CAMBRIDGE PUBLIC SCHOOLS

23-190

135 Berkshire Street, Cambridge, Massachusetts 02141

August 8, 2023

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: Computer Software

RECOMMENDATION:

That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

Contractor	Period of Contract	Amount
Follett School Solutions 1340 Ridgeview Drive McHenry, IL 60050	7/1/23 – 6/30/24	$48,504.00

DESCRIPTION: This contract is for the hosting of the CPS ASPEN student information system.

ADDITIONAL INFORMATION
See attached supplemental information for additional details.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12…" motions calling for the appropriation or expenditure of money I require the affirmative vote of four members."

BUDGET REFERENCE:

Fund		Account		Dept.	
15000	General Fund	55804	Computer Software	892780	Information Communications & Technology Services

Respectfully Submitted,

Victoria L. Greer, PhD
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CS Superintendent of Schools

SUPPLEMENTAL INFORMATION: Follett School Solutions

Purpose: To move the CPS self-hosted instance of ASPEN to Follett's hosted environment. This contract is for both the one time migration of the current CPS ASPEN servers from our local virtual server environment to the Follett provided hosting service as well as the annual licenses and maintenance fees for the first year of this service. Although Follett has offered this service for many years, CPS purposely delayed our move to the hosted environment until we were 100% comfortable in the stability, security and level of service provided by Follett. At this time, we feel that the Follet hosted services have matured to the point where it is more advantageous for CPS to move our servers to this service.

Amount of Contract: $48,504

Description/Scope of Services:
- Aspen Software Hosting Service for student
- Hosted Aspen Level 2 Database (200GB) for three (3) database(s)
- Standard Read-Only Environment/Database for District
- Standard Pre-Production/UAD Database for District
- Standard Training Environment/Database for District
- One-Time Services Implementation Services
- Aspen Production Environment Setup
- Aspen Application Update
- Aspen Nightly Backup Retrieval – Hosted qty two
- Aspen Data Refresh- qty four (4)
- Aspen Project Management for 50 hour(s)
- Aspen Custom Development - Standard for 10 hour(s)