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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 5, 2014

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

TESTING MATERIALS
VARIOUS VENDORS
DISTRICT WIDE
(AMENDMENT TO BOARD REPORT #31900, ADOPTED JUNE 6, 2013)
OFFICE OF ACADEMIC AFFAIRS

THE CHANCELLOR RECOMMENDS:

that the Chair approves an amendment to the issuance of purchase orders to provide adult education testing materials at an additional cost of \$321,000 and at a total cost not to exceed \$771,000 annually for a three (3) year period from July 1, 2013 through June 30, 2016.

VENDORS:	Annual Cost
Curriculum Publication Clearinghouse Horrabin Hall 71B Western Illinois University 1 University Circle Macomb, Illinois 61455	\$50,000
CTB/McGraw-Hill 20 Ryan Ranch Road Monterey California 93940	\$200,000
Houghton Mifflin Harcoat/Steck Vaughn 222 Berkley Street Boston, Massachusetts 02116	\$75,000
Harland Technologies 2020 South 156 th Circle Omaha, Nebraska 68130	\$50,000
CASAS 5151 Murphy Canyon Rd, Suite 220 San Diego, California 92123	\$130,000
Scantron 1251 East Dyer Rd, Suite 200	\$125,000

Santa Ana, California 92705

Pearson Vue/NCS Pearson, Inc. \$141,000
5601 Green Valley Dr.
Bloomington, Minnesota 55437

TOTAL COST: \$771,000

USER: District Wide

TERM:

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

SCOPE OF SERVICES:

The vendors listed above will supply testing and testing materials to the District for the Adult Education program.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Maintaining compliance with state and federal requirements for adult education programs District wide requires the purchase of testing materials. In compliance with state and federal regulations, City Colleges of Chicago administers pre-tests to all adult education students. These tests are used to calculate level gains, a metric used by the state of Illinois to monitor the progress of our programs. According to state guidelines, only four tests are approved for use as pre- and post-tests in adult education: TABE, CASAS, BEST Literacy, and BEST Plus. Additionally, CCC administers the constitution test as part of GED® testing. The vendors listed above supply these testing materials to ensure our students receive testing in compliance with state and federal requirements for adult education programs.

This amendment allows for the purchase of additional testing services and supplies related to pre and post testing including Scantron machines/materials for both OIT and Adult Education. In addition to the regular pre and post-testing supplies, Adult Education will need to purchase GED® Ready Practice Test vouchers, which will determine student readiness in taking the official GED® exam. Moreover, in order to reduce the cost of the current GED® exam, adult education plans to provide GED® testing waivers/scholarships for those students who meet the requirements for the waivers/scholarships.

VENDOR SELECTION CRITERIA:

The vendors listed above are the only vendors that provide the testing materials for the four state approved tests in compliance with state and federal law. 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 amended purchase and recommends a continued waiver of the Board Approved Participation Plan due to the materials only being available from a sole source.

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: \$771,000

Charge to: Office of Academic Affairs, Various Campuses

Source of Funds: Unrestricted Funds

FY14-15: 540000-00003-60-10000
540000-00003-7050000-10000
541000-21000-4050000-10000
541000-21000-4050000-10000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

June 5, 2014 – Office of Academic Affairs