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ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 6, 2013

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

LIBRARY ASSOCIATION/CONSORTIA MEMBERSHIPS
AND SOLE PURCHASES FOR ALL LIBRARIES

OFFICE OF ACADEMIC AFFAIRS
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board approves the issuance of purchase orders to the vendors listed below for Library association/consortia memberships and sole purchases for access to online services for Libraries at all colleges and satellite campuses District wide for the period from July 1, 2013 to June 30, 2016, at a total cost not to exceed \$482,500 annually.

VENDORS:

COST

American Library Association (ALA) 50 East Huron Chicago, Illinois 60611	\$30,000
University of Illinois –Urbana Champaign/ Consortium of Academic and Research Libraries in Illinois (CARLI) 100 Trade Centre Drive, Suite 303 Champaign, Illinois 61820-7233	\$287,500
Network of Illinois Learning Resources in Community Colleges (NILRC) P.O. Box 120 Blanchardville, Wisconsin 53516	\$165,000
TOTAL ANNUAL COST	\$482,500

USER: All Libraries District wide

TERM:

The term of the purchase will commence on July 1, 2013 and will end on June 30, 2016.

SCOPE OF SERVICES:

The aforementioned vendors will provide: 1) Library system support services and resources; 2) increased efficiency of Library access (such as interlibrary loan); 3) leverage in the role of advocates that can negotiate lower costs with Library vendors; and 4) assistance in enhancing collection development of both print and electronics resources (databases and e-books). These memberships and sole purchases were previously the responsibility of each college. The District has recently centralized the management and acquisition of these services.

BENEFIT TO CITY COLLEGES OF CHICAGO:

All City Colleges of Chicago (CCC) Libraries benefit from membership and the sole purchases offered by these leading Library association/consortia. These organizations offer services that

improve access for students, faculty and staff. All CCC College Libraries are expected to provide resources that support the curriculum and it is necessary to continue to provide the students with these resources. Additionally, consolidating the acquisition of these services will result in savings to the District.

The majority of the cost savings are realized by utilizing Library association/consortia to acquire electronic resources, like online databases and e-books, at a leveraged cost while increasing the diversity of resources made available to the students, faculty and staff. By not purchasing electronic resources directly from the vendors, the District will realize a cost savings of 13% compared to FY12 expenditures.

VENDOR SELECTION CRITERIA:

The print and electronic collection development services, discounts and other professional development resources are only available through the sole source approved vendors. Pursuant to State law, purchases that are economically procurable from a sole 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 order request and recommends a waiver of the Board Approved Participation due to the nature of the purchase and the lack of subcontracting opportunities.

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.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:

Total FY14 – FY16: \$1,447,500

Charge to: District Office and Various Colleges

Source of Funds: Unrestricted Funds

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

June 6, 2013 – Office of Academic Affairs