

**31141**  
**ADOPTED – BOARD OF TRUSTEES COMMUNITY**  
**COLLEGE DISTRICT NO. 508**  
**SEPTEMBER 1, 2011**

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

**PROFESSIONAL SERVICES AGREEMENT**  
**TITLE III SIP GRANT**  
**EVALUATION FOR CHANGE, INC.**

**THE CHANCELLOR RECOMMENDS:**

that the Board authorizes the Chairman to execute a Professional Services Agreement with Evaluation for Change, Inc. as an external evaluator for the Title III- Strengthening Institutions Program (SIP) granted entitled, Developing Career Pathways: Targeting Developmental Education Students and Transitioning Them to Productive Careers at Harold Washington College to support efforts to target students in developmental courses for career programs and employment for the period from September 1, 2011 through September 30, 2012 at a total cost not to exceed \$13,125.00.

**VENDOR:** Evaluation for Change, Inc.  
8 South Michigan  
Chicago, Illinois 60603

**USER:** Harold Washington College

**TERM:**

The term of this agreement shall begin on September 1, 2011 and end on September 30, 2012.

**SCOPE OF SERVICES:**

As a part of Harold Washington College's Title III SIP grant, the development and implementation of a comprehensive evaluation plan for the grant includes the hiring of an external evaluator who will work with the Project Director for the grant to monitor the evaluation plan, analyze the data collected, determine progress toward goal attainment, make recommendations and prepare reports.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

By working with Evaluation for Change, Harold Washington College will be able to successfully implement the grant as required, and develop a comprehensive program evaluation to gather accurate, appropriate and timely data in order to complete formative and summative evaluations of grant activities.

**VENDOR SELECTION CRITERIA:**

Multiple vendors were reviewed and evaluated. The selected vendor, Holly Lewandowski,

President of Evaluation for Change, Inc. has extensive experience in providing qualitative and quantitative research analysis to nonprofits, and both state and federal grants. Ms. Lewandowski has published scholarly articles on the subject of behavioral intervention and supports and the impact on student outcomes.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract has reviewed the above request and, meeting the requirements of the grant supporting students in career programs, the services provided are of a specialized nature directly performed by staff of a WBE in the final stages of certification, with no additional opportunity for subcontracting is requesting a waiver of MBE participation in compliance with the Board Approved Participation Plan.

<b>WBE Vendor:</b> Evaluation for Change, Inc. 8 South Michigan Chicago, Illinois 60603	Direct Services	WBDC
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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:** \$13,125

**Charge to:** Office of Development

**Sources of Funds:** Develop Career Pathways Grant

Restricted Fund

FY12: 21000-20000500-20000-00000-105311120-532000: \$13,125

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**September 1, 2011 – Office of Development and Harold Washington College**