

**35672**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**NOVEMBER 6, 2025**

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

**STUDY ABROAD PROGRAM**  
**MUNA TREE HOLDINGS LTD (DBA) EDU AFRICA**  
**THE OFFICE OF THE PRESIDENT**  
**MALCOLM X COLLEGE**

**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 enter into an agreement with Muna Tree Holdings, Ltd., who does business as EDU Africa, to provide academic programming, housing, food, local travel and other services or products in connection with the Malcolm X College Study Abroad Program for the periods of November 6, 2025 through March 31, 2026 at a total cost not to exceed \$60,000.00.

**VENDOR:** Muna Tree Holdings  
96 Beach Road, Chapman's Peak  
Cape Town, Western Cape 7979  
South Africa

**USER:** Malcolm X College

**TERM:**

The term of the purchase shall begin on November 6, 2025, and shall end on March 31, 2026.

**SCOPE OF SERVICES:**

Muna Tree Holdings, Ltd. will provide selected and qualified students with access to a high-quality Study Abroad Program focusing on social-emotional learning, cultural competency, identity attainment, and service-learning. Muna Tree Holdings, Inc., will be responsible for providing transportation, housing, guidance, coordination, food, and oversight for both students and chaperones. The cost is \$2,60.00 per student, based on a maximum participation of 20 students. In the event that student participation falls to 16 students or fewer, a cost not to exceed \$3,000.00 per student will apply. Included in the per participant cost are accommodations for up to 7 chaperones, consisting of City Colleges employees and one community member, as outlined in the service agreement, at no additional charge. Should a chaperone elect to secure a single room, a single supplement charge of \$380.00 per chaperone will apply.

Additionally, a contingency amount of \$2,200.00 has been allocated to cover potential International Wire Transfer fees, Cyber Charges, and fluctuations in currency exchange rates.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

This vendor will provide valuable and essential intellectual benefits to all students participating in this program. The social and emotional learning, cultural competencies and identity attainment which serve as Student Learning Outcomes, will also provide students with the opportunity to earn 2 credit hours towards graduation.

**VENDOR SELECTION CRITERIA:**

In accordance with sole source policy procedures, this service is exempt from the District's competitive bidding process.

**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 (study abroad program) 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:** \$60,000.00

**Charge to:** Malcolm X College

**Sources of Funds:** Grant Fund

**Budget Line:** 530000-21000-TBA

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**November 6, 2025 - Study Abroad Program, Malcolm X College**