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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
February 2, 2023

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

EMPLOYEE RECRUITMENT SERVICES THE OFFICE OF HUMAN RESOURCES DISTRICT WIDE

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 employee recruitment services for the period from February 2, 2023 through February 1, 2026, at a total cost not to exceed \$850,000.

VENDORS:	22 ND Century Technologies Inc. 8251 Greensboro Drive., Suite 900 McClean, VA 22102	LanceSoft, Inc. 2121 Cooperative Way, Suite 130 Herndon, VA 20171
	Compunnel Software Group dba Compunnel, Inc. 103 Morgan lane, Suite 102 Plainsboro, NJ 08536	Infojini, Inc. 10015 Old Columbia Road Suite B215 Columbia, MD 21046
	ManpowerGroup, Inc. 100 Manpower Place Milwaukee, WI 53212	Anchor Staffing, Inc. 9730 S. Western Avenue, Suite 834 Evergreen Park, IL 60805

USERS: District Wide

TERM:

The term of this agreement shall begin on February 2, 2023 and shall end on February 1, 2026, with an option to extend for an additional two (2) 1-year periods.

SCOPE OF SERVICES:

The vendors will recruit experienced individuals for permanent positions on an as-needed basis.

- Provide search services for City Colleges of Chicago for the recruitment of employees that meet the minimum qualifications, education, and experience set by the City Colleges of Chicago for employees for administrative, accounting, financial, legal, managerial, marketing, procurement, professional technology and academic services
- Review position profile in consultation with the hiring authority and CCC's Human Resources team;

- Distribution of e-mails to members of the firm’s proprietary database and their own resources to identify and cultivate a pool of professional candidates to present to City Colleges of Chicago for consideration;
- Provide resumes and credentials of qualified candidates to the City Colleges of Chicago for review;
- Assist in coordinating all applications, interview, notifications and potential offers for position; and
- Notification to those candidates not selected for advancement to the interview.

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 staff and Bid #MWJ2203 was publicly advertised on August 24, 2022 and issued to thirty (30) companies. A pre-bid was held on August 30, 2022. Eight (8) companies responded on September 30, 2022: 1) 22nd Century Technologies, Inc.; 2) LanceSoft, Inc.; 3) Compunnel Software group, Inc. dba Compunnel, Inc.; 4) Infojini, Inc.; 5) ManpowerGroup, Inc.; 6) Anchor Staffing, Inc.; 7) LaSalle Staffing, LLC dba LaSalle Network; and, 8) M & M Staffing Agency. M & M Staffing Agency is deemed as non-responsive for failure to comply with the submittal requirements.

All bids were reviewed and staff recommends the acceptance of bids received from the overall lowest and most responsive vendors listed based on the following fees per annual salary per category:

Categories	Job Levels	22nd Century Technologies, Inc.	LanceSoft, Inc.	Compunnel Software Group, Inc. dba Compunnel, Inc.	Infojini, Inc.	Manpower Group, Inc.	Anchor Staffing, Inc.
Category A Administrative Services	Under \$50,000	15%	20%	20%	22%	20%	20%
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%
Category B Accounting	Under \$50,000	15%	20%	25%	22%	20%	20%
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%

and Financial Services	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%
Category C Legal Services	Under \$50,000	15%	20%	20%	22%	20%	20%
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%
Category D Managerial / Professional Services	Under \$50,000	15%	20%	20%	22%	20%	20%
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%
Category E Marketing Services	Under \$50,000	15%	20%	25%	22%	20%	20%
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%
Category F Procurement Services	Under \$50,000	15%	20%	20%	22%	20%	20%
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%
Category G Technology Services	Under \$50,000	15%	20%	25%	22%	20%	No-Bid
	\$50,000 - \$74,999	15%	19%	20%	22%	20%	No-Bid
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	No-Bid

	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	No-Bid
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	No Bid
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	No-Bid
Category H	Under \$50,000	15%	20%	20%	22%	20%	20%
Academic Services	\$50,000 - \$74,999	15%	19%	20%	22%	20%	20%
	\$75,000 - \$99,999	15%	18%	20%	20%	20%	20%
	\$100,000 - \$124,999	15%	17%	15%	20%	22.5%	25%
	\$125,000 - \$149,000	15%	16%	15%	19%	25%	25%
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	25%

MBE/WBE COMPLIANCE:

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

22nd Century Technologies, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
CCM Consulting Group, LLC	MBE	25	Direct	NMSDC
McKinley & Company Recruitment, Inc.	WBE	7	Direct	WBENC

LanceSoft, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
LanceSoft, Inc.	MBE	93%	Direct	NMSDC
	WBE	7%	Waiver recommendation	

Compunnel Software Group, Inc. dba Compunnel, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Compunnel Software Group, Inc. dba Compunnel, Inc.	MBE	93	Direct	NMSDC
McKinley & Company Recruitment, Inc.	WBE	7	Direct	State of IL - CMS

Infojini, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Accede Solutions, Inc.	MBE	25	Direct	NMSDC
IYKA Enterprises, Inc.	WBE	7	Direct	State of IL - CMS

ManpowerGroup, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
iScientia, LLC	MBE	25	Direct	State of IL - CMS
Colorful Connections, LLC	WBE	7	Direct	State of Wisconsin

Anchor Staffing, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Anchor Staffing	MBE	93%	Direct	CMS
Alta Staff, LLC	WBE	7%	Direct	Cook County

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: \$850,000

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

Sources of Funds: Education Fund

FY23: 530000-00003-Various

Respectfully submitted,

**Juan Salgado
Chancellor**

February 2, 2023 – Office of Human Resources