

**33322**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**OCTOBER 5, 2017**

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

**LEARNING MANAGEMENT SYSTEM**  
**DESIRE2LEARN (D2L, Ltd.)**  
**OFFICE OF ACADEMIC AND STUDENT AFFAIRS**  
**OFFICE OF INFORMATION TECHNOLOGY**  
**DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with Desire2Learn to provide a Learning Management System for the City Colleges of Chicago beginning December 1, 2017 and will continue through June 30, 2022 at a cost not to exceed \$4,823,689.

**VENDOR:** Desire2Learn (D2L, Ltd.)  
500 York Road  
Towson, MD 21204

**USER:** District Wide

**TERM:**

The term of the agreement shall commence no sooner than December 1, 2017 and will continue through June 30, 2022 with an option to renew on an annual basis until 2027. The vendor has agreed to keep the price flat for 10 years, and it would not be cost-effective to move platforms any time less than 10 years. The cost includes a 20% increase over and above the cost of licensing and implementation to account for any needed support, customizations, or professional services and is discretionary.

**SCOPE OF SERVICES:**

For the implementation and licensing of a Learning Management System for the City Colleges of Chicago. Implementation includes support, training, and integration with CCC's systems of record and authentication.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

A learning management system (LMS) is an essential instructional technology platform. The LMS, accessible to all CCC students and faculty, allows instructors to communicate with their students, post instructional materials, administer online tests and quizzes, grade assignments, and engage with students online. Students expect 24 x 7 access to grades and classroom materials, which the LMS makes possible. Desire2Learn(D2L) was built on a responsive platform, which allows students to access the platform from their mobile device

without the need to download an "app". The LMS data can be easily visualized with D2L, allowing faculty to quickly assess performance of individual students or classes, and allowing administrators and assessment committees to study performance across the institution. Throughout the RFP process, D2L has demonstrated its commitment to be a long term partner in CCC's pursuit of student success.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement and OIT staff and the Request for Proposal (RFP) #LL1604 Learning Management System and was publicly advertised on January 19, 2017. Eight (8) firms were notified. A pre-proposal meeting was conducted on January 25, 2017. Five firms responded to the RFP on March 15, 2017: 1) Blackboard 2) Instructure 3) D2L, Ltd. 4) EvoText & 5) Course Networking

All qualifications were reviewed, evaluated and ranked by Faculty and staff which included the Office of Information Technology and the Office of Strategy and Academic Governance. The evaluation criteria included:

1. Qualifications and experience of the firm and project managers assigned to the CCC project.
2. Past experience with similar services for higher educational institutions with multiple sites.
3. Extent to which the proposer meets the Scope of Services, Functional and Technical Requirements included in the solicitation document, as amended.
4. Proposer's implementation plan of action and timeline for the execution of the requested services.
5. Total cost and cost per user in relation to the Scope of Services.
6. MBE/WBE Compliance plan.

Based on the evaluation scoring, staff and faculty recommend the acceptance of the proposal from D2L, Ltd. to provide and implement the new learning management system.

**MBE/WBE COMPLIANCE:**

The Office of Compliance has reviewed the proposed agreement and recommends a waiver of the Board Approved Plan due to the nature of the agreement (learning management 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:** \$4,823,689

**Charge to:** Office of Information Technology

**Source of Funds:** Education Fund

**FY18:** 530000-00003-0023003-80000  
540000-00003-0023003-80000

**Respectfully submitted,**

**Juan Salgado**  
Chancellor

**October 5, 2017 – Office of Academic and Student Affairs and Office of Information Technology**