

**33095**

**ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
NOVEMBER 3, 2016**

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

**COLLEGE PLACEMENT ENGLISH PLATFORM SERVICES  
MCCANN ASSOCIATES  
OFFICE OF STRATEGY AND ACADEMIC GOVERNANCE  
DISTRICT WIDE  
(AMENDMENT TO BOARD REPORT # 32976, ADOPTED JUNE 2, 2016)**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to amend the agreement with McCann Associates (McCann) to provide College Placement English Platform Solution Services to the City Colleges of Chicago, including a technical administration system and training for the period from July 1, 2016, through June 30, 2019, at a total cost not to exceed \$125,000 each year for a total not to exceed \$375,000 for the term of the contract.

**VENDOR:** McCann Associates  
6805 Route 202  
New Hope, Pennsylvania 18938-1079

**USER:** District Wide

**TERM:**

The term of this agreement commenced on July 1, 2016 and will end on June 30, 2019, with an option to renew for an additional two (2) year period.

**SCOPE OF SERVICES:**

McCann Associates will provide computer platform services for the use of testing for English credit student placement.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The platform provided by McCann will allow CCC to maximize the expertise of our English faculty in placing incoming students. We will be able to create and load all content, and use the platform's workflow for both multiple choice questions and essays; CCC faculty will read and grade essays.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement staff and Request for Proposal (RFP) #LL1602 College Placement Platform Solution Services was publicly advertised on March 11, 2016. Nine (9) firms were notified. A pre-proposal meeting was conducted at the District Office on March 16, 2016. One firm responded to the RFP on March 28, 2016: 1) McCann Associates.

All qualifications were reviewed, evaluated and ranked by staff which included Faculty, Office of Strategy and Academic Governance 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 McCann Associates to provide College Placement English Platform Services.

**MBE/WBE COMPLIANCE:**

The Office of Contract Compliance has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (placement testing software) 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:** \$375,000

**Charge to:** Office of Strategy and Academic Governance

**Source of Funds:** Education Fund

**FY17, FY18, FY19:** 530000-00003-0017004-80000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**November 3, 2016 - Office of Strategy and Academic Governance**