

32205
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 6, 2014

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

INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF CHICAGO
TO LEASE OFF-SITE SPACE FOR THE OFFICE OF THE INSPECTOR GENERAL
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an intergovernmental agreement with the City of Chicago to lease office space for the Office of the Inspector General that will enable them to conduct investigations in a discreet and confidential manner for the period from April 1, 2014 through June 30, 2019, at a total cost not to exceed \$185,000. Completion of the agreement will be pending Illinois Community College Board (ICCB) approval.

VENDOR: The City of Chicago – General Services
121 North LaSalle Street
Chicago, Illinois 60602

USER: Office of the Inspector General

TERM:

The term of the agreement shall commence on April 1, 2014 and end on or before June 30, 2019.

SCOPE OF SERVICES:

The District intends to lease space from the City of Chicago for the Office of the Inspector General at a City of Chicago facility that will provide the appropriate work space needed to conduct discreet and confidential investigations and meetings. The space is comprised of approximately 2,500 square feet and will include a conference area in addition to offices and workstations. A change of location was necessitated due to landlord termination of the Office of the Inspector General's current lease to make way for a new development. The District will build out the area identified as offices and workspaces and any other modifications needed. The office furniture and phones are the responsibility of the District, but some existing workstations may remain if deemed acceptable.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Administrative and Procurement Services upon review has determined that the costs are reasonable and within industry standards for space rental in the area. The cost reflects a discounted rate of more than 50% below the next available commercial space identified by the District's real estate advisor, Jones Lang LaSalle. This agreement will allow the Office of the Inspector General to continue to conduct its investigations in a discreet and confidential manner.

VENDOR SELECTION CRITERIA:

Pursuant to State law, this intergovernmental agreement is exempt from the District's competitive bidding requirements. Pursuant to Board Report Numbers 31672, adopted December 7, 2012,

31840, adopted on May 2, 2013, and 32116, adopted on December 12, 2013, the Board authorized the execution of an agreement with Jones Lang LaSalle to provide real estate brokerage services to CCC. Pursuant to this agreement, Jones Lang LaSalle conducted a market review of available space comparable to the Office of the Inspector General's current space. Twelve (12) potential spaces were identified and assessed. Negotiations were then launched with three (3) potential landlords that provided the most cost efficient commercial spaces that also met the Inspector General's functional needs. The rent offered by the City of Chicago is at more than a 50% discount per square foot compared to the lowest rate offered at any of the commercial properties.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the intergovernmental agreement and recommends that the Board Approved Participation Plan be waived due to the nature of the agreement and in turn the lack of subcontracting opportunities.

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: \$185,000

Charge to: Office of the Inspector General

Source of Funds: Education Fund

FY14-FY20: 560000-00003-0015001-80000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

March 6, 2014 – Office of Administrative and Procurement Services