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**ADOPTED—BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
FEBRUARY 5, 2026**

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

**EMPLOYEE RECRUITMENT SERVICES
VARIOUS PROVIDERS
THE OFFICE OF HUMAN RESOURCES
DISTRICT WIDE
(RENEWAL OF BR 34719)**

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 the vendors listed below for employee recruitment services for the period from February 5, 2026 through February 5, 2027, at a total cost not to exceed \$285,000 for the term of the agreement.

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, Inc dba Compunnel, Inc. 4390 Route 1 North Suite 302 Princeton, NJ 08540	Infojini, Inc. 10015 Old Columbia Road Suite B215 Columbia, MD 21046
	ManpowerGroup US Inc. 100 Manpower Place Milwaukee, WI 53212	Anchor Staffing Inc 9730 S. Western Avenue, Suite 834 Evergreen Park, IL 60805

USERS: District Wide

TERM:

In accordance with board report 34719, the term of this agreement began on February 2, 2023, and will have ended on February 1, 2026, with an option to extend for an additional two (2) 1-year periods.

FIRST RENEWAL TERM:

The term of this agreement shall begin no sooner than February 5, 2026, and shall end on February 4, 2027, with an option to renew for an additional one (1) 1-year period.

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 CRITERIA:

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 non-responsive for failure to comply with the submittal requirements.

The vendors were asked to provide maximum fees for recruitment services for any position at no more than 30% for the first-year annual salary at the time of hire, which excludes benefits. All bids were reviewed by staff from the Office of Human Resources. Staff recommends the acceptance of bids received from the following overall lowest and most responsive vendors listed based on the following fees per annual salary per category:

Categories	Job Levels	22nd Century Tech Inc.	LanceSoft Inc.	Compunnel Software Group, Inc.	InfojiniInc.	Manpower Group US Inc.	Anchor Staffing Inc.
Category A Admin. 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 and Financial 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 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 Nid
	\$150,000 - \$174,999	15%	15%	15%	18%	25%	No-Bid

Category H Academic 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%
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MBE/WBE COMPLIANCE:

Anchor Staffing Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Anchor Staffing Inc 9730 S Western Ave., Suite 834 Evergreen Park, IL 60805	MBE	93	Direct	City of Chicago
AltaStaff LLC 53 W Jackson Blvd. Suite 661 Chicago, IL 60604	WBE	7	Direct	Cook County

22nd Century Technologies, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
22 nd Century Technologies, Inc. 8251 Greensboro Drive McLean, VA 22102	MBE	93	Direct	NMSDC
Agile Services Inc. 43374 Riverpoint Dr Leesburg, VA 20176	WBE	7	Direct	WBENC

LanceSoft, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Next Gen IT, Inc. 10601 Calrence Dr. St. 250 Frisco, TX 75033	MBE	25	Direct	NMSDC
LanceSoft, Inc. 2121 Cooperative Way, Ste 130 Herndon, VA 20171	WBE	75	Direct	Commonwealth of Virginia Small Women and Minority-Owned

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 4390 Route 1 North, Suite 302 Princeton, NJ 08540	MBE	93	Direct	NMSDC
Ahava Services LLC 4320 Winfield Road, Suite 200 Warrenville, IL 60555	WBE	7	Direct	City of Chicago; State of IL - CEI

Infojini, Inc.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Infojini, Inc. 10015 Old Columbia Rd Ste B215 Columbia, MD 21046	MBE	25	Direct	CMSDC
RTR Management and Consulting Services, Inc. 1136 S Delano Ct West Ste B201 Chicago, IL 60605	WBE	7	Direct	Cook County

ManpowerGroup, Inc. - Full Waiver Requested

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: \$285,000

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

Sources of Funds: Education Fund

Budget Line: 530000-00003-0025001-80000

Respectfully submitted,

Juan Salgado
Chancellor

February 5, 2026 – Office of Human Resources