

**35771**

**ADOPTED—BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT NO. 508  
FEBRUARY 5, 2026**

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

**HYDRANT AND UNDERGROUND PIPING EMERGENCY REPAIRS  
THE OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES  
F.H. PASCHEN, S.N. NIELSON & ASSOCIATES, LLC  
OLIVE-HARVEY COLLEGE  
(RATIFICATION)**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees approve and ratify the issuance of an emergency purchase order to F.H. Paschen, S.N. Nielson & Associates LLC on its existing Job Order Contract (JOC) #35179 to provide emergency repairs to cracked underground fire hydrant piping at Olive-Harvey College for a total cost not to exceed \$64,750.

**VENDOR:** F.H. Paschen, S.N. Nielson & Associates, LLC  
55 N. East River Rd,  
Chicago, IL 60656

**USER:** Olive-Harvey College

**ORIGINAL TERM:**

The term of the JOC agreement with the contractors began on October 1, 2024, and ended on September 30, 2029, with an option to renew for one (1) two-year period.

**SCOPE OF SERVICES:**

Underground fire hydrant piping at Olive-Harvey College was cracked and leaking. This emergency work replaced this cracked underground piping to address the leak. Scope of work included the demolition of concrete to access the water main leak, replacement of an eighteen (18) foot section of the water main, as well as associated mechanical connections, backfill, and new concrete slab and sod.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

This project replaced cracked underground fire hydrant piping that was causing flooding and icing of the sidewalk and street at the Olive-Harvey College main campus entrance. The work was critical to prevent further property damage and prevent potential accident or injury.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement Staff in conjunction with the Office of Administrative and Procurement Services and a Request for Proposal (RFP) #NC2401 was publicly advertised in the Chicago Sun-Times and the Procurement website on March 14, 2024, and (12) twelve vendors including F.H. Paschen, S.N. Nielson & Associates, LLC were awarded contracts in accordance with Board Report #35179 adopted on July 11, 2024. The JOC contract requires approval of the Board of Trustees on projects with a value greater than \$25,000. In accordance with Section 2.0 of Purchasing and Contracting Policies, F.H. Paschen, S.N. Nielson & Associates, LLC was selected to provide these underground hydrant piping repairs as an

emergency purchase to address the immediate hazardous conditions.

**MBE/WBE COMPLIANCE:**

The Office of Procurement Services regularly reviews JOC Vendors' performance for compliance with the District goals that each Vendor committed to as part of its contract with CCC. Vendors are evaluated based upon aggregate participation across all projects. The Office of Procurement Services recommends a waiver of the M/WBE goals for this project due to the emergency nature of the work.

**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:** \$64,750

**Charge to:** Olive-Harvey College

**Sources of Funds:** Capital Fund

**Budget Line:** 530000-92015-5005031-70000

**Respectfully submitted,**

**Juan Salgado  
Chancellor**

**February 5, 2026 - Office of Administrative and Procurement Services**