

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois**EMPLOYER ASSISTED HOUSING SERVICES
DISTRICT-WIDE**

REPORTS

THE CHANCELLOR

that there is a need to provide Employer Assisted Housing (EAH) services that includes administrative and housing counseling for City Colleges of Chicago's eligible employees ;and

that specifications were prepared by District Procurement staff, publicly advertised on December 10, 2007, and request for proposals were sent to (10) ten firms and a pre-proposal conference was conducted on December 19, 2007 and that two firms responded to RFP on January 8, 2008: NEI Global Relocation and Rogers Park Community Development Corporation; and

that the submitted proposals were reviewed, evaluated and ranked by a committee including Human Resources Staff, Internal Audit and the Office of Contract Compliance in accordance with evaluation criteria outlined in the RFP, and the committee recommends acceptance of the proposal from Rogers Park Community Development Corp, to provide Employer Assisted Housing (EAH) services for the City Colleges of Chicago beginning February 7, 2008 through February 7, 2011 with an option to renew for two additional years; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced employer assisted housing services agreement and since Rogers Park Community Development Corp. has submitted a letter requesting a waiver from compliance based the fact that on all services will be performed by in-house staff it is recommended that their request for a waiver from compliance from the Board approved Participation Plan be granted.

RECOMMENDS

THE CHANCELLOR

that the Board of Trustees authorizes the Chairman to execute an agreement with Rogers Park Community Development Corp for the period of February 7, 2008 through February 7, 2011 with an option to renew for two additional years, in an amount not to exceed \$10,000 annually in accordance with RFP #SC0739 dated December 10, 2007.

FINANCIAL

\$10,000 Annually -Education Fund 00003-0025006-00084-10540- 0000000-529410

Respectfully submitted,

Wayne D. Watson
Chancellor