THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with Eagle Technical Services, Inc. to provide routine and preventive maintenance services for the sterilizer units across the District for the period from December 1, 2016 through November 30, 2018, at a total cost not to exceed $63,400 annually.

VENDOR:  Eagle Technical Services, Inc.
          Post Office Box 429
          Eagle, Wisconsin 53119

USER:  District Wide

TERM:
The term of the agreement shall commence on December 1, 2016 and shall end on November 30, 2018.

SCOPE OF SERVICES:
Eagle Technical Services, Inc. will provide quarterly preventive maintenance inspections on the Stand Up Sterilizers and Steam Generators, annual preventive 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 preventive 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.

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 Contract Compliance has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (equipment maintenance) and the absence of subcontracting opportunities.

**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: $63,400 annually  
Charge to: Various Colleges /Departments  
Source of funds: Education Fund/ Grant Funds  
FY17-FY19: 530000-00003-0017004-80000

Respectfully submitted,

Cheryl L. Hyman  
Chancellor

December 1, 2016 – Office of Administrative and Procurement Services