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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
COOK OF COOK AND STATE OF ILLINOIS**

**LIBRARY BOOKS, TEXTBOOKS, PERIODICALS, REFERENCE BOOKS
E-BOOKS AND ELECTRONIC RESOURCES
GALE | CENGAGE LEARNING
OFFICE OF ACADEMIC AND STUDENT AFFAIRS
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the issuance of certain purchase orders on an as needed basis, to Gale | Cengage Learning to purchase print and electronic resources for City Colleges of Chicago libraries District wide for a period of September 1, 2020 through August 31, 2021 at a total annual cost not to exceed \$150,000.

VENDOR: Gale | Cengage Learning
200 Pier 4 Blvd.
Boston, MA 02210

USER: District wide

TERM:

The term of the purchases will commence September 1, 2020 and will end August 31, 2021

SCOPE OF SERVICES:

CCC libraries Districtwide will use Gale | Cengage Learning to acquire library books and related value-added resources as appropriate such as 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 (for all CCC libraries) for discounts on selected titles that support the curriculum and life-long learning. Cengage ebooks are also discoverable in Encore Duet. This automated integration occurs once ebooks are purchased by CCC and removes the need for staff intervention to enter them into the catalog.

VENDOR SELECTION CRITERIA:

Pursuant to State law, purchases and contracts for the use, purchase, delivery, movement or installation software and services are exempt from the District’s competitive bidding requirements. Additionally, pursuant to state law, goods or services such as for the purchase of magazines, books, periodicals, that are procurable from only one source are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services recommends a continued waiver of the Board Approved Participation Plan due to the nature of the purchase (print periodicals and e-books).

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: \$ 150,000

Charge to: Office of Academic and Student Affairs

Source of Funds: Education Fund

FY21: 540000-00003-0000126-20000

540000-00003-XX50300-20000

Respectfully submitted,

**Juan Salgado
Chancellor**

August 6, 2020 – Office of Academic and Student Affairs