

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

THE FOSTER GROUP
PROFESSIONAL CONSULTANT SERVICES
OFFICE OF INFORMATION TECHNOLOGY
DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that the district has received a grant from the Illinois Community College Board, the One Stop Information System Grant (PD# 030613) which will allow the district to partially revamp its wiring infrastructure at the colleges and district office; and

that OIT staff has determined that there is a need to have an assessment of its IT wired and wireless network connections, update the technical wiring and wireless specifications for a request for proposal process and the management oversight of the wiring project for the colleges; and

that The Foster Group has proposed to provide the following professional services:

- RFP Development: assist OIT in the development of technical specifications for a RFP to identify the locations for infrastructure improvements, such as wireless technologies, cable locations, types of equipment, etc.
- RFP Evaluation and Vendor Selection: qualify and evaluate the responses, provide recommendation of the vendor(s) selected, and establish time frames for completion
- Project Management Oversight: provide oversight of all project work tasks, establish the project work plan, provide regular status reports and verify completeness of all project tasks
- Post Implementation Review: conduct post implementation audits, review and confirm the testing results for all infrastructure changes and review and confirm the electronic documentation of all infrastructure changes for completeness and accuracy; and

that The Foster Group will complete the above professional services by June 30, 2004 for a total cost not to exceed \$300,000.00 and that OIT staff has reviewed the proposal and finds it to be reasonable and acceptable; and

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

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approve the negotiation and execution of a agreement with The Foster Group to provide professional services relating to the One Stop Information Grant in a total amount not to exceed \$300,000.00 including expenses, and authorizes the Chairman of the Board to execute any documents pertaining to these professional services.

FINANCIAL

\$300,000.00 - ICCB Grant 3034 70300

Respectfully submitted:

Wayne D. Watson
Chancellor

November 6, 2003

DISTRICT OFFICE & COLLEGE PRESIDENT SIGNATURE FOR BOARD REPORTS:

Purchasing Date 10/28/03	Treasurer Date 10/28/03	Legal Date 10/28/03	Board Office
College President Date 10/28/03	Admin. Svcs. Date 10/28/03	HR	Development Date 10/28/03
Marketing Date	Academic Aff. Date		Finance Date 10/28/03
WYCC Date			