

23791

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

LIBRARY MOVING SERVICES  
HAROLD WASHINGTON COLLEGE RENOVATION PROJECT

THE CHANCELLOR

REPORTS

that as part of Phase I of the renovation project at Washington College, staff prepared and issued a Request for Proposals (RFP) for moving services for the college library; the scope of work includes the relocation of the entire library collection, including 60,000 volumes of books, as well as audio visual and microfilm equipment and other furniture from the current fifth floor library area to storage for approximately 7-8 months during the renovation and then the return of all books, materials, equipment and furniture to the renovated fifth floor location at the college after construction and reshelving of the books in proper library classification order; and

that proposals were received from the following four firms: Hallett Movers, Summit, IL, Midway Movers, Chicago, IL, Midwest Movers, Elk Grove, IL, and Big "O" Movers, Chicago, IL; the proposals were evaluated according to the criteria in the RFP: general experience, specific library moving experience and qualifications, references, compliance with the specifications, as well as pricing; Hallett Movers has by far the most experience with library moves, including approximately 400 library references; in addition, the proposed estimated price of \$57,085 is substantially lower, primarily due to the costs of equipment rental (cartons, pallets, carts), packing, moving and reshelving costs, as well as storage costs for the estimated 7-8 month period; and

that based on staff's review of the proposals, and Hallett Movers' experience and pricing, the proposal from Hallett Movers is recommended for a total estimated cost of \$57,085; and

that this proposal has met the District's <sup>MBE</sup> ~~WBE~~ requirement, and has requested a waiver of the WBE requirement pending certification.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approve the issuance of a purchase order in the total estimated amount of \$57,085.00 to Hallett Movers, Summit, IL for the completion of the Harold Washington College Library Moving project.

FINANCIAL

Est. \$57,085.00 - Educational Fund

1999 G.O. Bonds Fund 92008 0005033

Respectfully submitted:

*[Signature]*  
Wayne D. Watson  
Chancellor

COLLEGE REVIEW: \_\_\_\_\_ REQN.# \_\_\_\_\_  
President

May 8,

DISTRICT OFFICE REVIEWS & DATES SIGNED:

<i>[Signature]</i> Purchasing Date 7-28-03	<i>[Signature]</i> Treasurer	<i>[Signature]</i> Legal	Board Office
Admin. Svcs. Date _____	Academic Aff. _____	HR _____	<i>[Signature]</i> Finance 29-Apr-03
OIT _____	Date _____		



Business Unit: CCCGO  
Scenario: FINAL

Fund	Department	Prog	Class	Project Id	Account	Budget Period	Spending Authority Amount	Pre-Encumbered Amount	Encumbered Amount	Expended Amount	Remaining Amount
92008	0005033	70000	80003	0000000	530000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00
92008	0005033	70000	82294	0000000	530000	2003	695,500.00	0.00	140,275.78	555,224.22	0.00
92008	0005033	70000	82980	0000000	530000	2003	120,763.00	12,000.00	0.00	96,421.07	12,341.93
<b>Total for Account:</b>					<b>530000</b>		<b>5,816,263.00</b>	<b>12,000.00</b>	<b>140,275.78</b>	<b>651,645.29</b>	<b>5,012,341.93</b>
92008	0005033	70000	82980	0000000	540000	2003	44,458.94	0.00	2,046.00	6,716.80	35,696.14
<b>Total for Account:</b>					<b>540000</b>		<b>44,458.94</b>	<b>0.00</b>	<b>2,046.00</b>	<b>6,716.80</b>	<b>35,696.14</b>
92008	0005033	70000	82980	0000000	550000	2003	11,728.76	0.00	0.00	2,872.47	8,856.29
<b>Total for Account:</b>					<b>550000</b>		<b>11,728.76</b>	<b>0.00</b>	<b>0.00</b>	<b>2,872.47</b>	<b>8,856.29</b>
92008	0005033	70000	82980	0000000	580000	2003	10,000.00	0.00	0.00	0.00	10,000.00
<b>Total for Account:</b>					<b>580000</b>		<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>
<b>Total for Fund:</b>					<b>92008</b>		<b>5,882,450.70</b>	<b>12,000.00</b>	<b>142,321.78</b>	<b>661,234.56</b>	<b>5,066,894.36</b>
<b>Total for Period:</b>					<b>2003</b>		<b>5,882,450.70</b>	<b>12,000.00</b>	<b>142,321.78</b>	<b>661,234.56</b>	<b>5,066,894.36</b>
<b>Total for Business Unit:</b>					<b>CCCGO</b>		<b>5,882,450.70</b>	<b>12,000.00</b>	<b>142,321.78</b>	<b>661,234.56</b>	<b>5,066,894.36</b>

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