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**ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 2, 2013**

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

**CAFETERIA AND VENDING SERVICES
COMPASS GROUP, USA
(RENEWAL OPTION)
OFFICE OF BUSINESS ENTERPRISE
(RATIFICATION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to exercise the option to renew the agreement with Compass Group, USA to provide:

- a) District wide cafeteria and vending services for the period from July 1, 2013 through December 14, 2013, with estimated auxiliary and vending revenue of \$105,000 and
- b) Food and catering purchases for the period from July 1, 2013 through June 30, 2014, for a total cost not to exceed \$810,000.
- c) Preparation and delivery of meals for the Child Development Laboratory Centers for a total cost not to exceed \$66,000 for the period from October 2, 2013 through December 14, 2013.

VENDOR: Compass Group, USA
188 West Industrial Drive
Elmhurst, Illinois 60126

USER: All campuses and the District office

ORIGINAL TERM:

The original term of this agreement commenced on July 1, 2007 and ended on June 30, 2012. The agreement was extended one year beginning July 12, 2012, and ended on June 30, 2013.

RENEWAL TERM:

The renewal term of the agreement began on July 1, 2013 and will end on December 14, 2013 for cafeteria and vending services, and will end on June 30, 2014 for food purchases. The agreement for the preparation and delivery of meals for the Child Development Laboratory Centers for the period from October 2, 2013 and will end on December 14, 2013.

SCOPE OF SERVICES:

In Board Report #28013, adopted May 3, 2007, approval was given to execute an agreement with Compass Group, USA (Compass) for a period of five (5) years beginning July 1, 2007 through June 30, 2012 to provide cafeteria, vending services along with raw and cooked food for the Child Development Program and Washburne Culinary Institute. In Board Report #29439, adopted on May 7, 2009, the Board of Trustees authorized an amendment to award Compass catering services, upon request, at a cost of \$250,000. In Board Report #31509, adopted July 12, 2012, the Board extended the agreement to June 30, 2013. In Board Report #31675, adopted December 7, 2012, the Board awarded Compass the Child Development Laboratory Centers Meals service from November 1, 2012, through October 3, 2013.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Compass provides District-wide vending, and food services for students, staff, and faculty at five (5) campuses, special events catering, and food supplies for Washburne Culinary Institute, and the Child Development Centers.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff, publicly advertised, and sent to nineteen firms to provide cafeteria and vending services for the District. Proposals were received from: 1) Compass Group; 2) Classic Vending, Inc.; and 3) Clark Catering, Inc. The staff coordinated a District-wide evaluation of the proposals received on the basis of quality of service, and quantifiable financial return consisting of commission on gross vended sales, advanced annual fee, and capital investment upgrades, and determined that Compass submitted the most favorable proposal.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced agreement and has determined that the Compass Group is in compliance with the Board Approved Participation Plan by utilizing the following vendors:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Thompson Hospitality 1741 Business Center Dr. Ste. 200 Reston, VA 20190	MBE	25%	Direct	CMBDC
Balton Corporation 8016 S. South Chicago Ave. Chicago, IL 60617	WBE	7%	Direct	City of Chicago

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:

Revenue

\$75,000 – Various Campuses 499204-Revenue Auxiliary Activities Fund Account

\$30,000 – Various Departments – 00003-00069-00000-000000-499204 Revenue Vending Machines

Expense

Total FY14: \$876,000

Charge to: Washburne Culinary Program, Business Enterprises, Various Campuses

Sources of Funds: Education, Enterprise, Auxilary and Restricted (Grant) Funds

FY14: 540000-00003-1230150-10000: \$400,000

FY14: Outtakes and Wall Malls-Variou Campuses Expense Account-00003: \$160,000

FY14: Catering Services-Variou Campuses-Expense Account-00003: \$250,000

FY14: 540000-07504-X065000-60000: \$66,000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

October 2, 2013 – Office of Business Enterprise – District Office