



Request for Proposal (RFP) Data and Metrics Support Project

Innovation, Data, Evidence and Analytics Office
(Digital Innovation and Infrastructure Division)

RFP Specifications

Release Date:	August 28, 2023
Responses Due:	October 4, 2023; 5:00 p.m. (PST)
Term of Agreement:	November 1, 2023 through June 30, 2028 [Estimated]
Funds Available:	\$3,000,000 per year, pending availability of funds
Funding Source:	Integrated Technology (Schedule 23 Budget Act)
Proposal Scoring:	Proposers will be evaluated based on scoring criteria and sufficiency of addressing project requirements.
Questions Deadline:	Written questions concerning the specifications of this RFP must be submitted via email to DII_RFA@cccco.edu by 5:00PM on September 22, 2023.
Bidder's Conference:	None
Eligible Respondents:	Open to Qualified Respondents
Number of Awards:	1
Division Vice Chancellor:	Valerie Lundy-Wagner
Direct all Proposals to:	Jamaal Harbison RFP Coordinator California Community Colleges Chancellor's Office 1102 Q. Street, 6th Floor Sacramento, California 95811 jharbison@cccco.edu (916) 323-2758

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1.0 Introduction

The California Community Colleges Chancellor's Office (Chancellor's Office) invites qualified respondents to submit proposals for the purpose of awarding a vendor agreement for a Data Metrics and Support partner in designing a solution to meet the many research and data needs of the California Community Colleges, which includes districts, colleges, and the Board of Governor's for the California Community Colleges (collectively referred to as "CCC"). Qualified respondents are invited to submit proposals with the intent to establish an ongoing business partnership with the Chancellor's Office. This document provides instructions for submitting a proposal and the procedure and criteria by which a respondent will be selected. The Chancellor's Office, upon selection of one vendor, will prepare a five-year agreement for the estimated period of November 1, 2023 through June 30, 2028.

2.0 Background

The California Community Colleges is the largest higher education system in the nation with 116 colleges and 73 districts serving 1.8 million students each year. Community colleges provide associate degrees, workforce training and certificates, foundational courses in English and math and prepare students for transfer to four-year colleges and universities. The mission of the California Community Colleges Chancellor's Office is to empower the community colleges through leadership, advocacy and support.

The Board of Governors for the California Community Colleges is a state entity, and an 18-member body; 17 members are appointed by the Governor, and the Lieutenant Governor is an ex officio member. The Board provides regulatory and policy leadership to the community college system. The Chancellor's Office is the administrative arm of the Board and is also a state agency.

The Chancellor's Office is seeking a qualified vendor to partner with and assist the Chancellor's Office in designing a solution to meet the many research and data needs of the CCC. This solution will include designing and implementing a cloud-based data architecture that can facilitate effective development and tracking of consistent metric definitions, the consolidation and rationalization of data portals, the creation of dashboards, the process for data access and flow, the calculation of metrics associated with initiatives, and the development of reports, research, and recognition related to student outcomes. These activities support the operation of a suite of publicly available dashboards that measure student outcomes for the system and across programs for annual accountability and reporting requirements such as those required for the State of the System report and under the Governor's Roadmap with the California Community Colleges, Strong Workforce, Guided Pathways, Adult Education, and Community College Pipeline.

The Chancellor's Office decision to award one vendor will be determined based upon a weighing of the quality, qualifications, and expertise of the respondent to perform the anticipated scope of work, as well as the cost proposals received. The successful respondent must meet all of the requirements of this RFP and best serve the vision and mission of the California Community Colleges. (See [Vision for Success](#), [Vision 2030](#) and the [Governor's Roadmap](#)).

3.0 Requirements for Proposal Response - Data and Metrics Solution

The Chancellor’s Office is seeking a vendor with deep experience in big data research, big data products, analytics, statistical modeling, presentation, machine learning, real-time personalization services, real-time data-driven support services recommendations, and adaptive dashboard design in a scalable and secure environment. The project will be complex, labor intensive and will require all parties involved to work together cohesively. All work must be closely coordinated with and approved by the Chancellor’s Office. The successful respondent will enter into a vendor agreement with the Chancellor’s Office fiscal agent, Rancho Santiago Community College District (substantially in the form of the attached exemplar, **Attachment #2**), for the November 1, 2023 through June 30, 2024 estimated time period. The Chancellor’s Office anticipates a budget for this agreement of approximately \$3 million dollars annually. Proposals must address the following solution requirements:

100	Metric and Data Architecture Design and Implementation
	<p>Respondent shall describe its recommended approach for designing and building a new cloud-based data architecture solution for the Chancellor’s Office and district data portfolios. This work should leverage existing technology where appropriate and align within the Chancellor’s Office environment (see the Chancellor’s Office Information Technology Standards Catalog, Attachment #3). The proposal should describe, in sufficient detail to evaluate each criterion, how respondent will:</p> <ol style="list-style-type: none"> a. Develop a strategic approach and timeline to assist the Chancellor’s Office in defining a big data strategy and implementation architecture that would allow data access for research projects and real-time transactional and analytical queries. b. Collaborate with the Chancellor’s Office and designated partners in supporting the design and build-out of data architecture and layering and infrastructure in support of the seamless integration of the Chancellor’s Office various data sources. c. Ensure proper migration of all relevant data to the new architecture to ensure the success of all data migration and ongoing data transfer projects including providing a data migration (or Extract Transform Load (ETL)) platform. d. Ensure that data architecture is designed in a manner that can accommodate additional data sources outside of the Chancellor’s Office including data migration and implementation so that the system is operational for reporting and real-time transactional services. Other data may include data from California State University, University of California, California Department of Education, California Partnership for Achieving Student Success (known as CalPASS), California College Guidance Initiative, Department of Health Care Services, Department of Social Services, Department of Motor Vehicles and other survey data.

	<ul style="list-style-type: none"> e. Collaborate with the Chancellor’s Office in developing policies and practices for acquiring new data and maintaining existing data. f. Build partnerships with presentation and data layer partners and teams to bring the highest value of visibility and access to CCC stakeholders, partners, and students. g. Provide functionality, applications, and reporting expertise and services to enable new usage of the data while maintaining flexibility to respond successfully to changing needs and demands of the Chancellor’s Office, legislation, colleges, industry/employers, technology innovations. h. Collaborate and support the design and build-out of a real-time data infrastructure in support of students (education, services, and engagement activities) for a purely online college experience.
200	Dashboard Design, Build, Maintenance and Operations
	<p>The solution will serve as a collective data system to support the building and release of new dashboards for state and federal reporting as well as college and systemwide accountability and improvement efforts including DataMart, LaunchBoard, and the CCC Data Lake and Data Warehouse. This work will include the design, implementation and management of user interface and user experience requirements to meet the needs of the CCC. The proposal should describe, in sufficient detail to evaluate each criterion, how respondent will:</p> <ul style="list-style-type: none"> a. Migrate or reproduce existing dashboards and data visualizations, maintaining and improving current functionality including data suppression methods. b. Provide easy access to aggregated data for secondary analysis. c. Provide easy access to unitary data for secondary analysis by authorized Chancellor’s Office staff and college and district staff (for local data), with appropriately designed supports for ease of use and local replication. d. Incorporate other existing and potential new tools, visualizations, and dashboards in the future. e. Collaborate with research universities and a pipeline of researchers to support Chancellor’s Office research and analysis activities.
300	Professional Development and Support
	<p>Respondent will create a customized plan that provides professional development and subject matter expertise on metrics and data including the use of dashboards. This work will include the collection of feedback through strategic focus groups to design a new user interface and develop comprehensive communication plan associated with the new solution to ensure systemwide adoption. The proposal should describe, in sufficient detail to evaluate each criterion, how respondent will:</p> <ul style="list-style-type: none"> a. Develop and implement a communications and professional development strategy to support systemwide adoption and meaningful use of multiple dashboards and reports. b. Assist in metric definition and logic alignment within and across various

	<p>dashboards throughout the Chancellor’s Office Innovation, Data, Evidence, and Analytics (IDEA) Office.</p> <p>c. Create and maintain a repository of documentation supporting metric definitions within and across various dashboards throughout the Chancellor’s Office IDEA office.</p> <p>d. Provide functionality, applications, and reporting expertise and services to enable new usage of the data.</p> <p>e. Provide training and knowledge transfer to Chancellor’s Office staff on applying dashboards to support program needs.</p> <p>f. Ensure all resources and training materials meet branding and accessibility requirements.</p> <p>g. Support for participation in cross-project and system-wide research, analytics, and reporting workshops.</p>
400	Data Governance and Support
	Respondent will support and co-lead the Chancellor’s Office Data Governance and Data Harmonization Team including support of the Student Metrics Advisory Committee and Data Warehouse Advisory Group as needed. The proposal should describe how respondent will fill these roles.
500	Information Security Standards
	Respondent must adhere to all data security policies and procedures established by the Chancellor’s Office to ensure the overall security of Chancellor’s Office data. The proposal should describe respondent’s best practices and standards related to: (1) data collection, validation, cleansing, synthesis, and transformation/formatting; (2) data harmonization; (3) data visualization, (4) machine and deep learning; (5) data preparedness; and (6) text analytics to glean business insights.

4.0 Additional Requirements for Proposal Response

4.1 Services and Management Approach

The nature and complexity of the services to be performed by the respondent will require close cooperation between the selected respondent and the Chancellor’s Office. The overall capacity of the respondent’s organization and the resources that it will commit to the work for the project as outlined in Section 3.0 above is imperative for the project’s successful development, implementation, and operation. Respondent shall provide the following information on its team and identify key team members that will be assigned to the project:

Role	Description	Qualifications
Administrator	High-level individual that would head up the team and would be the main contact person for the Fiscal Agent.	2 years experience in overseeing a big data and metrics implementation solution of similar scale
Technical Lead	Individual that drives the technical	2 years experience in designing data

	aspects of the data architecture work.	architecture solutions in similar projects
Data and Metrics Lead	Individual that drives the data and metric definitions to ensure alignment and harmonization across the proposed work.	2 years experience in managing metric definitions and data harmonization of a similar scale to this project
User Interface/User Experience Lead	Individual that drives the user experience of the proposed solution.	2 years experience in design and implementation of a user interface of similar scale to this project
Professional Development Lead	Individual that drives professional development and communications needs of the proposed solution.	2 years experience in professional development and training of similar scale to this project
Technical Support Team	Individuals necessary to complete the proposed technical work in a timely manner to meet Chancellor's Office timelines	1 year of experience using the language identified in the proposed solution for a similar scale to this project
Project Manager	Individual necessary to manage Chancellor's Office priorities, reporting requirements, governance, and stakeholder management necessary to implement the proposed solution.	2 years project management experience of a similar scale to this project in a state environment
Other	List additional positions required to execute the proposed solution such as representatives from respondent's business office or anticipated sub-contractors.	N/A

In addition, proposals must address the following:

- Discuss workload for all key team members indicating their expected availability, the percentage of their time that will be devoted to the tasks identified in Section 3.0, and any other assurances as to their ability to provide the requested services in a responsive and timely manner.
- Describe your approach to providing the services and solution requested.
- Describe your approach to client communications, with particular emphasis on availability and response times, and ongoing coordination that anticipates future programmatic and client needs.
- Discuss staff continuity including staff turnover experience in the last three years.
- Discuss how you would address concerns raised by the Chancellor's Office about staffing or their performance as it relates to the project.
- Describe how and why your organization is different from other organizations and why selection of your organization is the best decision for the CCC.
- Describe your competitive bidding process and how it can be completed in a timely and efficient manner with respect to sub-agreements in the event you are asked to competitively bid a project

on behalf of the Chancellor's Office.

- Describe whether and how selecting your organization would advance the goals and objectives of the Board of Governor's Vision for Success and Governor's Roadmap.

4.2 Respondent's Cost Proposal

The Chancellor's Office seeks a cost structure that is responsive to the competing financial pressures faced by the CCC and incentivizes performance of the functions described in this RFP. Discuss your proposed fee arrangement based on the following:

- Direct or Hard Costs, excluding employee compensation.
- Employee Compensation - Provide a separate schedule of the total compensation of each team member and the proposed percentage of time the team member (Section 4.0(a)) will be assigned to the vendor agreement.
- If the cost proposal is based on a flat monthly fee, please indicate approximately how many staff hours will be dedicated to the project each month broken down by staff titles and hourly billing rates. Please provide the same information for subcontractors. If respondent is proposing a flat monthly fee, it is the expectation that all project deliverables will be met regardless of whether or not the Chancellor's Office requires more or fewer hours to complete the deliverables.
- Indirect Costs
- Other Costs

4.3 Respondent's Capabilities and References

In response to this section, respondent must identify and provide résumés for all key team members describing their experience, expertise, and capacity to provide the required technical delivery and support to execute the requirements in Section 3.0.

Respondent must provide a brief description of all similar assignments for which respondent has provided services within the last three years, including client contact names. Respondent shall provide at least three (3) references for similar size and scope projects for which comparable services were provided. One (1) of these references must be from a community college or district or another California institution of higher education. The references shall include:

- Name of Institution or Organization
- Contact Person Name, Title, and Contact Information
- Annual Contract Value
- Contract Start and End Dates

5.0 Proposals Content and Format

Proposals should be of professional caliber in content and appearance. All descriptions and information should be clear, concise, and provide sufficient information to minimize questions and assumptions. Proposals should be no more than 25 pages. The Chancellor's Office accepts no financial responsibility for any costs incurred in the preparation of proposals. Upon receipt at the Chancellor's Office, all proposals submitted in response to this RFP will become the property of the Chancellor's Office.

The following instructions prescribe the mandatory written Proposal Format. Proposal Format instructions must be followed and all listed items must be included. Failure to prepare proposals in the following required format may result in elimination from proposal evaluation. Each proposal must include the following:

Table of Contents – A Table of Contents must be included in the proposal.

Cover Letter. Your proposal cover letter should be signed by an officer authorized to bind your organization contractually, state that the proposal is firm for a 90-day period from the proposal submission deadline, and provide the name, title, address, and telephone number of the individual to whom correspondence, inquiries, and other contacts should be directed during the selection process.

Doing Business in California. A statement acknowledging that the respondent and any subcontractor(s) who would be involved in the project have been in existence as a business entity performing services similar in scope and magnitude as required in this RFP for at least three years in California. Respondent must acknowledge they are in good standing with the State of California by attaching a copy of its valid business license.

Proposed Solution to Requirements for Data and Metrics Solution. This section should articulate the proposed solution your organization has identified to meet the project needs based on your understanding of the requirements outlined in Section 3.0. Please group your response by the number assigned to each requirement.

Services and Management Approach. This section should describe your approach to the delivery of services as outlined in Section 4.0(a).

Cost Proposal. This section should discuss your cost proposal as outlined in Section 4.0(b).

Capabilities and References. This section should discuss your capabilities and reference as outlined in Section 4.0(c).

Other information. Any other information that the respondent would like to share related to the RFP.

6.0 Timeline

The Chancellor's Office has identified the following tentative timetable.

- August 28, 2023 – Request for Proposal Issued
- October 4, 2023 – RFP Responses Due
- October 9, 2023 – Selection Team Evaluations Completed
- October 12, 2023 – Notice of Intent to Award Issued
- November 2, 2023 – Tentative Final Award
- November 20, 2023 – Proposed Start Date of Vendor Agreement

7.0 Proposal Evaluation

All proposals received on or before the final submission date and time will be evaluated as outlined below by a Review Committee appointed by the Chancellor's Office. The award of a vendor agreement will be made to one respondent that best serves the interests of the CCC. The Chancellor's Office reserves the right to modify and/or suspend any and all aspects of this procurement, to obtain further information from any firm or person responding to the RFP, to waive any informality or

irregularity as to form or content of this RFP or any related response, to be the sole judges of the merits of the proposals received and to reject any or all proposals.

7.1 Proposal Evaluation Criteria

The Evaluation Team will balance the below evaluation criteria, and the Chancellor’s Office anticipates weighting these factors as follows:

Approximate Weight	Evaluation Criteria
35%	The proposed solution including an organized and demonstrated grasp of the RFP and completeness in addressing those requirements as outlined primarily in Section 3.0(a).
25%	The services and management approach of the organization including general qualifications, specialized qualifications and professional competence in areas directly related to this RFP that demonstrate appropriate skill level to meet the proposal as outlined in Section 4.0(a).
25%	The capabilities of the organization to provide required technical delivery and support to execute the requirements in Section 3.0 as demonstrated by the qualifications and experience of project staff, and Chancellor’s Office discussions with prior project contacts as outlined in Section 4.0(c).
15%	The cost of the proposal and associated justification as outlined in Section 4.0(b).

7.2 Proposal Evaluation

Proposals that meet all requirements outlined in this RFP will be evaluated and scored by the Review Committee. Each committee member will independently evaluate the respondent’s proposal using the Evaluation Scoresheet outlined in **Attachment # 1**. A single score for each proposal will be reached by averaging the committee members’ evaluation scores for each respondent. Any vendor agreement resulting from this RFP will not be awarded based solely on the lowest cost proposal or the highest written proposal score, but will be awarded the respondent who possess a best combination of desired qualifications and competitive fees.

7.3 Unresponsive Proposals Evaluation Criteria

Proposals must fulfill each requirement as specified in this RFP. If a proposal is not complete, it may be deemed unresponsive and disqualified from consideration. Accuracy of a proposal is the responsibility of the respondent.

7.4 Rejection of Proposals

The Chancellor’s Office reserves the right to reject any or all proposals or any part of each proposal; to waive any irregularity in any proposal and to determine which, in its sole judgment, the proposal that best meets the project’s needs.

7.5 Clarifications of Proposals

The Chancellor’s Office or Review Committee may request clarifications from respondents at any phase of the evaluation process for the purpose of eliminating ambiguities in the information presented in the respondent’s Proposal. Alternatively, the Chancellor’s Office may waive minor and/or immaterial irregularities or informalities in any proposal in response to this RFP. However, such waiver shall in no way modify the RFP documents or excuse the respondent from full compliance with

the RFP requirements. The failure of any respondent to respond timely, completely and accurately to any such inquiry may result in rejection of the respondent's proposal for non-responsiveness.

8.0 Award of Agreement and Appeal

8.1 Notice of Intent to Award

Following the submission and acceptance of the Review Committee's recommendation, the Chancellor's Office will issue a Notice of Intent to Award, identifying the most qualified respondent to whom the Chancellor's Office intends to award an agreement, if any. The selected respondent will be required to sign a vendor agreement substantially in the form of the attached template (**Attachment #2**). The Chancellor's Office reserves the right to change or edit the vendor agreement at any time prior to signing by the selected respondent.

8.2 Appeal of Award

An appeal of the award must be in writing signed by respondent's president or designee. The appeal must be emailed to the Vice Chancellor of IDEA, Valerie Lundy-Wagner at vlundywagner@cccco.edu within ten (10) calendar days after the date the notice of intent to award is posted. The appeal must specify the grounds of appeal and must be based on the process and/or procedures used in the review and recommendation of applications for awards. The Chancellor's Office will review all the information submitted with the appeal and render a decision within 10 calendar days of the date of receipt of the appeal. The decision of the Chancellor's Office is final.

9.0 General Conditions

Respondent Inquires. During the RFP process (from release of this RFP to final award), respondents are not permitted to contact any Chancellor's Office employees unless to fulfill pre-existing contractual obligations. No gratuities of any kind will be accepted, including meals, gifts or trips. Violation of these conditions will constitute immediate disqualification. It is the responsibility of the respondent to inquire about any requirement of this RFP that is not understood. Responses to inquiries will be disseminated via email. Refer to cover page for respondent inquiry and response deadlines and Chancellor's Office contact.

Public Records. Respondents are hereby notified that the Chancellor's Office is a public agency subject to the California Public Records Act (CPRA) and any proposals, or portions thereof, submitted to the Chancellor's Office in response to this RFPs may be subject to disclosure under CPRA.

Reserved Rights. The Chancellor's Office reserves the right to select any organization or reject any or all organizations as determined by the Chancellor's Office; to make such selection without holding interviews or oral presentations; to request additional information; and to negotiate the final terms and conditions of a vendor agreement with the selected organization.

Oral Statements. The Chancellor's Office shall not be bound by oral statements or representations contrary to the written specifications.

Ownership and Use of Documents. All documents, reports, proposals, submittals, working papers or other materials submitted to the Chancellor's Office from a respondent shall become the sole and exclusive property of the Chancellor's Office, in the public domain, and not the property of the

proposer, and are subject to public disclosure under the CPRA. A respondent shall not copyright, or cause to be copyrighted, any portion of any of said documents submitted as a result of this solicitation. Further, the Chancellor's Office may utilize concepts submitted via proposal without compensation.

Qualifications of Respondent. The Chancellor's Office may make such investigations as deemed necessary to determine the ability of the proposer to perform the work, and the proposer shall furnish all information and data for this purpose as the Chancellor's Office may request.

Execution of Contract. A contract shall be binding on the Chancellor's Office until it has been approved by the Chancellor's Office, approved as to form by the parties' respective legal counsel, and fully executed by the parties.

Errors in Proposal. If respondent discovers an error in its proposal submitted in response to this RFP, it is the respondent's responsibility to present all corrections during the RFP window (the time following the RFP release and the date the RFP responses are due). Corrections received after the RFP window may result in disqualification from consideration.

ATTACHMENT 1 EVALUATION CRITERIA

Proposed Solution	Points
Respondent submits the Table of Contents, Cover Letter and Doing Business in California, and other organizational criteria as requested (e.g., in accordance with page limit).	5
Respondent demonstrates a clear understanding of the work described in Section 3.0 and Section 4a, including objectives, key milestones, target audiences, etc.	30
Services and Management Approach	Points
Respondent outlines a clear and sufficient project management structure and organizational chart indicating the internal reporting structure for all personnel involved.	10
Qualifications and experience of Respondent's senior-level and day-to-day lead to meet the requirements outlined in the RFP Section 4.0(a), including demonstrated experience executing.	10
Qualifications and experience of Respondent's other staff members to meet the requirements outlined in the RFP.	5
Capabilities and Experience	Points
Demonstrates expertise and a successful track record in providing similar services for at least three (3) projects within the past five (5) years. Clearly describes goal(s), stakeholders(s), audience(s) reached, work performed, change management and quality control/quality assurance processes, budget and results achieved.	10
Provides samples of work product developed within the last five (5) years, that are of high quality and further demonstrates Respondent's skill, creativity, talent, and experience.	10
Proposal includes at least three (3) references for similar size and scope projects for which comparable services were provided, as described in 4.0(c).	5
Cost	Points
Proposal includes a clear, complete and itemized cost estimate for all costs related to the Proposal (Section 4.0(b)), including staff fees, subcontractor fees, licensing or other hard costs, supplies, administrative and travel expenses.	5
Demonstrates company viability, financial stability, and ability to carry costs for up to 90 days.	5
Proposal amount aligns with work described and budget.	5

ATTACHMENT 2

SAMPLE VENDOR AGREEMENT

This Agreement is made between the Rancho Santiago Community College District (“Fiscal Agent”), acting on behalf of the California Community Colleges Chancellor’s Office, and [Vendor Name] (“Vendor”), located at [insert vendor business address].

A. Background

Under the authority of Public Contract Code, section 20662, Fiscal Agent acts on behalf of the Chancellor’s Office in the administration of funds appropriated by the California Legislature for the [insert the name of the program that will fund this agreement]. Vendor has been selected by the Chancellor’s Office to provide the goods and/or services described in the Scope of Work to advance this program’s purposes.

The parties agree as follows:

B. Term of Agreement

This Agreement commences on the date it is fully executed, and expires on [INSERT DATE].

C. Scope of Work & Budget

[Insert scope of work, budget, payment terms, and payment schedule. The scope of work should be clear and written in plain language so that someone unfamiliar with the subject matter could understand. Where possible, the scope of work should be stated in terms that are measurable, so that when the work has been completed, it will be clear that the agreement has been satisfied. Include as elements of the scope of work, any workplan requirements, and all reporting requirements, including the final report. Ensure that the term of the agreement in paragraph B is sufficient to encompass the full scope of work, and additional time for unexpected delay.]

All costs incurred by the Vendor in the performance of the Scope of Work, including travel expenses shall be included in the payment terms described above.

Total payments to the Vendor under this Agreement shall not exceed [\$ _____].

D. Invoice Submission & Payment Process

Vendor may submit invoices [monthly/quarterly] to the Chancellor’s Office contact for approval. All invoices must include the following information: Vendor name (matching the name appearing on this Agreement); Vendor Taxpayer ID; Vendor contact name; Vendor address; Agreement number; description and date(s) of goods provided or service(s) rendered; Chancellor’s Office

contact name; invoice date; invoice number; and invoice amount.

The final invoice shall be submitted within 30 calendar days after the final deliverable described in the Scope of Work is completed to the satisfaction of the Chancellor's Office, and clearly marked "FINAL INVOICE."

The Fiscal Agent will promptly pay approved invoices received from the Chancellor's Office. The Fiscal Agent will not withhold any federal or state income tax from payments made pursuant to this Agreement.

E. Limits on Attendance and Participation Fees

Fees charged for attendance or participation in any Vendor activities required by this Agreement, if any, must be calculated to offset the estimated costs associated with per-person attendance or participation in the activity to avoid revenue generation. In the event incidental revenue is generated by an activity, the revenue shall be returned to the Fiscal Agent for administration on behalf of the Chancellor's Office.

F. Assignments & Subcontractors

This Agreement is not assignable by Vendor, either in whole or in part, without the prior written consent of the Chancellor's Office and the Fiscal Agent. Any subcontractors retained by Vendor to perform work under this Agreement must be approved by the Chancellor's Office in writing, and must abide by paragraphs Q through U and W of this Agreement, any other conditions imposed by the Fiscal Agent and the Chancellor's Office in connection with approval of a subcontractor's participation, and all relevant provisions of state and federal law.

G. Amendment

This Agreement may be amended in writing, signed by both parties, subject to the prior approval of the Chancellor's Office.

H. Performance Evaluation

Vendor may be evaluated by the Chancellor's Office. If the performance is unsatisfactory, Vendor will be provided a copy of the evaluation and allowed to prepare a response. A response received within thirty (30) days will be kept on file with the evaluation. Evaluations will be held confidentially, and maintained only for internal use.

I. No Waiver of Rights

Any action or inaction by the Fiscal Agent or the Chancellor's Office, or the failure of the Fiscal Agent or Chancellor's Office on any occasion, to enforce any right or provision of the Agreement, shall not be construed to be a waiver by the Fiscal Agent or the Chancellor's Office of their rights and shall not prevent the Fiscal Agent or the Chancellor's Office from enforcing such provision or right on any future occasion. The rights and remedies of the Fiscal Agent and the Chancellor's Office described in this Agreement are cumulative and are in addition to any other rights or remedies that the district or the State may have at law or in equity.

J. Governing Law

This Agreement is made and entered into in the County of Sacramento, State of California. The rights and obligations of the parties and the interpretation and performance of this Agreement shall be governed by the laws of the State of California, excluding any statute which directs application of the laws of another jurisdiction.

K. Hold Harmless

Vendor shall indemnify, defend, and hold harmless the Chancellor’s Office, the Fiscal Agent, and their respective directors, officers, employees, agents, volunteers, and authorized representatives against any and all liability, loss, damage, or claims for injury or damages arising from Vendor’s performance of this Agreement but only to the extent such liability, loss or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Vendor.

The Fiscal Agent shall indemnify, defend and hold harmless the Chancellor’s Office, and its respective directors, officers, employees, agents, volunteers, and authorized representatives from and against any and all liability, loss, damage or claims for injury or damages arising out of the Fiscal Agent’s performance of this Agreement but only to the extent such liability, loss or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Fiscal Agent.

L. Termination

This Agreement may be terminated by either party upon 30 days’ notice with or without cause. In the event this Agreement is terminated prior to the expiry of its anticipated term, the parties shall take reasonable steps to mitigate any adverse consequences to the other party. Upon termination of this Agreement, Vendor shall be entitled to payment only for services that Vendor satisfactorily performed (as determined by the Chancellor’s Office) before the effective date of termination or as part of an orderly wind-down of the Agreement.

M. Executive Order N-6-22 – Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Vendor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Vendor advance written notice of such termination, allowing Vendor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

N. Notices

Any notice given to any party under this Agreement shall be in writing, delivered by email to the

contacts indicated below, and shall be effective upon receipt.

O. Contacts

The parties shall use the following contacts for purposes described in this Agreement:

Vendor: [name, title, contact information]	Fiscal Agent: Sarah Santoyo Program Administrator (714) 480-7466 Santoyo_Sarah@rscdd.edu	Chancellor’s Office: [name, title, contact information]
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The parties shall promptly notify each other of any changes in this contact information.

P. Vendor Records

Vendor agrees to maintain and make available to the Fiscal Agent and the Chancellor’s Office accurate books and records related to all its activities under this Agreement. Vendor shall permit Fiscal Agent and the Chancellor’s Office to audit, examine, and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, personnel records, or other data related to all other matters covered by this Agreement. Vendor shall maintain such data and records in an accessible location and condition for a period of not less than two years from the date of final payment under this Agreement.

Q. Nondiscrimination

Neither Vendor, nor any director, officer, agent, employee, or subcontractor of Vendor may discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or any other characteristic protected by law, in the performance of this Agreement.

To the extent relevant to the Scope of Work, Vendor, and any director, officer, agent, employee, or subcontractor of Vendor shall comply with the provisions of Section 508 of the federal Rehabilitation Act of 1973, the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. §1210 et seq.), and the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the Chancellor’s Office to implement such article.

R. Accessibility for Persons with Disabilities

All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by

Vendor, whether purchased, leased, or provided under some other arrangement for use in connection with this Agreement, shall comply with the regulations implementing Section 508 of the Rehabilitation Act. (36 C.F.R. § 1194.1, Apps. A & C.)

Design of computer or web-based materials, including instructional materials, shall conform to guidelines of US Section 508 Standards: [Revised 508 Standards and 255 Guidelines \(access-board.gov\)](#) and/or the WCAG 2.1 Level AA criteria ([Web Content Accessibility Guidelines \(WCAG\) 2.1 \(w3.org\)](#)), and guidelines developed by the Chancellor's Office.

S. Compliance with Law

In the course of performing this Agreement, Vendor shall observe and comply with all applicable federal, state, and local laws, regulations and ordinances now in effect or subsequently enacted, including all laws governing conflicts of interest.

T. Gratuities

Vendor warrants that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by Vendor, or any agent or representative of Vendor, to any officer or employee of the Fiscal Agent or the Chancellor's Office to secure this Agreement or to secure favorable treatment with respect to any determinations concerning the performance of this Agreement. For breach or violation of this warranty, the Chancellor's Office shall have the right to recover any loss or damage sustained by the Chancellor's Office in procuring on the open market any items or services that Vendor agreed to supply, and which loss or damage shall be borne and paid by Vendor. The rights and remedies provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or in equity.

U. Standards of Conduct

The Agreement will be administered in an impartial manner. Vendor, and its directors, officers, agents, employees, and volunteers will avoid situations that give rise to a suggestion that any decision was influenced by prejudice, bias, or special interest. No person related by blood, adoption, or marriage, or having a personal relationship with a director, officer, agent, employee, or volunteer of Vendor will receive favorable treatment in the award of subcontracts or in educational or employment opportunities funded by this Agreement. Vendor, and its directors, officers, agents, employees, and volunteers will exercise due diligence to avoid situations that may give rise to a claim of favorable treatment on behalf of friends and associates.

Vendor shall not enter into any subcontract of the types described below and any such agreement that may be executed is null and void and of no force or effect.

- a. A former state employee (including a Chancellor's Office employee, or a district employee who worked for the Chancellor's Office on an Inter-jurisdictional Exchange (IJE)) cannot enter into a subcontract under this Agreement with Vendor if that employee was engaged in the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to this

Agreement while employed by the state. (Gov. Code, §§ 1090, et seq., 87100; Cal. Code Regs., tit. 5, § 50500.)

- b. A current state employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an IJE) cannot enter into a subcontract with Vendor, with the exception of rank-and-file employees of the California State University and the University of California. (Pub. Contr. Code, § 10410.)
- c. The spouse or immediate family of a current Chancellor's Office employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an IJE) may not enter into a subcontract with Vendor if the Chancellor's Office employee or person on an IJE was engaged in the negotiations, transactions, planning, arrangement or any part of the decision-making process relevant to this Agreement or the subcontract, or had any influence whatsoever in the making of this Agreement or the subcontract. (Gov. Code, §§ 1090, et seq.; 87100.)

V. Unenforceable Provisions

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, the parties agree that all other provisions of this Agreement remain in full force and effect.

W. Branding

Materials prepared for publication (whether in print or digitally) under this Agreement, if any, must conform to all Chancellor's Office branding requirements established by the Chancellor's Office Communications and Marketing Division. All products resulting from this Vendor Agreement or sub-agreements, in whole or in part, shall include attribution to the Chancellor's Office. The Chancellor's Office Communications and Marketing Division must approve any web site proposal before work begins, and the usage of the "Powered by" attribution. Requests for approval should be directed to brand@cccco.edu.

X. Intellectual Property

Exclusive Property of Chancellor's Office and Assignment

Vendor agrees that any and all services rendered and documents or other materials, inventions, processes, machines, manufactures, or compositions of matter, computer programs, computer software, and/or trademarks or servicemarks first created, developed or produced pursuant to this Agreement shall be the exclusive property of the Chancellor's Office. All rights, title, and interest in and to the work first developed under this Agreement shall be assigned and transferred to the Chancellor's Office. This provision shall survive the expiration or early termination of this Agreement.

Subcontracts

If Vendor enters into a subcontract for work first developed under this Agreement, the

subcontract must incorporate the intellectual property provisions in this Agreement, modified accordingly, and be approved by the Chancellor's Office before the subcontract is executed. The subcontract must include a provision that all rights, title, and interests in such work shall be assigned to the Chancellor's Office.

Copyright

All materials first prepared by Vendor or its subcontractors, if any, under this Agreement or any subcontract, including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, shall be delivered to and shall become the exclusive property of the Chancellor's Office and may be copyrighted by the Chancellor's Office.

The Chancellor's Office shall acknowledge Vendor or its subcontractors, if any, as the author of works produced under this Agreement or any subcontract, if any, on all publications of such work. The Chancellor's Office will license such copyrighted work with a Creative Commons (CC BY) license. The license will allow Vendor or its subcontractors, if any, to reproduce and disseminate copies of such work subject to the terms of the CC BY license. The Vendor or its subcontractors, as licensees, agree not to permit infringement of the copyright by any person, to compensate the Chancellor's Office for any infringement that may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with the licensing agreement.

All materials first developed in draft and in final form pursuant to this Agreement, or any subcontract, shall, in a prominent place, bear the © (the letter "c" in a circle) or the word "Copyright," or the abbreviation "Copr.", followed by the year created; and the words "Chancellor's Office, California Community Colleges." In addition, all such materials shall bear the Creative Commons CC BY symbol below. Acknowledgment may be given to Vendor or the actual author(s) of the work in an appropriate manner elsewhere in the copyright material. If it is deemed necessary by either the Chancellor's Office or Vendor that the copyright be registered with the U.S. Copyright Office, Vendor will be responsible for applying for, paying the filing fees for, and securing said copyright.



Patents

Subject to the requirements of law, all rights to any patentable inventions or discoveries conceived and first actually reduced to practice in the performance of the Scope of Work shall belong to the Chancellor's Office.

Trademarks and Servicemarks

All trademarks and servicemarks first created, developed or acquired pursuant to this Agreement shall be the property of the Chancellor's Office. If it is deemed necessary by either the Chancellor's

Office or Vendor that a trademark or servicemark be registered with state or federal agencies, Vendor will be responsible for applying for, paying the filing fees for, and securing said protection. All trademarks and servicemarks obtained pursuant to this Agreement shall be issued to the "Chancellor's Office, California Community Colleges" and carry the designations permitted or required by law. The Chancellor's Office agrees to grant a nonexclusive license for the use of trademarks or servicemarks created, developed or obtained under this Agreement to Vendor. Vendor agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license. Vendor may, with the written permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.

Y. Public Hearings

If public hearings on the subject matter dealt with in this Agreement are held during the period of this Agreement, Vendor will make available the personnel assigned to this Agreement for the purpose of testifying. The Chancellor's Office will reimburse Vendor for compensation and travel of said personnel at agreed-upon rates for such testimony as may be requested by the Chancellor's Office.

Z. Independent Status of Vendor

Vendor, and the directors, officers, agents, employees, and volunteers of Vendor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the Fiscal Agent, the Chancellor's Office, or the State of California. This Agreement does not create an entitlement to the receipt of employment benefits of any kind normally provided to employees of the Fiscal Agent, the Chancellor's Office, or the State of California.

AA. Force Majeure

Neither party shall be liable to the other for any delay in or failure of performance, nor shall any such delay in or failure of performance constitute default, if such delay or failure is caused by "Force Majeure." As used in this section, "Force Majeure" is defined as follows: Acts of war and acts of God such as earthquakes, floods, wild fires, pandemics, and other natural disasters such that performance is impossible.

AB. Licenses and Permits

Vendor shall at all times be authorized to do business in California and shall obtain at Vendor's own expense all license(s) and permit(s) required by law for accomplishing any work required in connection with this Agreement.

AC. Captions

The clause headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to and shall not be deemed to define, limit, or extend the scope or intent of the clauses to which they belong.

AD. Counterparts and Electronic Signatures

This Agreement may be executed in two or more counterparts, including copies and signatures sent by facsimile, electronic mail, or other electronic means, each of which shall be deemed an original, and together will constitute a binding and enforceable agreement as if all parties had executed the same copy hereof, consistent with the provisions of the Uniform Electronic Transactions Act (Civil Code, § 11633.1 et seq.).

AE. Review and Representation

Both parties acknowledge that they have had an opportunity to review the terms of this Agreement and to consult with legal counsel. The Agreement shall not be construed against the drafting party.

AF. Execution

The parties have executed this Agreement as of the date(s) indicated below.

For [Vendor Name]

Signature _____
[Name]
[Title]

Date _____

For Rancho Santiago Community College District
As Fiscal Agent for the California Community Colleges
Chancellor’s Office

Signature _____
Iris I. Ingram
Vice Chancellor of Business Services

Date _____

ATTACHMENT 3
STANDARDS CATALOG

Category	CCCCO Technology	Vendor	Classification	Usage Guidelines	Lifecycle
AppDev	.net 6	Microsoft	AppDev: Software Framework	Application Development	Current
AppDev	.NET Framework 4.8	Microsoft	AppDev: Software Framework	Application Development	Current
AppDev	Azure DevOps Services	Microsoft	AppDev: Version Control	Application Development	Current
AppDev	ColdFusion 2021	Adobe	AppDev: Web	CARS-W Application	Current
AppDev	DevExpress 21	DevExpress	AppDev: UI Tool	Application Development	Current
AppDev	Fiddler	Progress (Telerik)	AppDev: Debugging Tool	Application Development	Emerging
AppDev	GIT for Windows	Open Source	Source Control	Application Development	Current
AppDev	Internet Information Services 10	Microsoft	Web Server	Server Application	Current
AppDev	Microsoft Analysis Services Projects 2022	Microsoft	DataMgmt: Development Tool	Server Application	Current
AppDev	Microsoft Reporting Services Projects 2022	Microsoft	DataMgmt: Development Tool	Server Application	Current
AppDev	notepad++	Notepad++ Team	Text Editor	Application Development	Current
AppDev	PostMan	PostMan	AppDev: Debugging Tool	Application Development	Emerging
AppDev	Report Viewer 2015	Microsoft	AppDev: Reporting	Application Development	Current
AppDev	SQL Server Data Tools 2017	Microsoft	DataMgmt: Development Tool	Application Development	Current
AppDev	SQL Server Database Engine 2016	Microsoft	DataMgmt: Database	Server Application	Current
AppDev	SQL Server Database Engine 2019	Microsoft	DataMgmt: Database	Backup Server Only	Emerging
AppDev	SQL Server Database Engine 2022	Microsoft	DataMgmt: Database	Server Application	Emerging
AppDev	SQL Server Integration Services 2016	Microsoft	DataMgmt: Development Tool	Server Application	Current
AppDev	SQL Server Integration Services Projects 2022	Microsoft	DataMgmt: Development Tool	Server Application	Emerging
AppDev	SQL Server Management Studio 19.x	Microsoft	DataMgmt: Administration Tool	Application Development	Current
AppDev	Visual Studio Enterprise 2022	Microsoft	AppDev: Development Tool	Application Development	Current
AppDev	VS Code	Microsoft	IDE	Application Development	Current
Cloud Services	AAD and B2C	Microsoft Azure	Identity	DevOps	Current
Cloud Services	Adobe Sign	Adobe	Electronic Signatures	None	Current
Cloud Services	Alchemer	Alchemer	Survey Tool	ESLEI staff	Current
Cloud Services	Amazon S3	AWS	Object Storage	Infrastructure	Current
Cloud Services	App Service	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	Application gateway with WAF	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	ArcGIS Online	ESRI	Geographic Information System	DII Staff	Current
Cloud Services	BoardDocs	BoardDocs	Document Management Software	Board of Governors agenda and minutes	Current
Cloud Services	DNS	Microsoft Azure	DNS	DevOps	Current
Cloud Services	Looker	Google	AppDev: Business Intellegence	Embedded with NOVA or grandfathered in for staff that query NOVA	Current
Cloud Services	NAT gateway	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	NetSparker	Invicti	Vulnerability Management	Info Sec/Developer Use	Current
Cloud Services	Office 365 Online: Excel	Microsoft	Content Creation: Spreadsheets	None	Current

Category	CCCCO Technology	Vendor	Classification	Usage Guidelines	Lifecycle
Cloud Services	Office 365 Online: OneDrive	Microsoft	File Storage	None	Current
Cloud Services	Office 365 Online: OneNote	Microsoft	Content Creation: Digital Notebook	None	Current
Cloud Services	Office 365 Online: Outlook	Microsoft	Communication: Email	None	Current
Cloud Services	Office 365 Online: Teams	Microsoft	Communications: Instant Messaging	None	Current
Cloud Services	Office 365 Online: ToDo	Microsoft	Task Management	None	Current
Cloud Services	Office 365 Online: Word	Microsoft	Content Creation: Word Processing	None	Current
Cloud Services	Office 365 Online: Forms	Microsoft	Survey Tool	None	Current
Cloud Services	Office 365 Online: Planner	Microsoft	Project Management	None	Current
Cloud Services	Office 365 Online: Project	Microsoft	Project Management	Academic Affairs and DII Pilot Users	Current
Cloud Services	Office 365 Online: Visio	Microsoft	Diagram and Vector Graphics	None	Current
Cloud Services	Private endpoint	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	Resource group	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	Robin Powered	Robin Powered	Workplace Automation	None	Emerging
Cloud Services	ServiceNow CSM	ServiceNow	Customer Service Management	Pubic-facing (requestors) - DII/WED (fulfillers)	Current
Cloud Services	ServiceNow ITSM	ServiceNow	IT Service Management	Agency-wide (requestors) - DII (Fulfiller)	Current
Cloud Services	SQL database	Microsoft Azure	Database	DevOps	Current
Cloud Services	SQL elastic pool	Microsoft Azure	Database	DevOps	Current
Cloud Services	Storage account	Microsoft Azure	Data and File Storage	DevOps	Current
Cloud Services	Subscription	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	Tableau Online	Tableau	Visual Analytics Platform	DII Staff	Current
Cloud Services	Virtual machine	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	Virtual network	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	Virtual network gateway	Microsoft Azure	Infrastructure	DevOps	Current
Cloud Services	VoIP	Cisco/Web Ex	Communication: Voice	None	Current
Cloud Services	VoIP	Microsoft Teams	Communication: Voice	None	Emerging
Communications	Creative Cloud - Dreamweaver	Adobe	AppDev: Development Tool	Communications	Current
Communications	Colour Contrast Analyser version 3.0	The Paciello Group	Accessibility Tool	Usability Testing	Current
Communications	Creative Cloud - Bridge	Adobe	Graphic Asset Management	Communications	Current
Communications	Creative Cloud - Illustrator	Adobe	Content Creation: Vendor Graphics	Communications	Current
Communications	Creative Cloud - InDesign	Adobe	Content Creation: Publishing	Communications	Current
Communications	Creative Cloud - Media Encoder	Adobe	Content Creation: Audio/Video Encoding	Communications	Current

Category	CCCCO Technology	Vendor	Classification	Usage Guidelines	Lifecycle
Communications	Creative Cloud - Photoshop	Adobe	Content Creation: Graphic Design	Communications	Current
Communications	FireFox	Mozilla	Web Browser	Usability Testing	Current
Communications	FlipBook Maker 3.6.x	Kvisoft Co., Ltd	Content Creation: Website Component	Communications	Current
Communications	NVDA	NVDA	Accessibility Tool	Usability Testing	Current
Communications	SiteCore	SiteCore	Content Management System	Single instance (managed by DII and Communications)	Current
End User	Connect 11.x	Adobe	Video Conferencing	None	Current
End User	Acrobat DC	Adobe	Content Creation: PDF Documents	None	Current
End User	Attachmate Extra X-Treme	Attachmate		Personnel Only	Current
End User	Chrome	Google	Web Browser	None	Current
End User	ConnectWise	ConnectWise	Remote Administration/Support	DII Only	Current
End User	Edge	Microsoft	Web Browser	None	Current
End User	GotoMeeting	Citrix	Video Conferencing	None	Current
End User	KeePass 2.x	KeePass	Password Management	None	Current
End User	Microsoft 365 Apps: Excel	Microsoft	Content Creation: Spreadsheets	None	Current
End User	Microsoft 365 Apps: Outlook	Microsoft	Communication: Email	None	Current
End User	Microsoft 365 Apps: PowerPoint	Microsoft	Content Creation: Presentations	None	Current
End User	Microsoft 365 Apps: Project 2021	Microsoft	Project Management	Assignment by Request/Approval	Current
End User	Microsoft 365 Apps: Publisher	Microsoft	Content Creation: Flyers	None	Current
End User	Microsoft 365 Apps: Visio 2021	Microsoft	Content Creation: Diagramming and Vector Graphics	Assignment by Request/Approval	Current
End User	Microsoft 365 Apps: Word	Microsoft	Content Creation: Word Processing	None	Current
End User	Microsoft Defender ATP	Microsoft	Anti-Malware	None	Current
End User	mySQL ODBC Drivers	Oracle Corporation	Database Connectivity	TBD	Emerging
End User	OneDrive	Microsoft	File Storage	None	Current
End User	Palo Alto Networks GlobalProtect 6.x	Palo Alto Networks	VPN Software	None	Current
End User	Passport	Rocket Software, Inc.	Mainframe Emulator	Accounting / Personnel	Current
End User	PowerBI	Microsoft	Data Analytics	Research/DII	Current
End User	RDM Scanner Control Manager 4.0	RDM Corporation	Check Scanning	Accounting	Current
End User	Redshift ODBC 64bit Drivers	Amazon	Database Connectivity	Research/DII	Current
End User	Reflections	Microfocus	Mainframe Emulator	Accounting / Personnel	Current
End User	Smart View for Office 11.x	Oracle Corporation	Fi\$Cal Add-in	Fi\$Cal	Current
End User	Teams	Microsoft	Video Conferencing	None	Current
End User	WebEx Meetings	Cisco Systems, Inc.	Video Conferencing	None	Current
End User	Zoom	Zoom Video Communications, Inc.	Video Conferencing	None	Current

Category	CCCCO Technology	Vendor	Classification	Usage Guidelines	Lifecycle
Hardware	HP Color LaserJet Pro M454dw	Hewlett Packard	Hardware: Printer	None	Current
Hardware	HP Color LaserJet Pro MFP M479fdw	Hewlett Packard	Hardware: Printer	Approved Use Only	Current
Hardware	HP Elite x2 G4	Hewlett Packard	Hardware: Laptop	Program Analysts or higher classes	Current
Hardware	HP Elitebook 840 G9	Hewlett Packard	Hardware: Laptop	Executive, DII, Communications	Current
Infrastructure	FileZilla	Tim Koss	File Transfer	Approved Use Only	Current
Infrastructure	Windows 10	Microsoft	Operating System	Network Support	Current
Infrastructure	Windows Server 2022	Microsoft	Operating System	Network Support	Current
Infrastructure	WS_FTP Server 8.6	Ipswitch	File Transfer	Server Application	Current
Research	ArcGis Pro	ESRI	Geographic Information System	Research	Current
Research	DBeaver 20.x	DBeaver	Data Analytics	Research/DII	Current
Research	R Studio	Posit	Data Analytics	Research/DII	Current
Research	SAS 9.4	SAS	Data Analytics	Research	Current
Research	SPSS 28.x	IBM	Data Analytics	Research	Current
Research	Stata 17.x	StataCorp LLC	Data Analytics	Research	Current
Research	Tableau Desktop and Prep Builder	Tableau	Visual Analytics Plaform	Research	Current