

34989
ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
DECEMBER 7, 2023

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

LINVIO LICENSES
CARASOFT TECHNOLOGY CORP.
THE OFFICE OF INFORMATION TECHNOLOGY
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 enter into an agreement with Carahsoft Technology Corporation to provide Linvio licenses for the for period beginning not before December 1, 2023 and continuing for 1 year after such commencement date at a total cost not to exceed \$36,268.00.

VENDOR: Carahsoft Technology Corp.
11493 Sunset Hills Road, Suite 100
Reston, VA 20190

USER: District Wide

TERM:

The term of this agreement shall begin not before December 1, 2023 and continue for one (1) year after such commencement date.

SCOPE OF SERVICES:

CCC's agreement with Carahsoft will provide an events management tool to streamline the advertising and promotion of virtual and in-person student recruitment events, to organize event registration and attendance, and to measure the impact of each event on established key performance indicators. The selected tool will integrate seamlessly with the new Student Lifecycle CRM, and will provide prospective students with an online interface to discover and register for upcoming events.

BENEFIT TO CITY COLLEGES OF CHICAGO:

This tool will be a critical component of the first phase of the Student Lifecycle CRM platform. The events management tool will provide prospective students with the ability to view and register for events based on their college or program of choice. CCC Enrollment and Recruitment teams will be able to closely track the registrations and attendance of their events to enhance their planning efforts. Ultimately, CCC will be able to track pivotal outcomes for event attendees. For example, CCC will be able to quickly see how many attendees for a given event registered for classes, completed required checklist items, or successfully completed New Student Orientation.

VENDOR SELECTION CRITERIA:

In Board Report #29816 and #32583, the Board approved the participation in the use of Omnia Partners (formerly U.S. Communities Government Purchasing Alliance). Carahsoft Technology Corp was awarded c o n t r a c t # R 91 90 2 in accordance with the procurement procedures as detailed in RFP # 19-19, (Educational Software Solutions and Services). Pursuant to State law, contracts for goods and services procured from another governmental entity are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed compliance plan and recommends a full waiver of the Board Approved MBE/WBE Contract Participation Plan due to the nature of the agreement (Linvio software licenses) 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: \$36,268.00

Charge to: The Office of Information Technology

Sources of Funds: Education Fund

FY24: 540000-00003-0023003-80000

Respectfully submitted,

**Juan Salgado
Chancellor**

December 7, 2023 – The Office of Information Technology