

**32828**

**ADOPTED – BOARD OF TRUSTEES**

**COMMUNITY COLLEGE DISTRICT NO. 508**

**NOVEMBER 5, 2015**

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

**LEGISLATIVE SERVICES  
CSC FIRM, LLC  
OFFICE OF LEGISLATIVE AND INTERGOVERNMENTAL AFFAIRS  
OFFICE OF INSTITUTIONAL ADVANCEMENT  
DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with CSC Firm, LLC, to provide lobbying services for a six (6) month period beginning January 1, 2016 through June 30, 2016, at a total cost not to exceed \$30,000 for the contract term.

**VENDOR:** CSC Firm, LLC  
1601 Westchester Blvd, Suite #3  
Springfield, IL 62704

**USER:** District Wide

**TERM:**

The term of the agreement shall commence no sooner than January 1, 2016 and will continue through June 30, 2016.

**SCOPE OF SERVICES:**

CSC Firm, LLC will provide assistance with the following legislative needs:

1. The development of legislative strategies;
2. Drafting, preparing and presenting legislation;
3. Identification and retrieval of information on state programs that may benefit City Colleges; and
4. Communication of City College's positions to the legislature

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

CSC Firm, LLC will assist in developing City Colleges' legislative strategy and moving our legislative agenda forward.

**VENDOR SELECTION CRITERIA:**

CSC Firm, LLC was selected based upon the high degree of professional skill necessary for these services and is therefore, pursuant to State law, exempt from the District's competitive bidding requirements.

**MBE/WBE COMPLIANCE:**

The Office of MBE/WBE Compliance has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services ("lobbying services") and the absence of further 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:** \$30,000

**Charge to:** District Wide

**Source of Funds:** Education Fund

**FY16:** 530000-00003-0019015-80000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**November 5, 2015 - Office of Institutional Advancement**