

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS
TAB FUSION SOFTWARE SYSTEM AND MAINTENANCE
WAREHOUSE DIRECT DBA MIDWEST OFFICE INTERIORS
OFFICE OF FINANCE-ACCOUNTS PAYABLE
AGREEMENT**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon final approval of the General Counsel of the legal form of such agreement, to exercise an agreement with Warehouse Direct d.b.a. Midwest Office Interiors to provide ongoing Accounts Payable tab fusion services and software maintenance for the period from September 4, 2026, through December 31, 2027, at a total cost not to exceed \$55,000.00 for the term of the agreement.

VENDOR: Warehouse Direct dba Midwest Office Interiors
10330 Argonne Woods Dr., Ste. #600
Woodridge, IL 60517

USERS: Office of Finance

TERM:

The term of this agreement shall commence no sooner than September 4, 2026, and continue through December 31, 2027.

SCOPE OF SERVICES:

Warehouse Direct dba Midwest Office Interiors will provide a software upgrade for Accounts Payable tab fusion services, moving to a Software as a Solution (SaaS) model, as well as software maintenance services.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The district will be able to take advantage of the economy of scale from the purchasing consortiums pricing while providing a consistent resource for the Office of Finance Account Payables for necessary tab software for vouchering and payables. Tab Fusion software will assist in managing and storing digital documents of the AP vouchers and invoices and will link with the PeopleSoft AP financial system to provide view/inquiry access to the vouchers and invoices processed for payment.

VENDOR SELECTION CRITERIA:

The contract being utilized as a part of OMNIA Partners approved under Board Report #29816 and #32583. Midwest Office Interiors is an authorized dealer of HON for Illinois and is approved to provide the record storage system and supplies.

HON was awarded in accordance with the procurement procedures as detailed in RFP# 24-01 and approved under OMNIA Partners purchasing consortium contract document #R240117. Sixty-three

(63) responses were received, and twenty (20) firms were awarded a contract based on the evaluation committee's recommendation and bid responses. HON was one of the twenty (20) firms awarded.

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 (record management software) 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: \$55,000

Charge to: Office of Finance

Source of Funds: Education Fund

Budget Line: 540000-00003- 0010002-80000

Respectfully submitted,

**Juan Salgado
Chancellor**