX: 210-431-2216
Address/URL	One Camino, Santa Maria St., San Antonio, TX 78228 http://www.stmarytx.edu/
Email	rday@stmarytx.edu
Description of Services	<ul style="list-style-type: none"> • Information technology assessment • ERP system acquisition • ERP project management • ERP system implementation • Banner® Document Management Suite (BDMS) consulting • Banner® functional/technical consulting • Banner® Student, Finance, Financial Aid and HR/Payroll training • Implementation of portal and imaging solutions • Database and Systems Administration (DBA services) • DegreeWorks® consulting • Strategic planning • Business process analysis
Service Dates	Initiated in November, 2005 and remains active

Client	San Mateo Community College District (California)
Contact Person	Mr. Ron Galatolo, Chancellor
Contact Phone Number	650-574-6550
Address/URL	3401 CSM Drive, San Mateo, CA 94402 http://www.smccd.edu/accounts/smccd/
Email	galatolo@smccd.edu
Description of Services	<ul style="list-style-type: none"> • Onsite Chief Information Officer • IT infrastructure management • System acquisitions <ul style="list-style-type: none"> ○ ERP system ○ Telephone system ○ Learning management system ○ Library system • Organizational and operational reviews • Banner® functional/technical consulting • Management of network equipment and infrastructure • DegreeWorks® consulting • Strategic planning
Service Dates	Initiated in April 1989 and remains active



Client	Ohlone College (California)
Contact Person	Mr. Bruce Griffin, Associate Vice President, Information Technology
Contact Phone Number	510- 659-6514
Address/URL	43600 Mission Blvd, Fremont, CA 94539 http://www.ohlone.edu/
Email	bgriffin@ohlone.edu
Description of Services	<ul style="list-style-type: none"> • IT management • Project management • Datatel Colleague® post-implementation review and assessment for Finance, Human Resources, Student, Financial Aid, and WebAdvisor • Datatel Colleague® functional/technical consulting for Student and Financial Aid
Service Dates	Initiated in December 2007 through June 2009



Texas Southmost College
Request for Proposal (RFP) #TSC RFP12-07

Information Technology Consulting and Outsourcing Services



Client Lists

Tab 7

SIG Client Lists

Technology Management Services

- Aims Community College, Colorado
- Antelope Valley College, California
- California School of Professional Psychology (now Alliant University), California
- Chaffey College, California
- Clackamas College, Oregon
- Grossmont-Cuyamaca Community College District, California
- Imperial Valley College, California
- Irvine Valley College, California
- McHenry County College, Illinois
- Mt. San Antonio College, California
- Ohlone College, California
- Palomar College, California
- Rio Hondo College, California
- Sam Houston State University, Texas
- San Mateo County Community College District, California
- Sierra College, California
- Southwestern College, California
- **St Mary's University, Texas**
- Triton College
- Umpqua Community College, Oregon
- Ventura County Community College District, California
- Victor Valley Community College District
- Ball State University, Indiana
- City College of San Francisco, California
- Los Angeles Community College District
- Santa Fe Community College, New Mexico
- West Valley Mission Community College District, California
- Palo Verde College, California
- Contra Costa Community College District (California)
- Copper Mountain Community College, California
- Cuesta College, California
- Davenport University (Michigan)
- Drew University, New Jersey
- Eastern Washington University, Washington
- Florida Gateway College
- Foothill-DeAnza Community College District, California
- Framingham State University (Massachusetts)
- Friends University (Kansas)
- Goucher College, Maryland
- Grambling State University (Louisiana)
- Grossmont-Cuyamaca Community College District, California
- Harrisburg Area CC
- Harvard Business School, Massachusetts
- Harvard Law School, Massachusetts
- Imperial Valley College, California
- Ithaca College, New York
- Jefferson College (Missouri)
- Johnson & Wales University, Rhode Island
- Lake Tahoe Community College, California
- Lane Community College, Oregon
- Laureate Education Inc., Maryland
- Los Angeles Community College District, California
- Loyola Marymount University (California)
- Manhattanville College (New York)
- McHenry County College, Illinois
- Mendocino College, California
- Mt. San Antonio College, California
- Napa College, California
- Nassau Community College (New York)
- New York Institute of Technology
- Oakland University, California
- Oregon State University
- Palo Verde College, California
- Palomar College
- Pasadena City College, California
- Portland State University, Oregon
- Rio Hondo Community College, Texas
- Riverside Community College District, California
- San Diego Community College District
- San Jose Evergreen CCD
- San Mateo County Community College District, California
- Santa Barbara City College
- Seton Hall University, New Jersey
- Sierra College, California
- Sierra Nevada College, Nevada

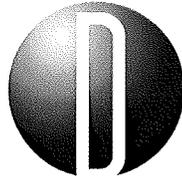
IT Assessment, Procurement, and Implementation Clients

- Aims Community College
- Allan Hancock College, California
- Brandman University, California
- Central Arizona College, Arizona
- Chabot-Las Positas Community College District, California
- Clatsop Community College, Oregon
- Coast Community College District, California
- College of Marin, California
- College of Sequoias, California
- College of the Desert, California
- College of the Redwoods, California
- College of Western Idaho
- CollegeAmerica Services, Nevada
- Columbia College



-
- Solano Community College, California
 - South Texas College of Law, Texas
 - Southwest Tennessee Community College
 - Southwestern College, California
 - **St Mary's University, Texas**
 - St. Edwards University
 - Triton College, Illinois
 - Umpqua Community College, Oregon
 - University of Dallas
 - University of Memphis (Tennessee)
 - University of North Carolina- Charlotte
 - University of Southern Nevada
 - University of the Incarnate Word, Texas
 - University of the Pacific, McGeorge School of Law, California
 - Ventura County Community College District, California
 - Victoria College, Texas
 - West Valley-Mission Community College District, California
 - Yavapai Community College, Arizona





Dynamic Campus

March 20, 2012

Mr. Chet Lewis
Vice President of Finance and Administration
Texas Southmost College
Old Morgue
80 Fort Brown
Brownsville, TX 78520

Re: Response to Request for Proposal No.: TSC RFP 12-07

Dear Mr. Lewis,

Dynamic Campus is pleased to provide our response to Texas Southmost College's (TSC) – TSC RFP 12-07 for Information Technology Consulting and Outsourcing Services. We are a technology services company exclusively focused on higher education and are headquartered in Austin, TX. Dynamic Campus has extensive experience in providing leadership, management and support of information systems.

We are the leading provider of managed information technology services to over sixty (60) clients. Dynamic Campus provides critical technology vision, leadership and execution across a diverse set of complex universities and colleges. Dynamic Campus effectively manages essential administrative solutions, academic solutions, reporting solutions and all underlying infrastructure components for its clients partners.

Dynamic Campus serves its clients by exceeding expectations and providing the highest quality service at a superb value. We place the highest value on our relationships with our clients. Our clients view Dynamic Campus as a partner in meeting their business objectives through the use of technology related services. We show our clients our appreciation by providing outstanding service and delivery. Our commitment to our client partners is reflected through honest, ethical, and responsible business practices.

Dynamic Campus is uniquely qualified to partner with Texas Southmost College for Information Technology Consulting and Outsourcing Services. Dynamic Campus' qualifications and recommendations are described in our attached RFP response.

We believe there are many compelling reasons for Texas Southmost College to partner with Dynamic Campus for technology management and leadership including:

- Dynamic Campus brings a **visionary perspective to the application of technology to transform** the way higher education does business and serves students.
- Our number one focus and goal is **guaranteed customer satisfaction** at all costs.
- Our client **references are second-to-none** because we deliver results and client satisfaction. We **publish our complete client list.**
- Our approach is not a simple replacement of current services, but rather a new approach with *On-Demand Services* (as required) to **deliver the results you expect** from a technology partner. This ensures that Texas Southmost College **only pays for the services and staffing they need.**
- The Dynamic Campus team serving Texas Southmost College **will become part of the College and the greater Brownsville community.**
- We are 100% vendor independent; we do not develop or own any software so our interests and recommendations are **100% aligned with Texas Southmost College's best interests.**
- **Texas Southmost College** will have **direct access** to all of our executive team and not a heavily layered organizational bureaucracy.
- Dynamic Campus **conducts business on a fixed fee basis and guarantees delivery of all elements of the Scope of Work.**
- Dynamic Campus will succeed. Every client matters to us. **Texas Southmost College won't be just a number. The College will have the full attention of the entire Dynamic Campus team.**

Dynamic Campus specializes in providing tailored managed services exclusively to higher education. Our solutions fit the specific needs of Texas Southmost College and don't require Texas Southmost College to fit their needs into some pre-defined inflexible business model. Our practice is to offer vendor independent services so we are 100% aligned with your interests. We choose to help clients devise effective plans and strategies to deploy technology and solutions that best fit each of their unique needs.

Just as your personnel are key to your success, so is our professional staff. Dynamic Campus is fortunate to have some of the sharpest minds serving the higher education marketplace. Our team at Dynamic Campus brings a unique set of background, skills and collective experiences that span well over 200+ years in the higher education technology marketplace. All of our team members have worked for the leading solution vendors serving higher education. In addition, many have worked for institutions, giving us a strong foundation for the success of our firm and that of our clients.

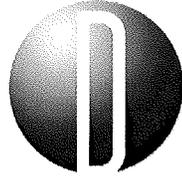
Finally, the true testament of our Dynamic Campus is what our clients say about us, our services, and our people. Talking to our clients about their experience working with Dynamic Campus and how our services compare to other firms will highlight the true strengths of our firm.

Mr. Lewis, thank you for your consideration of our response to the Texas Southmost College RFP. We look forward to a positive decision and to meeting with you soon.

Sincerely,



Michael L. Glubke
President/CEO



Dynamic Campus

Results Delivered

Response To
Texas Southmost College
Information Technology Consulting and Outsourcing
Services

No.: TSC RFP 12-07



TEXAS SOUTHMOST COLLEGE

March 20, 2012

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Introduction

Texas Southmost College (TSC) plans to separate from the University of Texas-Brownsville (UTB) in advance of the fall semester of the 2013-2014 academic year. The re-establishment of TSC offers the opportunity to use technology innovatively to support teaching and learning as well as enrollment and business services. By taking advantage of the capabilities offered by proven information technology solutions, the College can fulfill its mission to provide accessible, affordable, post-secondary education of high quality and to present programs of workforce training and continuing education, public service, and cultural value.

Dynamic Campus Solutions, Inc. (DCS) was born from the realization that higher education needed a technology advocate who would keep the best interest of the college in mind at all times, the executive team at DCS created a technology firm that does just that. DCS leads our clients through a transformation of the business of higher education by leveraging the key toolset known as Information Technology. From the early days of assisting colleges and universities in their selection of new technology products and services and negotiating contracts that protected the institution to the present of providing not only those services, but comprehensive technology consulting and outsourcing, DCS still maintains its focus on client satisfaction.

DCS' responses below are organized and titled in the order of the required proposal responses as defined in the RFP.

RFP Section 2 – Proposal Requirements

Part One - Services to TSC

All of our executive staff and management team each have experience on both the vendor and the college side of technology. We have a first-hand understanding of the unique processes of higher education as well as comprehensive experience in the strategies of the technology vendors. The DCS team will blend into the fabric of TSC and work closely and in concert with the user community to ensure success and defined outcomes. DCS will provide management of all technology selection and implementation and ongoing technical support so that data and process operations are performed in the most effective and efficient manner. The DCS team prides itself in thoroughly understanding the business office functions in order to optimize system utilization by staff and administration.

The provision of information technology services to TSC students, faculty and staff is a major challenge that must be met in order for TSC to separate from UTB.

The minimum essential information technology solutions include:

- Network infrastructure and services to provide for the delivery of voice, data and video services.
- Administrative applications to support enrollment and business service transactions.
- Business intelligence applications to support decision making and institutional effectiveness, efficiency and public accountability.
- Web services to deliver information to prospective students and the community.
- Library services capable of supporting teaching and learning.
- Learning management systems (LMS) to support technology mediated instruction, distance learning, and professional development.
- User support services to deliver virtual and on-campus help and assistance.
- Secure provision of services.

The ERP software needs scenario will depend on whether there is a way to leverage the current investment in the shared Datatel environment with UTB. If the plan is the leverage the current Datatel ERP, DCS will proceed with the necessary resources to manage through the logistics and licensing. Should the decision be to query the market for higher education ERP solutions other than just Datatel, DCS will begin its engagement developing an RFP for a new ERP system and continue through RFP response review, demos, interviews, selection, and negotiation on behalf of TSC.

Part Two - Project Team and Management Expertise

Dynamic Campus Overview

Dynamic Campus Solutions, Inc., doing business as Dynamic Campus (DCS) is a California corporation established in 2002. The Federal Employer Tax Identification number is (EIN): 20-2903771. The main facility from which DCS operates is located at 2806 Flintrock Trace, Suite A205, Austin, TX 78738. DCS employees about 100 professionals and had revenues of \$7M in calendar year 2011. DCS expects revenues in 2012 to increase to \$10M.

The DCS team of experts that include the Chief Information Officers (CIO), project managers, technical and functional ERP resources, and other technical database and infrastructure staff described below understand DCS' commitment to results and exceptional customer satisfaction. DCS has a proven track record highlighted in some of the achievements noted after the biographies. Serving and delivering results to over 60 higher education institutions, DCS has never failed. From portal projects delivered as part of our outsourcing partnerships to ERP implementation and/or re-engineering to business intelligence solutions

delivering point-in-time key performance indicators (KPI), DCS exceeds the expectations of its clients and delivers all results on-time and within budget. Our streamlined organization and detailed leadership and project management skills ensure timely outcomes. The results and outcomes that DCS will propose will not exceed our fixed fee pricing of the defined scope of services. TSC will never be surprised by additional fees related to hours, resources, or travel expenses.

At DCS, we strive to hire individuals that have direct on-campus experience coupled with vendor and other service provider experience. We also firmly believe in assigning the right person for each task. Our team has a wide variety of skills in order meet a wide variety of needs on a client's campus. The key to our success has been our emphasis on the transformation of the business of higher education through effective use of information technology as a strategic tool and key differentiator. DCS staff each come with a dedication to higher education and nearly all of the staff have direct on-campus experience combined with working for one or more of the major solution vendors or service providers, prior to joining DCS. Each member of the DCS team brings a unique background and experience with information technology solutions available within the industry. Consistent across all DCS staff is a commitment to excellence in service delivery and a focus on augmenting the educational environment for an enhanced student experience.

DCS is fortunate to have some of the sharpest minds serving the higher education marketplace. Our team at DCS brings a unique set of background, skills and collective experiences that span well over 200+ years in the Higher Education Technology marketplace. All of our team members have worked for the leading solution vendors serving higher education, plus many have worked for institutions, giving us a strong foundation for the success of our firm and that of our clients. Having served numerous 2-year colleges, DCS understands the needs of TSC. We know higher education IT Services, and we are uniquely experienced in the challenges that face TSC and most specifically the pressing SACS Accreditation timeline. Our team will be made up of staff skills as described in the biographies below.

Sample Biographies of the Dynamic Campus Team

Mike Glubke is the President and CEO of DCS. Prior to founding DCS, Mike served as Vice President at Jenzabar a leading administrative software firm dedicated to the higher education marketplace serving the needs of over 700 colleges and universities across the country. While serving as Vice President at Jenzabar, Mike led the consolidation of two divisions, sales and marketing, following the acquisition of four independent technology companies (CARS Information Systems, Quodata, CMD5, Campus America). Prior to Jenzabar, Mike filled various executive roles as a corporate officer while at CARS Information Systems where he was responsible for leading the product development, product marketing and sales divisions. Mike has held various technology related positions while employed at Kalamazoo College, Wayne State University, and Kalamazoo Valley Community College. Mike received his BS in Computer Science from Western Michigan University.

Joe Redwine is the Executive Vice President of DCS. Joe oversees all company operational activities to include human resources, recruiting, sales, and client delivery. Prior to joining the executive management team of DCS, Joe led the national network services division of Collegis where he was responsible for new client start-up technical directors, the professional services staff for new and existing accounts, the corporate information technology infrastructure and telecommunications, the network operations center, managed hosting services, disaster recovery, security planning activities, and business development support. Until his retirement in 2008, Joe's military career included serving in the United States Air Force and the Florida Air National Guard where he retired in the rank of Lieutenant Colonel. Joe received his MBA from the University of Phoenix and his BS in Electrical Engineering from Oklahoma University.

Richard Middaugh is a Senior Vice President at DCS. He has personally helped find and implement technology solutions across a wide spectrum of over 30 higher education institutions. Richard architected and deployed technology solutions at Lake Forest College and Kalamazoo College and has also brought value

to colleges by helping them obtain information technology cost savings by successfully negotiating with technology vendors serving Pomona College and the University of Tampa. For the City College of San Francisco, he brought a broad vision of how technology can increase the effectiveness of how our clients can more efficiently serve their students. Richard designed a state-wide longitudinal data system for the Governor's P-16 Council of New Hampshire and a state-wide IPEDS reporting system and Cognos business intelligence solution for the Board of Higher Education for the Commonwealth of Massachusetts. As a former CIO at Daytona Beach Community College, Richard brings the requisite on campus experience to DCS clients. Richard holds an MA in Education and a BA in Psychology from the University of South Florida.

Jody Glubke has a diverse background in higher education and is currently the Vice President of Marketing and Communications at DCS. Prior to DCS, Jody served as an Account Executive for Jenzabar then again for SCT. Jody's rich background in higher education includes various positions in the areas of faculty recruitment and training and enrollment management at the University of Phoenix. She also has hands-on campus experience in student services, special programs and academic advisement at Phoenix College in Arizona. Jody brings a strong understanding of the uniqueness of each college campus and a knowledge of the challenges facing campuses today. Jody holds a BA in Communications from the University of Southern California where she worked in the Alumni Relations and Development office while she was a student there.

Bill Booth is Vice President of Client Development for Dynamic Campus and is responsible for securing new clients. Bill also works with current clients in recommending new services and ensuring client satisfaction and tenure. Bill has over ten years' experience in higher education. Prior to joining Dynamic Campus, Bill served as Director of Client Development for the Continuing Education Division of Valencia College, Orlando, FL. Additionally, Bill's assignments have been focused on the sale and management of technology in higher education and the financial services sector. Bill holds a BA degree in Psychology from Roanoke College, and an MS Degree in The Technology of Management from American University.

Andrea Savas is the Vice President of Professional Services. Prior to joining the leadership team at DCS, Andrea served as the Director of Student Services for Rasmussen College where she led the team for all student support services, including student retention. Andrea also served as the Director at User Services for Collegis where she developed and deployed the Central Help Desk services for the Collegis client base. Prior to Collegis, Andrea was employed by the University of Central Florida for 12 years filling the role of the User Services Manager. Andrea received her BS in Vocational Education and Industry Training from the University of Central Florida.

Elliot Kimbrough is a CIO for DCS and brings over 16 years of experience in higher education technology support to the team. Elliot is a proven technology leader with broad experience including senior level consulting, business process development, full life cycle project management, and deploying state of the art technology solutions. He has a strong history of success developing and implementing complete infrastructure upgrades, developing and managing staff, and deployment of ERP solutions. He has a notable record of success in deploying secure and compliant IT solutions related to HIPPA and FERPA and PCI regulations. Prior to joining the DCS, Elliot was with SunGard Higher Education where he serviced as CIO at numerous colleges, Enterprise Application Director at Prairie View A&M, and Technical Team Leader at Tulane. As CIO, Elliot was responsible for developing transition strategies for new client accounts as well as resolving management and operational issues for existing clients. His duties included assessing technology, staff and infrastructure to optimize IT operations within the assigned budget and staffing parameters; creating technology solutions to support strategic and tactical plans; creating technology deployment strategies. Elliot received a BS in Business Administration/Computer Science from Limestone College and an MBA in Technology Management from the University of Phoenix.

Valerie Mead, Ph.D. is a Senior Analyst for DCS. With over 20-years in higher education, Valerie's experience includes both on-campus and corporate experience. Valerie came to DCS after working for SunGard Higher Education as a principal solution consultant. Valerie has extensive knowledge of ERP solutions and her rich

background in higher education and technology along with her commitment to customer satisfaction brings tremendous value to our clients. Valerie's on campus experiences include the role of Registrar at Trinity University, Regis University, and Associate Registrar at the University of Northern Colorado. Valerie holds a PhD in College Student Personnel Administration from the University of Northern Colorado, an MS degree in Professional-Scientific Psychology from Utah State University and a BS in Psychology from Colorado State University. Her professional recognitions include serving as Vice President for Registration, Records & Information Technology for the American Association of Collegiate Registrars and Admissions Officers. Valerie was presented a Distinguished Service award by AACRAO and served as a member of the Datatel Student System Advisory Board.

John Tran is DCS' Network Services Director. John has 20 years combined experience in Technical Assessments, integration, and implementation; Project Management; Hosting Operations; Network and Systems Integration; and Satellite Communications. As a Technical Director with SunGard Higher Education, he successfully managed the entire business unit network and hosting operation with one million dollars annual operating budget. He also served as the infrastructure lead on ERP implementations, hosting, and operational management. Prior to SunGard, he was a technical integration lead for General Dynamics. In this role, he oversaw the integration of intelligence modules and other Defense Alliance components in intelligence simulation systems to support training of Army commanders and their staffs. He received his BS in Computer Science from State University of New York at Plattsburgh and his MBA with project management concentration from Colorado Technical University.

Robin Gennell is the Director of Shared Services for DCS. Robin has extensive experience in client support services in the higher education sector. Prior to joining DCS, Robin was the Director of Business Applications at Rasmussen College where she oversaw application design, data migration and integration projects. Major projects that Robin has managed include the Student Information System (SIS) evaluation and selection project, development and maintenance of the online enrollment application, and resources and governance for their CRM application. During this time, Robin also served as the account manager and senior business analyst for Deltakedu; managing their technology project portfolio and management and delivery of their CRM technology initiatives. Prior to that role, Robin was the Director of Support Services where she implemented and managed their 24/7 technical support desk, online LMS, and their online student services teams. Robin received her BA in Interdisciplinary Studies in Behavioral Sciences, Public Affairs and Leadership from the University of Central Florida.

Diane Horner is the Senior ERP Specialist for Professional Services. Diane has over 15 years of higher education experience serving as an Associate Director of Financial Aid and an ERP Financial Aid specialist. Her background includes the oversight of centralizing financial aid operations for a 13-campus college while serving as the ERP implementation co-chair. Diane's knowledgebase crosses various ERP applications and modules and includes background with additional products such as DegreeWorks, Schedule 25, Workflow products, SQL Developer, and BI Tools. Prior to joining DCS, Diane served as the Enterprise Solutions ERP Analyst for Spelman College where in addition to multiple ERP responsibilities, she served as the point person for all new third party project implementations. Prior to Spelman, Diane served as a User Liaison for SunGard Higher Education for nine years. During this time, she was responsible for leading multiple ERP Financial Aid upgrades and participated in many third party application implementations. Diane received her AS in Information Technology from the University of Phoenix in 2010 and will complete her BS in Information Technology in early 2013.

Dan Bonine serves as a Senior Technical and Functional Applications Analyst at DCS with in-depth knowledge of Human Resources. Prior to joining DCS, Dan served as the National Director of Application Services for SunGard Higher Education where he was responsible for the management and oversight of a large team of project managers, functional and technical consultants, programmers and database administrators supporting higher education enterprise resource planning systems such as Banner, Colleague, and PeopleSoft. Dan also served as an ERP subject matter expert on all business development activities. Dan's

experience includes several startup and full time CIO roles in diverse higher education environments. Dan received his M.B.A. from William Woods University and his BS in Computer Information and his B.A. in Math from Columbia College.

Don Sullivan serves as a Senior Colleague Analyst and has 12 years of experience working with Datatel Colleague System Implementations, Assessments, Data Integration, and Application Development; Project Management; Data Warehouse Planning and Implementation; and Management of Web Hosting environments. As the Director of Application Services at Seattle University with SunGard Higher Education, Don successfully implemented an enterprise Content Management System, an enterprise Data Warehouse, a Student Portal, managed the Datatel Colleague implementation and Web hosting infrastructure and several ancillary systems. Prior to SunGard, Don was a Senior Programmer Analyst with Collegis and Duquesne University. Outside of higher education, Don served honorably for 7 years in the United States Marine Corps. Don received his B.S. in Computer Science from the University of Pittsburgh.

Relevant Recent Experience of the Firm

Melding into the fabric of the campus IT team and providing some additional resources is the essence of our objectives at **Northcentral Technical College** in Wisconsin. The IT to-do list was growing and Northcentral needed more hands on deck to stay ahead of the ever increasing demand for expanding the current capabilities of various technology solutions including the administrative solution, web services, executive reporting, data warehousing and learning management solutions. This multi-year partnership ensures the college will keep pace with the student, faculty and administration demands.

The WILM Consortium in Wisconsin sought DCS' IT Outsourcing services to manage its complex data center, provide 24x7 help desk support services, maintain its PeopleSoft administrative computing system and assume the CIO leadership responsibilities. The consortium is comprised of three technical colleges (Wisconsin Indianhead Technical College, Mid-State Technical College, Lakeshore Technical College) geographically dispersed throughout the State of Wisconsin. Our CIO leadership role encompasses all three institutions. That individual is responsible for creating a strategic plan to maintain WILM's leading edge role within the state.

Hawkeye Community College in Waterloo, Iowa found that its installation of their Datatel Colleague administrative solution needed a boost. On short notice, we provided the needed expertise to manage the project and put the implementation back on the tracks. We are now working with them to wrap up all loose ends and ensure full utilization of the Colleague product. At present, we are focused on developing a Computer Information Services team for Hawkeye to augment their existing staff and planning a move to achieve independence from the administrative computing consortium. This migration to in house services provided under the leadership and direction of DCS includes the design of a new data center, reconfiguring communications, and migrating Datatel from the old Unidata database to Microsoft SQL Server.

Manhattanville College in Purchase, NY had reached a point where IT management, process, and workflow improvements were required in order to increase technology services and efficiencies driving the teaching and learning core competency of the College. Manhattanville College partnered with DCS for IT Outsourcing to meet their strategic IT goals. Manhattanville College's leadership considered multiple options, but determined that DCS' focus on higher education and customer service coupled with specific expertise in IT leadership was the College's formula for success.

The **University of Mary** in Bismarck, ND has seen growth in recent years that necessitated improvements in business practices as well as Information Technology services to students, faculty and staff. The university decided to partner with DCS for IT Outsourcing to meet their strategic IT goals. University of Mary's administration examined several options to address these needs but was most impressed with the DCS team's leadership capabilities, their attention to detail and the breadth of their knowledge and experience.

Part Three - Project Execution

In addition to the major tasks outlined above, DCS will define the strategic use of technology and governance of technology for TSC. The key ingredients include the development of:

- Strategic plan for information technology.
- Capital plan for the acquisition of technology.
- Governance structure for information technology. Committees often included in such a structure include:
 - Strategic Information Technology Committee to approve the enterprise IT vision and overall IT budget, set priorities, endorse policies, and address enterprise-wide issues such as Federal and State regulations, intellectual property, copyright law and best practices.
 - Information Technology Policy Committee charged with developing policies governing appropriate use, access, security and privacy.
 - Technology Standards Committee to develop and approve IT architecture/infrastructure and recommend policies, procedures, guidelines, and standards used to achieve technical integration, standardization and security. This committee focuses the application of tools to provide security and privacy.
 - Teaching and Learning Committee to explore methods of integrating technology into the teaching and learning process and make recommendations for the investment in technology for teaching and learning. This committee provides a forum for faculty and academic administrators to share ideas and address concerns related to the integration of technology into instruction and assessment.
 - Enterprise Applications Committee to guide the use of enterprise administrative systems and recommend policies governing use.
 - Data Stewards Committee to define ownership and standards of information utilized for reporting, business intelligence, financial and administrative needs, and educational instruction needs.
- Annual Plan for technology.
- Project Plans specifying outcomes and responsibilities for technology initiatives.
- Training Plans to develop skills in the use of technology among faculty and staff.

The outcomes from the governance structure described above generate the need to define and execute a project. Project definition and management requires a careful, thoughtful, and methodical approach that begins with understanding the requirements, defining the scope, developing a plan, and executing the plan.

Project Analysis and Definition

DCS' services include feasibility and cost benefit studies for all enterprise software and hardware systems and solutions. These studies will include local versus cloud-based solutions. Several factors should drive technology selection such as:

- Functional Fit - software must fit the business needs of TSC. All selected solutions must improve the effectiveness of college services.
- Usability Fit - learning to use new software should build on the current knowledge of users.
- Compliance Management Fit - software must be capable of meeting the reporting requirements of TSC. In addition, it must be compliant with State and Federal standards and regulatory requirements.
- Technical Fit - new software should leverage TSC's current technology investment to a maximum extent and not require the replacement of already deployed technology.
- Deployment Model Fit – any solution or software implementation should serve as a catalyst to make college operations more efficient through the streamlining of services and the empowerment of staff through training directed at the specific needs of TSC.

Project Management and Execution

DCS provides project management leadership for all project engagements. Projects are led by a project manager, and project teams are made up of onsite personnel as well as DCS On-Demand personnel. The project manager will guide the project team and will be responsible for the coordination of all areas of project implementations including planning, consensus building, scheduling of installation of hardware, consultants, technology and other resources. DCS' project manager will act as the liaison between implementation teams and onsite functional and technical staff, ensuring that TSC's business needs and objectives as expected by the respective governance group are effectively integrated into the use and functionality of the new solutions.

Part Four - Cost of Goods and Services

DCS has provided a table showing the fees for the term of the agreed upon services in Exhibit A and has completed and signed the Pricing Proposal Form and attached it as Exhibit A to this RFP response.

RFP Section 4.3 - Description of Services

Developing Technology Solutions

To acquire, implement and make technology solutions operational for the upcoming academic and fiscal years requires quick and deliberate decisions by the College. A plan for the transition of technology services from UTB to TSC must be developed and expertly executed to insure the continued availability of services to TSC-UTB students during the transition process. This plan must address the sharing of physical and virtual technology resources and provide for the seamless and accurate migration of student and course information, including academic history, from the Datatel Colleague system shared with UTB. The major milestones and the timeline for the provision of fundamental services are shown in the following table.

Tasks & Timeline

Milestone/Task	Target Completion	Milestone Achievement
1. Provision of Network Services		4/1/2012
Email Solution	4/1/2012	
Voice over Internet Protocol System	4/1/2012	
Data Communications		
Security & Authentication System	4/15/2012	
Administrative Systems	5/1/2012	
Library	3/1/2013	
Website	10/1/2012	
LMS	11/1/2012	
2. New Administrative Software & Services		7/1/2013
Selected	4/1/2012	
Hardware operational	5/1/2012	
Software installed	6/1/2012	
Initial Data Extraction, Transformation, Loading	6/1/2012	
User Authentication & Security Plan	9/1/2012	
Configuration #1 Enrollment Services		6/1/2013
Recruitment	12/1/2012	
Admissions	1/15/2013	
Financial Aid	2/1/2013	
Catalog & Scheduling	3/1/2013	
Records	3/1/2013	
Registration	4/1/2013	
Enrollment Services Training	5/15/2013	
Configuration #2 Financial Services		7/1/2013
General Ledger	9/1/2012	
Accounts Payable	10/1/2012	
Accounts Receivable	11/1/2012	
Human Resources	1/1/2013	
Cashiering	3/1/2013	
Payroll	5/1/2013	
Business Services Training	6/15/2013	
Final Data Migration for Go Live		7/1/2013
3. Effective Business Intelligence System		7/15/2013

Milestone/Task	Target Completion	Milestone Achievement
Selected	6/1/2012	
Hardware operational	7/15/2012	
Software installed	8/1/2012	
THECB/Federal Reports	8/1/2013	
Executive Management Reports/KPIs	8/15/2013	
Business Intelligence Training	7/1/2013	
4. New TSC Website		10/1/2012
Design	6/1/2012	
Navigation	7/1/2012	
Content Management System	7/15/2012	
Content Development	9/1/2012	
Content Management System Training	10/1/2012	
5. Requisite Library Services		6/1/2013
Selected	12/1/2012	
Hardware operational	2/1/2013	
Software installed	3/15/2013	
Configured	6/1/2013	
6. Operational LMS		3/1/2013
Selected	9/15/2012	
Hardware operational	11/1/2012	
Software installed	12/1/2012	
Configured	1/15/2013	
LMS Training	2/15/2013	
7. Effective Help Desk for User Support		5/1/2013
Selected	1/1/2013	
Knowledgebase developed	4/1/2013	
Operational Help Desk	5/1/2013	
8. Mobility Plan for use of tablets & mobile devices		4/1/2013
9. Disaster Recovery Plan to protect against the loss of data and restore services		10/1/2012
10. Business Continuity Plan to maintain operations during and immediately after a disaster		4/1/2013

Solutions

To meet the challenge, TSC needs experienced technology leadership and management at the senior level of the college, a team of talented technologists, sophisticated enterprise applications, and funding.

Given viable infrastructure, TSC can provide information technology services by purchasing and installing a traditional administrative system from a single vendor (such as Datatel) or opt to blend cloud services with components of a higher education software system. Cost-wise, the upfront outlay is much greater if cloud services are not included, as the cost of licenses and equipment is significant. To avoid this upfront outlay, TSC may choose an enterprise solution incorporating cloud services. Software solutions can be hosted in a commercial data center with servers and other equipment rented. This approach has several benefits:

- Avoids upfront equipment purchases.
- Provides a scalable solution where hardware and network bandwidth can be delivered on demand.
- Delivers services while the separation with UTB is ongoing.
- Permits operation without an on-campus data center.
- Preserves the option of bringing solutions to a college data center in the future.
- Assures the security of a hardened data center.

The cloud will allow the College to provide comprehensive services with reduced staff. There are many innovative administrative and academic solutions including:

- Administrative Applications
 - Admissions
 - Financial Aid
 - Human Resources/Payroll
 - Advancement
 - eMail
- Academic Solutions
 - Tutoring
 - LMS
 - Plagiarism control
- Technology Solutions and Support Services
 - Web hosting
 - Voice over internet protocol (VOIP) phones
 - Help Desk services
 - Storage services

Given the volume of options to be explored and the need to quickly acquire leadership and a skilled technology team, DCS believes TSC can benefit from engaging the services of a technology firm who specializes in higher education and is unaffiliated with any technology hardware or software vendor. DCS is ready to design enrollment and business processes, manage solution acquisitions, implement chosen technology, and provide management and staffing for comprehensive enterprise technology services.

DCS will lead all of the technology planning, acquisition, and implementation. Any technology purchases requiring an RFP process will be led in a similar fashion to the possible ERP RFP development and solution selection.

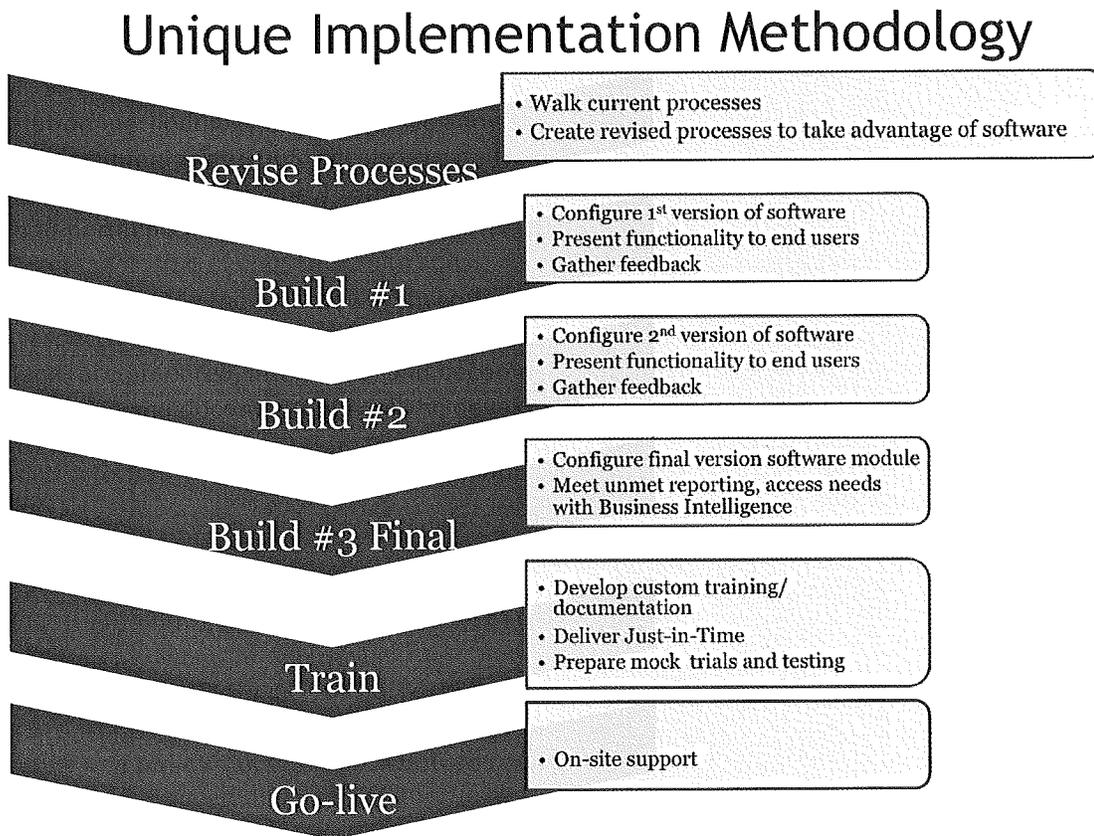
RFP Process

If an RFP process for new ERP software is undertaken, DCS will craft a request for proposal under the direction of TSC for the licensing of new administrative system software and other enterprise applications. DCS will lead a new administrative system selection through and including the system implementation. This effort begins with a functional requirements definition and the identification of software and/or cloud services for use by TSC. Since TSC has no existing processes to map to software selection, DCS will work with TSC to define best practices as it relates to functional requirements. The requirements definition will thoroughly evaluate portal mobile services, enrollment services, course and academic record management, finance and accounting, human resources and payroll, alumni/development, state and federal reporting, management reporting and business intelligence. DCS will facilitate the evaluation of potential solutions including development of demonstration scenarios for potential solutions, creation of evaluation criteria, and analysis of risks and unmet needs. DCS will then develop the required technical specifications and develop the RFP. DCS will facilitate the selection process and lead contract negotiations for and on behalf of TSC. Contract negotiations will proceed with a focus on the full life cycle of costs including initial license and recurring annual costs and support fees to provide a 10-year cost of ownership in terms of software, hardware, cloud services, and telecommunications. DCS will coordinate with TSC on purchase of required tools for implementation of chosen applications. Any and all RFP processes will result in the unbiased selection of enterprise software for TSC.

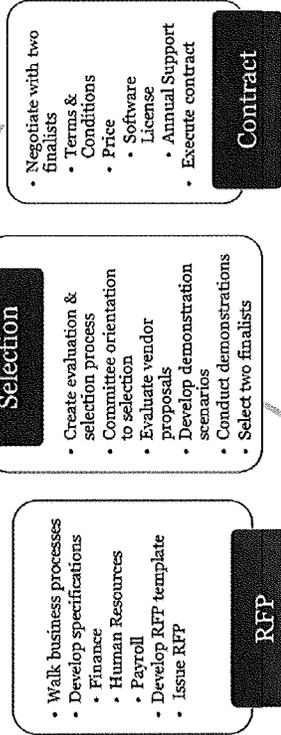
Technology Implementation

DCS will utilize its unique implementation methodology graphically represented below to take TSC from selected ERP solution through and to a full production on-time software implementation for Finance, HR/Payroll, Student, Financial Aid, Development/ Foundation, Business Intelligence, and Portal tools. The implementation methodology includes office and user staff development and training by creating customized training and documentation. DCS will also create training and development plans for a key user in each administrative unit utilizing the new software and automate business and enrollment processes using new software and portal functionality.

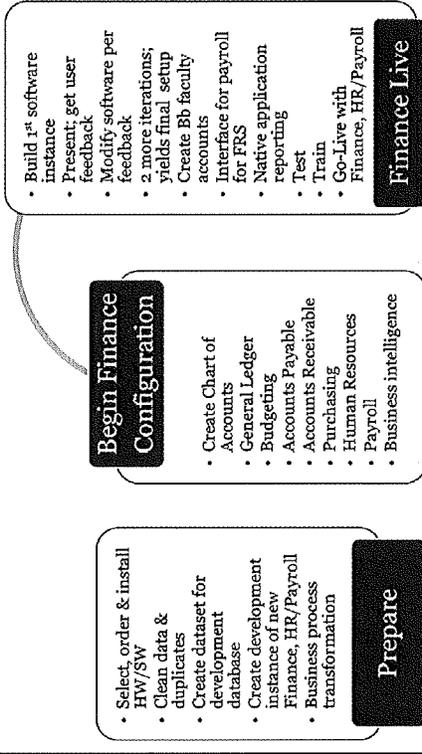
The graphics below show the workflow from software selection through module implementation and go-live. Once the respective modules are implemented, the associated business intelligence and portal components and interfaces are prepared, integrated, and become part of the full solution implementation. Once complete, training and documentation will be developed and delivered to complete the full cycle of implementation.



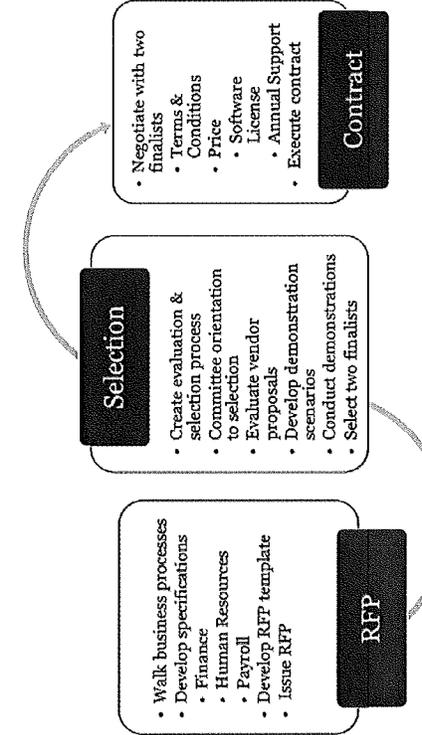
Software Selection - Finance, HR/Payroll



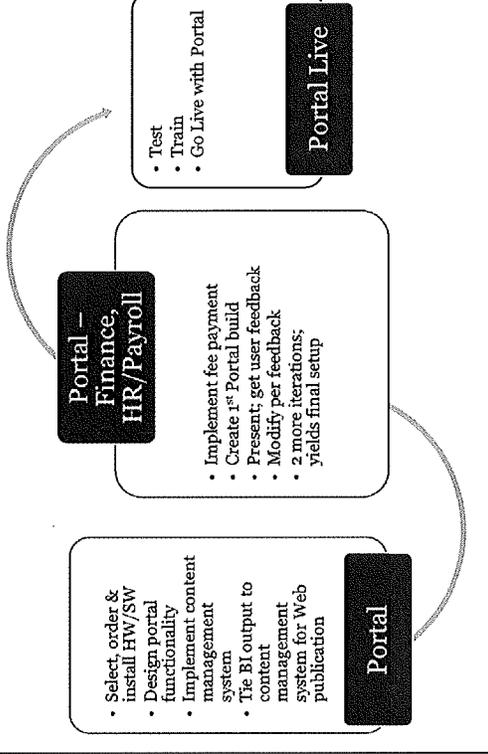
Finance, HR/Payroll



BI - Finance, HR/Payroll



Portal - Finance, HR/Payroll



Software Selection - Student, Financial Aid

- Walk business processes
- Develop specifications
- Student Financial Aid
- Develop RFP template
- Issue RFP

RFP

- Create evaluation & selection process
- Committee orientation to selection
- Evaluate vendor proposals
- Develop demonstration scenarios
- Conduct demonstrations
- Select two finalists

Selection

- Negotiate with two finalists
- Terms & Conditions
- Price License
- Annual Support
- Execute contract

Contract

Student & Financial Aid

- Select, order & install HW/SW
- Clean data & duplicates
- Create dataset for development database
- Create development instance of new student, financial aid
- Streamline enrollment services processes
- Clean academic history
- Define holds

Prepare

- Recruitment
- Admissions
- Registration
- Student Accounts
- Financial Aid
- Create course shells & student accounts in LMS
- Configure applications reporting
- Build 1st software instance
- Present; get feedback from users
- Modify per feedback

Student/FA

- 2 more iterations; yields final setup
- Implement Web services via portal
- Web
- Create Design content management workflow
- Enable content management workflow
- Train
- Test
- Go-live with Student & Financial Aid

Student/FA Live

BI - Student & Financial Aid

- Define hardware & software needs by functional department
- Create extract, transform & load process
- Create data package for each functional department

Prepare

- Define & create up to 10 structured data views per area w/ parameter options
- Build 1st Instance of Student & Financial Aid BI
- Present; get user feedback
- Modify per feedback
- 2 more iterations; yields final setup
- Build Dashboards
- Develop early alerts, messaging
- Develop internal reporting
- Configure State reports

Business Intelligence Student & Financial Aid

- Test
- Train
- Go-Live with Student & Financial Aid Business Intelligence

Go Live with Business Intelligence Student & Financial Aid

Portal - Student & Financial Aid

- Select, order & install HW/SW
- Design portal functionality
- Implement content management system
- Tie Student & Financial Aid BI output to content management system for Web publication

Portal

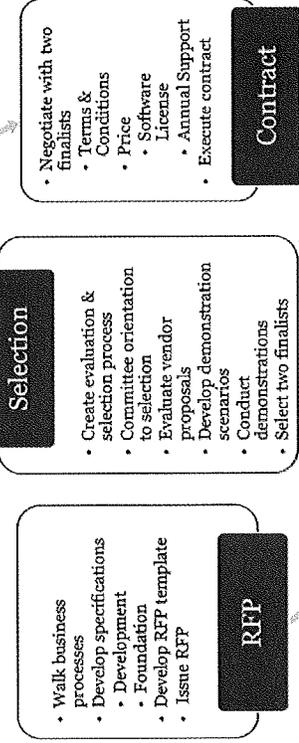
- Create 1st Portal build
- Present; get user feedback
- Modify per feedback
- 2 more iterations; yields final setup

Portal Student, Financial Aid

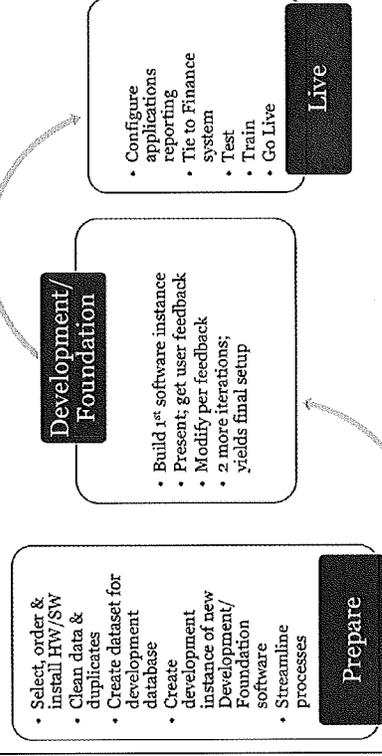
- Test
- Train
- Go Live with Portal

Portal Live

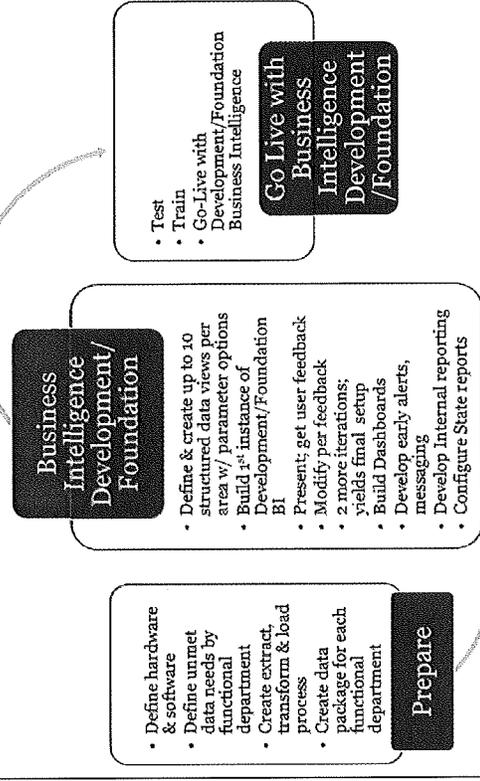
Software Selection - Development/Foundation



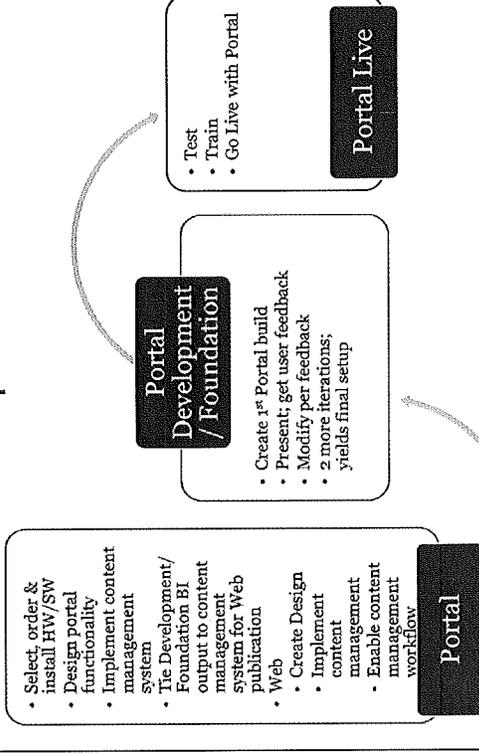
Development/Foundation



BI - Development/Foundation



Portal - Development/Foundation



Ongoing Management of Technology and Related Services

Management and Technology Services

The DCS team brings years of higher education and technology expertise to the relationship. The staffing plan will include all necessary leadership, management, and operations delivery staff for the duration of the contract to lead all technology efforts and proactively serve users and maintain the total IT environment. DCS provides Senior Executive Leadership mentoring as well as team collaboration with other DCS CIOs that will work closely and in concert with our onsite CIO to insure effectiveness, results, and technology leadership. In addition, DCS provides a direct line and open flow of communications with TSC executive management. Our operating and delivery model eliminates the typical layers of regional management that filter and dilute communications.

DCS will plan, guide, and execute the development of information resource strategies consistent with TSC's direction and priorities. TSC and DCS will share responsibilities in order to realize the success of the undertaking. Both parties will make their respective management personnel available on a timely basis for meetings and ongoing discussion regarding planning for and executing the continuing support. DCS will lead and coordinate the selection and acquisition of new administrative software system, content management and business intelligence (BI) software. DCS will lead the software implementation tasks as described below.

Technology Leadership and Services

DCS' efforts will be led by a seasoned CIO onsite for the life of the contract. The CIO will provide leadership and vision and will insure prescribed service levels are met. DCS' onsite leadership provides technology vision and day-to-day proactive IT operations. DCS will be responsible for the operation of the TSC information technology services.

DCS Executive Leadership Services

DCS will provide executive oversight of Services and will coordinate with the CIO, the TSC Contract Administrator and other appropriate TSC executive committee(s) to provide input on industry trends, support information technology strategic planning, and assess TSC satisfaction with DCS services performance. DCS will also oversee the continuous development and implementation of professional development programs for DCS onsite staff including associated professional development programs, collegiate and technology meetings and conferences, meetings, and professional exchanges.

Start Up Period

During the start up period (the initial 90 to 120 days after the execution of the contract defined), DCS will install, in stages, staff and methodologies to perform the following;

- Provide a Startup CIO to assume responsibility for the management and leadership of the TSC Office of Information Technology and coordinate the necessary and required services. The Startup CIO will be replaced with a permanent CIO following the Startup.
- Prepare a Startup project plan to establish timeframes, priorities, responsibilities and effort levels to accomplish the Startup objectives, ongoing support and new projects. The plan will detail all the startup activities, reporting relationships, prioritized tasks, and staff task assignments. These plans will include DCS staff assignments and TSC technology and user staff responsibilities.
- Depending on the plan for TSC's ERP solution, the Startup CIO will lead the ERP RFP development and subsequent selection process.
- Provide appropriate Startup DCS onsite based staff and coordinate the deployment of DCS On-Demand staff.

- Initiate activities consistent with DCS Startup methodology to inventory the technology resources and capability and install management and operating practices consistent with DCS' new account guidelines and standards methodology.
- Initiate the development of an Annual Work Plan (AWP), which provides the tactical basis for the services, and in addition prioritizes activities to realize results as quickly as possible. It includes projects, priorities, and funding and staffing consistent with contract objectives.
- Provide leadership, management and technical support activities consistent with installing and maintaining operational continuity.
- Establish communication and working relationships with TSC management and leadership in order to provide continuous support to their respective service functions.
- Ensure that Startup plans of action, including but not limited to the initial AWP drafted during the Startup period, methodologies, and information will be transferred from the Startup personnel to the permanent DCS staff.

Onsite Chief Information Officer

The DCS CIO will assume all day-to-day responsibility for the operation of IT. The CIO will provide leadership and management oversight of IT to ensure a successful delivery of all services. The CIO and other DCS executives will work with TSC to enable TSC to better understand;

- Technology issues affecting higher education.
- Critical success factors influencing competitive position.
- Operating needs of departments and new opportunities that can benefit from the cost-effective application of information technology.

DCS will introduce the CIO candidate to the TSC President and Executive team during an on-campus meeting prior to assuming all day-to-day leadership responsibilities. The CIO will utilize their understanding of TSC issues and concerns and their IT experiences in higher education to provide TSC quality service. The CIO's responsibilities include;

- Meet monthly, or as requested, with the Contract Administrator (designated by TSC), and/or senior management to discuss services issues and provide consultation.
- Maintain close communication with TSC to ensure service levels and outcomes are achieved, DCS management methodologies are implemented, tactical plans are in place, and the mutually agreed-upon technology advisory structure is functioning in accordance with TSC requirements.
- Make presentations to boards, committees and/or external groups as requested by TSC.
- Review onsite operations and service performance against the relevant service levels on a continuing basis or as requested by TSC.
- Direct the activities and manage the staff for the IT department.
- Provide guidance, support and management as it relates to the technology environment.
- Provide technology support for the realization of TSC's mission and vision.
- Develop and present the AWP to the TSC Contract Administrator and implement the agreed upon AWP which shall reflect the initiatives established through TSC planning activities, the evolution of information technologies, and recommendations relating to keeping technology current.
- Provide executive-level technology guidance, direction and liaison.
- Develop and recommend information technology policies to ensure the appropriate acquisition, use and cost-effective application of technology.

- Participate in an information technology governance/advisory structure with the appropriate policies and procedures to enable it to set priorities and render operational decisions effectively.
- Provide monthly status reports to TSC detailing progress on the AWP, pending issues and recommendations for action. The monthly status reports shall also include, but not be limited to, performance monitoring, bandwidth utilization, technical issues, help desk status reports, and hardware/software recommendations.
- Propose and implement policies that ensure the appropriate security of information technology resources.
- Respond to audit recommendations and findings and formulate and implement corrective actions as required based on TSC-specified work priorities.
- Assess policies and procedures for purchasing information technology resources and establish new practices based upon this assessment.
- Serve as a technology advocate by promoting the use, support and realization of innovative technologies at TSC.

ERP Implementation

The CIO will be responsible for software implementation including;

- Coordination of software selection and acquisition.
- Lead and manage software implementation.
- Schedule implementation activities for TSC and DCS.
- Coordinate IT staff and user staff with DCS implementation activities.
- Report/communicate with the TSC community.
- Execute the DCS Implementation Methodology described above.

In addition to the CIO and onsite ERP team, DCS On-Demand staff will be engaged. DCS staff will be assigned to TSC so that project milestones can be met on the agreed upon timeline and project plan. The DCS project team will be lead by the CIO and includes;

- Database Administrators
 - New software applications and systems
 - Data warehouse
 - Business Intelligence
- Finance/HR/Payroll Implementation Consultant
- Student Implementation Consultant
- Financial Aid Implementation Consultant
- Development/Foundation Implementation Consultant
- Business Intelligence Architect
- Business Intelligence Developer
- Content Management Implementation Consultant
- Web Portal Consultant
- Direct oversight by the DCS Vice President of Professional Services

DCS staff will implement software applications, develop the means to meet management and State/Federal reporting requirements, design portal functionality, integrate software applications and train TSC personnel.

ERP and other Enterprise Solution Services

DCS will manage and operate the ERP solution and other enterprise solutions for TSC, and DCS shall perform the following tasks;

- Consult with management and review project proposals to determine goals, timeframes, funding limitations, procedures for accomplishing administrative computing projects, staffing requirements, and allotment of resources.
- Provide systems, infrastructure and database administration for the enterprise applications.
- Provide system configuration and usage guidance to the administrative and academic user community.
- Support departmental staff and administration with the identification, evaluation, selection, support and maintenance of ERP and other enterprise solutions.
- Provide systems analysis and problem solving support to provide efficient and effective use of ERP administrative information systems and other enterprise solutions in support of institutional goals and objectives.
- Provide systems maintenance, appropriate use, production and problem solving support, and departmental consulting.
- Develop project plans specifying scope, goals and objectives, strategy, schedules, risks, contingencies, and allocation of available resources.
- Prepare project status reports and keep management and the TSC community informed of project status and related issues.
- Implement quality assurance methodologies covering test plans, change/patch management, and problem management.
- Establish technical standards to ensure the long-term, cost effective management and support of the installed ERP administrative hardware systems and other enterprise solutions.
- Provide necessary database administration functions to ensure the effective operation of enterprise system software.
- Prepare upgrade project plans, when applicable, in collaboration with TSC.
- Provide sufficient ongoing training to all involved DCS staff responsible for the ERP and other enterprise solutions.
- Prepare hardware environment documentation, based on ERP specifications and other vendor related specifications, for purchasing servers/devices needed for upgrades or future enhancements.
- Negotiate with vendors for the selected environment servers and devices.
- Arrange and perform hardware installation at the TSC data center.
- Install upgrades and patches as released by the solution vendors in a timely manner as agreed upon with TSC.
- Perform data center network systems administration duties for new hardware environments, in addition to the current environment during parallel operations.
- Once upgrades are fully operational, decommission current hardware and devices that are no longer required for production/test operations.

Business Intelligence Services

DCS understands TSC's needs for effective reporting and intelligent ways to mine data and display data in meaningful dashboards to support real-time decision-making.

Overall business intelligence objectives include;

- Create a strategy to manage the reporting environment.
- Develop a comprehensive approach to automate reporting for TSC management and mandatory Texas reporting concurrent with application software implementation.

- Set the standard for TSC intelligent data mining by enabling direct reporting and query by departments through secure data access and a custom-configured business intelligence system.
- Create a plan and program to train users in the business intelligence applications.
- Design, develop, and organize a data management plan through data custodians.
- Guide the acquisition of necessary hardware and software as approved by TSC.

Data Base Administration (DBA) Services

The database administration function coordinates the design, implementation, and maintenance of an effective data structure of entities and relationships that comprise integrated enterprise-wide databases. DCS shall be responsible for the performance of the following data base administration activities;

- Design and maintain logical and physical databases and review descriptions of changes to database design.
- Establish physical database parameters, code database descriptions and specify identifiers of database management system or direct others in coding database descriptions.
- Calculate optimum values for database parameters such as amount of space, buffering, memory to be configured and other technical requirements.
- Establish a data access security methodology and structure that distributes maintenance of the security structure and accounts to the user community.
- Apply vendor-provided maintenance to DBMS systems and applications software where database-specific expertise is required.
- Test and correct errors and refine changes to database.
- Enter codes to create production and test databases.
- Monitor and tune database performance.
- Provide refresh, restore, and backup services for optimal service.
- Execute all fixes, patches and upgrades for ERP software and other enterprise solutions and provide such services utilizing standard industry methodology.
- DCS will coordinate all maintenance, patch, upgrade, fix and other relevant activities, which require scheduling with the TSC Contract Administrator and shall to the extent reasonably possible schedule such items during off peak hours.
- The DBA in coordination with the CIO will lead the software patch process. The patch process will include the migration to new software, or firmware, versions and fixes.
- Patch coordination includes:
 - Gathering information, reviewing documentation, assessing technical patch impact (identifying the customized objects that have been patched based on adequate TSC documentation).
 - Recommending patches to apply, and scheduling patch application and migration.
 - Coordinating with the TSC staff for the migration and implementation of patches.

Systems Administration and Network Management Services

The Systems Administration and Network Management Services are part of the services provided by DCS and are provided to support technical leadership, decision-making and logistics to ensure continuous computer and network operations, infrastructure development and the tactical integration of varied technical services, technology and work programs. The DCS onsite systems administration and network services team, supplemented by DCS On-Demand services described herein, shall provide the following services to TSC;

- Review network infrastructure/operations for the application-hosting environment.

- Perform a requirements analysis to determine needs of ERP users and users of other enterprise applications on the network.
- Integrate patches and upgrades to the extent that they impact the systems administration or network services.
- Develop a project plan that includes the activity, resources, and timeframes for stabilization of the network.
- Document the existing network infrastructure for the application-hosting environment.
- Develop and implement policies and procedures to ensure that the operating systems and network operating environment are consistent.
- Implement data backup procedures, which include new policies, procedures, and testing of data backup scheme for all key file servers. Utilize offsite storage for all data backups.
- Develop and present an initial disaster recovery plan for the essential information technology resources that TSC may require access to during a disaster.
- Specify and implement appropriate firewall system, if needed.
- Implement controlled, monitored, and secured network access to the application environment. Establish necessary technologies and plans so that network systems and devices can be monitored 24x7.
- Identify single point-of-failure risks and provide TSC findings and recommendations.
- Review network and Internet bandwidth utilization trends and provide regular reporting.
- Evaluate new software and hardware to determine usefulness and compatibility with ERP technology and other impacted applications.
- Evaluate proposed information technology projects to assess adequacy of existing hardware and recommend purchase of new equipment and software as required.
- Manage maintenance contracts for the network equipment and software and make recommendations as appropriate.
- Adjust hours of work, priorities, and staff assignments to ensure efficient operation, based upon workload.
- Review daily logs and reports to detect recurring slowdowns or errors and act to resolve these.
- Provide TSC with proactive and ongoing operational advice regarding server and network administration, upgrades, performance enhancement, and capacity planning.
- Document existing components for disaster recover purposes for server backup solutions, hardware and software support contracts, spare parts plans, and vendor support contracts.
- Create a service call matrix and methodology to include site staff contacts and vendor contacts.

User Support & Help Desk Services

Management and oversight of the user support services will be provided by the DCS onsite User Support Manager as part of the Services of this proposal. The User Support Manager will be responsible for the user support services for all constituents of TSC, including the students, staff, and faculty. All support requests will be logged, prioritized, and tracked in a call tracking solution. Responsibilities include;

- Implement the standards for TSC's Help Desk operations including tracking and reporting system for all support requests.
- Implement for TSC a support portal, and associated knowledge base, for the user to enter support requests online or to receive assistance from the online chat capability.
- Set up single phone number for all phone-in support requests that will be routed to help desk operators, who will validate the identity of the requestor, log the request in the tracking

solution and either resolve the situation or escalate the request to a Tier 2 technician for final resolution.

- Develop service level agreements so users know what to expect in terms of response when contacting the help desk.
- Follow up with TSC users during and after service calls to ensure satisfactory problem resolution and service.
- Analyze call records and recommend remedial programs to minimize or eliminate recurring problems.
- Monitor service events for prevention and improvement and provide TSC with recommendations on how to increase the effectiveness of the services.
- Provide monthly reporting and appropriate statistics to ensure the support services are meeting, or exceeding, the service levels herein.
- Implement a customer-focused service philosophy.
- Implement procedures for after-hours service outage restoration.

Academic Support Services

Dynamic Campus' team will provide support of the faculty's development, use, and maintenance of instructional technology in support of the curricula, the student learning experience, and the LMS. Dynamic Campus understands that today's student population is an ever-changing dynamic that has a tremendous impact on a college's retention results, but the tools must serve the needs of the faculty and the students. Because of this, the deployment and use of technology in support of the instructional process plays an important role in the acceptance by both faculty and students. Instructional technology responsibilities can include, but are not limited to;

- Support of faculty in the instructional process whether it be online or within labs and classrooms.
- Remain abreast of emerging trends in the use of instructional tools and serve as the expert to the academic process.
- Install and test application patches and upgrades.
- Resolve issues related to the LMS.
- Provide proactive ongoing support of LMS.
- Ensure protection of LMS data through effective and tested data backup plans.
- Meet with faculty to understand their requirements and priorities.
- Evaluate and analyze software and tools during the procurement process.
- Interface with academic departments in order to remain abreast of needs and requirements.
- Assist in training of faculty and staff relative to lab and classroom use.
- Develop and maintain proactive and preventative maintenance procedures.
- Assist in the development of refresh programs for labs and classrooms.
- Make recommendations on enhancements and methodologies related to lab and classroom support.
- Maintain up-to-date documentation.

PC Support Services

DCS will provide all as-needed support for the day-to-day operation of TSC's computer desktop, laptops, printers and other network peripherals. DCS will also provide support to all computer users to gain full benefit from TSC's investment in information technology and services. Support services include Help Desk, Training, Applications Software Support, and equipment and software inventory management. PC technical support will include service of staff administrative offices as well as labs, classrooms, faculty and other academic areas. Responsibilities can include, but are not limited to;

- Install and maintain software.
- Maintain an inventory of all desktop and mobile device hardware and software.

- Provide support for multimedia and interactive conferencing labs and classrooms.
- Maintain and resolve problems related to connectivity of all end user equipment.
- Troubleshoot and repair hardware problems.
- Support and maintain printer connectivity and functionality.
- Maintain up-to-date software, anti-virus, patches, and operating system software.
- Train and/or educate users on how best to ensure integrity and availability of data.

Web Services

Under the direction of the CIO and applicable onsite and On-Demand technical resources, DCS will support TSC's web services. DCS understands that typical goals in relation to the college websites include recruitment, retention, outreach, and development. DCS responsibilities include managing and maintaining the design and architecture of the websites and web servers, working closely with all departments to ensure up-to-date content, providing advice and assistance to web strategy group, maintaining and ensuring consistent and logical navigation structure, and remaining abreast of industry trends such as social media networking and integration. Responsibilities include;

- Manage and maintain the design and architecture of the websites, portals, and web servers.
- Support current and future initiatives related to content management and web services delivery.
- Work closely with all departments to ensure up-to-date content.
- Provide advice and assistance to web strategy groups and discussions.
- Maintain and ensure consistent and logical navigation structure.
- Remain abreast of industry trends such as social media networking and integration.
- Identify all the development and social media tools required to execute the TSC's web strategy.
- Detail the information architecture of the web site.
- Propose a content creation and delivery schedule.
- Detail security protocols for granting and terminating access to the publication tools.
- Make recommendations on how to distribute content through the social media network.
- Establish protocols for listening to social media ground-swell and responding.

Telephony Support Services

DCS will implement and manage TSC's telephony. Once the status of current telephony is defined upon the separation of TSC from UTB, DCS will lead the selection, implementation, and ongoing support of TSC's phone network to include all line and terminal equipment. The DCS telephony services will monitor, maintain, operate and support TSC's telephone systems infrastructure. Telephony services include all moves, adds, and changes for phone and voice mail equipment. The DCS telephony services will also coordinate all line, switch and terminal equipment repairs with telephony equipment contractors. DCS will provide leadership, oversight, and management in the areas of capacity planning, bid development for equipment, services and cabling as required, system performance monitoring, and periodic and routine maintenance to ensure optimal system operation and availability.

On-Demand Services

DCS' On-Demand Services provides extended expertise in support of onsite projects and operations. Skills include project management, administrative application systems, data warehousing and business intelligence, portals, content management systems, database administration, systems administration, email, directory services, network and server hardware and operating systems. On-Demand Services works in concert with onsite staff to insure efficiency and productivity. DCS periodically audits site operations to insure that quality services are provided per contracted service levels to be sure we exceed TSC's expectations.

Results and Outcomes

DCS commits to clearly defined results. The selected administrative software system will be implemented on-time and within budget. TSC will realize increased institutional effectiveness through process engineering led by DCS. DCS' seasoned professionals will lead and coordinate DCS On-Demand services. Project activity will be delivered within the context of thoughtful and sound project management. Work will be closely coordinated and supported with effective communications. DCS will lead the selection, purchase, and implementation of administrative software systems as well as other technology systems, software, and solutions and will leverage its expertise to improve service delivery. DCS will develop onsite staff through individual training plans and mentorship by the onsite DCS management team and On Demand services.

DCS Services Organizational Charts

The following charts present a pictorial representation of the services provided by DCS on a year-by-year basis in alignment with the pricing table in Exhibit A.

The black box in the organizational charts represent DCS' On-Demand Services, which is a team that provides services to DCS clients as an extension of the onsite staff when additional resources or skills are required. DCS' On-Demand team is led by a Vice President and works in partnership with the DCS CIO for proactive and consistent delivery of services.

The On-Demand Services team consists of resources in all areas of higher education service provided by DCS in this proposal. Additionally, the DCS On-Demand team consists of resources with skills in department roles such as HR, Financial Aid, and Institutional Research.

In addition to the services described in this proposal, a comprehensive IT Services Partnership includes the following services inherent and embedded in all IT operations. The following services are delivered to TSC through a combination of onsite staff and the DCS On-Demand Services team.

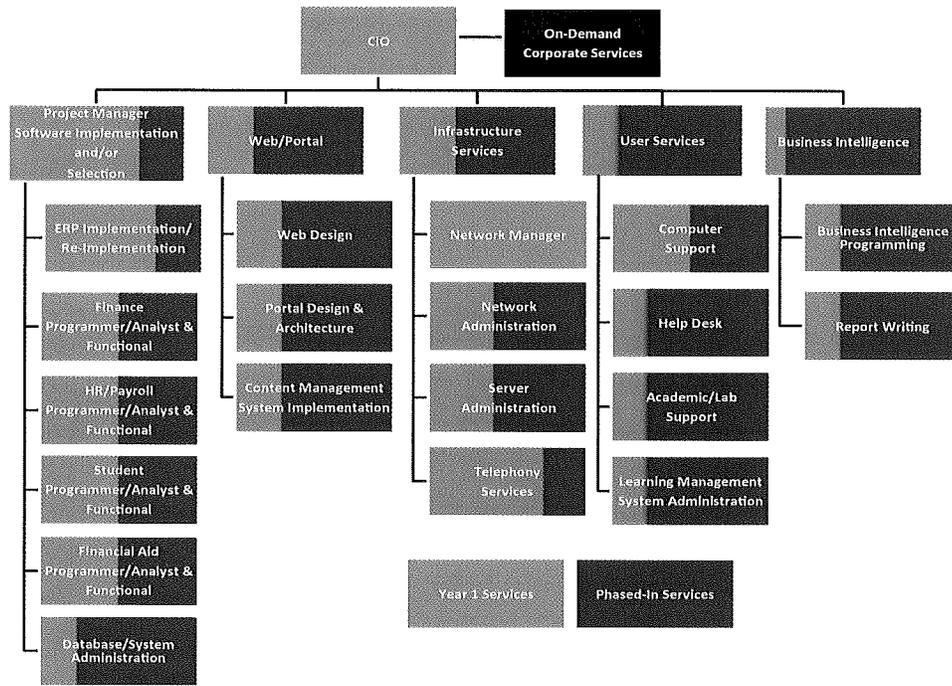
Training and Documentation

- Work Process Engineering and Training
 - Software Applications
 - Portal Content Management
 - Business Intelligence
- IT Training
 - Applications Integration
 - Business Intelligence
 - Web/Portal
- Technical Writing
 - Applications Documentation
 - Portal Documentation
 - Business Intelligence

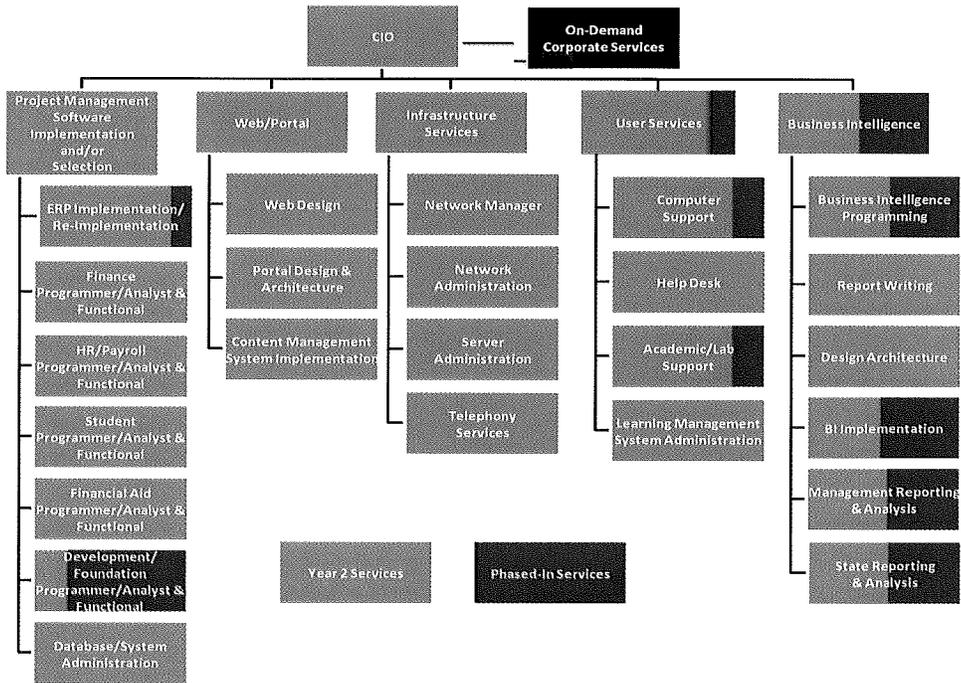
Applications Integration

- Enterprise Resource Planning
- LMS
- Web/Portal
- Other 3rd Party Enterprise Applications

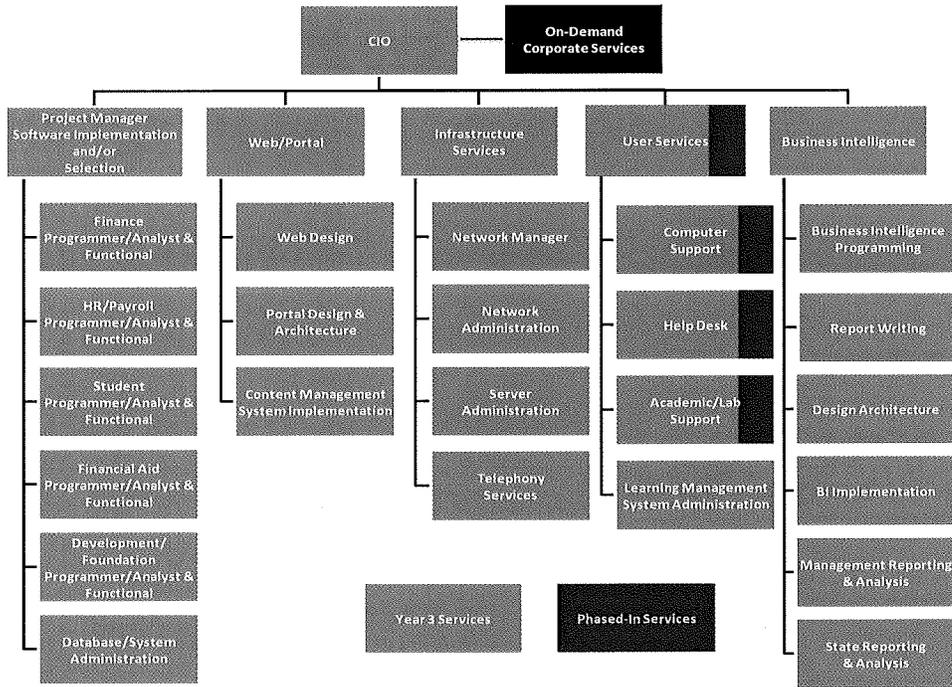
DCS Services-Year 1



DCS Services-Year 2



DCS Services-Year 3



DCS Services-Year 4-7

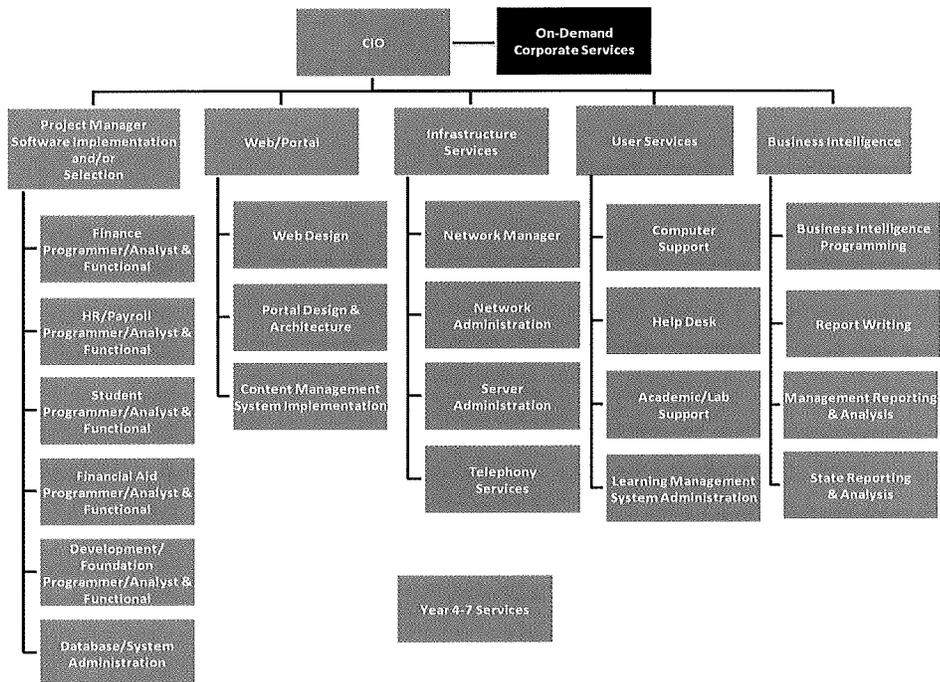


Exhibit A – Pricing Proposal Form

DCS' price for all services listed in this RFP Response can be found in the following table. The organizational charts above show the services provided in each contract year as it relates to the pricing below. This all-inclusive pricing includes consulting fees, travel and expenses and is predicated on the timeline provided above and is a model based on an enrollment range of 8,000-10,000. If the core ERP software systems (defined as the student system, finance system, and human resources/payroll system) are not from a single software vendor, there may be additional costs due to the extensive systems integration that will be required, but these details can be negotiated upon contract award. Should multiple vendor software be chosen as part of the core system, and because the mix of core software systems is not known at this time, TSC and DCS will work together to determine an agreeable, supplemental cost.

In addition to a fixed fee for ongoing outsourced IT services, among other software implementers, DCS is alone due to its offer of a fixed price implementation. DCS implementation methodology is sufficiently precise to allow this fixed price model with no additional costs for consulting or travel. Our costs are all-inclusive.

Contract Year	Cost
April 1, 2012 – June 30, 2012	\$ 587,250
July 1, 2012 – June 30, 2013	\$ 2,349,000
July 1, 2013 – June 30, 2014	\$ 3,690,000
July 1, 2014 – June 30, 2015	\$ 3,728,600
July 1, 2015 – June 30, 2016	\$ 3,690,000
July 1, 2016 – June 30, 2017	\$ 3,585,500
July 1, 2017 – June 30, 2018	\$ 3,585,500
July 1, 2018 – June 30, 2019	\$ 3,367,500

PRICING PROPOSAL FORM

To: Chet Lewis
Vice President of Finance and Administration
Texas Southmost College District
Old Morgue
80 Fort Brown St.
Brownsville, Texas 78520

Note: Mark outside of envelope,

Proposal For: **“Information Technology Consulting and Outsourcing Services”**

I have received Addenda No. (s) 1 (3-13-12), and I have included their provisions in my bid. I have examined both the documents and the site (if applicable).

In submitting this bid, I agree:

1. To hold price open for a period of ninety (90) days after the Proposal Opening date.
2. To enter into and execute a Contract with the Texas Southmost College, if awarded on the basis of the Proposal, and to furnish Bonds if required, in accordance with the owner's requirements and instructions.
3. To accomplish the work in accordance with the Statement of Work, Description of Services and other terms provided.

It is important for TSC to gain a reasonably clear understanding of the firm's total rates for the services described in this RFP. Firms should include as its pricing proposal form a document with a detailed pricing schedule for all services outlined in the description of services of this RFP. Interested firms should include all anticipated expenses and/or charges to be associated with these services.

The pricing proposal form should include a pricing schedule including fixed lump sum prices in a monthly or annually basis for each consulting and outsourcing service.

In addition, the firm should clearly describe all functions and/services included with the fixed prices and other information that might be relevant for the services. Please identify the services that TSC is requesting and the ones that are included additionally.

Exhibit A

In submitting this proposal, I certify that Dynamic Campus Solutions, Inc. (Name of Individual/Firm) has not been found guilty in a judicial or state administrative agency proceeding for unfair business practices within the year preceding the date of this statement.

I further certify that I, or any officer of Dynamic Campus Solutions, Inc. (name of individual/firm), has not served within the past years as an officer of another company which has been found guilty in a judicial or state administrative agency proceeding of unfair business practice.

Respectfully submitted,

Joe Redwine, EVP
By: Signature and Title
3/16/2012
Date

Dynamic Campus Solutions, Inc.
Firm
2806 Flintrock Trace, A205
Address
Austin
City
TX
State
888-805-3022
Phone Number
joe.redwine@dynamiccampus.com
Email address

Exhibit B – Execution of Offer

Exhibit B

EXECUTION OF OFFER

THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED AND RETURNED WITH PROPOSER'S PROPOSAL. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE PROPOSER'S PROPOSAL MAY RESULT IN THE REJECTION OF THE PROPOSAL.

- 2.1** By signature hereon, Proposer represents and warrants the following:
- 2.1.1 Proposer acknowledges and agrees that (1) this RFP/BID is a solicitation for a proposal and is not a contract or an offer to contract; (2) the submission of a proposal by Proposer in response to this RFP/BID will not create a contract between Texas Southmost College (TSC) and Proposer; (3) College has made no representation or warranty, written or oral, that one or more contracts with College will be awarded under this RFP; and (4) Proposer will bear, as its sole risk and responsibility, any cost arising from Proposer's preparation of a response to this RFP.
 - 2.1.2 Proposer is a reputable company that is lawfully and regularly engaged in providing the Services.
 - 2.1.3 Proposer has the necessary experience, knowledge, abilities, skills, and resources to perform the Services.
 - 2.1.4 Proposer is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances.
 - 2.1.5 Proposer understands (i) the requirements and specifications set forth in this RFP/BID and (ii) the terms and conditions set forth in the Agreement under which Proposer will be required to operate.
 - 2.1.6 If selected by TSC, Proposer will not delegate any of its duties or responsibilities under this RFP/BID or the Agreement to any sub-contractor, except as expressly provided in the Agreement.
 - 2.1.7 If selected by TSC, Proposer will maintain any insurance coverage as required by the Agreement during the term thereof.
 - 2.1.8 All statements, information and representations prepared and submitted in response to this RFP/BID are current, complete, true and accurate. Proposer acknowledges that College will rely on such statements, information and representations in selecting the Contractor. If selected by the College, Proposer will notify College immediately of any material change in any matters with regard to which Proposer has made a statement or representation or provided information.
 - 2.1.9 PROPOSER WILL DEFEND WITH COUNSEL APPROVED BY TSC, INDEMNIFY, AND HOLD HARMLESS, THE COLLEGE, THE STATE OF TEXAS, AND ALL OF THEIR REGENTS, OFFICERS, AGENTS AND EMPLOYEES, FROM AND AGAINST ALL ACTIONS, SUITS, DEMANDS, COSTS, DAMAGES, LIABILITIES AND OTHER CLAIMS OF ANY NATURE, KIND OR DESCRIPTION, INCLUDING REASONABLE ATTORNEYS' FEES INCURRED IN INVESTIGATING, DEFENDING OR SETTLING ANY OF THE FOREGOING, ARISING OUT OF, CONNECTED WITH, OR RESULTING FROM ANY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OF PROPOSER OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF PROPOSER IN THE EXECUTION OR PERFORMANCE OF ANY CONTRACT OR AGREEMENT RESULTING FROM THIS RFP.
 - 2.1.10 Pursuant to Sections 2107.008 and 2252.903, *Government Code*, any payments owing to Proposer under any contract or agreement resulting from this RFP/BID may be applied directly to any debt or delinquency that Proposer owes the State of Texas or any agency of the State of Texas regardless of when it arises, until such debt or delinquency is paid in full.
- 2.2** By signature hereon, Proposer offers and agrees to furnish the Services to College and comply with all terms, conditions, requirements and specifications set forth in this RFP.
- 2.3** By signature hereon, Proposer affirms that it has not given or offered to give, nor does Proposer intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with its submitted proposal. Failure to sign this Execution of Offer, or signing with a false statement, may void the submitted proposal or any resulting contracts, and the Proposer may be removed from all proposal lists.
- 2.4** By signature hereon, Proposer certifies that it is not currently delinquent in the payment of any taxes due under Chapter 171, *Tax Code*, or that Proposer is exempt from the payment of those taxes, or that Proposer is an out-of-state taxable entity that is not subject to those taxes, whichever is applicable. A false certification will be deemed a material breach of any resulting contract or agreement and, at University's option, may result in termination of any resulting contract or agreement.
- 2.5** By signature hereon, Proposer hereby certifies that neither Proposer nor any firm, corporation, partnership or institution represented by Proposer, or anyone acting for such firm, corporation or institution, has violated the antitrust laws of the State of Texas, codified in Section 15.01, et seq., *Business and Commerce Code*, or the Federal antitrust laws, nor communicated directly or indirectly the proposal made to any competitor or any other person engaged in such line of business.

Exhibit B

2.6 By signature hereon, Proposer certifies that the individual signing this document and the documents made a part of this RFP, is authorized to sign such documents on behalf of Proposer and to bind Proposer under any agreements and other contractual arrangements that may result from the submission of Proposer's proposal.

2.7 By signature hereon, Proposer certifies as follows:

"Under Section 231.006, *Family Code*, relating to child support, Proposer certifies that the individual or business entity named in the Proposer's proposal is not ineligible to receive the specified contract award and acknowledges that any agreements or other contractual arrangements resulting from this RFP/BID may be terminated if this certification is inaccurate."

2.8 By signature hereon, Proposer certifies that (i) no relationship, whether by blood, marriage, business association, capital funding agreement or by any other such kinship or connection exists between the owner of any Proposer that is a sole proprietorship, the officers, or directors of any Proposer that is a corporation, the partners of any Proposer that is a partnership, the joint venturers of any Proposer that is a joint venture or the members or managers of any Proposer that is a limited liability company, on one hand, and an employee of any component of the College, on the other hand, other than the relationships which have been previously disclosed to College in writing and (ii) Proposer has not been an employee of any component institution of TSC within the immediate twelve (12) months prior to the Submittal Deadline. All disclosures by Proposer in connection with this certification will be subject to administrative review and approval before College enters into a contract or agreement with Proposer.

2.9 By signature hereon, Proposer certifies that in accordance with Section 2155.004, *Government Code*, no compensation has been received for its participation in the preparation of the requirements or specifications for this RFP. In addition, Proposer certifies that an award of a contract to Proposer will not violate Section 2155.006, *Government Code*, prohibiting College from entering into a contract that involves financial participation by a person who, during the previous five years, has been convicted of violating federal law or assessed a penalty in a federal civil or administrative enforcement action in connection with a contract awarded by the federal government for relief, recovery, or reconstruction efforts as a result of Hurricane Rita, Hurricane Katrina, or any other disaster occurring after September 24, 2005. Pursuant to Sections 2155.004 and 2155.006, *Government Code*, Proposer certifies that Proposer is not ineligible to receive the award of or payments under the Agreement and acknowledges that the Agreement may be terminated and payment withheld if these certifications are inaccurate.

2.10 By signature hereon, Proposer certifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

2.11 By signature hereon, Proposer represents and warrants that all products and services offered to College in response to this RFP/BID meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and the *Texas Hazard Communication Act*, Chapter 502, *Health and Safety Code*, and all related regulations in effect or proposed as of the date of this RFP.

2.12 Proposer will and has disclosed, as part of its proposal, any exceptions to the certifications stated in this Execution of Offer. All such disclosures will be subject to administrative review and approval prior to the time College makes an award or enters into any contract or agreement with Proposer.

2.13 **Proposer should complete the following information:**

If Proposer is a Corporation, then State of Incorporation: CA

If Proposer is a Corporation then Proposer's Corporate Charter Number: 2747233

RFP/BID No.: TSC RFP 12-07

Exhibit B

NOTICE: WITH FEW EXCEPTIONS, INDIVIDUALS ARE ENTITLED ON REQUEST TO BE INFORMED ABOUT THE INFORMATION THAT GOVERNMENTAL BODIES OF THE STATE OF TEXAS COLLECT ABOUT SUCH INDIVIDUALS. UNDER SECTIONS 552.021 AND 552.023, *GOVERNMENT CODE*, INDIVIDUALS ARE ENTITLED TO RECEIVE AND REVIEW SUCH INFORMATION. UNDER SECTION 559.004, *GOVERNMENT CODE*, INDIVIDUALS ARE ENTITLED TO HAVE GOVERNMENTAL BODIES OF THE STATE OF TEXAS CORRECT INFORMATION ABOUT SUCH INDIVIDUALS THAT IS INCORRECT.

Submitted and Certified By:

Dynamic Campus Solutions, Inc.
(Proposer Institution's Name)

Joseph Redwine
(Signature of Duly Authorized Representative)

Joseph Redwine, Executive Vice President
(Printed Name/Title)

3/16/2012
(Date Signed)

2806 Flintrock Trace, A 205
(Proposer's Street Address)

Austin, TX 78738
(City, State, Zip Code)

888-805-3022
(Telephone Number)

888-244-6695
(FAX Number)

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

A Resolution Honoring the Service of Trustee David Oliveira

WHEREAS, David G. Oliveira was elected to serve on the Texas Southmost College Board of Trustees in 1994; then re-elected for two additional terms; and

WHEREAS, David G. Oliveira has served as a passionate advocate for higher education for the past 18 years and has devoted his service to the benefit of Texas Southmost College students and our community; and

WHEREAS, David G. Oliveira during his tenure on the Board, was elected by his colleagues and served two terms as Chair, and one term as Vice Chairman of the Board; and

WHEREAS, David G. Oliveira served Texas Southmost College throughout the years through his service on the Business Affairs Partnership Committee, Academic Affairs Partnership Committee, Student Affairs Partnership Committee, Board Bond Advisory Committee, Physical Facilities Committee and the Partnership Advisory Committee; and

WHEREAS, David G. Oliveira has engaged in numerous community service efforts, always promoting access to higher education opportunities; and

WHEREAS, David G. Oliveira is a native of Brownsville and attended Texas Southmost College; and

WHEREAS, David G. Oliveira's father, the late Dr. Arnulfo L. Oliveira, was President of Texas Southmost College and Pan American University at Brownsville from 1971 to 1977; and

WHEREAS, each member of this Board believes it a special honor to recognize the service of our colleague and friend David G. Oliveira upon this occasion;

NOW, THEREFORE, BE IT RESOLVED this the 21st day of May, 2012, that the Board of Trustees of the Texas Southmost College District hereby commends and pays tribute to David Oliveira for his dedication, commitment, and service to the College and the community.

PASSED AND ADOPTED this 21ST day of May 2012.

THE STATE OF TEXAS §

COUNTY OF CAMERON §

TEXAS SOUTHMOST COLLEGE DISTRICT

RESOLUTION

A Resolution Honoring the Service of Trustee Dr. Roberto Robles

WHEREAS, Dr. Roberto Robles was elected to serve on the Texas Southmost College Board of Trustees in 1998; then re-elected for two additional terms; and

WHEREAS, Dr. Roberto Robles for the past 14 years has been dedicated to promoting the Arts in the community, serving as the founder of the Brownsville Society for the Performing Arts and believing strongly that all people should have the opportunity to experience high quality education, performances and programming in this field; and

WHEREAS, Dr. Roberto Robles has served as a passionate advocate for higher education and has devoted his service to the benefit of Texas Southmost College students and our community; and

WHEREAS, Dr. Roberto Robles during his tenure on the Board was elected by his colleagues and served one term as Secretary, and one term as Vice Chairman of the Board; and

WHEREAS, Dr. Roberto Robles served Texas Southmost College throughout the years through his service on the Academic Affairs Partnership Committee, Student Affairs Partnership Committee, Institutional Effectiveness Partnership Committee, Board Bond Advisory Committee and the Partnership Advisory Committee; and

WHEREAS, Dr. Roberto Robles was born in Raymondville, was one of 14 children of a migrant farm worker family and attended Texas Southmost College; and

WHEREAS, each member of this Board believes it a special honor to recognize the service of our colleague and friend Dr. Roberto Robles upon this occasion;

NOW, THEREFORE, BE IT RESOLVED this the 21st day of May, 2012, that the Board of Trustees of the Texas Southmost College District hereby commends and pays tribute to Dr. Roberto Robles for his dedication, commitment, and service to the College and the community.

PASSED AND ADOPTED this 21ST day of May 2012.