

31686
ADOPTED - BOARD OF TRUSTEES COMMUNITY COLLEGE
DISTRICT NO. 508
DECEMBER 7, 2012

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

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with A+ Media, Inc., for writing, designing, printing, mailing, and creating an electronic version of the WYCC-TV20 monthly member program guide for the period from July 1, 2013 through June 30, 2016, at a total cost not to exceed \$324,000. A+ Media, Inc. has submitted a reduced rate of \$108,000 per year which is a savings to WYCC and City Colleges of Chicago of \$12,000 annually.

VENDOR: A+ Media
910 Skokie Boulevard
Northbrook, Illinois 60062

USER: WYCC-TV20 – Kennedy King College

ORIGINAL TERM:

The term of this agreement will commence on July 1, 2013 and end on June 30, 2016 with an option to renew for an additional two (2) year period at \$105,000 per year or a total cost of \$210,000.

SCOPE OF SERVICES:

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 \$108,000 per year. A+ Media, Inc. will also create a monthly electronic version of the member magazine and a strategy to implement roll-out and distribution to members.

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 financial levels to WYCC-TV20. The guide is also used as an outreach vehicle for City Colleges of Chicago and assists students and viewers by highlighting particular broadcast programs with content that would support selected coursework.

VENDOR SELECTION CRITERIA:

A Request for Proposal (RFP) was prepared and publicly advertised and thirty-one (31) firms were notified. A pre-proposal conference was held on September 21, 2012 and the following proposals were received from three (3) firms: 1) 2Big Division; 2) Walsh; and 3) A+ Media, Inc.

The submitted proposals were evaluated by the Offices of Academic Affairs, Development 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
- Total cost

Based upon the highest ranking score, the staff recommends acceptance of the proposal from A+ Media, Inc. to provide writing, designing, printing and mailing of the WYCC monthly member program guide services.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced printing of monthly member program guides and A+ Media, Inc. is in compliance with the Board Approved Participation Plan.

MBE Vendor:

A + Media, Inc.
Certification

910 Skokie Blvd, Ste 208
Northbrook, IL 60062

Direct Participation
63%

CMSDC

WBE Vendor:

M & G Graphics
3500 W. 38th Street
Chicago, IL 60632

Direct Participation
37%

City Certification

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 2, Section 2.7.4(b) of the Board Bylaws.

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.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:

Total FY14 – FY17: \$324,000

Charge To: WYCC – Membership

Sources of Funds: Auxiliary Fund

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

December 7, 2012 – WYCC-TV20 – Kennedy-King College