

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

**PROFESSIONAL SERVICE AGREEMENT**  
**RAMONA MUNSELL & ASSOCIATES CONSULTING, INC.**  
**MALCOLM X COLLEGE**

**THE CHANCELLOR**

**REPORTS**

that Malcolm X College seeks to enter into a professional services agreement with Ramona Munsell & Associates Consulting Inc. ("RMA") to develop a multi year grant proposal totaling over \$2.75M over a five year period, 2007-2012, for submission to the U. S. Department of Education to fund a Title V Program at the college; and

that the consultants specialized skills and knowledge of the Federal regulation regarding the proposal's requirements would enhance the College's ability to prepare a successful grant; and

that the consultant has an excellent history in obtaining Title V Grant awards for the College amounting to \$2.2M for the period, 10-1-2002 through 9-30-2007; and

that if the college is successful in its proposal being approved for funding, the college will pay Ramona Munsell & Associates Consulting, Inc. (RMA) an amount equal to six percent (6%) of the funds awarded to and received by Malcolm X College during each year of the grant but not to exceed \$165,000 for the five year period; and that the consultant's services would include providing assistance in establishing appropriate program activities and fiscal controls; providing technical assistance for project implementation; and assisting with annual performance reports and revision requests; and

that this professional services agreement is exempt from the District's competitive bidding requirements; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced professional service agreement and since this project reflects a continuation of services previously provided, it is recommended that a waiver from compliance with the Board approved Participation Plan be granted.

**THE CHANCELLOR**

**RECOMMENDS**

that the Board of Trustees authorize the Chairman to approve a professional service agreement with Ramona Munsell & Associates Consulting Inc. beginning January 2, 2007 through August 31, 2012 in an amount not to exceed \$165,000 to provide assistance in preparing a new Title V application for submission to the U. S. Department of Education in March 2007; to establish appropriate program activities and fiscal controls; to provide technical assistance for project implementation; and to assist with annual performance reports and revision requests. No fees will be paid until the grant award is received by Malcolm X College.

**FINANCIAL**

\$33,000 Year One Education Fund 00003 3000150 80000 00000 00000000 530000  
Year 2-5 estimated at \$33,000 annually Education Fund 00003 3000150 80000 00000 00000000 530000

Respectfully submitted,

Wayne D. Watson, Chancellor