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**ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
JULY 12, 2012**

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

DESIGN AND PRINTING OF MONTHLY MEETING MEMBER PROGRAM GUIDES

**A+ MEDIA, INC.
WYCC-TV20
(RENEWAL OPTION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to exercise the option to renew the agreement with A+ Media, Inc. for writing, designing, printing and mailing of the WYCC-TV20 monthly member program guide for the period from July 12, 2012 through June 30, 2013, at a total cost not to exceed \$120,000.

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

USER: WYCC-TV20 – Kennedy King College

ORIGINAL TERM:

The original term of this agreement commenced on June 5, 2008, and ended on June 4, 2011.

1st RENEWAL TERM:

The first renewal term of this agreement commenced on August 4, 2011, and ended on June 30, 2012.

2nd RENEWAL TERM:

The 2ND renewal term of this agreement shall commence on July 12, 2012, and end on June 30, 2013.

SCOPE OF SERVICES:

In Board Report 28757, adopted on June 5, 2008, approval was given to enter into an agreement with A+ Media, Inc. for a period of three (3) years beginning June 5, 2008 through June 4, 2011 for the writing, designing, printing and mailing of the WYCC-TV20 monthly member program guide, at a total cost not to exceed \$132,000 annually with an option to renew for two (2) additional years in accordance with RFP#NU0805 dated March 31, 2008.

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 \$120,000 and under the same conditions. WYCC staff recommends acceptance of the option to

renew the contract for one (1) additional year beginning July 12, 2012 through June 30, 2013, at a total cost not to exceed \$120,000.

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 levels to WYCC-TV20. The guide is also used as an outreach vehicle for City Colleges of Chicago and assists students 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. Thirteen (13) firms were notified. A pre-proposal conference was held on April 8, 2008, and proposals were received from four (4) firms: 1) Blue Ink; 2) MKTG Chicago; 3) ChicaStudio V Design, and 4) A+ Media, Inc.

The submitted proposals were evaluated and qualified by Administrative Services, Marketing and WYCC Staff based on the following evaluation criteria: 1) demonstration of firm’s knowledge and experience in services to educational institutions; 2) firm’s prior performance in providing design and print service; 3) past experience with similar services and proven track record; 4) firm’s commitment to green environment, such as recycled paper; 5) financial stability; and 6) total cost. Based upon the highest ranking score, the staff recommended the services of A+ Media, Inc.

MBE/WBE COMPLIANCE:

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

MBE Vendor:

A+ Media, Inc.
910 Skokie Blvd
Northbrook, IL 60062

Direct participation
70%

CMSDC Certification

WBE Vendor:

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

Direct participation
30%

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.

FINANCIAL:

Total: \$120,000

Charge To: WYCC – Membership

Sources of Funds: Enterprise

Enterprise Fund:

FY13: 07003-8075002-00029-00000-0000000-542100: \$120,000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

July 12, 2012 – WYCC-TV20 – Kennedy-King College