

**35567**  
**ADOPTED – BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**JULY 10, 2025**

**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 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 the City Colleges of Chicago libraries for the terms beginning August 11, 2025, and ending August 10, 2026, at a total cost not to exceed \$30,033.49.

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

**USER:** District Wide

**TERM:**

This agreement shall commence on August 11, 2025, and end on August 10, 2026.

**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 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.

**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:**

Pursuant to State Law, contracts for the maintenance or servicing of a provision of repairs parts for equipment that are made with the manufacturer or authorized service agent of that equipment

where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent.

**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:** \$30,033.49

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

**Source of Funds:** Education Fund/Capital

**FY26:** 54/530000-00003-X050300-20000 and 54/530000-92015- X050300-20000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**July 10, 2025 – The Office of Academic and Student Affairs**