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ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
DECEMBER 5, 2024

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

SIGN LANGUAGE INTERPRETATION SERVICES
5 STAR INTERPRETING CHICAGO, LLC
THE OFFICE OF ACADEMIC 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 5-Star Interpreting Chicago, LLC for Sign Language interpretation service the period commencing no sooner than January 1, 2025, and continuing for one (1) year after such commencement date for a total cost not to exceed \$250,000 for the contract period

VENDOR: 5-Star Interpreting Chicago, LLC
Box 778861
Chicago, IL 60677

USER: District-Wide

TERM:

The term of this agreement shall begin no sooner than January 1, 2025, and continue for one (1) year after such commencement date.

SCOPE OF SERVICES:

5 Star Interpreting Chicago 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. Services include, but are not limited to:

- Registered classes (weekdays, evenings, weekends both on campus and remote)
 - o Credit
 - o Non-credit
 - o Adult Education
 - o Continuing Education
- Practicum courses (both on-site and off-site)
- Field trips
- Student Services
- Public events
- Staff meetings
- Etc.

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. 5 Star Interpreting Chicago will provide an 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:

Pursuant to State Law, contracts for services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part are exempt from the District's competitive bidding requirements.

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 (sign language interpretation 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: \$250,000

Charge to: The Office of Academic Affairs

Sources of Funds: Education Fund (General Appropriation)

Budget Line: 530000-00003-0000145-30000-01000

Respectfully submitted,

**Juan Salgado
Chancellor**

December 5, 2024 – The Office of Academic Affairs