

35539
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 5, 2025

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

COLLEGE PLACEMENT ENGLISH PLATFORM SERVICES
MCCANN ASSOCIATES
THE OFFICE OF STUDENT EXPERIENCE
DISTRICT WIDE
(BOARD REPORT #35142 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 agreement, to renew an agreement with McCann Associates to provide college placement English services for the period from July 1, 2025, through June 30, 2026, at a total cost not to exceed \$360,000.

VENDOR: McCann Associates
6805 Route 202
New Hope, Pennsylvania 18938-1079

USER: District Wide

TERM:

The original term of this agreement commenced under board report 34277 on July 1, 2021, and continues through June 30, 2024, with an option to renew for two (2) one-year periods.

FIRST RENEWAL TERM:

The term of this agreement shall commence no sooner than July 1, 2024, and continue through June 30, 2025, with an option to renew for one (1) one-year period.

FINAL RENEWAL TERM:

The term of this agreement shall commence no sooner than July 1, 2025, and continue through June 30, 2026.

SCOPE OF SERVICES:

McCann Associates will provide computer platform services for the use of testing for English credit student placement in an effort to reliably and accurately place students into the curriculum that best enables them to be successful.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The platform provided by McCann will allow CCC to maximize the expertise of our English faculty in placing incoming students. We will be able to continue to create and load all content and use the platform's workflow for both multiple choice questions and essays; CCC faculty will read and grade essays.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and Request for Proposals (RFP #SH2105) were publicly advertised on April 9, 2021. The RFP was sent to five (5) companies, and a pre-proposal conference was held on April 15, 2021. The following two (2) firms responded on April 30, 2021: (1) McCann Associates; and (2) College Board. The firm's proposals were reviewed, evaluated, and ranked by staff which included Faculty, Office of Enrollment Management and Office of Information Technology based upon the following evaluation criteria:

The evaluation criteria included:

1. Relevant Experience
2. Requirements
3. Client Portfolio
4. Fee/Cost Proposal
5. MBE/WBE Compliance Plan

Based on the evaluation scoring, staff recommended the acceptance of the proposal in 2021 from McCann Associates to provide College Placement English Platform Services. McCann's product integrates with CCC and offers a single sign on. McCann's platform allows for consistent scoring and integrates with CCC's systems.

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 (placement testing software) 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: \$360,000

Charge to: The Office of Student Experience

Sources of Funds: Education Fund

Budget Line: 530000-00003-0017015-80000

Respectfully submitted,

Juan Salgado
Chancellor

June 5, 2025 – The Office of Student Experience