

**31221**

**ADOPTED – BOARD OF TRUSTEES COMMUNITY  
COLLEGE DISTRICT NO. 508  
NOVEMBER 3, 2011**

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

**ON-SITE MAINTENANCE OF MICROCOMPUTERS, LAPTOPS,  
PRINTERS, AND RELATED EQUIPMENT  
SENTINEL TECHNOLOGIES, INC.  
OFFICE OF INFORMATION TECHNOLOGY  
DISTRICT OFFICE  
(RENEWAL OPTION)**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chairman to exercise the option to renew the agreement with Sentinel Technologies, Inc. to provide on-site maintenance of microcomputers, laptops, printers and related equipment for a one (1) year period from January 1, 2012 through December 31, 2012 at a total cost not to exceed \$150,000.

**VENDOR:** Sentinel Technologies, Inc. (“Sentinel”)  
2550 Warrenville Road  
Downer’s Grove, IL 60515

**USER:** District-wide

**ORIGINAL TERM:**

The original term of this agreement began on January 1, 2008 and will end on December 31, 2011.

**RENEWAL/OPTION TERMS:**

The renewal term of this agreement will be on January 1, 2012 and will end on December 31, 2012.

**SCOPE OF SERVICES:**

Sentinel will provide the following on-site maintenance services:

- (1) Microcomputers, LCD Monitors, Laptops (HP, IBM, Sony, Mac Books, etc.), Non-Laser Printers, Laser Printers, Scanners, Fax Machines, and Print Heads (Model dependent); and
- (2) User Maintenance Kits (Model dependent).

Service fees will remain unchanged from the current rate as follows:

<b>ITEM</b>	<b>NORMAL SERVICE PRICE (8X5X5 Next Business Day) Per Service Call</b>	<b>EXTENDED SERVICE PRICE (7x24x365 4-hour response) Per Service Call</b>
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 dependent)	Range: \$120-\$300 Each	
User Maintenance Kits (Model dependent)	Range: \$200-\$400 Each	

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Utilizing Sentinel Technologies, Inc. will provide City Colleges of Chicago (CCC) with a stable production environment following the appropriately scheduled on-site maintenance of CCC’s Microcomputers, Laptops, Printers, and related equipment.

**VENDOR SELECTION CRITERIA:**

The above referenced option is associated with an existing contract that resulted from a Request for Proposal process that was conducted during October 2007. OIT staff, in collaboration with the Office of Administrative and Procurement Services, prepared, publicly advertised and issued a detailed Request for Proposal (RFP) for these services to include implementation plans and service level agreements. RFPs were sent to thirty (30) firms and a pre-conference was conducted on October 24, 2007. Six (6) firms responded to the RFP on October 31, 2007: 1) Diebold Information & Security Systems; 2) Advotek, Inc.; 3) Novanis; 4) Sentinel Technologies, Inc.; 5) Signature Technology Group, Inc.; and 6) Smart Technology Services.

The submitted proposals were reviewed, evaluated and ranked by staff in terms of the evaluation criteria contained in the RFP, which included overall responsiveness, qualifications, past experience, pricing and compliance with District M/WBE requirements. Based on the evaluation scoring, staff recommended acceptance of the highest ranked proposal from Sentinel Technologies, Inc.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above referenced agreement option and Sentinel remains in compliance with the Board Approved Participation Plan.

**MBE Vendor:**

Total Maintenance Concepts	Direct Participation	City Certification
117 Entry Drive		
Bensenville, IL 60101		

**WBE Vendor:**

Corporate Travel	Indirect Participation	WBDC
450 E. 22 <sup>nd</sup>		
Lombard, IL 60148		

**GENERAL CONDITIONS:**

Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

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:** \$150,000

**Charge to:** OIT

**Sources of Funds:** Education Fund

**Unrestricted Fund**

**FY12:** 00003-0023004-00086-00000-0000000-534500: \$150,000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**November 3, 2011- Office of Information Technology – District Office**