

34075

ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 1, 2020

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

PRE-QUALIFICATION – TEMPORARY AGENCY SERVICES VARIOUS VENDORS OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT DISTRICT WIDE (AMENDMENT TO BOARD REPORT #33869, ADOPTED ON NOVEMBER 7, 2019)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreements, to exercise agreements with each of the vendors listed below for temporary agency services for the period from November 7, 2019 through November 6, 2022, at a total cost not to exceed \$650,000 for the term of the agreement. The amendment removes two vendors from the original board report.

VENDORS:

M&M Staffing Agency
1020 Park Drive. #147
Flossmoor, IL 60422

Anchor Staffing, Inc.
9901 S. Western Ave., Suite 203
Chicago, IL 60643

Premier Staffing
4640 Forbes Blvd.
Lanham, MD 20706

USERS: District Wide

TERM:

The term of the agreement shall commence on November 7, 2019 and end on November 6, 2022, with an option to extend for an additional two (2) 2-year periods.

SCOPE OF SERVICES:

The vendors shall provide temporary staff for administrative, accounting, financial, legal, managerial, marketing, procurement and professional services. Vendors will refer experienced individuals for temporary projects on an as-needed basis. Temporary projects include, but are not limited to, unexpected administrative projects that require immediate attention and/or specialized projects that require a specific and unique skill set. Referred individuals will have been pre-screened by vendors to ensure they meet the minimum qualifications, education, and experience, and possess the required skills and abilities to perform the assigned tasks.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Human Resources and Staff Development has determined it would be in the best interest of the District to execute contracts with the above-mentioned staffing firms to ensure adequate and continuous specialized staffing on an as needed basis.

VENDOR SELECTION:

Specifications were prepared by District Procurement Services staff and a Request for Sealed Bids #MWJ1904 was publicly advertised on July 29, 2019 and issued to seventeen (17) companies. Twelve (12) companies responded on August 20, 2019: 1) Anchor Staffing; 2) A-Pro Execs; 3) Givendeavors, Inc.; 4) Infojini, Inc.; 5) Inspiren Tech Solutions, LLC; 6) LaSalle Network; 7) ManpowerGroup US, Inc.; 8) M & M Staffing Agency, Inc.; 9) Mind Your Manners dba The William Everett Group; 10) Premier Staffing Source, Inc.; 11) Robert Half International, Inc. ; and 12) Zion Cloud Solutions, LLC. The vendors listed below provided the following rates:

Position level	Days	Job Levels	M & M Staffing Agency, Inc. 1020 Park Drive Flossmoor, IL 60422	Anchor Staffing, Inc. 9901 S. Western Ave. Chicago, IL 60643	A-Pro Execs, LLC 208 S. LaSalle St. Chicago, IL 60604	Manpower Group US, Inc. dba ManpowerGroup 525 W. Monroe St.	Premier Staffing Source, Inc. 4640 Forbes Blvd. Lanham, MD 20706	LaSalle Staffing, Inc. dba LaSalle Network 200 W. LaSalle St. Chicago, IL 60601	Zion Cloud Solutions, LLC 2700 Patriot Blvd., #250 Glenview, IL 60026	Robert Half International, Inc. 205 N. Michigan Ave. Chicago, IL 60601	Infojini, Inc. 10015 Old Columbia Rd. Columbia, MD 21046	Inspiren Tech Solutions, LLC 478 Elden St. Herndon, VA 20170	GIVEendeavors 1341 W. Fullerton Ave., #259 Chicago, IL 60614	Mind Your Manners dba The William Everett Group 35 E. Wacker Dr., Suite 3100
Category A - Administrative Services	Monday-Friday Hourly Rate (up to 40 Hours)	Junior	\$18.00	\$18.76	\$20.65	\$20.85	\$21.60	\$22.00	\$23.00	\$25.25	\$28.00	\$38.27	NO BID	NO BID
		Mid-level	\$21.00	\$24.12	\$29.07	\$23.63	\$31.39	\$25.00	\$33.00	\$33.50	\$40.00	\$44.64		
		Senior	\$23.00	\$29.48	\$35.95	\$26.41	\$45.56	\$28.00	\$39.00	\$42.00	\$52.00	\$52.34		
Category A - Administrative Services	Over 40 Hours Hourly Rate	Junior	\$27.00	\$28.14	\$30.98	\$31.28	\$32.40	\$33.00	\$25.00	\$37.88	\$42.00	\$57.40		
		Mid-level	\$31.50	\$36.18	\$43.61	\$35.49	\$47.08	\$37.50	\$35.00	\$50.25	\$60.00	\$66.96		
		Senior	\$34.50	\$44.22	\$53.93	\$39.62	\$68.34	\$42.00	\$41.00	\$63.00	\$78.00	\$78.51		
Category A - Administrative Services	Saturday / Sunday	Junior	\$18.00/ \$27.00	\$28.14	\$22.95	\$20.85	\$32.40	\$33.00	\$25.00	\$25.25	\$42.00	\$57.40		
		Mid-level	\$21.00/ \$31.50	\$36.18	\$30.60	\$23.63	\$47.08	\$37.50	\$35.00	\$33.50	\$60.00	\$66.96		
		Senior	\$23.00/ \$34.50	\$44.22	\$37.48	\$26.41	\$68.34	\$42.00	\$41.00	\$42.00	\$78.00	\$78.51		

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Category B - Accounting & Financial Services	Monday-Friday Hourly Rate (up to 40 Hours)	Junior	\$18.00	\$21.44	\$24.48	\$32.40	\$33.50	\$35.00	\$36.00	\$40.00	\$46.00	\$56.34	NO BID	NO BID
		Mid-level	\$22.80	\$24.12	\$32.13	\$52.76	\$45.00	\$48.00	\$48.00	\$50.00	\$67.00	\$68.24		
		Senior	\$32.40	\$30.82	\$39.78	\$60.75	\$65.00	\$63.00	\$58.00	\$58.00	\$88.00	\$89.94		
Category B - Accounting & Financial Services	Over 40 Hours Hourly Rate	Junior	\$27.00	\$32.16	\$36.72	\$48.60	\$50.25	\$52.50	\$38.00	\$60.00	\$69.00	\$84.51		
		Mid-level	\$34.20	\$36.18	\$48.20	\$79.14	\$67.50	\$72.00	\$50.00	\$75.00	\$100.50	\$102.36		
		Senior	\$48.60	\$46.23	\$59.67	\$91.13	\$97.50	\$94.50	\$61.00	\$87.00	\$132.00	\$134.91		
Category B - Accounting & Financial Services	Saturday / Sunday	Junior	\$18.00/ \$27.00	\$32.16	\$26.77	\$48.60	\$50.25	\$52.50	\$38.00	\$60.00	\$46.00	\$84.51		
		Mid-level	\$22.80/ \$34.20	\$3.18	\$33.66	\$79.14	\$67.50	\$72.00	\$50.00	\$75.00	\$67.00	\$102.36		
		Senior	\$32.40/ \$48.60	\$46.23	\$42.00	\$91.13	\$97.50	\$94.50	\$61.00	\$87.00	\$88.00	\$134.91		

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Category C - Legal Services	Monday-Friday Hourly Rate (up to 40 hours)	Junior	\$19.00	\$21.44	\$22.24	\$27.34	\$28.30	\$38.00	\$40.00	\$55.00	\$63.86	NO BID	NO BID	NO BID
		Mid-level	\$22.00	\$26.80	\$25.02	\$40.42	\$32.89	\$45.00	\$48.00	\$75.00	\$95.46			
		Senior	\$25.00	\$40.20	\$27.80	\$51.86	\$39.78	\$55.00	\$55.00	\$150.00	\$134.62			
Category C - Legal Services	Over 40 Hours Hourly Rate	Junior	\$28.50	\$32.16	\$33.36	\$41.01	\$42.45	\$40.00	\$60.00	\$82.50	\$97.29			
		Mid-level	\$33.00	\$40.20	\$37.53	\$60.63	\$49.34	\$47.00	\$70.00	\$112.50	\$143.19			
		Senior	\$37.50	\$60.30	\$41.70	\$77.80	\$59.67	\$57.00	\$82.50	\$225.00	\$201.93			
Category C - Legal Services	Week end Hourly Rate	Junior	\$19.00/ \$28.50	\$32.16	\$22.24	\$41.01	\$30.60	\$40.00	\$60.00	\$82.50	\$97.29			
		Mid-level	\$22.00/ \$33.00	\$40.20	\$25.02	\$60.63	\$35.19	\$47.00	\$70.00	\$112.50	\$143.19			
		Senior	\$25.00/ \$37.50	\$60.30	\$27.80	\$77.80	\$42.50	\$57.00	\$82.50	\$225.00	\$201.93			

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			Anchor Staffing, Inc. 9901 S. Western Ave. Chicago, IL 60643	M & M Staffing Agency, Inc. 1020 Park Drive Flossmoor, IL 60422	A-Pro Execs, LLC 208 S. LaSalle St. Chicago, IL 60604	Manpower Group US, Inc. dba 525 W. Monroe St. Chicago, IL 60661	Zion Cloud Solutions, LLC 2700 Patriot Blvd., Glenview, IL 60026	Robert Half International, Inc. 205 N. Michigan Ave. Chicago, IL 60601	Infojini, Inc. 10015 Old Columbia Columbia, MD 21046	Premier Staffing Source, Inc. 4640 Forbes Blvd. Lanham, MD 20706	LaSalle Staffing, Inc. dba LaSalle 200 W. LaSalle St. Chicago, IL 60601	Mind Your Manners dba The 35 E. Wacker Dr., Suite Chicago, IL 60601	Inspire Tech Solutions, LLC 478 Elden St. Herndon, VA 20170	Givendeavors 1341 W. Fullerton Ave., Chicago, IL 60614
Category D - Managerial / Professional Services	Monday-Friday Hourly Rate (up to 40 hours)	Junior	\$21.44	\$25.00	\$28.30	\$34.70	\$38.00	\$50.00	\$55.00	\$62.32	\$70.00	\$85.00	\$92.86	\$100.00
		Mid-level	\$26.80	\$34.90	\$32.89	\$37.53	\$46.50	\$70.00	\$75.00	\$81.49	\$87.00	\$100.00	\$119.68	\$125.00
		Senior	\$33.50	\$38.00	\$39.78	\$50.40	\$54.00	\$125.00	\$94.00	\$95.00	\$102.00	\$125.00	\$152.98	\$150.00
Category D - Managerial / Professional Services	Over 40 Hours Hourly Rate	Junior	\$32.16	\$37.50	\$42.45	\$52.13	\$40.00	\$75.00	\$82.50	\$93.47	\$105.00	\$85.00	\$139.29	\$100.00
		Mid-level	\$40.20	\$52.35	\$49.34	\$56.26	\$49.00	\$105.00	\$112.50	\$122.24	\$130.50	\$100.00	\$179.52	\$125.00
		Senior	\$50.25	\$57.00	\$56.67	\$75.60	\$56.00	\$187.50	\$141.00	\$142.50	\$153.00	\$125.00	\$229.47	\$150.00
Category D - Managerial / Professional Services	Week end Hourly Rate	Junior	\$32.16	\$25.00/ \$37.50	\$30.60	\$34.75	\$40.00	\$75.00	\$82.50	\$93.47	\$105.00	\$85.00	\$139.29	\$100.00
		Mid-level	\$40.20	\$34.90/ \$52.35	\$35.19	\$37.53	\$49.00	\$105.00	\$112.50	\$122.24	\$130.50	\$100.00	\$179.52	\$125.00
		Senior	\$50.25	\$38.00/ \$57.00	\$42.50	\$50.40	\$56.00	\$187.50	\$141.00	\$142.50	\$153.00	\$125.00	\$229.47	\$150.00

Position level	Days	Job Levels	Vendors											
			M & M Staffing Agency, Inc. 1020 Park Drive Flossmoor, IL 60422	Anchor Staffing, Inc. 9901 S. Western Ave. Chicago, IL 60643	A-Pro Execs, LLC 208 S. LaSalle St. Chicago, IL 60604	Zion Cloud Solutions, LLC 2700 Patriot Blvd., #250 Glenview, IL 60026	Manpower Group US, Inc. dba ManpowerGroup 525 W. Monroe St.	LaSalle Staffing, Inc. dba LaSalle Network 200 W. LaSalle St.	Premier Staffing Source, Inc. 4640 Forbes Blvd. Lanham, MD 20706	Robert Half International, Inc. 205 N. Michigan Ave. Chicago, IL 60601	Infojini, Inc. 10015 Old Columbia Rd. Columbia, MD 21046	Inspire Tech Solutions, LLC 478 Elden St. Herndon, VA 20170	Givendeavors 1341 W. Fullerton Ave., #259 Chicago, IL 60614	Mind Your Manners dba The William Everett Group 35 E. Wacker Dr., Suite 3100
Category F - Procurement Services	Monday-Friday Hourly Rate (up to 40 hours)	Junior	\$22.50	\$22.78	\$28.30	\$29.00	\$30.58	\$35.00	\$39.51	\$40.00	\$45.00	\$58.92	NO BID	NO BID
		Mid-level	\$29.00	\$26.80	\$32.89	\$38.00	\$33.36	\$48.00	\$54.62	\$60.00	\$60.00	\$79.34		
		Senior	\$33.00	\$40.20	\$39.78	\$49.00	\$36.14	\$65.00	\$62.34	\$85.00	\$75.00	\$106.98		
Category F - Procurement Services	Over 40 Hours Hourly Rate	Junior	\$33.75	\$34.10	\$42.45	\$31.00	\$45.87	\$52.50	\$59.27	\$60.00	\$67.50	\$88.38		
		Mid-level	\$43.50	\$40.20	\$49.34	\$40.00	\$50.04	\$72.00	\$81.92	\$90.00	\$90.00	\$119.01		
		Senior	\$49.50	\$60.30	\$56.67	\$41.00	\$54.21	\$97.50	\$93.50	\$127.50	\$112.50	\$160.47		
Category F - Procurement Services	Week end Hourly Rate	Junior	\$22.50/ \$33.75	\$34.17	\$35.19	\$31.00	\$30.58	\$52.50	\$59.27	\$60.00	\$67.50	\$88.38		
		Mid-level	\$29.00/ \$43.50	\$40.20	\$35.19	\$40.00	\$33.36	\$72.00	\$81.92	\$90.00	\$90.00	\$119.01		
		Senior	\$33.00/ \$49.50	\$60.30	\$42.50	\$51.00	\$36.14	\$97.50	\$93.50	\$127.50	\$112.50	\$160.47		

All bids were reviewed and based on the lowest responsive and responsible bidders' hourly rates. Per board report #33869, adopted on November 7, 2019, staff recommended acceptance of the bids received from five (5) of the highlighted firms listed above. This amendment removes A-Pro Execs and Manpower Group from the approved vendor list, as Manpower Group has not completed all tasks required to allow for execution of their contract and A-Pro Execs has ceased operations.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed renewal agreements and has determined the vendors are in compliance with the Board Approved Participation Plan:

Vendor	MBE Vendor, Certifying Agency	%	WBE Vendor, Certifying Agency	%
Anchor Staffing, Inc. 9901 S. Western, Suite 203 Chicago, IL 60643	Anchor Staffing, Inc. 9901 S. Western, Suite 203 Chicago, IL 60643 City of Chicago	93	Waiver recommendation	
Premier Staffing 4640 Forbes Blvd. Lanham, MD 20706	Premier Staffing 4640 Forbes Blvd. Lanham, MD 20706 State of IL – CMS	93	AltaStaff LLC 19 S. LaSalle Suite 800 Chicago, Ill 60603 Cook County	
M&M Staffing Agency 3739 Lismore Street Flossmoor, IL 60422	Waiver recommendation		M&M Staffing Agency 3739 Lismore Street Flossmoor, IL 60422 WBENC	100

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: \$650,000

Charge to: Office of Human Resources and Staff Development, District Wide

Sources of Funds: Education Fund

FY21: 530000-00003-Various

Respectfully submitted,

**Juan Salgado
Chancellor**

October 1, 2020 – Office of Human Resources