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**ADOPTED – BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
JANUARY, 12, 2012**

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

**TELEVISION STUDIO DRAPERIES AND RIGGING EQUIPMENT
GRAND STAGE LIGHTING CO.
WYCC-TV20**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the issuance of a purchase order to Grand Stage Lighting Co., Inc. to provide television studio draperies and rigging equipment at WYCC-TV20 Studios for a total cost not to exceed \$49,981.00.

VENDOR: Grand Stage Lighting Co., Inc.
630 West Lake Street
Chicago, Illinois 60661

USER: WYCC-TV20
Kennedy King College

TERM:

Installation and manufacturing will be completed no later than June 30, 2012.

SCOPE OF SERVICES:

The scope of services shall include the purchase, delivery and installation of television studio draperies and new rigging equipment for the two studios located at WYCC-TV 20 which will result in two tracks of curtain that encircle studios and work independently.

BENEFIT TO CITY COLLEGES OF CHICAGO:

WYCC TV-20 has reviewed this request for services and has determined that it would be in the best interest of the District to purchase the draperies from Grand Stage. This purchase will enable WYCC to have draperies in the studios to enable the use of the studios in 360 degrees and use the draperies as a back drop during television productions.

DELIVERABLES:

Studio 1: H&H specialties #301W Aluminum I-Beam curtain track; 360 degree layout, approximately 60' x 70', complete existing H & H Specialties #301W Aluminum I-beam curtain track, backdrop drape; 21 oz. black cotton velour fabric, treated for flame retardancy, 20' wide panel, with 50% sewn-in fullness and chain weighted bottom, replacement cyclorama; 108" grey

muslin fabric, treated for flame retardancy, 120' wide, with combination pipe pocket, chain weighted bottom and 121-H&H Specialties #301 single carriers.

Studio 2: H&H Specialties #301WAluminum I-beam curtain track; 360 degree (double track) layout with end stops at existing stairway, approx. 40' x 45' overall (less stairway) complete with all necessary accessories for walk along operating, grid hanger assemblies and all necessary accessories for complete installation, backdrop drape; 21 oz. black cotton velour fabric, 20' wide panel with 50% sewn-in fullness and chain weighted bottom, cyclorama; 108" grey muslin fabric, treated for flame retardancy, 90' wide, sewn flat with combination pipe pocket and chain weighted bottom.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement Staff and Sealed Bid #MWJ1116 was publicly advertised on November 4, 2011. Twelve (12) companies were contacted. One (1) company, Grand Stage Lighting Co., responded to Bid #MWJ1116 on November 18, 2011.

The bid was reviewed by staff from WYCC-TV 20, the Office of Administrative and Procurement Services and the Office of M/WBE Contract Compliance and it was determined that Grand Stage Lighting Co. could provide they type of quality of materials necessary for WYCC-TV 20's studio drapery needs at a competitive price. WYCC-TV 20 is recommending that Grand Stage Lighting Co., Inc. to provide studio draperies and rigging equipment.

M/WBE CONTRACT COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above request and the process for staging and hanging theater and stage drapes and curtains requires specific training and equipment that is completed by the company work force with no opportunity to further subcontract for direct participation. Grand Stage Lighting Co., is applying for certification as a woman-owned business enterprise, is the sole vendor in the Chicagoland area of the specified product and has requested a waiver from direct participation. Therefore, the Office of M/WBE Contract Compliance recommends a waiver from direct participation in compliance with the Board Approved Participation Plan.

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.

FINANCIAL:

Total: \$49,981.00

Charge to: WYCC

Sources of Funds: Capital Fund

Restricted Fund

FY12: 580000 92015 8005031 00079 86235

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

January 12, 2012 – WYCC-TV20