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**ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 2, 2013**

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

**BOOKSTORE OPERATION SERVICES
FOLLETT HIGHER EDUCATION GROUP, INC.
BECK'S BOOK STORE, INC.
(RENEWAL OPTION)
OFFICE OF BUSINESS ENTERPRISE
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to exercise the option to renew the agreement with Follett Higher Education Group, Inc., and Beck's Book Store, Inc. (the "Bookstores") to provide Bookstore Operations services commencing on October 17, 2013 and continuing through May 16, 2014, in accordance with Board Report #29006 adopted October 2, 2008.

VENDORS: Follett Higher Education Group, Inc.
1818 Swift Drive
Oak Brook, Illinois 60523-1576

Beck's Book Store, Inc.
4520 North Broadway Street
Chicago, Illinois 60640

USER: All campuses

ORIGINAL TERM:

The original term of these agreements commenced on October 17, 2008 and will end October 16, 2013. The agreements were amended to reflect the textbook rental program on Board Report #30083, adopted March 4, 2010.

RENEWAL TERM:

The renewal term of the agreement shall commence on October 17, 2013 and terminate on May 16, 2014.

BENEFITS TO CITY COLLEGES OF CHICAGO:

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 College as well as offsite bookstore operations for Harold Washington and Truman Colleges.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report # 29006, the Board authorized execution of an agreement with Follett Higher Education Group and Beck's Book Store for a five year period. Request for Proposals (RFP) for bookstore operation were publicly advertised and twelve (12) firms were notified. The following firms submitted proposals on June 13, 2008: 1) Follett Higher Education Group, Oak Brook, IL; 2) Beck's Book Store, Chicago, IL; 3) C & W Books, Inc., Chicago, IL; and 4) eCampus, Lexington, KY. The 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. Based on the evaluation scores, the team recommended the following short listed firms for oral presentation: Follett Higher Education Group and Beck's Book Store. Based on the oral presentation and overall assessment, the evaluation team recommended 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 Book Store for offsite bookstore operation for two (2) campuses.

Follett Higher Education Group is committed to contributing \$15,000 annually in textbook scholarships and Beck's Book Store is committed to awarding a semester worth of textbooks to one (1) student at each campus bookstore Beck's operates. Follett Higher Education Group and Beck's Book Store are committed to providing two (2) copies of each required textbooks per course to each awarded campus library for non-checkout use.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced renewal with the Follett Higher Education Group Inc., and Beck's Book Store and has determined that both are in compliance with the Board Approved Participation Plan by using multiple M/WBE vendors for indirect participation.

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

Revenue Based Commission on Gross Sales per Term

Education Fund Account – Various Colleges – 452110

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

October 2, 2013 – Office of Business Enterprise – District Office