

**Boulder Valley School District  
Information Technology Advisory Committee (ITAC)  
February 21, 2007  
4:00 p.m. – 6:00 p.m.**

David Williamson, Boulder Valley School District's Chief Information Officer, welcomed all members of the committee to the first of many Information Technology Advisory Committee (ITAC) meetings and thanked them for taking time out of their busy schedules to participate in the committee. He briefly explained the role the committee would play in choosing the wide area network (WAN) solution for the Boulder Valley School District (BVSD).

Each member of the committee introduced him/herself to the group.

Committee members present: Phil Bisant, Bruce Carman, Robert Hammond, Kevin Manweiler, Dennis Marquardt, Sharon Meyer, Don Orr, Chris Puccio, Joe Thielen, Jim VanDyke, Denetta Ward, Dave Williamson, David Wood

Other BVSD personnel present: Joe McBreen, Kevin Cubillas, Brittany Keller

Don Orr, Director of Planning, Engineering, & Construction for BVSD, explained that the voters of BVSD approved of Ballot Measure 3A last November authorizing the issuance of \$296.8 million in bonds for district facility improvement set forth in the Capital Improvement Planning Committee's Educational Facilities Master Plan. The Capital Improvement Planning Committee's objectives were to evaluate the condition of district facilities, program capacities, outdoor fields and playgrounds, technology, and other quantified deficiencies. Approved for the improvement of the district's wide area network is \$10.6 million dollars.

The committee briefly reviewed the contents of the informational binders provided to them. Its contents included the meeting agenda, a list of ITAC committee members, a one page description outlining the purpose, membership and responsibilities of the committee, and Technology Overview and Technology Detail sections of the Education Facilities Master Plan. The committee's main objective is to assist in the drafting of the request for proposal (RFP), review the final document, and convene on a quarterly basis to measure the progress. Next meeting, the committee will also elect a chairman to run future ITAC meetings.

It is stated in the plan/agreement that consultants will be made available to the committee. Kevin Manweiler, Telecommunications Consultant, was brought on board a few months ago to make initial contacts and collect initial ideas. During Kevin's requested absence from the room, the committee was asked if they felt comfortable with and/or supportive of keeping Kevin Manweiler in this role.

Comments and discussion included: Kevin honored commitments in the past with other districts and completed projects on time; he is familiar with what he is doing; he has relevant experience in Colorado working with District 11 and Denver Public Schools; he has a variety of solutions to offer and overcame challenges and politics; and he has credibility. It was recommended that

Kevin remain as consultant for the project and that his work and progress would continue to be monitored and evaluated.

Kevin returned to the room and presented a PowerPoint presentation. Points and discussion from the committee included:

- 3 gigabit capabilities versus 10 gigabit capabilities and migration options
  - Need to push in the right direction as far as bandwidth
  - Need to look at 10 gigabit as the starting point
- Researching other existing infrastructures with the same capabilities and the possibility of trading services
  - The City of Boulder already has a fiber infrastructure and would be willing to work with the District
  - Legal departments would have to review
  - State-owned agencies cannot lease to private-owned companies and vice versa
- Expenses associated with building a WAN, maintenance costs, and other recurring expenses
  - Reviewing of the bond to see if it covers recurring costs
  - Need for ongoing monies for the long term
- Wireless versus fiber in regard to security issues
  - Concern with the upgrading of a wireless WAN and equipment
- WAN options – core areas versus other areas
  - Not an either/or choice – can be a combination of technologies – complementing technologies
  - Layered approach – possibility of a core infrastructure of fiber for long term growth capacity and other solutions for mountain schools since fiber wouldn't be cost effective
  - Wireless feasibility for mountain schools – concerns with zoning, treetops, and complications caused by the moist spring season
  - Need for financial analysis of the options
- Cost of building a fiber optic WAN
- Options for how to structure the RFP to manage materials, costs, and time
- Possibility of leasing dark fiber if a fiber infrastructure is built by the district
  - Costs should be justified for expenses, maintenance, and other recurring costs; or to build additional fiber infrastructure, but not for profit
- Awareness of future political pressure from Qwest
- Need to look at the WAN from a build standpoint first and come up with a baseline for locations outside the core; look at alternative infrastructure technologies (e.g., fiber core with wireless access for schools outside core)
- Need to have ITAC committee members speak with the Board of Education to update board members on the project progress
- Clarification that the composition of an RFP is not confidential, however the assessment and evaluation of it is
- RFP versus RFI/bid package – RFP is subjective (defines connection points, speed, etc.) while RFI is objective (defined costs/financial analysis and a commitment to an engineered design)

- Collaboration and potential partnerships associated with building, leasing, and trading of new and existing WANs

The committee requested the following information from Kevin Manweiler to be reviewed and discussed at the next ITAC meeting:

- Maps of schools
- List/maps of existing infrastructures – meet with existing entities, document infrastructures in GIS or art view, convert to PDF
- Topographic maps to give an idea of evaluation
- Names of schools, their addresses, city, state, and zip code (for familiarity and mapping capabilities)
- Number of users at each school (population)
- List of technologies available
  - Number of phones and computers at each school
  - Applications running at each school – current and new
- Budgetary analysis of a complete fiber build utilizing available assets

The next ITAC meeting is scheduled for Wednesday, March 21, 2007, from 4:00 p.m. – 6:00 p.m., at the Sombrero Marsh building, 6500 Arapahoe Road, Boulder, 80303.