Technology Oversight Committee Meeting
Technology Services Conference Room
1010 East Tenth Street, Bldg B
Tucson, Arizona 85719

November 4, 2009
4:00 – 6:15 p.m.

MINUTES

Committee Members Present: Robert O’Toole-Chairperson
John Hingle-Vice-Chair
Harry McGregor
Thomas Meyer

Committee Members Absent: John Paul Velasquez
Theo Gomez
Derek Masseth

TUSD Staff Present: John Bratcher
Paul Davis - Audio
Jay Johnston
Rob Ross
Leon George
Raymond Thibault
Sarah Bratcher
Brian MacMaster

Guests Present: Mark Stegeman
Elizabeth Fagan
Miguel Cuevas

ITEM

MEETING CALLED TO ORDER
Bob O’Toole called the meeting to order.

An official meeting was called to order at 4:20 p.m. and there was an adequate amount of members at the meeting to have a quorum.

STUDY/ACTION ITEMS
Bob O’Toole announced study/action items, which were to review the RFP’s for WAN and Internet Services.

ITEM

Bob O’Toole announced that Jay Johnston will talk about the RFP’s for WAN and Internet Services. TOC was provided with copies of the PowerPoint presentation.
**ACTION ITEMS**

Discussion on updated RFP Contract.

Past, Present & Future of RFI/Calendar of RFI process

RFI & RFP Contract Updates
Updates to November 2nd presentation by TTS about RFP contract requested by TOC.

E-Rate Component Response
Discussion of legitimacy of RFP process
Discussion of verbage in PowerPoint slides

Scope of Services PowerPoint
The red highlighted items in the PowerPoint were discussed

WAN Scope PowerPoint slide
Discussion of page 16 of WAN RFP

Finding another RFP solution

Discussion about the updates made to RFP. RFP was updated and re-presented by Technology Services.

Jay Johnston discussed the process timeline that TTS/TOC discussed at prior meeting. Also talked about the RFI calendar and the process in getting the RFI complete. Discussion of issues with E-Rate.

Discussion about the questions presented at previous TOC meeting. The answer was that TUSD can go out for another bid even though there is an RFP already submitted. There was also a discussion about the state contract ending June 30, 2010. It was discussed that the state may or may not renew contracts and that the 470’s have not been filed yet.

There was a discussion about the legitimacy of the process. TTS researched this and found the RFP contract process is legitimate. There was a discussion about the wording in the Phase 1 PowerPoint slide. It was suggested that the 3rd line be revised to say, “considering all discounts after the application of all possible discounts”. TTS will revise on RFP contract.

Jay Johnston spoke about the scope of service slide for the Internet RFP. TTS would like to obtain scalable bandwidth from 200mb to 1G. Discussion about bandwidth and wording on RFP contract.

Discussion on substitution of SLD Services FRN, transition of services from 1 vendor to new vendor.

Discussion on 3rd paragraph. Question about vendor transition-is it ok to go out and find a new solution if the current contract expires? SLD will allow, but TUSD does not allow. Can go through standard bid process and not an RFP process and still treat it as the same.

Discussion on finding alternative solution if RFP is not awarded. TTS and TOC is ok with finding another solution.
A motion was made for the Internet RFP. Harry McGregor made the motion and John Hingle seconded the motion. Bob O’Toole, Thom Meyer, Harry McGregor, John Hingle all voted for the approval. The motion was approved by TOC.

A motion was made for the WAN RFP. John Hingle made the motion to not accept the WAN RFP and Harry McGregor seconded the motion. Bob O’Toole, John Hingle and Harry McGregor all voted to not accept the WAN RFP. Thom Meyer abstained from the vote. The WAN RFP was not approved.

*Discussion was continued on WAN solution and a motion was made to re-vote on the motion. Thom Meyer made the motion and Harry McGregor seconded the motion to approve the new motion. Thom Meyer, Harry McGregor, John Hingle and Bob O’Toole voted for the motion. The motion was approved by TOC.

**CONFIRM AND SCHEDULE**

The next scheduled meeting is on Monday, November 23, 2009

**MEETING ADJOURNED**

Meeting was adjourned at 6:01 p.m.

Approved ________________

sbb

11-04-09 Technology Oversight Committee/Minutes