

**34795**  
**ADOPTED – BOARD OF TRUSTEES COMMUNITY**  
**COLLEGE DISTRICT NO. 508**  
**MAY 4, 2023**

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

**PURCHASE AND DELIVERY OF SECURITY UNIFORMS**  
**SILK SCREEN EXPRESS, INC.**  
**THE OFFICE OF SAFETY AND SECURITY**  
**DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees approves the issuance purchase orders to Silk Screen Express, Inc. to provide uniforms for the Office of Safety and Security, on an as needed basis, for a three (3) year period from July 1, 2023 through June 30, 2026 at a total cost not to exceed \$275,000 with an option to renew for one additional two (2) year period.

**VENDOR:** Silk Screen Express, Inc.  
7611 W. 185<sup>th</sup> Street  
Tinley Park, Il. 60477

**USER:** Office of Safety and Security – District Wide

**TERM:**

The term of the purchase shall begin on July 1, 2023 and shall end on June 30, 2026 with an option to renew for one additional two (2) year period.

**SCOPE OF SERVICES:**

The identified vendor will supply and deliver security uniforms throughout the District.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The security uniforms will provide the security staff with an easily identifiable and professional appearance.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement Services staff and a Request for Sealed Bid #NC2302 was publicly advertised on February 28, 2023 and issued to forty (40) companies. Four (4) companies submitted bids on March 21, 2023: 1) Bienali Promotions, LLC. 2) Silk Screen Express Inc. 3) Sinatra Uniforms Inc. and 4) Twelve Tulip dba Uniforms Today. The bids from Bienali Promotions, Sinatra Uniforms, and Twelve Tulip were deemed non-responsive. Two (2) no-bids were received from 1) Aramark and 2) JG Uniforms.

All bids and uniform samples were reviewed by staff from the Office of Safety and Security and the Office of Marketing and Communications. Based on the lowest responsive and responsible bid

submitted and the quality of the bid samples, staff recommends the acceptance of the bid from Silk Screen Express, Inc.

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services has reviewed the proposed compliance plan and has determined the Vendor has complied with the Board Approved MBE/WBE Contract Participation Plan:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Silk Screen Express, Inc. 7611 W. 185 <sup>th</sup> Street Tinley Park, Il. 60477	MBE	93	Direct	City of Chicago
Inter-City Supply Co., Inc. 8830 S. Dobson Ave. Chicago, IL 60619	WBE	7	Direct	City of Chicago

**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:** \$275,000

**Charge to:** Office of Safety and Security, the Colleges

**Sources of Funds:** Education Fund

**FY24:** 540000 – 00003 – 0015003 – 70000

540000 – 00003 – XX70400 – 70000

**Respectfully Submitted,**

**Juan Salgado  
Chancellor**

**May 4, 2023 – The Office of Safety and Security**