

**Purchase Request #5
Regular Board Meeting October 22, 2019
Consideration of Approval to Contract for
Co-Principal Investigator Services**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a contract to purchase Co-Principal Investigator services from The Allison Group for the Emerging Technology Grants Department.

BACKGROUND

The IT Skill Standards 2020 and Beyond project builds on the work of the last National Science Foundation (NSF) funded IT Skill Standards project (2003). Terryll Bailey of The Allison Group was part of that project and provides valuable background to the current grant team regarding processes and activities used. Known nationally for her work in Skill Standards, on this grant, she co-facilitates many of the 30 national employer IT skill standards meetings to determine the knowledge, skills, abilities, and tasks the employers believe each job cluster will require in the future. She co-leads work to establish employability skills required per job cluster. She is part of a sub-team that analyzes qualitative and quantitative employer feedback to create the draft standards and works with Dr. Ann Beheler, the Principal Investigator, to incorporate comments provided by hundreds of employers nationwide into the standards.

Reference number (REF) 4270, has been issued in order to track the volume of spend for Co-Principal Investigator services procured on behalf of the Emerging Technology Grants department for the NSF ATE Grant. 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

Terryll Bailey's services and budget are essential and already approved as part of the NSF's approval of the grant mentioned. Utilization of a different provider would negatively affect progress and could trigger NSF action.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$59,940 for one (1) year, which is budgeted in the Emerging Technology Grants Department's FY20 operating budget for the NSF grant. FY19 annual spend amount was \$21,660. Work for FY20 is expected to use the amount requested.

RESOURCE PERSONNEL

Toni Jenkins

Senior Vice President

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