

**33612**

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

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

**SNOW REMOVAL SERVICES  
TOVAR SNOW PROFESSIONALS  
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES  
DISTRICT WIDE  
(RENEWAL OPTION)**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees approves the issuance of purchase orders to Tovar Snow Professionals to provide snow removal services for the District for the period from December 10, 2018 through December 9, 2020, at a total cost not to exceed \$500,000.

**VENDORS:** Tovar Snow Professionals  
195 Penny Avenue  
East Dundee, Illinois 60118

**USER:** District Wide

**ORIGINAL TERM:**

The term of the agreement shall commence on December 10, 2015 and shall end on December 9, 2018 with an option to extend for a two-year period.

**RENEWAL TERM:**

The term of the agreement shall commence on December 10, 2018 and shall end on December 9, 2020.

**SCOPE OF SERVICES:**

The vendor listed above will provide service for winter snow removal to plow snow, clear walk ways, salt areas, and haul away snow as requested by the Chief Engineers for all Colleges and Auxiliary Facilities.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

This service will allow the parking lots and sidewalks during snowfalls to be safely plowed and treated for students and faculty.

**VENDOR SELECTION CRITERIA:**

Pursuant to Board Report #32855, the Board approved the issuance of purchase orders to Tovar Snow Professionals to provide snow removal services in accordance with their bid response as needed. On September 28, 2015 a Request for Sealed Bid #JM1505 was publicly advertised by City Colleges of Chicago (CCC) and posted on CCC's website. On October 16, 2015, eight (8) bids were received. The firms responding to the bid request were as follows: 1) A&M General Contractors Inc.; 2) AMB Associates, Inc.; 3) Beverly Snow & Ice Inc.; 4) Elanar Construction Company; 5) Kaplan Paving; 6) Oliver Construction Services; 7) Snow Systems; and 8) Tovar Snow Professionals.

Company	Campus Site	Cumulative Total Cost for all Snow Events
Tovar Snow Professionals	Kennedy-King College and Dawson Tech	\$12,645
	Olive-Harvey College and South Chicago Learning Center	\$10,055
	West Side Learning Center	\$790
	Daley College	\$4,875

AMB Associates and Kaplan Paving were deemed non-responsive for failure to comply with the District's MBE/WBE plan. Elanar Construction withdrew their bid submission. Therefore, the next lowest and responsible bidder Tovar Snow Professionals has been recommended for award to provide snow removal services as needed per the bid specification for the locations listed above.

**MBE/WBE COMPLIANCE:**

The Office of Contract Compliance has reviewed the proposed renewal and has determined the selected vendor has complied with the Board Approved Participation Plan:

Vendor	MBE or WBE	%	Participation	Certifying Agency
Tovar Snow Professionals 195 Penny Ave. East Dundee, IL 60118	MBE	93	Direct	State of IL--CMS
American Apparel & Promotions 1119 W. Algonquin Rd. Lake in the Hills, IL 60156	WBE	7	Indirect	WBNEC

**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:** \$500,000

**Charge to:** Office of Administrative and Procurement Services, the Colleges

**Source of Funds:** Operations and Maintenance Fund

**FY19:** 530000-05501-X005031-70000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**November 1, 2018 – Office of Administrative and Procurement Services**