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ADOPTED

**BOARD OF TRUSTEES COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK STATE OF ILLINOIS
DECEMBER 9, 2021**

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**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 COUNTY OF COOK AND
STATE OF ILLINOIS
RENTAL AGREEMENT FOR DISTRICT WIDE COMMENCEMENT CEREMONY WINTRUST ARENA
OFFICE OF ACADEMIC AFFAIRS
DISTRICT WIDE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with McCormick Place/SMG to lease the Wintrust Arena for the City Colleges of Chicago District-Wide Spring Commencement Ceremonies for the period commencing no sooner than December 10, 2021 through May 31, 2022, at a total cost not to exceed \$250,000.

VENDOR:

McCormick Place/SMG
200 East Cermak Road
Chicago, Illinois 60616

USER:

District Wide

TERM:

The term of the agreement shall commence no sooner than December 10, 2021 and will continue through May 31, 2022, with two (2) one (1) year renewal options.

SCOPE OF SERVICES:

City Colleges of Chicago will lease the Wintrust Arena for the District-Wide Spring Commencement Ceremony. The cost of the lease will include the arena, staffing, staging, lighting, carpeting, ability to buy out the parking lot, and reception area.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Commencement will honor City Colleges of Chicago Associate Degree completers for achieving a significant milestone and will provide all attendees with a centralized and easily accessible location for the event.

VENDOR SELECTION CRITERIA:

In accordance with sole source policy procedures, this service is exempt from the District's competitive bidding process.

MBE/WBE COMPLIANCE: The Office of Contract Compliance has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the agreement (space rental).

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: \$250,000

Charge to: Office of Academic and Student Affairs

Sources of Funds: Education Fund

FY22: 530000-00003-0000141-80000

Respectfully submitted,

Juan Salgado
Chancellor

December 9, 2021 – Office of Academic and Student Affairs