

33144

ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
FEBRUARY 9, 2017

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

ON-SITE REPAIR AND MAINTENANCE OF MICROCOMPUTERS, LAPTOPS, MULTI-FUNCTION PRODUCTS (PRINTER, SCANNER, FAX), WORKSTATIONS AND OTHER RELATED EQUIPMENT SMART TECHNOLOGY SERVICES, INC. OFFICE OF INFORMATION TECHNOLOGY DISTRICT WIDE (EXTENSION OPTION)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to extend the term of the agreement with Smart Technology through June 30, 2017 to provide on-site repair and maintenance of computers, workstations, printers and multi-function printers at all City Colleges of Chicago facilities and District-wide on an as needed basis at a total cost not to exceed \$50,000 annually. This extension requires no additional cost.

VENDOR: Smart Technology Services, Inc
156 North Jefferson Street, Suite 300
Chicago, IL 60661

USER: District Wide

ORIGINAL TERM:

The original term of this agreement commenced on March 16, 2014, and will end on February 15, 2017.

EXTENDED TERM:

The extended term of this agreement shall commence on February 16, 2017, and will end on June 30, 2017.

SCOPE OF SERVICES:

Smart Technology Services, Inc, will provide on-site repair and maintenance of computers, workstations, printers and multi-function printers at all City Colleges of Chicago facilities and District-wide on an as needed basis.

BENEFIT TO CITY COLLEGE OF CHICAGO:

Utilizing Smart Technology Services, Inc to provide on-site maintenance and repair services for the Districts' facilities will allow for students, faculty and staff to have technology enabled classrooms, labs, and other learning spaces, remain in proper working condition to successfully provide and receive the desired educational results.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report #32183, the Board authorized an agreement with Smart Technology Services, Inc to provide on-site repair and maintenance as needed for our technology department. Specifications were prepared by District Procurement staff and Request for Proposal (RFP) SL1303 was publicly advertised October 14, 2013. Twelve firms were notified for the solicitation. A preproposal meeting was conducted at City Colleges of Chicago District Office on Friday, October 18, 2013. Two (2) firms responded to the RFP on Wednesday, November 18, 2013: 1) Sentinel Technologies and 2) Smart Technology Services, Inc.

All qualifications were reviewed, evaluated and ranked by staff which included the Office of Information Technology and the various Colleges OIT Directors.

The Evaluation Criteria included:

1. Qualification and years of Experience of the firm
2. Proposer's detailed Service Call Procedure Plan
3. Proposer's past on-site repair and maintenance experience with Universities, Colleges, government agencies, private sector with similar size and Scope of Service
4. Proposer's detail Escalation Process Plan
5. Cost / Pricing and Service Level Agreement (SLA) Chart Response Table
6. MBE/WBE Compliance Plan

Based on the composite scores, the evaluation team recommends Smart Technology Services, Inc. to provide on-site repair and maintenance to micro-computers, laptops, workstations, printers and multi-function printers at all City Colleges of Chicago facilities District-wide on an as needed basis.

MBE/WBE COMPLIANCE:

The Office of M/WBE Compliance has reviewed the proposed agreement referenced above and has determined that the selected vendor is in compliance with the Board Approved Plan and will utilize the following firms to achieve its M/WBE goals:

Vendor	MBE or WBE	%	Participation	Certifying Agency
Smart Technology Services, Inc. 136 N. Jefferson St., Ste. 300 Chicago, IL 60661	MBE	93%	Direct	City of Chicago
Advotek, Inc. 148 Ogden Ave. Downers Grove, IL 60515	WBE	7%	Direct	Cook County

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: No additional Cost

Charge to: Office of Information Technology

Respectfully submitted,

Cheryl L. Hyman
Chancellor

February 9, 2017- Office of Information Technology