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ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 2, 2022

**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**

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 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 July 1, 2022 through June 30, 2027, at a total cost not to exceed \$650,000.

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

USER: District Wide

TERM:

The term of the agreement shall commence on July 1, 2022 and will continue through June 30, 2027 with options to renew for two (2) one (1) year periods or one (1) two (2) year period.

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.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and a Request for Sealed Bid #WM2202 was publicly advertised on March 31, 2022 and issued to three vendors. A pre-bid conference was held April 5, 2022 and bid opening was held on April 20, 2022. One vendor submitted a bid and samples: Cintas Corporation.

The bid and the samples were reviewed and evaluated by the Office of Administrative and Procurement Service and College Facilities staff.

Item No.	Description	Final Unit Price		Estimated Quantities		Net Weekly Price
4.04A	Custodial Supervisor: 1. Male (work shirt and pant)	\$ 0.36	x	12	=	\$ 4.32
	2. Custodial Supervisor: Female (smock and pant)	\$ 0.36	x	4	=	\$ 1.44
4.04B	Male Custodian (work shirt and pant)	\$ 0.33	x	82	=	\$ 27.06
4.04C	Female Custodian (smock and pant)	\$ 0.33	x	57	=	\$ 18.81
4.04D	Chief Engineer (work shirt and pant)	\$ 0.33	x	11	=	\$ 3.63
4.04E	1. Male Assistant Chief Engineers (work shirt and pant)	\$ 0.33	x	7	=	\$ 2.31
	2. Female Assistant Chief Engineers (work shirt and pant)	\$ 0.33	x	1	=	\$ 0.33
4.04F	Engineers (work shirt and pant)	\$ 0.33	x	43	=	\$14.19
	Total			217		

TOTAL WEEKLY PRICE

\$ 72.09

Uniform replacement if damaged

Cargo Pant (Male) \$ 29.00
 Work Pant (Male) \$ 29.00
 Work Shirt(Male) \$ 24.00
 Polo Shirt (Male) \$ 29.00
 Work Pant (Female) \$ 29.00

Based on the review of the bid for responsiveness, staff recommended the acceptance of the bid from Cintas Corporation.

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 due to a lack 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: \$650,000

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

Source of Funds: Operations and Maintenance Fund

FY21: 530000-05501-XX70200-70000

530000-05501-XX70300-70000

Respectfully submitted,

Juan Salgado

Chancellor

June 2, 2022 - Office of Administrative and Procurement Services