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ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 2, 2014

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

ADULT EDUCATION TEXTBOOKS
DISTRICT WIDE
OFFICE OF ACADEMIC AFFAIRS
(AMENDMENT TO BOARD REPORT #31898 ADOPTED JUNE 6, 2013)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees approves the issuance of additional purchase orders for adult education textbooks for the period from July 1, 2013 through June 30, 2016, to include: 1) Contemporary Publishing Company and BMI Publishing to be added as vendors and 2) an additional cost of \$326,000 as indicated by Vendor, at a total cost not to exceed \$1,086,000 annually.

<u>VENDORS:</u>	<u>Annual Cost</u>	<u>Increase in Annual Cost</u>
Houghton Mifflin Harcourt/Steck Vaughn 222 Berkeley Street Boston, Massachusetts 02116	\$190,000	
CTB/McGraw Hill (plus subsidiaries) 20 Ryan Ranch Road Monterey, California 93940	260,000	
Cambridge University Press 32 Avenue of the Americas New York, New York 10013-2473	\$100,000	
Pearson Longman/ELT 10 Bank Street, 10th floor White Plains, NY 10606	\$100,000	
New Readers Press 104 Marcellus Street Syracuse, New York 13204	\$120,000	\$70,000

Elsevier 225 Wyman Street Waltham, Massachusetts 02144	\$20,000	
Heinle Cengage/Cengage Learning/ National Geographic Learning (plus subsidiaries) 10650 Toebben Drive Independence, Kentucky 41051	\$100,000	\$80,000
Oxford University Press 198 Madison Avenue New York, New York 10016	\$70,000	\$50,000

NEW VENDORS

Contemporary Publishing Company 5849 Lease Lane Raleigh, North Carolina 27617		\$90,000
BMI Publishing PO Box 800 Dayton, New Jersey 08810-0800		\$36,000

USER: District Wide

TERM:

The term of this purchase began on July 1, 2013 and will continue through June 30, 2016.

SCOPE OF SERVICES:

The vendors listed provide various textbooks to support the District’s Adult Education programs. The request to increase the initial amount is to allow the Adult Education departments the means to purchase from additional companies that are now offering textbooks geared toward the new GED® exam recently implemented in Illinois as of January 2014. The two companies being added are Contemporary Publishing Company at a cost of \$90,000 and BMI Publishing at a cost of \$36,000. Additional money is needed for the following vendors: New Reader Press (\$70,000), Heinle Cengage/Cengage Learning/National Geographic Learning (\$80,000) and Oxford University Press (\$50,000).

BENEFIT TO CITY COLLEGES OF CHICAGO:

Adult education classes are required by state and federal policies to charge no tuition for most classes. Consequently, the District must purchase the textbooks it intends to use in classroom instruction. Textbooks continue to be an important part of preparing students to move on to college-level work and increase the rigor of our curriculum.

VENDOR SELECTION CRITERIA:

The vendors listed above are the only vendors that supply the various textbooks necessary to support the District’s Adult Basic Education programs without affecting the curriculum and classroom instruction. 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 purchase request and recommends a waiver of the Board Approved Participation Plan due to the nature of the purchases (adult education textbooks from sole providers) and the absence 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: \$1,086,000 Annually

Charge to: Office of Academic Affairs

Source of Funds: Education/Grant Funds

FY15: 540000-00003-XX50000-10000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

October 2, 2014 – Office of Academic Affairs