36049
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
NOVEMBER 5, 2026

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

EMPLOYEE RECRUITMENT SERVICES VARIOUS VENDORS
OFFICE OF HUMAN RESOURCES AND STAFF DEVELOPMENT
DISTRICT WIDE
(RENEWAL)

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 the renewal of agreements with the vendors listed below for employee recruitment services for the period from February 2, 2027, through February 1, 2028, at a total cost not to exceed $285,000 for the term of the agreement.

VENDORS:

22ND Century Technologies, Inc.
8251 Greensboro Drive., Suite 900
McClean, VA 22102

Compunnel Software Group,
Inc dba Compunnel, Inc.
4390 Route 1 North Suite 302
Princeton, NJ 08540

LanceSoft, Inc.
2121 Cooperative Way, Suite 130
Herndon, VA 20171

Infojini, Inc.
10015 Old Columbia Road Suite B215
Columbia, MD 21046

Anchor Staffing Inc
9730 S. Western Avenue, Suite 834
Evergreen Park, IL 60805

USERS: District Wide

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

FIRST RENEWAL TERM:
In accordance with Board Report 35766, the term of this agreement commenced on February 2, 2026, and ends on February 1, 2027, with an option to renew for an additional one (1) year period.

FINAL TERM
The term of this agreement shall commence on February 2, 2027, and shall end on February 1, 2028.

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:

Pursuant to Board Reports 34719 and 35766, 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 Technologies, Inc.	LanceSoft, Inc.	Compunnel Software Group, Inc. dba Compunnel, Inc.	Infojini, Inc.	Anchor Staffing, Inc.
Category A	**Under $50,000**	15%	20%	20%	22%	20%
Administrative	**$50,000 - $74,999**	15%	19%	20%	22%	20%
Services	**$75,000 - $99,999**	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%
Category B	**Under $50,000**	15%	20%	25%	22%	20%

Accounting and Financial Services	**$50,000 - $74,999**	15%	19%	20%	22%	20%
	$75,000 - $99,999	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%
Category C Legal Services	**Under $50,000**	15%	20%	20%	22%	20%
	$50,000 - $74,999	15%	19%	20%	22%	20%
	$75,000 - $99,999	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%
Category D Managerial / Professional Services	**Under $50,000**	15%	20%	20%	22%	20%
	$50,000 - $74,999	15%	19%	20%	22%	20%
	$75,000 - $99,999	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%
Category E Marketing Services	**Under $50,000**	15%	20%	25%	22%	20%
	$50,000 - $74,999	15%	19%	20%	22%	20%
	$75,000 - $99,999	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%
Category F Procurement Services	**Under $50,000**	15%	20%	20%	22%	20%
	$50,000 - $74,999	15%	19%	20%	22%	20%
	$75,000 - $99,999	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%
Category G Technology Services	**Under $50,000**	15%	20%	25%	22%	No-Bid
	$50,000 - $74,999	15%	19%	20%	22%	No-Bid
	$75,000 - $99,999	15%	18%	20%	20%	No-Bid
	$100,000 - $124,999	15%	17%	15%	20%	No-Bid
	$125,000 - $149,000	15%	16%	15%	19%	No Nid
	$150,000 - $174,999	15%	15%	15%	18%	No-Bid

Category H	**Under $50,000**	15%	20%	20%	22%	20%
Academic Services	**$50,000 - $74,999**	15%	19%	20%	22%	20%
	$75,000 - $99,999	15%	18%	20%	20%	20%
	$100,000 - $124,999	15%	17%	15%	20%	25%
	$125,000 - $149,000	15%	16%	15%	19%	25%
	$150,000 - $174,999	15%	15%	15%	18%	25%

MBE/WBE COMPLIANCE:

Anchor Staffing Inc.

Vendor	MBE or WBE	%	Participation	Certifying Agency
Anchor Staffing Inc 9730 S Western Ave., Suite 834 Evergreen Park, IL 60805	MBE	93	Direct	City of Chicago
Inter-CIty Supply Co., Inc 901 S. Torrence Ave. Chicago, IL 60617-5369	WBE	7	Indirect	City of Chicago

22nd Century Technologies, Inc.

Vendor	MBE or WBE	%	Participation	Certifying Agency
22nd 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.

Vendor	MBE or WBE	%	Participation	Certifying Agency
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.

Vendor	MBE or WBE	%	Participation	Certifying Agency
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.

Vendor	MBE or WBE	%	Participation	Certifying Agency
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

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

November 5, 2026 – Office of Human Resources and Staff Development