

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

INTERNAL AUDIT SERVICES
DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that there is a need to retain the services of an internal audit firm during the period of November 6, 2003 through June 30, 2004 to conduct internal auditing services for the District, including, but not limited to the following:

- Review and evaluate the internal control over grants and other restricted funds
- Evaluate internal controls and make recommendations on various business processes and functions
- Review controls and effectiveness of processes over various Educational Programs and Services for Quality Assurance and Compliance with internal and external policies and procedures

that based on their previous experience with the District (see Board Report #21051, dated 12-3-98), staff recommends approval to use the services of Washington, Pittman and McKeever (WPM), Chicago, IL to provide the necessary internal audit services on an as-needed basis through June 30, 2004 at a rate of \$95.00 per hour for an amount not to exceed \$300,000.00; and

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

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorize the Chairman to enter into an agreement with Washington, Pittman and McKeever, Chicago, IL to provide internal auditing services as described above on an as-needed basis at a rate of \$95.00 per hour for an amount not to exceed \$300,000.00, during the period of November 6, 2003 through June 30, 2004.

FINANCIAL

\$300,000.00 - Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

November 6, 2003

DISTRICT OFFICE & COLLEGE PRESIDENT SIGNATURE FOR
BOARD REPORTS:

Purchasing Date _____	<i>W. Watson</i> Treasurer. _____	Legal <i>WB</i> 10/30/03	Board Office _____
College President Date _____	_____	_____	_____
Admin. Svcs. Date _____	Academic Aff. _____	HR _____	Finance _____
Marketing Date _____	WYCC Date _____	_____	_____

WB