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BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

COLLECTION SERVICES PROPOSAL
OFFICE OF FINANCE
ALL COLLEGES

THE CHANCELLOR

REPORTS

that a Request for Proposals (RFP) was issued during February, 2004 to identify and recommend a firm to provide collection services for all colleges for a one-year period, with an option to extend services for an additional two-year period; and

that five firms responded to the RFP: Maximus, Enterprise Recovery Services, Williams & Fudge, Wexler & Wexler and National Recoveries; the RFP required information on basic collection services, as well as technical availability, reporting functionality, internet capability, data recovery and experience with large volume and public governmental agencies; and

that a committee including Finance and M/WBE staff reviewed the respective proposals according to the evaluation criteria in the RFP (qualifications, experience, cost of services, M/WBE compliance, overall responsiveness of the proposal to RFP requirements) and that based on that review, staff recommends acceptance of the proposal from Williams & Fudge; and

that Williams & Fudge has requested a waiver of the District's M/WBE requirements.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorize the Chairman to enter into a contract with Williams & Fudge, Rock Hill, SC to provide Collection services for all colleges for the period beginning July 30, 2004 through July 30, 2005, with an option to renew for an additional two-year period.

Respectfully submitted,

Wayne D. Watson
Chancellor

July 15, 2004