

32307
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 5, 2014

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

MECHANICAL SERVICES PAYMENTS
ANCHOR MECHANICAL
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
DISTRICT WIDE
(RATIFICATION)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees approves the ratification of payment to Anchor Mechanical in the amount of \$74,104.65 for services performed during the approved contractual period.

VENDOR: Anchor Mechanical
 215 South Aberdeen Street
 Chicago, Illinois 60607

TERM:

The term of the agreement began on March 11, 2010 and ended on March 10, 2013.

SCOPE OF SERVICES:

Pursuant to Board Report #31715 adopted on January 10, 2013, the Board authorized the re-allocation of funds in the amount of \$150,000 from Anchor Mechanical to Delta Heating and Air Conditioning for the remainder of fiscal year 2013 due in large part to cover the costs of an emergency valve replacement project at Kennedy-King College and to allow for some minor projects at various campuses. The approved re-allocation of funds for Anchor Mechanical was for \$75,000 for the remaining contract year.

Subsequent review by the Office of Administrative and Procurement Services revealed that outstanding work orders were placed by the various colleges with Anchor Mechanical and submitted by the contractor for payment. Anchor Mechanical did not bill for the services in a timely fashion. Staff has verified that the work was done during the approved contract period in accordance with the contractual terms and pricing and completed in an acceptable manner. City Colleges of Chicago no longer has a contractual relationship with Anchor Mechanical and would like rectify all outstanding items. Funding is available for payment and authorization to increase the approved contract amount is being sought. The Office of Administrative & Procurement Services has determined that it would be in the best interest of the District to compensate Anchor Mechanical for the work completed.

VENDOR SELECTION CRITERIA:

Pursuant Board Reports #30082 and #31715, the Board authorized an agreement with Anchor Mechanical. Specifications were prepared by District Procurement staff, and publicly advertised on January 7, 2010 to solicit bids to provide hourly rates for the required work for a three (3) year period with an option to renew for one (1) additional one-year term. Fifty-two (52) firms were contacted and a pre-bid conference for DT0918 was held on January 12, 2010. Three firms responded: 1) Delta Heating and Air Conditioning, Inc.; 2) Anchor Mechanical, Inc.; and 3) Hill Mechanical Services.

Administrative and Procurement Services staff reviewed the bids submitted by the most responsive and responsible bidders and reported that Anchor Mechanical Inc. and Delta Heating and Air Conditioning, Inc. met the mechanical repair specifications.

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: \$74,104.65

Charge to: Various Departments

Source of Funds: Capital Funds

FY14-15: 580000-92015-00050317000-0000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

June 5, 2014 – Office of Administrative and Procurement Services – District Office