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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 9, 2026

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

RESOLUTION
TO AUTHORIZE PAYMENT TO SPRUCE TECHNOLOGY, INC.
OFFICE OF INFORMATION TECHNOLOGY

WHEREAS, the Office of Information Technology received staff augmentation services from Spruce Technology, Inc. without a written agreement, in violation of Board policy;

WHEREAS, the District has been invoiced \$134,036 for such staff augmentation services;

WHEREAS, the staff augmentation services were utilized to support the post-launch stabilization of the admissions application project;

WHEREAS, the Board approved the master agreement for staff augmentation services in February 2026, the corresponding Statement of Work (SOW) was not entered until May 21, 2026; Critical services from Spruce commenced to ensure operational continuity, before the SOW was finalized and executed in accordance with District procurement requirements; therefore, services were rendered prior to execution of the required written agreement;

WHEREAS, upon identifying this gap, the Office of Information Technology has implemented additional internal controls, including monthly reviews of upcoming SOWs and Purchase Orders and commence procurement process at least 90 days in advance to allow sufficient time for review and execution of SOW, to prevent recurrence;

WHEREAS, the Finance Department will not pay an invoice without a written agreement;

WHEREAS, the Office of Information Technology requests approval of payment, in an amount not to exceed \$134,036, to Spruce Technology, Inc. to pay the unauthorized invoices attached hereto.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, hereby authorizes payment of \$134,036 to Spruce Technology, Inc.