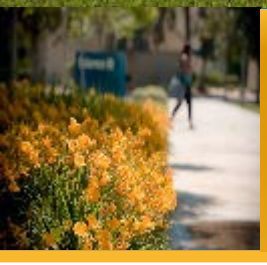


Procurement of Information and Communication Technology (ICT)

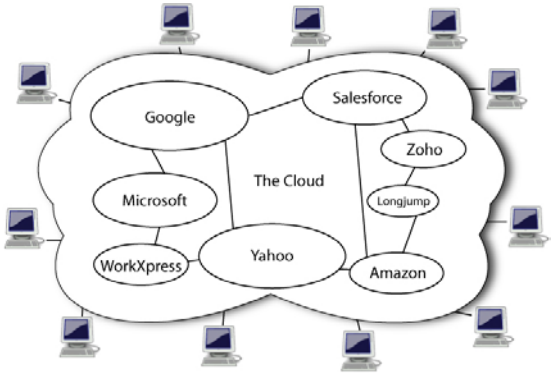
Accessible Technology Initiative (ATI)

Technology Accessibility Review (TAR) Committee

1/7/2021

CSU Bakersfield

Types of ICT Purchases



- Video & Multimedia
- Web or Cloud based
- Telecommunications
- Software
- Operating Systems
- Desktop & Portable Computers
- Self-contained products
- Consulting or IT Services

IT Solutions Consulting

- **Departments that need to acquire a Technology Product or Service will be referred to Solutions Consulting and must complete a Solutions Consulting Form.**

- **Based on the responses on the form, either a Solution Request Form or a Technology Product/Service Waiver will be submitted to IT Solutions Consulting (ITSC).**

- **ITSC is a committee comprised of IT, Disability Services and Procurement staff. They review requests every Monday to determine:**

  - If there is an existing campus solution available.
  - If not, they review the product/service for information security and ATI requirements, if applicable.
  - Once approved, it moves to Procurement for purchase and/or contract phase.

Overall Goal for ATI Review by TAR Committee

CSU EO 1111 requires campuses to demonstrate steady progress towards evaluating all Information and Communication Technology (ICT) products and services, regardless of dollar amount or funding source.

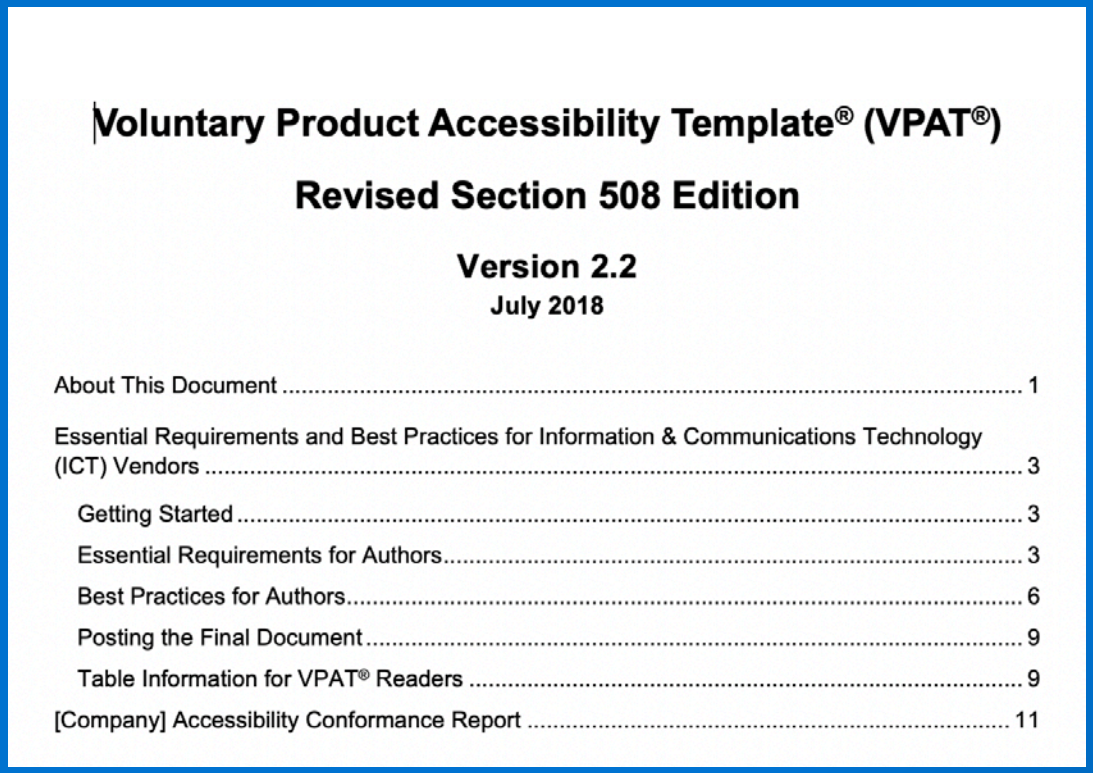
What is the Section 508 Accessibility Requirement?

- The Federal Rehabilitation Act of 1973 (504) and Americans with Disabilities Act (ADA) require that qualified individuals be provided equal access to programs, services and activities.
- 1973 Rehabilitation Act amended in 1998 to include ICT under Section 508.
- In 2018 the CSU BOT's Policy on Disability Support and Accommodations was released (EO 1111) declaring CSU's commitment to make IT Resources and Services accessible to all students ,staff, faculty and the general public regardless of disability (superseded previous EO 926).

What is a VPAT?

A VPAT is a Voluntary Product Accessibility Template Form that the vendor must complete and submit. Once the form is completed by the vendor, it becomes known as an Accessibility Conformance Report (ACR).

The VPAT is a series of questions in a table format that is used to determine if a product is Section 508 compliant (accessible).



Voluntary Product Accessibility Template® (VPAT®)

Revised Section 508 Edition

Version 2.2

July 2018

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Essential Requirements and Best Practices for Information & Communications Technology (ICT) Vendors 3

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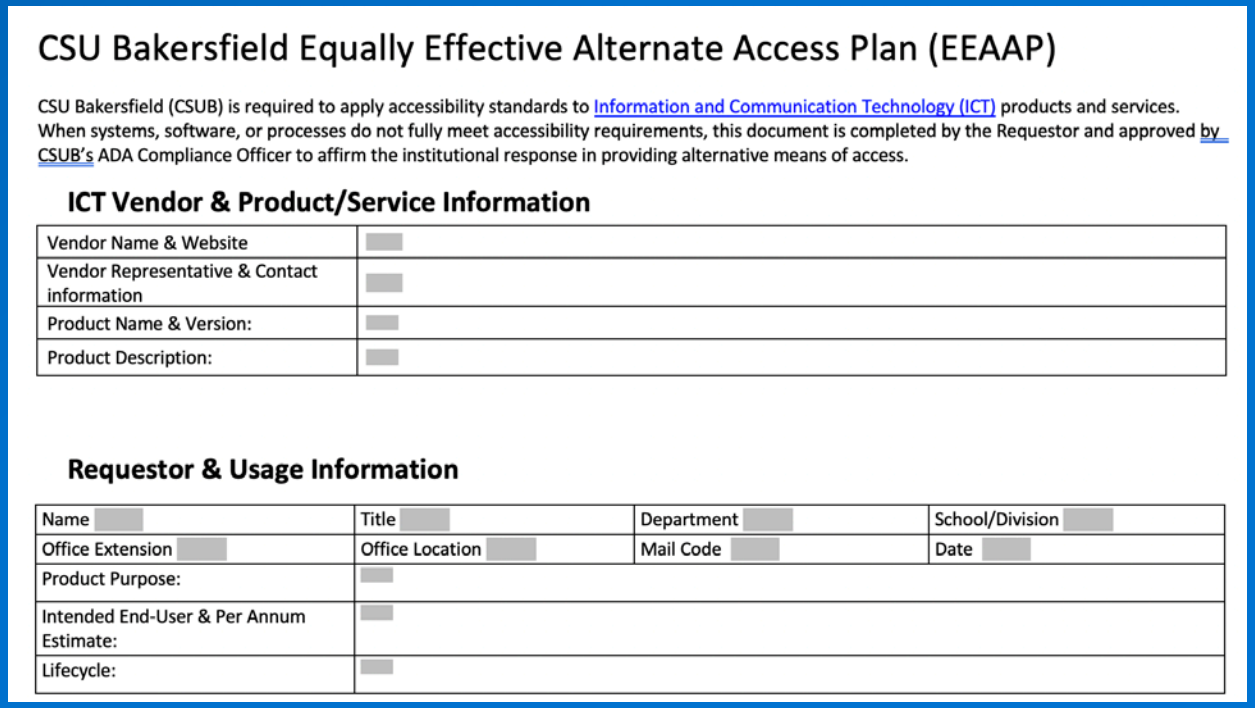
Accessibility Risk Assessment

RISK LEVEL	HIGH	MEDIUM	LOW
Impact	• Denies access to a program/service. • Impacts a critical program/service. • Creates high accommodation costs. • Creates significant legal exposure. • No available workarounds.	• Limits access to a program/service. • Impacts an important but non-critical program/service. • Creates moderate accommodation costs. • Creates moderate legal exposure. • Workarounds for some functions.	• Does not limit access to a program/service. • Impacts an optional program/service. • Creates little or no accommodation costs. • Creates little or no legal exposure. • Workarounds for all functions.
Probability	• Impacts a large audience or members of the public. • Creates frequently recurring barriers. • Strong likelihood of impact for persons with disabilities.	• Impacts a moderately-sized audience, not public facing. • Creates occasionally recurring barriers. • Moderate likelihood of impact for persons with disabilities.	• Impacts a small audience, not public facing. • Does not create recurring barriers. • Low likelihood of impact for persons with disabilities.

Equally Effective Alternate Access Plan (EEAAP)



CSU Bakersfield Equally Effective Alternate Access Plan (EEAAP)

CSU Bakersfield (CSUB) is required to apply accessibility standards to Information and Communication Technology (ICT) products and services. When systems, software, or processes do not fully meet accessibility requirements, this document is completed by the Requestor and approved by CSUB's ADA Compliance Officer to affirm the institutional response in providing alternative means of access.

ICT Vendor & Product/Service Information

Vendor Name & Website	
Vendor Representative & Contact information	
Product Name & Version:	
Product Description:	

Requestor & Usage Information

Name	Title	Department	School/Division
Office Extension	Office Location	Mail Code	Date
Product Purpose:			
Intended End-User & Per Annum Estimate:			
Lifecycle:			

When a vendor cannot provide a VPAT/ACR for a product or service or the ATI Committee determines based on the VPAT/ACR that the product is not fully accessible, then the campus requestor must complete and submit an EEAAP as CSUB does not allow exemptions.

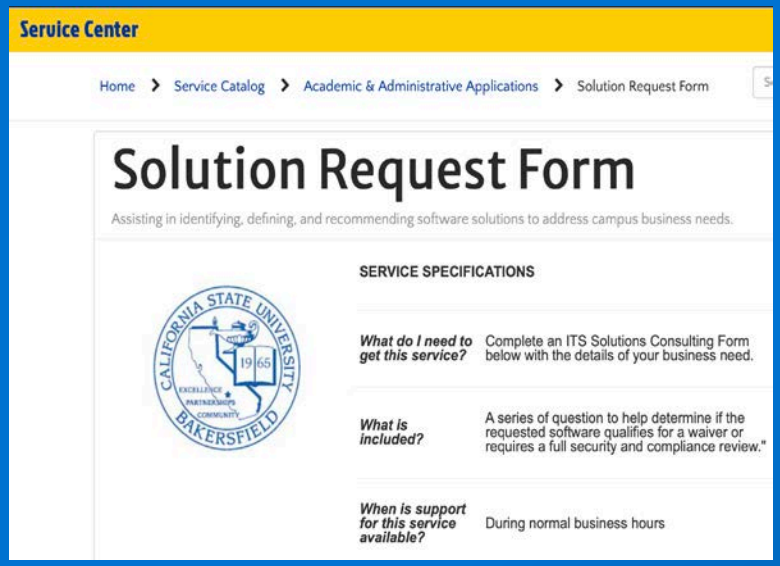
The EEAAP basically outlines how the ordering Department will accommodate an individual with a disability who is unable to use the product/service without assistance.

Great but I need the product now! How can I help this process along?

Check to see if a product might already be pre-approved or if there is an alternative solution available. Contact the ITS Service Center.

It's best to involve ITSC early on when you are evaluating a product as Solutions Consulting can take 4-6 weeks, or longer, in order to conduct the necessary reviews.

You can begin the process by filling out the online Solutions Consulting request form.



CSUB Important Links

For more information on CSUB Procurement ATI, please visit our website:
http://www.csub.edu/ati/proc.shtml

For Solutions Consulting, please visit:
https://www.csub.edu/its/servicecatalog/solution_consulting/index.html

For Campus Access Policy, please visit:
https://www.csub.edu/ssd/_files/campusaccesspolicy.pdf

CSU Accessible Procurement Process:
http://teachingcommons.cdl.edu/access/procurement_process/index.shtml

CSU Executive Order 1111 – Policy on Disability Support and Accommodations:
http://www.calstate.edu/eo/eo-1111.html

Thank You

Don’t hesitate to contact us

TAR@csub.edu

CSU Bakersfield