

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

TERM PRODUCTION & BROADCAST CONSULTANT SERVICES
"Small Talk" / "Nuestros Ninos"
WYCC-TV CHANNEL 20, AND DISTRICT-WIDE

THE CHANCELLOR

REPORTS

that in order to create and broadcast the joint production between City Colleges of Chicago and the Chicago Board of Education production "Small Talk"/"Nuestros Ninos", there is a need for a variety of professional and technical service consultants to provide services during the balance of FY2000 in the following areas of expertise:

Name	Position	Est. Total Cost
Pam Nilsson	Producer (English)	\$16,000.00
Veronica Psetiki	Producer (Spanish)	\$16,000.00
Cynthia Malleck	Asst. Director (Spanish)	\$1,250.00
Hope Jordan	Floor Director	\$3,750.00
Jan Mueller	Technical Director	\$1,750.00
Tim Valentine	Camera Operator	\$1,500.00
Jeff Battiato	Camera Operator	\$1,500.00
Tim Boyd	Audio Engineer Production	\$900.00
Lionel Tovalin	Audio Engineer	\$1,500.00
Ana Gonzalez	Prompter	\$750.00
Tom Tillisch	Editor	\$7,000.00
Marla Garrett	Chyron Editor	\$750.00
Victor Velasquez	Make-up	\$2,500.00
Ricardo Islas	Field Producer (Spanish)	\$5,000.00
Anthony Flores	Field Camera (Spanish)	\$4,800.00
Brian Gilbert	Hair Stylist	\$750.00
Total		\$65,700.00

that these consultants are recommended based on experience, expertise, and availability to provide the required services on an as-needed basis; and

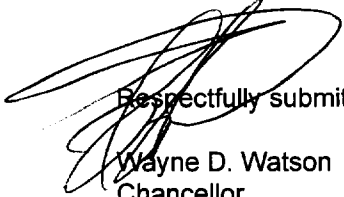
that this purchase of professional services is exempt from the District's competitive bidding requirements.

RECOMMENDS

that the Board of Trustees approves the issuance of purchase orders totaling \$65,700.00 to the above-listed consultants on an as-needed basis for production and broadcast services for Small Talk from April 6 through June 30, 2000.

FINANCIAL

As Needed -- ~~Educational Fund~~
Small Talk Grant - CPS

Respectfully submitted:

Wayne D. Watson
Chancellor

April 6, 2000

COLLEGE REVIEW: _____ REQ. NO. _____
President

CENTRAL OFFICE REVIEWS & DATES SIGNED:

Purchasing Date _____	Contract Compl. _____	Legal Date <u>3/29/00</u>	Board Office _____
Finance Date <u>3-29-00</u>	Admin. Svcs. _____	Academic Aff. _____	Other _____

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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 -- lists situations in which a waiver of the competitive procedure requirements 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.

Brief Description:

In order to fulfill the objectives of the District, WYCC-TV is producing local programming for broadcast. Certain professional (artistic) services will supplement the existing permanent staff. They are selected on the basis of their professional experience and skills. This waiver covers those needs stipulated in the purchase order for the the balance of FY2000 for Small Talk.

Type of Services:

Technical (lighting, camera, audio, studio directors, chyron/Teleprompter operators, graphic design and animation), and Production Personnel (writers, producer/directors with special skills, and researchers).

Reason that competitive procedures are not appropriate:

It is not appropriate for Channel 20 to use competitive procedures for Technical, On Air Talent and Production Personnel Services. To produce broadcast quality local productions, Channel 20 must supplement existing facilities with these services on an "as needed" and spontaneous basis.

The following consultants are recommended to provide services for "Small Talk"/"Nuestros Ninos" on an as-needed basis for the following estimated annual costs:

Name	Position	Est. Total Cost
Pam Nilsson	Producer (English)	\$16,000.00
Veronica Psetiki	Producer (Spanish)	\$16,000.00
Cynthia Malleck	Asst. Director (Spanish)	\$1,250.00
Hope Jordan	Floor Director	\$3,750.00
Jan Mueller	Technical Director	\$1,750.00
Tim Valentine	Camera Operator	\$1,500.00
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Brian Gilbert	Hair Stylist	\$750.00
	Total	\$65,700.00

Is this firm a certified MBE? _____ certified WBE? _____

Comments _____

*Note: The district M/WBE Plan requests that procuring departments make every good faith effort to meet the district's MBE and WBE purchasing goals. The MBE goal for City Colleges of Chicago is 25% and the WBE goal is 7%.

Person initiating request

Date

College President
(If request is from a college)

Date

Vice Chancellor

Date