



# **SCHOOL BOARD ACTION REPORT**

**DATE:** April 5, 2018  
**FROM:** Dr. Larry Nyland, Superintendent  
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**For Introduction:** April 25, 2018

**For Action:** May 9, 2018

## **1. TITLE**

BTA IV: Approve purchase of equipment from Black Box to replace existing voice network that supports desktop telephones and 5-year software and hardware support for \$3,671,575.40

## **2. PURPOSE**

This action approves a 5-year contract for the Telephone System Upgrade with Black Box in the amount of \$3,671,575.40.

## **3. RECOMMENDED MOTION**

I move the Board of Directors authorize the Superintendent to execute a 5-year contract with Black Box to provide a Telephone System Upgrade, in the amount of \$3,671,575.40, plus Washington State Sales Tax, and to take any necessary actions to implement the contract.

## **4. BACKGROUND INFORMATION**

- a. **Background** – Seattle Public Schools’ (SPS) current telephone system install started in 1999 and was completed in 2003. Newer equipment from the same manufacturer, Nippon Electric Company (NEC), has been purchased at new schools since the original installation. However, most of the hardware is outdated, and parts and software changes are no longer supported, which makes it difficult to continue operating.

The telephone system was identified to receive an upgrade/replacement as part of the Buildings, Technology and Academics (BTA IV) Levy approved in February 2016. SPS went out to bid via the Request for Proposal (RFP) process to secure a new system that meets present and future needs. The requirements call for an estimated 9,100 new phones and 108 switches at a total of 108 sites. Also, with safety and emergency communication (e911 access) as a key requirement, the system must be able to run during a power outage without significant upgrades to our current battery backup and generator infrastructure district wide. The system must also take advantage of existing building wiring and wide area networking that connects our schools and buildings.

The District received seven responses to the RFP ranging in price from \$3.5M to \$9.5M. The vendor that received the highest score on the evaluation rubric included in the RFP, Black Box, met the requirements and took advantage of existing NEC investments. Cost

savings will be realized because the proposal is the same manufacturer of the equipment we have today. Black Box Leveraged NEC Loyalty promotions as part of their bid and added some assumptions that we should be able to remove and reduce purchase costs to utilize existing supportable NEC equipment recently purchased under previous capital projects. We know of 15 Schools and about 1000 phones that will not have to be replaced.

Black Box will remove and recycle all displaced equipment through E-Cycle Washington’s electronic recycling programs. <https://ecology.wa.gov/Waste-Toxics/Reducing-recycling-waste/Electronics>.

Features include but are not limited to this list:

- Intercom like feature known as “Speaker Phone Call”
- Full Duplex speakerphone
- Headset compatible
- Message Waiting Indicator
- Caller ID
- Conference Calls
- Transfer Calls
- 911 location tracking

- b. **Alternatives** – We can refuse the RFP. This option would mean outdated hardware will stay in use and there can be a possibility of longer phone outages while parts are obtained. Future technology capabilities will be costly to try and add compatibility to the system, increasing security potential security issues.
- c. **Research** – A Request for Information (RFI) was created and sent out to the vendor community to learn more about available technology.

**5. FISCAL IMPACT/REVENUE SOURCE**

The fiscal impact of this action will be up to \$3,671,575.40 over 2 years of the contract covering a 5-year hardware and software maintenance contract. Breakout of costs is as follows:

Equipment & Installation	\$	2,962,927.99
5 Year Software Assurance & Maintenance	\$	708,647.41
Total	\$	3,671,575.40

The revenue source for this motion is Buildings, Technology and Academics capital levy (BTA IV) Telecommunications Systems Modernization account Y06310000T.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

- Not applicable
- Tier 1: Inform
- Tier 2: Consult/Involve
- Tier 3: Collaborate

Being part of BTA IV, the Department of Technology Services (DoTS) used the guidelines of the district’s Community Engagement Toolkit. DoTS consulted the Security department on their needs from a phone system, involved district staff in the selection process and solicited feedback and suggestions from schools for desired features through communication channels including the School Leader Communicator.

**7. EQUITY ANALYSIS**

A goal of information technology and communication equipment is to support staff using an equity lens. Being part of BTA IV, DoTS used the guidelines of the district's Equity Toolkit.

The process of selection of projects for BTA IV started in 2015 so early in the planning and decision-making process a broad set of community segments and district experts were engaged. The RFP process employed clear, open, and consistent communication.

Throughout the RFP process, administration has strived to engage on important questions and acknowledge views, aspirations, and contributions. Final selection followed an approved process.

Finally, the same equipment is being put in all buildings and all rooms and administration will continue to work with the vendor and schools to meet its individual needs.

**8. STUDENT BENEFIT**

The safety of our students and staff is top priority and this upgrade will allow for 911 and other critical communications to all the rooms.

**9. WHY BOARD ACTION IS NECESSARY**

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract

Legal requirement for the School Board to take action on this matter

Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item

Other: \_\_\_\_\_

**10. POLICY IMPLICATION**

Per Policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Operations Committee meeting on April 5, 2018. The Committee reviewed the motion and moved the item forward to the full Board with a recommendation for consideration.

**12. TIMELINE FOR IMPLEMENTATION**

Upon approval of this motion, the vendor will start working Summer 2018 to install and upgrade the environment. The new system will be upgraded incrementally on a site by site basis with estimated completion date two to three years from start.

**13. ATTACHMENTS**

N/A