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ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
AUGUST 6, 2020

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

TESTING MATERIALS VARIOUS VENDORS OFFICE OF ACADEMIC AND STUDENT AFFAIRS DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees approves the issuance of purchase orders to the vendors listed below for testing materials for the period from August 6, 2020 through July 31, 2023, at a total cost not to exceed \$500,000 annually.

VENDORS:

	Vendor Cost Annually
Data Recognition Corporation CTB 13490 Bass Lake Road Maple Grove, MN 55311	\$150,000
CASAS 5151 Murphy Canyon Rd, Suite 220 San Diego, California 92123	\$150,000
Curriculum Publications Clearinghouse Horrabin Hall 71B Western Illinois University 1 University Circle Macomb, Illinois 61455	\$50,000
Pearson Vue/NCS Pearson, Inc. 5601 Green Valley Drive Bloomington, Minnesota 55437	\$100,000
Educational Testing Service 660 Rosedale Road Princeton, New Jersey 08540	\$50,000
Total Cost Annually:	\$500,000

TERM:

The term of the purchase will commence on August 6, 2020 and will end on July 31, 2023.

SCOPE OF SERVICES:

The vendors listed above will supply testing and testing materials to the District for various programs district wide.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Maintaining compliance with state and federal requirements for adult education and other various programs District wide requires the purchase of testing materials. In compliance with state and federal regulations, City Colleges of Chicago administers pre-tests to students. These tests are used to calculate level gains, a metric used by the State of Illinois to monitor the progress of our programs. According to state guidelines, only four tests are approved for use as pre- and post-tests in adult education: TABE, CASAS, BEST Literacy, and BEST Plus. Additionally, CCC administers the constitution test as part of GED® testing. The vendors listed above supply these testing materials to ensure our students receive testing in compliance with state and federal requirements for adult education programs.

VENDOR SELECTION CRITERIA:

The vendors listed above are the only vendors that provide the testing materials for the four state approved tests in compliance with state and federal law. In accordance with the sole source policy procedures, this purchase is exempt from the District's competitive bidding process.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the above-referenced purchase request and recommends a waiver of the Board Approved Participation Plan due to the nature of the purchase (testing materials).

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: Office of Academic and Student Affairs

Source of Funds: Education Fund, Grant Funds

FY21: 540000-00003-Various

540000-21000-Various

Respectfully Submitted,

Juan Salgado
Chancellor

August 6, 2020 – Office of Academic and Student Affairs