

31145
ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
SEPTEMBER 1, 2011

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

NEWSPAPER LEGAL NOTICES AND JOB POSTINGS
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the issuance of purchase orders to the vendors listed below for the placement of Legal Notices for Sealed Bids, Request for Proposals, Employment Opportunities, Board of Trustees Meeting Notices and the purchase of Newspaper Subscriptions that are separate and not included as part of the District Wide marketing and advertising plan, for the period from September 1, 2011 through September 1, 2012 at a total cost not to exceed \$81,500.

VENDORS:	Chicago Sun-Times 350 N. Orleans Street Chicago, IL 60654	Chicago Tribune 435 N. Michigan Avenue Chicago, IL 60611
	LaRaza Newspaper 6001 N. Clark Street Chicago, IL 60660	Extra Community Newspaper 3906 W. North Avenue Chicago, IL 60647
	N'Digo (WBE) 19 N. Sangamon Chicago, IL 60607	Chicago Defender 4445 S. King Drive Chicago, IL 60653

USER: District Wide

TERM:

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

SCOPE:

The various newspapers will be utilized for the placement of Legal Notices for Sealed Bids, Request for Proposals, Employment Opportunities, Board of Trustees Meeting Notices and Newspaper Subscriptions (See Exhibit A).

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Administrative & Procurement Services has determined that the utilization of these newspapers will ensure that all media sources are being used to reach a diverse population.

VENDOR SELECTION CRITERIA:

Pursuant to State law, goods which are economically procurable from only one source are exempt from the District's competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above purchase request and, as the services requested are based on standards identified within procurement procedures as due advertisement, that assure public notice of employment and business and contracting opportunities open to all individuals and/or businesses within the City Colleges District including certified MBE and WBE firms, it is recommending an exemption from compliance with the Board Approved Participation Plan.

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:

Charge to: Various Campuses/Departments - 547100

Source of Funds: Education Fund 00003

Unrestricted Fund

FY12: 00003-Various Campuses/Departments-Various Programs-Various Classes-547100: \$81,500

Total: \$81,500

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

September 1, 2011 – Office of Administrative & Procurement Services, Board Office and Human Resources and Staff Development

**NEWSPAPER LEGAL NOTICES AND JOB POSTINGS
EXHIBIT A**

	ACTUAL USAGE	ESTIMATED ANNUAL USAGE
	<u>FY 2011</u>	<u>FY 2012</u>
Chicago Sun-Times	\$10,113.14	\$20,000
Chicago Tribune (including Career Builder)	\$14,054.59	\$50,000
LaRaza Newspaper	\$ 0.00	\$3,000
Extra Community Newspaper	\$ 400.00	\$3,000
N'Digo (WBE)	\$ 3,200.00	\$3,500
Chicago Defender	<u>\$ 1,191.00</u>	<u>\$2,000</u>
TOTAL	\$28,958.73	\$81,500

Estimated Usage by Department	Human Resources Employment Postings	Legal Notices
Chicago Sun-Times	\$15,000	\$5,000
Chicago Tribune (including Career Builder)	\$50,000	\$ 0
LaRaza Newspaper	\$ 2,000	\$1,000
Extra Community Newspaper	\$ 2,000	\$1,000
N'Digo (WBE)	\$ 3,500	\$ 0
Chicago Defender	<u>\$ 2,000</u>	<u>\$ 0</u>
TOTAL	\$74,500	\$ 7,000