

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of NCCER instructional books for industrial technology programs at Central and North Campuses from Textbook Warehouse and Complete Book and Media Supply, LLC.

BACKGROUND

Students receiving a degree in instrumentation technology, electrical technology, or welding technology will benefit substantially from pursuing certification with the National Center for Construction Education & Research (NCCER). Many petrochemical and construction companies seek technicians with NCCER certification. Thus, procuring this certification will allow the students to have enhanced employment and career advancement opportunities. The departments' NCCER books are outdated and need to be updated to the latest edition for students to successfully prepare for and obtain NCCER certifications.

Invitation for bids #22-21 was issued on December 14, 2021, to procure a list of NCCER instructional books. Four responses were received. Specific titles will be purchased from Textbook Warehouse and Complete Book and Media Supply, LLC in order to obtain the complete set of required books.

IMPACT OF THIS ACTION

This purchase will provide updated NCCER instructional books and materials to be centrally located in some classrooms and the libraries on the campuses which host the respective programs. Students will have access to them to self-prepare for NCCER certifications. Obtaining an NCCER certification will enhance each student's resume, and thus, increase their chances for employment and career advancement.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure is \$118,000 and will be funded from the HEERF grant.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

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ATTACHMENT NO. 1

**IFB 22-21 NCCER INSTRUCTIONAL BOOKS
Final Ranking**

Vendor Name		Total Bid Price
1	Textbook Warehouse	\$114,074.79
2	Complete Book and Media Supply, LLC	\$118,998.61
3	Barnes & Noble Booksellers, Inc	\$135,366.63
4	Superior Text	\$160,086.75