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ADOPTED – BOARD OF TRUSTEES COMMUNITY COLLEGE
DISTRICT NO. 508
APRIL 4, 2012

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

ADDITIONAL COACH BUS TRANSPORTATION SERVICES
OLSON TRANSPORTATION, INC.
RENEWAL OPTION
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute the option to renew the agreement with Olson Transportation, Inc. to provide additional coach bus transportation services for a period of two (2) years from May 1, 2012 through May 31, 2014, at a total annual cost not to exceed \$137,700 and a total cost not to exceed \$275,400 for the contract term.

VENDOR: Olson Transportation, Inc.
1134 North Skokie Highway
Gurnee, Illinois 60031

USERS: District Wide

ORIGINAL TERM:

The original term commenced on April 27, 2009 and shall end on April 30, 2012.

RENEWAL TERM:

The renewal term of the agreement shall commence on May 1, 2012 and shall end on May 31, 2014.

SCOPE OF SERVICES:

Olson Transportation will provide additional coach bus transportation services throughout the year for various college programs, including travel for athletic sports teams, various conferences, student and college events, college tours and trips throughout the year District Wide.

Olson Transportation will also provide transportation services for the Public Passenger Chauffeur Driver Training Program at Harold Washington College for its classroom-on-wheels bus tours in conjunction with the Department of Business Affairs and Consumer Protection of the City of Chicago. The cost of the bus service for this program is included in the student's fee which is \$275.00.

BENEFIT TO CITY COLLEGES OF CHICAGO:

These transportation services will continue to enable the District to meet the travel needs of various programs and athletic programs at a reasonable cost.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report 29376 adopted April 2, 2009, the Board previously approved the selection of Olson Transportation, Inc. Sealed Bid #MWJ0902 was prepared by District Procurement Services and publicly advertised on February 9, 2009. Fifty-two (52) vendors were sent the bid and two (2) companies submitted bids: 1) The Free Enterprise System and 2) Olson Transportation, Inc.

The bids were reviewed by staff from Harold Washington College, the Office of Administrative and Procurement Services and the Office of Contract Compliance. Staff recommended that the coach bus transportation services be provided by Olson Transportation, Inc. based on its submission of the lowest and most responsive bid.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above request and Olson Transportation remains in compliance with the Board Approved Participation Plan.

MBE Vendor:

J L Harris Transportation 2101 W. 69 th St. Chicago, IL 60636	Direct Participation	City Certification
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WBE Vendor:

Pontarelli Group Charters 2225 W. Hubbard St Chicago, IL 60608	Direct Participation	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 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.

FINANCIAL:

Total: \$275,400

Charge to: Administrative Services

Source of Funds: Education Fund

Unrestricted Fund

FY12: 00003-various-80000-00000-530000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

April 4, 2012 – Office of Administrative and Procurement Services – District Wide