

32646
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MAY 7, 2015

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

OFFICE AND CONFERENCE FURNITURE
CATEGORY “A”
HENRICKSEN
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
NEW MALCOLM X COLLEGE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute a depends upon requirements agreement with Henricksen to supply, deliver, and install Office and Conference Furniture from Category “A” for the New Malcolm X College and School of Health Services for the period commencing no sooner than May 7, 2015 through November 30, 2016, at a total cost not to exceed \$1,940,407.35.

VENDOR: Henricksen
1101 West Thorndale Avenue
Itasca, Illinois 60143

USER: Malcolm X College

TERM:

The term shall commence no sooner than May 7, 2015 and continue through November 30, 2016.

SCOPE OF WORK:

The selected supplier is responsible for working with City Colleges and CMO, the general contractor for the project, to deliver, assemble, and install selected furnishings which include but are not limited to:

- Task Chairs
- Workstations
- Lateral Files Cabinets
- Private Office Suites
- Conference Room Furniture
- Lectern
- Metal Bookcases

BENEFIT TO CITY COLLEGES OF CHICAGO:

The new Malcolm X campus will provide the specialized educational facilities required to best deliver hands-on learning environments for City Colleges of Chicago students. The new

furniture will help complete the new student environment by providing sustainable, accessible, and modern furnishings.

VENDOR SELECTION CRITERIA:

On January 12, 2015, a Request For Proposal #SL1408, was publicly advertised by CCC, posted on CCC’s website, and directly emailed to 12 qualified vendors. On February 9th, two (2) Proposals were received and both vendors, Henricksen and Kayhan International, participated in oral presentations. Proposals and presentations were evaluated and scored based on the following criteria:

- Qualifications/ Experience
- Overall responsiveness and Presentation
- Execution Plan
- Adherence to Specification
- References
- Product Function and Durability
- Appearance
- Warranty & Maintenance
- Total Cost
- MBE/ WBE Compliance

Based on the evaluation process and findings, staff recommends the acceptance of the proposal from Henricksen to supply, deliver, and install the office and conference room furniture for the New Malcolm X College and School of Health Sciences.

MBE/WBE COMPLIANCE:

The Office of MBE/WBE Contract Compliance has reviewed the proposed agreement and has determined that the Vendor is in compliance with the Board Approved Plan:

Vendor	MBE or WBE	%	Participation	Certifying Agency
Harrison & Co. 2421 S. 25th Ave. Broadview, IL 60155	WBE	7.5	Direct	City of Chicago
Configuration Chicago 10 E. Garfield Blvd. Chicago, IL 60653	MBE	15	Direct	CMSDC
CFS Installation 3021 W. Harrison Chicago, IL 60612	MBE	10	Direct	City of Chicago

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: \$1,940,407.35.

Charge to: Malcolm X College/Office of Administrative & Procurement Services

Source of Funds: Capital Fund

FY15: 540000 92015 3005031 70000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

May 7, 2015 – Office of Administrative and Procurement Services