



Westchester Community College

State University of New York

OnBase: 87134

August 25, 2021

To: Board of Acquisition and Contract

From: Belinda S. Miles
President

Re: Authority to enter into an agreement with EAB Global, Inc. for the licensing of the Starfish Essentials software, along with the purchase of ancillary services, for a twenty-one month period commencing on or about October 1, 2021 for a total cost of \$114,774.

EAB Global, Inc. ("EAB") obtained the rights to Starfish Essentials from Hobson, Inc. and now licenses and supports several software systems that are utilized by colleges and universities. The State University of New York has entered into a Master Services Agreement T003752 dated April 1, 2021 with EAB (the "SUNY Agreement") whereby EAB provides software and services to support the implementation of a student success and retention program. The SUNY Agreement is structured as a master agreement which sets the terms, conditions and pricing pursuant to which EAB will offer their software and services to the various institutions that make up the State University of New York system, including the community colleges. Each institution that wishes to avail itself of the offered software and services will execute a Participating Institution Agreement ("PIA") with EAB that incorporates the terms, conditions and pricing contained in the SUNY Agreement.

Westchester Community College ("WCC") has licensed software called Starfish since September 2016, which is offered through the SUNY Agreement. Starfish is an enterprise student success and retention solution that integrates student data from existing technologies and presents this data in a student-centric way. Starfish will continue to be utilized by WCC for academic planning, advisement and the identification of students who are at risk of not meeting their goals. Pursuant to the PIA, WCC will pay to EAB \$114,774 for a twenty-one month license for the Starfish software system. Included in this price are fifty-five (55) hours of related consulting services per year.

This procurement is exempt from the operation of the Westchester County Procurement Policy pursuant to Section 3(a)(i) of the Policy as it will be made pursuant to

Section 104 of General Municipal Law as a purchase “through the office of general services or any other department or agency of the state”. This purchase will be made using the terms and conditions of SUNY Master Services Agreement T003752.

The public purpose of this agreement is to provide an effective way to track student performance and assist in student retention.

I believe that it is in the best interest of the College to enter into this agreement and I therefore recommend that you act favorably on the annexed proposed resolution.

BSM/sg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/16/2021 - JOAN COCCIARDI, SECRETARY

RESOLUTION

Upon a communication from the President of Westchester Community College, be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College, is hereby authorized to enter into an agreement with EAB Global, Inc. for the licensing of the Starfish Essentials software, along with the purchase of ancillary services, for a twenty-one month period commencing on or about October 1, 2021 for a total cost of \$114,774, payable in accordance with an approved budget; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	010	34	0305	4425		114,774

Budget Funding Year(s) Start Date: 10/1/2021 End Date: 06/30/2023
 (must match resolution)

Funding Source: Tax Dollars \$27,545 Contractor Federal I.D. No./
 Social Security No.:

State Aid \$30,989

\$114,774 Federal Aid _____ Vendor No.:
 (must match resolution)

Other \$56,240 (Tuition) Encumbrance No.: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/16/2021 - JOAN D'ACIARDI, SECRETARY