THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with Akademos for student purchases of textbooks, eBook and course materials for the period from November 7, 2013 through May 31, 2019, with the option to renew for two years.

VENORDER: Akademos  
200 Connecticut Avenue  
Norwalk, Connecticut 06854

USER: District-wide

TERM: The term of this agreement shall commence no sooner than November 7, 2013 in preparation for Summer 2014 classes, and will continue through May 31, 2019 (end of Spring 2019 term), with the option to renew for two years.

Akademos and City Colleges of Chicago will begin project and system implementation upon Board approval to ensure system integration and testing completion by April 4, 2014, the first day for online course registration for the Summer 2014 term.

SCOPE OF SERVICES: Akademos will provide a full service online bookstore & marketplace where students purchase print or digital textbooks through its eCommerce site. Services will include:

- New, used, eBooks, textbook rental program, and 3rd party marketplace sellers
- Faculty adoption support
- Kiosks stations to assist students with purchases
- Two dedicated warehouse facilities, one location within two-day delivery of Chicago
- Access to thousands of eBooks through CourseSmart, Flat World Knowledge, OpenStax and other eBooks providers
- Single Sign-on and Financial Aid integration
- Online buyback 24/7/365 days a year
- Online Faculty Adoption Tool & Administrator’s interface
- Custom CoursePack Online Tool & Copyright Clearance Services
• Paid Student Interns each fall term

Akademos shall pay to CCC a commission payment of five (5%) on the gross sales of textbooks and other course materials during the term of the agreement and provide an annual textbook scholarship in the amount of $5,000 to the City Colleges of Chicago Foundation.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Akademos will provide textbooks, eBooks, and course materials for students, faculty at all campuses through a single sign on environment, allowing students to purchase materials through City Colleges registration systems and apply financial aid to that purchase electronically. Students will be able to purchase materials through the Akademos e-commerce platform that will allow students to select their preferred format for each adopted textbook (e-book, new, used, marketplace, or rental), add the items to a shopping cart, apply financial aid, vouchers, credit card, to complete the purchase electronically. Students receive value from multiple vendor pricing while using financial aid.

Akademos will provide two (2) books per class, per campus, for CCC libraries. Akademos costs nothing to the institution; there are no start-up fees, monthly fees or charges.

**Textbook, Course Materials and Merchandise Pricing**

Below is the basic book pricing structure which does not have scheduled price increases. The marketplace of 3rd party providers fluctuates daily based on marketplace supply and demand from the 3rd party sellers.

- New textbooks are priced at 25% over net price (which equates to publishers list price)
- Used textbooks (from Akademos warehouse) are no greater than 75% of the new book price
- Used textbooks (from marketplace) are on average 60% off list price
- Textbook rentals on average 50% off list price
- eBooks – Open source eBooks (with open copyrights) are 100% free, other eBooks are 30% - 60% off list price
- Other merchandise - primarily sold at list price.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement staff and Request for Proposal (RFP) #SL1201 Library Books, Textbooks, Periodicals, Reference Books, E-Books & Electronic Resource Materials/Multimedia was publicly advertised on April 15, 2013. Twelve (12) firms were notified for the solicitation. A pre-proposal meeting was conducted at City Colleges of Chicago District Office on Tuesday, April 23, 2013. Eight (8) firms responded to the RFP on Thursday, May 9, 2013: 1) Hilton Publishing Inc.; 2) Cengage Learning; 3) Beck’s Book Store; 4) CourseSmart; 5) Ed Map; 6) Follett Higher Education Group, Inc.; 7) McGraw-Hill Higher Education; and 8) Akademos.

All qualifications were reviewed, evaluated and ranked by staff which included the Offices of Academic Affairs and Business Enterprise, Library Representatives, the Adult Education department and the Center for Operational Excellence.

The Evaluation Criteria included:
Based on the evaluation scoring, staff recommended the acceptance of proposals from Akademos.

**MBE/WBE COMPLIANCE:**
The Office of M/WBE Contract Compliance has reviewed the above referenced agreement and recommends a waiver of the M/WBE Participation Plan due to the nature of the agreement (purchase of online textbooks) and the absence of direct 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:**

Revenue
Various Campuses 452110 -Revenue Auxiliary Activities Fund Account

Respectfully submitted,

Cheryl L. Hyman
Chancellor

November 7, 2013 – Office of Business Enterprise