

31691

**ADOPTED - BOARD OF TRUSTEES COMMUNITY COLLEGE
DISTRICT NO. 508
DECEMBER 7, 2012**

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

**PURCHASE OF UNIFORMS
COSMETOLOGY PROGRAM – TRUMAN TECHNICAL COLLEGE
CULINARY ARTS PROGRAM – WASHBURNE CULINARY INSTITUTE
(EXTENSION OPTION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the exercise of the option to extend the issuance of purchase orders for uniforms for the Cosmetology Program at Truman College and the Culinary Arts Program at the Washburne Culinary Institute, on an as needed basis, for a 2 (two) year period from December 6, 2012 through December 31, 2014, at a total cost not to exceed \$87,627 annually.

VENDORS: The Wright Fit Uniforms, Inc.
1800 West 95th Street
Chicago, Illinois 60643

Just Uniforms
632 Merganser Drive
Hobart, Indiana 46342

USERS: Kennedy-King College
Truman College

ORIGINAL TERM:

The original term commenced on December 3, 2009 through December 31, 2012

EXTENDED TERM:

The extended term shall commence on January 1, 2013 through December 31, 2014.

SCOPE OF SERVICES:

The identified vendors will supply and deliver uniforms for students enrolled in the Cosmetology Program at Truman College and the Culinary Arts Program at the Washburne Culinary Institute at Kennedy-King College. The combined total cost is based on student enrollment and is subject to increase or decrease. The cost of the uniforms is part of the student fees which are collected and held until the uniforms are purchased.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Utilizing the vendors listed above will ensure that students enrolled in each program are dressed in accordance with each program's uniform policy.

VENDOR SELECTION:

Pursuant to Board Report 29893 adopted on December 3, 2009, the Board approved the issuance of purchase orders to the vendors listed above for a three year period with an option to extend for two additional years. Specifications were prepared by District Procurement Staff and Sealed Bid #MWJ10914 was publicly advertised on October 22, 2009. Twenty-three (23) companies were contacted. Four (4) companies responded to the bid on November 6, 2009 by category:

Category A-Cosmetology Uniforms:

1) The Wright Fit Uniform, Inc.; 2) Silk Screen Express; 3) Chicago United Industries and 4) Just Uniforms

Category B – Chef Uniforms:

1) Just Uniforms; 2) Silk Screen Express; 3) Chicago United Industries and 4) The Wright Fit Uniforms, Inc.

All bids and uniform samples were reviewed by staff from Truman College, the Washburne Culinary Institute/Kennedy-King College, Office of Administrative and Procurement Services and Office M/WBE Contract Compliance. Based on the lowest responsive and responsible bids submitted and the quality of the bid samples, staff recommended acceptance of the bids from The Wright Fit Uniforms for the Cosmetology Program and Just Uniforms for the Culinary Arts Program.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the request for purchase of uniforms for the Cosmetology and Culinary Arts Programs. Wright Fits Uniforms is in compliance with the Board Approved Participation Plan. Just Uniforms is a small female owned firm from Indiana that purchases directly from the manufacturer companies with very little overhead cost. The Office of M/WBE Compliance recommends that Just Uniforms receive a waiver of direct participation in compliance with Board Approved Participation Plan.

The Wright Fit Uniforms, Inc.**MBE Vendor:**

The Wright Fit Uniforms, Inc.	Direct Participation	City of Chicago
1800 West 95 th St	93%	
Chicago, IL 60643		

WBE Vendor:

G.T. Lewis & Associates Inc.	Direct Participation	MSDC, CMS
P.O. Box 496421	7%	
Chicago, IL 60649		

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 2, Section 2.7.4(b) of the Board Bylaws.

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.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

FINANCIAL:

Total FY13 – FY15: \$87,627 Annually

Charge to: Truman College

Source of Fund: Education Fund

\$36,774 – Annually, based on student enrollment, The Wright Fit Uniforms, Inc.

Charge to: Washburne/Kennedy-King

Source of Fund: Education Fund

\$50,853 – Annually, based on student enrollment, Just Uniforms

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

December 7, 2012 – Truman College and Kennedy-King College