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**ADOPTED—BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 4, 2020**

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

**RENTAL OF JANITORIAL AND ENGINEERING UNIFORMS
CINTAS CORPORATION
OFFICE AND ADMINISTRATIVE AND PROCUREMENT SERVICES
DISTRICT WIDE
(AMENDMENT TO BOARD REPORT #32687, ADOPTED ON JUNE 4, 2015)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreements, to amend and exercise the option to extend a “depends upon requirements” agreement with Cintas Corporation to provide clean uniforms and protective clothing to engineers and custodial staff on a weekly basis for the period commencing no sooner than July 1, 2020 through June 30, 2022, at a total cost not to exceed \$250,000.

VENDOR: Cintas Corporation
6001 West 73rd Street
Bedford Park, Illinois 60448

USER: District Wide

AMENDED TERM:

The term of the agreement commenced on July 1, 2015 and will continue through June 30, 2020 with an option to extend for an additional two (2) years.

FINAL TERM:

The final term of the agreement shall commence on July 1, 2020 and shall continue through June 30, 2022.

SCOPE OF SERVICES:

Cintas Corporation will supply five sets of clean uniforms on a weekly basis and replace damaged uniforms as needed or every 18 months as determined by the District.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The engineering and janitorial staffs have a standard uniform that represents the unification of the entire District and the rental and cleaning of staff uniforms ensures that staff have clean, crisp work clothing which projects a professional and impeccable image for the District. Under

the contract, the District has the opportunity to supply staff with winter protective clothing as well.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report #32687, adopted on June 4, 2015, the Board authorized execution of an agreement with Cintas Corporation to provide Rental of Janitorial and Engineering Uniforms. Specifications were prepared by District Procurement staff and Sealed Bid #JM1501 was publicly advertised with bids received on February 10, 2015. Three vendors submitted bids and samples: 1) G&K Services; 2) Cintas; and 3) Aramark.

Bids and the samples were reviewed and evaluated by the Office of Administrative and Procurement Service, the Office of MBE/WBE Contract Compliance and College Chief Engineers. Based on the review of the bids for responsiveness, staff recommended the acceptance of the bid from Cintas Corporation. The lowest bidder, G & K Services was found non-responsive due to non-compliance with the provisions of Appendix 1 (City Colleges of Chicago's MBE/WBE Policy).

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed agreement with Cintas Corporation and recommends a waiver of the Board Approved Participation Plan.

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: \$250,000

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

Source of Funds: Operations and Maintenance Fund

FY21: 540000-05501-XX70200-70000

540000-05501-XX70300-70000

Respectfully submitted,

**Juan Salgado
Chancellor**

June 4, 2020 - Office of Administrative and Procurement Services