



SUNY DOWNSTATE Medical Center

Faculty Student Association
of Downstate Medical Center, Inc

January 17, 2012

FSA OPERATIONS REPORT **For Board of Directors Meeting 1-18-12**

1. **DCard eCommerce Update:** The DMC eCommerce Evaluation Committee [Mr. Bentley and myself (FSA), Brian Gaon, Matt Avitable (DMC Information Services and Howah Hung (DMC State Contracts Office)] analyzed bidder's proposals. Bidders' on-site product demonstrations were held Nov. 15th and 16th, 2011. DMC Contracts Department identified the winner of this bid is CBORD, with a score of 96.57pts; Heartland scored 95.15pts. The DMC State contracting process is underway, led by the Mr. Hung is expecting finalized contract with CBord this week. Contract then requires NYS-OSC approval. Mr. Hung anticipates OSC approval near end of March 2012.
2. **FSA-Canteen Vending Services Contract:** On 12/14/2011 FSA signed the vending services contract with Canteen Vending Services based on the recommendations from FSA Board of Directors from last meeting. Transition began on 12/26/2011 and continued till the first week of January. All the locations including the satellite locations are equipped with the new vending machines with new Canteen products. FSA received some consumer requests to change some products. FSA contacted Canteen immediately and the products were revised the next day to the machines. Discounted purchase prices via DCard purchases will be available once eCommerce contract process is implemented.
3. **Temporary Relocation of 2 ATMs:** The campus is building a New Academic Building (NAB) in front of the current BSB at 450 Clarkson Ave. In preparation for that construction, the current BSB lobby requires modification of various offices as well as to provide for a new temporary building entrance during NAB construction. That BSB lobby construction was estimated to begin near April 2012, but other related required office renovations in the lobby area may delay that temporary relocation until April 2013. The selected temporary relocation of 2 ATMS will be the BSB 1st floor escalator lobby vestibule. ATMs will eventually be relocated to the new 450 Clarkson Ave NAB entrance lobby (est. 2014-15).
4. **Remaining Request for Proposals (RFP) in process:**
 - a. **ATM Banking:** The final RFP was planned to be released at the end of this month, but FSA is working with Chase and FM&D NAB construction project management to extend the current Chase ATM contract in light of the significant expenses involved in the 2 ATMs the temporary relocation and new permanent location.
 - b. **Cafe101:** The completion of the RFP first draft is expected by 1/31/12.
 - c. **TVR Communications:** The first draft is expected to be completed by 2/29/12.
 - d. **Gift Shop:** The completion of the RFP first draft is expected by 2/29/12.
 - e. **Zipcar:** Recommend extending current contract to July 31, 2012. Since both Hertz Connect and Enterprise WeCar programs are now in the greater NYC marketplace, a competitive bid process can be initiated to begin 8/1/12;RFP will be drafted by 2/29/12.

Submitted by
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