

34563

**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
AUGUST 4, 2022**

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

**LIBRARY SECURITY SYSTEMS
BIBLIOTHECA, LLC
OFFICE OF ACADEMIC AND STUDENT AFFAIRS
DISTRICT WIDE**

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 execute an agreement with Bibliotheca, LLC to maintain the library security systems for City Colleges of Chicago District wide, and install new gates at Olive Harvey for a one (1) year period beginning August 11, 2022 for Dawson Technical Institute, October 1, 2022 for all other campuses and will end August 10, 2023 for all campuses, at a total cost not to exceed \$43,000.

VENDOR: Bibliotheca, LLC
3169 Holcomb Bridge Road
Norcross, GA 30071

USER: District Wide

TERM:

This agreement shall commence on August 11, 2022 for Dawson Technical Institute October 1, 2022 for all other campuses, and will have a coterminous end date of August 10, 2023.

SCOPE OF SERVICES:

Bibliotheca, LLC will provide maintenance for a one (1) year period for the library security systems for the City Colleges of Chicago. The maintenance of the library security systems will include parts and labor needed to maintain the systems in proper working condition. The Colleges will also be able to procure the needed accessories (i.e., detection stations for checking books in and out and detection tape [tattle tape] for books.) This one-year agreement also includes the purchase and installation of new library gates at Olive Harvey.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The execution of this service agreement will provide maintenance for the library security systems for the City Colleges of Chicago and discourage the theft of books and allow for gate counts of library patrons for statistical purposes.

VENDOR SELECTION CRITERIA:

Bibliotheca is the authorized service provider for 3M Library System Equipment, Checkpoint Models, Signature, Strata, EX Plus, PX and QX Detection Systems security gate systems.

In accordance with the sole source policy procedures, this service is exempt from the District’s competitive bidding process. Additionally, pursuant to State Law, contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment were the provision of parts, maintenance or servicing can best be performed by the manufacturer or authorized service agent, are exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed agreement and recommends a waiver of the Board Approved Participation Plan due to the nature of the 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, 1193, 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: \$43,000

Charge to: Office of Academic and Student Affairs, the Colleges

Source of Funds: Education Fund/Capital Fund

FY23: 53/540000-00003-XX50300-20000 and 53/540000-92015- XX05031-70000

Respectfully submitted,

**Juan Salgado
Chancellor**

August 4, 2022 – Office of Academic and Student Affairs