

**MEETING OF THE BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, May 17, 2017 – 10:00 A.M.**

Present: Ms. Suzanne Biemiller (Chair), Mr. Matthew Bergheiser, Mr. Steve Herzog (*via* teleconference), Mr. Joseph Martz (*via* teleconference), Mr. Jeremiah J. White, Jr., Mr. Jacob Eapen, Mr. Gim Lim, Mr. Gregory Murphy, Mr. James P. Spiewak, and Victoria Zellers, Esq; and representing the Foundation, Mr. Craig Stock, Dr. Ellyn Jo Waller, and Ms. Arlene Yocum

PUBLIC SESSION

(1) Foundation Fundraising Update (Information Item)

Discussion: Ms. Yocum began her presentation by noting that the materials included with the agenda, which describe the Foundation's assets and strategic priorities, were recently shared with the Foundation Board. Please refer to Attachment A. Ms. Yocum and Mr. Stock stated that 92% of the endowment is restricted for use by donors and that the investment return on these funds is modest. The Foundation Board members and the Business Affairs Committee members then discussed goals and priorities for fundraising. Mr. Stock noted that the Foundation priorities are centered on three items: 50th Anniversary Scholarship Endowment, West Regional Center Expansion, and Student Success initiatives. Ms. Yocum commented that the Foundation has been recruiting new board members—including Dr. Ellyn Jo Waller, who will soon become chair of the Foundation board—with an eye toward raising the visibility of the college and building new networks of supporters. The Foundation, under the direction of Greg Murphy, is also creating a new strategic fundraising plan that will form the foundation of a new comprehensive campaign. As part of this plan, the Foundation staff will interview current and former donors, as well as College Board members. Ms. Biemiller and Mr. White noted that with decreasing support from the public sector, it is important that private fundraising activities become a source of recurring and increased funds for the College's budget priorities. It is expected that the Foundation provide an update, including the fundraising strategy, at the Business Affairs Committee at its November 2017 meeting. The Business Affairs Committee will also receive a breakdown of foundation expenses versus funds raised at its next meeting.

EXECUTIVE SESSION

After the presentation by the Foundation Board Members, the Committee went to an Executive Session to discuss legal and negotiation issues.

PUBLIC SESSION

(2) Tuition Recommendation for the 2017-18 Year (Action Item):

Discussion: Mr. Eapen provided an overview of the budgetary challenges faced by the College for the 2017-18 fiscal year. Both the Governor's and the Mayor's budgets have no increases in funding for the College and the College has experienced enrollment declines over the past year and a half. He noted that the College has not had a tuition increase in the last three fiscal years. In order to maintain fiscal stability, staff recommended a \$6 per credit tuition increase to \$159 effective with the Fall, 2017 semester. Attachment B contains the Pennsylvania Community Colleges' estimated 2017-18 Tuition and Fees. Attachment C contains the impact of the proposed tuition increase on students receiving Pell grants.

Action: Mr. Herzog moved and Mr. Martz seconded the motion that the Committee recommend to the full Board that the tuition charge be increased by \$6.00 per credit from \$153 to \$159 effective for the Fall, 2017 term. The motion passed unanimously.

(3) 2016-17 Budget Update (Information Item):

Discussion: Mr. Eapen noted that the College's budget for fiscal year 2016-17 should end the year balanced even though enrollments were approximately 5.5% lower than budgeted. He reminded the Committee that staff took a number of actions to reduce expenditures when it became apparent that enrollments had declined. These actions included freezing all non-faculty full-time positions, eliminating contingency budgets, and reducing budgets in other areas, such as supplies, travel and part-time wages. Additionally, some budgeted objectives were eliminated. Mr. Eapen also stated that due to the lower number of sections offered, the cost for part-time faculty was lower than originally budgeted and that the College benefitted from health care claims experience being lower than originally budgeted.

(4) Proposed 2017-18 College Budget (Action Item):

Discussion: Mr. Eapen reviewed with the Committee the changes in revenues and expenses in regards to the proposed fiscal year 2017-18 budget and the revised 2016-17 budget. He noted that the tuition revenues included \$1.9 million additional funds resulting from the \$6 per credit hour tuition increase and also included an increase of \$300,000 from the Workforce and Economic Innovation activities. Mr. Eapen mentioned that the tuition revenues are based upon stable enrollments, but the College may continue to experience enrollment decreases especially as the economy continues to improve and jobs are created in the local market. In regards to changes in expenses, Mr. Eapen noted that salaries include a two percent increase consistent with the last comprehensive proposal made to the Federation. He stated that total salaries are lower than the 2016-17 budget due to the elimination of a net nine full-time positions, fewer full-time faculty required as enrollment decreases, and lower budgeted salaries for new employees, including potentially more junior faculty who are replacing recently retired employees. The amount budgeted for part-time faculty is consistent with the projected number of sections to be offered. Mr. Eapen stated that medical costs are budgeted to be 8.4% higher than the 2016-17 projected total, consistent with national industry trends. Other expenses are higher than 2016-17 revised budgets due to reinstatement of most of the contingency funds and additional funding for marketing. Mr. Spiewak briefly described the

tables contained in the budget document noting that pages 8 through 17 contained narrative describing important initiatives supported by the budget that align with the new Strategic Plan.

Action: Mr. Martz moved and Mr. Herzog seconded the motion that the Committee recommend to the full Board approval of the 2017-18 College Budget. The motion passed unanimously. Please note that the 2017-18 College Budget is appended separately to the minutes.

(5) Discussion on Salary Increase for Administrative and Confidential Staff (Action Item):

Discussion: A Board action is required to approve the 2% increase to the salaries of Administrators, excluding Cabinet members, and Confidential staff effective July 1, 2017.

Action: Mr. Herzog moved and Mr. Martz seconded the motion that the Committee recommend to the full Board approval of the 2% increase to the salaries of Administrators, excluding Cabinet members, and Confidential staff effective July 1, 2017. The motion passed unanimously.

(6) E-Commerce Billing and Payment Solutions (Action Item)

Discussion: Mr. Eapen described the RFP process that was utilized to find a replacement vendor for processing the College's credit card and other electronic payments and add increased functionality. Six vendors were solicited for quotes and four responded (CashNet, Nelnet, TouchNet and Tuition Management Systems). Staff reviewed proposals on two key criteria including price, implementation timeline and experience. After reviewing vendor's proposals and solutions, staff determined that CashNet offered the best mix of products at the most competitive price. Mr. Eapen asked for approval to enter into a three-year contract with Cashnet at an annual cost of \$50,000 with a one-time implementation cost of \$20,000. The total cost for the three-year contract is \$170,000. Attachment D contains a matrix showing the three year pricing.

Action: Mr. Herzog moved and Mr. Martz seconded the motion that the Committee recommend to the full Board that the College enter into a three-year contract with CashNet to provide a comprehensive billing and payment solution with start-up costs, inclusive of implementation and annual fees, of \$70,000. Ongoing costs are \$50,000 annually. The total cost of the three-year contract is \$170,000. The motion passed unanimously.

(7) Managed Backup Services (Action Item)

Discussion: Mr. Eapen described the history of the College's process for backing up data along with the RFP process utilized by staff. He noted that it was important to enhance the College's daily backup process, convert from tape to disk backup, improve reporting capability and enhance disaster recovery preparedness and planning. The College did an RFP for this service. Based upon staff review of the proposals, including implementation timelines, it was determined that the current provider, Cogentix (formerly DSS), be awarded the contract. Staff recommend a five year contract with Cogentix at a monthly fee of \$8,124 or \$97,488

annually. In response to a question, Mr. Eapen stated that this cost is \$30,000 higher than current due to the necessary technological improvements in the backup services. Attachment E contains the Bid Summary.

Action: Mr. Martz moved and Mr. Bergheiser seconded the motion that the Committee recommend to the full Board that the College enter into a five-year contract with Cogentix at a monthly fee of \$8,124. The motion passed unanimously.

(8) Next Meeting Date:

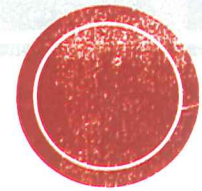
The next regularly scheduled meeting of the Committee is scheduled for Wednesday, August 23, 2017 at 10:00 A.M. in the Isadore A. Shrager Boardroom, M2-1. However, due to certain upcoming transactions, a meeting is required in June, 2017. The June meeting will be held on Wednesday, June 21, 2017 at 10:00 A.M. in the Isadore A. Sharger Boardroom, M2-1.

ATTACHMENT A

COMMUNITY COLLEGE OF PHILADELPHIA FOUNDATION BUDGET PRIMER

COMMUNITY COLLEGE OF PHILADELPHIA FOUNDATION BUDGET PRIMER

UPDATED FOR BUSINESS AFFAIRS COMMITTEE - 5.17.2017



WHAT WE HAVE...

Endowment

- Guidelines:
 - Invested per Foundation's Investment Policy Statement
 - PFM serves as OCIO
 - Payout based on spending policy
 - Restricted for designated purpose
- Funds:
 - Endowments
 - Quasi-endowments
 - Endowed chair
 - Annuities

Non-Endowment

- Guidelines:
 - Not invested with endowment
 - Held in money market and checking
 - Provide liquidity
 - Most restricted for designated purpose
- Funds:
 - Unrestricted Operating
 - Special Events
 - Restricted – Scholarships
 - Capital
 - Other Restricted
 - Foundation Grants



WHAT WE HAVE...

ENDOWMENTS

- Scholarships
- Programs & Activities
 - Center for Law & Society – supports Center activities
 - Frederick Capshaw – supports projects that advance diversity
- Endowed Chair
 - Independence Foundation Endowed Chair in Nursing



WHAT WE HAVE...

NON-ENDOWMENTS

- **Unrestricted Operating**
 - Fund supports expenses per approved Operating Budget/Treasurer's Report.
 - Fund supports "restricted" commitments (50th Anniversary, etc.) when revenue does not meet expense.
- **Special Events**
 - Funds established for revenue and expenses for a specific event (golf, gala).
 - Net proceeds from events mainly support scholarships.
- **Capital**
 - One (1) fund provides "unrestricted" capital support.
 - Three (3) funds established for Expanding Possibilities campaign.
 - Annual transfer to College made based on pledge payments received.



WHAT WE HAVE...

NON-ENDOWMENTS

- Restricted Scholarships
 - Donations received to support an annual scholarship award and/or to grow fund for future awards/endowment
- Other Restricted
 - Established to hold monies designated for a purpose other than scholarship
 - Some funds are multi-purpose
- Foundation Grants
 - Funded by External Organizations and Foundation Grants Program
 - Have specific budget allocation, scope of work, reporting scheduling, etc.
 - Have a project director, financial manager, and responsible org (College department/division)



WHAT WE HAVE...

ASSET ALLOCATION

Book Value ...as of 3.31.2017

NON-ENDOWMENT FUNDS

Wells Fargo Foundation Checking Account	514,400
PNC Money Market Account - Grant	830,689
Total Non-Endowment/Operating Fund	1,345,089

ENDOWMENT FUNDS (PFM)

Bryn Mawr Trust: Mutual Fund - Equity	5,977,470
Bryn Mawr Trust: Mutual Fund - Bond	2,711,275
Bryn Mawr Trust: Money Market Fund	178,282
Titan	29,515
Equus	212,730
Total Marketable Endowment Funds	9,109,272

Total Marketable Investment 10,454,361



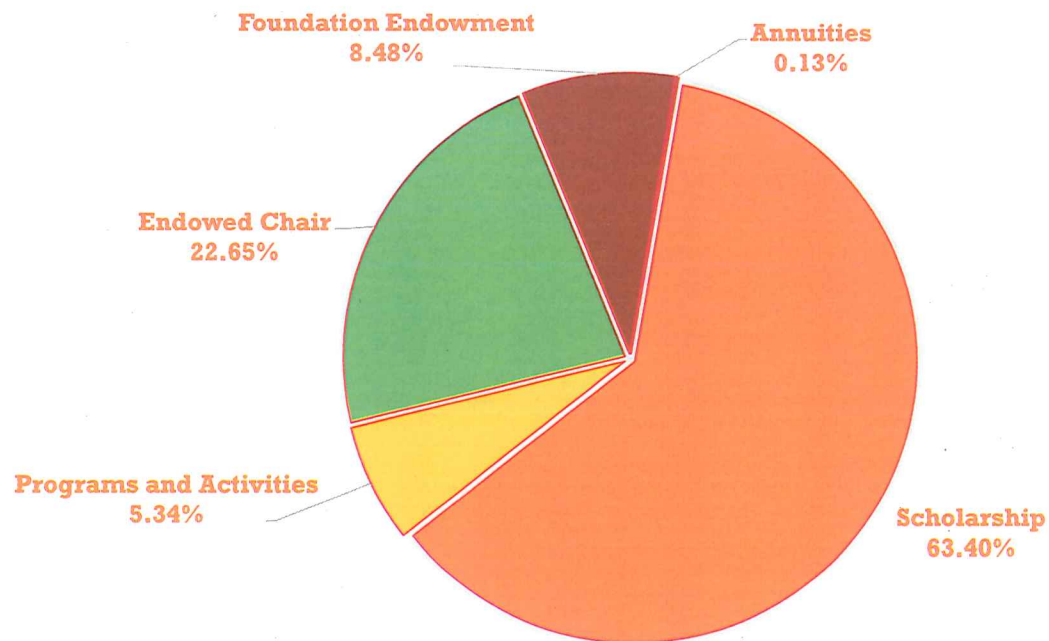
HOW IT CAN BE USED...

- Foundation Operating Budget (Treasurer's Report)
 - Sets spending for fiscal year
 - Must be followed to maintain sustainability of Foundation
 - Special fundraising initiatives
 - funds brought in to pay for new project
 - establish policy/process for approval



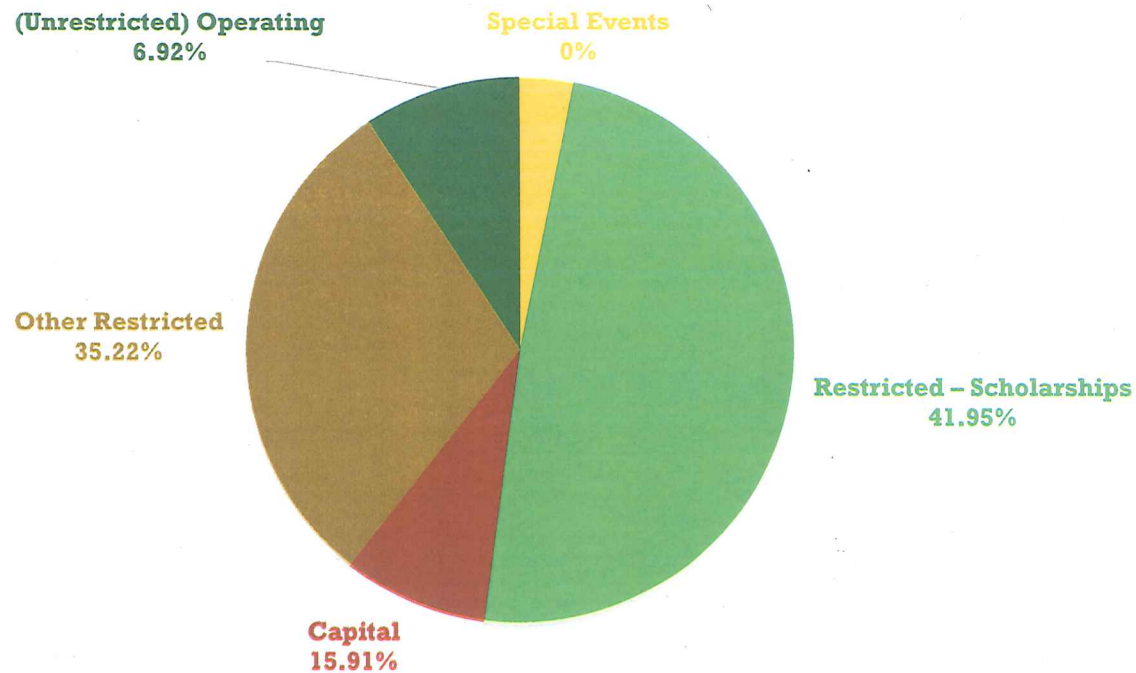
HOW IT CAN BE USED...

ENDOWMENT FUNDS BREAKDOWN
as of 3.31.2017



HOW IT CAN BE USED...

NON-ENDOWMENT FUND BREAKDOWN as of 3.31.2017



WHAT WE RAISE...

Funds Raised by Gift Type - Summary (current and most recent two years prior)

	Fiscal Yr. 2015 Jul 1 - Mar 31	Fiscal Yr. 2015 Total	Fiscal Yr. 2016 Jul 1 - Mar 31	Fiscal Yr. 2016 Total	Fiscal Yr. 2017 Jul 1 - Mar 31	Fiscal Yr. 2017 Annual Goal
Unrestricted	\$ 95,238	\$ 175,891	\$ 144,375	\$ 201,279	\$ 155,674	\$ 300,000
Restricted	\$ 199,662	\$ 325,663	\$ 282,224	\$ 428,718	\$ 479,647	\$ 615,000
Endowment	\$ 254,712	\$ 269,758	\$ 202,345	\$ 340,113	\$ 126,740	\$ 2,700,000
Deferred	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Grants (Private)	\$ 3,034,465	\$ 3,256,568	\$ 297,980	\$ 341,980	\$ 728,580	\$ 2,000,000
TOTAL	\$ 3,584,077	\$ 4,027,880	\$ 926,924	\$ 1,312,090	\$ 1,500,641	\$ 5,615,000



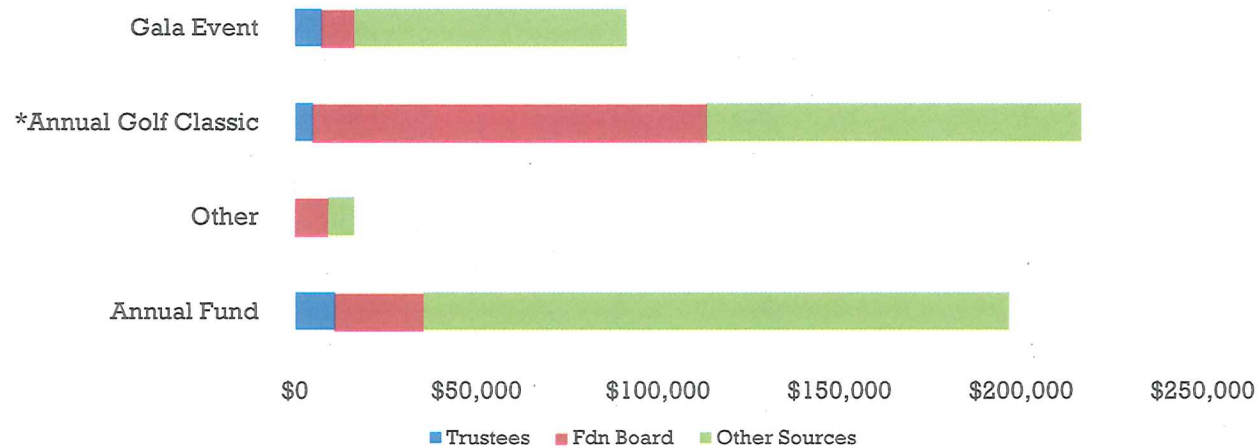
WHAT WE RAISE...

Funds Raised by Gift Type – Detail

Portion attributed to Trustee or Foundation Board includes personal gifts, soft credits, matching gifts, and gifts facilitated by a Trustee or Foundation Board Director.

Unrestricted Revenue

as of Jan. 31, 2017

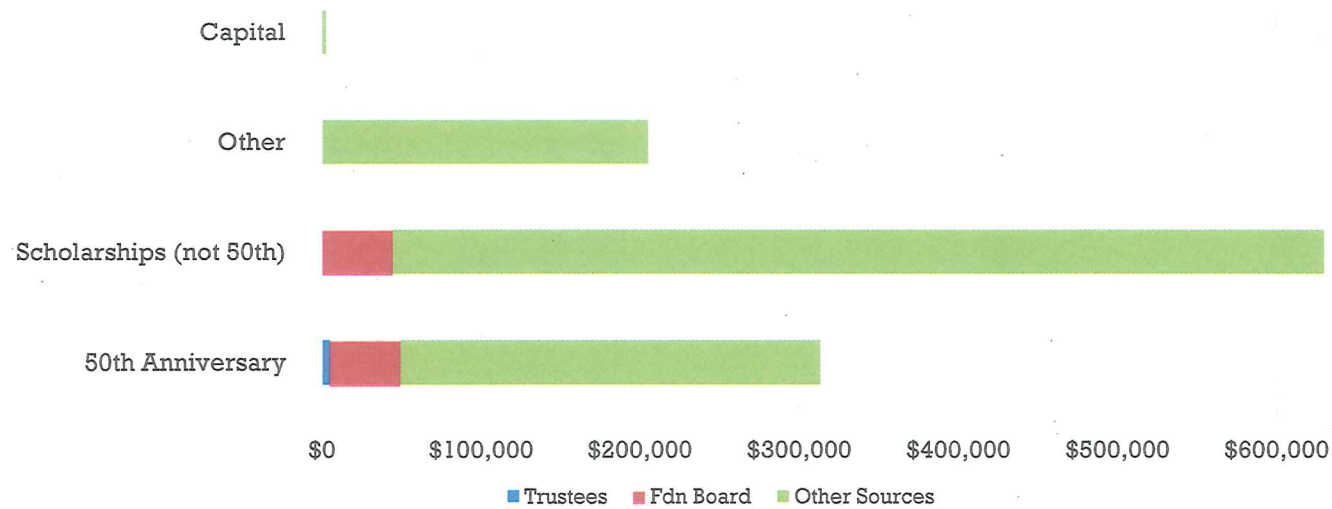


WHAT WE RAISE...

Funds Raised by Gift Type – Detail

Restricted Revenue

as of Jan. 31, 2017

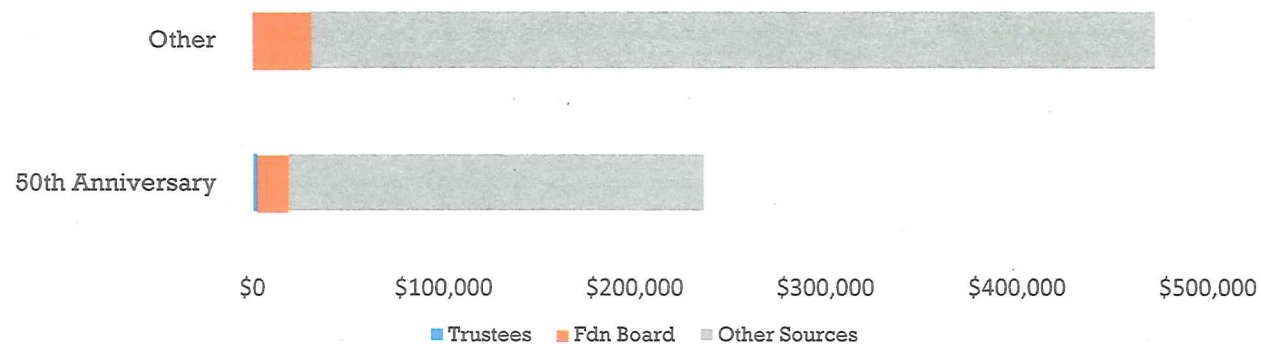


WHAT WE RAISE...

Funds Raised by Gift Type – Detail

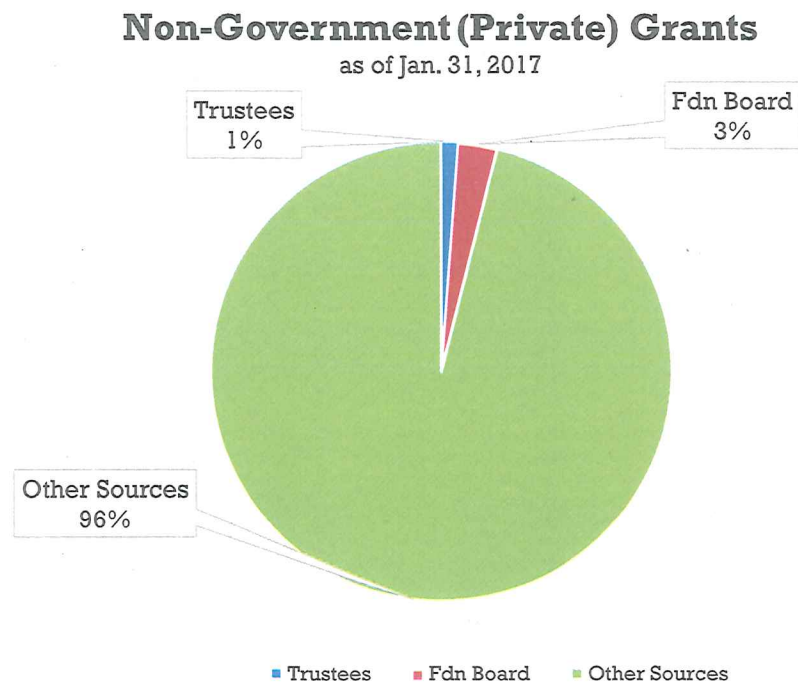
Endowment

as of Jan. 31, 2017



WHAT WE RAISE...

Funds Raised by Gift Type – Detail



WHAT'S NEXT...

RECOMMENDATIONS

- **Aims:**
 - Clarify purpose of existing funds
 - Streamline administration of funds
 - Clarify status of funds/pledges
 - Ensure ability to fulfill commitments:
 - 50th Anniversary Scholars Program
 - Foundation Scholars Program
 - Financial Support of Property Purchase



WHAT'S NEXT...

RECOMMENDATIONS

■ Endowments

- Revise endowment/gift agreements to include statement that if a fund does not reach \$10K threshold by date stated in agreement, Foundation can transfer funds into fund of its choosing, most closely aligned with donor's purpose
- Draft policy for underfunded endowments
 - For funds currently under \$10K (e.g., Al Dia), roll into scholarship endowment
- Frederick Capshaw – supports projects that advance diversity
 - Need to determine how to provide support to College that maintains original intent of fund.
- College Foundation Quasi-Endowment (\$733K)
 - Rename and establish formal policy for use.
- Make quasi-endowments full endowments



WHAT'S NEXT...

RECOMMENDATIONS

- **Restricted Scholarship**

- No activity – If no contributions or awards in a three-year period, roll into scholarship endowment

- **Restricted Other**

- Research inactive funds to confirm use and determine next steps.
- Those with no recent activity – balance could be moved to a more generic fund, such as Capital, Professional Development, Unrestricted, etc., depending on initial use of fund.



WHAT'S NEXT...

RECOMMENDATIONS

■ Outstanding Pledges

- At close of FY2017, any outstanding pledges, with the exception of Barnes and Nobles commitment, will be written off if a payment or renewed commitment to pay the pledge is not received.

■ Charitable Gift Annuities

- Two active annuities.
- Per current policy, an annuity can be established with a minimum gift of \$10K.
- Need to review minimum required donation to establish an annuity.
- Need to determine where/how annuities should be invested.
- Determine action plan for marketing of annuities.



QUESTIONS...



ATTACHMENT B

**PENNSYLVANIA COMMUNITY COLLEGES'
ESTIMATED 2017-18 TUITION AND FEES**

College	New Amount	Previous Amount	Percent Change	
			Tuition	Fees
Allegheny (not board approved)	\$110 tuition (sponsored)	\$107.75	2.1%	
	\$22.25 Technology Fee	\$22.25		0.0%
	\$6 General Fee	\$6.00		0.0%
	\$4.25 Student Services Fee	\$4.25		0.0%
	\$142.50 per credit tuition and fees (sponsored)	\$140.25	1.4%	
Beaver	\$156 Tuition (sponsored)	\$153.00	2.0%	
	\$14 General Student Fee	\$14.00		0.0%
	\$26 Technology Fee	\$26.00		0.0%
	\$196 per credit tuition and fees (sponsored)	\$193.00	1.6%	
Bucks	\$145 Tuition (sponsored)	\$140.00	3.6%	
	\$35 Technology Fee	\$35.00		0.0%
	\$2 Activity Fee	\$2.00		0.0%
	\$182 per credit tuition and fees (sponsored)	\$177.00	2.8%	
Butler (not board approved)	\$108 Tuition (sponsored)	\$104.00	3.8%	
	\$52 Comprehensive/General Fee	\$49.00		6.1%
	\$25 Education fee (distance learning)	\$25.00		0.0%
	\$160 per credit tuition and fees (sponsored)	\$153.00	4.6%	
	\$185 per credit tuition and fees (distance learning)	\$178.00	3.9%	
Delaware	\$117 Tuition (sponsored)	\$113.00	3.5%	
	\$53 Instructional (Technology) fee	\$49.00		8.2%
	\$4 Enrollment services fee	\$0.00		
	\$2 Activity Fee	\$2.00		0.0%
Harrisburg	\$176 per credit tuition and fees (sponsored)	\$164.00	7.3%	
	\$174.25 Tuition (sponsored)	\$176.00	-1.0%	
	\$211 Tuition (non-sponsored)	\$213.00	-0.9%	
	\$24 Technology Fee	\$24.00		0.0%
	\$3.50 activity Fee	\$3.50		0.0%
	\$12 Comprehensive/General Fee	\$12.00		0.0%
	Out-of-state tuition, Dual enrollment, and CHS tuition remain unchanged. Fees also remain unchanged.			
Lehigh Carbon	\$213.75 per credit tuition and fees (sponsored)	\$215.50	-0.8%	
	\$255.50 per credit tuition and fees (non-sponsored, also includes capital fee)	\$257.50	-0.8%	
	\$100 Tuition (sponsored)	\$100.00	0.0%	
	\$22 Tech Fee	\$22.00		0.0%
	\$21 Comprehensive/General Fee	\$18.00		16.7%
	\$143 per credit Tuition and Fees (sponsored)	\$140.00	2.1%	
Luzerne	\$261 per credit tuition and fees (non-sponsored, also includes capital fee)	\$249.00	4.8%	
	\$379 per credit tuition and fees (out-of-state, also includes capital fee)	\$358.00	5.6%	
	\$127 Tuition (sponsored)	\$125.00	1.6%	
	\$20 Technology Fee	\$19.00		5.3%
Montgomery	\$25 Comprehensive Fee	\$24.00		4.2%
	\$172 per credit tuition and fees (sponsored)	\$168.00	1.8%	
	\$144 Tuition (sponsored)	\$144.00	0.0%	
	\$25 Technology Fee (increase approved previous year)	\$23.00		8.7%
	\$7 Activity Fee (pending board approval)	\$5.00		40.0%
Northampton	\$15 Comprehensive/General Fee	\$15.00		0.0%
	\$191 per credit Tuition and Fees (sponsored)	\$187.00	2.1%	
	\$100 Tuition (sponsored)	\$97.00	3.1%	
	\$21 Tech Fee	\$21.00		0.0%
PA Highlands (not board approved)	\$20 Comprehensive/General Fee	\$19.00		5.3%
	\$141 per credit Tuition and Fees (sponsored)	\$137.00	2.9%	
	\$127 Tuition (sponsored)	\$131.00	-3.1%	
Philadelphia (not board approved)	\$62 Comprehensive/General fee	\$62.00		0.0%
	\$189 per credit Tuition and Fees (sponsored)	\$193.00	-2.1%	
	\$159 Tuition (sponsored)	\$153.00	3.9%	
	\$30 Tech fee	\$30.00		0.0%
Reading (not board approved)	\$4 General Fee	\$4.00		0.0%
	\$193 per credit Tuition and Fees (sponsored)	\$187.00	3.2%	
	\$129 Tuition (sponsored)	\$125.00	3.2%	
	\$22 Institutional (Comprehensive/General) Fee	\$22.00		0.0%
	\$27 Technology Fee	\$26.00		3.8%
Westmoreland	\$4 Activity Fee	\$4.00		0.0%
	\$182 per credit tuition and fees (sponsored)	\$177.00	2.8%	
	\$124 Tuition (sponsored)	\$122.00	1.6%	
	\$49 General Fee	\$47.00		4.3%
	\$173 per credit Tuition and Fees (sponsored)	\$169.00	2.4%	

ATTACHMENT C

IMPACT OF PROPOSED TUITION INCREASE ON STUDENTS RECEIVING PELL GRANTS

**IMPACT OF PROPOSED TUITION INCREASE
ON STUDENTS RECEIVING PELL GRANTS
(For Students Not Selecting Courses
Requiring Payment of a Course Fee)**

The maximum Pell award for the 2016-17 award year is \$5,815. It is increasing by \$105 to \$5,920 for the 2017-18 award year. Shown below is a comparison of what the current balance check is for a maximum Pell award, and what the balance check will be for the proposed charges of \$159 per credit for tuition, \$30 per credit for the Technology Fee, and \$4 per credit for the General College Fee.

2016-2017 YEAR⁽¹⁾		2017-2018 YEAR⁽¹⁾	
Max Pell - 12 Credits	\$2,908	Max Pell - 12 Credits	\$2,960
Tuition/Fees	\$2,244	Tuition/Fees	\$2,316
Balance Check Per Term	\$664	Balance Check Per Term	\$644
Max Pell - 9 Credits	\$2,181	Max Pell - 9 Credits	\$2,220
Tuition/Fees	\$1,683	Tuition/Fees	\$1,737
Balance Check Per Term	\$498	Balance Check Per Term	\$483
Max Pell - 6 Credits	\$1,454	Max Pell - 6 Credits	\$1,480
Tuition/Fees	\$1,122	Tuition/Fees	\$1,158
Balance Check Per Term	\$332	Balance Check Per Term	\$322
Max Pell - 3 Credits	\$727	Max Pell - 3 Credits	\$740
Tuition/Fees	\$561	Tuition/Fees	\$579
Balance Check Per Term	\$166	Balance Check Per Term	\$161

(1) Includes tuition, technology fee, and general College fee.

Note: This chart does not consider the impact of other forms of student aid such as PHEAA grants, SEOG, private scholarships, and employer-paid tuition and fees.

Approximately 60% of all students receive a Pell grant; approximately 71% of those receiving a Pell grant receive the maximum Pell award.

ATTACHMENT D

e-COMMERCE AND PAYMENT SOLUTIONS THREE YEAR PRICING MATRIX

Best & Final Pricing - 5/10/17 - RFP 9989: e-Commerce and Payment Solutions				
Start Up Costs				
Component	TouchNet 3 yr	Nelnet 3 yr	TMS 3 yr	Cashnet 3 yr
Tuition payments	\$ 21,700.00	\$ 11,700.00	\$ 6,500.00	\$ 20,000.00
equipment cost	\$ -	\$ 720.00	\$ -	\$ -
Foundation and special payments	\$ 7,500.00	\$ 4,500.00	\$ -	\$ -
Total to replace current payment functionality	\$ 29,200.00	\$ 16,920.00	\$ 6,500.00	\$ 20,000.00
service fees passed to payer	2.75%	2.75%	varies if choose Intelligent Rate or 2.75% fixed	2.75% domestic ; 4.25% int'l
Tuition Payment Plans	\$ 12,500.00	N/A	\$ 1,500.00	\$ -
subtotal for payment plus payment plan	\$ 41,700.00	N/A	\$ 8,000.00	\$ 20,000.00
Online Billing	\$ 7,000.00	\$ 9,000.00	\$ 5,000.00	\$ -
subtotal for payment plus billing	\$ 36,200.00	\$ 25,920.00	\$ 11,500.00	\$ 20,000.00
Total for all components	\$ 48,700.00	\$ 25,920.00	\$ 19,500.00	\$ 20,000.00
Annual Costs				
Component	TouchNet 3	Nelnet 3	TMS 3 & 5	Cashnet 3
Tuition payments	\$ 45,400.00	\$ 28,080.00	\$ 6,300.00	\$ 50,000.00
ACH transaction fees	\$ 10,250.25	\$ 2,733.00	\$ 4,100.10	\$ -
Foundation and special payments	\$ 10,465.00	\$ 10,800.00	\$ 216.00	\$ -
Total to replace current payment functionality	\$ 66,115.25	\$ 41,613.00	\$ 10,616.10	\$ 50,000.00
Tuition Payment Plans	\$ 32,835.00	\$ -	\$ -	\$ -
lost revenue on pay plan	\$ -	\$ 154,875.00	\$ 216,825.00	\$ -
Total payment plan	\$ 32,835.00	N/A	\$ 216,825.00	\$ -
subtotal for payment plus payment plan	\$ 98,950.25	N/A	\$ 227,441.10	\$ 50,000.00
Online Billing	\$ 10,465.00	\$ 16,200.00	\$ 31,800.00	\$ -
subtotal for payment plus billing	\$ 76,580.25	\$ 57,813.00	\$ 42,416.10	\$ 50,000.00
Total for all components	\$ 109,415.25	\$ 57,813.00	\$ 280,473.30	\$ 50,000.00
First Year Costs				
Component	TouchNet 3	Nelnet 3	TMS 3 & 5	Cashnet 3
implementation to replace current payment functionality	\$ 29,200.00	\$ 16,920.00	\$ 7,220.00	\$ 20,000.00
annual to replace current payment functionality	\$ 66,115.25	\$ 41,613.00	\$ 10,616.10	\$ 50,000.00
Total to replace current functionality	\$ 95,315.25	\$ 58,533.00	\$ 17,836.10	\$ 70,000.00
Payment Plan Implementation	\$ 12,500.00	N/A	\$ 1,500.00	\$ -
Payment Plan annual *	\$ 32,835.00	N/A	\$ 216,825.00	\$ -
Payment Plan Total	\$ 45,335.00	\$ -	\$ 218,325.00	\$ -
Online Billing implementation	\$ 7,000.00	\$ 9,000.00	\$ 5,000.00	\$ -
Online Billing annual	\$ 10,465.00	\$ 16,200.00	\$ 31,800.00	\$ -
Online Billing Total	\$ 17,465.00	\$ 25,200.00	\$ 36,800.00	\$ -
Total for all components *	\$ 158,115.25	\$ 83,733.00	\$ 272,961.10	\$ 70,000.00
			\$ 56,136.10	**

* TMS total includes lost revenue from pay plan

** TMS price if we don't account for lost payment plan revenue

ATTACHMENT E

BID SUMMARY MANAGED BACKUP SERVICES

Company (Bidder)	Base Bid, 3 Yr Cost	Bid Year 4	Bid Year 5	Total 5 Yr	Comments by Purchasing	ITS Evaluation Comments
Alpha Technologies USA Inc	\$294,920.00	\$89,160.00	\$90,000.00	\$474,080.00	No uploaded proposal docs, just pricing. Would not consider this bidder.	
Archive Data Solutions	\$306,161.56	98,720.52	98,720.52	\$503,602.60	option 1 price only, see proposal for add'l options	Option 1 feasible but a complete change out of equipment is not realistic in the timeframe. We would again be without a solution for most of the summer.
Insight	\$769,321.39	\$232,002.00	\$248,597.00	\$1,249,920.39	Expensive but very comprehensive response	Price is very high but a clear proposal that was the most comprehensive - just too expensive.
Networking Technologies and Support	\$343,716.84	\$22,254.48	\$22,254.48	\$388,225.80	Basic solution, see proposal for add'l price options	Pricing unclear and EXOBLOX is not an option that CCP is entertaining - nas solution. This would require a complete changeout of equipment. The 6 week implementation would not be long enough and we would be without a backup solution this summer.
Omega Systems Consultants, Inc.	\$350,280.00	\$116,760.00	\$116,760.00	\$583,800.00	Price is based on Option 2 in the proposal	Two options stated but option 2 price was not competitive. Long implementation cycle would leave us without a solution for backing up data this summer.
PhillyCom, Inc.	\$131,760.12	\$40,520.04			There are inconsistencies with this price sheet cost vs. the proposal doc which has \$150,623 as their 1 Yr cost. Please review the proposal for add'l 5 Yr price option	Barracuda solution is not an option for CCP. We have experienced this appliance and found it to be lacking. Pricing was unclear.
Cogentix	\$323,028.00	\$107,676.00	\$107,676.00	\$538,380.00	did not comply by entering price on price sheet in Pennbid; pricing contained in their uploaded documents. Discounted monthly cost for a 4 and 5 year commitment. Yr 4 \$8416/mo total 4 yr cost \$403,968 or yr 5 \$8124/mo total 5 yr \$487,440	ITS would like to remain with Cogentix (formerly DSS) and go with the 5 year agreement. The solution of EXAGRID is sound and will remove the tape backup solution 9the point of the RFP) that we are currently doing and provide a path into the current century of backup. The remove of tape is a saving of \$4,300 annually (Autovault \$600 and Iron Mointain \$3700) which were included in FY18 proposed Operating dollars. The extra expense of this solution will pay for itself over time in our ability to manage the data we are backing up and provide improved restore points via EXAGRID.