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**ADOPTED – BOARD OF TRUSTEES COMMUNITY COLLEGE
DISTRICT NO. 508
AUGUST 2, 2012**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COOK OF COUNTY AND STATE OF ILLINOIS**

**EDUCATIONAL BOOKS, PERIODICALS,
REFERENCE BOOKS AND INSTRUCTIONAL MATERIALS**

**OFFICE OF ACADEMIC AFFAIRS
DISTRICT WIDE
(AMEND BOARD REPORT #31186)
(RATIFICATION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes an amendment to Board Report 31186 for the issuance of additional purchase orders to the vendors listed below for educational books, periodicals, reference books, and instructional materials by the College Libraries/Learning Resource Centers District-wide for the period from July 1, 2012 through October 31, 2012, at a total cost not to exceed \$287,000.

VENDOR:

	Estimated Annual Usage FY2013
Baker & Taylor 2550 West Tyvola Road Suite 300 Charlotte, NC 28217	\$ 141,750
EBSCO PO Box 830625 Birmingham, AL 35283	\$ 105,000
Cengage Learning 10650 Toebben Drive Independence, KY 41051	\$ 40,250
TOTAL	<hr/> \$287,000

USER: District-Wide

TERM:

The term commenced on July 1, 2012 and will end on October 31, 2012.

SCOPE OF SERVICES:

Library collection development is an ongoing and dynamic process. The collection development process consists of making selections based on Library faculty's college curriculum research and subject expertise; analysis of student, faculty and staff requests; and collection usability. In addition to providing ubiquitous access to online resources, all CCC Libraries must provide a balance of print and audio-visual (digital media) resources that include educational books, periodicals, reference books and other instructional materials.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The majority cost savings is realized by CCC Libraries utilizing wholesale access to the aforementioned vendors who provide up to 15% discount savings on the selected titles that support the curriculum and life-long learning. The Library Request for Proposal (RFP) for educational books, periodicals, reference books and instructional materials expired 30 June 2012. As the Office of Academic Affairs through its District Library Liaison commences facilitation of the development of a new (RFP), collection development at all CCC Libraries cannot be placed on hold at any time during this new RFP process. The estimated timeline for the RFP process is from July 2012 – October 2012.

VENDOR SELECTION CRITERIA:

Pursuant to State law, goods that are economically procurable from only one source are exempt from the District's competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced listing of sole source vendors and, as there is no opportunity to further subcontract the online services or learning resources provided by these vendors, it is recommending a waiver be granted in compliance with the Board Approved Participation Plan.

GENERAL CONDITIONS:

Inspector General- It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article 2, Section 2.7.4(b) of the Board Bylaws.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board's Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

Total: \$287,000

Charge to: District Office

Source of Funds: Education Fund

Unrestricted Fund:

FY13: Various colleges and District Office

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Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

August 2, 2012 – Office of Academic Affairs