

31103

ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
AUGUST 4, 2011

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

UNIFORM RENTAL SERVICES-ENGINEERS AND CUSTODIAL STAFF
CINTAS CORPORATION

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to execute an agreement with Cintas Corporation to provide clean uniforms to the engineers and custodial staff on a weekly basis for a three year period from September 1, 2011 through September 30, 2014 with an option to extend for an additional two year period at a cost not to exceed \$67,067 for weekly cleaning and \$20,000 for uniform replacements on an annual basis. The total amount for the entire contract shall not exceed \$261,201 for the three year period.

VENDOR: Cintas Corporation
6001 W. 73rd Street
Bedford Park, IL 60638

USER: District-wide

TERM:

The term of the agreement shall commence on September 1, 2011 and end on September 30, 2014, with an option to extend for an additional two (2) year period.

SCOPE OF SERVICES:

The vendor will provide five sets of clean uniforms on a weekly basis to the Custodians and Engineers at each campus and District Office. As per language detailed in the bargaining unit agreements, cleaned uniforms will be provided for facilities staff (Engineers and Custodians) on a weekly basis and replaced every 12-18 months as determined by the District.

BENEFIT TO CITY COLLEGES OF CHICAGO

The engineering and custodial staff have a standard uniform that represents the unification of the entire District and the rental and cleaning of staff uniforms ensures that staff have clean, crisp work clothing which projects a professional and impeccable image for the District.

DELIVERABLES:

The vendor will provide uniforms to each campus as specified in the bid documents that are clean, sanitary and measured for fitness to all facilities Engineers and Custodial staff for a three year period.

VENDOR SELECTION CRITERIA:

A public bid, #MWJ1106, was prepared and publicly advertised on June 16, 2011. Thirteen (13) vendors were contacted. Two (2) companies responded to the bid on June 30, 2011: 1) Cintas Corporation and 2) Lechner & Sons Uniform Rental.

The bids were reviewed by the Office of Administrative and Procurement Services staff. Based on the lowest responsive and responsible bid submitted and the quality of the bid samples, staff recommends the acceptance of the bid from Cintas Corporation.

MBE/ WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above agreement and CINTAS Corporation is in compliance with the Board Approved Participation Plan.

MBE Vendor:	Choi Brothers Inc. 3401 W Division Chicago, IL 60651	Direct Uniform Distributor \$87,087 / 25%	CMDSC
	Excel Screen-printing And Embroidery Inc 10507 Delta Pkwy Schiller Park, IL 60176	Indirect Embroidery as required	CMDSC
WBE Vendor:	Davis Staffing 21031 Governor’s Hwy Matteson, Illinois	Direct Temporary Employment Services \$6,095 / 7%	WBDC

GENERAL CONDITIONS:

Inspector General- it shall be the duty of each party to the agreement to cooperate with the Inspector General for the City Colleges of Chicago in any investigation pursuant to the Inspector General’s authority under Article II, Section 2.6.4(b) of the Board Approved Plan.

Ethics - It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

Total: \$261,201

Charge To: Office of Administrative and Procurement Services
Source of Funds: Operations and Maintenance

FY2012: 00003-0005031-70000-00000-0000000-540000: \$87,067

FY2013: 00003-0005031-70000-00000-0000000-540000: \$87,067

FY2014: 00003-0005031-70000-00000-0000000-540000: \$87,067

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

August 4, 2011 – Office of Administrative and Procurement Services