

**29829**

**ADOPTED – BOARD OF TRUSTEES COMMUNITY  
COLLEGE DISTRICT NO. 508  
NOVEMBER 2, 2009**

**Board of Trustees of Community College District No. 508  
County of Cook and State of Illinois**

**Training Sub-Contract Agreement  
CCC Workforce Institute  
(Ratification)**

**THE CHANCELLOR**

**REPORTS**

that CCC Workforce Institute secured an agreement with CCH Incorporated to provide **Professional Communication Training Program** for up to 37 employees in the amount of \$63,480.00 for the period of 04-17-09 to 04-17-10 (CCC Legal fully executed contract on 05-07-09, Board Report # 29471); and with **New Age Services Corporation** to provide **Computer Training Program (42 Hours of Instruction)**, up to 25 students in the amount of \$59,645.00 for the period of 07-29-08 to 07-29-09 (CCC Legal fully executed contract on 10-20-08, Board Report # 29091); and

Pursuant to these agreements there was a need to enter into a sub-contractor agreement with Midwest IT Consulting to provide training classes for CCH Incorporated for an amount not to exceed \$1,700.00 and for a computer training program for New Age Services Corporation for an amount not to exceed \$1,608.80; and

Additionally the employees of **Children’s Memorial Hospital** requested the Workforce Institute provide a Computer Training Program for the period of 04-07-09 to 08-31-09; and this training program was also performed by Midwest IT Consulting for an amount not to exceed \$1,110.00. There was no agreement with CMH, as the Training cost was funded directly by the CMH employees; and

that Midwest IT Consulting has passed the CCC Workforce Institute program profile check, interview and quality control process for highly skilled vendors to provide computer and other professional training programs; and

that in Fiscal year 2010 we have paid Midwest IT Consulting \$16,255.36 and since Midwest IT Consulting has exceeded the \$10,000.00 vendor limit approval is requested for the additional amount of \$4,418.80 for the three separate training programs described above; and

that this request for a high degree of professional training is exempt from District’s competitive bidding requirements; and

that the Office of M/WBE Contract Compliance has reviewed the above ratification and, since there was no opportunity for certified MBE or WBE subcontractor participation based on the pre- identified firms detailed in the grant, is recommending that a waiver from compliance with the Board Approved Participation Plan be granted.

**THE CHANCELLOR**

**RECOMMENDS** that the Board of Trustees ratifies three separate payments for training with Midwest IT Consulting from 04-01-09 to 08-31-09 to provide classes for CCH Incorporated for an amount not to exceed \$1,700.00 in accordance with the training agreement, and for training with New Age Services Corporation for an amount not to exceed \$1,608.80 in accordance with the training agreement terms for the period of 07-29-08 to 07-29-09, and for training with Children’s Memorial Hospital Employees for an amount not to exceed \$1,110.00 in accordance with the training program delivered for the period of 04-07-09 to 08-31-09 for a total additional amount not to exceed \$4,418.80.

**FINANCIAL** \$4,418.80 – HW Workforce Institute Enterprise Account - 07020-2000700-40000-0000-532100

Respectfully submitted,

Deidra J. Lewis  
Interim Chancellor

November 2, 2009-Workforce Institute – Harold Washington College

**Vendor's Legal Name:**  
Midwest IT Consulting L.P.

**List of Principals:**  
Jorge Venegas  
Norma E. Kowalczyk

**Vendor's FEIN #:**  
20-5983551

**Relationship with Vendor:**  
First contracted in February 2007 to provide field IT support services to Truman's B&I Division. For FY10 we have paid, Midwest IT Consulting \$16,255.36

**CCC Ethics Policy:**  
Midwest IT Consulting has been notified of the CCC Ethics policy statement and has signed it.

**Vendor Selection Process:**  
Midwest IT Consulting L.P. was selected as a vendor in 2007 to provide field IT support services to computer applications/IT contract training programs. The B&I Division of Truman College did not have its own field IT support, making it necessary to contract out field IT support for the over 100 computer applications/IT courses it was to deliver to numerous companies in the Chicagoland area every year. Customers are charged for field IT support as part of the pricing they received, and the B&I Division choose a vendor to provide those services. The vendor was chosen on the basis of experience (the Principal of Midwest IT Consulting, Jorge Vanegas) had more than four years of experience providing field IT support for all kinds of computer applications and had set up labs and field maintained labs for hundreds of courses. Midwest IT Consulting L.P. also charged the lowest rates (\$25 per hour) when compared to other vendors. We asked the Security Department of Truman College to do this and they offer to do it for \$75 per hour.

**Vendor Background Information:**

**MIDWEST IT CONSULTING L.P**  
**BUSINESS PROFILE**

**FEIN#:** 20-5983551

**PRINCIPALS:**

JORGE A. VANEGAS

Chicago, Ill 60625

NORMA E. KOWALCZYK

[j00cacique@hotmail.com](mailto:j00cacique@hotmail.com)

5459 N Campbell 1W,

Tel.: (773)454-7553, e-mail:

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**SERVICES:**

Mobil Computer Lab Set-up  
Wireless configuration, troubleshooting and maintenance  
Networking setup-configuration and troubleshooting.  
Printing sharing and mapping  
Printing troubleshooting- configuration and maintenance.

Computer Hardware troubleshooting (Physic and Logic Maintenance)  
Computer Upgrading  
Software installation Set-up  
Server cloning-Set-up and configuration  
Electrical and Electronic troubleshooting  
Computer viruses and security  
Provide orientation to new users of existing technology.  
Train staff about potential uses of existing technology.  
Provide individual training and support on request.  
Provide recommendations about accessing information and support.  
Maintain current and accurate inventory of technology hardware, software and resources.  
Monitor and maintain technology to ensure maximum access  
Maintain log and/or list of required repairs and maintenance  
Make recommendations about purchase of technology resources  
Research current and potential resources and services  
Provide network access to all staff  
Install work stations  
Connect and set up hardware  
Load all required software

#### **CLIENTS SERVED:**

**HARRY S. TRUMAN COLLEGE, THE BUSINESS AND INDUSTRY SERVICES DIVISION** (Information Technology Support)

**WORKFORCE INSTITUTE, THE WORKFORCE SOLUTIONS DIVISION** (Information Technology Support)

**ATLAS MATERIAL TESTING** (MS Project 2002, MS Access, MS Excel, MS Power Point, Novell GroupWise 6.5 (Network Application no Simulation), Intro to E-Explorer (Wireless Configuration), Adobe PageMaker 7.0)

**ADMIRAL TOOL** (MS Word, MS Access, MS Excel, MS Outlook (Wireless Network Application no Simulation))

**BENEVOLENT ELKS** (MS Access-Basic/Intermediate and Advance Levels, MS Outlook (Wireless Network Application no Simulation), MS Excel – Basic/Intermediate and Advance Levels)

**CARAUSTAR INC.** (MS Access Basic, Intro to PC, MS Word Basic, MS Word Intermediate, MS Excel Basic, MS Excel Intermediate, MS Excel Advance)

**CHILDREN'S MEMORIAL HOSPITAL** (MS Excel Basic, MS Power Point Basic and Advance, MS Excel Intermediate and Advance, MS Access Basic)

**CCH INC.** (MS Outlook 2003 Basic (Wireless Network Application no Simulation))

**COLOVOS CO.** (MS Project 2007 Intermediate, MS Excel Basic, MS Power Point Basic, MS Word Basic)

**COLLECTIONS ETC.** (MS Excel Basic, Intermediate and Advance, MS Word Intermediate, Introduction to PC)

**HYDRO INC.** (Adept Sft, Intro to Master CAM, Basic Mill Master CAM)

**INTERNATIONAL CASING GROUP** (MS Excel Basic, MS Excel Intermediate)

**ILLINOIS MASONIC HEALTHCARE CENTER** (MS Excel Basic, MS Power Point Basic and Intermediate)

**HACIA** (MS Project 2003 Basic, Intuit QuickBooks 2005 Intermediate, AutoCAD 2006 Intermediate)

**LEE LUMBER** (MS Excel Basic)

**LYDIA HOME ASC.** (MS Word Basic, MS excel Basic, Adobe Photoshop CS4)

**MIDWEST INC.** (MS Project 2000 Basic)

**MINTEL CORPORATION** (MS Excel Advance, MS Power Point Advance)

**NIA COMPREHENSIVE CENTER** (MS Word Basic, MS Power Point Basic, MS Excel Basic, Ms Publisher Basic)

**NEW HORIZON CENTER** (MS Outlook Basic (Wireless Network Application no Simulation))

**PKTOOLS** (Introduction to PC, Introduction to E-Explorer (Wireless Network Application no Simulation))

**QUALITY CROUTONS** (Introduction to PC)

**SUMMIT IND.** (MS Excel Intermediate, MS Access Intermediate and Expert, Intro to PC)

**SUNSTAR AMERICAS** (MS Excel Basic and Intermediate, Introduction to PC, Introduction to E-explorer (Wireless Network Application no Simulation))

**SWEDISH COVENANT HOSPITAL** (CIS 120, CIS 299, MS Office 2003 Basic (Word, Excel, Power Point and Access), MS Office 2003 Intermediate (Word, Excel, Power Point and Access))

**WEISS HOSPITAL** (MS Office 2003 Basic Word, Excel, Power Point and Access), MS Office 2003 Intermediate (Word, Excel, Power Point and Access))

**EDUCATION:**

**Corporacion Tecnologica Industrial Colombiana**

Technology in Digital Electronic Engineering, 1998.

Major: Technologist.

**Corporacion Tecnologica Industrial Colombiana**

Technology in Instrumentation and Industrial Controls, 1993.

Major: Technologist.

**RELEVANT COURSES:**

Computer Control and Telematic Networks

Pneumatic basic Circuits

Electropneumatic

PLC'S Programming

Industrial Process and Control

Sensors and Transducers

CAD (Computer Assistance Design)

**SKILLS:**

Strong background in technical computer support

Able to handle different devices and technologies

Maintenance and computer upgrading

Translation of technical information from English to Spanish

Excellent organizational, detail and quick learning skills

Date of Board Meeting November, 2009

Requisition # \_\_\_\_\_

**BOARD REPORT REVIEW FORM**

Title of Board Report: Subcontractor Training Agreement

Terms of Agreement: \_\_\_\_\_ Contract Amount: \$4,418.80 Vendor Name: Midwest IT Consulting

Submitted by: WI / Harold Washington Interim VP WFI (773) 843-4571 09-09-09  
Department/ School Signature Title Phone Date

\_\_\_\_\_  
President Vice Chancellor Executive Director of Business,  
Admin. & Aux. Services

YES NO N/A  
XX \_\_\_\_\_ Vendor Scope, Deliverables, Schedule, Cost Details and Disclosure Form Included

**Procurement:**

\_\_\_\_\_  
Purchasing (Signature) Date

M/WBE Compliance/ YES \_\_\_\_\_ / DATE: \_\_\_\_\_ NO \_\_\_\_\_ / Status of Negotiation \_\_\_\_\_

\_\_\_\_\_  
Office of MBE (Signature) Date

\*\*\*\*\* The M/WBE language that is to be a part of Board Reports is to be provided by the Office of M/WBE Contact Compliance only.

**Budget Review:**

YES NO N/A  
\_\_\_\_\_ Funding is Available in the referenced Budget Classification, Account

Number: \_\_\_\_\_

\_\_\_\_\_  
Director of Budget (Signature) Date

\_\_\_\_\_  
Chief Financial Officer (CFO) Date

\_\_\_\_\_  
Executive Vice Chancellor of Academic Affair (Signature) Date

\_\_\_\_\_  
Vice Chancellor of Office of Information Technology (Signature) Date

\_\_\_\_\_  
Vice Chancellor of Human Resources (Signature) Date

\_\_\_\_\_  
Associate Vice Chancellor of Administrative Services (Signature) Date

**General Counsel:**

YES NO  
\_\_\_\_\_ Report is in correct form

\_\_\_\_\_  
(Signature) Date