

32440
ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 2, 2014

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

CAFETERIA AND VENDING SERVICES
COMPASS GROUP, USA
DISTRICT WIDE
OFFICE OF BUSINESS ENTERPRISE
(AMENDMENT TO BOARD REPORT #32040 ADOPTED OCTOBER 2, 2013)
(RATIFICATION)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to ratify amendments to the existing agreements with Compass Group, USA to provide: 1) District wide cafeteria and vending services with estimated auxiliary and vending revenue of \$150,000 for the period from January 1, 2014 through June 30, 2015; 2) food purchases and catering services as needed for the period from July 1, 2014 through June 30, 2015; and 3) preparation and delivery of meals for the Child Development Laboratory Centers for the period from December 19, 2014 through June 30, 2015, at a total cost not to exceed \$1,084,000.

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

ORIGINAL TERM:

The original term of the agreement for cafeteria and vending services and food purchases and catering services commenced on July 1, 2007 and ended on June 30, 2012. The agreement was extended one year from July 12, 2012, through June 30, 2013. The original term of the agreement for the Child Development Laboratory Centers commenced on November 1, 2012 and ended on October 3, 2013.

RENEWAL TERM:

The renewal term of the agreement for cafeteria and vending services and food and catering services and began on July 1, 2013 and ended on December 14, 2013 for cafeteria and vending services, and ended on June 30, 2014 for food purchases. The second renewal agreement for the preparation and delivery of meals for the Child Development Laboratory Centers commenced on December 16, 2013 and shall continue through December 19, 2014.

EXTENDED TERM:

The extended term commenced on January 1, 2014 for cafeteria and vending services and commenced on July 1, 2014 for food purchases and catering services. The term of the agreement for the preparation and delivery of meals for the Child Development Laboratory Centers will commence on December 19, 2014. All agreements will continue through June 30, 2015.

SCOPE OF SERVICES:

Compass Group USA, Inc. will continue to provide food and vending services for students, staff, and faculty at five (5) campuses, special events catering, and food supplies for Washburne Culinary Institute. This continuation of services is needed until the new formal solicitation process is completed to select a new provider.

Compass Group USA, Inc. will also continue to prepare and deliver hot and cold family style meals daily for breakfast, lunch and supplement/snacks to the Child Development Laboratory Centers and comply with the Illinois State Board of Education-Child and Adult Food Program (CACPF) requirements. City Colleges of Chicago’s Child Development Laboratory Schools at Truman College, Malcolm X College, Olive-Harvey College, Daley College and the child care center at Arturo Velasquez Institute are in need of the following services:

Colleges	Daley College	Malcolm X College	Olive-Harvey College	Truman College	Arturo Velasquez Institute	Totals
Maximum # of Children	60	37	60	56	55	268
Maximum # of Service Days	238-245	238-245	238-245	238-245	238-245	
Breakfast	Yes	Yes	Yes	Yes	Yes	
Lunch	Yes	Yes	Yes	Yes	Yes	
Supplement/Snack	No	Yes	Yes	Yes	Yes	

VENDOR SELECTION CRITERIA:

Pursuant to Board Report #32040 adopted October 2, 2013, the Board authorized the Chair to execute an agreement with Compass Group, USA to provide vending, food services, special events catering, and food supplies for Washburne Culinary Institute. 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.

Pursuant to Board Report #31675 adopted December 7, 2012, the Board authorized the Chair to execute an agreement with Compass USA for the preparation and delivery of meals for the Child Development Laboratory Centers. Specifications were prepared by District Procurement Staff and Sealed Bid #MWJ1209 was publicly advertised on September 7, 2012. Twelve (12) companies were contacted. Two (2) companies responded to the Bid on September 21, 2012: 1) Compass Group USA, Inc. and 2) Dee’s Catering Service.

The bids were reviewed by staff from the State Board of Education (ISBE), the Offices of Academic Affairs, Business Enterprise and Administrative and Procurement Services. Dee’s Catering Service was deemed non-responsive because it did not meet the MBE/WBE Compliance requirements. The evaluation committee recommended that the preparation and delivery of meals for the Child Development Laboratory Centers listed above be awarded to Compass Group USA, Inc.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced agreements and has determined that the Compass Group USA, Inc. 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 2.6.4 (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 an amended by the Board.

Contingent Liability – Pursuant to Section 7- 14 of the Illinois Public Community Act all agreements authorized herein shall contain a clause that any expenditure beyond the current the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:

Total: \$1,084,000

Charge to: Washburne Culinary Program, Various Departments and Colleges

Sources of Funds: Education Fund, Restricted Funds

FY15: Outtakes and Wall Malls \$160,000

530000-00003-Various-

FY15: Catering Services \$250,000

539300-00003-Various-80000

FY15: Food Purchases for Instruction \$410,000

541210-00003-1230150-10000

541210-07005-1240X00-69000

FY15: Child Care Laboratory \$264,000

539100-00003-3000150-88000

539300-07504-4065000-69000

539300-07504-6065000-29000

541210-21000-1065000-41000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

October 2, 2014 – Office of Business Enterprise – District Office