

34503

ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 2, 2022

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

SIGN LANGUAGE INTERPRETATION SERVICES ANIXTER CENTER ACADEMIC AND STUDENT AFFAIRS DISTRICT-WIDE

THE CHANCELLOR RECOMMENDS:

That the Board of Trustees authorizes the Chair, upon final approval of the General Counsel as to the legal form of such agreements, to authorize the execution of an agreement with ANIXTER CENTER for SIGN LANGUAGE INTERPRETATION SERVICES the period from August 1, 2022 to July 31, 2024, at a total cost not to exceed \$500,000.

VENDOR: Anixter Center
1945 W Wilson Ave
STE 3000
Chicago, IL 60640

USER: District Wide

TERM:

The term of this agreement shall begin on August 1, 2022 and shall end on July 31, 2024, with options to renew for two (2) one (1) year periods or one (1) two (2) year period.

SCOPE OF SERVICES:

Anixter Center will provide sign language interpretation services for students, staff, and events open to the public as needed when staff sign language interpreters are unavailable. Services will be provided on-campus, off-site, or remotely depending on the need.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Sign language interpretation is a requirement to meet accessibility standards and federal guidance for the deaf and hard of hearing community pursuant to the Americans with Disabilities Acts of 1990 and subsequent amendments. The Anixter Center will provide adjunct service to complement existing staff sign language services. Adjunct services enable the City Colleges of Chicago to remain in compliance with federal law.

VENDOR SELECTION CRITERIA:

Specifications prepared by District Office Procurement staff were publicly advertised March 28, 2022 as a Request for Sealed Bid #WM2201. The bid was sent to five vendors and a pre-bid conference was held on April 5, 2022, after which responsive and responsible bids were received on April 19, 2022 from the following two (2) vendors: 1) Anixter Center, 2) 5Star Interpretation Services.

Vendors	CAIRS / 5 STAR	ANIXTER CENTER
Standard hourly rate	\$ 61.00	\$ 64.00
Standard rate for no-shows	\$ 61.00	\$ 64.00
Standard Rate for Two (2) Interpreters	\$ 122.00	\$ 128.00
Standard Rate for One (1) Interpreter – 2 hours	\$ 122.00	\$ 64.00
Standard Rate for Two (2) Interpreters – 2 hours or more	\$ 122.00	\$ 128.00
After business hours rate	\$ 70.00	\$ 70.50
Weekend rate	\$ 70.00	\$ 83.50
Emergency Fee – 24 hour notice	\$ 60.00	\$ 50.00
Emergency Fee – 12 hour or less notice	\$ 60.00	\$ 50.00
Travel Fees – 24 hour notice	\$ 61.00	\$ -
Travel Fees – 12 hour or less notice	\$ 61.00	\$ 64.00
AVERAGE TOTAL COSTS	\$ 79.09	\$ 69.64
Cancellations		
Rate for Cancellation – 12 hour notice	100% of service amount	\$ 128.00
Rate for Cancellation – 24 hour notice	100% of service amount	\$ 128.00
Rate for Cancellation – 48 hour notice	100% of service amount	\$ -
Rate for Cancellation – 72 hour notice	\$ -	\$ -

The bid was reviewed and evaluated by the Office of Administrative and Procurement Services, the Office of MBE/WBE Contract Compliance and the Department of Student Accessibility Services. Based on the review of the bid for responsiveness and lowest price, staff recommended the acceptance of the bid from Anixter Center.

MBE/WBE COMPLIANCE:

Procurement Services has reviewed the proposed agreement and has determined the vendor is in compliance with the Board Approved Participation Plan.

Vendor	MBE or WBE	%	Participation	Certifying Agency
Diaz Group 2143 W 51st Street Chicago, Illinois 60609	MBE	25%	Indirect	City of Chicago
City Wide Jani, Inc. 5228 South Blackstone Ave #34-LLA Chicago, Illinois 60615	WBE	7%	Indirect	City of Chicago

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: \$500,000

Charge to: Academic and Student Affairs

Sources of Funds: Education Funds - Various

FY23: 53000 – Various Departments

Respectfully submitted,

**Juan Salgado
Chancellor**

June 2, 2022 – Academic and Student Affairs