

35181
ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 11, 2024

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

LIBRARY SECURITY SYSTEMS
BIBLIOTHECA, LLC
THE OFFICE OF ACADEMIC 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 the City Colleges of Chicago libraries for a term beginning no sooner than August 11, 2024 and ending August 10, 2025 at a total cost not to exceed \$30,394.97 for the contract term.

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

USER: District Wide

TERM:

This agreement shall commence no sooner than August 11, 2024, and will end on August 10, 2025.

SCOPE OF SERVICES:

Bibliotheca, LLC will provide maintenance for a 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 maintenance agreement will encompass all campuses and satellite campuses, except Olive Harvey College.

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 request for services is exempt from the District's competitive bidding process.

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: \$30,394.97

Charge to: The Office of Academic Affairs

Source of Funds: Education Fund

Budget Line: 53/540000-00003-0000126-20000

Respectfully submitted,

**Juan Salgado
Chancellor**

July 11, 2024 – The Office of Academic Affairs