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**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 1, 2018**

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

**CHEMICAL AND BIOLOGICAL WASTE DISPOSAL SERVICES
HERITAGE ENVIRONMENTAL SERVICES
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
DISTRICT WIDE
(RENEWAL OPTION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute a renewal agreement with Heritage Environmental Services to provide chemical and biological disposal services for a total cost not to exceed \$38,475.

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

USER: District Wide

ORIGINAL TERM:

The term of the agreement commenced on March 3, 2016 and ended on March 2, 2017.

FIRST RENEWAL TERM:

The renewal term of the agreement commenced on March 9, 2017 and continues through March 8, 2018.

FINAL TERM:

The renewal term of the agreement shall commence on March 9, 2018 and continue until March 8, 2019.

SCOPE OF SERVICES:

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

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Administrative Services and Procurement Services has reviewed this request for services and has determined that it would be in the best interest of the District to move forward with Heritage Environmental Services as the chemical and biological waste disposal service for the District.

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.

	Heritage Environmental Services		Wilpen Environmental Services	
Campuses	<u>Summer Disposal</u>	<u>Winter Disposal</u>	<u>Summer Disposal</u>	<u>Winter Disposal</u>
Wright College Physical Science – (WCPS)	\$1,235.00	\$1,530.00	\$2,800.00	\$2,300.00
Wright College Natural Science – (WCNS)	\$925.00	\$925.00	\$1,900.00	\$800.00
Truman College Physical Science – (TCPS)	\$2,200.00	\$2,320.00	\$3,500.00	\$3,000.00
Truman College Natural Science – (TCNS)	\$2,040.00	\$2,290.00	\$1,900.00	\$2,500.00
Harold Washington	\$1,835.00	\$1,835.00	\$1,800.00	\$1,800.00

College Physical Science – (HWCPS)				
Harold Washington College Natural Science – (HWCNS)	\$1,360.00	\$1,505.00	\$1,900.00	\$1,900.00
Daley College Physical Science – (DCPS)	\$1,215.00	\$1,510.00	\$800.00	\$800.00
Daley College Natural Science – (DCNS)	\$530.00	\$590.00	\$800.00	\$800.00
Kennedy King College Physical Science - (KKPS)	\$800.00	\$800.00	\$800.00	\$800.00
Kennedy King College Natural Science - (KKNS)	\$590.00	\$590.00	\$800.00	\$800.00
Malcolm X College Physical Science - (MXCPS)	\$1,245.00	\$1,245.00	\$1,500.00	\$1,500.00
Malcolm X College Natural Science - (MXCNS)	\$1,165.00	\$1,165.00	\$1,500.00	\$1,500.00
Olive Harvey College Physical Science - (OHCPS)	\$1,140.00	\$1,320.00	\$1,200.00	\$1,200.00
Olive Harvey College Natural Science - (OHCNS)	\$910.00	\$1,620.00	\$1,500.00	\$1,500.00
Olive Harvey College – Art (OHC-Art)	\$1,200.00	\$840.00	\$1,200.00	\$1,200.00

Total Per Pick up	\$18,390.00	\$20,085.00	\$23,900.00	\$22,400.00
Total Annual Disposal	\$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 on quality projects and competitively priced bids.

MBE/WBE COMPLIANCE:

The Office of MBE/WBE Compliance has reviewed the proposed agreement and recommends a continued 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: Office of Administrative and Procurement Services

Sources of Funds: Capital Fund

FY18: 530000-92015-XX05031-70000

Respectfully submitted,

**Juan Salgado
Chancellor**

March 1, 2018 – Office of Administrative Services and Procurement Services