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**ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
OCTOBER 2, 2013**

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

**STUDENT COSMETOLOGY SUPPLIES
THE BURMAX COMPANY
MARIANNA INDUSTRIES, INC.
OFFICE OF ACADEMIC AFFAIRS
TRUMAN COLLEGE
(RENEWAL OPTION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the issuance of purchase orders to The Burmax Company and Marianna Industries, Inc., to provide cosmetology supplies for students enrolled in the Truman College Cosmetology program for the period from October 2, 2013 through July 30, 2015, for a total cost not to exceed \$128,178.65 annually.

VENDORS: The Burmax Company
28 Barretts Avenue
Holtsville, New York 11742

Marianna Industries, Inc.
11222 I Street
Omaha, Nebraska 68137

USER: Truman College
Cosmetology Department

ORIGINAL TERM:

The original term commenced on July 14, 2010 and ended on July 15, 2013 with an option to extend for an additional two (2) year period pursuant to Board Report 30446.

RENEWAL TERM:

The renewal term shall commence no sooner than October 2, 2013 and will continue through July 30, 2015.

SCOPE OF SERVICES:

In Board Report 30446 adopted on July 14, 2010, the Board approved the purchase of cosmetology supplies from the following vendors: Burmax Company, Marianna Industries, Inc. and Morris Flamingo-Stephan, Inc. At this time, the Cosmetology department does not require any additional supplies from Morris-Flamingo-Stephan, Inc. Burmax Company and Marianna Industries, Inc. will provide cosmetology supplies for the students enrolled in the Cosmetology Program in Class 101 – 106 and Class 201-202 at Truman College. Necessary supplies include: Tote Bag; Trigger Sprayer & Bottle; Extra-Deep Manicure Bowl; Manicure Brush; Toenail Clipper;

Styling Brush, Hair Cutting Comb; Styling Comb; Double Decker Tint Bowl Adjustable Mannequin Holder; Dual Purpose Clips, Single Prong Clips, Magnetic Roller Kit; Manicure Kit; Shampoo Comb; Rattail Comb Round Compact Make-Up Kit; Butterfly Clips; Nail Polish Kit; and Hair Net.

COSMETOLOGY 101 – 106 and 201- 202		
Vendor	Estimated Annual Amount	Item Description
The Burmax Co., Inc. Holtsville, NY	FY14: \$62,039.70 FY15: \$77,379.65	Tote Bag; Sprayer & Bottle; Extra-Deep Manicure Bowl; Manicure Brush; Toenail Clipper; Styling Brush, Hair Cutting Comb; Styling Comb; Double Decker Tint Bowl; Clairol Pro Applicator Bottle; Mini Nano Titanium ½” Straightening Iron; Kizure Thermal Curling Iron 3/16”; Kizure Thermal Curling Iron 7/17”; Soft’N Style 5/8” Long Pink Rubber Rods; Concave 2” Short Orchid Perm Rods, Selena Manikin
Marianna Industries, Inc. Omaha, NE	FY14: \$43,542.00 FY15: \$50,799.00	Adjustable Mannequin Holder; Dual Purpose Clips, Single Prong Clips, Magnetic Roller Kit; Manicure Kit; Shampoo Comb; Rattail Comb; Scalpmaster Operator Apron; Applicator Brush; Concave 3” Long Orchid Perm Rods, Concave 3” Long Pink Perm Rods; Concave 2” Short Gray Perm Rods; Concave 2” Short Pink Perm Rods; Concave 2” Short White Perm Rods, Suzie Kim Manikin

BENEFIT TO CITY COLLEGES OF CHICAGO:

These supplies are necessary for the students enrolled in the Cosmetology Program to receive thorough training in the art, skill and applied science used in treatment of hair, nails and skin.

Additional Cosmetology 101 classes are anticipated to be added for the Fall 2014 through Summer 2015 semesters which would increase program enrollment to 350 students.

The students pay a fee for the use of supplies. Below is the list of courses and fees charged to students:

1. 101 \$495.20
2. 102 \$341.90
3. 103 \$126.90
4. 104 \$120.00
5. 105 \$73.00
6. 106 \$100.50
7. 201 \$215.00
8. 202 \$131.80

VENDOR SELECTION CRITERIA:

A public bid, #MWJ1007, was prepared and publicly advertised on March 24, 2010 and emailed to ten (10) companies. Four (4) bid responses and samples were received. The three Vendors were selected based upon the most responsive and responsible bidders' unit price per item that met the required specifications, product quality and durability. At this time, the Truman Cosmetology department does not need require any additional supplies from Morris-Flamingo-Stephan, Inc.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above submittals and each company, directly supplying a specific product and shipping directly to the college, with no further opportunity to subcontract to certified M/WBE firms, is recommending a continuance of the approved waiver of participation for the identified products 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.

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 FY14 – FY15: \$233,760.35

Charge To: Cosmetology Program Truman College

Source of Funds: Education Fund

FY14: 540000-00003-4030250-10000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

October 2, 2013 – Office of Academic Affairs—Truman College