

**ADOPTED - BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
APRIL 7, 2011**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS**

**DISTRICT-WIDE HOSTED MICROSOFT EXCHANGE ELECTRONIC MAIL
MANAGED SERVICES SOLUTION**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to execute a 5-year District-Wide agreement with Sofbang, LLC to design and implement a Hosted Microsoft Exchange Email Managed Services solution to include migration, training and support for the period from May 1, 2011 through April 30, 2016 at a total cost not to exceed \$1,213,763.71.

VENDOR: Sofbang, LLC
145 Tower Drive, #1
Burr Ridge, IL 60527

USERS: District Wide

TERM:

The term of the agreement shall commence on May 1, 2011 and end on April 30, 2016.

SCOPE OF SERVICES:

Sofbang, LLC will design and implement a Hosted Microsoft Exchange Email Managed Services solution that includes migration, training and support.

BENEFIT TO CITY COLLEGES OF CHICAGO:

This solution will provide the District with messaging services to achieve new levels of reliability and performance with features that simplify administration of email and related services, help protect communications, and meet user demands for greater mobility.

DELIVERABLES:

Sofbang, LLC will perform as follows:

1. Design and implement a Hosted Microsoft Exchange Email Managed Services solution for approximately 8,000 email accounts to include migration, training and support;
2. Perform at a service level that meets or exceeds 99.9% accessibility and operability, 24x7x365;
3. Conduct and moderate regularly scheduled meetings with CCC designated staff for the planning, configuration, and deployment of a stable, secure, highly available and rapidly recoverable Hosted Microsoft Exchange/Outlook 2010 solution to include the development of a detailed project plan tracking key dependencies for a successful implementation;

4. Provide periodic quality assurance reviews for maintenance activities and enforcing installation standards;
5. Maintain the Microsoft Exchange environment in a fashion that is consistent with acceptable industry best practices; and
6. Provide recommendations to enhance the stability, availability, and security of the Microsoft Exchange/Outlook environment.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement Staff and a Request for Proposal (RFP) #MWJ1018 was publicly advertised on November 8, 2010. Ninety-two (92) vendors were contacted. Five (5) companies responded to the RFP on December 9, 2010: 1) Acacia Group; 2) NaviSite, Inc.; 3) Sunrise Technology, Inc. dba smarTECHS.net; 4) Sofbang, LLC; and 5) Vire Technologies, LLC.

All qualifications were reviewed, evaluated and ranked by staff which included Office of Information Technology, Procurement Services and Office of MBE/WBE Contract Compliance.

The evaluation criteria included:

1. Responsiveness
2. Respondent Qualifications
3. Past experience/References
4. Pricing Structure

Acacia Group and NaviSite, Inc. were deemed non-responsive since they did not comply with the submittal requirements of the RFP; the remaining three (3) firms were selected to provide oral presentations; Sunrise Technology, Inc. dba smarTECHS.net, Sofbang, LLC and Vire Technologies, LLC. Vire Technologies, LLC opted out. Based on the evaluation scoring and oral presentations, the staff recommends the acceptance of the proposal from Sofbang, LLC which ranked highest after combining all evaluation scores.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above responses and Softbang, LLC, a certified MBE working with a certified WBE, is in compliance with the Board Approved Participation Plan.

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|--------------------|---|--------------------|---------------------|
| MBE Vendor: | Sofbang, LLC 145 Tower Drive #1 Burr Ridge, IL 60527 | City certification | |
| WBE Vendor: | Viva USA 3601 Algonquin Road #425 Rolling Meadows, IL 60008 | City certification | Internet Consulting |

GENERAL CONDITIONS:

Inspector General- It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the

Board's Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

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| Firm <u>Sofbang, LLC</u> | 5 year service contract (District-wide) \$ 1,213,763.71 |
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Charge to: Office of Information Technology
Sources of Funds: Education Fund

Unrestricted Fund

FY11: 00003-0023001-00086-00000-0000000-534600: \$70,700.00

FY12: 00003-0023001-00086-00000-0000000-534600: \$474,120.00

FY13: 00003-0023001-00086-00000-0000000-534600: \$216,423.60

FY14: 00003-0023001-00086-00000-0000000-534600: \$222,916.31

FY15: 00003-0023001-00086-00000-0000000-534600: \$229,603.80

Respectfully submitted,

Cheryl L. Hyman
Chancellor

April 7, 2011 - Office of Information Technology – District Office

