

**Purchase Request #4
Regular Board Meeting April 23, 2019
Consideration of Approval of Additional
Funds for Extended Warranty Services**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase of Extended Warranties Services for eleven (11) Patient Simulators from CAE Healthcare for the Health Sciences department.

BACKGROUND

CAE Healthcare is a sole source provider of CAE Healthcare manikins and the extended warranty services for maintenance purposes and is exempt from competitive bidding per Section 44.031 of the Texas Education Code. Reference number (REF) 3460 was issued to track the volume of spend for CAE Healthcare extended warranties for patient simulators. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

IMPACT OF THIS ACTION

These extended warranties will ensure the patient simulators are maintained in a manner to ensure students receive the best training available.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board approved the original contract in August 2018 for a total amount of \$59,000.00. This purchasing request is for spend authorization for an additional \$16,000.00 which is budgeted in the Nursing and the Simulation Departments' FY 19 operating budget subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

MONITORING AND REPORTING TIMELINE

The term of contract is September 1, 2018 through August 31, 2019.

RESOURCE PERSONNEL

Sherry Schumann SVP Academic Workforce & Enrollment Services 972-548-3880