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**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**

**ESI-3 MATERIALS
NCS PEARSON, INC.**

**THE OFFICE OF ACADEMIC AFFAIRS-CHILD DEVELOPMENT LAB SCHOOLS
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to approve the issuance of a purchase order with NCS Pearson, Inc. for ESI-3 screening materials for the period from May 1, 2026, through April 30, 2027, at a total cost not to exceed \$17,266. Board approval is required when district-wide total planned expenditures for a single vendor exceed \$25,000.

VENDOR: NCS Pearson, Inc.
P.O Box 599700
San Antonio, TX 78259

USERS: Districtwide

TERM: The term of the purchase shall begin no sooner than May 1, 2026, and shall end on April 30, 2027.

SCOPE OF SERVICES:

Purchase of ESI-3 screening materials to meet compliance requirements from Head Start (HS), Preschool for All (PFA), and the Department of Family and Support Services (DFSS), all of which mandate the Early Screening Inventory, Third Edition, for children ages 3–5. The Child Development Laboratory Schools serve children ages 2–5, making the ESI-3 essential for ensuring consistent, developmentally appropriate screening across the program.

BENEFIT TO CITY COLLEGES OF CHICAGO:

NCS Pearson, Inc. is the sole source provider of the ESI-3 screener, which is the approved screening instrument identified by our funders. The ESI-3 is a research-based tool designed to identify children who may benefit from further evaluation or early intervention services. This procurement ensures that screening is conducted in both English and Spanish, reflecting the linguistic diversity of our student population and promoting equitable access to developmental assessment.

VENDOR SELECTION CRITERIA:

In accordance with the sole source policy 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

(ESI-3 screening material) 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: \$ 17,266

Charge to: The Child Development Laboratory Schools

Source of Funds: Operational

Budget Line: 53000-07504-0016006-60000

Respectfully submitted,

Juan Salgado
Chancellor

April 2, 2026 – The Office of Academic Affairs-The Child Development Lab Schools