

8. CONSENT AGENDA 2. PURCHASING

8.2.3. GRAPHIC DESIGN PLATFORM

Lead Staff: Anne O’Connell, Director, Public Relations and Marketing

Funding Source: FY26 budget

Funding Request: \$77,512.00

Vendor	Amount
Canva	\$77,512.00

Explanation of Purchase: This purchase is for Canva’s graphic design software to create graphics, presentations and related materials for student advancement and to promote the College. It is offered to all students plus 250 faculty/staff users.

Pursuant to 110 ILCS 805/3-27.1 (f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services are exempt from the competitive bidding process.

Recommendation: Approve a two-year contract with Canva of Sydney, New South Wales, from April 29, 2026, through April 29, 2028, in a not-to-exceed amount of \$77,512.00.