

**CARL SANDBURG COLLEGE**  
**Board of Trustees Meeting**  
**Regular Meeting – December 14, 2006**

**Item** 13 Project SafeGuard Recommendations

**Institutional Focal Points/Goals**

I-A, II-B, III-A, IV-B

**Background**

Carl Sandburg College has identified a need for technical services for K-12 School Districts and other educational entities throughout the College district. These technical services would include three primary activities:

- Acquisition and Implementation of Administrative Software consisting of Student and Finance Modules,
- Hosting and Business Continuity Services,
- Disaster Recovery Services.

School districts have hardware and software platforms that are not up to date with the latest technologies, making it a challenge for them to effectively manage and secure their information and make data driven decisions.

The College has now worked with school districts to coordinate presentations from four different administrative software system vendors over the past four months. The school districts have chosen Skyward as the software that would satisfy all their administrative software system and reporting needs.

A Request for Information (RFI) process and negotiations has been pursued with all the four vendors to achieve a consortial discount price for the purchase, training and implementation and ongoing maintenance of the software.

Based upon an analysis of these bids, the proposal from Skyward proves to be not only the most cost effective, but the most programmatically comprehensive as well.

At this time, the administration anticipates Carl Sandburg College fulfilling at least three (3) roles with/through project SafeGuard:

**Role #1 – Serve as Fiscal Agent and Operational Liaison for Project SafeGuard**

In this role, the college will facilitate cash disbursements, promotion of software, combined training and implementation coordination, user group coordination and help school districts with their operational needs relative to the use of their administrative software.

In this capacity, the College will simply provide in kind services with no financial subsidies.

## **Role #2 – Cash Flowing and Funding the upgrade of the College’s Data Center**

Given recommendations from the IT Security Assessment Report, the College needs to invest an estimated \$40,000 to upgrade the environmental conditions of our data center (i.e., HVAC, Uninterruptible Power Supply (UPS) and Generator).

In addition, an estimated (not to exceed \$100,000) may be needed to cash flow the acquisition of additional servers, software and backup infrastructure on behalf of our K-12 partners participating in project SafeGuard (Depending upon the number of Project SafeGuard participants).

## **Role #3 – Managing/Operating Project SafeGuard Data Center**

CSC is unique in the “human capital” we have already assembled in our HELP DESK and TECHNICAL SUPPORT TEAM. Our vision is to supplement/compliment our existing staff with additional human resources employed exclusively to manage and service the project SafeGuard Data Center.

Costs incurred directly to manage, maintain, and operate project SafeGuard Data Center will be spread across and shared by the consortium participants.

Since this project’s inception (January 2006), the Administration has communicated the project SafeGuard vision to all twenty-one (21) School Superintendents.

The following services will be provided to school districts that participate in the project SafeGuard consortium:

- Software Purchase at a consortial discount,
- Hosting and Disaster Recovery Services,
- First level Help Desk Support,
- User Group Coordination.

Given the strong interest in having the project SafeGuard operational for the fall semester (August 2007), the administration anticipates individual School Boards formally entering into Intergovernmental Agreements with CSC by the end of June 2007.

## **Recommended Action**

The Administration recommends that the Board of Trustees enable the College to:

1. Act as the fiscal agent and operational liaison for project SafeGuard.
2. Pursue appropriate bidding process for the upgrade of the HVAC system, UPS and Power Generator for our data center, with an estimated cost of \$40,000.
3. Conduct final negotiations with Skyward for the acquisition of administrative software pertinent to the public schools. (This may necessitate a special meeting of the Board of Trustees in early January 2007).
4. Manage and operate project SafeGuard data center.