

**32897**

**ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
MARCH 3, 2016**

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

**CHEMICAL AND BIOLOGICAL DISPOSAL SERVICES  
HERITAGE ENVIRONMENTAL SERVICES  
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES  
DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute a depends upon requirements agreement (DUR) with Heritage Environmental Services to provide chemical and biological disposal services for the period from March 3, 2016 through March 2, 2017, at a total cost not to exceed \$38,475.

**VENDOR:** Heritage Environmental Services  
7901 West Morris Street  
Indianapolis, Indiana 46231

**USER:** District Wide

**TERM:**

The term of the agreement will commence on March 3, 2016 and end on March 2, 2017.

**SCOPE OF SERVICES:**

Heritage Environmental Services will provide the following services: ongoing and emergency chemical and biological waste containers, removal, and transportation and disposal services including all transportation and disposal documentation and training on best practices.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

Utilizing the services of Heritage Environmental Services will provide a standardized method to meet the needs of the District, ensure the District uses appropriate documentation and industry best practices.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement staff and rebid as Sealed Bid #SL1506 Collection & Disposal of Hazardous Chemicals – District-Wide. The bid was publicly advertised on

Friday, November 13, 2015. There were nine (9) firms notified for the solicitation. Two firms responded to the Sealed Bid on Thursday, December 3, 2015: 1) Heritage Environmental Services; and 2) Wilpen Environmental Services, Inc.

The bid was reviewed, tabulated and evaluated by the Administrative and Procurement Services.

|   | <b>Heritage<br/>Environmental<br/>Services</b> |                        | <b>Wilpen<br/>Environmental<br/>Services</b> |                        |
|---|--|------------------------|--|------------------------|
| <b>Campuses</b>   | <u>Summer Disposal</u>                         | <u>Winter Disposal</u> | <u>Summer Disposal</u>                       | <u>Winter Disposal</u> |
| <b>Wright College<br/>Physical Science –<br/>(WCPS)</b>             | \$1,235.00                                     | \$1,530.00             | \$2,800.00                                   | \$2,300.00             |
| <b>Wright College<br/>Natural Science –<br/>(WCNS)</b>              | \$925.00                                       | \$925.00               | \$1,900.00                                   | \$800.00               |
| <b>Truman College<br/>Physical Science –<br/>(TCPS)</b>             | \$2,200.00                                     | \$2,320.00             | \$3,500.00                                   | \$3,000.00             |
| <b>Truman College<br/>Natural Science –<br/>(TCNS)</b>              | \$2,040.00                                     | \$2,290.00             | \$1,900.00                                   | \$2,500.00             |
| <b>Harold Washington<br/>College Physical<br/>Science – (HWCPS)</b> | \$1,835.00                                     | \$1,835.00             | \$1,800.00                                   | \$1,800.00             |
| <b>Harold Washington<br/>College Natural<br/>Science – (HWCNS)</b>  | \$1,360.00                                     | \$1,505.00             | \$1,900.00                                   | \$1,900.00             |
| <b>Daley College<br/>Physical Science –<br/>(DCPS)</b>              | \$1,215.00                                     | \$1,510.00             | \$800.00                                     | \$800.00               |
| <b>Daley College<br/>Natural Science –<br/>(DCNS)</b>               | \$530.00                                       | \$590.00               | \$800.00                                     | \$800.00               |
| <b>Kennedy King<br/>College Physical</b>                            | \$800.00                                       | \$800.00               | \$800.00                                     | \$800.00               |

|  |             |             |             |             |
|--|-------------|-------------|-------------|-------------|
| <b>Science - (KKPS)</b>                                |             |             |             |             |
| <b>Kennedy King College Natural Science - (KKNS)</b>   | \$590.00    | \$590.00    | \$800.00    | \$800.00    |
| <b>Malcolm X College Physical Science - (MXCPS)</b>    | \$1,245.00  | \$1,245.00  | \$1,500.00  | \$1,500.00  |
| <b>Malcolm X College Natural Science - (MXCNS)</b>     | \$1,165.00  | \$1,165.00  | \$1,500.00  | \$1,500.00  |
| <b>Olive Harvey College Physical Science - (OHCPS)</b> | \$1,140.00  | \$1,320.00  | \$1,200.00  | \$1,200.00  |
| <b>Olive Harvey College Natural Science - (OHCNS)</b>  | \$910.00    | \$1,620.00  | \$1,500.00  | \$1,500.00  |
| <b>Olive Harvey College – Art (OHC-Art)</b>            | \$1,200.00  | \$840.00    | \$1,200.00  | \$1,200.00  |
| <b>Total Per Pick up</b>                               | \$18,390.00 | \$20,085.00 | \$23,900.00 | \$22,400.00 |
| <b>Total Annual Disposal</b>                           | \$38,475.00 |             | \$46,300.00 |             |

From the responses submitted, Heritage Environmental Services was selected as the most responsive qualified bid to provide the services for this project based on previous work successfully completed including at City Colleges of Chicago, amongst other quality projects and competitively priced bids.

**MBE/WBE COMPLIANCE:**

The Office of MBE/WBE Compliance has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the services (chemical and biological disposal services) 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:** \$38,475

**Charge to:** 530000-92015-005031-70000

**Sources of Funds:** Capital Project Fund

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**March 3, 2016 – Office of Administrative and Procurement Services**