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 1, 2014 through September 30, 2016, 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 shall commence on October 1, 2014 and continue through September 30, 2016.

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

BENEFIT TO CITY COLLEGES OF CHICAGO:
The Colleges will benefit from this consolidated preventative 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 services agent of that equipment where the
maintenance or servicing can be best performed by 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 agreement request and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (equipment maintenance services by manufacturer) and the absence of subcontracting opportunities. The vendor is however working with a minority–owned firm that is capable of servicing the equipment and once the firm is certified by a City Colleges of Chicago recognized certifying agency, this firm will be added to the agreement.

**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 II, 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: $56,000
Charge To: Various Colleges/Departments
Source of Funds: Educational/ Restricted Fund
FY15: 530000-XXXX-XXXXXXXX-XXXXX

Respectfully submitted,

Cheryl L. Hyman
Chancellor

September 4, 2014 - Office of Administrative and Procurement Services