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**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
APRIL 7, 2016**

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

**LIBRARY MANAGEMENT SYSTEM
EX LIBRIS (USA), INC.
(AMENDMENT TO BOARD REPORT #31936 ADOPTED ON JULY 11, 2013)
OFFICE OF STRATEGY AND ACADEMIC GOVERNANCE
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an amendment to extend the existing agreement with Ex Libris (USA), Inc. to continue to provide an Integrated Library System (ILS) to the City Colleges of Chicago, including the technical administration system and the public search interface through August 18, 2017, at a total additional cost not to exceed \$10,000.

VENDOR: Ex Libris (USA), Inc. (Ex Libris)
1350 East Touhy Avenue
Des Plaines, Illinois 60018

USER: District Wide

ORIGINAL TERM:

The original term of this agreement began on September 1, 2013 and ends on August 30, 2016.

EXTENDED TERM:

The term of the agreement shall be extended through August 18, 2017.

SCOPE OF SERVICES:

Ex Libris will continue to provide CCC library staff a platform (Alma) to receive, catalog, and circulate print and electronic materials. Ex Libris will also continue to provide a discovery and delivery platform (Primo) for CCC students, faculty, and staff to perform searches for the print and electronic resources owned and managed by the seven (7) CCC libraries.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Ex Libris's cloud solutions (Alma and Primo) allow the seven (7) CCC campuses to have access to improved discovery (perform a single search for books and articles), delivery (access electronic resources with fewer clicks; use Primo to request delivery of print books to another campus for pick up), and better integration with other institutional and business systems, and mobile access.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report # 31936 adopted July 11, 2013, the Board authorized an agreement with Ex Libris (USA) to provide a library management system. Specifications were prepared by District

Procurement staff and Request for Proposal (RFP) #SL1202 Library Management System was publicly advertised on November 16, 2012. Four (4) firms were notified. A pre-proposal meeting was conducted at Malcolm X College on November 29, 2012. Two firms responded to the RFP on January 8, 2013: 1) Innovative Interfaces, Inc.; and 2) Ex Libris (USA) Inc.

All qualifications were reviewed, evaluated and ranked by staff which included Office of Academic Affairs, Library Representatives and Office of Information Technology.

The evaluation criteria included:

1. Qualification and experience of the firm and project managers
2. Implementation plan of action and timeline for the services
3. Past experience with similar services for higher educational institutions with multiple sites
4. Cost per user in relation to the Scope of Services
5. MBE/WBE Compliance Plan

Based on the evaluation scoring, staff recommended the acceptance of the proposal from Exlibris (USA) Inc., to provide and implement the library management system.

ExLibris was chosen based on requirements that reflect a knowledge of best practices and available technology in the library system space. The system allows users to search across all CCC library resources and databases from a simplified Google like search box, rather than having to search each resource or database individually. The system also allows users to request library materials from across the district, and to view their holds, overdue notices, and/or fines. The backend system is more sophisticated than our previous system with features like automated workflow and better user management. The system is 100% web based which allows for integrating with other systems like websites and Blackboard.

MBE/WBE COMPLIANCE:

The Office of MBE/WBE Contract Compliance has reviewed the above renewal agreement and recommends a continued waiver of the Board Participation Plan due to the nature of the services (Integrated Library System including technical administration and public search interface) 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: \$10,000

Charge to: Office of Information Technology

Source of Funds: Education Fund

FY16: 540000-00003-0023003-80000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

April 7, 2016- Office of Strategy and Academic Governance