

**Sauk Valley Community College**  
**November 25, 2024**

**Action Item 4.4**

**Topic:**                   **Contract Approval – Professional Services**

**Strategic Direction:** **Workforce Development – Sauk Valley Community College meets the workforce needs of the region through effective and responsive programming and services for all learners.**

**Presented By:**       **Drs. David Hellmich and Lori Cortez**

**Presentation:**

The Illinois Small Business Development Center at Sauk Valley Community College seeks to retain a contractor, Pam Clodfelter, for independent business advising services for a total compensation of \$26,400. Pam has served in this role since FY 2021, and this contract represents an increase in compensation to maintain consistency with the cost of living. The compensation is sponsored by grant and local matching funding.

This contract award is exempt from public solicitation due to the scope of services requiring an individual possessing a high degree of professional skill and knowledge specific to the role specified by the grant.

**Recommendation:**

The administration recommends the Board approve the professional services contract to retain contractor, Pam Clodfelter, for independent business advising services with the Illinois Small Business Development Center at Sauk Valley Community College for a total compensation of \$26,400.