

# 33049

ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
AUGUST 4, 2016

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

### ADULT EDUCATION TESTING MATERIALS VARIOUS VENDORS OFFICE OF STRATEGY AND ACADEMIC GOVERNANCE DISTRICT WIDE

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees approves the issuance of additional purchase orders to the vendors listed below for adult education testing materials for a three (3) year period from August 4, 2016 through July 31, 2019, at a total cost not to exceed \$797,000 annually.

<b>VENDORS:</b>	<b>Annual Cost</b>
Data Recognition Corporation   CTB 20 Ryan Ranch Road Monterey California 93940	\$200,000
CASAS 5151 Murphy Canyon Rd, Suite 220 San Diego, California 92123	\$150,000
Scantron 1313 Lone Oak Road Eagan, Minnesota 55121	\$90,000
Pearson Vue/NCS Pearson, Inc. 5601 Green Valley Drive Bloomington, Minnesota 55437	\$141,000
Educational Testing Service 660 Rosedale Road Princeton, New Jersey 08540	\$216,000
<b>TOTAL COST:</b>	<b>\$797,000</b>

**USER:**

District Wide

**TERM:**

The term of the purchase commenced on August 4, 2016 and will end on July 31, 2019.

**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.

**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 MBE/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 purchase (adult education testing materials) 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:** \$797,000

**Charge to:** Office of Strategy & Academic Governance, Various Campuses

**Source of Funds:** Education and Grant/Restricted Funds

**FY17:**

1. 540000-00003-Variou
2. 540000-21000-Variou

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**August 4, 2016 – Office of Strategy and Academic Governance**