

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

**Travel Agency Services
All Colleges
Contract Extension
(Amend Board Report #28519 Adopted February 7, 2008)**

THE CHANCELLOR

REPORTS

that in Board Report #28519 Adopted February 7, 2008 approval was given to enter into an agreement with Expertise Travel Services (ETS) for the period of February 7, 2008 through February 7, 2010 at standard fees of \$28.00 for domestic reservations and \$40.00 for international reservations including authority to incur costs for airline and hotel arrangements for a total not to exceed cost of \$200,000 annually with an option to renew for two additional years; and

that Expertise Travel Services (ETS) International has agreed to continue to provide travel agency services to the City Colleges of Chicago under the same terms and conditions and that the staff recommends acceptance of the option to renew their contract for two (2) additional years beginning February 4, 2010 thru February 4, 2012 for a cost not to exceed \$200,000 annually; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced travel agency services agreement and since Expertise Travel Services ETS is a certified MBE and has partnered with a certified WBE for indirect participation, remains in compliance with the Board approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorizes the Chairman to extend the agreement with Expertise Travel Services (ETS) International to provide travel agency services to the City Colleges of Chicago for a cost not to exceed \$200,000 annually beginning February 4, 2010 thru February 4, 2012.

FINANCIAL

Not to Exceed \$200,000 Estimated Annual Cost Various Funds -550000

Respectfully submitted,

Deidra J. Lewis
Interim Chancellor