

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

**PROFESSIONAL TEMPORARY SUBSTITUTE STAFF FOR
CHILD DEVELOPMENT LAD SCHOOLS
DEMPSEY STAFFING FIRM, INC.
OFFICE OF ACADEMIC AFFAIRS
CHILD DEVELOPMENT LABORATORY SCHOOLS**

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 an agreement with Dempsey Staffing Firm, Inc. for provision of temporary staffing for the Child Development Laboratory Schools for the period beginning no sooner than October 1, 2026 and continuing for (3) three years after such commencement date at a total cost not to exceed \$750,000 for the term of the agreement.

VENDOR: Dempsey Staffing Firm, Inc.
3232 Harlem Avenue
Riverside, IL 60546

USERS: Child Development Laboratory Schools

TERM:

The term of this agreement will begin no sooner than October 1, 2026 and will continue for 3 years after such commencement date with (2) options to renew for (1) year each.

SCOPE OF SERVICES:

Dempsey Staffing Firm, Inc. shall provide temporary professionals (classroom teachers, assistant teachers, and support staff) to act as substitute staff to temporarily replace permanent staff at the Child Development Laboratory Schools during sick days, vacation, FMLA, trainings and/or any other unforeseeable emergency.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Dempsey Staffing Firm, Inc. will provide staff to temporarily substitute employees during sick days, vacation, FMLA to meet the state requirements and stay in compliance with the Department of Family and Support Services (DFSS).

DELIVERABLES:

The District requires that substitutes carry complete personnel folders with them on every assignment containing all the personnel documents required by DCFS including three written character references, educational transcripts, up-to-date physical exam, and TB test, and background check. The District also requires that Dempsey Staffing Firm, Inc. comply with DFSS licensing requirements for staff to be trained for 15 hours a year and that the substitutes meet

all licensing requirements. Additionally, the pool of potential substitutes must meet a drug screening requirements. Dempsey Staffing Firm, Inc. will maintain a pool of five (5) substitutes that are drug screened. The cost of the drug screening requirement will be invoiced to City Colleges of Chicago.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement Services staff and a Request for Sealed Bids #NG2608 was publicly advertised on July 24, 2026. Two hundred forty-seven (247) companies were invited to review the bid and submit pricing. One (1) company submitted pricing – Dempsey Staffing Firm, Inc., with the following pricing:

Job Description	Hourly Rate	Conversion Fees to hire temporary personnel as permanent CCC personnel:	
Classroom Teacher	\$ 50.00	Classroom Teacher	\$ 7,500.00
Assistant Teacher	\$ 38.00	Assistant Teacher	\$ 5,000.00
Support Staff	\$ 32.00	Support Staff	\$ 3,500.00

All bids were reviewed and based on the overall lowest responsive and responsible bidder's hourly rates; staff recommended Dempsey Staffing Firm, Inc. to provide temporary staffing for the Child Development Laboratory Schools.

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 25% waiver of the MBE goal.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Dempsey Staffing Firm, Inc, 3232 Harlem Avenue Riverside, IL 60546	WBE	100	Direct	IL BEP- CEI

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: \$750,000

Charge to: Office of Academic Affairs – Child Development Lab Schools
Source of Funds: Operating (Enterprise)/Restricted (Grant) Fund
Budget Line: 530000-07504-0016006-60000
530000-21000-0016006-60000/10000

Respectfully submitted,

Juan Salgado
Chancellor

October 1, 2026 – Office of Academic Affairs