

REVENUE AVENUE

A Newsletter from the Office of Business Development Services (OBDS)

June 2009

Director's Note

Welcome to the first edition of *Revenue Avenue* a newsletter published by the OBFS Office of Business Development Services (OBDS).

I hope that this newsletter will be a relevant and helpful information source as you pursue revenue generating opportunities for the University. Future issues will include announcements of upcoming events, short articles on business practice, policy and procedure updates, as well as training and workshop opportunities.

We enjoy working with each of you and will continue our efforts to better serve you. Please let us know how we are doing. For more information about how you can contribute to future editions of *Revenue Avenue* and to give feedback on this first issue, please email obfsrevenuecontract@uillinois.edu.

Sincerely,
Francis Jatco



The Team: Standing L to R – Mike Hallahan, Patricia Menguito, Nester Komolafe, Sitting L to R – Rosetta Houston, Francis Jatco, and Nicole Williams

OBDS Values

- Courtesy
- Knowledge
- Professionalism
- Supportive
- Result-oriented

OBDS IS GOING GREEN!

Fully signed contracts are scanned and emailed to the requesting department. Paper copies are provided by request only.



Did You Know?

Every Revenue Contract Approval Routing Form (RCARF) must be signed or approved by the Vice-Chancellor or an official designate of the Vice-Chancellor before a contract can be processed by the Office of Business Development Services.

Sign-up now at:
www.obfs.uillinois.edu/obds to receive the latest information on revenue contract policies.



Checking Contract Status

A [Steps and Procedures Guideline](#) is now available to assist colleges and departments with the OBFS Contract Status Inquiry tool found on our webpage. This guide is a helpful aid for navigating and doing basic searches to determine the status of contracts submitted to OBFS.

The guide is user-friendly with easy-to-follow narratives step-by-step, including colorful screen-shots of each step of the search process. Finally, there are many useful tips throughout that provide a new perspective on utilizing the Contract Status Inquiry during your daily operations.



Contract

Template Development is Only One of Our Services...

Does your department/unit have repetitive revenue generating services to varied clients? OBDS can assist in developing a contract template to expedite the review and approval of your contract. A preliminary draft based on information about the revenue activity will be shared with your department before it is routed for review and approval to University Counsel, Office of Risk Management and other related University units to ensure compliance with University policies and interests.



New Digs for OBDS

Find OBDS at the Marshfield Building (MAB) on Polk and Marshfield. All correspondence should be sent directly to the 6th Floor or Mail Code 078.



Inked Deals...

OBDS conducted an RFP for **Campus Auxiliary Services Administration** to award a food vending services contract. **Ace Coffee Bar, Inc.** was awarded the contract and is now supplying the assortment of food to over 80 vending machines in the campus. The contract extends to 2014 with options to renew.

OBDS collaborated with **Department of Athletics** to negotiate and finalize the high-profile sponsorship agreement with **Comcast Cable Communications Management, LLC**. The agreement allows Comcast to represent UIC men's and women's intercollegiate athletics as the official events partner providing financial and media support for athletic programs. The terms of the agreement were complex, but the teamwork of OBDS, Legal Counsel, and Athletics, resulted in a win-win situation for all.