ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MAY 10, 2018

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

PREVENTATIVE ELEVATOR MAINTENANCE SERVICES FOR MALCOLM X COLLEGE
OTIS ELEVATOR
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES

THE CHANCELLOR RECOMMENDS:
that the Board of Trustees authorizes the Chair to execute an agreement, upon final approval of
the General Counsel of the legal form of such agreements, with Otis Elevator Company to
provide preventative Maintenance services for 11 elevators at Malcolm X College of Health
Sciences for a not to exceed cost of $247,500 for term of the agreement.

VENDOR: Otis Elevator Company
651 W Washington Suite 1N
Chicago, IL 60661

USER: Malcolm X College

TERM:
The term of the agreement with Otis Elevator Company shall commence on May 3, 2018 and end

SCOPE OF SERVICES:
Otis will maintain the 11 Elevators at Malcolm X College Main Building using trained personnel
directly employed and/or supervised by Otis. The maintenance will include inspection, lubrication,
and minor adjustment of the following parts:

- Controllers, selectors and dispatching equipment, relays, solid-state components,
  transducers, resistors, condensers, power amplifiers, transformers, contacts, leads,
  dashpots, timing devices, computer and microcomputer devices, steel selector tapes,
  mechanical and electrical driving equipment, signal lamps, and position indicating
  equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load
  weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight
  guide shoes including rollers and gibbs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing
  devices.
• Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils, contacts, linings, and component parts.
• Motors, brushes, brush holders, and bearings.
• Governors, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
• Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.

In addition, if conditions or usage warrant, Otis will repair or replace the following parts:
• Motor brushes, operating-switch and relay components, plug-in relays, special lamps for car and hall fixtures, special lamps for emergency car lighting, and fuses (except main line disconnect).

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 and Malcolm X College to purchase Preventative Maintenance service directly without a markup at the agreed upon consortium rate. With these repairs the college will be better able to respond to elevator service outages, regular maintenance requirements and equipment issues.

VENDOR SELECTION CRITERIA:
Pursuant to Board Report 29816, the Board approved the use of National Intergovernmental Purchasing Alliance (National IPA) purchasing consortium. Otis Elevator Company was awarded via contract # 384899. The host bid agency was the Metropolitan Government of Nashville and Davidson County in Tennessee.

MBE/WBE COMPLIANCE:
The Office of Contract Compliance has reviewed the proposed agreement and has determined the vendor has complied with the Board Approved Participation Plan:

<table>
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<th>Vendor</th>
<th>MBE or WBE</th>
<th>%</th>
<th>Participation</th>
<th>Certifying Agency</th>
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<tr>
<td>CPD Fasteners</td>
<td>MBE</td>
<td>25</td>
<td>Indirect</td>
<td>NMSDC</td>
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<tr>
<td>15 Jonathan Drive , Unit 6 Brockton, MA 02301</td>
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<td>WBENC</td>
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<tr>
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<td>WBE</td>
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</tbody>
</table>
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: $247,500
Charge to: Office of Administrative and Procurement Services, Malcolm X College
Sources of Funds: Capital Fund
FY18: 530000-92015-3005031-70000

Respectfully submitted,

Juan Salgado
Chancellor

May 10, 2018 – Office of Administrative and Procurement Services