

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO.508  
County of Cook and State of IllinoisON-SITE MAINTENANCE OF MICROCOMPUTERS, LAPTOPS, PRINTERS, AND RELATED EQUIPMENT  
OFFICE OF INFORMATION TECHNOLOGY  
ALL COLLEGES AND DISTRICT OFFICE

## THE CHANCELLOR

## REPORTS

that there is a need to select a firm to provide District-wide on-site maintenance services for microcomputers, laptops, printers, and related equipment; and

that staff prepared, publicly advertised and issued a detailed Request for Proposal (RFP) for these services to include implementation plans and service level agreements. Request for Proposals (RFPs) were sent to thirty (30) firms and a pre-conference was conducted on October 24, 2007 and six (6) firms responded to the RFP on October 31, 2007; Diebold Information & Security Systems, Advotek Inc., Novanis, Sentinel Technologies Inc., Signature Technology Group Inc. and Smart Technology Services; and

that the submitted proposals were reviewed, evaluated and ranked by District and Harold Washington College in terms of the evaluation criteria contained in the RFP; overall responsiveness, qualifications, past experience, pricing and Compliance with District M/WBE requirements; and

that based on the evaluation scoring, staff recommends acceptance of the highest ranked proposal from Sentinel Technologies Inc. for the following on site maintenance service fees:

Item	Normal Service Price (8x5x5 Next Business Day) Per Service Call	Extended Service Price (7x24x365 4-hour response) Per Service Call
Microcomputers	\$160.00	\$228.00
LCD Monitors	\$195.00	\$278.00
Laptops (HP, IBM, Sony, Mac Books, etc.)	\$306.00	\$437.00
Non-Laser Printers	\$160.00	\$228.00
Laser Printers	\$225.00	\$321.00
Scanners	T&M (\$75/hr)	T&M (\$150/hr)
Fax Machines	T&M (\$75/hr)	T&M (\$150/hr)
Print Heads (Model dependant)	Range: \$120-\$300 Each	
User Maintenance Kits (Model dependant)	Range: \$200-\$400 Each	

that the service periods would begin January 1, 2008 through December 31, 2011 with two (2), one (1) year options to renew at an annual cost not to exceed \$150,00.00; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced district wide on-site computer maintenance agreement and since Sentinel Technologies has partnered with certified MBE Total Maintenance Concepts (TMC) for 25% direct participation and Corporate Travel for 7% indirect participation, it has been determined that Sentinel Technologies is in compliance with the Board approved Participation Plan.

## THE CHANCELLOR

RECOMMENDS that the Board of Trustees authorize the Chairman to enter into an agreement with Sentinel Technologies, Inc. Downers Grove, IL for on-site PC and related equipment maintenance for a period January 1, 2008 through December 31, 2011 at a cost not to exceed \$150,000 annually in accordance with RFP #SC0730 dated October 16, 2007 with a total cost not to exceed \$ 600,000 for the contract period stated above.

**FINANCIAL**

**Not to exceed \$600,000.00 – Educational Fund 00003-0023001-00086-01000 0000000-534600**

**FY 08 \$ 75,000.00 January 1, 2008- June 30, 2008**

**FY 09 \$150,000.00 July 1, 2008 – June 30, 2009**

**FY 10 \$150,000.00 July 1, 2009 – June 30, 2010**

**FY 11 \$150,000.00 July 1, 2010 – June 30, 2011**

**FY 12 \$ 75,000.00 July 1, 2011 – December 31, 2011**

**Respectfully Submitted**

**Wayne D. Watson  
Chancellor**

**December 6, 2007- Office of Information Technology- District Office**