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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
SEPTEMBER 15, 2023

**BUDGET PLANNING AND ENTERPRISE PERFORMANCE MANAGEMENT
SYSTEM ANAPLAN, INC.
THE OFFICE OF FINANCE
(RENEWAL OPTION)**

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 exercise the option to renew the agreement with Anaplan, Inc. for Budget Planning and Enterprise Performance Management System to the District for the period from September 17, 2023, through September 16, 2024, at a total cost not to exceed \$256,825.

VENDOR: Anaplan, Inc.
50 Hawthorne Street
San Francisco, CA 94015

USER: The Office of Finance

ORIGINAL TERM:

The original term of the agreement commenced on August 3, 2018, and ends on September 16, 2023, with an option to extend for an additional five (5) one-year periods.

RENEWAL TERM:

The first renewal term of the agreement shall commence on September 17, 2023, and shall end on September 16, 2024, with an option to extend for an additional four (4) one-year periods.

SCOPE OF SERVICES:

Anaplan, Inc. will provide an Enterprise/Corporate performance management (EPM) web-based Software as a Service (SaaS) solution to continuously facilitate efficient, compliant and transparent processes within the Office of Finance and enable the Chief Financial Officer (CFO) and other business leaders to manage organizational performance and guide strategic direction. Authority includes one year of software licensing and consulting services for system maintenance and reporting enhancements.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Utilization of Anaplan, Inc. solution will enable the district to (1) enhance the current process for financial budgeting, planning and forecasting; (2) enable better monthly roll up of actuals from ERP (PeopleSoft) for reporting purposes; (3) enhance our financial and management reporting and disclosure; (4) enable better strategic planning, forecasting and strategy management; and (5) enhance our current profitability modeling and optimization.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and a Request for Proposal (RFP) #SJ1804 was publicly advertised on May 23, 2018. Forty-Two (42) vendors were contacted. On June 20, 2018, the following five (5) firms responded to the RFP; 1) E-Capital Advisors, Inc.; 2) Anaplan, Inc.; 3) Kaufman, Hall and Associates, LLC.; 4) Applications Software Technology LLC (AST); and Clarity Partners. LLC.

All proposals were reviewed, evaluated and ranked by a selection committee which included the Offices of Finance, Office of Information Technology, Wright College Business Office, Administrative and Procurement Services.

The evaluation criteria included:

1. Past experience with higher educational institutions or comparable organizations
2. Functional and technical requirements as outlined in the scope of services
3. Qualifications of firm and assigned team members
4. Viability of the implementation plan
5. Price
6. MBE/WBE compliance

Based on the evaluation scoring of the written proposals, oral presentations and system demonstration, the committee determined that Anaplan, Inc. is recommended to provide the Budget Planning and Enterprise Performance Management System.

MBE/WBE COMPLIANCE:

The Office of Contract Compliance has reviewed the above agreement and has determined the Vendor has complied with the Board Approved Participation Plan.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Direct or Indirect</u>	<u>Certifying Agency</u>
Clarity Partners, LLC 20 North Clark Street, Suite 3600 Chicago, IL 60602	MBE	25	Direct	City of Chicago
Bourntec 1701 East Woodfield Road Schaumburg, IL 60173	WBE	7	Direct	City of Chicago

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 II, 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: \$256,825

Charge to: The Office of Finance, The Office of Information Technology

Source of Funds: Education Fund

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Respectfully submitted,

**Juan
Salgado
Chancellor**

September 15, 2023-The Office of Finance, The Office of Information Technology