

33010
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 7, 2016

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

**LIBRARY BOOKS, TEXTBOOKS, PERIODICALS, REFERENCE BOOKS
E-BOOKS AND ELECTRONIC RESOURCES
EBSCO PUBLISHING (ALSO KNOWN AS EBSCO INFORMATION SERVICES)
GALE | CENGAGE LEARNING
OFFICE OF STRATEGY AND ACADEMIC GOVERNANCE
(RENEWAL)
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that, pursuant to Board Report #32009 dated September 4, 2013, the Board of Trustees authorizes the Chair to exercise the option to renew the issuance of purchase orders to EBSCO Publishing and Gale | Cengage Learning to provide a variety of books and electronic resources for City Colleges of Chicago libraries District wide for the period from September 1, 2016 through August 30, 2018, at a total annual cost not to exceed \$500,000.

VENDORS	Estimated Annual Usage FY2017 – FY2018
EBSCO Publishing (also known as EBSCO Information Services) 10 Estes Street Ipswich, Massachusetts 01938 Preferred vendor – books, multi-media, electronic resources, and e-books	\$ 350,000
Gale Cengage Learning 27500 Drake Road Farmington Hills, Michigan 48331 Preferred vendor – print periodicals and e-books	\$ 150,000
TOTAL (annually)	\$ 500,000

USER: District Wide

ORIGINAL TERM:

The term of the purchases commenced on September 1, 2013 and ends on August 30, 2016, with options to renew for two additional two year periods with Board Approval.

RENEWAL TERM:

The renewal term will commence on September 1, 2016 and end on August 30, 2018, with an option to renew for one additional two year period with Board Approval.

SCOPE OF SERVICES:

CCC libraries District wide will use the aforementioned vendors to procure library books, periodicals, reference books, e-books and electronic resource materials/multimedia/digital, audio visual products, and instructional materials.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The majority of cost savings is realized by CCC libraries utilizing wholesale access to the aforementioned vendors who provide up to 15% - 75% discount savings on selected titles that support the curriculum and life-long learning. The e-book platform for the libraries enables CCC students, faculty, and staff to download and access e-books on their mobile and e-reader devices, such as smartphones, tablets, Kindle, Barnes & Noble Nook and other e-readers.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report 32009 dated September 4, 2013, the Board of Trustees authorized the use of the vendors above. Specifications were prepared by District Procurement staff and Request for Proposal (RFP) #SL1201 Library Books, Textbooks, Periodicals, Reference Books, E-Books & Electronic Resource Materials/Multimedia was publicly advertised on April 15, 2013. Twelve (12) firms were notified for the solicitation. A pre-proposal meeting was conducted at City Colleges of Chicago District Office on Tuesday, April 23, 2013. Nine firms responded to the RFP on Thursday, May 9, 2013: 1) Hilton Publishing Inc.; 2) Cengage Learning; 3) Beck's Book Store; 4) CourseSmart; 5) Baker & Taylor Inc.; 6) EBSCO Publishing; 7) Emery-Pratt Co.; 8) McGraw-Hill Higher Education; and 9) W.T. Cox Information Services.

All qualifications were reviewed, evaluated and ranked by staff which included the Offices of Academic Affairs (now the Office of Strategy & Academic Governance) and Business Enterprise, library representatives, the Adult Education department, and the Center for Operational Excellence.

The evaluation criteria included:

- Qualification and years of experience of the firm and assigned staff personnel
- Proposer's customer service plan and on-line ordering capabilities, flowchart process, book voucher plan, book rental plan, refund policy, online book option and systems integration plan for electronic books
- Past Experience with universities and colleges of similar size to CCC
- Proposer's ability to provide a wide range of library books/textbooks/audio/multimedia products
- Cost/pricing
- MBE/WBE compliance plan

Based on the evaluation scoring, staff recommended the acceptance of proposals from Baker & Taylor Inc. (since acquired by EBSCO Publishing), EBSCO Publishing, and Cengage Learning to provide books & multimedia, textbooks, e-books, reference books and periodicals.

MBE/WBE COMPLIANCE:

EBSCO Publishing/EBSCO Information Services

The Office of MBE/WBE Contract Compliance recommends a waiver of the Board Approved Participation Plan due to the nature of the purchase (print periodicals and e-books) and the absence of subcontracting opportunities.

Cengage Learning

The Office of MBE/WBE Contract Compliance recommends a waiver of the Board Approved Participation Plan due to the nature of the purchase (print periodicals and e-books) 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: \$500,000

Charge to: Various Colleges

Source of Funds: Education and Grant/Restricted Funds

FY17: 540000-00003-0000126-20000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

July 7, 2016 – Office of Strategy and Academic Governance