

**33452**

**ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
MAY 10, 2018**

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

**SIGN LANGUAGE INTERPRETERS SERVICES  
CHICAGO AREA INTERPRETER REFERRAL SERVICES (CAIRS)  
DEAF COMMUNICATION BY INNOVATION (DCI)  
OFFICE OF ACADEMIC AND STUDENT AFFAIRS  
(AMENDMENT TO BOARD REPORT # 32974, ADOPTED JUNE 2, 2016)  
DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to: 1) execute an amended agreement, upon final approval of the General Counsel of the legal form of such agreements, with Chicago Area Interpreter Referral Services (CAIRS) for the provision of sign language interpreter services for the period beginning June 2, 2016 and continuing through July 30, 2019, and; 2) authorizes the Chair to execute an agreement, upon final approval of the General Counsel of the legal form of such agreements, with Deaf Communication by Innovation as a secondary firm to provide sign language interpreter services for the period beginning May 3, 2018 through July 30, 2019 at a total cost not to exceed \$800,000.

**VENDORS:** Chicago Area Interpreter Referral Services (CAIRS)  
4801 Southwick Drive, Suite 610  
Matteson, Illinois 60443

Deaf Communication by Innovation (DCI)  
3711 N Ravenswood Ave, Suite 146  
Chicago, Illinois 60613

**USER:** District Wide

**ORIGINAL TERM:**

The term of the agreement shall commence no sooner than June 2, 2016 and continue through June 30, 2018.

**AMENDED TERM:**

The term of the amended agreement with Chicago Area Interpreter Referral Services (CAIRS) shall commence no sooner than June 2, 2016 and continue through July 30, 2019. The term for the

agreement with Deaf Communication by Innovation (DCI) shall commence no sooner than May 3, 2018 and continue through July 30, 2019.

**SCOPE OF SERVICES:**

Chicago Area Interpreter Referral Services (CAIRS) and Deaf Communication by Innovation(DCI) will provide sign language interpreters services for hearing impaired students in the class room environment and during academic advising sessions on an as needed basis at all seven (7) campuses, French Pastry, Cosmetology and Satellite locations. CAIRS will provide services that will supplement part-time sign language interpreters or in the event that City Colleges of Chicago (CCC) is unable to meet the demand due to shortage of interpreters or conflicts in scheduling. Class that exceed two hours in length, require two interpreters from CAIRS/DCI.

This amended is necessary as the need for interpreters has increased since the original onset of the contract. The addition of a secondary firm will provide additional capacity for the District to accommodate all students who need to these services, as required by law.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Providing sign language interpreter services is required for City Colleges of Chicago (CCC) to remain in compliance with the Americans with Disabilities Act (ADA). CCC will continue to hire part-time sign language interpreters to service the needs of hearing impaired students. Ensuring sign language interpreter services are available will assist hearing impaired students during class time to gather notes and needed class information to complete their course requirements and assist them during non-classroom based sessions and events. We currently have (12) Sign Language Interpreters on CCC staff. It is in the best interest of the District to utilize the firm listed above as a backup if the demand for sign language interpreter services unpredictably increases.

**VENDOR SELECTION CRITERIA:**

The contract is being utilized as part of a joint purchasing agreement and awarded in accordance with the Chicago Board of Education dba Chicago Public Schools (CPS) procurement procedures through board report # 16-0622-PR13 and 17-0426-PR3. Pursuant to State law, contracts for goods and services procured from another governmental entity are exempt from the District's competitive bidding requirements.

**MBE/WBE COMPLIANCE:**

The Office of Contract Compliance has reviewed the proposed agreements and recommends a waiver of the Board Approved Participation Plan in agreement with the lead agency of the joint purchasing agreement, Chicago Public Schools.

**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:** \$800,000

**Charge to:** Office of Academic and Student Affairs

**Sources of Funds:** Education Fund

**FY18:** 530000-00003-0000144-80000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**May 10, 2018 – Office of Academic and Student Affairs**