

**MEETING OF THE BUSINESS AFFAIRS COMMITTEE & EXECUTIVE COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, May 19, 2021 – 9:00 A.M.**

TO: Business Affairs & Executive Committees of the Board of Trustees
FROM: Jacob Eapen
DATE: May 18, 2021
SUBJECT: Committee Meeting

A meeting of the Business Affairs Committee & Executive Committee of the Board of Trustees will be held on **Wednesday, May 19, 2021 via Zoom at 9:00 A.M.** The following is the Zoom information for the meeting:

Topic: Business Affairs Committee Meeting: Public Session
<https://ccp.zoom.us/j/92504300745?pwd=bmR5bU56Sm9RblBMdUdvZ3pLMFZ0Zz09>
Meeting ID: 925 0430 0745
Passcode: 8029

**COMBINED MEETING OF THE BUSINESS AFFAIRS AND EXECUTIVE COMMITTEES OF
THE BOARD OF TRUSTEES**

AGENDA – PUBLIC SESSION

(1) Memorandum of Understanding with Philadelphia Housing Authority for Shared Housing Program for CCP Students (Action Item)

The Community College of Philadelphia (“CCP”) plans to enter a Memorandum of Understanding (“MOU”) with the Philadelphia Housing Authority (“PHA”) for a Shared Housing Program. The MOU calls for a 36-month pilot program for housing insecure CCP students to have shared housing in a near-by PHA building with other CCP students. The primary students to be served will be former foster care youth who need housing while they pursue higher education. The students must be enrolled in at least 6 credits at the College and be PELL eligible.

PHA is currently renovating two buildings near CCP’s Main Campus at 535 N. 11th Street and 544 N. 10th Street. The two buildings have two to three units each with a total of 16 bedrooms. Each student will have his/her/their own bedroom and will share common areas. Student rent is capped at 30% of each student’s income, but also capped at \$125 per month regardless of income.

CCP will refer housing insecure students to PHA to meet PHA's participant requirements which include low income and a criminal background check. PHA will be responsible for all aspects of the housing and landlord/tenant relationship. CCP will be responsible for educational services and support services including: a stability plan, a campus support champion, Single Stop services, academic advising, learning lab/tutoring services, assistance with scholarships, and assistance through Career Connections.

There is an agreement that each party will indemnify the other for their respective responsibilities under the MOU.

The staff request that the Business Affairs Committee recommend the MOU to the Executive Committee of the Board of Trustees and that the Executive Committee of the Board approve the MOU.

MEETING OF THE BUSINESS AFFAIRS COMMITTEE

AGENDA – PUBLIC SESSION

(1) Avaya Phone Upgrade (Action Item)

Unified Communications System upgrades utilizing Voice over Internet Protocol (VoIP) and an integrated Unified Messaging System to serve the entire campus.

Project: Our goal is to complete the Final upgrades and total migration of the end of life (EOL) the College's Nortel/Avaya CS1000 telephony system onto Avaya Communication Manager. In addition, this will complete final migration stages of all current users, hardware and software licenses from the original Nortel/Avaya CS1000 system onto the upgraded Avaya Aura Communication Manager, Avaya Aura IX Messaging platform, and the implementation of the latest Avaya Communications Notifications system.

Phase 1. Implementation of the Core CM System components from the current Nortel platform with anew Avaya Communications Manager Solution. This phase has already been completed.

Phase 2. Replace Nortel Contact Center with the Avaya SIP based platform for the call center agents and supervisors to allow for remote agent experience. This phase has already been completed.

Phase 3. Migrate the balance of end of life Nortel CS1000 telephone system end users to the new Avaya Communications Manager system utilizing remote gateways in strategic areas for end point device support to deliver enterprise mobility to enhance the communications of the workplace in the office, out in the field or at home. Provide up-to-date Emergency 911 dialing ensuring the E911 emergency response network will receive the appropriate calls with location data without changing any of the expected normal operations of the system.

Phase 4. Migrate the existing Avaya Aura Messaging application to the latest Avaya IX Messaging platform for all voice messaging end users and provide a state of the art, user-friendly solution for the in-depth voice menus in use today.

Phase 5. Implementation of the Avaya ACNS – Avaya Communications Notification System to replace the existing Broadcast Notification alert system on the current Nortel system, allowing for direct workplace and classroom emergency broadcast and threat alerts across a single, integrated paging system.

CSG Global Consulting and Avaya subscribe to the PEPPM program for Pennsylvania Higher Education Purchasing network for project pricing and standard discounts. All of the Avaya components included in this proposal are based on special pricing incentives and are well below the PEPPM pricing matrix for all Avaya products.

Please refer to Attachment A outlining why the Avaya solution is the best solution for the College. The Avaya Phone Upgrade from CSG Global Consulting group is based on the following pricing:

Hardware	\$256,399
Software	\$186,346
Maintenance & Support (One Year)	\$88,539
Professional Services/Labor	<u>\$105,165</u>
Total	<u>\$636,449</u>

Staff is requesting that the Business Affairs Committee recommend to the full Board to acquire the Avaya Phone Upgrade from CSG Global Consulting group in the amount of \$636,449 using Higher Education Emergency Relief Funds.

(2) Fortinet - Network Access Control (NAC) Solution (Action Item)

NAC provides visibility over everything connected to the network, as well as the ability to control those devices and users, including dynamic, automated responses. It plays a role in strengthening the overall network security infrastructure.

Benefits of a NAC solution include:

1. Authentication and authorization of users and devices
2. User and device profiling
3. Quarantine of unsecured devices
4. Restricting access to unsecured devices
5. Policy lifecycle management
6. Overall security posture assessment
7. Incident response through policy enforcement
8. Guest networking access

The PennBid RFP#10149 was made available on April 15, 2021 with a response due date of April 27, 2021. Ten responses were received. However, the two lowest bidders were not compliant: SHI and Dell. PhillyCom submitted a bid that met all the bid requirements. The RFP bid #10149 consisted of all required infrastructure, hardware,

software, professional services and maintenance support to augment our current Fortinet firewalls and enhance the overall security fabric of the College network at the Main Campus and supporting all college locations.

SHI	Dell	PhillyCom	CNI	Graybar	Unlimited Tec	AITA	HOWARD TECH	TommyT	CSG Global
\$121,500.00	\$147,591.35	\$148,524.00	\$150,143.00	\$151,956.00	\$161,552.00	\$165,560.66	\$173,806.00	\$173,940.00	\$190,183.00

This technology spend request is covered under HEERF guidelines as it will be used for updating network security requirements due to the increase of the online student learning and addresses the gaps in remote learning security.

Staff request that the Business Affairs Committee recommend to the full Board the approval of the Phillycom for the Fortinet NAC Solution at the total cost of \$148,524, which includes Hardware/Licenses, 3-year support, and professional services. The purchase shall be made using Higher Education Emergency Relief Funds.

EXECUTIVE SESSION

The Business Affairs Committee will go into Executive Session. Zoom details follow:

Topic: Business Affairs Committee Meeting: Executive Session
<https://ccp.zoom.us/j/96904520246?pwd=ck9FVXhزامFWUFjsckNrVFJLUEQ3dz09>
Meeting ID: 969 0452 0246
Passcode: BAC

PUBLIC SESSION

The Committee will return to the Public Session to vote on the 2021-2022 College Budget.

(3) 2021-2022 College Budget (Action Item)

Staff will review the 2021-2022 budget and ask for Committee recommendation of the proposed budget to the full Board.

(4) Next Meeting Date:

The next regularly scheduled meeting of the Business Affairs Committee meeting **is scheduled for Wednesday, June 23rd at 9:00 A.M.**

JE/lm

c:

Mr. Jeremiah J. White, Jr.
Dr. Donald Guy Generals
Ms. Marsia Henley
Mr. Gim Lim
Mr. Derrick Sawyer
Mr. John T. Wiggins
Victoria L. Zellers, Esq.

ATTACHMENT A
The Avaya Solution

Why Avaya?

1. Robust and scalable platform
2. Lower TCO based on: Virtualization, Cloud, & IaaS
3. Market leading end-to-end Unified Communication / Customer Experiencesolution
4. Customizable experience
5. Multiple Appearance Directory Number (MADN)
 - MADN: A phone number that appears on two or more phones
 - Use Cases:
 - Several phones ring when a number is dialed
 - Visual indicator when a line is in use – receptionist can see someone is busy before transfer
 - Multiple phones in a room have the same number
 - Large Lab – Calls ring in multiple places
 - Faculty member has a lab and office
 - Multiple phone numbers (two or more) appear on one phone –
 - Assistant has director's extension on phone
 - Receptionist has many other people's lines on their phones
6. Enhanced Security features
7. Advanced Call Center Agent Productivity Tools
8. **User Experience – Top supported features:**
 - Making, answering and releasing a basic call
 - End to end signaling (DTMF)
 - Fixed feature key access - not FFC based
 - Context sensitive key access – idle / offhook / dialed / ringing / activecall state
 - Set Display - time and date, call timer etc.
 - Set Display - calling / called / redirecting name and number
 - Transfer - blind as well as consultative
 - Ad hoc conference – as per CM implementation
 - Call Forward - all calls / busy / no answer
 - Caller List / Redial List / Personal Directory
 - Release key - disconnect a call
 - Hold / retrieve
 - Make Set Busy
 - Message Waiting Indication
 - **Additional features supported:**
 - Privacy
 - Call Pickup (Directed / Group / Ringing Number)
 - Speed Dial
 - Call Park and Call Pickup (an Avaya Breeze Snap in)
 - Hot Line - multiple types on CS1000
 - Message Waiting Key/Indicator for voice mail
 - Ring Again
 - Last Number Redial
 - Autodial
 - Call Waiting