

**30883**  
**ADOPTED - BOARD OF TRUSTEES COMMUNITY**  
**COLLEGE DISTRICT NO. 508**  
**FEBRUARY 11, 2011**

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

**ANNUAL BUILDING REPAIR FOR GLASS AND MIRROR REPLACEMENTS, GLASS FILM**  
**INSTALLATIONS, WINDOW APPLIQUES, GLAZING, ARCHITECTURAL METALS**  
**AND BOARD-UP SERVICES**  
**DISTRICT-WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chairman to approve a 3 year District Wide annual building repair service contract with an option to extend for 2 additional 1 year periods with American Glass and Aluminum Erectors, Inc. to provide glass and mirror replacements, glass film installations, window appliques, glazing, architectural metals and board-up services to maintain the facilities District Wide at a cost not to exceed \$2,550,000 for the 3 year term. Information pertinent to this agreement is stated below.

**VENDOR:** American Glass and Aluminum Erectors, Inc.  
4549 N. Milwaukee Avenue  
Chicago, IL 60630

**USERS:** District Wide

**TERM:**

The term of this agreement shall commence on March 8, 2011 and shall end on March 7, 2014. This agreement shall have two (2) options to renew for a period of one (1) year each.

**SCOPE OF SERVICES:**

The scope of services to be performed under this contract consists of non-emergency and emergency Glass and Mirror Replacements, Glass Film Installations, Window Appliques, Glazing, Architectural Metals and Board-Up Services.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Office of Administrative and Procurement Services has reviewed this request for services and has determined that it would be in the best interest of the District to work with American Glass and Aluminum Erectors, Inc. to develop an agreement to ensure that the glass, mirrors, glass film, window appliques, glazing, architectural metals and board-up services are properly and professionally replaced and installed.

**DELIVERABLES:**

American Glass and Aluminum Erectors, Inc. shall provide glaziers, carpenters, laborers and materials to each City Colleges of Chicago site District Wide to replace and repair broken glass and windows as needed.

**VENDOR SELECTION CRITERIA:**

A public bid, #MWJ1017, was prepared and publicly advertised on November 10, 2010 and emailed to twenty-one (21) companies. Four (4) bid responses were received from the following companies: 1) American Glass & Aluminum Erectors, Inc.; 2) Hillside Industries, Inc.; 3) Glass Designers, Inc.; and 4) Midwest Contract Glazing, Inc. The Office of Administrative and Procurement Services evaluated the bids and selected American Glass & Aluminum Erectors, Inc. based on its experience, financial position and ability to provide the lowest hourly rates overall. Additionally, American Glass & Aluminum Erectors, Inc. was the only bidder that provided a responsive bid on all required work and services.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above agreement request and, American Glass and Aluminum Erectors, Inc., subcontracting to Galaxy Environmental and L&M Welding, both certified MBE firms and Acer Enterprises, a certified WBE firm, is in compliance with the Board Approved Participation Plan.

**MBE Vendor:** Galaxy Environmental, Inc.  
4242 N. Cicero  
Chicago, IL 60641

L&M Welding Corporation  
4619 W. Armitage  
Chicago, IL 60639

**WBE Vendor:** Acer Enterprises, Inc.  
17821 Chappel Ave.  
Lansing, IL 60438

**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 cost not to exceed \$2,550,000 for the contract term.  
\$850,000 Annually – Various Colleges – O&M Fund – 530000-05501-0005031-00079-00000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**February 11, 2011 - Office of Administrative and Procurement Services**