

**BOARD REPORT NO. 16-11-104B**

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

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**AUTHORIZATION OF THE USE OF UNIVERSITY OF CALIFORNIA CONTRACT TO PURCHASE DISTRICTWIDE ROOM SCHEDULING SOFTWARE FROM AD ASTRA**

With the implementation of the District's CIP3 program and its impact on the availability of classrooms and event space, there is a Districtwide need for sophisticated classroom management and scheduling software with the ability to interface with Ellucian Banner. In addition to helping manage the relocation of classroom space associated with CIP3, there may be a need to provide a solution for predictive scheduling of academic sections and classes that will meet students' needs for on time program completion.

Initial investigations of appropriate tools and subsequent vendor interviews were conducted at Skyline College and identified Ad Astra as the tool offering scheduling and unique analytic capabilities best suited for the College. Subsequent discussions and investigation by the District's IT department confirmed that Ad Astra would be an appropriate tool to implement Districtwide.

Initial contract negotiations revealed that implementation fees and yearly subscription costs for Districtwide use of the product over five years exceed the public contract code bid limits. However, Ad Astra and the University of California negotiated contract #21156-5050 P TA408 for the same Ad Astra products, terms and conditions that the District wishes to purchase. Public Contract Codes (PCC) 20652 and 20653 et seq. authorize the governing board of any community college district to purchase materials, equipment, supplies, or services through existing contracts negotiated with public agencies, including the UC and CSU Systems, without advertising for bids.

The District intends to purchase a subscription to Astra Schedule Software first and add analytics software in future years if needed. Astra Schedule implementation will start at Skyline College and be phased in at the other Colleges over the next two years. The initial contract term for Astra Schedule will not exceed five years and the total amount over the life of the contract is not expected to exceed \$414,000. The District will amend its initial contract to add the Analytics software at additional costs in future years.

**RECOMMENDATION**

It is recommended that the Board approve the purchase of Ad Astra Scheduling and Analytics software subscriptions utilizing the agreement between Ad Astra and the University of California. The initial agreement for the Astra Schedule software will be for a period not to exceed five years in an amount not to exceed \$414,000.