

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
 County of Cook and State of Illinois

BOOKSTORE OPERATION
 DISTRICT WIDE

THE CHANCELLOR

REPORTS

that there is a need to provide in-house bookstore operations at Daley, Arturo Velasquez West Side Technical Institute of Daley College, Kennedy King, Malcolm X, Olive Harvey, and Wright Colleges as well as offsite bookstore operations for Harold Washington and Truman Colleges; and

that a Request for Proposals (RFP) for bookstore operation was prepared, publicly advertised and twelve (12) firms were notified, a pre-proposal conference was held on May 14, 2008; Barnes and Noble submitted a no bid; and the following four (4) firms submitted proposals on June 13, 2008: Follett Higher Education Group, Oak Brook, IL; Beck's Bookstore, Chicago, IL; C & W Books, Inc., Chicago, IL; and eCampus, Lexington, KY; and

that submitted proposals were reviewed and ranked in accordance with the evaluation criteria contained in the RFP by the evaluation team, which consisted of staff from Administrative Services, Academic Affairs, Office of Information Technology, Malcolm X, Harold Washington, Olive Harvey, Wright College, Center for Distant Learning, M/WBE Contract Compliance and students from Student Government; and

that based on the ranking scores, the evaluation team recommended the following short listed firms for oral presentation: Follett Higher Education Group and Beck's Bookstore; and

that based on the oral presentation and overall assessment, the evaluation team recommends acceptance of the proposal from Follett Higher Education Group for in-house bookstore operation at six (6) campuses and acceptance of the proposal from Beck's Bookstore for offsite bookstore operation for two (2) campuses; and that the proposed commissions or fixed fee in which CCC will select the higher of the two, will be as follows for each campus; and

<i>Firm</i>	<i>College</i>	<i>Proposed Commissions per Term on Gross Sales</i>
Follett Higher Education Group, Inc. Oak Brook, IL	Daley	10.25% of GR under \$1 mil. 11.25% of GR between \$1 mil & \$2 mil. 12.25% of GR over \$2 mil. or \$130,000 Fixed Fee per term
Follett Higher Education Group, Inc. Oak Brook, IL	Arturo Velasquez West Side Technical Institute	10.25% of GR under \$1 mil. 11.25% of GR between \$1 mil & \$2 mil. 12.25% of GR over \$2 mil.
Follett Higher Education Group, Inc. Oak Brook, IL	Kennedy-King	10.25% of GR under \$1 mil. 11.25% of GR between \$1 mil & \$2 mil. 12.25% of GR over \$2 mil. or \$175,000 Fixed Fee per term
Follett Higher Education Group, Inc. Oak Brook, IL	Malcolm X	10.25% of GR under \$1 mil. 11.25% of GR between \$1 mil & \$2 mil. 12.25% of GR over \$2 mil. or \$150,000 Fixed Fee per term
Follett Higher Education Group, Inc. Oak Brook, IL	Olive-Harvey	10.25% of GR under \$1 mil. 11.25% of GR between \$1 mil & \$2 mil. 12.25% of GR over \$2 mil. or \$90,000 Fixed Fee per term
Follett Higher Education Group, Inc. Oak Brook, IL	Wright	10.25% of GR under \$1 mil. 11.25% of GR between \$1 mil & \$2 mil. 12.25% of GR over \$2 mil. or

		\$275,000 Fixed Fee per term
Beck's Bookstore Chicago, IL	Harold Washington – <u>offsite</u>	1% of GR or \$5,000 Fixed Fee per term
Beck's Bookstore Chicago, IL.	Truman – <u>offsite</u>	1% of GR or \$5,000 Fixed Fee per term

that Follett Higher Education Group and Beck Bookstore have proposed estimated investments in renovation/modernization of bookstores over the life of the contract as follows: Follett Higher Education Group– Daley - \$180,000; Arturo Velasquez West Side Technical Institute - \$10,000; Kennedy-King - \$45,000, Malcolm X - \$90,000, Olive-Harvey - \$65,000; and Wright - \$65,000; and Beck's – Harold Washington -\$98,140; and Truman - \$62,740; and

that both Follett Higher Education Group and Beck Bookstore have proposed textbook scholarships to students as follows: Follett Higher Education Group is committed to contributing \$15,000 annually in textbook scholarships and Beck's Bookstore is committed to awarding a semester worth of textbooks to one (1) student at each campus bookstore Beck's operates; and

that Follett Higher Education Group and Beck Bookstore are committed to providing two (2) copies of each required textbook per course to each awarded campus library for non checkout use in exchange for a reduction in commission; and

that the evaluation team recommends to award contracts to Follett Higher Education Group and Beck's Bookstore to best serve CCC bookstore operation needs; in that Follett Higher Education Group is determined best qualified, but did not exhibit a solid commitment to provide a physical location for Harold Washington and Truman Colleges to be available for operation for Spring 2009; and

that Beck's Bookstore is determined best qualified to provide offsite bookstore operation for Harold Washington and Truman Colleges; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced bookstore operations proposals and have found that both Follett Higher Education Group, Inc. and Beck's Book Store, Inc. are both utilizing certified vendors as indirect participants in their day-to-day operations and therefore, they have been deemed to be in compliance with the Board approved Participation Plan.

THE CHANCELLOR

RECOMMENDS that the Board of Trustees authorize the Chairman to enter into separate agreements with Follett Higher Education Group, Inc., and Beck's Book Store, Inc. to provide Bookstore Operation services for a period of Five (5) years beginning October 17, 2008 through October 16, 2013, with an option to extend for three (3) additional years in accordance with RFP# NU0807 dated May 2, 2008.

FINANCIAL **Follett Higher Education Group** – Revenue Based Commission on Gross Sales Per Term as List Above
Beck's Bookstore - Revenue Based Commission on Gross Sales Per Term as List Above
Revenue – Education Fund 00003 – various colleges - 452110

Respectfully Submitted:

Wayne D. Watson
Chancellor