

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

Employment Tax Consulting Agreement
Deloitte Tax LLP
OFFICE OF FINANCE

THE CHANCELLOR

REPORTS

that the Internal Revenue Service (IRS) completed the examination of the District's employment tax for the calendar year 2003; and

that the examination is now closed and the District paid the liability assessed for various employment tax issues; and

that in the light of the recent examination and other potential IRS tax requirements, existing and developing in the future, it is necessary for the District to obtain an employment tax consultant to advise the District in the development of policies and procedures and other related advisory services on as needed basis in order to insure compliance with the IRS tax requirements; and

that request for quotations were requested from Benford, Brown and Associates, Deloitte Tax LLP and KPMG; and

that quotations were received from Deloitte Tax LLP and KPMG; and

that staff recommends Deloitte Tax LLP to provide the necessary employment tax consulting services; and

that Deloitte Tax LLP has the expertise to provide the employment tax consultation which includes but is not limited to employment tax compliance on Company paid parking, Cell phone, Computers (laptops), Tuition and tuition reimbursements, awards (gift cards) and Scholarships. Deloitte Tax LLP will also assist with the policies and procedures for Non Resident Alien Taxation, Foreign Students and Independent Contractors; and

that their fee will not exceed \$ 50,000 from July 1, 2007 through June 30, 2008; and

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

that the Office of M/WBE Contract Compliance has reviewed the above referenced Deloitte Tax LLP employee tax consulting agreement and based upon the fact that quotations were requested from three vendors, one of which is a certified MBE who decided not to submit a bid, therefore, Deloitte Tax LLP remains in compliance with the Board approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorizes the Chairman to enter into an agreement with Deloitte Tax LLP to provide employment tax consultation in an amount not to exceed \$ 50,000.00. This agreement will be in effect from July 1, 2007 to June 30, 2008.

FINANCIAL

\$50,000 Education Fund – 00003-0010002-00082-00000-0000000-532100

Respectfully Submitted,

Wayne D. Watson
Chancellor

July 17, 2007- Office of Finance – District Office