THE CHANCELLOR RECOMMENDS:

that the Board authorizes the Chair to: 1) ratify the payment to Cavalcade Communications Group, Inc. for an additional amount of $7,100; and 2) extend the agreement with Cavalcade Communications Group, Inc. for the period from September 12, 2014 through January 8, 2015 at a total cost not to exceed $96,000 to provide additional production services to WYCC PBS Chicago.

VENDOR: Cavalcade Communications Group, Inc.
3600 North Lake Shore Drive, Suite 1205
Chicago, Illinois 60613

USER: WYCC PBS Chicago – Kennedy King College

ORIGINAL TERM:
The term of this agreement commenced on June 11, 2009 and ended on June 11, 2012.

RENEWAL TERMS:
The first one (1) year renewal option provided for in Board Report #29535 and adopted by Board Report #31582 on September 13, 2012, commenced on September 12, 2012 and ended on September 11, 2013. The second and final one (1) year renewal option provided for in Board Report #29535 and adopted by Board Report #32005 on September 4, 2013, commenced on September 12, 2013 and shall end on September 11, 2014.

EXTENDED TERM:
The extended term of this agreement shall commence September 12, 2014 and continue through January 8, 2015.

SCOPE OF SERVICES:
In Board Report #29535 adopted June 11, 2009, approval was given to execute an agreement with Professional Video Production Firms/Consultants for a period of three (3) years beginning June 11, 2009 through June 11, 2012 with two (2) additional one (1) year extension options for independent contractors and freelance consultants in the following categories:
Producer, Associate Producer, Writer, Researcher, Director, Floor Director, Field Camera Operator, Studio Camera Operator, Director of Photography, Lighting Director, Lighting Grips, Teleprompter Operator, Technical Director, Tape Operator, Studio Audio, Field Audio, Camera Shader, Chyron Operator, Set Designer, Grips, Graphic Designer, Make-up Artist, Hair Dresser and Wardrobe Consultant to provide services on an as-needed basis

Cavalcade Communications Group, Inc. has agreed to continue to provide its services to the City Colleges of Chicago (CCC). WYCC staff recommends and herein respectfully requests that an extension of the final renewal term of the professional services agreement be approved for the period beginning September 12, 2014 and ending January 8, 2015.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**
Cavalcade Communications Group, Inc. provides additional production services beyond the scope of what WYCC PBS Chicago is able to offer due to its own limited staffing and expertise in certain areas of broadcast production. In addition to serving its viewership with quality national and local programs, WYCC PBS Chicago also manages a multitude of CCC audio/visual projects including the annual CCC Commencement ceremony that would be extremely costly to produce solely utilizing external resources. These contracts allow for the continued blended services of WYCC and its external production partners listed within, to be available to CCC at more reasonable costs than if all services were performed by an outside facility.

**VENDOR SELECTION CRITERIA:**
Pursuant to Board Reports 29535, 31582, and 32005, the Board authorized the execution of agreements with the pre-qualified pool of vendors. The qualifying proposals were reviewed and evaluated by staff from Administrative Services and WYCC PBS Chicago based on the defined evaluation criteria listed in the Request for Qualifications (RFQ). Based on the submitted responses, the evaluation committee recommended that the respondents be added to the pre-qualified pool of vendors for three (3) years from date of contract execution with two (2) additional one (1) year extension options.

**MBE/WBE COMPLIANCE:**
The Office of M/WBE Compliance has reviewed the above referenced renewal option and has determined that Cavalcade Communications Group, Inc. is a certified WBE firm and is in compliance with the Board Approved Participation plan given the following utilization schedule:

<table>
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<th>Vendor</th>
<th>MBE or WBE</th>
<th>%</th>
<th>Participation</th>
<th>Certifying Agency</th>
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<tr>
<td>Spi-TV Media Group</td>
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<td>3711 N. Ravenswood Ave. Chicago, IL 60613</td>
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<td>Cook County</td>
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<td>3600 N. Lake Shore Dr. Chicago, IL 60613</td>
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</table>
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.

FINANCIAL:
Total: $103,100
Charge To: WYCC - Production
Sources of Funds: Education Fund
FY15: 536300-0003-8075017-69010

Respectfully submitted,

Cheryl L. Hyman
Chancellor

September 4, 2014 – WYCC PBS Chicago – Kennedy-King College