

35175
ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 11, 2024

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

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, 2024 through September 16, 2025 at a total cost not to exceed \$227,667.

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

USER: Office of Finance

ORIGINAL TERM:

In accordance with Board Report 33540 (and amended under Board Report 34385), the original term of the agreement commenced on August 3, 2018, and ended on September 16, 2023, with an option to extend for an additional five (5) one-year periods.

FIRST RENEWAL TERM:

In accordance with Board Report 34895, the first renewal term of the agreement commenced on September 17, 2023, and ends on September 16, 2024, with an option to extend for an additional four (4) one-year periods.

SECOND RENEWAL TERM:

The second renewal term of the agreement shall commence on September 17, 2024, and shall end on September 16, 2025, with an option to extend for an additional three (3) 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.

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 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 (software license fees).

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: \$227,667
Charge to: Office of Information Technology
Source of Funds: Education Fund
Budget Line: 540000-00003-0023006-80000

Respectfully submitted,

**Juan Salgado
Chancellor**

July 11, 2024 – T h e Office of Finance and The Office of Information Technology