

30886

**ADOPTED - BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
FEBRUARY 11, 2011**

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

**DISTRICT-WIDE WEB DESIGN AND WEB CONTENT
MANAGEMENT SYSTEM SERVICES SOLUTION
OFFICE OF INFORMATION TECHNOLOGY
DISTRICT OFFICE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to execute a professional services agreement with Crowe Horwath ("Crowe") for an amount not to exceed \$890,177.00 to provide web design and web content management system services for a five (5) year period from March 1, 2011 through February 28, 2016.

VENDOR: Crowe Horwath
Three First National Plaza
70 West Madison
Suite 700
Chicago, IL 60602

USER: District Wide

TERM:

The term of the agreement will commence on or around March 1, 2011 and end on or around February 28, 2016.

SCOPE OF SERVICES:

To increase City Colleges of Chicago's visibility on the internet and promote its unique brand to the community, the www.ccc.edu and the associated college websites will be redesigned to improve ease of use and information accessibility, while presenting an effective image to support the restructuring of the college system. In addition, a web content management solution will be implemented to support the redesign, streamline content creation, enable content reuse and segmentation, and promote an organized, distributed publishing strategy.

BENEFIT TO CITY COLLEGES OF CHICAGO:

This solution will provide the District with an enhanced web design and web content management system that will increase City Colleges of Chicago (CCC's) visibility on the internet and promote its unique brand to the community.

DELIVERABLES:

Crowe Horwath will perform as follows:

1. Design a new website for the CCC enterprise, including the District and all Colleges, which includes the development of proposals for a redesigned website that is user-centric with a clear and consistent navigational scheme, a robust effective search feature and a consistent design that coincides with the District's communication initiatives and a well-structured content model for marketing, news and multimedia.
2. Implementation of a new web content management system which will include the use of standard templates and workflows, support for the design templates and creation of the base for content migration and subsequent web content management.
3. Training and support which includes "train the trainer" sessions, delivery of training curriculum plan and user documentation for use in subsequent end user training sessions.
4. Hosting services which will include detailed architecture that would be required to successfully host the entire web environment, including all production and non-production environments.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff, publicly advertised RFP# SH1003 on October 12, 2010 and seventy-eight (78) companies were notified. A pre-bid meeting was held on October 19, 2010 and eight (8) bids were received from the following companies: Desert Rose Design, Crowe Horwath, CampusEAI, Ektron Inc., Americaneagle.com, SmartTech.net, OHO Interactive and Xumulus. Three (3) vendors were selected by the evaluation committee for oral presentations: Americaneagle.com, Crowe Horwath and OHO Interactive. OHO Interactive declined to continue with the evaluation process due to the company being based out of state.

The recommended vendor was selected through a competitive procurement process that evaluated responses in the following areas:

1. Qualifications and experience of firm
2. Past experience with similar services for educational institutions
3. Proposer's plan of action for the execution of the requested services
4. Fees in relation to the scope of services
5. Best Pricing Structure

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above agreement request and has determined that Crowe Horwath, subcontracting to certified firms, is in compliance with the Board Approved Participation Plan.

MBE Vendor: Catalyst Consulting Group, Inc.
211 West Wacker Drive
Suite 450
Chicago, IL 60606

WBE vendor: The Everett Group, LLC
1612 Huntcliff Way
Gambrills, MD 21054

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:

Service Item	Year-1	Year-2	Year-3	Year-4	Year-5	Totals
Implementation	\$338,457.50	\$338,457.50				\$676,915
Web Content Management	\$9,079	\$14,237	\$5,158	\$5,158	\$5,158	\$38,790
Hosting	\$18,575	\$32,675	\$14,100	\$14,100	\$14,100	\$93,550
Contingency	\$0	\$75,147	\$1,925	\$1,925	\$1,925	\$80,922
Totals	\$366,115.50	\$460,516.50	\$21,183	\$21,183	\$21,183	\$890,177

Charge To: Office of Information Technology

Unrestricted Funds: Education Fund

FY2011: 00003-0023001-00086-0000-0000000-530000:\$366,115.50

FY2012: 00003-0023001-00086-0000-0000000-530000:\$460,516.50

FY2013: 00003-0023001-00086-0000-0000000-530000:\$21,183

FY2014: 00003-0023001-00086-0000-0000000-530000:\$21,183

FY2015: 00003-0023001-00086-0000-0000000-530000:\$21,183

Total cost not to exceed \$890,177 for the contract term.

Respectfully submitted,

Cheryl L. Hyman
Chancellor

February 11, 2011 - Office of Information Technology – District Office