

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

Minutes

REGULAR MEETING OF THE GOVERNING BOARD

January 23, 2020 2:30 P.M.

Procurement Center

5050 Barranca Parkway

Irvine, CA 92604

1. CALL TO ORDER

Minutes:

Brianne Ford called the meeting to order at 2:34 PM.

2. PUBLIC COMMENT

None.

Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.

3. ROLL CALL

Present:

Brianne Ford with IUSD

Jeremy Davis with Fullerton SD

John Morgan with Capistrano USD

Present by Telephone:

Kevin Monsma with El Dorado County Office of Education

David Seabury with El Dorado County Office of Education

Michael Johnston with Clovis USD

4. APPROVAL OF MINUTES

Motion Passed: Approve the Minutes from the December 5, 2019 Regular Board Meeting.

Passed with a motion by Kevin Monsma and a second by John Morgan.

Yes Brianne Ford

Yes Michael Johnston

Yes Jeremy Davis

Yes John Morgan

Yes Kevin Monsma

5. APPROVAL OF AGENDA

Motion Passed: Adopt Agenda, as presented.

Passed with a motion by Kevin Monsma and a second by John Morgan.

Yes Brienne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes Kevin Monsma

6. ACCEPTANCE OF BOARD MEMBER REPORTS

Minutes: None.

7. ACCEPTANCE OF TREASURER REPORT

Minutes: Founding member fees, administrative fees, and pending expenses were discussed.

8. ACCEPTANCE OF STANDING REPORTS

8.a. Membership

Minutes: Associate membership growth and the potential for new founding members were discussed.

8.b. Communications

Minutes: Marketing materials, presentations, and membership interest were discussed.

8.c. Procurement

Minutes: The status of current and upcoming RFPs were discussed.

9. ACCEPTANCE OF CONSENT AGENDA

9.a. Motion Passed: Ratify Approval of New Associate Members: Mountain View School District, San Diego Unified School District, San Jacinto Unified School District, and Victor Valley Union High School District.

Passed with a motion by Kevin Monsma and a second by John Morgan.

Yes Brienne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes Kevin Monsma

10. UNFINISHED AND OLD BUSINESS

10.a. Fagen Friedman & Fulfroost LLP (F3) Professional Services Agreement.

Motion Passed: Approve the Fagen, Friedman & Fulfroost, LLC Professional Services Agreement with the condition that the Maximum obligation (current section 8.b.) be applied to both sections Ongoing Fees (8.a.), and Reimbursements (8.c.), the resulting budget will be reviewed by the treasurer, the final agreement will be ratified at a later board meeting, and with the understanding that discharge and withdrawal and repayment obligations will be addressed at a later date through an addendum to the agreement.

Passed with a motion by Michael Johnston and a second by John Morgan.

Yes Brienne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes Kevin Monsma

11. NEW BUSINESS (ACTION ITEMS)

11.a. Change Alternate for Ed Dorado County Office of Education.

Motion Passed: Remove Kevin Monsma as the alternate designee and accept David Seabury as the alternate designee for El Dorado County Office of Education.

Passed with a motion by Kevin Monsma and a second by John Morgan.

Yes Brienne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes Kevin Monsma

11.b. Approve Operations and Procurement Unit Fee Proposal.

Motion to Table: Approve the Operations and Procurement Unit Fees as presented.

Motion Tabled with a motion by David Seabury and a second by John Morgan.

Yes Brienne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.c. Discuss/Amend Administrative Fee and Minimum Price Guarantee related to upcoming contract negotiations.

Motion Passed: Approve the revised tiered Administrative Fee and Minimum Price Guarantee as revised to reflect that if the member/customer leverages any advantage of the JPA, including JPA pricing, the JPA fee will apply (with the hypothetical revised as attached).

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.d. Approve Vendor Name Change Due to Acquisition.

Motion Passed: Approve amending the award and all resulting contracts from SchoolSpire, Inc. to Mentoring Minds, L.P..

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.e. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to Renaissance Learning Inc..

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to Renaissance Learning Inc. for Sections 1, 2, 3.1-3.5, 3.7, and 4 contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.f. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to Certica Solutions, Inc..

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to Certica Solutions, Inc. for Sections 1, 2, 3, and 4 (full award) contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.g. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to DecisionEd Group, Inc.

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to DecisionEd Group, Inc for Sections 1, 2, 3.1-3.7, 3.9, and 4 contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.h. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to Hoonuit I, LLC.

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to Hoonuit I, LLC for Sections 1, 2, 3, and 4 (full award) contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.i. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to Innive Inc.

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to Innive Inc for Sections 1, 2, 3, and 4 (full award) contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.j. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to Scantron Corporation.

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to Scantron Corporation for Sections 1, 2, 3, and 4 (full award) contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

11.k. Approve Award of RFP No. 19/20-03 Educational Intelligence and Analytics Solution to Mentoring Minds, L.P..

Motion Passed: Award RFP No. 19/20-03 Educational Intelligence and Analytics Solution and authorize the President to execute and deliver a Master Agreement to Mentoring Minds, L.P. for Sections 1, 2, 3.1-3.7, 3.9, and 4 contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes Brianne Ford
Yes Michael Johnston
Yes Jeremy Davis
Yes John Morgan
Yes David Seabury

12. NEW BUSINESS (NON ACTION ITEMS)

12.a. Plan formatting and process for the Annual Evaluation and Plan to Identify Programs and Services pursuant to the Bylaws sections Section V.F.1. & V.F.14.

Minutes: Potential content and format for the Annual Evaluation and Plan were discussed.

12.b. Discuss policy for non-responsive awarded vendors.

Minutes: The policy and verbiage related to non-responsive vendors was discussed.

13. PERSONNEL ITEMS

Minutes: None.

14. REPORT OF EXECUTIVE DIRECTOR AND SPECIAL COMMITTEES OF ADVISORY COUNCIL

Minutes: None.

15. PRESENTATION OF WRITTEN COMMUNICATIONS

Minutes: None.

16. SCHEDULING OF NEXT MEETING

The next Special Meeting shall be held on February 3, 2020 at 3:00pm at Irvine USD, and the next Regular Meeting shall be held on February 27, 2020 at 1:00pm at 5050 Barranca Parkway, Irvine, CA 92604, but may be changed at the discretion of the board.

17. ADJOURNMENT

Motion Passed: Adjourn the meeting at 4:29.

Passed with a motion by Jeremy Davis and a second by John Morgan.

Yes	Brianne Ford
Yes	Michael Johnston
Yes	Jeremy Davis
Yes	John Morgan
Yes	David Seabury

Admin Fee Hypothetical: Sample Vendor

	Quarter 1 20/21	Quarter 2 20/21	Quarter 3 20/21	Quarter 4 20/21	Quarter 1 21/22	Quarter 2 21/22	Quarter 3 21/22	Quarter 4 21/22	Quarter 1 22/23
New Sales This Quarter	\$200,000.00	\$300,000.00	\$1,700,000.00	\$800,000.00	\$200,000.00	\$700,000.00	\$700,000.00	\$2,400,000.00	\$100,000.00
Renewal Sales This Quarter	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00	\$300,000.00	\$1,700,000.00	\$800,000.00	\$400,000.00
TOTAL Sales This Quarter	\$200,000.00	\$300,000.00	\$1,700,000.00	\$800,000.00	\$400,000.00	\$1,000,000.00	\$2,400,000.00	\$3,200,000.00	\$500,000.00
Cumulative Sales This Fiscal Year	\$200,000.00	\$500,000.00	\$2,200,000.00	\$3,000,000.00	\$400,000.00	\$1,400,000.00	\$3,800,000.00	\$7,000,000.00	\$500,000.00
Administrative Fee	4.00%	4.00%	4.00%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%
Total Administrative Fee to Ed Tech JPA	\$8,000.00	\$20,000.00	\$88,000.00	\$116,000.00	\$14,000.00	\$49,000.00	\$133,000.00	\$245,000.00	\$17,500.00
				Letter sent to vendor confirming expected sales				Letter sent to vendor confirming expected sales	

Approve the Administrative Fee at 4% for sales below \$1,999,999.99 in a fiscal year, 3.5% for sales made in quarters following a sales threshold of \$2,000,000.00-\$3,999,999.99 in a fiscal year, and 3% for sales made in quarters following a sales threshold of 4,000,000.00 or above in a fiscal year. Apply changes to new contracts and previously negotiated contracts.