

Request to Approve Annual Renewal of Jenzabar

Recommendation:

Staff recommends approval to purchase annual Support and Maintenance from Jenzabar for \$256,680.08.

Summary:

This purchase is a sole source request to renew our annual Support and Maintenance for our Jenzabar Enterprise Resource Planning application. It is sole source because it is an integral application to overall college functions and has been used for a number of years. Terms of this plan start 07/01/2020 and ends 06/30/2021.

The cost breakdown for this maintenance and support is \$234,561.00, tax is \$22,119.08 for a total price of \$256,680.08.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu



Remit To:
Jenzabar Inc.,
P.O. Box 55018
Boston, MA 02205-5018

Invoice #: INV252248
Customer ID: 111050 Northland Pioneer College
Project ID:

Bill To
Northland Pioneer College
Accounts Payable
PO Box 610
Holbrook AZ 86025-0610
United States

Ship To
Northland Pioneer College
Accounts Payable
PO Box 610
Holbrook AZ 86025-0610
United States

Invoice Date	Payment Due Date	PO #	Terms
5/31/2020	6/30/2020		Net 30

Item	Coverage Start	Coverage End	Quantity	Unit Price	Total
CX Academic Records	7/1/2020	6/30/2021	1	\$10,617.00	\$10,617.00
CX Admissions	7/1/2020	6/30/2021	1	\$8,132.00	\$8,132.00
CX Budgeting	7/1/2020	6/30/2021	1	\$3,680.00	\$3,680.00
CX Common	7/1/2020	6/30/2021	1	\$41,720.00	\$41,720.00
CX CRM-Admissions Officer	7/1/2020	6/30/2021	1	\$9,098.00	\$9,098.00
CX CRM-Candidate	7/1/2020	6/30/2021	1	\$8,651.00	\$8,651.00
CX CRM-Faculty	7/1/2020	6/30/2021	1	\$10,648.00	\$10,648.00
CX CRM-Staff	7/1/2020	6/30/2021	1	\$5,894.00	\$5,894.00
CX CRM-Student	7/1/2020	6/30/2021	1	\$8,556.00	\$8,556.00
CX Degree Audit	7/1/2020	6/30/2021	1	\$4,495.00	\$4,495.00
CX Financial Aid	7/1/2020	6/30/2021	1	\$11,249.00	\$11,249.00
CX General Ledger	7/1/2020	6/30/2021	1	\$12,571.00	\$12,571.00
CX HR-Administration	7/1/2020	6/30/2021	1	\$7,316.00	\$7,316.00
CX HR-Payroll	7/1/2020	6/30/2021	1	\$7,316.00	\$7,316.00
CX HR-Position Control	7/1/2020	6/30/2021	1	\$6,817.00	\$6,817.00
CX Informix	7/1/2020	6/30/2021	1	\$41,847.00	\$41,847.00
CX Internet Campus Base	7/1/2020	6/30/2021	1	\$12,169.00	\$12,169.00
CX Moodle Integration	7/1/2020	6/30/2021	1	\$1,504.00	\$1,504.00
CX Purchasing/Accounts Payable	7/1/2020	6/30/2021	1	\$6,252.00	\$6,252.00
CX Student Affairs	7/1/2020	6/30/2021	1	\$3,750.00	\$3,750.00
CX Student Financials	7/1/2020	6/30/2021	1	\$6,252.00	\$6,252.00

Item	Coverage Start	Coverage End	Quantity	Unit Price	Total
CX JICS Mobile	7/1/2020	6/30/2021	1	\$6,027.00	\$6,027.00
Comments:				Subtotal	\$234,561.00
				Tax Total	\$22,119.08
				Discount Item	
For questions please email Accountsreceivable@jenzabar.com				Total	\$256,680.08

Northland Pioneer College

DIRECTED OR SOLE SOURCE JUSTIFICATION FORM

Purpose of this form: To communicate and document the reason for recommending a supplier where (a) competitive bidding was not used or (b) competitive bidding was used and a supplier other than the lowest bidder is recommended.

Description of Product and/or Service: Annual Jenzabar Support Maintenance

Name of Supplier: Jenzabar **Date:** 1 July 2019

Please select the reason for recommending the above named supplier:

- ☒ The requested product is an integral part or accessory to existing equipment.
- ☒ The service requested is for existing equipment which can only be completed by the original manufacturer or manufacturer's designated service provider.
- ☐ The requested product or service has unique design, performance, and/or quality specifications that are essential to particular teaching needs and are not available in comparable products.
- ☐ The requested service requires a supplier that can demonstrate unique skills or experience.
- ☒ Only one supplier is capable of providing supplies, services, or construction.
- ☐ Emergency – The goods or services are needed to correct or prevent an emergency health, environmental or safety hazard; special or time sensitive events; and/or emergency repair or replacement of existing equipment essential for daily operations.

Time frame this Justification will extend from: 1 July 2019 to: 30 June 2024. (Not to exceed 5 years.)

Additional Information (Required Irrespective of Reason Selected):

Please explain why other suppliers were excluded from the evaluation. Attach additional sheets if necessary.

The Jenzabar ERP system has been employed by the college for a number of years; this agreement is for continued licensing and maintenance.

If compatibility with existing equipment is your reason for recommending the supplier, provide the following information about the existing equipment.

Description: Jenzabar CX College-wide ERP system

Manufacturer & Model No.: Jenzabar CX

Other Suppliers Contacted: Note all other suppliers considered for this product or service. Include the reason why the product or service was not acceptable. Attach additional sheets if necessary.

a) Supplier: N/A

Contact Name & Phone #: _____

Product/Service Description: _____

Technical Deficiency: _____

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DIRECTED OR SOLE SOURCE JUSTIFICATION FORM

b) Supplier: N/A
Contact Name & Phone #: _____
Product/Service Description: _____
Technical Deficiency: _____

Authorization

Mark Vest, President/Interim CIO

Printed or Typed Name of Vice President

MJE
X _____

Signature of Vice President for Administrative Services

Robert Johnson

Printed or Typed Name of Requester

X _____

Signature of Requester

I certify that I am in compliance with the Disclosure of Substantial Interest requirements (Policy 1220, Procedure 2715). I understand and accept my obligation to disclose any interest in a proposed College transaction.

I have no substantial interest to disclose.

The above is an accurate and current statement of all my reportable outside interests and activities, to the best of my knowledge.

Date: 8 May 2019

Requester's Signature: _____

For Vice President for Administrative Services Use Only

Vice President for Administrative Services APPROVAL

Approved by: MJE

Date of Review: _____

Approved: MJE Yes

☐ No

Reason for denial: _____

☐ Need additional information before a decision can be made.

Information needed: _____

SAM Search Results
List of records matching your search for :

Search Term : jenzabar*
Record Status: Active

ENTITY	JENZABAR, INC.	Status: Active
DUNS: 047980821	+4:	CAGE Code: 3B1K0 DoDAAC:
Expiration Date: 01/16/2021	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 101 HUNTINGTON AVENUE STE 2205	City: BOSTON	State/Province: MASSACHUSETTS
ZIP Code: 02199-8001		Country: UNITED STATES