



June 05, 2008

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** William D. Law, Jr., President  
**RE:** Grants and Contracts – TCC as Fiscal Agent

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The following are recommended for approval:

### ***RECEIPT, AMENDMENT, EXTENSION OF RESOURCES***

- 1) Organization:** CollegeCenterfor Library Automation (CCLA) –“Ask a Librarian” Virtual Reference Service
- Scope of Service:** This funding is a sub-grant from the Tampa Bay Consortium (TBLC). These funds allow CCLA to provide services in support of the development of the statewide virtual reference service, as a collaborative partner with TBLC.
- Effective Date:** 10/1/08 – 9/30/09
- Contract Amount:** \$130,000
- Indirect Rate:** 0%
- Requested Board Action:** Authorize receipt of funds to continue collaborative support of the virtual reference service
- 2) Organization:** FloridaSterling Council
- Scope of Service:** To serve as fiscal agent for FY 2008-2009 providing contracted staff in support of an Organizational Performance Excellence Program
- Effective Date:** 07/01/08 – 6/30/09

**Contract Amount:** \$573,850.11  
**Indirect Rate:** 8%, \$42,507.42  
**Requested Board Action:** Authorize receipt of funds to continue the Florida Sterling Council Award

**3) Organization:** The Commission for the Transportation Disadvantaged (CTD)  
**Scope of Service:** To provide contracted staff to manage the CTD Medicaid Non Emergency Transportation program during FY 2008-2009.  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$165,000  
**Indirect Rate:** 12%, \$17,678.57  
**Requested Board Action:** Authorize receipt of funds for the Medicaid Non Emergency Transportation Program

**4) Organization:** Dept. of Financial Services – Class Action  
**Scope of Service:** To serve as fiscal agent for FY 2008-2009 providing contracted staff to support the DFS Class Action Program.  
**Effective Date:** 7/1/08 - 6/30/09  
**Contract Amount:** \$137,500  
**Indirect Rate:** 8%, \$10,185.18  
**Requested Board Action:** Authorize receipt of funds for FY 2008-2009 for the DFS – Class Action Program

**5) Organization:** Volunteer Florida - Commission on Community Service  
**Scope of Service:** To serve as fiscal agent for FY 2008-2009 providing contracted staff to support the Volunteer Florida - Department of Community Affairs program. The scope of work for this funding includes funding and administering national service (AmeriCorps) programs and community volunteer initiatives; managing volunteers and donations locally, nationally during times of disaster through ESF 15; providing training and technical assistance on issues related to volunteerism and civic engagement; developing and strengthening collaborative partnerships and promoting and supporting the inclusion of persons with disabilities in national service.  
**Effective Date:** 7/1/08 - 6/30/09  
**Contract Amount:** \$300,000

**Indirect Rate:**  
**Requested Board**  
**Action:**

4.6%, \$13,193.12

Authorize receipt of funds for FY 2008-2009

**6) Organization:**  
**Scope of Service:**

Volunteer Florida – Commission on Community Service  
To serve as fiscal agent for FY 2008-2009 to provide contracted staff for administrative functions for Volunteer Florida. The scope of work for this funding includes funding and administering national service (AmeriCorps) programs and community volunteer initiatives; providing training and technical assistance on issues related to volunteerism and civic engagement; developing and strengthening collaborative partnerships throughout Florida and nationally when appropriate.

**Effective Date:**  
**Contract Amount:**  
**Indirect Rate:**  
**Requested Board**  
**Action:**

07/01/08 – 6/30/09

\$627,495.00

4.6%, \$27,595.38

Authorize receipt of funds for FY 2008-2009

**7) Organization:**  
**Scope of Service:**

State of Florida - Mobile Home Refit Project  
To serve as administrative entity for continued implementation of the Mobile Home Tie-Down Program as described in Section 215.559 4(a) F.S. The option to extend the contract with Windstorm Mitigation, Inc. is being exercised, which will extend the contract through FY 2008-2009.

**Effective Date:**  
**Contract Amount:**  
**Indirect Rate:**  
**Requested Board**  
**Action:**

7/1/08 – 6/30/09

\$2,800,000

5%, \$133,333.33

Authorize receipt of funds for the continuation of the Mobile Home Refit Project and the extension of the existing contract with Windstorm Mitigation, Inc. through FY 2008-2009.

**8) Organization:**  
**Scope of Service:**

Department of Corrections – Special Education Teacher’s Aides Program

To serve as fiscal agent for fiscal years 2008-2009 and 2009-2010 providing contracted staff for one Operations Analyst I position and 18 Special Education Teacher’s Aides positions. These aides will assist special education teachers in providing one-on-one instruction to special education inmates.

**Effective Date:**

8/1/08 – 7/31/2010

**Contract Amount:** \$1,363,565.91  
**Indirect Rate:** 8%, \$101,004.89  
**Requested Board Action:** Authorize receipt of funds to continue the Department of Corrections Special Education Teacher's Aides Program

**9) Organization:** Florida Community Colleges Activities Association  
**Scope of Service:** To serve as fiscal agent for FY 2008-2009 securing the services of James Blackburn as Executive Director of FCCAA. Mr. Blackburn shall administer and develop the FCCAA program at the state level and render an annual report to the FCCAA Presidents Assembly.

**Effective Date:** 7/1/08 - 6/30/09  
**Contract Amount:** \$108,000  
**Indirect Rate:** 2% (of base salary) \$1,717  
**Requested Board Action:** Authorize receipt of funds for FY 2008 - 2009

**10) Organization:** Department of Health-Staffing Services  
**Scope of Service:** To continue to serve as fiscal agent for FY 2008-2009, FY 2009-2010 and FY 2010-2011. Services will be limited to the recruitment and placement of personnel within the department's programs and bureaus (CO0G2). (This will be funded by DOH using internal grant funding)

**Effective Date:** 7/1/08 - 6/30/11  
**Contract Amount:** \$13,000,000  
**Indirect Rate:** Progressive: (6.5%, 7%, 8%), \$868,952.49  
**Requested Board Action:** Authorize receipt of funds for the Dept. of Health-Staffing Services Contract

**11) Organization:** Department of Health-Staffing Services  
**Scope of Service:** To continue to serve as fiscal agent for FY 2008-2009, FY 2009-2010 and FY 2010-2011. Services will be limited to the recruitment and placement of personnel within the department's programs and bureaus (CO0F9). (This will be funded by DOH using general revenue funding).

**Effective Date:** 7/1/05 - 6/30/08  
**Contract Amount:** \$13,000,000  
**Indirect Rate:** Progressive: (6.5%, 7%, 8%), \$868,952.49  
**Requested Board Action:** Authorize receipt of funds for the Dept. of Health-Staffing Services Contract

## II. COMMITMENTS, EXPENDITURES, CONTRACTS FOR SERVICES

**1) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Avalanche Partnership  
**Scope of Service:** Annual renewal of lease for CCLA centralized computing facility in Innovation Park.  
**Effective Date:** 7/1/08– 6/30/09  
**Contract Amount:** \$529,400  
**Requested Board Action:** Authorize the acquisition of services

**2) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** City of Tallahassee  
**Scope of Service:** Annual utility costs for CCLA centralized computing facility in Innovation Park.  
**Effective Date:** 7/1/08– 6/30/09  
**Contract Amount:** \$180,000  
**Requested Board Action:** Authorize the acquisition of services

**3) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Ex Libris USA, Inc.  
**Scope of Service:** Annual software maintenance, development and support costs as part of the legislatively mandated joint community college and university library system effort.  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$620,000  
**Requested Board Action:** Authorize the acquisition of services

**4) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Sun Microsystems  
**Scope of Service:** Hardware purchases and maintenance contracts to support the operations and ongoing development of library software and services as a part of the legislatively mandated joint university and community college system effort. (State Contract No. 250-000-03-1)  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$725,000  
**Requested Board Action:** Authorize the acquisition of services

**5) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** SunGard  
**Scope of Service:** Provides disaster recovery services, which allows CCLA the ability to recover computing operations and resume day-to-day mission critical activity in the event of a

disaster. This includes annual testing services of the recovery plan and procedures. [ITN 03-STO-ITN-008, State Contract No. MA 3882]

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$200,000  
**Requested Board Action:** Authorize the acquisition of services

**6) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** CISCO Systems (Through Hayes Computer Systems, Inc.)  
**Scope of Service:** Sole Source Contract Justification: Continued use of network configuration required CISCO equipment to support the operations of CCLA telecommunication network serving the libraries of the 28 community colleges of Florida.

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$75,000  
**Requested Board Action:** Authorize the acquisition of services

**7) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Dell Equipment  
**Scope of Service:** Sole Source Contract Justification: Continued use of standardized equipment for the LINCC workstation projects and internal CCLA office automation standardization. Community college statewide contract pricing will be utilized wherever possible in this relationship. [Manatee Community College RFP 2001-0... Dell Contract No. 02000014]

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$750,000  
**Requested Board Action:** Authorize the acquisition of services

**8) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Docutek Information Systems, Inc.  
**Scope of Service:** Annual renewal from original developer/vendor for maintenance for VRLPlus software and authority to acquire additional licenses to serve additional institutions as part of the Virtual Library project funded by a federal Library Services and Technology Act (LSTA) grant. CCLA, Tampa Bay Library Consortium and 91 libraries currently participate in the "Ask a Librarian" project. [TCC Contract No. DOCU-0171.AGT.06b]

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$95,000  
**Requested Board Action:** Authorize the acquisition of services

**9) Organization:** CollegeCenterfor Library Automation (CCLA)

**Contractor:** Information Systems of Florida  
**Scope of Service:** Provide annual update to the funding feasibility study previously submitted to the Technology Review Workgroup (TRW) of the Florida Legislature. Provide review, consultation, and study relative to CCLA technological issues in the legislative budget process. Provide consultation and technical support as part of CCLA's participation in the legislatively mandated joint effort by the university and community colleges to utilize a single automated library system software vendor. [State Contract No. 973561061]  
**Effective Date:** 7/1/08– 6/30/09  
**Contract Amount:** \$75,000  
**Requested Board Action:** Authorize the acquisition of services

**10) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Syndetic Solutions LLC  
**Scope of Service:** Sole Source Contract Justification: Annual subscription for Syndetic Solutions LLC, a subsidiary of R.R. Bowker LLC ("Syndetics"). Syndetics is the sole source provider of the online library Catalog Enrichment Service. The service is unique in the industry in providing components unavailable from any other vendor for libraries using the Ex Libris Aleph software. The arrangement, composition and compilation of the material contained in the Catalog Enrichment Service are unique to Syndetics and available only from Syndetics/Bowker due to copyright.  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$46,000  
**Requested Board Action:** Authorize the acquisition of services

**11) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** TallahasseeFiber Loop/Northwest Regional Data Center (NWRDC)  
**Scope of Service:** Annual contract provides committed CCLA access and use of the Tallahassee Fiber Loop (TFL) which is a 13 mile ring of telecommunications fiber that connects to multiple educational and communications entities in Tallahassee. Northwest Regional Data Center operates the resource.  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$100,000  
**Requested Board Action:** Authorize the acquisition of services

**12) Organization:** CollegeCenterfor Library Automation (CCLA)

**Contractor:** FloridaLambda Rail/Florida State University  
**Scope of Service:** Annual contract provides access to the Florida Lambda Rail. FLR is a high-performance experimental, research and production networking and support infrastructure that enables participants and their partners to take part in advanced research, education and economic development activities. This service in combination with the Tallahassee Fiber Loop constitutes CCLA's access to the national Internet 2 project and redundant access to disaster recovery facility in Phoenix, Arizona.  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$100,000  
**Requested Board Action:** Authorize the acquisition of services

**13) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Bob Wilson Consulting  
**Scope of Service:** Sole Source Contract Justification: Bob Wilson, recently retired from Interaction Associates (I/A), was the assigned instructor for proprietary IA training. Because of his eight years of unique experience with CCLA, he now delivers customized onsite consultation and support services for CCLA management and staff in practical applications and use of Interaction Associates organizational development training in high technology environments.  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$45,000  
**Requested Board Action:** Authorize the acquisition of services

**14) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Mainline Information Systems, Inc. –  
**Scope of Service:** Continued use of standardized equipment as part of the core LINCC centralized computing facility with Mainline Information Systems, Inc., as an authorized IBM reseller. GSA Contract No. 70 (GS-35F-0216L)  
**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$300,000  
**Requested Board Action:** Authorize the acquisition of services

**15) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** The Gartner Group, Inc. -  
**Scope of Service:** Annual renewal of the ongoing CCLA contract with Gartner Group for the standard Information Technology Research and Consulting Services package. In addition, CCLA will continue participation in the Gartner Executive Program. The program provides additional



support to CCLA's high level, large scale, and statewide computer technology planning and development efforts. (State Contract No. 97350106-ACS)

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$75,000  
**Requested Board Action:** Authorize the acquisition of services

**16) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Martin Training Associates -  
**Scope of Service:** On-site training for CCLA management and staff in tea... based organizational development, Project Management Institute professional development certification, and "matrix management" approaches used in high technology environments. Training includes certificatio... of CCLA staff members in these technologies and it will be their responsibility to train all future employees as part of CCLA new staff orientation.

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$80,000  
**Requested Board Action:** Authorize the acquisition of services

**17) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Agylisis, Inc.  
**Scope of Service:** Agilysys, Inc. is an authorized Sun Microsystems maintenance service provider. This company will provide hardware and software maintenance to support the operation of CCLA's statewide library and information resources for the state's 28 community colleges and their students. [State Contract 250-000-03-01]

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$75,000  
**Requested Board Action:** Authorize the acquisition of services

**18) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Teamquest -  
**Scope of Service:** Annual software maintenance renewal from vendor for managing systems performance of mission-critical applications. This commitment will be purchased based on GSA Schedule 70.

**Effective Date:** 7/1/08 – 6/30/09  
**Contract Amount:** \$75,000  
**Requested Board Action:** Authorize the acquisition of services

**19) Organization:** CollegeCenterfor Library Automation (CCLA)  
**Contractor:** Statewide Access to Electronic Resources -

**Scope of Service:**

Annual contract renewal for electronic library resources purchased cooperatively by CCLA on behalf of the 28 community colleges of Florida through both specific state funding and institutionally contributed funds. Note: Each of the databases, E-books, E-journals, and other E-content is sole source due to copyright restrictions and is only available from the copyright holder or designated provider.

**Effective Date:**

7/1/08 – 6/30/09

**Contract Amount:**

\$4,900,000.00

**Requested Board Action:** Authorize the acquisition of services**Vendors & Databases:**ABC-CLIO

American History

Ancient World History

World History

World Geography

Issues

Social Sciences Solutions databases

eBooks

ARTStor

ARTStor

CambridgeUniversityPress

Historical Statistics of the United States

ColumbiaUniversityPress

Granger's World of Poetry

CQ Press

CQ Researcher

CQ Researcher Plus Archive

CQ Global

CQ Weekly

EBSCO

Academic Search Complete/Business Complete Package

Associates Program Plus

Biography Collection Complete

Book Index with Reviews

ERIC via EbscoHost

Health Source Nursing Package

HistoryReference Center

Humanities International Complete  
CINAHL Plus with Full Text  
Communication and Mass Media  
COIN  
Alternative Health  
PsycARTICLES  
Clinical Pharmacology  
Funk & Wagnall's New World Encyclopedia  
Library Information Science and Technology Abstracts  
MAS Ultra School Edition  
Primary Search  
Regional Business News  
Medline with Full Text  
Literary Reference Center  
Education Research Completes  
International Security and Counter Terrorism  
Taylor and Francis Ebooks

Encyclopedia Britannica, Inc.  
Britannica.com Premium Service

Facts.com  
Issues and Controversies

GreenwoodPress  
E-books  
Daily Life Online  
World Cultures  
Critical Companions  
Literature in Context

Hoovers  
Hoovers Premium

JSTOR  
Arts & Sciences I-IV  
Arts & Sciences Complement  
Biological Sciences  
Business II  
General Science Collection

LexisNexis  
LexisNexis Academic

NewsBank  
America's Newspapers

OCLC

NetLibrary e-Books

OxfordUniversityPress

Grove Art Online

Grove Music Online

Oxford English Dictionary

Oxford Digital Reference Shelf

Oxford Reference Online Premium

Proquest

Criminal Justice Periodicals Index

New York Times (Historical)

Nursing Journals

SIRS Researcher, Renaissance

Government Reporter, Web Select

LION

RR Bowker

Syndetics Solutions

Solinet

Solinet NetLibrary Shared VIII

Thompson/Micromedex

Physician's Desk Reference Electronic Library

Thomson Gale

Health and Wellness Resource Center

Health Reference Center Academic

Alternative Health Module

Literature Resource Center

Biography Resource Center

Custom Newspapers

Science Resource Center

Opposing Viewpoints Resource Center

Gale Virtual Reference Library eBooks

Access Fee

Gale Virtual Reference Center Frontline Collection

Testing and Education Reference Center

Twayne Authors Series

Nursing Resource Center

Academic OneFile

Wilson

Applied Science & Technology Full Text

Art Full Text  
Biography Index  
Biological & Agricultural Index Plus  
Book Review Digest Plus  
Essay and General Literature Index  
Education Full Text  
General Science Full Text  
Humanities Full Text  
Index to Legal Periodicals Full Text  
Library Literature & Information Science Full Text  
OmniFile Full Text, Mega Edition  
Readers' Guide Full Text  
Social Sciences Full Text  
WilsonBusiness Full Text  
Wilson Science Complete

World Book

World Book Advanced

**Requested Board Action:** Authorize the acquisition of services

**Staff Resources:** Teresa Smith

**Recommended Action:**

Authorize the contracts and subcontracts as noted