



Finance, Audit and Infrastructure
COMMITTEE

September 21, 2018
MEETING DATE

BOARD OF TRUSTEES

SUBJECT:

Contracts \$250,000 up to \$500,000

PRESENTED BY: John Shipley

**BACKGROUND/CURRENT STATUS/MATTERS REQUIRING ACTION/
FINANCIAL IMPLICATIONS:**

In accordance with Board and Committee approval requirements, there are four contracts or one time purchases requiring Finance, Audit and Infrastructure Committee approval. There are no pass through contracts for approval. Details are presented on the attached report. The four transactions are:

TouchNet Information Systems \$420,000

Baker and Hostetler legal services \$450,000

Collegiate Enterprise Solutions \$265,000

Dinsmore and Stohl legal services \$430,000

BOARD RESOLUTION REQUESTED:

Resolved that the Finance, Audit and Infrastructure Committee approves the contracts listed above, in the total amounts requested.

Wright State University
FY2018/FY2019 Contracts and Expenditures
May 1, 2018 through August 31, 2018

\$250,000 up to \$500,000 (Finance, Audit, and Infrastructure Committee Approval Required)

Contract Information	Description of Services
<p>Vendor: TouchNet Information Systems</p> <p>Committed Contract Period: 12/1/2018 – 11/30/2021</p> <p>Approval Amount: \$420,000</p> <p>Current Annual Amount: \$140,000</p> <p>Previous Annual Amount: \$154,278</p> <p>Contract Options: Price fixed for 3 years- then subject to re-negotiation.</p> <p>Last Bid Date: 2005</p>	<p>TouchNet is an e-commerce platform that presents student bills (tuition & fees, housing, etc.), enables their electronic payment, and delivers student refunds electronically through a secure platform. Also included is a separate module, called TouchNet Ready Partner, for departments to collect non-student receivables. Reviews (including product demonstrations) were conducted on two major competitors (Cashnet and Nelnet) to compare product offerings and service support. A cross-functional team concluded TouchNet continues to offer the best mix of e-commerce products and support. A 3-year contract extension was negotiated with a fixed annual subscription price of \$140,000, down from \$148,000, and eliminating an annual escalation of 4%. A separate \$6,000 annual fee for TouchNet Ready Partners was also eliminated. Projected net savings over the 3-year contract extension is estimated to exceed \$60,000.</p>
<p>Vendor: Baker & Hostetler</p> <p>Committed Contract Period: 4/2017 – Completed</p> <p>Approval Amount: \$450,000</p> <p>Current Annual Amount: \$257,837</p> <p>Previous Annual Amount: N/A</p> <p>Contract Options: N/A</p> <p>Last Bid Date: N/A</p>	<p>AAUP – WSU contract negotiations. In FY18 the University spent \$257,837. Since the dollar amount has exceeded Finance Committee Approval limits, we are requesting a total dollar amount approval for \$450,000 which includes FY18 expenditures. The legal department has estimated a total amount of \$450,000 will cover all expenditures.</p>

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Contract Information	Description of Services
Vendor: Collegiate Enterprise Solutions, LLC DBA the Registry for College and University Presidents Committed Contract Period: 9/4/2018 – 8/31/2019 Approval Amount: \$265,000 Current Annual Amount: N/A Previous Annual Amount: N/A Contract Options: N/A Last Bid Date: N/A	The Registry has provided a consultant to serve in an interim capacity as Vice President for Enrollment Management. Duties include but are not limited to analyzing and assessing the entire enrollment management operation, staff and structure and to make recommendations for change. Fees include a monthly payment of \$21,280.00 to the Registry which includes cost of the consultant plus the management fee for the Registry, monthly rent of \$400 to AM Management and miscellaneous expenditures not to exceed \$4,840 (mileage reimbursement only).

The following contracts and expenditures represent an increase over previously approved amounts

Vendor: Dinsmore & Shohl Committed Contract Period: 7/1/2018 – 6/30/2019 Approval Amount: \$430,000 Current Annual Amount: \$365,000 Previous Annual Amount: \$365,000 Contract Options: N/A Last Bid Date: N/A	Approval is requested for an increase of \$65,000 for a revised total of \$430,000 to cover payments for legal services for patent, immigration and Board of Trustee advice. Approval was received for \$365,000 at the April 11, 2018 Finance, Audit and Infrastructure Committee meeting. Due to increased activity since April on matters where Dinsmore represents the University, the Office of Ohio Attorney General sought and received State Controlling Board approval for a total expenditure of \$430,000 for FY19.
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