

**35277**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**NOVEMBER 7, 2024**

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

**CLAIMS ADMINISTRATION SERVICES DISTRICT VISION PLAN**  
**VISION SERVICE PLAN OF ILLINOIS, NFP**  
**THE OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT**  
**DISTRICT WIDE**  
**(RENEWAL OF BOARD REPORT 34384)**

**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 execute an agreement with Vision Service Plan of Illinois, NFP (“VSP”) to provide services for the district’s self-insured Group PPO Vision Plan for the period from January 1, 2025 through December 31, 2025 for administrative fees at a total cost not to exceed \$45,000.

**VENDORS:** Vision Service Plan of Illinois, NFP (VSP)  
3333 Quality Drive  
Rancho Cordova, CA

**USER:** All Eligible Employees, Retirees, and their dependents

**ORIGINAL TERM:**

In accordance with board report 34384, the original term of the agreement commenced January 1, 2022 and continued through December 31, 2024, with two (2) options to renew for one (1) year each.

**FIRST RENEWAL TERM:**

The first renewal term of the agreement shall commence January 1, 2025 and end on December 31, 2025, with one (1) remaining option to renew for one (1) year.

**SCOPE OF SERVICES:**

VSP provides self-insured claims administration services for eligible active and retired employees of CCC. Due to the self-funded nature of this vision plan, all employee vision claims are processed by VSP. These claims are reviewed, approved and paid by VSP to the vision provider and then reimbursed by CCC to VSP on a monthly basis.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

VSP offers a competitive rate based upon a percentage of claims processed for CCC's employees and retirees.

**VENDOR SELECTION CRITERIA:**

The contract being utilized as a part of the joint purchasing agreement has been advertised, with the procurement procedures of the City Colleges of Chicago and the City of Chicago (Specification No. CBO 2019-001).

The Office of Human Resources participated in a Joint Request for Proposal (RFP) with the City of Chicago and several sister agencies. CCC then submitted the finalists, VSP and Davis Vision, resulting from the RFP vendor selection process to an internal evaluation committee that selected VSP.

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services has reviewed the proposed agreement and recommends a waiver of the Board Approved MBE/WBE Contract Participation Plan based upon the nature of the services (administrative services related to vision products) and a review of the vendor's statements to its diverse supplier program.

**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:** \$45,000

**Charge to:** The Office of Human Resources and Staff Development

**Source of Funds:** Education Fund

**Budget Line: 00003-0025006-520000-80000**

**Respectfully submitted,  
Juan Salgado,  
Chancellor**

**November 7, 2024 – The Office of Human Resources and Staff Development**