

**35400**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**FEBRUARY 6, 2025**

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

**FURNITURE PURCHASES AND INSTALLATION SERVICES**  
**INLINE DESIGNS, LLC & FORWARD SPACE, LLC**  
**THE OFFICE OF 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 depends upon requirements agreements with Inline Designs, LLC and Forward Space, LLC for the purchase and installation of furniture for the period commencing no sooner than February 19, 2025 through December 4, 2027, for a total not to exceed cost of \$3,000,000 with the option to renew for three (3) additional one-year terms.

**VENDOR:**     Inline Designs, LLC  
6846 S. Paxton  
Chicago, IL

Forward Space, LLC  
650 N Wood Dale Rd  
Wood Dale, IL

**USER:**         District Wide

**TERM:**

The term of the agreement shall commence no sooner than February 19, 2025, and shall continue through December 4, 2027, with the option to renew for three (3) additional one-year terms.

**SCOPE OF SERVICES:**

The above listed vendors will provide furniture products and related accessories, installation, and associated services to all the City Colleges facilities on an as needed basis.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The furniture products and related accessories, installation, and associated services provided

will allow the City Colleges to purchase furnishings in a timely manner at the cost savings available through the consortium agreements.

**VENDOR SELECTION CRITERIA:**

Pursuant to Board Reports #29816 and #32583, the Board approved the use of the Sourcwell cooperative purchasing agreements. Various furniture manufacturers including but not limited to Krueger International (KI), Steelcase, and Palmer Hamilton furniture products and associated services were awarded in accordance with the procurement procedures as detailed in RFP 091423 and were approved under Sourcwell contract documents 091423. Inline Designs LLC and Forward Space, LLC are authorized dealers/ installers of one or more of the manufacturers awarded Sourcwell 091423 contracts. Pursuant to State Law, the purchase of goods 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 plans and has determined that the vendors have complied with the Board Approved MBE/WBE Contract Participation Plan with a recommended 7 % waiver of the WBE goal for Inline Designs, LLC and a recommended 25% waiver of the MBE goal for Forward Space, LLC.

| <u>Vendor</u>   | <u>MBE or WBE</u> | <u>%</u> | <u>Participation</u> | <u>Certifying Agency</u> |
|---|-------------------|----------|----------------------|--------------------------|
| Inline Design<br>6846 S. Paxton<br>Chicago, IL            | MBE               | 100      | Direct               | City of Chicago          |
| Forward Space, LLC<br>650 N Wood Dale Rd<br>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:** \$3,000,000

**Charge to:** The Office of Administrative & Procurement Services

**Source of Funds:** Capital Fund

**Budget Line:** 53/540000-92015-XX05031-70000

**Respectfully submitted,**

**Juan Salgado**  
Chancellor

**February 6, 2025 – The Office of Administrative and Procurement Services**