

20698

ADOPTED
BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 508

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County of Cook and State of Illinois

JUNE 4 - 1998

**COUNTY OF COOK
AND STATE OF ILLINOIS**

**OPERATIONS FINANCIAL ANALYSIS
DISTRICT OFFICE**

THE CHANCELLOR

REPORTS

that the District needs to develop and implement a financial strategy to optimize revenue and control costs; and

that District Office staff have determined that these services can best be accomplished through the utilization of an outside consultant; and

that a consultant who is experienced with the development and implementation of strategic financial modeling in an educational environment is available to provide such services; and has submitted an acceptable proposal; and

that these consulting services are exempt from competitive bidding procedures and M/WBE requirements.

RECOMMENDS

that the Board of Trustees approves the issuance of a purchase order in the total amount of \$34,608 to Unison Consulting Group, Inc., 409 West Huron, Chicago, an M/WBE firm, for operations financial analysis services in accordance with the proposal, for the period June 15, 1998 to September 30, 1998.

FINANCIAL

\$34,608 - Education Fund

Respectfully submitted,

Wayne D. Watson
Chancellor

June 4, 1998

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CITY COLLEGES OF CHICAGO

WAIVER OF COMPETITIVE PROCEDURE REQUIREMENT

Board rules state that it is the general policy of the District to use competitive procedures to select professional service consultants. Section 4(a) 1-4 of Board Rule – list situations in which a waiver of competitive procedure requirement is possible. In order to retain a consultant without competitive procedures, this waiver form must be completed and approved by the College President, the appropriate Vice Chancellor or the Chancellor.

1. **Type of consultant/services required:**

Operations financial analysis to assist in financial strategic planning.

2. **Brief description of the need for a professional services consultant:**

The analysis needs to be performed in a very short time period.

3. **Reason that competitive procedures are not appropriate in this situation:**

The recommended consultant has substantial experience developing and implementing strategic financial modeling in educational institutions.

4. **Basis for selecting the recommended individual or firm:**

Negotiation of reasonable fees and experience required to bring this project to a successful conclusion.

Lacy L. Thomas

Person initiating request

Vice Chancellor for Finance & CFO

College and/or Department

Wayne D. Watson

Approved by

Chancellor

Title

June 4, 1998