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**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 13, 2021**

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

**LIBRARY BOOKS, TEXTBOOKS, PERIODICALS, REFERENCE BOOKS, E-BOOKS
AND ELECTRONIC RESOURCES**

PROQUEST, LLC

CENGAGE LEARNING, INC.

EBSCO INFORMATION SERVICES

KANOPY, INC.

OFFICE OF ACADEMIC AND STUDENT AFFAIRS

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel as to the legal form of such agreements, to authorize the execution of an agreement and issuance of purchase orders with Cengage Learning, Inc., EBSCO Information Services, Kanopy, Inc., and ProQuest, LLC for a period from July 1, 2021 through June 30, 2026, at a total cost not to exceed \$915,000 annually.

VENDORS:	ProQuest, LLC 789 Eisenhower Parkway Ann Arbor, MI 48108	Cengage Learning, Inc. 200 Pier Four Boulevard Boston, MA 02210
	EBSCO Industries, Inc. dba EBSCO Information Services 10 Estes Street Ipswich, MA 01938	Kanopy, Inc. 781 Beach Street, 2 nd Floor San Francisco, CA 94109

USERS: District Wide

TERM:

The term of these purchases will commence July 1, 2021 through June 30, 2026, with options to renew for an additional two (2) one-year periods.

SCOPE OF SERVICES:

All CCC libraries will use the aforementioned vendors to procure library materials, including print and electronic library books, textbooks, audio/visual/multimedia products for use by students, faculty, and staff.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Cost savings are realized by CCC libraries using wholesale discounts offers from the aforementioned vendors who provide 5-75% savings on selected, discrete resources that support the curriculum and life-long learning. In the increasingly virtual environment with growing numbers of online and remote classes being offered, it is essential to student success for CCC to offer as many electronic resources as possible for off-campus access, in addition to print resources as appropriate.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and Request for Proposals (RFP #MWJ2103) were publicly advertised on March 3, 2021. The RFP was sent to six (6) companies. A pre-proposal conference was held on March 11, 2021 and the following ten (10) companies responded on April 6, 2021: 1) Baker & Taylor, LLC; 2) Barnes & Noble Booksellers, Inc.; 3) Cengage Learning, Inc.; 4) EBSCO Information Services; 5) Infobase Holdings, Inc.; 6) Ingram Library Services, LLC; 7) Kanopy, Inc.; 8) ProQuest, LLC; 9) Superior Text, LLC; and, 10) World Book, Inc. Superior Text was deemed as non-responsive for not submitting in accordance with the submittal requirements.

The proposals were reviewed, evaluated and ranked by staff which included the Offices of Academic and Student Affairs, Information Technology, and staff from Olive-Harvey, Malcolm X, Truman and Wright Colleges. The evaluation committee members individually scored each proposal based on the evaluation criteria in the RFP:

1. Qualifications and years of experience of the firm and assigned personnel
2. Proposer’s Customer Service plan and on-line ordering capabilities, online book option and systems integration plan for electronic books as outlined in the scope of services
3. Past experience with universities and colleges with similar size and scope of services
4. Proposer’s ability to provide a wide range of print and electronic library books, textbooks, audio/visual/multimedia products within the category or categories for which the Proposer is submitting a proposal to CCC
5. Fees/Cost
6. MBE/WBE compliance

The Evaluation Committee recommends Cengage Learning, Inc., EBSCO Information Services, Kanopy, Inc., and ProQuest, LLC for the acquisition of a broad range of electronic and print resources at both the district-wide and individual college level.

- Cengage Learning Inc.: Cengage scored highly in written comments for its clear identification of its support team’s strengths and its extensive experience with academic libraries. Offers a variety of both print and electronic resources, with reference materials being an especially strong category. The Gale Virtual Reference Library is mentioned specifically as being a solid platform for finding and displaying Gale resources, many of which have been previously acquired by CCC.
- EBSCO Information Services: Written comments noted the clear explanation of its customer service plan, ordering process, and integration with library’s system. EBSCO offers not only eBook packages but also the option to order individual ebook titles,

which is much needed by CCC librarians. Significant discount of 57% off ebook packages.

- Kanopy, Inc.: Written and oral comments mention Kanopy’s broad range of streaming resources and platform that CCC faculty have requested for required viewing. The SmartPDA option allows CCC to maintain a set budget while offering the option to acquire only the titles needed to meet syllabi requirements. Also, noted is Kanopy’s free offer of records needed for CCC librarians to catalog videos for local library system.
- ProQuest, LLC: Written comments mention the company’s long history and being a known vendor among librarians. Demonstrated a clear understanding of CCC’s needs. Most comprehensive proposal in offering a broad range of resources: print, ebooks, streaming videos and electronic newspapers and serials. Integration options are suitable for CCC’s libraries. Customer service and online ordering clearly laid out.

The electronic and print resources traditionally provided by Cengage, EBSCO, and ProQuest all of which enable CCC to fulfill its mission to give students, faculty, and staff access to resources to enhance their studies. Kanopy offers CCC faculty a broad range of streaming videos to support required coursework viewing.

MBE/WBE COMPLIANCE: (PROCUREMENT TO COMPLETE)

The Office of Procurement Services has reviewed the proposed agreements and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (electronic database, print periodicals, ebooks and streaming services) and lack 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: \$4,575,000.00

Charge to: Academic and Student Affairs, the colleges

Sources of Funds: (Education Fund)

FY21-26: 540000-00003-0000126-20000

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Respectfully submitted,

**Juan Salgado
Chancellor**

July 13, 2021 – Office of Academic and Student Affairs