

# 33542

ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
AUGUST 3, 2018

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

### LICENSING OF FACULTY TO COURSE TO ROOM SCHEDULING SYSTEM AD ASTRA INFORMATION SYSTEMS, LLC OFFICE OF ACADEMIC AND STUDENT AFFAIRS AND OFFICE OF INFORMATION TECHNOLOGY (RENEWAL OPTION) DISTRICT WIDE

#### **THE CHANCELLOR RECOMMENDS:**

That the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreements, to execute an amendment to extend the term of the agreement with Ad Astra Information Systems through August 23, 2019, to purchase software licenses, hosting services and implementation support for an automated faculty, course, classroom at a cost not to exceed \$55,700 and a total cost not to exceed \$865,700 for the contract term.

**VENDOR:** Ad Astra Information Systems  
6900 West 80th Street, Suite 300  
Overland Park, Kansas 66204

**USER:** District Wide

#### **ORIGINAL TERM:**

The original term of the agreement began on August 1, 2014 and ended on July 31, 2017 with two one-year optional renewal terms.

#### **AMENDED TERM:**

The amended term of the original agreement was extended to August 23, 2017 with two one-year options to renew.

#### **FIRST RENEWAL TERM:**

The first renewal term began on August 24, 2017 and ends on August 23, 2018.

**FINAL RENEWAL TERM:**

The final renewal term of the agreement shall begin on August 24, 2018 and end on August 23, 2019.

**SCOPE OF SERVICES:**

Ad Astra will:

- provide software licenses and maintenance for a faculty, course, classroom, and resource scheduling system
- host the solution as a service
- provide real-time integration with CCC's student and academic management system (PeopleSoft Campus Solutions)
- deliver scheduling analytics, metrics and reporting capabilities
- provide implementation and training support

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Ad Astra solution automates classroom assignment functions and assists in establishing the academic class schedule across the district for the term. This solution supplements the current manual, labor-intensive process. Classrooms are assigned automatically, based on availability, enrollment, and resource requirements. The solution enables each college to fully leverage "in demand" spaces such as lecture halls, science labs and smart classrooms. Ad Astra's seamless integration with CCC's PeopleSoft Campus Solution system captures faculty, course, and location/scheduling changes in real time, eliminating duplicate manual entry.

The solution includes space modeling functionality, which allows administrators to run "what if" scenarios before finalizing the room assignments. CCC management and administration have insight into classroom capacity and utilization through Ad Astra's easily configured analytics, dashboards and reporting tools. These metrics will enhance CCC's enrollment management efforts, which will in turn allow CCC to deliver more of the classes students needed to achieve their academic programs in less time. Customer satisfaction will be greatly enhanced as room changes can be made in a fraction of the time. Automatic email communication ensures that students, faculty, and other users are aware of the changes and are never misdirected to the wrong instructional space.

The solution can also be configured to support non-instructional room/building space, and event management requests, such as meetings, community programs and student club events.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement Staff and a Request for Proposal (RFP) #SH1402 was publicly advertised on March 6, 2014. Four (4) companies were contacted. Three (3) firms responded to the RFP on March 28, 2014: 1) Ad Astra; 2) CollegeNet, Inc. and 3) Event Management Systems.

All qualifications were reviewed, evaluated and ranked by staff which included the Office of Information Technology, the Office of Academic Affairs, Office of Administrative and Procurement Services and the Office of MBE/WBE Contract Compliance.

The Evaluation Committee members were responsible for evaluating proposals based on the following criteria listed in the RFP:

1. Experience and Statement of Qualifications
2. Proposed Solution Plan
3. Itemized Requirements
4. Cost Proposal
5. MBE/WBE Compliance

Based on the evaluation scoring, staff recommends the acceptance of the proposal from Ad Astra Information Systems, LLC.

**MBE/WBE COMPLIANCE:**

The Office of Contract Compliance has reviewed the renewal referenced above and recommends a continued partial WBE (5%) and a complete MBE waiver (25%) of the Board Approved Participation Plan because the vendor has provided sufficient due diligence regarding its efforts to comply.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Landworks, Inc. 9317 Woodend Rd. Edwardsville, KS	WBE	2	Indirect	State of Missouri

**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 II, 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:** \$865,700

**Charge to:** Office of Information Technology

**Source of Funds:** Capital Fund

**FY19:** 530000-92015-0023006-80000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**August 3, 2018 – Office of Information Technology**