

**31606**  
**ADOPTED - BOARD OF TRUSTEES COMMUNITY COLLEGE**  
**DISTRICT NO. 508**  
**OCTOBER 4, 2012**  
**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508**  
**COUNTY OF COOK AND STATE OF ILLINOIS**

**MAINTENANCE SERVICES CONTRACT FOR STERILIZER UNITS**  
**EAGLE TECHNICAL SERVICE, INC.**  
**OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES**  
**DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with Eagle Technical Service, Inc. to provide routine and preventive maintenance services for the sterilizer units across the District for the period from October 4, 2012 through September 30, 2014, at a total cost not to exceed \$56,000.

**VENDOR:** Eagle Technical Service, Inc.  
Post Office Box 429  
Eagle, Wisconsin 53119

**USER:** District Wide

**TERM:**

The term of the agreement will commence on October 4, 2012 and shall end on September 30, 2014.

**SCOPE OF SERVICES:**

Eagle Technical Service, Inc. will provide 8 quarterly preventive maintenance inspections on the Stand Up Sterilizers and Stem Generators, 2 annual preventive maintenance inspections on the Table Top Sterilizer, as well as all parts needed for repair, call back services and electronic service reports.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The Colleges will benefit from this consolidated preventive maintenance program that will allow the equipment to be maintained on a consistent basis at a flat rate rather than on an individualized time and material basis. The 2 year agreement reflects a volume discount of 5% and a savings of \$3,000.

**VENDOR SELECTION CRITERIA:**

Eagle Technical Services, Inc. is the manufacturer authorized service provider for the sterilizer machinery. Pursuant to State law, contracts for the maintenance or servicing of equipment which

are made with the manufacturer or authorized service agent of that equipment where the maintenance or servicing can be best performed by the manufacturer or authorized service agent are exempt from the District's competitive bidding requirements.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above request for agreement and Eagle Technical Services Inc., is the manufacturer's authorized representative provider for the maintenance services to provide routine and preventive maintenance services for sterilizer units across the District. There are no certified MBE or WBE subcontracting opportunities without violation of system or service. The Office of Compliance recommends that a waiver of direct participation in MBE and WBE compliance with the Board Approved Participation Plan be granted.

**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:** \$56,000

**Charge To:** District Wide

**Source of Funds:** Various

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**October 4, 2012- Office of Administrative and Procurement Services**