

# 34898

ADOPTED – BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
SEPTEMBER 15, 2023

BIBLIOTHECA, LLC  
THE 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 for a term beginning August 11, 2023 and ending August 10, 2024, at a total cost not to exceed \$30,164.

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

**USER:** District Wide

**TERM:**

This agreement shall commence on August 11, 2023 and will end on August 10, 2024.

**SCOPE OF SERVICES:**

Bibliotheca, LLC will provide maintenance 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 compatible accessories (i.e., detection stations for checking books in and out and detection tools [tattle tape security strips] for books).

**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.

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 compliance plan and recommends a full waiver of the Board Approved MBE/WBE Contract Participation Plan due to the nature of the agreement (library security systems maintenance) 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, 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:** \$30,164.00

**Charge to:** Office of Academic and Student Affairs

**Source of Funds:** Education Fund

**FY24:** 54/530000-00003-0000126-20000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**September 15, 2023 – The Office of Academic and Student Affairs**