THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the issuance of purchase orders to Pivot Point International, Inc. for the purchase of cosmetology textbooks for the period commencing no sooner than October 2, 2013 and through July 30, 2015, at a total cost not to exceed $45,395 annually.

VENDOR: Pivot Point International, Inc.
1560 Sherman Avenue
Suite 700
Evanston, Illinois 60201

USER: Truman College
Cosmetology Department

TERM:
The term shall commence no sooner than October 2, 2013 and will continue through July 30, 2015.

SCOPE OF SERVICES:
Pivot Point International, Inc. provides various textbooks to support the Truman College Cosmetology program. Items to be purchased per student include the Salon Fundamental Cosmetology Textbook, Student Study Guide with 2 year online access to the textbook, video of all practical assignments and standardized preparatory tests for the state board exam. The online access will also cover all students previously registered in the program up to three years.

BENEFIT TO CITY COLLEGES OF CHICAGO:
These supplies are necessary for the students enrolled in the Cosmetology Program to receive thorough training in the art, skill and applied science used in treatment of hair, nails and skin.
VENDOR SELECTION CRITERIA:
The vendor listed above is the sole source vendor that supplies the textbooks necessary to support the cosmetology program. Pursuant to state law, goods or services that are 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 request to purchase various textbooks and, since the vendor is a sole source for the respective textbooks being requested by the college adult education programs, it recommended that a waiver of compliance with Board Approved Participation Plan be granted.

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 FY14-15: $85,602
Charge to: Cosmetology Program Truman College
Source of Funds: Education Fund
FY14: 540000-0000-4030250-10000

Respectfully submitted,

Cheryl L. Hyman
Chancellor

October 2, 2013 – Office of Academic Affairs-Truman College