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**ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
OCTOBER 7, 2010**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO.508
COUNTY OF COOK AND STATE OF ILLINOIS**

**THEATER CURTAIN CLEANING, REPAIRS AND FIRE PROOFING SERVICES
DISTRICT-WIDE - ADMINISTRATIVE SERVICES**

THE CHANCELLOR

REPORTS

that there is a need to clean, repair and fireproof the theater curtains located at the campuses, District Wide to maintain compliance with City of Chicago fire code regulations; and

that specifications were prepared by District Procurement staff, publicly advertised on August 12, 2010 and emailed to twelve (12) companies. A pre-bid meeting was held on August 19, 2010 and three (3) bids were received as listed below:

Bidders	Total Bid Price
Jose Drapery & Window Covering Company, Inc. Northbrook, IL	\$67,739.66
Sew What Home Design, Inc. Winter Haven, FL	\$216,706.00
Continental Construction Company, Inc. Evanston, IL	\$327,300.00

that Administrative Services has determined that it is in the best interest of City Colleges of Chicago to award based on the lowest responsive and responsible bidder's total bid price submitted by Jose Drapery & Window Covering company, Inc.-Northbrook, IL and has determined that its price is reasonable and acceptable; and

that the Office of M/WBE Contract Compliance has reviewed the above and Jose Drapery is a certified WBE firm self-performing all of the services and has requested a waiver for direct MBE participation, in compliance with the Board Approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approves the issuance of purchase orders on an as needed basis in an annual total amount not to exceed \$67,739.66 to Jose Drapery & Window Covering Company, Inc.-Chicago, IL to provide theater curtain cleaning, repairs and fire proofing services District Wide, for a total amount not to exceed \$203,218.98, for a period of three (3) years, from October 7, 2010 through October 8, 2013, with an option to extend for two (2) additional one (1) year periods, in accordance with the specifications of Bid #MWJ1015 dated August 12, 2010.

FINANCIAL

O& M Fund – 05501-0005031-700000-00000-0000000-53000

FY '11 - \$67,739.66

FY '12 - \$67,739.66

FY '13 - \$67,739.66

Respectfully submitted,

Cheryl L. Hyman

Chancellor

October 7, 2010 –Administrative Services-District Office