

**Sauk Valley Community College
March 18, 2024**

Action Item 4.8

Topic: Sole Source Procurement – EAB Global Retention Software

College Health Metric: Student Services – The College provides quality and supportive services to students.

Presented By: Drs. David Hellmich and Jon Mandrell

Presentation:

The College’s Title III grant provides opportunities to enhance student success and retention efforts. SVCC utilizes software to assist in tracking student success as part of grant efforts. These software solutions provide continuous communications about student progress, which are shared among faculty, staff, and administration. The data are used to respond to student needs and create interventions and additional assistance to benefit students. The software can also be used by students to schedule and check into appointments and services.

EAB Global Retention provides the College with the best options in terms of adaptability, functionality, and value. It is the sole supplier of necessary software that will integrate the College’s student data, and the public bid process is not required.

Procurement Rules:

Uniform Grant Guidance (2 CFR 200.320(f)1) allows for procurement by noncompetitive proposals if the item is available from a single source.

The Public Community College Act (110 ILCS 805/3-27.1) and Sauk Valley Community College Board Policy (305.01) exempt purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services from competitive bidding.

Contract Terms:

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Implementation Fee:	\$ 27,495	\$ -	\$ -	\$ -	\$ -	\$ 27,495
Service Cost:	\$ 44,000	\$ 45,320	\$ 46,680	\$ 48,080	\$ 49,522	\$ 233,602
Total	\$ 71,495	\$ 45,320	\$ 46,680	\$ 48,080	\$ 49,522	\$ 261,097

Funding Source:

If final approval is granted by the Department of Education, some or all of the Year 1 costs will be funded through Title III federal grant funds. Subsequent year subscription costs will be funded through unrestricted operating funds.

Recommendation:

The administration recommends the Board approve the proposed contract terms from EAB Global Retention for a total obligation of \$261,097 for a term of five years funded through unrestricted operating funds, supplemented by federal grant funds if Department of Education approval is obtained.



EAB Global, Inc.
2445 M Street NW
Washington, DC 20037

Program Order Form

Organization: Sauk Valley Community College
Attn: Joe Strabala-Bright
173 Illinois Rt 2
Dixon, IL Unknown

Date: 3/12/2024

Program and Program Fees:

Organization will have access to the Program services set forth below (the “Services”), which are as described in greater detail in each applicable Program Scope available here:

Navigate - <https://scopes.eab.com/navigate>

During the Program Term, the Services will be delivered in all material respects as described in each applicable Program Scope.

Program Term: March 31, 2024 - March 30, 2025		Quantity	Fees	
Navigate360	2,000 Undergraduate	2,000 Total Students	\$	44,000.00
Core Platform				
Administrative & Travel Fee			\$	0.00
Student Engagement Hub				
LMS Integration				
Total			\$	44,000.00

Program Term: March 31, 2025 - March 30, 2026		Quantity	Fees	
Navigate360	2,000 Undergraduate	2,000 Total Students	\$	45,320.00
Core Platform				
Administrative & Travel Fee			\$	0.00
Student Engagement Hub				
LMS Integration				
Total			\$	45,320.00

Program Term: March 31, 2026 - March 30, 2027		Quantity	Fees	
Navigate360	2,000 Undergraduate	2,000 Total Students	\$	46,679.60
Core Platform				
Administrative & Travel Fee			\$	0.00
Student Engagement Hub				
LMS Integration				
Total			\$	46,679.60

Program Term: March 31, 2027 - March 30, 2028		Quantity	Fees	
Navigate360	2,000 Undergraduate	2,000 Total Students	\$	48,079.99
Core Platform				
Administrative & Travel Fee			\$	0.00
Student Engagement Hub				
LMS Integration				
Total			\$	48,079.99

Program Term: March 31, 2028 - March 30, 2029		Quantity	Fees	
Navigate360	2,000 Undergraduate	2,000 Total Students	\$	49,522.39
Core Platform				
Administrative & Travel Fee			\$	0.00
Student Engagement Hub				
LMS Integration				
Total			\$	49,522.39

One Time Fee:

Program Term: March 31, 2024 - March 30, 2025		Fees	
Navigate360			
Implementation Fee		\$	27,495.00
Total		\$	27,495.00

The fees offered in this Program Order Form are based on the Program(s) above and any other existing Programs you may have purchased from us. In the event you terminate or discontinue any Program, including any Program in this Program Order Form, prior to the expiration of its Program Term, the Fees may be subject to increase. Any Fees, unless denoted as one-time, reflect the annual price for each year of the Program Term or any portion thereof (each, a "Year").

The Program Order Form is made pursuant to the Master Agreement available at <https://eab.com/terms/master>, which along with the applicable Program Scope which are incorporated herein by reference, form the entire agreement between the parties with respect to the Programs (and together with any other applicable agreements or supplements, the "Agreement").

Invoicing:

Services will commence on the initial date of the first Program Term (the "Start Date"). EAB will invoice Organization in advance of Services and payment is due within 30 days of the invoice date. Any One-Time Fees will be invoiced at 100% with the Program Fees on the initial invoice of each Year of this Agreement as outlined below.

All Program Fees for the first Year will be billed and due within 30 days of the signature of this Agreement or Start Date, whichever is later. In subsequent years, all Program Fees will be billed and due on or before the start of each Year.

Section 1 of the Master Agreement is clarified such that the IL Local Government Prompt Payment Act (50/ILCS 505) shall apply, provided that no payments under this Program Order Form shall be made in arrears.

Each party represents and warrants to the other that the individual signing below on its behalf is authorized to enter into this Agreement and bind such party. The parties agree and acknowledge that any purchase order or other document subsequently provided by Organization with respect to the Programs above that contain additional, conflicting, or different term and condition or otherwise would amend, modify, or supplement this Agreement are unenforceable and shall be deemed null and void.

Please sign this Program Order Form and return it to Dustin Ott dott@eab.com to initiate your participation in the Program(s) **no later than 3/31/2024** (after which fees and terms set forth above are subject to change).

EAB Global, Inc.:

Signature: Alyssa M. Franklin
Name: Alyssa Franklin
Title: Executive Director
Date: 3/12/2024

Sauk Valley Community College:

Signature: _____
Name: _____
Title: _____
Date: _____

OPTIONAL FOR BILLING PURPOSES ONLY

Invoices should be sent by EAB to this Email Address: _____
Billing Contact Name: _____
Billing Contact Email Address: _____
Billing Contact Phone: _____
Purchase Order No. (if applicable): _____