

35862
ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MAY 7, 2026

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

TRAVEL MANAGEMENT SERVICES
TEPLIS TRAVEL SERVICE, LP
OFFICE OF FINANCE
DISTRICT WIDE

THE CHANCELLOR RECOMMENDS:

That the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreement, to execute an agreement with Teplis Travel Service, L.P. to provide travel management services, District Wide, for the period beginning May 19, 2026 through May 18, 2031, at a total cost not to exceed \$1,500,000.

VENDOR: Teplis Travel Service, L.P.
400 Perimeter Center Terrace, Suite 151
Atlanta, GA 30346

USER: District Wide

TERM:

The term of this agreement shall commence May 19, 2026, and end on May 18, 2031.

SCOPE OF SERVICES:

The use of Teplis Travel Service, L.P. will provide a more efficient and cost-effective mechanism to obtain travel services. Teplis Travel Service, L.P. will provide travel arrangements i.e., airline reservations, hotel accommodations, car rentals, and group tours as needed.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Finance in conjunction with Procurement Services has determined that it is more cost-effective to utilize the above listed vendor as selected on a competitive basis detailed in the State of Illinois Public Higher Education Cooperative, to provide travel agency services.

VENDOR SELECTION CRITERIA:

Pursuant to Board Reports 29816 and 32583, the Board approved the use of the Illinois Public Higher Education Cooperative (IPHEC). Teplis Travel Services L.P. was awarded in accordance with the procurement procedures detailed in RFP #IPHEC2143. Pursuant to State Law, contracts for goods and services procured from another government entity are exempt from the District's

competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed compliance plan and has determined that the vendor has complied with the Board Approved MBE/WBE Contract Participation Plan with a recommended full waiver of the 25% MBE goal.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Teplis Travel Service, LP. 400 Perimeter Center Terrace, Suite 140 Atlanta, GA 30346	WBE	100	Direct	WBENC

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: \$1,500,000

Charge to: Office of Finance

Source of Funds: Education Fund/Various

Budget Line: 53/550000-00003/Various-Various Dept/Prog

Respectfully submitted,

**Juan Salgado
Chancellor**

May 7, 2026 – Office of Finance

