

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

**CAREER FOCUS
OLIVE-HARVEY COLLEGE**

THE CHANCELLOR

REPORTS

that it is necessary to purchase design and production services from Career Focus Publications, a trade mark consortium of colleges sharing curriculum and career content magazine publisher for the production of college magazines as an education tool, customized around actual programs, faculty and students at Olive Harvey Colleges and other community colleges; and

that members produce high-quality recruitment publication that are tailored to reflect each school's identity, and publication would include two issues of a 16-page, four color publication , access to web site and mail preparation and direct mailing to prospective students within the surrounding communities to be utilized for educational choices and college informational purposes; and

that a market analysis of current students enrollments and what programs that may be most needed within the surrounding community will be included in services provided; and

that it is proposed that this purchase of the recruitment tool be processed through Grand River Printing & Imaging which is the single source provider for Career Focus for an annual service of \$75,720 for 150,000 copies per issue, which is roughly \$.25 per issue; and

that this publication through a consortium of colleges trade mark publisher is exempt from the District's competitive bidding requirements; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced agreement to produce the Career Focus produced exclusively by Grand River Printing & Imaging and since all of the services will be provided by in-house staff and there are no MBE or WBE subcontracting opportunities, it is recommended that a waiver from compliance with the Board approved Participation Plan be granted.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustee authorizes the Chairman to execute an agreement with Career Focus in the amount of \$75,720 for Grand River Printing & Imaging to produce a series of multiple issues of 150,000 copies of a 16- page, four-color publication, access to web site and mail preparation, postage and mailing services for Olive-Harvey College from the period of September 6, 2007 through September 5, 2008.

FINANCIAL

\$75,720 FY08 – Educational Fund 00003-5000600-00083-00000-0000000-542100

Respectfully Submitted:

Wayne D. Watson
Chancellor