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
OFFICE OF THE PRESIDENT

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 exercise an agreement with Muna Tree Holdings, Ltd d.b.a. Edu Africa for the period of November 5, 2026, through March 1, 2027, at a total cost not to exceed $85,365 for the term of the agreement.

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

USERS: Malcolm X College

TERM: The term of the agreement shall commence on November 5, 2026, through March 1, 2027

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 Nairobi, Kenya scheduled from February 11, 2027, thru February 22, 2027.

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 7 chaperones, consisting of City Colleges employees and one community member, as outlined in the service agreement, at no additional charge.

The cost for Nairobi, Kenya is $3,460.00 per student based upon a maximum of 24 students. If student participation falls to 20 students or fewer, the cost may not exceed $3,580.00 per student.

Should a single room be required, a single supplement charge of $625 per person will apply for Nairobi, Kenya. Additionally, a contingency amount of $1700.00 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 educational benefits to all students participating in the

program. No other vendor was able to offer these comprehensive services for international travel at an affordable rate. Due to the significant value and support provided by the vendor, the program has achieved measurable outcomes in student learning and engagement.

A total of 92% of participants reported increased global and cultural awareness, and one in three students traveled internationally for the first time. These outcomes demonstrate the program's effectiveness in expanding access to global education and fostering transformative learning experiences. The program also maintains a strong commitment to equity, with 82% of participants identifying as first-generation college students.

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: $ 85,365.00
Charge to: Malcolm X College
Source of Funds: Enterprise Fund
Budget Line: 530000-07043-3000150-60000 (UC Operating)

Respectfully submitted,

Juan Salgado
Chancellor

November 5, 2026 – Study Abroad Program, Malcolm X College