THE CHANCELLOR RECOMMENDS:
that the Board of Trustees approves the issuance of additional purchase orders for adult education textbooks for a three (3) year period from August 4, 2016 through July 31, 2019, at a total cost not to exceed $540,000 annually.

VENDORS: Annual Cost

CTB/McGraw Hill (plus subsidiaries) $100,000
20 Ryan Ranch Road
Monterey, California 93940

Burlington English $150,000
4800 N. Federal Hwy
Suite #207
Boca Raton, FL 33431

Grassroots Press $40,000
6520 – 82 Avenue, Main Floor
Edmonton, AB, Canada
T6B oE7

Heinle Cengage/Cengage Learning/ $250,000
National Geographic Learning (plus subsidiaries)
10650 Toebben Drive
Independence, Kentucky 41051

TOTAL COST: $540,000

USER: District Wide

TERM: The term of this purchase shall begin on August 4, 2016 and will continue through July 31, 2019.
The vendors listed provide various textbooks to support the District’s Adult Education programs.

**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:**
Pursuant to state law, goods or services that are procurable from only one source are exempt from the District’s competitive bidding requirements. The vendors have provided the copyright and/or patents or they are the authorized reseller for the items we will procure.

**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 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: $540,000
Charge To: Office of Strategy and Academic Governance
Source of Funds: Education and Grant/Restricted Funds
FY17:
1. 540000-00003-Various
2. 540000-21000-Various

Respectfully submitted,

Cheryl L. Hyman
Chancellor

August 4, 2016 – Office of Strategy and Academic Governance