

**30620**

**ADOPTED – BOARD OF TRUSTEES COMMUNITY  
COLLEGE DISTRICT NO. 508  
OCTOBER 7, 2010**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508  
COUNTY OF COOK AND STATE OF ILLINOIS**

**RATIFICATION of ReCAPP TRAINING FEES  
And  
APPROVAL OF ADDITIONAL HIGHER LEVEL USER TRAINING  
DISTRICT WIDE**

**THE CHANCELLOR**

**REPORTS**

that the Board approved the implementation of a Capital Asset Priority Planning System on December 6, 2001 in Board Report 22980; the authorization of continued maintenance fees and training on December 6, 2007 in Board Report 28419; and continued maintenance fees on October 2, 2008 in Board Report 29008 to Capital Planning Solutions. Inc. (CPSI) for utilization of the ReCAPP system that continues through May 31, 2011; and

that the ReCAPP system is a computerized log and tracking program that enables the District to catalog, track, as well as update, any structural changes or improvements made to CCC buildings and that this information is essential in the construction and planning of the long term capital spending plan, and that reports generated from the ReCAPP system assist the district with optimizing long term funding levels and prioritize medium term capital events; and

that in November, 2008, Capital Planning Solutions, Inc. (CPSI) was acquired by the Altus Group; and

that the request to continue with the agreement with CPSI in Board Report 29008 adopted October 2, 2008, did not include a request for monies associated with training staff and that due to the training needs for staff of Administrative Services, a two-day training was requested and provided in that amount of \$6,384.89 to assure competency and familiarity with the process; and

that there is a need to ratify payment for additional two day training received for the ReCAPP system by Administrative Services; and

that Administrative Services is further requesting an amendment to the professional services agreement with the Altus Group for continued advanced training on the ReCAPP system in fiscal year 2011 in an amount not to exceed \$14,000; and

that the total payment to the Altus Group for both training sessions will not exceed \$20,384.49; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced amendment and, CPSI now known as The Altus Group, has remained in compliance with the Board Approved Participation Plan; and

that it shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General's authority under Article II, Section 2.6.4(b) of the board Rules for Management and Government.

**THE CHANCELLOR**

**RECOMMENDS**

that the Board of Trustees authorizes the Chairman to ratify the payment to the Altus Group (formerly known as Capital Planning Solutions, Inc.) in the amount of \$6,384.89 for training services previously rendered, and further approve the issuance of a purchase order in the amount of \$14,000 for additional advanced user training for a total amount not to exceed \$20,384.49.

**FINANCIAL**

\$20,384.89 Operating fund - 05501 - 0005031 - 00079 - 01000 - 534600

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**October 7, 2010 – Administrative Services – District Office**