

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

JANITORIAL SUPPLIES
ALL COLLEGES AND DISTRICT OFFICE

THE CHANCELLOR

REPORTS

that there is a need to purchase janitorial supplies on an as-needed basis throughout the year; Administrative Services staff is developing a revised janitorial supplies service system bid that will require the selected vendor to be responsible for monitoring and maintaining necessary supplies levels at all colleges and the District Office throughout the year; it is anticipated that the bid will be issued late summer once staff have completed surveys and determined appropriate stocking levels of the various supplies categories at all locations; and

that in the interim, staff recommends approval to purchase janitorial supplies on an as-needed basis through the vendors currently under contract with the Chicago Public Schools (CPS); CPS has contracts with the following vendors through July 31, 2004, with option for two additional one-year extensions: Chemcraft Industries (WBE), Chicago, L.M. Brownsey Supply Co., Inc. (WBE), Chicago, and The Standard Companies, Chicago, IL; these vendors were recommended and approved by CPS pursuant to a formal bid solicitation (CPS Spec. #02-250037); and

that CCC's formal janitorial supplies bid will be completed later this summer, and at that time the responsive vendor will be recommended for approval to the Board; and

that this purchase is exempt from the District's competitive bidding requirements.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees approve the issuance of purchase orders on an as-needed basis to the above companies for janitorial supplies through the end of the current CPS contract on July 31, 2004, and including any approved extension periods.

FINANCIAL

As Needed - Various Grants and Educational Fund

Respectfully submitted:

Wayne D. Watson
Chancellor

June 3, 2004