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**ADOPTED - BOARD OF TRUSTEES COMMUNITY COLLEGE
DISTRICT NO. 508
MARCH 1, 2012**

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

**TEMPORARY AGENCY SERVICES
VARIOUS VENDORS
DISTRICT WIDE
(RENEWAL OPTION)
OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute the option to renew the agreements with A-Pro Staffing LLC, A Personnel Commitment Inc., and CBS Personnel Services to provide temporary staffing services for the District on an as needed basis for the period from May 1, 2012 through April 30, 2014, at a total cost not to exceed \$450,000.

VENDORS: A-Pro Staffing, LLC
 208 South LaSalle, Suite 1450
 Chicago, Illinois 60604

 A Personnel Commitment, Inc.
 223 West Jackson Boulevard, Suite 1220
 Chicago, Illinois 60606

 CBS Personnel Services (d/b/a Staffmark)
 435 Elm Street
 Cincinnati, Ohio 45202

USER: District-Wide

ORIGINAL TERM:

The original term of this agreement began on April 27, 2009 and will end on April 30, 2012.

RENEWAL TERM:

The renewal term of this agreement shall begin on May 1, 2012 and end on April 30, 2014.

SCOPE OF SERVICES:

The vendors shall provide necessary temporary staffing services for various departmental areas, including but not limited to, administrative, accounting, legal and human resources.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Human Resources has determined it would be in the best interest of the District to renew contracts with the above mentioned staffing firms in order to ensure adequate and continuous staffing on an as needed basis.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and a Request for Proposal (RFP) was publicly advertised and issued to 32 firms on November 26, 2008. Eleven (11) firms submitted proposals on December 19, 2008.

All proposals were reviewed, evaluated and ranked by an evaluation committee which included Human Resources (District Office), Malcolm X, Olive-Harvey and Daley College staff. The evaluation criteria outlined in the RFP included:

- Qualifications, experience and past performance on other contracts in terms of size, scope and quality of services;
- Qualifications and experience of committed personnel;
- Quality and responsiveness of the proposal;
- Fees/Cost Proposal; and
- M/WBE Participation in compliance with District requirements

Based upon the evaluation scoring, the staff recommended the acceptance of the proposals from the above listed firms.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above request for extension and the above identified vendors, with the continued approval of a waiver of direct MBE participation for A Personnel Commitment, Inc., remain in compliance with the Board Approved Participation Plan.

A Pro Staffing, LLC

MBE Vendor:

A Pro Staffing, LLC 208 S. LaSalle Chicago, IL 60604	Direct Participation (prime)	City Certification
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WBE Vendor:

BPS Staffing, Inc. 134 N. LaSalle Chicago, IL 60610	Direct Participation (sub)	City Certification
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A Personnel Commitment, Inc.

WBE Vendor:

A Personnel Commitment	Direct Participation (prime)	City Certification
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223 W. Jackson
Chicago, IL 60610

CBS Personnel Services, d/b/a Staffmark

MBE Vendor:

BPS Staffing, Inc Direct Participation (sub) City Certification
134 N. LaSalle
Chicago, IL 60610

WBE Vendor:

A Pro Staffing, LLC Direct Participation (sub) City Certification
208 S. LaSalle
Chicago, IL 60604

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: \$450,000

Vendor	Range of Hourly Rates
A-Pro Staffing, Inc.	\$12.45 to \$18.60
A Personnel Commitment, Inc.	\$13.92 to \$26.16
CPS Personnel Services (d/b/a Staffmark)	\$15.00/\$21.00 to \$32.00/\$37.50

Charge to: Office of Human Resources

Source of Funds: Education

FY12: \$200,000 536300 0025001 00003 00084 01000

FY13: \$200,000 536300 0025001 00003 00084 01000

FY14: \$50,000 536300 0025001 00003 00084 01000

Respectfully submitted,

Cheryl L. Hyman
Chancellor

March 1, 2012 – Office of Human Resources and Staff Development