

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

INTERPRETER AND TRANSLATION SERVICES - DISTRICT WIDE

THE CHANCELLOR

REPORTS

that there is a need to provide interpreter and translation services district wide for students and administrative use; and

that the Office of Procurement Services has determined that it is more feasible and cost effective to utilize the following joint purchasing contracted vendors Acculingua International, Workforce Language Services and TranslationSmart through Central Management Services – State of Illinois; and

that these vendors were selected on a competitive basis through advertised Request For Proposal # 22014694 dated April 11, 2008 and awarded under Contract #CMS831935A, B and C dated July 1, 2008 through June 30, 2011 for interpreter and translation services; and

that District's Office of Academic Affairs is requesting approval to utilize the interpreter and translation services from the approved vendors: Acculingua International, Workforce Language Services and TranslationSmart on an as needed basis from September 8, 2010 through June 30, 2011, in an amount not to exceed \$70,000 annually; and

that contracts for goods and services procured from another governmental agency are exempt from the District's competitive bidding requirements; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced utilization of interpreter and translation services and the selected vendors for the above services Acculingua International, Workforce Language Services and TranslationSmart subcontract directly with certified MBE and WBE firms for services as needed, and are in compliance with the Board Approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approves the issuance of purchase orders to Acculingua International, Workforce Language Services and TranslationSmart to provide interpreter and translation services in an amount not to exceed \$70,000 annually District-Wide from September 8, 2010 through June 30, 2011.

FINANCIAL

Not to exceed \$70,000 Annually-Educational Fund 00003 Various
Campuses/Departments

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

September 8, 2010-Office of Academic Affairs-District-Wide