

**35544**  
**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**

**ACADEMIC CATALOG, PROGRAM SEQUENCING, AND CURRICULUM APPROVAL SYSTEM**  
**LEEPFROG TECHNOLOGIES, INC.**  
**THE OFFICE OF ACADEMIC AFFAIRS**  
**DISTRICT WIDE**  
**(RENEWAL OPTION OF BOARD REPORT #35144)**

**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 execution of an agreement with Leepfrog Technologies, Inc. to provide academic catalog, program sequencing, and curriculum approval system the period from August 2, 2025, through August 1, 2026, at a total cost not to exceed \$74,672.07.

**VENDOR:** Leepfrog Technologies, Inc.  
2451 Oakdale Blvd., Suite 100  
Coralville, IA 52241

**USER:** District Wide

**ORIGINAL TERM:**

In accordance with board report 33825, the original term of the agreement commenced on August 2, 2019, and will end on August 1, 2024, with the option to renew for an additional five (5) one-year periods.

**FIRST RENEWAL TERM:**

In accordance with board report 35144, the first renewal term of the agreement commenced on August 2, 2024, and continued through August 1, 2025, with an option to renew for an additional four (4) one-year periods.

**SECOND RENEWAL TERM:**

The renewal term of this agreement shall commence on August 2, 2025, and shall end on August 1, 2026, with an option to renew for an additional three (3) one-year periods.

**SCOPE OF SERVICES:**

Leepfrog Technologies, Inc. shall continue to provide an online system for City Colleges of Chicago that will:

- Produce an annual academic catalog that reflects the scope and complexity of CCC curriculum across all seven colleges in a user-friendly and compliant format housed on CCC's website
- Integrate with CCC's Student Information System to seamlessly publish updates to everywhere CCC curriculum is displayed

- Display curriculum in sequenced pathways
- Provide customizable and automated curriculum approval workflows that integrate with catalog content

#### **BENEFIT TO CITY COLLEGES OF CHICAGO:**

Utilizing a comprehensive catalog, sequencing, and curriculum solution will ensure a better experience for all users of CCC's academic catalog. The academic catalog is the core document that reflects CCC's academic offerings and requirements, allowing students and other 2 stakeholders to view academic requirements in multiple configurations. It also connects to other relevant information such as the course schedule or labor market opportunities. By integrating with CCC's Student Information System, PeopleSoft Campus Solutions, the system will ensure the accuracy and consistency of how CCC communicates academic information and significantly reduce staff resources currently dedicated to quality control across multiple channels.

#### **VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement Services staff and a Request for Proposal #SJ1903 was publicly advertised on May 8, 2019, and issued to seven (7) companies. Two (2) companies submitted bids on June 27, 2019: 1) Digital Architecture, LLC., and 2) Leepfrog Technologies, Inc. Three (3) no-bids were received from Watermark, Elumen, Inc, and Kual, Inc.

All bids were reviewed by a committee consisting of staff from the Office of Academic and Student Affairs, the Office of Information Technology, Office of Marketing and Communications, and Faculty from Harold Washington College.

Firms were evaluated based on the evaluation criteria in the RFP:

1. Past experience with higher educational institutions or comparable organizations
2. Viability of Implementation
3. Functional and technical requirements as outlined in the scope of services
4. Qualifications of firm and assigned team members
5. Cost/Fees - Provide fees/rates in relation to the scope of services as described in the RFP
6. MBE/WBE Compliance

Digital Architecture, LLC. And Leepfrog Technologies, Inc. were invited for oral presentations and based on the overall score and solution demonstration, staff recommends the acceptance of the bid from Leepfrog Technologies, Inc. to provide the academic catalog, program sequencing, and curriculum approval 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 (Academic Catalog and Curriculum software and services) 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:** \$74,672.07

**Charge to:** The Office of Information Technology

**Sources of Funds:** Education Fund

**FY20:** 53/540000-00003-0023003-80000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**June 5, 2025 – The Office of Academic and Student Affairs**