

34853
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 20, 2023

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

FURNITURE PURCHASES AND INSTALLATION SERVICES
FORWARD SPACE, LLC
THE OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
KENNEDY-KING COLLEGE & DAWSON TECHNICAL INSTITUTE

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreement, to execute an agreement with Forward Space, LLC for the purchase and installation of furniture for the Kennedy-King BNA program and related renovations for a period commencing no sooner than July 13, 2023 through February 18, 2024, for a total not to exceed cost of \$226,061.40

VENDOR: Forward Space, LLC
650 N Wood Dale Rd
Wood Dale, IL 60191

USER: Kennedy-King College & Dawson Technical Institute

TERM:

The term of the agreement shall commence no sooner than July 13, 2023 and shall continue through February 18, 2024.

SCOPE OF SERVICES:

Classroom and office furniture and installation services for the renovated rooms in the V-Building for the BNA Nursing Program and the new office suite at Dawson Technical Institute.

BENEFIT TO CITY COLLEGES OF CHICAGO:

These furnishings will complete the planned renovations for the BNA Nursing Program and support the academic needs of staff and students. The new office suite at Dawson Technical Institute will allow the relocation of staff to make room for the BNA Nursing staff in the main campus V-Building. Procuring the furniture from Forward Space allows CCC to benefit from increased savings of the Sourcewell cooperative purchasing agreements.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report #29816 and 32583, the Board approved the use of the Sourcewell cooperative purchasing agreement. Krueger International (KI) and Steelcase furniture products and associated services were awarded in accordance with the procurement procedures as detailed in RFP 121919 and approved under Sourcewell contract documents 121919-KII and

121919-STI. Forward Space, LLC is an authorized dealer/installer of KI and Steelcase furniture, respectively. Pursuant to State Law, the purchase of good and services from another governmental agency is exempt from the District’s competitive bidding requirements.

MBE/WBE COMPLIANCE:

The Office of Procurement Services has reviewed the proposed compliance plan and has determined that the vendor has complied with the Board Approved MBE/WBE Contract Participation Plan with a recommended full waiver of the MBE goal.

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Forward Space, LLC 650 N Wood Dale Rd Wood Dale, IL	WBE	100%	Direct	WBENC

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: \$226,061.40

Charge to: The Office of Administrative & Procurement Services

Source of Funds: Capital Fund

FY24: 53/540000-92015-1005031-70000

53/540000-92015-1105031-70000

Respectfully submitted,

**Juan Salgado
Chancellor**

July 13, 2023 – The Office of Administrative and Procurement Services