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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 9, 2026

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

**BOOKSTORE OPERATIONS
TEXTBOOK BROKERS, INC.
OFFICE OF ACADEMIC AFFAIRS
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreement, to execute an agreement with Textbook Brokers, Inc. for student purchases of textbooks, eBooks, course materials, and spirit wear offerings for a period commencing no sooner than July 9, 2026, through May 31, 2030.

VENDOR: Textbook Brokers, Inc.
2106 E Johnson Ave.
Jonesboro, AR 72401

USERS: District Wide

TERM:

The term of this agreement shall commence no sooner than July 9, 2026, and continue through May 31, 2030, with the option to renew for one (1) additional two (2) year renewal.

SCOPE OF SERVICES:

Textbook Brokers, Inc shall provide a comprehensive, fully integrated online bookstore and spirit store platform supporting all seven colleges and satellite locations within the City Colleges of Chicago system.

Textbook Brokers, Inc. and City Colleges of Chicago will begin project and system implementation upon Board approval to ensure system integration and testing completion by February 2027 so that books and materials can be selected for Summer 2027 and Fall 2027.

Services will include:

- Deliver a fully integrated online bookstore and spirit store platform offering new, used, rental, and digital textbooks, open educational resources (OER), custom course materials, bulk order fulfillment, and course-related supplies
- Operate a service-first bookstore model through a dedicated fulfillment center with assigned staff supporting CCC
- Integrate single sign-on (SSO) with CCC systems, enabling access through CCC credentials and course-based material lookup, in compliance with W3C WCAG 2.1 accessibility standards
- Provide a fully integrated financial aid and voucher system supporting purchases with financial aid,

- scholarships, and third-party funding sources, including centralized invoicing and reconciliation
- Maintain a faculty adoption platform supporting course selection, re-adoption, cost visibility, and adoption tracking
- Manage inventory and fulfillment through a dedicated model aligned to CCC course adoptions, including sourcing and fulfillment within one business day for most orders
- Offer free economy shipping, and full order tracking
- Provide commission-based revenue sharing to CCC, including commissions of 10% on physical course materials, 8% on digital course materials, and 12% on non-course material sales, along with an annual \$21,000 student scholarship
- Administer returns, refunds, and buyback programs aligned with CCC academic calendars
- Deliver dedicated customer service support with defined response and resolution standards
- Coordinate library support, including ordering and scheduled delivery of reference materials at no cost to CCC
- Provide reporting and analytics tools, including data on student costs, adoption rates, and operational performance
- Execute implementation services, including full system integration with vouchering and invoicing, data migration, training, and full operational readiness by February 20, 2027
- Provide a faculty adoption tool with a go-live date of February 20, 2027, enabling adoptions for Summer 2027 and future terms
- Deliver a fully operational Online Bookstore including a vouchering system by March 25, 2027. The bookstore will have a go-live date of April 25, 2027, ensuring students can purchase their course materials for the Summer 2027 term, as well as for all future terms
- Support ongoing operations through a full-time Account Manager and Course Materials Manager

BENEFIT TO CITY COLLEGES OF CHICAGO:

Textbook Brokers will enhance the City Colleges of Chicago's bookstore operations through a service-first, student-centered model that improves affordability, access, and operational effectiveness across CCC. Textbook Brokers will deliver course materials through a fully integrated online platform accessible via the CCC portal, ensuring a streamlined experience for students, faculty, and staff.

- Lower student costs through market-based pricing, rental and digital options, open educational resources, and buyback programs
- Expand purchasing access through a fully integrated financial aid and voucher system
- Improve the student experience through a centralized platform, fast fulfillment, and real-time order tracking
- Provide responsive, high-touch service delivered by dedicated bookstore staff familiar with CCC programs
- Increase operational efficiency through centralized invoicing, reconciliation, and streamlined adoption processes
- Enhance visibility and oversight through reporting on costs for students, adoption rates, and a comprehensive invoicing tool
- Support academic programs through access to specialized course materials and supplies
- Ensure reliable implementation and ongoing support through a structured transition plan and dedicated vendor support

- Offer a scalable service model aligned to evolving instructional and student needs
- Provide services at no cost to the institution, with revenue generated with commissions through student purchases

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Office Procurement staff in conjunction with the office of Academic Affairs and a Request for Proposal (RFP) #NC2605 was publicly advertised on February 26, 2026 in the Chicago Sun-Times, posted on CCCs Procurement portal and notifications were sent to multiple companies via Bonfire. A Preproposal conference was held on March 5, 2026 at 11:00 am. Proposals were due on April 1, 2026, at noon. CCC received proposals from four (4) potential suppliers: 1) Ambassador College Bookstore, Inc., 2) Barnes & Noble College Booksellers LLC, 3) Follett Higher Education Group, LLC, and 4) Textbook Brokers.

All responsive proposals were reviewed, evaluated and ranked by the evaluation committee that included faculty members and staff from the office of Adult Education, Media Communication, Library Systems, Student Financial Aids, Business Enterprises and Strategic Management, Office of information Technology, Finance and Operations, Student Services, MBE/WBE Contract Compliance and Academic Affairs. Based on the review of the submissions for responsiveness, ability to achieve the objectives and scope of services, price, financial considerations and value to CCC and students, proposed team, implementation plan, etc. The Evaluation Committee recommends the acceptance of the proposal from Textbook Brokers Inc.

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 (online bookstore) 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: Revenue

Charge to: Various

Source of Funds: Enterprise Revenue

Respectfully submitted,

Juan Salgado
Chancellor

July 9, 2026 – Office of Academic Affairs