

**31440**  
**ADOPTED – BOARD OF TRUSTEES COMMUNITY COLLEGE**  
**DISTRICT NO. 508**  
**MAY 3, 2012**  
**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508**  
**COUNTY OF COOK AND STATE OF ILLINOIS**

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

**OFFICE OF ACADEMIC AFFAIRS  
DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes an amendment to Board Report 31186 dated October 6, 2011, for the issuance of additional purchase orders in the amount of \$50,000 for the purchase of educational books, periodicals, reference books and instructional materials for libraries and to students in various programs at all Colleges District-wide for the period from June 16, 2011 through June 13, 2012.

**VENDOR:**

	<u><b>FY 2012 Budget</b></u>	<u><b>Additional Amount Requested</b></u>
Cengage Learning 1650 Toebben Drive Independence, Kentucky 41051	\$180,000.00	\$50,000.00
<b>TOTAL</b>	<b>\$180,000.00</b>	<b>\$50,000.00</b>

**USER:** District-wide

**TERM:**

The term commenced on June 16, 2011 and will end on June 13, 2012.

**SCOPE OF SERVICES:**

Cengage Learning will provide educational books, periodicals and other instructional materials. Cengage Learning is one of the District's preferred vendors because of its ability to provide electronic books (monograph and reference) and online database products.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Office of Academic Affairs has determined that it is more cost-effective to utilize Cengage Learning to support the continued need to purchase periodicals, books, reference books and instructional materials for the libraries and for students in various programs at all Colleges District-wide. All City Colleges of Chicago libraries are expected to provide a salient variety of resources that support the curriculum and it is necessary to continue to provide the students with these resources. Cengage Learning offers these resources in an electronic format that supports the curriculum as well as improves access for students, faculty and staff at a reasonable discount. The added value

includes advancing ubiquitous access to an advance collection of print and electronic resources. Additionally, the District libraries plan to take advantage of the various end of the year Spring sales which include savings of 10-40% and free shipping of offerings that include companion purchases (both print and electronic) titles as well as select eBooks for the print price. Furthermore, there are also bundle purchase (e.g. 10 for \$2500 and 20 for \$5000 sales) and 30-40% discounts on select database subscriptions. The vendor, sensitive to the District's high procurement standards, has offered quotes that will remain valid until the cessation of the promotions slated to end in May and June of 2012.

**VENDOR SELECTION CRITERIA:**

Pursuant to State law, goods which 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 purchase and, as there is no opportunity to further directly subcontract the online services or learning resources provided by this vendor, it is recommended that 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:** \$50,000

**Charge to:** District Office

**Source of Funds:** Education Fund

**Unrestricted Fund:**

**FY12:** Academic Affairs – 00003-0000126-20000-01000-0000000-540000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**May 3, 2012 – Office of Academic Affairs**