

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

Changing Lives,
Creating Futures

Monty Sullivan
System President

Officers:
Timothy W. Hardy
Chair

Deni Grissette
First Vice Chair

Stephen Toups
Second Vice Chair

Members:
Helen Bridges Carter
Erika McConduit-Diggs
Willie L. Mount
Michael J. Murphy
N. J. "Woody" Oge
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III
Charles T. Strong

Student Members:
Sommer Brown
Jennifer Burgess

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

TO: Dr. Monty Sullivan
LCTCS President
THROUGH: Joseph F. Marin
Chief Operations Officer
FROM: Joel Watkins
Director of Budget and Planning
DATE: February 13, 2017
RE: Software Purchasing Agreement between SOWELA Technical
Community College and Single Stop USA, Inc.

APPROVED
3/8/17
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

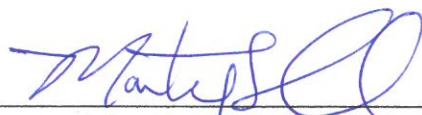
Recommendation: Staff recommends that the Board authorize SOWELA Technical
Community College to enter into a software purchasing agreement between the college
and Single Stop USA, Inc., a nonprofit organization, effective April 1, 2017 through
March 31, 2020.

Background: SOWELA Technical Community College seeks to enter into a three year
purchasing agreement with Single Stop USA, Inc. to procure an online benefits eligibility
screening tool and case management system called Single Stop Technology. Use of this
tool will allow SOWELA to provide its students and low income individuals with "Single
Stop Program" services that consist of access to benefits screening and counseling;
community resources; application assistance; and wraparound services, such as legal
advice, financial counseling and tax preparation services. SOWELA is not entering into
a cooperative endeavor agreement with Single Stop USA, Inc. for the company to provide
these services but is purchasing software from Single Stop that will allow the college
itself to perform the "Single Stop Program" services.

Fiscal Impact: The fees for this software are \$50,000 per year. Payment for the first
year's fee of \$50,000 will be offset by grant proceeds from Entergy, resulting in a first
year cost of \$10,000. The fee for years two and three will be \$50,000 per year. Net fiscal
impact for the three-year period is \$110,000 to be funded through the Student Services
Fee.

History of Prior Action: This is SOWELA Technical Community College's initial
purchase of this software and, therefore, the first request for board approval for this
purpose. However, the Board has previously approved cooperative endeavor agreements
between both Baton Rouge Community College and Delgado Community College with
Single Stop USA, Inc. where Single Stop USA, Inc. has performed all of the "Single Stop
Program" services.

Benefits: This product will provide SOWELA Technical Community College with a tool to provide program and support services to SOWELA's students for the purpose of connecting them to critical benefits and services, with the goal of increasing rates of retention and enabling the students to persist, graduate and achieve self-sufficiency.



Approved for Recommendation to the Board
Dr. Monty Sullivan, President

3-8-17

Date