



**Regular Meeting of the
Board of Trustees**

Agenda

Tuesday, September 25, 2018

- I. CALL TO ORDER** September 25, 2018 at 6:30 p.m.
Boardroom – A-300
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF BOARD MINUTES – VOLUME LV**
[Minutes of the Regular Board Meeting of August 28, 2018, No. 3](#)
- V. COMMENTS ON THIS AGENDA**
- VI. CITIZEN PARTICIPATION**
- VII. REPORTS/ANNOUNCEMENTS** – Employee Groups
- VIII. STUDENT SENATE REPORT**
- IX. BOARD COMMITTEE REPORTS**
A. Academic Affairs/Student Affairs
B. Finance/Maintenance & Operations
- X. ADMINISTRATIVE REPORT**
• Strategic Plan Mid-Year Update
- XI. PRESIDENT’S REPORT**
- XII. CHAIRMAN’S REPORT**
- XIII. NEW BUSINESS**
A. Action Exhibits
[16191 Approval of FY 2018 Audit](#)
[16192 Resolution Adopting FY 2019 Budget](#)
[16193 FY 2019 Student Activities Budget & Expenditures](#)
[16194 Certification of Chargeback Reimbursement Fiscal Year 2019](#)
[16195 Request for Life Safety Project FY 19](#)
[16196 Prevailing Wage Resolution 2018-19](#)
[16197 Krueger International, Inc. Furniture Purchase](#)
[16198 Revision of GED Course Fees](#)

- [16199 Course Fee for MAT 045 and 055 iLaunch Sections](#)
- [16200 Purchase of Success Navigator Assessments for Placement](#)
- [16201 Purchase of Accuplacer Units for Placement Testing](#)

B. [Purchasing Schedules](#)

C. [Bills and Invoices](#)

D. [Closed Session](#) – To discuss and consider the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation

E. [Human Resources Report](#)

[Offer Position and Contract Approval](#)

- 3.2.01 Jodi Koslow Martin, Vice President of Enrollment Management & Student Affairs
- 3.2.02 Derrell Carter, Associate Vice President of Communications & Institutional Advancement

XIV. COMMUNICATIONS – INFORMATION

- A. Human Resources Information Materials
- B. Informational Material

XV. ADJOURNMENT

CALL TO ORDER/ROLL CALL

Chairman Mark Stephens called the regular meeting of the Board of Trustees to order in the Boardroom at 6:47 p.m. The following roll call was taken.

Present: Ms. Erendira Garcia, Mr. Glover Johnson, Ms. Donna Peluso,
Mrs. Elizabeth Potter, Mr. Jay Reyes, Mr. Mark Stephens, Ms. Diane Viverito.

Absent: Mr. Luke Casson (who arrived during the meeting).

Mr. Stephens stated that Mr. Casson is on his way.

APPROVAL OF BOARD MINUTES

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve the minutes of the Budget Hearing of July 17, 2018 and the Regular Board Meeting of July 17, 2018. Voice vote carried the motion unanimously.

COMMENTS ON THIS AGENDA

None.

CITIZEN PARTICIPATION

None.

REPORTS/ANNOUNCEMENTS – Employee Groups

Mid-Management Association President Kay Frey reported that mid-managers are busy with the start of the new semester and helping students.

Classified Association President Renee Swanberg reported that classified staff are also busy helping students.

STUDENT SENATE REPORT

TCSA President Carlos Garcia Sanchez reported that the annual Corn Roast will be held on September 12 and elections for TCSA Senators will take place on September 18 and 19.

BOARD COMMITTEE REPORTS

Academic Affairs/Student Affairs

Ms. Viverito reported that the committee met and reviewed items pertaining to academic and student affairs, are supportive of them, and recommend them to the Board of Trustees.

Finance/Maintenance & Operations

Mrs. Potter reported that the committee met on August 15 and unanimously approved the forwarding of twenty-three new business items and two purchasing schedules to the Board of Trustees with a recommendation for approval.

ADMINISTRATIVE REPORT

Accreditation: Director of Planning & Accreditation Pamela Perry presented outcomes of the Higher Learning Commission visit, highlighting the following. Accreditation is continued through the end of the college's current cycle – through 2023. There was strong, collaborative participation from the campus community with an increased level of engagement and a feeling that the college was effectively prepared for the visit. Improvements were realized in criteria findings, with four criteria met, and only one criteria met with concerns. There is no further monitoring required on Governance or Planning & Resource Allocation. Areas for improvement include Diversity, Policies/Procedures, Institutional Assessment, and Assessment of Student Learning. A Focus Visit is required in April 2020 on the topic of Assessment of Student Learning, where the HLC will look at progress in program assessment and general education assessment. The work must be Faculty-led and Administration-supported, and the Faculty, led by Assessment Committee Chair Lauren Kosrow, has stepped forward and taken ownership of this project. Preparations have already begun for the April 2020 Focus Visit, with resources allocated toward assessment, a Project Plan developed, and Faculty Forums scheduled throughout the fall semester.

Mission & Vision Statement Evaluation: President Moore noted that the college is in year five of the Seven Year Strategic Plan, making it time to evaluate both the Mission Statement and Vision Statement. Ms. Perry showed the current statements, explaining that the Mission Statement is about *what we do* and should be clear, concise, and useful. The Vision Statement is about *what we will accomplish* and should be clear, concise, and aspirational.

TRUSTEE ARRIVAL

Trustee Casson arrived in the Boardroom at 7:03 pm.

ADMINISTRATIVE REPORTS (continued)

Mission & Vision Statement Evaluation (continued): Explanation continued that the Strategic Plan connects the two statements, taking the college from *what we do* to *what we will accomplish*. Work is beginning now so the statements can be finalized before the development of the next Strategic Plan. Moving forward, Coffee & Conversation events will be held this fall, hosted by College Council to gather information and campus community feedback. It is planned that draft statements will come forward in spring 2019, when Open Forums will be held to discuss them.

PRESIDENT'S REPORT

President Mary-Rita Moore welcomed everyone to the new semester and new academic year, expressing her appreciation of the efforts of employees in greeting, directing, and supporting students. Ms. Moore displayed the Visual, Performing & Communication Arts brochure for the 2018-2019 season and encouraged everyone to support the arts at Triton College.

CHAIRMAN'S REPORT

None.

NEW BUSINESS

**BOARD POLICY – Second Reading (Waive First Reading)
Student Affairs 5902 Athletic Tuition Waiver**

Ms. Peluso made a motion to enact revised Board Policy 5902, seconded by Mr. Reyes.
Voice vote carried the motion unanimously.

ACTION EXHIBITS

With leave of the Board, Mr. Stephens asked for the Action Exhibits to be taken as a group, including:

- 16166 Amendment to the U.S. Bank On-Campus License Agreement**
- 16167 DePue Mechanical, HVAC Services**
- 16168 Hayes Mechanical, HVAC Services**
- 16169 Murphy & Miller, HVAC Services**
- 16170 W.J. O'Neil Chicago, HVAC Services**
- 16171 Trane Supply Vendor Limit Increase**
- 16172 Certificate of Final Completion and Authorization of Final Payment for the D Building Roof Replacement Project**
- 16173 Certificate of Final Completion and Authorization of Final Payment for the M Building Chiller & DX Unit Installation Project**
- 16174 FY 2019 – Waiver of Room Rental Fee, Triton Foundation 26th Annual President's Reception**
- 16175 Waiver of Facilities Rental Fee, Cook County Clerk's Office**
- 16176 Equal Opportunity and Affirmative Action Program – Fiscal Year 2018 Summary**
- 16177 Contract between Triton College Board of Trustees and Triton College Faculty Association, 2018-2021**
- 16178 Microsoft Consolidated Campus Agreement with CDW-G**
- 16179 Service Renewal Agreement with Chicago Area Interpreter Referral Services (CAIRS)**
- 16180 Cooperative Agreement with All Paws Veterinary Clinic**
- 16181 Examity Inc. One Year Agreement**
- 16182 Associated Health Education Affiliation Agreement with the Department of Veterans Affairs (VA)**
- 16183 Addendum to Agreement with Albany Care**
- 16184 Addendum to Agreement with Bryn Mawr Care**
- 16185 Addendum to Agreement with Generations at Oakton**
- 16186 Addendum to Agreement with Generations at Regency**
- 16187 Addendum to Agreement with Greenwood Care**
- 16188 Addendum to Agreement with Wilson Care**
- 16189 Approval and Release of Closed Session Minutes of the Board of Trustees**
- 16190 Destruction of Closed Session Verbatim Recordings**

Ms. Viverito made a motion to approve the Action Exhibits, seconded by Ms. Peluso. Voice vote carried the motion unanimously.

PURCHASING SCHEDULES

B41.04 Pavement Base Stabilization – M Building (Confirmation of Board Poll)

B41.05 Welding Equipment

Ms. Peluso made a motion to approve the Purchasing Schedules, seconded by Mr. Johnson. Voice vote carried the motion unanimously.

BILLS AND INVOICES

Ms. Peluso made a motion, seconded by Mrs. Potter, to pay the Bills and Invoices in the amount of \$1,943,406.52.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Garcia, Mr. Johnson, Ms. Peluso, Mrs. Potter, Mr. Reyes, Ms. Viverito, Mr. Stephens.

Motion carried 7-0 with the Student Trustee voting yes.

CLOSED SESSION

Mr. Reyes made a motion to go into Closed Session to discuss and consider the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probably, or imminent litigation, seconded by Ms. Peluso.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Garcia, Mr. Johnson, Ms. Peluso, Mrs. Potter, Mr. Reyes, Ms. Viverito, Mr. Stephens.

Motion carried 7-0 with the Student Trustee voting yes. The Board went into Closed Session at 7:12 p.m.

RETURN TO OPEN SESSION

Ms. Peluso made a motion to return to Open Session, seconded by Mr. Casson.

Roll Call Vote:

Affirmative: Mr. Casson, Ms. Garcia, Mr. Johnson, Ms. Peluso, Mrs. Potter, Mr. Reyes, Ms. Viverito, Mr. Stephens.

Motion carried 7-0 with the Student Trustee voting yes. The Board returned to Open Session at 8:23 p.m.

HUMAN RESOURCES REPORT

1.0 Faculty

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve pages 1 and 2 of the Human Resources Report, items 1.1.01 through 1.5.01. Voice vote carried the motion unanimously.

2.0 Adjunct Faculty

Ms. Viverito made a motion, seconded by Mr. Casson, to approve pages 3 through 7 of the Human Resources Report, items 2.1.01 through 2.8.01. Voice vote carried the motion unanimously.

3.0 Administration

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve page 8 of the Human Resources Report, items 3.1.01 and 3.2.01. Voice vote carried the motion unanimously.

4.0 Classified, Police & Engineers

Ms. Peluso made a motion, seconded by Mr. Casson, to approve pages 9 and 10 of the Human Resources Report, items 4.1.01 through 4.5.03. Voice vote carried the motion unanimously.

5.0 Mid-Management

Ms. Viverito made a motion, seconded by Mr. Casson, to approve pages 11 through 14 of the Human Resources Report, items 5.1.01 through 5.10.01. Voice vote carried the motion unanimously.

6.0 Hourly Employees

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve pages 15 through 22 of the Human Resources Report, items 6.1.01 through 6.7.01. Voice vote carried the motion unanimously.

7.0 Other

Ms. Peluso made a motion, seconded by Mrs. Potter, to approve page 23 of the Human Resources Report, items 7.1.01 through 7.3.01. Voice vote carried the motion unanimously.

ADJOURNMENT

There being no further business before the Board, a motion was made by Ms. Peluso to adjourn the meeting, seconded by Mr. Johnson. Voice vote carried the motion unanimously. Chairman Stephens adjourned the meeting at 8:27 p.m.

Submitted by: Mark R. Stephens
Board Chairman

Diane Viverito
Board Secretary

Susan Page
Susan Page, Recording Secretary

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16191

SUBJECT: APPROVAL OF FY 2018 AUDIT

RECOMMENDATION: That the Board of Trustees accept the FY 2018 Audit as submitted by the accounting firm of Crowe Horwath LLP.

RATIONALE: The auditors have completed their review of the financial statements for the year ending June 30, 2018, and have expressed their opinion on the statements.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien Sullivan

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
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Related forms requiring signature: Yes No X

**TRITON COLLEGE, District 504
Board of Trustees**

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16192

SUBJECT: RESOLUTION ADOPTING FY 2019 BUDGET

RECOMMENDATION: That the Board of Trustees approve the Budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019. The Operating Budget totals \$64,280,264 and the Non-Operating Budget totals \$37,100,656. The total Budget for FY19 is \$101,380,920.

RATIONALE: The Tentative Budget has been available for public inspection and submitted for public hearing as required by law. All legal requirements have been met. Note: Per ICCB guidelines, Fund 10 (Trust & Agency) is not included in the Non-Operating Budget total above.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien Sullivan

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
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Related forms requiring signature: Yes X No

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16193

SUBJECT: FY 2019 STUDENT ACTIVITIES BUDGET AND EXPENDITURES

RECOMMENDATION: That the Board of Trustees approve the FY 2019 Budget of proposed expenditures of the Fund 10, Student Activities accounts. The FY 2019 Student Activities accounts have a projected revenue of \$1,110,409 and projected expenditures of \$1,398,399 resulting in a projected decrease in reserves of \$287,990. The fund balance as of June 30, 2019, is projected to be \$14,003.

RATIONALE: The Trust and Agency Fund (Fund 10) for Student Activities covers expenses related to student activities. The proposed expenditures include the FY19 transfer of \$916,734 to the Auxiliary Fund to provide financial support for athletics and student activities.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien Sullivan

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
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Related forms requiring signature: Yes No X

Triton College Trust and Agency Fund Fiscal Year 2019

Revenues:

Student activity fees	1,110,409
Total revenues	<u>1,110,409</u>

Expenditures:

Salaries	143,246
Contractual services	29,000
General materials and supplies	60,038
Conference and meeting expense	47,479
Fixed	4,000
Other	197,902
Transfer to auxiliary fund	<u>916,734</u>
Total expenditures	<u>1,398,399</u>

Increase (decrease) in net assets	<u>(287,990)</u>
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Trust and agency fund liability account 10_00000000_230901540

Balance 6/30/18 (see note 1 below)	<u>301,993</u>
Projected balance 6/30/19 (see note 2 below)	<u>14,003</u>

Note 1: The Trust and Agency fund liability account represents the excess of revenues

Note 2: Projected balance excludes Trust and Club account balances of \$377,002

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16194

SUBJECT: CERTIFICATION OF CHARGEBACK REIMBURSEMENT
FISCAL YEAR 2019

RECOMMENDATION: It is recommended that the Board of Trustees approve the
Certification of Chargeback Reimbursement for Fiscal Year 2019 as approved by the accounting
firm of Crowe LLP. The Chargeback Reimbursement per semester credit hour for
Fiscal Year 2019 is \$251.73.

RATIONALE: The Certification of Chargeback Reimbursement is calculated in accordance with
the formula specified in the Fiscal Management Manual.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien Sullivan

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
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Related forms requiring signature: Yes No X

TRITON COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 504
 Certification of Charge-back Reimbursement
 Fiscal Year 2019

All fiscal year 2018 noncapital audited operating expenditures from the following funds:

1. Education Fund	\$ 42,818,735
2. Operations and Maintenance Fund	9,953,881
3. Operations and Maintenance Fund (Restricted)	3,932,326
4. Bond and Interest Fund	3,665,185
5. Public Building Commission Rental Fund	-
6. Restricted Purposes Fund	19,913,172
7. Audit Fund	91,101
8. Liability, Protection, and Settlement Fund	2,755,234
9. Auxiliary Enterprise Fund (Subsidy Only)	890,905
10. Total noncapital audited expenditures	<u>84,020,539</u>
11. Plus depreciation on capital outlay expenditures (equipment, building, and fixed equipment paid) from sources other than state and federal funds	<u>2,329,921</u>
12. Total costs included	<u>86,350,460</u>
13. Total certified semester credit hours for FY 2018	<u>162,583</u>
14. Per capita cost	<u>531.12</u>
15. All FY 2018 state and federal operating grants for noncapital expenditures, except ICCB grants	<u>18,211,111</u>
16. Less FY 2018 state and federal grants per semester credit hour	<u>112.01</u>
17. Less each district's average ICCB grant rate for fiscal year 2019	<u>28.38</u>
18. Less each district's student tuition per semester credit hour for fiscal year 2019	<u>139.00</u>
19. Equals charge-back reimbursement per semester credit hour	<u>\$ 251.73</u>

Approved: _____
 Vice-President of Business Services Date

Approved: _____
 President Date

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16195

SUBJECT: REQUEST FOR LIFE SAFETY PROJECT FY19

RECOMMENDATION: That the Board of Trustees approve the attached application for the following Life Safety project: Communication Systems Upgrades Phase 3. The total projected cost of the Life Safety project is \$300,000 for FY19.

RATIONALE: The total cost of the approved tax levy was \$300,000. The project is necessary to protect the safety of Triton College's students and staff. The ability to quickly and effectively communicate throughout the institution is critical.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien Sullivan

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
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Related forms requiring signature: Yes X No

CAPITAL PROJECT APPLICATION FORM

(One Application Form per Project)

District/College and District # Triton College #504

Contact Person Sean Sullivan

Phone # 708-456-0300 Ext. 3240

Project Title Communication Systems Upgrades Phase 3

Project Budget \$300,000 () check ☒ here if the proposed project is to be financed with a combination of local, state,

federal, foundation gifts, etc and disclose on funding attachment 2

Date _____

Application Type (check the appropriate application type and follow instructions):

☐ Site acquisition-- see ICCB administrative rule 1501.604 d) or g) for additional material requirements and check here _____. (If this is a site acquisition and only land is being acquired ---no building--- then check here _____) --complete/submit Sections I and II with additional material requirements (if acquisition includes remodeling or new construction then you should also check the other appropriate application type and include description in the narrative portion of the application)

☐ Locally Funded New Construction--complete/submit Sections I and II.

☐ Locally Funded Remodeling--complete/submit Sections I and III.

☐ Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.

☒ Protection, Health and Safety (PHS)--complete/submit Section I and Attachment PHS.

☐ Capital Renewal Project--complete/submit Section I and the three forms in the Architect Forms section of this manual. (Note: two of these should be completed by the architect.)

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- C. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1--top half of form for any project except PHS and bottom half of form for PHS projects only*)
- E. Funding source (*use the appropriate format on Attachment #2*)

- F. Locally funded project budget and certification form (Attachment #3) OR Attachment PHS.

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)
(*If land acquisition only then not necessary to complete this form*)
- C. Has the site been determined professionally to be suitable for construction purposes?
Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the new square footage or the remodeled square footage allocation (*use Square Footage Summary Attachment*)

**Resolution to Approve Protection,
Health, and Safety Projects**

- A. **Whereas**, pursuant to the provisions of the statutes of the State of Illinois, Community College District #504, is authorized to complete necessary projects dealing with health or safety of students, employees or visitors; and
- B. **Whereas**, there is a need for repair and alteration of certain facilities of Triton College District 504, and
- C. **Whereas**, Section 3-20.3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to levy a tax to pay for such repairs or alterations upon the equalized assessed value of all the taxable property of the district at a rate not to exceed .05 percent per year for a period sufficient to finance such repairs or alterations; and
- D. **Whereas**, the Board has received reports from a licensed professional architect that there is the following project at Triton College which requires repair and alterations, as defined in ICCB Rule 1501.601: and
- E. **Whereas**, those projects recommended for repair and alterations are:
 - 1. Communication Systems Upgrade Phase 3
- F. **Whereas**, the Board certifies that this project also meets the requirements of 805/3-20.3.01 of the Public Community College Act and are necessary projects for energy conservation, health or safety, environmental protection, or handicapped accessibility and not routine maintenance projects.

Now, be it resolved by the Board of Trustees of Triton College District #504, as follows:

- 1. The recitals set forth above are incorporated herein and made part hereof.
- 2. The physical facilities described in the project set forth above requires alterations or repairs and is necessary to remove a health or safety hazard to students, employees, or visitors of triton College.
- 3. There are not sufficient funds available in the Operations and Maintenance Fund of Triton College to complete the project set forth above.
- 4. The cost of the project set forth above, as determined in the certified estimate of a licensed architect, is not less than \$25,000 and shall be financed in accordance with RECITAL C, as stated above, in the total dollar amount of \$300,000.00.
- 5. Properly completed application forms shall be completed and forwarded to the President/CEO of the ICCB for approval of the above-referenced project.

Ratified by the Triton College Board of Trustees on September 25, 2018

Mark Stephens, Board Chairman

Diane Viverito, Board Secretary

Scope of the Work

Triton's 101-acre campus spans 15 buildings all of which have aging communications systems. Our plan is to upgrade them to a new digital modern technology platform allowing us the capability of quick / clear / reliable communications throughout the campus using wireless and cabled systems.

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

The Communications Upgrade Project will have a direct and immediate impact on the safety of staff and students. This project supports our goals to improve Campus safety and security. With most recent events regarding campus violence, the College continues to place safety at the forefront of concerns. The ability to quickly and effectively communicate and react to threats to the institution is critical to our Emergency Response Plan.

Attachment #1 Project Budget

Check One: (LOCALLY FUNDED -other than Protection, Health, and Safety- see below)

- ☐ **New Construction**
☐ **Remodeling**

Project Name Communication Systems Upgrades Phase 3

	Budget Amounts	
	New Construction	Remodeling
Land		N/A
Site Development		N/A
Construction (including Fixed Equipment)		
Mechanical		
Electrical		
General Conditions		
Contingency (10%)		
A/E Professional Fees		
Total		

Approved by the Triton College Board of Trustees

Date September 25, 2018

Signed _____, Chairman
 Mark Stephens

_____, Secretary
 Diane Viverito

Protection, Health, and Safety Project Name _____

	Budget Amounts
Project Costs	\$300,000
Contingency	
A/E Professional Fees	
Total	\$300,000

Attachment #2 Funding Source

District/College Name: Triton College #504

Project Name: Communication Systems Upgrades Phase 3

Check the source(s) of funds:

Available fund balance
(Including excess funds from
previously approved protection,
health, and safety projects)

_____ Fund name(s): _____

Bond Proceeds
(including protection, health,
and safety bonds)

_____ Type of bond issuance(s): _____

Protection, Health, and
Safety Tax Levy
(ILCS 805/3-20.3.01)

.0034 Tax rate/fiscal year Fiscal Year 18 / Tax Year 17

Contract for Deed
(ILCS 805/3-36)

_____ Term of Contract for Deed in months: _____

Lending Arrangement with a
Financial Institution
(ILCS 805/3-37)

_____ Term of Lending Arrangements in months: _____

Lease Agreement
(ILCS 805/3-38)

_____ Term of Lease in months: _____

Capital Renewal Funding

_____ Proposed Fiscal Year Source(s): _____

Protection, Health, and Safety Signature/Certification Page

	<u>Check if Applicable</u>
Budget Certification (see attachment, always required)	<u>X</u>
Structural Integrity Certification (see attachment, if applicable)	<u> </u>
Energy Conservation Certification (see attachment, if applicable)	<u> </u>
Feasibility Study Identifying Need of the Project (district generated document)	<u> </u>
Other District Documentation to Support the Justification of this Project	<u> </u>

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Triton College Board of Trustees

Date September 25, 2018

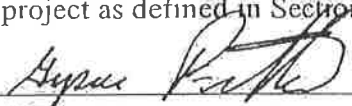
Signed Mark Stephens, Chairman

Diane Viverito, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT**Budget and Certification**

Name and address of architect/engineer providing the estimate:

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds are true and accurate. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.608 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.


Architect/Engineer's Signature

Date 08.14.18

001-020010
Illinois Registration or License Number

Seal



Proposed budget: ~~Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.~~

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16196

SUBJECT: PREVAILING WAGE RESOLUTION 2018-19

RECOMMENDATION: That the Board of Trustees approve and accept the attached resolution in compliance with the Prevailing Wage Act.

RATIONALE: The Prevailing Wage Act requires that the College include in its bids for services, a statement that contractors must pay wages established as “prevailing” by the Illinois Department of Labor. The law applies only to contractors and does not apply to Triton College employees. Triton College will adhere to the current rates, released August 15, 2018, and remain compliant with Illinois law.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O’Brien Sullivan

Board Officers’ Signatures Required:

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Mark R. Stephens Chairman	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Diane Viverito Secretary	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Date
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Related forms requiring signature: Yes X No

RESOLUTION NO. 16196

**A RESOLUTION ADOPTING THE PREVAILING WAGE RATES FOR
LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC
WORKS OF COMMUNITY COLLEGE DISTRICT NO. 504
TRITON COLLEGE, COUNTY OF COOK, STATE OF ILLINOIS**

WHEREAS the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, being 820 ILCS 130/1 et seq. (1993); formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq.; and

WHEREAS, the aforesaid Act requires that the Board of Trustees of Community College District 504 investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Community College District employed in performing construction of public works for said Community College District;

WHEREAS, Section 4 of the Act provides that the Board may rely upon determinations made by the Illinois Department of Labor as to such prevailing wage rates.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
COMMUNITY COLLEGE DISTRICT NO. 504, COUNTY OF COOK, STATE OF
ILLINOIS, AS FOLLOWS:**

Section 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County,

City or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, the general current prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under jurisdiction of this District is hereby ascertained to be the same as the prevailing rate of wages for construction work in Cook County area and as may be determined by the Department of Labor of the State of Illinois as of August 15, 2018, copies of such determinations being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by Community College District 504. The definition of any terms appearing in this Resolution which are also used in the aforesaid Act shall be the same as in said Act.

Section 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of this District to the extent required by the aforesaid Act.

Section 3: The Secretary of the Board of Trustees shall publicly post or keep available, for inspection by any interested party in the main office of this District, this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

Section 4: The Secretary of the Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination, state the particular rates and the particular class of workmen whose wages will be affected by such rates.

Section 5: The Secretary of the Board of Trustees shall promptly file a certified copy of this Resolution with both the Secretary of State, Index Division and the Department of Labor of the State of Illinois.

Section 6: Within thirty (30) days after the filing of a certified copy of this Resolution with the Secretary of State, the Secretary of the Board of Trustees shall cause to be published in a newspaper of general circulation within the area, a copy of this Resolution and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

Section 7: This Resolution shall be in full force and effect upon its passage and approval as required by law.

**Passed by the Board of Trustees of Triton College, this 25th day of September, 2018, on the
Motion of Trustee_____ and the second by Trustee_____**

and the following roll call vote:

AYES:_____

NAYS:_____

ABSENT:_____

APPROVED BY ME THIS 25th DAY OF SEPTEMBER, 2018.

MARK R. STEPHENS
Chairman of the Board

ATTEST:

DIANE VIVERITO
BOARD SECRETARY

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATE

I, Diane Viverito, do hereby certify that I am the Secretary for the Board of Trustees, Community College District 504, (Triton College) County of Cook, State of Illinois; that the foregoing is a true and correct copy of a Resolution duly passed by the Board of Trustees of Community College District No. 504 entitled: "**A RESOLUTION ADOPTING THE PREVAILING WAGE RATES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF COMMUNITY COLLEGE DISTRICT NO. 504, TRITON COLLEGE, COUNTY OF COOK, STATE OF ILLINOIS,**" at a regular meeting held on the 19th day of June, 2018, the Resolution being a part of the official records of said Community College District No. 504.

DATE: This 25th Day of September, 2018.

Diane Viverito
Secretary, Board of Trustees,
Community College District No. 504,
Triton College, County of Cook,
State of Illinois

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16197

SUBJECT: KRUEGER INTERNATIONAL, INC. (KI)
FURNITURE PURCHASE

RECOMMENDATION: That the Board of Trustees approve the purchase of classroom / office furniture from Krueger International, Inc. (KI) for a not-to-exceed amount of \$200,000 for Fiscal Year 2019.

RATIONALE: Krueger International, Inc. (KI) provides high quality furniture that enhances our departments and classrooms. KI and the specific furniture being purchased was publicly bid by the Illinois Public Higher Education Cooperative (IHPEC) meeting the State of Illinois public bidding requirements.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien Sullivan

Board Officers' Signatures Required:

<hr style="border: none; border-top: 1px solid black;"/> Mark R. Stephens Chairman	<hr style="border: none; border-top: 1px solid black;"/> Diane Viverito Secretary	<hr style="border: none; border-top: 1px solid black;"/> Date
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Related forms requiring signature: Yes _____ No X

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16198

SUBJECT: REVISION OF GED COURSE FEES

RECOMMENDATION: That the Board of Trustees approve the attached revision of course fees for GED courses offered by the Adult Education Department. Beginning Spring Semester of 2019, all students taking GED courses, grade level 9 and above, will be charged \$3 per credit hour.

Total revenue is expected to be approximately \$6,000 per year.

RATIONALE: Public entities using State Basic and/or State Performance funds may supplement the cost of offering Adult Secondary Education (grade level 9-12) classes using a \$3 fee per student per unit of instruction. The funds will be used to supplement grant and institutional funding, to support instruction and student success activities for Adult Secondary Education students.

Submitted to Board by: _____


Vice President of Academic Affairs Debra Baker

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes _____ No X _____

Adult Education Department

High School Equivalency Program

(GED®, TASC™, HiSET®)

Fee Schedule

COURSE	Grade Level	CREDITS		FEES	
		Old	Revised	Old	Revised
Language Arts					
GED E61- Introduction to Academic Composing	9-11	5	5	0	\$15
GED E66- Written Communication Skills for Nonnative English Speakers	6-9	5	5	\$15	\$0
GED E91 – Language Arts I (NEW)	0-4		7		0
GED E92 – Language Arts II (NEW)	4-6		7		0
GED E93 – Language Arts III (NEW)	6-9		7		0
GED E94 – Language Arts IV (NEW)	9-12		7		\$21
Math					
GED E81- HSE Math I (NEW)	0-4		7		0
GED E82- HSE Math II (NEW)	4-6		7		0
GED E83- HSE Math III (NEW)	6-9		7		0
GED E84- HSE Math IV (NEW)	9-12		7		\$21
GED E19-Spanish Statistics and Trigonometry	9-12	3	3	0	\$9
Test Review					
GED E01- GED Test Review (Math)	9+	1	1	0	\$3
GED E64- GED Test Review (Language Arts)	9+	1	1	0	\$3
GED E01-Repaso en matemáticas (Math – Spanish)	9+	1	1	0	\$3
GED E64-Repaso en literatura (Language Arts – Spaish)	9+	1	1	0	\$3
Science & Social Studies					
GED E68- Academic Explorations in Science and Social Studies	11-12	5	5	\$15	\$15
Technology					
GED E73- Intermediate Tech Skills for Workforce & Postsecondary Education (NEW)	6-9		3		0
Career Exploration					
Bridge Courses					
GED E71- HSE Bridge to Applied Medical Terminology, Part 1	9-11	4	3	\$12	\$9
GED E72- HSE Bridge to Applied Medical Terminology, Part 2	11-12+	4	3	\$12	\$9
Constitution					
GED E27 Constitution Review	6-8.9	1	1	\$3	0

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16199

SUBJECT: COURSE FEE FOR MAT 045 and 055 ILAUNCH SECTIONS

RECOMMENDATION: That the Board of Trustees approve the course fee of \$75 for all iLaunch sections of MAT 045 & 055 effective Spring 2019, to provide registered students with interactive course material for first day of classes. All iLaunch sections will be designated with a “700 section code”. Students will pay the \$75 fee to Triton College and the full fee will be remitted by Triton to Follett. Students are not charged for course materials if they drop the class during the normal “full refund” period. The cost to Triton will be the expense of collecting the fee, including but not limited to any loss realized from students who do not pay College tuition and fees.

RATIONALE: Nationally, about 25% of students do not purchase instructional materials by the first day of class which directly impacts student success. By including the cost of the instructional materials into the course fee, the IncludedED program will provide iLaunch students with access to the interactive instructional materials as early as one week prior to the first day of class. The expectation is a greater rate of student completion and increased retention.

Submitted to Board by: _____



(Vice President) Debra Baker

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes _____ No X

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16200

SUBJECT: PURCHASE OF SUCCESS NAVIGATOR ASSESSMENTS
FOR PLACEMENT

RECOMMENDATION: That the Board of Trustees approve the purchase of up to 7500 Success Navigator units for multiple measures placement for new and continuing students. The Success Navigator units will be purchased at a cost of \$5.00 per unit. The final cost will be \$37,500.

RATIONALE: The Success Navigator assessment tool, developed by Educational Testing Service (ETS), will be used as one of the measures to assess new and continuing students for non-cognitive skills. The results will support academic placement into College Readiness, English and Mathematics courses, as well as other courses with related pre-requisites. As an electronic online assessment, Success Navigator is exempt from the limits of the state bidding statute as it is a computer software. ETS is the sole source for this assessment tool.

Submitted to Board by: Sean Sullivan
(Vice President) Sean Sullivan

Board Officers' Signatures Required:

<hr style="border: none; border-top: 1px solid black;"/> Mark R. Stephens Chairman	<hr style="border: none; border-top: 1px solid black;"/> Diane Viverito Secretary	<hr style="border: none; border-top: 1px solid black;"/> Date
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Related forms requiring signature: Yes _____ No X

TRITON COLLEGE, District 504
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16201

SUBJECT: PURCHASE OF ACCUPLACER UNITS FOR PLACEMENT TESTING

RECOMMENDATION: That the Board of Trustees approve the purchase of up to 25,000 ACCUPLACER units for placement testing for new and continuing students. The ACCUPLACER units will be purchased at a cost of \$2.15 per unit. The total cost for FY2019 will not exceed \$53,750.

RATIONALE: The ACCUPLACER placement exam, developed by the College Board is used to assess new and continuing students for placement into English and Mathematics courses, as well as those courses with related prerequisites. As an electronic online assessment, ACCUPLACER is exempt from the limits of the state bidding statute as it is a computer software. The College Board is the sole source for this assessment tool.

Submitted to Board by: Sean Sullivan
(Vice President) Sean Sullivan

Board Officers' Signatures Required:

<hr/> Mark R. Stephens Chairman	<hr/> Diane Viverito Secretary	<hr/> Date
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Related forms requiring signature: Yes _____ No X

Districtwide Schedule of Classes – Spring 2019

The following firms have been invited to submit bids for the Spring 2019 edition of the District Wide Schedule of Classes. An advertisement for bid was placed in the Chicago Tribune-west cook county zone. Immediately after the closing hour for receiving bids which was 1:00 p.m., local time, Tuesday, August 28, 2018 they were publicly opened and read aloud in room A 300. Bids were opened by Nancy Schafer, Purchasing Assistant, and Amelia DiGiacomo, Accounts Payable Clerk.

COMPANY
Indiana Publishing Company
899 Water St.
Indiana, PA 15701

NET COST
\$36,771.00

It is recommended that the Board of Trustees accept the proposal submitted by Indiana Publishing Company in accordance with their low specified bid. These items were competitively bid according to state statutes.

Recommendation along with tabulation is attached.

APPROVED:



Sean O'Brien Sullivan
Vice President - Business Services

A/C Number	01-80100535-540200005
A/C Name	AVP Strategic Marketing -Printing
Budget	\$320,375.00
Prev. Expend.	71,126.62
Schedule	36,771.00
Balance	\$212,477.38

DISTRIBUTION:
B.

MEMORANDUM

To: Sean Sullivan

From: Sam Tolia

Date: 8/31/18

Re: Bid Results

[Handwritten signature and date 8/31/18]

Four printers submitted a bid for the printing of the Triton Spring 2019 Combined Schedule. These bids are based on printing 144,000 copies at 100 pages plus cover. The cover prints four-color on 60# Gloss Enamel Text and the body prints two-color on 30# Newsprint. Also included in the bid is an electronic proof (PDF), saddlestitching, storage and simplified mailing.

The bid is as follows:

K.K. Stevens Publishing Co.	\$55,522.94
Bresse Publishing	\$41,473.00
Woodward Printing	\$41,204.00
Indiana Printing	\$36,771.00

Accepting the bid from Indiana Printing is recommended.

Spring 2019 - Districtwide Schedule of Classes

Vendor Name	Woodward Printing	Breese Publishing	K,K. Stevens Publishing Co.	Indiana Printing
144,000	41,204.00	41,473.00	55,522.94	35,963.00
Additional signature +4	840.00	1,053.00	2,775.34	1,195.00
+8	1,763.00	2,105.00	4,360.27	2,618.00
+16	3,495.00	5,884.00	7,411.85	5,661.00
Less signature -4	(889.00)	(2,144.00)	(1,724.43)	(2,446.00)
-8	(1,564.00)	(2,105.00)	(2,473.83)	(3,635.00)
-16	(3,146.00)	(4,200.00)	(5,525.41)	(6,066.00)
Additional M's	234.00	232.00	328.58	228.00
Inserts per 1,000	\$25	\$15	\$30	\$19
Delivery	Included	Included	Included	Included
Simplified Mailing	Included	Included	Included	6.00/M
Storage	Included	Included	Included	Included
Other Charges	NA	NA	NA	(32.00)
Total	41,204.00	41,473.00	55,522.94	36,771.00

SPECIFICATIONS

NAME

Spring 2019 Triton College Districtwide Schedule of Classes

PAGES

Please provide quote for 100 page plus cover;
quote cost of plus or minus four-page signatures.

QUANTITY

144,000; give price for additional M's.

SIZE

Tabloid format; 10 1/2" x 12", saddlestitch.

INK

Two color throughout interior (Black and pms200); four-color on front, inside front, back and inside back cover.

PAPER

Cover: 60# gloss enamel text **Body:** Good quality, 30# newsprint
Note: Clearly indicate whether or not cost of paper is included in base price of bid.

BLEEDS

Cover bleeds 3-sides. Body bleeds 4-sides. (Finished trim size is 10 1/2" x 12").

BINDERY

Saddlestitch.

COPY

All files will be provided electronically (PDFs) approximately Oct. 9th, 2018.

PROOFS

At least one complete electronic proof (PDF) of the complete job is to be submitted to Triton College for approval before printing.

PRESS CHECK

Please notify , at least two days in advance of press date so that a college representative has the option to conduct a press check for color approval.

INSERTS

Inserts may be required. Please provide a cost per thousand.

DELIVERY

4,000 schedules are to be delivered approximately Oct. 15, 2018 in easy-to-handle bundles not to exceed 40 lbs. in weight to: Triton College Warehouse, 2000 Fifth Ave., River Grove, IL 60171

STORAGE

140,000 schedules need to be stored until Dec. 3, 2018.

MAILING/2ND DELIVERY

140,000 copies to be prepared for simplified mailing and delivered approximately Dec. 3, 2018 to the Palatine Post Office Facility, 1300 E. Northwest Highway, Palatine 60095-9997.

SCHEDULES PREPARED FOR MAILING SHOULD WEIGH NO MORE THAN 1,500 POUNDS PER PALLET. THE POST OFFICE WILL NOT ACCEPT ANY SKIDS WEIGHING MORE THAN THIS. IF THE POST OFFICE REJECTS SKIDS DUE TO OVERLOADING, IT IS THE PRINTER'S RESPONSIBILITY TO CORRECT THE SITUATION.

IT IS ALSO EXTREMELY IMPORTANT THAT THE WEIGHT OF THE EMPTY PALLET BE WRITTEN ON THE SIDE OF THE PALLET AS WELL AS ON THE PS FORM 3602.

Quote cost per thousand for simplified mailing.

PRINTER MUST PROVIDE TRITON COLLEGE WITH A CASS-CERTIFIED MAILING LIST OR SUBSCRIPTION THAT IS VALID WITHIN 90 DAYS BEFORE THE MAILING DATE. (PLEASE SUBMIT WITH YOUR FINAL BID) THE MAILING IS PREPARED BY THE PRINTER IN ACCORDANCE WITH THE DOMESTIC MAIL MANUAL ELIGIBILITY STANDARDS (343.6.0)

PRINTER SHOULD ALSO REFERENCE DMM (345.6.0 UP TO AND INCLUDING 345.6.10.6) TO BE ASSURED ALL POSTAL REGULATIONS ARE MET. (TRITON COLLEGE CAN NOT MAKE ANY EXCEPTIONS TO THESE REQUIREMENTS.)

PRINTER SHOULD FURNISH TO LORI SILVESTRI AT TRITON COLLEGE, N-100, A COMPLETED, SIGNED RECEIPT OF ALL SCHEDULES DELIVERED, INCLUDING THOSE SENT TO THE POST OFFICE.

IN THE EVENT THAT YOU HAVE ANY QUESTIONS REGARDING THE MAIL PREPARATION, YOU CAN CONTACT LORI ANN SILVESTRI AT LORISILVESTRI@TRITON.EDU OR (708)456-0300 EXT 3812.

It will be assumed by Triton College that all bids meet the above specifications unless otherwise specifically stated in proposal.

If additional information or clarification is needed, please phone Sam Tolia at (708)456-0300, Ext. 3172.

Mailing List

Castle Printech
121 Industrial Drive
DeKalb, IL 60115

Reindi Printing, Inc.
1251 Yosemite Rd
Oconomowoc, WI 53066

Master Graphics, LLC
1100 S Main Street
Rochelle, IL 61068

Northern Printing Network
1400 S Wolf Road Ste 102
Wheeling, IL 60090

Creasey Printing Services
1905 Morning Sun Ln
Springfield, IL 62711

Signature Offset
13801 E 33rd Pl, Unit F
Aurora, CO 80011

United Graphics LLC
898 Cambridge Dr
Elk Grove Village, IL 60007

Kevin Bryan Company
P.O. Box 470070
Celebration, FL 34747

Journal Topics/Wessell Web
622 Graceland Ave
Des Plaines, IL 60016

Blue Island Newspaper Printing, Inc,
262 W 147th St
Harvey, IL 60426

Precise Printing Network
2190 Gladstone Ct Ste A
Glendale Heights, IL 60139

Creekside Printing
1175 Davis Road
Elgin, IL 60123

Breese Publishing
P.O. Box 405
Breese, IL 62230

Regional Publishing Corp
12243 S Harlem
Palos Heights, IL 60463

John S Swift
999 Commerce Ct
Buffalo Grove, IL 60089

Woodward Printing Services
11 Means Drive
Platteville, WI 53818

Mignone Communication, Inc.
169 S Jefferson St
Berne, IN 46711

The Viking Printing Group
497 Widgeon Ln
Bloomington, IL 60108

Custom Services
120 W Laura Drive
Addison, IL 60101

Vouge Printers
820 S Northpoint Blvd
Waukegan, IL 60085

FLC Graphics Inc.
4600 N Olcott Ave
Harwood Heights, IL 60706

PA Hutchison Company
400 Pen Ave
Mayfield, PA 18433

Indiana Printing
899 Water St
Indiana, PA 15701

K.K Stevens Publishing Co.
100 N Pearl St
Astoria, IL 61501

Data Reproduction Corporation
4545 Glenmeade Lane
Auburn Hills, MI 48326

Newsweb Corporation
2401 N Halsted St
Chicago, IL 60614

EP Graphics
169 Jefferson St
Berne, IN 46711

Envision3
225 Madsen Dr
Bloomington, IL 60108

Midstates Inc
4820 Capital Ave NE
Aberdeen, SD 57401

"A" Building Entrance Canopy

Four firms submitted bids for A Building Entrance Canopy. An advertisement for bid was placed in the Chicago Tribune - West Cook County Zone. Immediately after the closing hour for receiving bids, which was at 1:30 p.m. local time, Thursday, August 23, 2018, the bids were publicly opened and read aloud in room A-302 by Alida Carpenter, Purchasing, and witnessed by John Lambrecht, Triton O & M, and Gaspare Pitrello, Arcon Associates, Inc., and representatives of Boller Construction, LJ Morris, Happ Builders, Inc., and Edwin Anderson.

It is recommended that the Board of Trustees accept the proposal submitted by Happ Builders, Inc. in accordance with their low specified bid. This item was competitively bid according to state statutes.

Recommendation along with tabulation is attached.

COMPANY

NET COST

Happ Builders, Inc.
25 Le Baron St.
Waukegan, IL 60085

\$61,639.00

APPROVED:



Sean O'Brien Sullivan
Vice President – Business Services

A/C Number	02-70900501-580400020-FY19	
A/C Name	Maintenance Services	
Budget	\$	61,639.00
Prev. Expend.	\$	0.00
Schedule	\$	61,639.00
Balance	\$	00.00

Memorandum

August 30, 2018

To: Sean Sullivan
V.P. Business Services

Operations & Maintenance

From: John Lambrecht
Associate Vice President, Facilities



RE: A Building Entrance Canopy

Triton College received four bids from vendors for A Building Entrance Canopy.

The lowest, qualified bidder was Happ Builders, Inc. in the amount of \$61,639.00.

Arcon Associates has carefully reviewed the bids and recommends that the project be awarded to Happ Builders, Inc. in the total amount of \$61,639.00 which is made up of a \$55,790.00 base bid plus \$5,579.00 contingency.

I support this recommendation and agree that the bid should be awarded to Happ Builders, Inc. in the total amount of \$61,639.00.

Thanks, and please feel free to call with any questions,

John



August 30, 2018

Mr. John Lambrecht
Associate Vice President of Facilities
Triton College
2000 Fifth Avenue
River Grove, Illinois 60171

RE: BID RECOMMENDATION
A BUILDING ENTRANCE CANOPY
TRITON COLLEGE
PROJECT NO. 17062

Dear Mr. Lambrecht:

On Thursday, August 23rd at 1:30 P.M. four (4) sealed bids were publicly opened and read for the A Building Entrance Canopy project. The low qualified bidder was Happ Builders, Inc, in the Bid amount of \$61,369.00. The Bid includes the project contingency amount of \$5,579.00.

We contacted Happ Builders, Inc and they have confirmed their bid. The project requirements were reviewed and Happ Builders, Inc demonstrated an understanding of the scope of work and project time line. Happ Builders, Inc has performed on numerous ARCON and Triton College projects with favorable results.

Therefore, ARCON Associates, Inc. recommends that the Board of Trustees, Triton College award the contract for the A Building Entrance Canopy project to the low qualified bidder, Happ Builders, Inc in the Base Bid and Contingency amount of \$61,369.00.

Attached is the Bid Tabulation Sheet for your review.

Sincerely,
ARCON Associates, Inc.

Gaspare P. Pitello, ALA
Associate Principal

Attachments
WMS/dls
J:\Triton College\17062 Miscellaneous Projects\1 Docs\Bidding\Canopy\17062 LOR.wpd

Project: A Building Entrance Canopy

Owner: Triton College

Project No.: 17062

Bid Date/Time: Thursday, August 23, 2018 @ 1:30 P.M.

Triton
COLLEGE



	CONTRACTOR	BID BOND	BASE BID	10% CONTINGENCY	TOTAL
1	Boller Construction Co, Inc.	x	\$91,000.00	\$9,100.00	\$100,100.00
2	Edwin Anderson Construction Co.	x	\$62,000.00	\$6,200.00	\$68,200.00
3	Happ Builders, Inc.	x	\$55,790.00	\$5,579.00	\$61,369.00
4	LJ Morse Construction Co.	x	\$58,000.00	\$5,800.00	\$63,800.00
5					
6					
7					
8					
9					
10					

17062_Bld Tab.xlsx