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

PROFESSIONAL CONSULTANT SERVICES
RISK MANAGER

THE CHANCELLOR

REPORTS

that there is a need to retain the services of a risk manager to conduct a comprehensive evaluation of the current status of the District's insurance requirements, claims handling practices and all safety and loss control activities as well as develop a comprehensive and consolidated risk management program to support the mission and operations of the City Colleges of Chicago; and

that staff received and reviewed a proposal from Mr. Ralph Passarelli, former Director of Risk Management for the State of Illinois, to provide the required professional consulting services for the period of September 15, 2004 through September 14, 2005 for a fee not to exceed \$90,000.00 with an option to renew upon the mutual agreement of both parties; and

that staff has determined that the proposed fee is reasonable and that Mr. Passarelli has the required expertise and experience to provide the services; and

that this professional services agreement is exempt from competitive procurement.

THEREFORE THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approve a contract in an amount not to exceed \$90,000.00 with Mr. Ralph Passarelli for professional consultant services for the period of September 15, 2004 through September 14, 2005 with an option to renew for an additional year and authorize the Chairman to execute any documents pertaining to these services on behalf of the Board

FINANCIAL

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Respectfully submitted,

September 9, 2004

Wayne D. Watson
Chancellor