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**ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
AUGUST 4, 2011**

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

**DESIGN AND PRINTING OF MONTHLY MEMBER PROGRAM GUIDES
A+ MEDIA, INC.
WYCC-TV20
RENEWAL OPTION**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to exercise the option to renew the agreement with A+ Media Inc. for writing, designing, printing and mailing of the WYCC-TV20 monthly member program guide for a period of (1) one year, at a total cost not to exceed \$139,680.

VENDOR: A+ Media
910 Skokie Blvd.
Northbrook, IL 60062

USER: WYCC-TV20 Kennedy-King College

ORIGINAL TERM:

The original term of this agreement commenced on June 5, 2008 and ended on June 4, 2011.

RENEWAL TERM:

The renewal term of this agreement shall commence on August 4, 2011 and shall end on June 30, 2012.

SCOPE OF SERVICES:

In Board Report 28757 adopted June 5, 2008, approval was given to enter into an agreement with A+ Media Inc. for a period of three (3) years beginning June 5, 2008 through June 4, 2011 to contract with a firm for the writing, designing, printing and mailing of the WYCC-TV20 monthly member program guide, in an amount not to exceed a cost of \$187,440 annually with an option to renew for two (2) additional years in accordance with RFP#NU0805 dated March 31, 2008.

A+ Media Inc. has agreed to continue to provide writing, designing, printing and mailing of the WYCC monthly member program guide services to the City Colleges of Chicago at the reduced rate of \$139,680 and under the same conditions, and that WYCC staff recommends acceptance of the option to renew their contract for one (1) additional year beginning July 1, 2011 through June 30, 2012 for a cost not to exceed \$139,680.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The monthly member magazine is a benefit promised to current and new members as a “thank you” for contributing at particular levels to WYCC-TV20. The guide is also used as an outreach vehicle for City Colleges of Chicago and assists students by highlighting particular broadcast programs with content that would support selected coursework.

DELIVERABLES:

A+ Media shall design, print, write, and mail WYCC-TV20 monthly member program guide.

VENDOR SELECTION CRITERIA:

A Request for Proposal (RFP) was prepared and publicly advertised, thirteen (13) firms were notified. A pre-proposal conference was held on April 8, 2008, and the following proposals were received from four (4) firms: 1) Blue Ink; 2) MKTG Chicago; 3) ChicaStudio V Design, and 4) A Plus Media.

The submitted proposals were evaluated and qualified by Administrative Services, Marketing and WYCC Staff based on the following evaluation criteria: demonstration of firm’s knowledge and experience in services to educational institutions, firm's prior performance in providing design and print services, past experience with similar services and proven track record, firm's commitment to green environment, such as recycled paper, financial stability and total cost and based upon the highest ranking score, the staff recommended the services of A+ Media.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced printing of monthly member program guides and since A+ Media is a certified MBE and utilizes a certified WBE vendor in compliance with the Board approved Participation Plan.

MBE Vendor: A+ Media 910 Skokie Blvd Northbrook, IL 60062	Direct participation	City Certification
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WBE Vendor: MG Graphics 3500 W. 38 th St. Chicago, IL 60632	Direct participation	City certification
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GENERAL CONDITIONS:

Inspector General- 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.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable Provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

Total: \$139,680.00

Charge To: WYCC-Membership

Sources of Funds: Enterprise

Enterprise Fund:

FY12: 07003-8075002-00029-00000-0000000-542100: \$139,680.00

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

August 4, 2011 – WYCC-TV20- Kennedy King College