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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

PURCHASE AND DELIVERY OF INDUCTION BURNERS SAM TELL & SON WASHBURNE CULINARY & HOSPITALITY INSTITUTE KENNEDY-KING COLLEGE

THE CHANCELLOR RECOMMENDS:

That the Board of Trustees approves the issuance of a purchase order to Sam Tell & Son, Inc. for the purchase and delivery of induction burners for the Washburne Culinary & Hospitality Institute at Kennedy-King College at total cost not to exceed \$39,107.88.

VENDORS: Sam Tell & Son, Inc.
300 Smith Street
Farmingdale, New York 11735

USER: Washburne Culinary & Hospitality Institute, Kennedy-King College

TERM:

The term of this purchase shall commence upon issuance of a purchase order after Board approval and delivery and acceptance of the induction burners prior to May 30, 2018.

SCOPE OF SERVICES:

The purchase of these 42 induction burners will support the Washburne Culinary & Hospitality Institute students in practicing with industry-standard equipment.

BENEFIT TO CITY COLLEGES OF CHICAGO:

These 42 induction burners are on par with the equipment used in most commercial kitchens. The purchase of this equipment will adeptly prepare our students for employment.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and a Sealed Bid #DC1704 was publicly advertised. Eight (8) vendors were contacted and on December 15, 2017 the following two firms responded to the Sealed Bid: 1) Sam Tell & Son, Inc. And 2) PartScription.

Vendors	Item	Description	Quantity	Price per unit	Additional Fees	Total Cost

PartScription	Induction Burners	Equipex GL1800DI 16 3/8-W 16 3/8-D 6 3/4- H	42	\$1,090.93	\$0.00	\$45,819.06
Sam Tell & Sons	Induction Burners	Equipex GL1800DI 16 3/8-W 16 3/8-D 6 3/4- H	42	\$931.14	\$0.00	\$39,107.88

The bids were reviewed by the staff from Washburne Culinary & Hospitality Institute. Based on the review, staff recommends the acceptance of the lowest bidder, Sam Tell & Son, Inc. to provide the induction burners for the Washburne Culinary & Hospitality Institute for Kennedy-King College. This represents a cost savings of \$5,892.12 based on the informal quotes received.

MBE/WBE COMPLIANCE:

The Office of Contract Compliance has reviewed the proposed purchase and recommends a waiver of the Board Approved Participation Plan due to the nature of the purchase (induction burners) 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: \$39,107.88

Charge to: Kennedy-King College

Source of Funds: Grant Fund

FY18: 540000-21000-1010000-20000

Respectfully Submitted,

**Juan Salgado
Chancellor**

March 1, 2018 – Kennedy-King College