

35825
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
APRIL 2, 2026

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

STUDY ABROAD PROGRAM
MUNA TREE HOLDING, LTD. d/b/a EDU AFRICA
MALCOLM X COLLEGE
THE OFFICE OF THE PRESIDENT

AMENDMENT TO BOARD REPORT 35685

THE CHANCELLOR RECOMMENDS:

the Board amend Board Report 35685 to provide for 24 student participants (instead of 20 student participants) for the April 2026 Rwanda study abroad trip and authorizes the Chair, upon final approval of the General Counsel of the legal form of such amendment, to execute an amendment to the agreement dated February 26, 2026 by and between the District and the Muna Tree Holdings, Ltd. doing business as d.b.a. Edu Africa (the “Agreement”) to reflect the addition of up to four student participants (for a maximum of 24 student participants) at a cost of up to \$3,245 per student participant.

VENDOR: Muna Tree Holdings, Ltd. (dba Edu Africa)
96 Beach Road, Chapman’s Peak
Cape Town, Western Cape 7979

USER: Malcolm X College

TERM:

Agreement term will remain December 4, 2025, through June 30, 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. The program includes a trip to Kigali, Rwanda scheduled from April 17, 2026, thru April 28, 2026.

Muna Tree Holdings will be responsible for providing transportation, housing, guidance, coordination, food, and oversight for both students and chaperones. Included in the per participant cost for both trips are accommodations for up to 8 chaperones, consisting of City Colleges employees and one community member, as outlined in the service agreement at no additional charge.

The purpose of this request is to cover funding to allow an additional 4 students to attend the trip. This increases the head count from 20 to 24 students. The cost for Kigali, Rwanda may not exceed \$3,245.00 per student.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The vendor will provide valuable and essential intellectual benefits to all students participating in this program. No other vendor was able to provide these inclusive services for out-of-country travel at an affordable rate. 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 the sole source of policy and procedures, this purchase 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: \$82,980

Charge to: Malcolm X College

Sources of Funds: Restricted/Enterprise/Education Funds

Budget Line:

- 530000-21000-3010000-39000
- 53000-07133-3000150-89000
- 53000-00003-3000150-69000

Respectfully submitted,

April 2, 2026 – Study Abroad Program, Malcolm X College