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ADOPTED—BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 5, 2023

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

**CHANCELLOR’S RETENTION GRANT AND WORKING CREDIT EVALUATION
WESTED
THE OFFICE OF ACADEMIC AND STUDENT AFFAIRS
DISTRICT WIDE
(RENEWAL)**

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 renewal of an agreement with WestEd for the period from November 1, 2023 through October 31, 2024 at no additional cost for this renewal, and a total cost not to exceed \$234,427 for the period of November 2, 2022 through October 31, 2024.

VENDOR: WestEd
730 Harrison Street
San Francisco, CA 94107

USER: City Colleges of Chicago

ORIGINAL TERM:

The term of agreement commenced on November 3, 2022 and will continue through October 31, 2023 with the option to renew for two (2) one (1) year periods.

FIRST RENEWAL TERM:

The first renewal term of agreement shall commence on November 1, 2023 and will continue through October 31, 2024 with one (1) remaining option to renew for one year.

SCOPE OF SERVICES:

WestEd agrees to provide CCC with rich and detailed information about how the implementation and success of the Chancellor’s Retention Grant (CRG) and Working Credit (WC) program support student access and completion of degrees and credentials to improve their economic opportunities and livelihoods.

BENEFIT TO CITY COLLEGES OF CHICAGO:

City Colleges of Chicago will use this information to determine how to best support students with financial need to ensure they can continue to enroll, persist, and complete in a timely manner.

VENDOR SELECTION CRITERIA:

A Request for Proposal (RFP) was prepared and advertised through the Office of Procurement Services on July 13, 2022. The RFP was sent to five (5) companies. A pre-proposal conference was held on July 15, 2022, and one (1) response was received from WestEd on August 24, 2022. The evaluation committee reviewed the response and recommended WestEd based on the criteria set forth in the RFP including:

- Research Design and Methodology

- Qualifications and experience of firm
- Proposer’s Implementation Plan for the requested services
- Cost
- M/WBE participation

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed compliance plan and has determined that the vendor has complied with the Board Approved MBE/WBE Contract Participation Plan with a recommended 7% waiver of the WBE goal.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
EduDream 1510 W. Erie St, Apt#1 Chicago, IL 60642	MBE	30	Direct	Cook County

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: \$234,427

Charge to: Office of Academic and Student

Affairs Sources of Funds: Grant Fund

FY24: 530000-21000-0017002-80000

Respectfully submitted,

**Juan Salgado
Chancellor**

October 5, 2023 – The Office of Academic and Student Affairs