

**34788**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**MAY 4, 2023**

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

**PROFESSIONAL SERVICES AGREEMENT**  
**THE OFFICE OF FINANCE**

**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 Aretha Tharps for Consultant Services for the period from May 5, 2023 through June 30, 2024, at a total cost not to exceed \$40,000.

**VENDOR:** Aretha Tharps  
8443 S. Paxton Ave.  
Chicago, IL 60617

**USER:** Office of Finance

**TERM:**

The term of this agreement will commence on May 5, 2023 and continue through June 30, 2024.

**SCOPE OF SERVICES:**

Provide services related to maximize transition assistance with the Office of Finance.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Ms. Tharps has many years of subject matter expertise concerning student financials, business services and is the former City Colleges of Chicago's Director of Student Financials. Over her years of service, Ms. Tharps implemented substantial processes as well as maintained working knowledge of all federal, state and college regulations as related to costs, billing, payments, scholarships, and waivers. Ms. Tharps is uniquely qualified to assist with student financials and the training of City College's new Executive Director of Student Account Services.

**VENDOR SELECTION CRITERIA:**

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

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services has reviewed the proposed compliance plan and recommends a full waiver of the Board Approved MBE/WBE Contract Participation Plan due to the nature of the agreement (individual consulting services).

**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:** \$40,000

**Charge to:** Office of Finance and Business Enterprises

**Source of Funds:** Education Fund

**FY24:** 530000-00003-0010103-8000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**May 4, 2023 –The Office of Finance**