



**Regular Meeting of the
Board of Trustees**

Agenda

Tuesday, November 20, 2018

- I. CALL TO ORDER** November 20, 2018 at 8:05 p.m.
or immediately following the Board Audit Committee
- II. ROLL CALL** Boardroom – A-300
- III. APPROVAL OF BOARD MINUTES – VOLUME LV**
[Minutes of the Regular Board Meeting of October 16, 2018, No. 5](#)
- IV. COMMENTS ON THIS AGENDA**
- V. CITIZEN PARTICIPATION**
- VI. REPORTS/ANNOUNCEMENTS** – Employee Groups
- VII. STUDENT SENATE REPORT**
- VIII. BOARD COMMITTEE REPORTS**
 - A. Academic Affairs/Student Affairs
 - B. Finance/Maintenance & Operations
- IX. ADMINISTRATIVE REPORT**
- X. PRESIDENT’S REPORT**
- XI. CHAIRMAN’S REPORT**
- XII. NEW BUSINESS**
 - A. [Action Exhibits](#)
 - [16210 Budget Transfers](#)
 - [16211 Certificate of Final Completion and Authorization of Final Payment,
M Building Pavement Stabilization](#)
 - [16212 Three Year Extension to the Follett Bookstore Agreement](#)
 - [16213 Prevailing Wage Resolution 2018-2019](#)
 - [16214 Chicago Office Technology Group – SMART Notebook License
Renewal](#)
 - [16215 Waiver of Facility Rental Fee – West 40 Immediate Service Center No 2
and Community Alliance](#)
 - [16216 2019 Triton College Health Benefit Plan \(Blue Cross Blue Shield PPO\)
Employee Co-Premium Rates](#)
 - [16217 2019 Triton College PPO Health Plan Premiums](#)

- [16218 2019 Blue Cross Blue Shield HMO Premium Rates](#)
- [16219 2019 Delta Dental PPO Premiums](#)
- [16220 2019 Delta Dental Voluntary Coverage Premiums](#)
- [16221 2019 Payflex FSA Administrative Services Fees](#)
- [16222 College Curriculum Committee Recommendation – September 2018](#)
- [16223 College Curriculum Committee Recommendations – October 2018](#)

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

3.1.01 Paul Jensen, Associate Vice President of Academic Innovation & Workforce Education

3.2.01 Colleen Rockafellow, Interim Dean of Continuing Education

XIII. COMMUNICATIONS – INFORMATION

A. Human Resources Information Materials

B. Informational Material

XIV. ADJOURNMENT

CALL TO ORDER/ROLL CALL

Chairman Mark Stephens called the regular meeting of the Board of Trustees to order in the Boardroom at 6:52 p.m. Following the Pledge of Allegiance, roll call was taken.

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

APPROVAL OF BOARD MINUTES

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve the minutes of the Regular Board Meeting of September 25, 2018. Voice vote carried the motion unanimously.

COMMENTS ON THIS AGENDA

None.

CITIZEN PARTICIPATION

None.

REPORTS/ANNOUNCEMENTS – Employee Groups

Classified Association President Renee Swanberg wished a Happy Boss's Day and discussed the Chili Cook-Off, Deck the Mounds, and President's Reception events.

Adjunct Faculty Association President Bill Justiz reported that this is the last year of their contract, and an intent to negotiate letter will be sent soon.

STUDENT SENATE REPORT

Ms. Garcia reported that the Student Association had a group outing to Fright Fest at Great America to get to know each other, and in today's TCSA meeting, senators experienced a very informative domestic violence simulation.

BOARD COMMITTEE REPORTS

Academic Affairs/Student Affairs

Ms. Viverito reported that the committee met earlier this month, reviewed, and are in favor of all of the items pertaining to academic and student affairs.

Finance/Maintenance & Operations

Ms. Peluso reported that the committee met on October 3, reviewed seven new business items and one purchasing schedule, and unanimously voted to forward all items to the Board with a recommendation for approval.

ADMINISTRATIVE REPORT

Quarterly Grants Report: Executive Director of Grant Development Sacella Smith provided a report for the first quarter of FY 19 highlighting that the college has been awarded a Title V grant in the amount of \$2.7 million. The departments on campus who contributed to the proposal were applauded.

PRESIDENT'S REPORT

President Mary-Rita Moore commented that the Title V grant gives the college an opportunity to put curricular change and guided pathways into action for the benefit of all

students. She noted that the submission was made a year and half ago, so will be tweaked to bring current.

Ms. Moore introduced Derrell Carter, the college's new Associate Vice President of Communications & Institutional Advancement.

President Moore reported that October is "Careers in Student Affairs" month, and recognized the work of the college's student affairs team for their work toward student success every day.

Ms. Moore announced that the Men's Soccer Team is playing a semi-final regional championship game tonight and wished them well.

President Moore noted that the Annual Foundation President's Reception will be held on November 14, honoring two gentlemen who are part of Triton's legacy and future, and will raise money for student scholarships.

CHAIRMAN'S REPORT

Chairman Mark Stephens commented that he hopes for a big turnout at the Foundation President's Reception, honoring Chef Jerome Drosos, whom he described as a true Tritonite; and Albert Bruno, who provided the single largest donation to the college in the sale of the old *Golfland* property.

Mr. Stephens discussed the upcoming elections, state budget, and the cost of pensions being phased into a local obligation. He assured that the College and this Board are up to handling these challenges.

Chairman Stephens announced that the FY 19 Budget will be amended to reflect the sale of bandwidth (per a recent Action Exhibit). He noted that this is not required by law, but will be done for transparency, and is expected to come forward in February, 2019.

Mr. Stephens discussed improvements being made to the second floor of the A Building, the College's main building, including refinishing of the terrazzo flooring and cosmetic touches on the brickwork, as well as restroom upgrades on the first floor. Enhancements to the front of the building will not take place at this time.

NEW BUSINESS

ACTION EXHIBITS

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

16202 Budget Transfers

16203 Professional Services Agreement with Randall J. Barnette

16204 Mohawk Resources Ltd Automotive Equipment Purchase

16205 Authorization for Release and Sale of College Property at WCMC Online Auction

16206 Two-Year Installation Agreement with Evans and Sutherland

16207 Jesse Brown VA Medical Center

**16208 Rush Oak Park Hospital
16209 Pinnacle Stone Restoration Project Approval**

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

PURCHASING SCHEDULES

**B41.08 2019 Ford Transit Service Van
B41.09 Pinnacle Stone Restoration Project Approval**

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

BILLS AND INVOICES

Ms. Peluso made a motion, seconded by Mr. Reyes, to pay the Bills and Invoices in the amount of \$1,564,427.84.

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, probable, 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 7:24 p.m.

RETURN TO OPEN SESSION

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

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 8:09 p.m.

HUMAN RESOURCES REPORT

1.0 Faculty

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve page 1 of the Human Resources Report, items 1.1.01 through 1.4.01. Voice vote carried the motion unanimously.

2.0 Adjunct Faculty

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve pages 2 and 3 of the Human Resources Report, items 2.1.01 through 2.5.02. Voice vote carried the motion unanimously.

3.0 Administration

Mr. Reyes made a motion, seconded by Mr. Johnson, to approve page 4 of the Human Resources Report, item 3.1.01. Voice vote carried the motion unanimously.

4.0 Classified, Police & Engineers

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve page 5 of the Human Resources Report, items 4.1.01 through 4.4.01. Voice vote carried the motion unanimously.

5.0 Mid-Management

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve page 6 of the Human Resources Report, items 5.1.01 through 5.4.01. Voice vote carried the motion unanimously.

6.0 Hourly Employees

Mrs. Potter made a motion, seconded by Mr. Reyes, to approve pages 7 through 10 of the Human Resources Report, items 6.1.01 through 6.3.01. Voice vote carried the motion unanimously.

7.0 Other

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve page 11 of the Human Resources Report, item 7.1.01. 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 Ms. Viverito. Voice vote carried the motion unanimously. Chairman Stephens adjourned the meeting at 8:13 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 November 20, 2018

ACTION EXHIBIT NO. 16210

SUBJECT: BUDGET TRANSFERS

RECOMMENDATION: That the Board of Trustees approve the attached proposed budget transfers to reallocate funds to object codes as required.

RATIONALE: Transfers are recommended to accommodate institutional priorities.

See description on attached forms.

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

**PROPOSED BUDGET TRANSFERS - FY 2019
FOR THE PERIOD 10/1/18 to 10/31/18**

FROM		
ID#	AREA	ACCT #
EDUCATION FUND		
1	Library	01-20100510-540600005
2	Desktop Computing	01-20400510-540901005

TO		
AREA	ACCT #	AMOUNT
Library	01-20100510-550200005	\$ 270.00
Desktop Computing	01-20400510-580500010	48,700.00
TOTAL EDUCATION FUND		\$ 48,970.00

FROM		
ID#	AREA	ACCT #
BUILDING FUND		
3	Building Operations 2	02-70100535-540900505

TO		
AREA	ACCT #	AMOUNT
Building Operations 2	02-70100535-580700005	\$ 10,083.00
TOTAL BUILDING FUND		\$ 10,083.00

FROM		
ID#	AREA	ACCT #
BUILDING (REST.) FUND		
4	LS FY15 CCTV PH4	03-70301015-580400005
5	LS FY16 CCTV PH5	03-70301016-580400005

TO		
AREA	ACCT #	AMOUNT
LS FY15 CCTV PH4	03-70301015-540400015	\$ 11,722.00
LS FY15 CCTV PH4	03-70301015-540400015	20,000.00
TOTAL BUILDING (REST.) FUND		\$ 31,722.00

FROM		
ID#	AREA	ACCT #
AUXILIARY FUND		
6	Athletics	05-60400505-590900000
7	Athletics	05-60400505-590900000
8	Athletics	05-60400505-590900000
9	Athletics	05-60400505-590900000
10	Men's Basketball	05-60401015-580500005

TO		
AREA	ACCT #	AMOUNT
Athletics	05-60400505-540600005	\$ 140.00
Athletics	05-60400505-540900505	3,200.00
Volleyball	05-60401025-530900010	540.00
Women's Soccer	05-60401035-530900010	680.00
Men's Basketball	05-60401015-540900505	10,820.00
TOTAL AUXILIARY FUND		\$ 15,380.00

**PROPOSED BUDGET TRANSFERS - FY 2019
FOR THE PERIOD 10/1/18 to 10/31/18**

FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
RESTRICTED FUND					
11	Westlake6	06-10405012-540100110	Westlake6	06-10405012-590200000	\$ 1,521.55
12	Westlake6	06-10405012-540100210	Westlake6	06-10405012-590200000	700.00
13	Westlake6	06-10405012-540100240	Westlake6	06-10405012-590200000	4,311.59
14	Westlake6	06-10405012-540200005	Westlake6	06-10405012-590200000	1,511.00
15	Westlake6	06-10405012-540200010	Westlake6	06-10405012-590200000	859.20
16	Westlake6	06-10405012-540700005	Westlake6	06-10405012-590200000	1,000.00
17	Westlake6	06-10405012-540900505	Westlake6	06-10405012-590200000	3,000.00
18	Westlake6	06-10405012-550100005	Westlake6	06-10405012-590200000	752.50
			TOTAL RESTRICTED FUND		\$ 13,655.84
			TOTAL PROPOSED BUDGET TRANSFERS		\$ 119,810.84

Budget Transfer Form

Dollar Amount	<u>\$270</u>			Object Code Description
From what Budget Account	01	20100510	540600005	Publication & Dues
To what Budget Account	01	20100510	550200005	Travel-In State
Is this a Grant?	Yes ()	No (X)	Include Attachment?	Yes () No (X)
Grant Accountant?				

Rationale

More funds are needed to cover travel to CARLI and NILRC meetings. The funds are needed in Travel-In State, and we are transferring \$270. The Publication & Dues budget has funds available.

Required Signatures**Requestor**

DocuSigned by:
Hilary Meyer 10/17/2018

Cost Center Manager

DocuSigned by:
[Signature] 10/17/2018

Associate Dean (If Applicable)**Dean (If Applicable)****Associate Vice President**

DocuSigned by:
Jessica Kubalcaba 10/17/2018

Area Vice President

DocuSigned by:
Debra Baker 10/17/2018

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** _____

Entered by: B4033 DS 10/24/18

Budget Transfer Form

Dollar Amount \$48,700

From what Budget Account 01 - 20400510 - 540901005 Object Code Description Desktop Computing, <5k

To what Budget Account 01 - 20400510 - 580500010 Object Code Description Desktop Computing, >5k

Is this a Grant? Yes ☐ No ☒ Include Attachment? Yes ☐ No ☒

Grant Accountant?

Rationale

Purchase was budgeted for, however, new account was needed due to the pricing being larger than 5K. We need to purchase the hardware to have it here to be setup in December, as we will be refreshing the Colleague hardware over Christmas break.

Required Signatures

Requestor

DocuSigned by:

Sara Bodzowski

10/11/2018

Cost Center Manager

DocuSigned by:

Michael Garity

10/11/2018

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Abeghian

10/12/2018

Area Vice President

DocuSigned by:

Sean Sullivan

10/15/2018

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: [Signature] 10/16/18Entered by: B4026DS 10/16/18

Budget Transfer Form

Dollar Amount

\$10,083.00

Object Code Description

From what Budget Account

02 - 70100535 - 540900505

Building Ops2 Other Materials & Supplies

To what Budget Account

02 - 70100535 - 580700005

Building Ops2 Service Equipment

Is this a Grant?

Yes
[]No
[X]

Grant Accountant?

Yes
[]No
[X]

Include Attachment?

Rationale

Excess funds in other Materials and Supplies account needed in Service Equipment account to purchase Tennant walk behind Floor Scrubber and Tennant walk behind Floor Sweeper for the Maintenance Department.

Required Signatures

Requestor

DocuSigned by:

Rebecca Chavez

10/1/2018

Cost Center Manager

DocuSigned by:

John Lambrecht

10/1/2018

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Abeytarian

10/2/2018

Area Vice President

DocuSigned by:

Sean Sullivan

10/3/2018

BUSINESS OFFICE APPROVALS

Grant Accountant:

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4040 DS 10/34/18

Budget Transfer Form

Dollar Amount

\$11,722.00

Object Code Description

From what Budget Account

03 - 70301015 - 580400005

LS FY15 : Building Remodeling

To what Budget Account

03 - 70301015 - 540400015

LS : Repair Materials and Supplies

Is this a Grant?
Grant Accountant?

Yes No
[] [x]

Include Attachment? Yes No
[] [x]

Rationale

Unutilized funds in Life Safety FY15 Building Remodeling account needed in Life Safety Repair Materials and Supplies for Talk-A-Phone Call Stations.

Required Signatures

Requestor

DocuSigned by:
Rebecca Hernandez-Chavez 9/18/2018

Cost Center Manager

DocuSigned by:
John Lombardi 9/18/2018

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:
Garnick Abuzetian 9/26/2018

Area Vice President

DocuSigned by:
Sean Sullivan 9/28/2018

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4005DS 10/3/18

Budget Transfer Form

Dollar Amount

\$20,000.00

Object Code Description

From what Budget Account

03 - 70301016 - 580400005

LS FY16 : Building Remodeling

To what Budget Account

03 - 70301015 - 540400015

LS : Repair materials and Supplies

Is this a Grant?

Yes No
() (x)

Grant Accountant?

Include Attachment? Yes No
() (x)

Rationale

Funds available in LS FY16 Building Remodeling account which are needed in Life Safety FY15 Repair Materials and Supplies for purchasing Life Safety equipment needed throughout campus.

Required Signatures

Requestor

 DocuSigned by:
Rebecca Hernandez-Chavez 9/18/2018
 17E4999074913F

Cost Center Manager

 DocuSigned by:
John Lambert 9/18/2018
 01B1430920CA1E4...

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

 DocuSigned by:
Garrick Aboglian 10/2/2018
 01B0841C178790...

Area Vice President

 DocuSigned by:
Sean Sullivan 10/3/2018
 6422202210C1491...

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: [Signature] 10/4/18Entered by: B4011 DS 10/4/18

Budget Transfer Form

Dollar Amount

\$140.00

Object Code Description

From what Budget Account

05 - 60400505 - 590900000

Athletic Other Expenditures

To what Budget Account

05 - 60400505 - 540600005

Athletics Publications & Dues

Is this a Grant?
Grant Accountant?Yes
[] No
[X]Include Attachment? Yes
[] No
[X]**Rationale**

More funds are needed in athletics publications and dues to pay for our membership in the College Sports Information Directors of America association (CoSIDA).

Funds from athletics other expenditures need to be moved to the line where they will be used.

Required Signatures

Requestor

 DocuSigned by:
 Harry McGinnis 9/27/2018
 D4FD06529D7811...

Cost Center Manager

 DocuSigned by:
 Harry McGinnis 9/27/2018
 D4FD06529D7811...

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

 DocuSigned by:
 Garrick Abeghian 9/28/2018
 9B52EAC7B48D...

Area Vice President

 DocuSigned by:
 Sean Sullivan 9/28/2018
 6K2220251EC74A1...
BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4003 DS 10/3/18

Budget Transfer Form

Dollar Amount

\$3,200.00

Object Code Description

From what Budget Account

05 - 60400505 - 590900000

Athletic Other Expenditures

To what Budget Account

05 - 60400505 - 540900505

Athletic Other Materials

Is this a Grant?

Yes
[]No
[X]

Grant Accountant?

Include Attachment?

Yes
[]No
[X]**Rationale**

More funds needed in Athletics Other Materials and Supplies to pay for sound system and wall padding repairs in the gym.

Funds from athletics other expenditure needs to be moved to the line where it will be used.

Required Signatures

Requestor

DocuSigned by:

Harry McGinnis

10/8/2018

Cost Center Manager

DocuSigned by:

Harry McGinnis

10/8/2018

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Abgajian

10/9/2018

Area Vice President

DocuSigned by:

Sean Sullivan

10/11/2018

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4018 DS 10/15/18

Budget Transfer Form

Dollar Amount \$540.00

From what Budget Account 05 - 60400505 - 590900000 **Object Code Description** Athletics Other Expenditures

To what Budget Account 05 - 60401025 - 530900010 **Object Code Description** Volleyball Other Expenditures

Is this a Grant? Yes ☐ No ☒ **Include Attachment?** Yes ☐ No ☒

Grant Accountant?

Rationale

More funds are needed in volleyball other contractual to pay for officials for the remainder of the regular season.

Funds in athletic other expenditures line needs to be moved to the line where it will be used.

Required Signatures

Requestor DocuSigned by: Harry McGinnis 9/27/2018

Cost Center Manager DocuSigned by: Harry McGinnis 10/1/2018

Associate Dean (If Applicable) _____

Dean (If Applicable) _____

Associate Vice President DocuSigned by: Garrick Abeglian 10/2/2018

Area Vice President DocuSigned by: Sean Sullivan 10/3/2018

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: AM

AVP of Finance: EW

VP of Business Services: 10/4/18

Entered by: B4008 DS 10/4/18

Budget Transfer Form

Dollar Amount

\$680.00

Object Code Description

From what Budget Account

05 - 60400505 - 590900000

Athletic Other Expenditures

To what Budget Account

05 - 60401035 - 530900010

Women's Soccer Other Contractual

Is this a Grant?
Grant Accountant?Yes No
[] [x]Include Attachment? Yes No
[] [x]Rationale

More funds are needed in women's soccer other contractual to pay for officials for the remainder of the regular season.

Funds from the athletics other expenditures line needs to be moved to the line where it will be used.

Required Signatures

Requestor

DocuSigned by:

Harry McGinnis

9/27/2018

Cost Center Manager

DocuSigned by:

Harry McGinnis

9/27/2018

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garick Abegtian

9/28/2018

Area Vice President

DocuSigned by:

Sean Sullivan

9/28/2018

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by:

B4004 DS 10/3/18

Budget Transfer Form

Dollar Amount

\$10,820.00Object Code Description

From what Budget Account

05 - 60401015 - 580500005

Men's Basketball Equipment >5K

To what Budget Account

05 - 60401015 - 540900505

Men's Basketball Other Materials & Supplies

Is this a Grant?

Yes

No

[]

[X]

Grant Accountant?

Yes

No

[]

[X]

Include Attachment?

Rationale

More funds are needed in men's basketball other materials and supplies to purchase practice gear, equipment and supplies.

Funds in men's basketball equipment can not be expended for items less than 5K.

Required Signatures

Requestor

DocuSigned by:

Harry McGinnis

10/2/2018

Cost Center Manager

DocuSigned by:

Harry McGinnis

10/2/2018

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Abegtian

10/2/2018

Area Vice President

DocuSigned by:

Sean Sullivan

10/3/2018

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4009 DS 10/4/18

Budget Transfer Form

Dollar Amount

\$ 1,521.55

Object Code Description

From what Budget Account

06 - 10405012 - 540100110

Office Supplies

To what Budget Account

06 - 10405012 - 590200000

Student Grants & Scholarships

Is this a Grant?

Yes No
(X) []

Include Attachment?

Yes No
[] (X)

Grant Accountant?

Elizabeth Zydron

Rationale

All funds available for Office Supplies should be transferred to Student Grants & Scholarships budget. Funds are needed to cover students' tuition.

Required Signatures

Requestor

 DocuSigned by:
 Rosa Maria Hernandez 10/2/2018
 D978C4DEE663ACB...

Cost Center Manager

 DocuSigned by:
 Jacqueline Lynch 10/2/2018
 F30A918CD2F64AD...

Associate Dean (If Applicable)

Dean (If Applicable)

 DocuSigned by:
 Jacqueline Lynch 10/2/2018
 F30A918CD2F64AD...

Associate Vice President

 DocuSigned by:
 Garrick Abegtian 10/3/2018
 0BES2EAC7F045D...

Area Vice President

 DocuSigned by:
 Debra Baker 10/3/2018
 930517A3CD2R4D9...
BUSINESS OFFICE APPROVALS

Grant Accountant:

 Elysha 10/4/18
 11/10/4/18

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4012 DS 10/4/18

Budget Transfer Form

Dollar Amount

\$ 700.00

Object Code Description

From what Budget Account

06 - 10405012 - 540100210

Instructional Supplies

To what Budget Account

06 - 10405012 - 590200000

Student Grants & Scholarship

Is this a Grant?

Yes No
[X] []

Include Attachment?

Yes No
[] [X]

Grant Accountant?

Elizabeth Zydron

Rationale

All funds available for Instructional Supplies should be transferred to Student Grants & Scholarships budget. Funds are needed to cover student's tuition.

Required Signatures

Requestor

DocuSigned by:

Rosa Maria Hernandez

10/2/2018

Cost Center Manager

DocuSigned by:

Jacqueline Lynch

10/2/2018

Associate Dean (If Applicable)

Dean (If Applicable)

DocuSigned by:

Jacqueline Lynch

10/2/2018

Associate Vice President

DocuSigned by:

Garrick Abegtian

10/3/2018

Area Vice President

DocuSigned by:

Delra Baker

10/3/2018

BUSINESS OFFICE APPROVALS

Grant Accountant:

E Zydron 10/4/18

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4013 DS 10/4/18

Budget Transfer Form

Dollar Amount

\$ 4,311.59

Object Code Description

From what Budget Account

06 10405012 540100240

Student Supplies

To what Budget Account

06 10405012 590200000

Students Grants & Scholarships

Is this a Grant?

Yes No

X

Include Attachment?

Yes No

X

Grant Accountant?

Elizabeth Zydron

Rationale

Please transfer \$ 4,311.59 from Student Supplies into the account of Student Grants & Scholarships. Funds are needed in this budget to cover students' tuition. Students Supplies has \$ 4,311.59 available and it is estimated that these funds are not necessary for the rest of this fiscal year.

Required Signatures

Requestor

DocuSigned by:

Rosa Maria Hernandez

10/2/2018

Cost Center Manager

DocuSigned by:

Jaqueline Lynch

10/2/2018

Associate Dean (If Applicable)

Dean (If Applicable)

DocuSigned by:

Jaqueline Lynch

10/2/2018

Associate Vice President

DocuSigned by:

Garrick Abuzetian

10/4/2018

Area Vice President

DocuSigned by:

Debra Baker

10/4/2018

BUSINESS OFFICE APPROVALS

Grant Accountant:

E Zydron

10/11/18

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4022 DS 10/15/18

Budget Transfer Form**Dollar Amount**

\$ 1,511.00

Object Code Description**From what Budget Account**

06 - 10405012 - 540200005

Printing

To what Budget Account

06 - 10405012 - 590200000

Student Grants & Scholarships

Is this a Grant? **Yes No**
☒ ☐
 Grant Accountant? Elizabeth zydron

Include Attachment? **Yes No**
☐ ☒

Rationale

Please transfer \$ 1,511.00 from Printing into the account of Student Grants & Scholarships. Funds are needed in this budget to cover student's tuition. Printing has \$ 1,511.00 available and it is estimated that these funds are not necessary for the rest of this fiscal year.

Required Signatures**Requestor**

DocuSigned by:
 Rosa Maria Hernandez 10/2/2018

Cost Center Manager

DocuSigned by:
 Jacqueline Lynch 10/2/2018

Associate Dean (If Applicable)**Dean (If Applicable)**

DocuSigned by:
 Jacqueline Lynch 10/2/2018

Associate Vice President

DocuSigned by:
 Garrick Abegutian 10/4/2018

Area Vice President

DocuSigned by:
 Debra Baker 10/4/2018

BUSINESS OFFICE APPROVALS**Grant Accountant:**

E. Zydron 10/11/18

Asst. Director of Finance**Exec. Director of Finance:****AVP of Finance:****VP of Business Services:**

Entered by: B4020 DS 10/15/18

Budget Transfer Form

Dollar Amount

\$ 859.20

Object Code Description

From what Budget Account

06 10405012 540200010

Copier Charge

To what Budget Account

06 10405012 590200000

Student Grants & Scholarships

Is this a Grant?

Yes No
X

Include Attachment?

Yes No
X

Grant Accountant?

Elizabeth Zydron

Rationale

Please transfer \$ 859.20 from Copier Charge into the account of Student Grants & Scholarships. Funds are needed in this budget to cover student's tuition. Copier Charge has \$ 859.20 available and it is estimated that these funds are not necessary for the rest of this fiscal year.

Required Signatures

Requestor

DocuSigned by:

Rosa Maria Hernandez

10/2/2018

Cost Center Manager

DocuSigned by:

Jaqueline Lynch

10/2/2018

Associate Dean (If Applicable)

Dean (If Applicable)

DocuSigned by:

Jaqueline Lynch

10/2/2018

Associate Vice President

DocuSigned by:

Garrick Abeghian

10/4/2018

Area Vice President

DocuSigned by:

Debra Baker

10/4/2018

BUSINESS OFFICE APPROVALS

Grant Accountant:

E Zydron

10/11/18

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4024 DS 10/15/18

Budget Transfer Form

Dollar Amount

\$ 1,000.00

Object Code Description

From what Budget Account

06 - 10405012 - 540700005

Advertising

To what Budget Account

06 - 10405012 - 590200000

Student Grants & Scholarships

Is this a Grant? Yes No
X

Grant Accountant? Elizabeth Zydron

Include Attachment? Yes No
X

Rationale

Please transfer \$ 1,000.00 from Advertising into the account of Student Grants & Scholarships. Funds are needed in this budget to cover student's tuition. Advertising has \$ 1,000.00 available and it is estimated that these funds are not necessary for the rest of this fiscal year.

Required Signatures

Requestor

DocuSigned by:
Rosa Maria Hernandez 10/2/2018

Cost Center Manager

DocuSigned by:
Jacqueline Lynch 10/2/2018

Associate Dean (If Applicable)

Dean (If Applicable)

DocuSigned by:
Jacqueline Lynch 10/2/2018

Associate Vice President

DocuSigned by:
Garrick Abegtian 10/4/2018

Area Vice President

DocuSigned by:
Debra Baker 10/4/2018

BUSINESS OFFICE APPROVALS

Grant Accountant:

E Zydron 10/11/18

Asst. Director of Finance

Exec. Director of Finance:

@ M

AVP of Finance:

Entered by: B4021 DS 10/15/18

VP of Business Services:

10/15/18

Budget Transfer Form**Dollar Amount**

\$ 3,000.00

Object Code Description**From what Budget Account**

06 - 10405012 - 540900505

Other Materials & Supplies

To what Budget Account

06 - 10405012 - 590200000

Student Grants & Scholarships

Is this a Grant? Yes No
X

Grant Accountant? Elizabeth Zydron

Include Attachment? Yes No
X

Rationale

Please transfer \$ 3,000.00 from Other Materials & Supplies into the account of Student Grants & Scholarships. Funds are needed in this budget to cover student's tuition. Other Materials & Supplies has \$ 3,000.00 available and it is estimated that these funds are not necessary for the rest of this fiscal year.

Required Signatures**Requestor**

DocuSigned by:
Rosa Maria Hernandez 10/2/2018

Cost Center Manager

DocuSigned by:
Jaqueline Lynch 10/2/2018

Associate Dean (If Applicable)**Dean (If Applicable)**

DocuSigned by:
Jaqueline Lynch 10/2/2018

Associate Vice President

DocuSigned by:
Garrick Abuzetian 10/9/2018

Area Vice President

DocuSigned by:
Delra Baker 10/9/2018

BUSINESS OFFICE APPROVALS**Grant Accountant:**

E Zydron 10/11/18

Asst. Director of Finance**Exec. Director of Finance:****AVP of Finance:****VP of Business Services:**

Entered by: B4023 DS 10/15/18

Budget Transfer Form

Dollar Amount

\$ 752.50

Object Code Description

From what Budget Account

06 - 10405012 - 550100005

Meeting Expense

To what Budget Account

06 - 10405012 - 590200000

Student Grants & Scholarships

Is this a Grant? Yes No
X

Grant Accountant? Elizabeth Zydron

Include Attachment? Yes No
X

Rationale

Please transfer \$ 752.50 from Meeting Expense into the account of Student Grants & Scholarships. Funds are needed in this budget to cover student's tuition. Meeting Expense has \$ 752.50 available and it is estimated that these funds are not necessary for the rest of this fiscal year.

Required Signatures

Requestor

DocuSigned by:
Rosa Maria Hernandez 10/2/2018

Cost Center Manager

DocuSigned by:
Jacqueline Lynch 10/2/2018

Associate Dean (If Applicable)

Dean (If Applicable)

DocuSigned by:
Jacqueline Lynch 10/2/2018

Associate Vice President

DocuSigned by:
Garrick Abuzetian 10/4/2018

Area Vice President

DocuSigned by:
Debra Baker 10/4/2018

BUSINESS OFFICE APPROVALS

Grant Accountant:

E Zydron 10/11/18

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4019 DS 10/15/18

TRITON COLLEGE, District 504
Board of Trustees

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16211

SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION
OF FINAL PAYMENT - M BUILDING PAVEMENT STABILIZATION

RECOMMENDATION: That the Board of Trustees approve the Certificate of Final Completion and Final Pay Application of \$3,017.93 for the M Building Pavement Stabilization Project.

Total project cost was \$60,358.50.

RATIONALE: Operations & Maintenance has reviewed the Certificate of Final Completion, Final Waivers of lien, and final payment application. Original contract amount was \$69,510.50. Total project cost was \$60,358.50. This project came in under budget by \$9,152.00.

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

Board Officers' Signatures Required:

_____ Mark R. Stephens Chairman	_____ Diane Viverito Secretary	_____ Date
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Related forms requiring signature: Yes X No ____

Certificate of Final Acceptance

Project:

Architect: Triton College

Pavement Base Stabilization/Removal
Triton College
2000 Fifth Ave.
River Grove, IL 60171

Contractor:
A Lamp Concrete Contractors, Inc.
1900 Wright Boulevard
Schaumburg, IL 60193


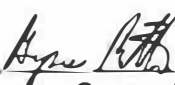

Contract Date: 7/24/2018

Date of Issuance: 9/13/2018

Project or designated portion shall include: Entire Project – no exceptions.

This is to certify that the work contained in the subject contract has been inspected by the parties listed below, that all punch list items have been completed, that the contractor has fulfilled all his contractual obligations, guarantees accepted and is hereby authorized to receive final payment in full, including all retainage.

SIGNATURES

Contractor	A Lamp Concrete	By <u></u> Jeff Meyer	Date <u>9.24.18</u>
Architect	ARCON Associates, Inc.	By <u></u> Gaspare Pitrello	Date <u>09.25.18</u>
Owner	Triton College	By <u></u> John Lambrecht	Date <u>10/03/2018</u>
Owner	Triton College	By _____ Mark Stephens Board Chairman	Date <u>11/20/18</u>

Wednesday, September 12, 2018

ARCON Associates, Inc.

2050 S. Finley Road

Suite #40

Lombard, IL 60148

Attn: Gaspare P. Pitrello, ALA, NCARB

A Lamp Job #: 18053

Job Name: Triton College – Pavement Base Stabilization / Removal – Building M

Project #: 18032.2

Pay Estimate #: 2 ~ Final

Dear Mr. Pitrello,

A Lamp Concrete Contractors, Inc. is submitting Pay Estimate #2 for work completed on the above referenced project. We respectfully request that this pay estimate be approved for payment as follows:

Work Completed To Date:	\$	60,358.50
Less Retention (0%):	-	0.00
Amount Previously Billed:	-	57,340.57
Amount Due Current Pay Estimate:	\$	3,017.93

Please find enclosed the original documentation corresponding to this pay estimate as follows:

- Pay Application (Previous Quantity – Current Quantity – To Date Quantity) – **Invoice #15984**
- Waivers of Lien (Final)
- G702 – Application and Certificate For Payment (AIA Document)
- G703 – Continuation Sheet (AIA Document)
- Certified Payroll Reports – *Please note A Lamp's Payroll Department will submit the certified payroll reports pertaining to this project.*

Based upon the enclosed information, we are requesting payment to **A Lamp Concrete Contractors, Inc.** in the amount itemized above to be released upon board approval at the meeting scheduled on Tuesday, September 25th, 2018. Please verify receipt of this documentation via email to tlampignano@alampconcrete.com.

Thank you for your assistance and prompt attention to this matter. We look forward to continuing a successful partnership in the future. If you have any questions or need further information, please do not hesitate to contact the Accounts Receivable Department at 847-891-6000.

Respectfully Yours,

A Lamp Concrete Contractors, Inc.



Tracy Lampignano
Comptroller

APPLICATION AND CERTIFICATE FOR PAYMENT / AIA DOCUMENT G702

TO (OWNER): TRITON COLLEGE 2000 FIFTH AVENUE RIVER GROVE, IL 60171	PROJECT: PAVEMENT BASE STABILIZATION / REMOVAL - BUILDING M TRITON COLLEGE 2000 N. FIFTH AVENUE RIVER GROVE, IL 60171	APPLICATION NO: 2	Distribution to: <input type="checkbox"/> OWNER
CONTRACTOR: A LAMP CONCRETE CONTRACTORS INC 1900 WRIGHT BOULEVARD SCHAUMBURG, IL 60193	VIA (ARCHITECT): ARCON ASSOCIATES, INC. 2050 S. FINLEY ROAD SUITE 40 LOMBARD, IL 60148	PERIOD FROM: 08/01/18 PERIOD TO: 08/25/18	<input checked="" type="checkbox"/> ARCHITECT
CONTRACT FOR: TRITON COLLEGE		ARCHITECT'S PROJECT NO: 18032.2	<input type="checkbox"/> CONTRACTOR
		CONTRACT DATE: 07/24/18	<input type="checkbox"/>

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			
Change Orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL			
Approved this Month			
Number	Date Approved		
8999			(\$9,152.00)
TOTALS		\$0.00	(\$9,152.00)
Net change by Change Orders		\$9,152.00	

The undersigned Contractor certifies that to the best of the contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:  Date: **09/12/18**
Tracy Lampignano - Comptroller



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, Schedule of Values, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	69,510.50
2. Net change by Change Orders.....	\$	(9,152.00)
3. CONTRACT SUM TO DATE (Line 1 +/- 2).....	\$	60,358.50
4. TOTAL COMPLETED & STORED TO DATE.....	\$	60,358.50
(Column G on Schedule of Values)		
5. RETAINAGE:		
0.00 % of Completed Work.....	\$	0.00
(Column D + E on Schedule of Values)		
b. % of Stored Material.....	\$	0.00
(Column F on Schedule of Values)		
Total Retainage (Line 5a + 5b or		
Total in Column 1 on Schedule of Values).....		
6. TOTAL EARNED LESS RETAINAGE.....	\$	60,358.50
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$	(57,340.57)
8. CURRENT PAYMENT DUE.....	\$	3,017.93
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$	0.00
(Line 3 less Line 6)		
AMOUNT CERTIFIED.....	\$	3,017.93
(Attach explanation if amount certified differs from the amount applied for.)		

OFFICIAL SEAL
KELLY L. BIELLO
NOTARY PUBLIC, STATE OF ILLINOIS
DU PAGE COUNTY
MY COMMISSION EXPIRES 11/16/2020

State of: **Illinois** County of: **Cook**
Subscribed and sworn to before me this **12th** day of **September** **2018**
Notary Public: 
My Commission expires: **11/16/2020**
ARCHITECT:  Date: **09.13.18**

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

Page 1 of 1 Pages

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor' signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply

APPLICATION NO: 2
APPLICATION DATE: 08/01/18
PERIOD TO: 08/25/18

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED	G TOTAL COMPLETED	% 	H BALANCE TO COMPLETE	I RETENTION 0.00
			FROM PREV. APPLICATION	THIS PERIOD					
1	Pavement Base Stabilization & Grading	\$ 59,402.50	\$ 59,402.50	\$ -		\$59,402.50	100%	\$0.00	\$0.00
2	Add 6" of New Aggregate Base	\$ 10,108.00	\$ 10,108.00	\$ -		\$10,108.00	100%	\$0.00	\$0.00
TOTAL - BASE BID		\$ 69,510.50	\$ 69,510.50	\$ -	\$ -	\$ 69,510.50		\$ -	\$ -

UNIT PRICING EXTRA TO BASE BID

0	Structure Adjustment	\$ -	\$500.00	\$0.00		\$500.00	100%	\$0.00	\$0.00
0	Credit: Unused Aggregate Base	\$ -	(\$9,652.00)	\$0.00		(\$9,652.00)	100%	\$0.00	\$0.00
0	Final Balancing Change Order	\$ (9,152.00)				\$0.00	0%	\$0.00	\$0.00
0		\$ -				\$0.00	0%	\$0.00	\$0.00
TOTAL		\$ 60,358.50	\$60,358.50	\$ -	\$ -	\$ 60,358.50	100%	\$ -	\$ -

A LAMP CONCRETE CONTRACTORS, INC.
1900 WRIGHT BOULEVARD
SCHAUMBURG, IL 60193
PHONE (847) 891-6000 FAX (847) 891-6100

Pay Application #	Date	Terms	Contract Date	Contract #
2 - FINAL	08/01/18	UPON RECEIPT	07/24/18	18032.2

CUSTOMER NUMBER 7830
TRITON COLLEGE
2000 FIFTH AVENUE
RIVER GROVE, IL 60171
PHONE (708) 456-0300 FAX (708) 458-3101

JOB #: 18053
PROJECT NAME: Triton College - Pavement Base Stabilization / Removal - Building M
CONTRACT AMOUNT: \$ 60,358.50
CURRENT PAYMENT: \$ 3,017.93

INVOICE # 15984

PERIOD FROM: 08/01/18	PERIOD TO: 08/25/18
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PH CODE	BID ITEM	ITEM DESCRIPTION	UOM	PLAN QTY	UNIT COST	TOTAL	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT
9001	1	Pavement Base Stabilization & Grading	LS	1	\$59,402.50	\$59,402.50	1	\$ 59,402.50	0	\$ -	1	\$ 59,402.50
9002	2	Add 6" of New Aggregate Base	CY	266	\$38.00	\$10,108.00	266	\$ 10,108.00	0	\$ -	266	\$ 10,108.00
TOTAL - BASE BID \$						69,510.50		\$ 69,510.50		\$ -		\$ 69,510.50
UNIT PRICING EXTRA TO BASE BID												
		Structure Adjustment	EA	0.00	\$500.00	\$0.00	1	\$ 500.00	0	\$ -	1	\$ 500.00
		Credit: Unused Aggregate Base	CY		\$38.00	\$0.00	-254	\$ (9,652.00)	0	\$ -	-254	\$ (9,652.00)
8999	CO	Final Balancing Change Order	LS	1.00	(\$9,152.00)	(\$9,152.00)	0	\$ -	0	\$ -		\$ -
TOTAL - EXTRAS \$						(9,152.00)		\$ (9,152.00)		\$ -		\$ (9,152.00)
TOTAL CONTRACT (BASE BID + EXTRAS) \$						60,358.50		\$ 60,358.50		\$ -		\$ 60,358.50

BILLING SUMMARY FOR JOB

	CURRENT	TO DATE
Complete to Date	\$ -	\$ 60,358.50
Less Other Deduction	\$ -	\$ -
Less Current Retainage @ % 0.00	\$ 3,017.93	\$ -
Balance	\$ 3,017.93	\$ 60,358.50
Less Previous Payments		\$ (57,340.57)
Total Amount Due	\$ 3,017.93	\$ 3,017.93

PLEASE NOTE THE QUANTITIES LISTED IN THIS
 PAY ESTIMATE REFLECT ESTIMATED NUMBERS
 AND ARE NOT FINAL, THUS WE RESERVE THE
 RIGHT TO ADJUST PAST BILLINGS IN ANY FUTURE
 PAY ESTIMATES.

A Lamp Concrete Contractors, Inc.

1900 Wright Boulevard
Schaumburg, IL 60193

Phone (847)891-6000 Fax (847)891-6100

Customer ID 7830

Construction Manager
Triton College
c/o Maintenance & Operations Department
2000 Fifth Avenue - Building O
River Grove, IL 60171

Phone (708)456-0300 Fax (708)458-3101
PAY EST #2 ~ FINAL

Invoice # 15984

Date 09/12/2018 Page # 1

Job ID 18053

TRITON COLLEGE - PAVEMENT
STABILIZATION
2000 FIFTH AVE - BUILDING M
River Grove, IL 60171

Phase ID	Description	Job to Date Quantity	U/M	Price	Job to Date Total
8101	CO: CREDIT FOR UNUSED AGGREGATE BASE	-254.00	CY	\$38.00	\$-9,652.00
8201	AUP: STRUCTURE ADJUSTMENT	1.00	EA	\$500.00	\$500.00
9001	PAVE BASE STABIL & GRADING	1.00	LS	\$59,402.50	\$59,402.50
9002	6" AGG NEW AGG BASE	266.00	Q	\$38.00	\$10,108.00
Original Contract		69,510.50	Work Completed to Date		60,358.50
Approved Change Orders		-9,152.00	Less Retentions		0.00
Current Contract		60,358.50	Net Completed to Date		60,358.50
			Less Net Previously Billed		57,340.57
Balance to Complete		0.00	Net Due This Invoice		3,017.93

TRITON COLLEGE, District 504
Board of Trustees

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16212

SUBJECT: THREE YEAR EXTENSION TO THE FOLLETT BOOKSTORE
AGREEMENT

RECOMMENDATION: That the Board of Trustees approve an addendum to the Follett Bookstore Agreement. The addendum extends the current five (5) year contract for an additional three (3) years for a total contract length of eight (8) years; revising the contract term to run from 7/1/2018 through 6/30/2026. The addendum provides for an additional \$80,000 of capital investment to be paid by Follett to renovate the Bookstore ceiling. All other terms remain the same as previously approved. The three -year contract extension has a minimum value to the college of \$605,000.

RATIONALE: Contract renewal through June 30, 2023, with Follett, was approved by the Board on July 17, 2018, Action Item No.16158. The Agreement provided for an additional \$80,000 Follett contribution to renovate the Bookstore ceiling making the total Follett contribution under this Agreement \$160,000. The additional contribution is necessary due to bids being greater than projected. Follett is willing to provide the additional capital improvement support, subject to their ability to amortize the capital investment over seven (7) years from the date of substantial completion.

Submitted to Board by: Sean Sullivan
(Vice President) Sean O'Brien 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 X No

ADDENDUM TO AGREEMENT BETWEEN COMMUNITY COLLEGE DISTRICT 504 AND FOLLETT HIGHER EDUCATION GROUP, INC

This Fifth Addendum ("Addendum") is between the Board of Trustees of Community College District 504 ("College") and Follett Higher Education Group, Inc., ("Follett").

WHEREAS: College and Follett are parties to a certain Contract for Services (the "Bookstore Operating Agreement") dated December 9, 2002, a First Addendum dated July 17, 2007, a Second Addendum dated June 8, 2010, a Third Addendum dated August 21, 2012, and a Fourth Addendum (the "Agreement"). The parties desire to amend the Agreement in certain respects more specifically set forth herein.

NOW, THEREFORE, intending to be legally bound, College and Follett agree, effective December 1, 2018:

1. Section 2:

The parties by mutual assent agree to extend the term of the Bookstore Operating Agreement for a period of eight (8) years, beginning on July 1, 2018 and ending on June 30, 2026 (the "Renewal Period"). Thereafter, unless either party notifies the other in writing at least 120 days before expiration of the Renewal Period of its intention not to renew, the Bookstore Operating Agreement shall automatically renew for an additional one (1) year period under the same terms and conditions set forth in the Bookstore Operating Agreement and the Addenda, as amended.

2. Section 4.2

On any termination of this Agreement by School, School shall pay Follett the unamortized book value (calculated on the straight-line method from the in-service date(s) over 7 years) of \$160,000 of the total Store Remodeling investment (as defined in Section 5.1) paid by Follett. School shall bear no responsibility for payment, reimbursement or replacement of Capital Equipment expenditures as set forth in Section 5.1 throughout the term of this Agreement or in the event of termination.

3. Section 5.1:

Follett shall spend up to a total of **\$195,000** to improve the Store in accordance with this Section 5. Of this total, Follett shall be responsible for \$160,000 of the construction costs to replace the bookstore ceiling and lighting. Upon mutual agreement of a plan, Triton College shall solicit, through a public competitive bidding process, a full replacement of all ceiling tiles and lighting in the bookstore space. This work may include, as necessary, additional work to the duct work in the ceiling space. Follett shall be responsible to pay the \$160,000 to Triton College within thirty (30) days of receipt of an invoice following substantial completion of the ceiling work. All ceiling work shall be completed by the College no later than June 30, 2019.

The balance of this expenditure may include furniture, trade fixtures, and equipment, including point-of-sale equipment, that is readily removable ("Capital Equipment") and Follett and third-party design and project management services, third-party architectural and engineering

services, cabling and infrastructure, floor and wall coverings, decorating, lighting, and fixtures that are not readily removable (together with investments described in Section 5.1, "Store Remodeling"). Capital Equipment and Store Remodeling each include all replacements, additions and extensions paid for by Follett, whenever installed. The Capital Equipment and Store Remodeling together comprise the "Store Improvements."

4. Section 10.2:

If in the first full contract year during the term of this Agreement, commission payments to School calculated in accordance with Section 10.1 are less than \$216,000 ("Guaranteed Annual Income"), Follett will pay School an additional amount necessary to bring total payments to School for that year up to the Guaranteed Annual Income. Follett will provide a Guaranteed Annual Income in year two of \$190,000 and \$175,000 in years three, four, five, six, seven, and eight. In any partial contract year commission will be based on the applicable percentage for the sales attributed to the partial contract year and not on the Guaranteed Annual Income.

Except as specifically amended hereby, the Agreement shall continue in full force and effect in all respects. In the event of any conflict between the Agreement and this Addendum, this Addendum shall prevail.

IN WITNESS WHEREOF, College and Follett have caused this amendment to be executed by their authorized officers as of the date first written above.

FOLLETT HIGHER EDUCATION GROUP, INC.

TRITON COLLEGE

By: _____

By: _____

Name: Clay Wahl

Name: Mark Stephens

Title: President

Title: Chairman, Board of Trustees

Date: _____

Date: _____

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

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16213

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 November 9, 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. 16213

**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 November 9, 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 20th day of November, 2018, on the
Motion of Trustee_____ and the second by Trustee_____

and the following roll call vote:

AYES:_____

NAYS:_____

ABSENT:_____

APPROVED BY ME THIS 20th DAY OF NOVEMBER, 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 20th day of November, 2018, the Resolution being a part of the official records of said Community College District No. 504.

DATE: This 20th Day of November, 2018.

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

Effective Date	County	Trade Title	Region	Type	Base Wage	Foreman Wage
10/26/2018	Cook	ASBESTOS ABT-GEN	All	ALL	\$ 42.72	\$ 43.72
11/5/2018	Cook	ASBESTOS ABT-MEC	All	BLD	37.88	40.38
8/15/2018	Cook	BOILERMAKER	All	BLD	49.46	53.91
8/15/2018	Cook	BRICK MASON	All	BLD	46.19	50.80
8/15/2018	Cook	CARPENTER	All	ALL	47.35	49.35
8/15/2018	Cook	CEMENT MASON	All	ALL	45.25	47.25
8/15/2018	Cook	CERAMIC TILE FNSHER	All	BLD	39.56	
8/15/2018	Cook	COMM. ELECT.	All	BLD	43.96	46.76
8/15/2018	Cook	ELECTRIC PWR EQMT OP	All	ALL	51.90	56.90
10/26/2018	Cook	ELECTRIC PWR GRNDMAN	All	ALL	40.48	56.90
8/15/2018	Cook	ELECTRIC PWR LINEMAN	All	ALL	50.50	55.50
8/15/2018	Cook	ELECTRICIAN	All	ALL	48.35	51.35
8/15/2018	Cook	ELEVATOR CONSTRUCTOR	All	BLD	54.85	
8/15/2018	Cook	FENCE ERECTOR	All	ALL	40.88	42.88
8/15/2018	Cook	GLAZIER	All	BLD	43.85	45.35
8/15/2018	Cook	HT/FROST INSULATOR	All	BLD	50.50	53.00
8/15/2018	Cook	IRON WORKER	All	ALL	48.33	51.83
8/15/2018	Cook	LABORER	All	ALL	42.72	44.32
8/15/2018	Cook	LATHER	All	ALL	47.35	49.35
8/15/2018	Cook	MACHINIST	All	BLD	48.38	50.88
8/15/2018	Cook	MARBLE FINISHERS	All	ALL	34.65	47.70
8/15/2018	Cook	MARBLE MASON	All	BLD	45.43	49.97
10/26/2018	Cook	MATERIAL TESTER I	All	ALL	32.72	37.72
8/15/2018	Cook	MATERIALS TESTER II	All	ALL	40.37	
8/15/2018	Cook	MILLWRIGHT	All	ALL	46.35	48.35
11/9/2018	Cook	OPERATING ENGINEER	All	BLD	51.10	55.10
10/26/2018	Cook	OPERATING ENGINEER	All	BLD	49.80	55.10
10/26/2018	Cook	OPERATING ENGINEER	All	BLD	47.25	55.10
10/26/2018	Cook	OPERATING ENGINEER	All	BLD	45.50	55.10
8/15/2018	Cook	OPERATING ENGINEER	All	BLD	54.85	55.10
8/15/2018	Cook	OPERATING ENGINEER	All	BLD	53.10	
8/15/2018	Cook	OPERATING ENGINEER	All	BLD	54.10	55.10
8/15/2018	Cook	OPERATING ENGINEER	All	FLT	57.05	57.05
8/15/2018	Cook	OPERATING ENGINEER	All	FLT	55.55	57.05
8/15/2018	Cook	OPERATING ENGINEER	All	FLT	49.45	57.05
8/15/2018	Cook	OPERATING ENGINEER	All	FLT	41.10	57.05
8/15/2018	Cook	OPERATING ENGINEER	All	FLT	58.55	57.05
8/15/2018	Cook	OPERATING ENGINEER	All	FLT	38.00	57.05
11/5/2018	Cook	OPERATING ENGINEER	All	HWY	49.30	53.30
11/9/2018	Cook	OPERATING ENGINEER	All	HWY	48.75	53.30
10/26/2018	Cook	OPERATING ENGINEER	All	HWY	46.70	53.30
8/15/2018	Cook	OPERATING ENGINEER	All	HWY	51.20	
10/26/2018	Cook	OPERATING ENGINEER	All	HWY	44.10	53.30
11/9/2018	Cook	OPERATING ENGINEER	All	HWY	52.30	53.30
11/9/2018	Cook	OPERATING ENGINEER	All	HWY	50.30	53.30

Effective Date	County	Trade Title	Region	Type	Base Wage	Foreman Wage
8/15/2018	Cook	ORNAMNTL IRON WORKER	All	ALL	\$ 48.05	\$ 50.55
8/15/2018	Cook	PAINTER	All	ALL	46.55	47.55
8/15/2018	Cook	PAINTER SIGNS	All	BLD	39.24	-
8/15/2018	Cook	PILEDRIIVER	All	ALL	47.35	49.35
8/15/2018	Cook	PIPEFITTER	All	BLD	48.50	51.50
8/15/2018	Cook	PLASTERER	All	BLD	43.25	45.85
10/26/2018	Cook	PLUMBER	All	BLD	50.25	53.25
8/15/2018	Cook	ROOFER	All	BLD	43.65	47.65
8/15/2018	Cook	SHEETMETAL WORKER	All	BLD	44.25	47.79
8/15/2018	Cook	SIGN HANGER	All	BLD	31.31	
8/15/2018	Cook	SPRINKLER FITTER	All	BLD	48.10	50.60
8/15/2018	Cook	STEEL ERECTOR	ALL	ALL	42.07	44.07
8/15/2018	Cook	STONE MASON	All	BLD	46.19	50.81
8/15/2018	Cook	TERRAZZO FINISHER	All	BLD	41.54	44.54
8/15/2018	Cook	TERRAZZO MASON	All	BLD	45.38	48.38
8/15/2018	Cook	TILE MASON	All	BLD	46.49	
8/15/2018	Cook	TRAFFIC SAFETY WRKR	All	HWY	37.00	38.60
8/15/2018	Cook	TRUCK DRIVER	E	ALL	35.60	
8/15/2018	Cook	TRUCK DRIVER	E	ALL	36.70	37.10
8/15/2018	Cook	TRUCK DRIVER	E	ALL	36.90	
8/15/2018	Cook	TRUCK DRIVER	E	ALL	37.10	
8/15/2018	Cook	TRUCK DRIVER	W	ALL	37.69	
8/15/2018	Cook	TRUCK DRIVER	W	ALL	36.13	
8/15/2018	Cook	TRUCK DRIVER	W	ALL	40.34	
8/15/2018	Cook	TRUCK DRIVER	W	ALL	38.16	
10/26/2018	Cook	TUCKPOINTER	All	BLD	46.00	48.00

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

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16214

**SUBJECT: CHICAGO OFFICE TECHNOLOGY GROUP
SMART NOTEBOOK LICENSE RENEWAL**

RECOMMENDATION: That the Board of Trustees approves a 31-month “SMART Notebook” software license renewal from Chicago Office Technology Group (COTG). The current campus license expires on November 30, 2018. The terms of the license renewal will run from December 1, 2018 through June 30, 2021, for a cost of \$10,784.28.

RATIONALE: SMART Notebook software is currently utilized in 156 Triton technology classrooms, and is part of classroom multimedia equipment that provides Triton with the essential tools that promote, support, and sustain effective teaching and learning. This technology provides an engaging and interactive method for instructors to deliver course content to their students.

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 ☒

COTG
SALES ORDER TERMS AND CONDITIONS

1. **Definitions.** The first page of this Sales Order is called the Cover Page. The Cover Page and the Terms and Conditions page, along with a listing of additional goods on Schedule A (if attached), represent the agreement (the "Agreement") between COTG (the "Company") and the Customer, as defined on the Cover Page ("Customer"), with respect to the sale of those certain goods identified on the Cover Page and Schedule A, if attached (the "Goods" or "Equipment").

2. **Scope.** This Agreement may be executed for:

a) A **SALE** of the Goods. If a SALE, subject to any special terms indicated on the Cover Page or Schedule A, the Company hereby offers to sell and Customer hereby accepts to purchase those Goods in the quantity and for the price indicated on the Cover Page (and/or Schedule A). Payment terms are Cash on Delivery ("COD"). Alternatively, if Customer has a verifiable credit account in good standing with Company, Customer may elect to be invoiced for the Goods. In any circumstance, Customer will pay invoices within 30 days after the invoice date. A late charge will be assessed against Customer on invoice balances 10 days or more overdue at the rate of 1.5 percent per month, but not in excess of the lawful maximum. The Customer is responsible for paying for all collection fees, attorneys' fees and court costs incurred by the Company in enforcing the terms of this Section 2(a).

b) A **LEASE** of the Goods. If a LEASE, Customer will execute a separate leasing agreement which will fund the purchase of those Goods in the quantity indicated on the Cover Page for the benefit of Customer. Upon execution of leasing documents, the Customer shall be responsible to leasing company to satisfy the terms and conditions of the leasing documents. If, however, a LEASE cannot be so executed within 15 days of Customer's execution of this Agreement, Customer must immediately return the Goods to Company in Like New condition.

c) A **RENTAL** of the Goods. If a RENTAL, Customer will execute a separate rental agreement with the Company. Customer shall be responsible for satisfying the terms and conditions of the rental agreement.

3. **Acceptance and Non-Cancellation.** This Sales Order and Agreement shall become binding upon the Customer's execution of this Agreement and may not be cancelled or altered thereafter without the Company's written consent.

4. **Delivery and Installation.** Unless specified otherwise on the Cover Page, the Company shall deliver and install the Goods at the location specified by Customer on the Cover Page unless: (1) Customer has not made available at that address a suitable place of installation as specified by the Company; (2) Customer has not made available suitable electrical service in accordance with the Underwriter's Lab ("UL") requirements; (3) the Goods are to be delivered to a location outside of the Company's service area. All risk of loss will transfer to the Customer upon delivery.

5. **Taxes.** Customer shall pay all federal, state, and local sales, use, property, excise, or other taxes imposed on or with respect to the purchase price of the Goods.

6. **Force Majeure.** The Company shall not be determined to be in default of any provision herein or be liable for any delay, failure in performance or interruption of services resulting from acts of God, civil or military catastrophe, strikes, embargoes, transportation delays, inability to obtain materials from suppliers, product deficiencies, or any other situation beyond the reasonable control of the Company.

7. **Default.** Customer will be in default of this Agreement if Company does not receive payment within 10 days after the date payment is due or Customer breaches any other obligation under this Agreement. Customer will pay all reasonable costs, including attorneys' fees, incurred by the Company to enforce this Agreement and/or any disputes arising with regard to the Goods. In addition to any remedies under the law, if Customer breaches this Agreement and fails to cure said breach within 20 days after receipt of notice from the Company, the Company may terminate this Agreement.

8. **Indemnification.** (a) Customer is responsible for any losses, damages, penalties, claims, suits, and actions (collectively "Claims") whether based on a theory of contract, tort, strict liability, or otherwise caused by or related to or in any manner arising out of the use, ownership, possession, or funding or financing, of the Goods (including but not limited to the negligence of Customer, Customer's employees or agents, or any third party), and, (b) Customer is responsible for any and all costs and attorneys' fees incurred by the Company relating to any such claim. Customer will reimburse and, if requested, defend the Company at Customer's own cost and expense, against any Claims. Customer's obligations under this Section 10 shall survive termination of this Agreement.

9. **WARRANTIES AND LIMITATION OF LIABILITY ON WORK PERFORMED. THERE ARE NO WARRANTIES, WHETHER EXPRESSED, IMPLIED, OR STATUTORY, ON ANY GOODS PROVIDED BY COMPANY, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NO OBLIGATION OR LIABILITY SHALL GROW OUT OF THE COMPANY RENDERING TECHNICAL OR OTHER ADVICE IN CONJUNCTION WITH GOODS PROVIDED UNDER THIS AGREEMENT.**

10. **Limitation of Liability.** The Company's total liability to Customer for any claim, whether based in contract, tort, common law, or statute, arising out of, connected with, or resulting from the furnishing or failure to furnish any Goods under this Agreement (and the associated delivery and installation of said goods) shall not exceed the cost paid by the Customer for the Goods which give rise to the claim. In no event shall the Company be liable for any incidental, consequential, or special damages incurred by Customer or any third party, including without limitation any loss of use, loss of anticipated profits, costs or downtime, or for substitute equipment, and any claims of Customer's clientele for service interruptions or failure to supply.

11. **Limited License to Use Software.** The Company grants Customer a non-exclusive, non-transferable license to use in the U.S.: (a) software and accompanying documentation provided with the Equipment ("Base Software") with which it was delivered; and (b) software and accompanying documentation identified on the Cover Page as "Application Software" only on any single unit of Equipment for as long as Customer is current in the payment, including any applicable software license fees (if any). Third Party Software may also be obtained under this Agreement and may be subject to a separate End User License Agreement. "Base Software," "Application Software," and "Third Party Software" are referred to collectively as "Software". Customer has no other rights and may not (1) distribute, copy, modify, create derivatives of, decompile, or reverse engineer Software; (2) activate Software delivered with the Equipment in an inactivated state; or (3) allow others to engage in same. Title to, and all intellectual property rights in, Software will reside solely with Company and/or its licensors (who will be considered third-party beneficiaries of this subsection). The Base Software license will terminate: (i) if Customer no longer uses or possesses the Equipment; (ii) Customer is a lessor of the Equipment and its first lessee no longer uses or possesses it; or (iii) upon the expiration of any installment payments under which Customer has rented or leased the Equipment (unless Customer has exercised an option to purchase the Equipment). Neither Company nor its licensors warrant that Software will be free from errors or that its operation will be uninterrupted.

12. **Governing Law.** This Agreement shall be governed by the laws of the state of Illinois without regard to the conflict of laws or principles of such states.

13. **Errors.** The Company reserves the right at its sole discretion to correct clerical and typographical errors in this Agreement.

14. **Severability.** The invalidity in whole or in part of any provision of this Agreement shall not affect the validity of any other provision.

15. **Modifications.** No modification, amendment, or other change shall be binding on the parties unless agreed to in writing by each party's authorized representative.

16. **Waiver.** The waiver of any breach of any of the terms and conditions set forth herein shall not be construed as a waiver of any other breach. The failure of either party to exercise any right arising from any default of the other party hereunder shall not be deemed to be a waiver of such right.

17. **Relationship.** The relationship of the parties established under this Agreement is that of independent contractor and neither party is a partner, employee, agent or joint venturer of or with the other.

18. **Assignment.** Any assignment of this Agreement by Customer without the prior written consent of the Company shall be void and unenforceable.

THE CUSTOMER ACKNOWLEDGES THAT S/HE HAS READ THIS AGREEMENT, UNDERSTANDS IT, HAS THE AUTHORITY TO ENTER INTO THIS AGREEMENT AND BIND THE CUSTOMER TO SAME, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS. THIS AGREEMENT SUPERSEDES ANY PRIOR PROPOSALS, QUOTATIONS, OR COMMUNICATIONS, WRITTEN OR ORAL, REGARDING THE PURCHASE OF THE GOODS FROM THE COMPANY. THE CUSTOMER FURTHER UNDERSTANDS THE COMPANY IS NOT A PARTY TO ANY LEASING DOCUMENTS EXECUTED BETWEEN CUSTOMER AND THE LEASING COMPANY, AND THIS AGREEMENT IS NOT INTENDED TO SUPERSEDE ANY LEASING DOCUMENTS, OR OTHER CONTRACTS OR AGREEMENTS WHICH CUSTOMER MAY EXECUTE WITH THE COMPANY.

Initial _____

Date _____

TRITON COLLEGE, District 504
Board of Trustees

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16215

SUBJECT: WAIVER OF FACILITY RENTAL FEE - WEST 40 INTERMEDIATE SERVICE CENTER NO 2 and COMMUNITY ALLIANCE

RECOMMENDATION: That the Board of Trustees approve a fee waiver request from West 40 Intermediate Service Center No 2 and Community Alliance for the use of the R-Building rooms 301; 313; 317; 319 and the auditorium, as well as fees associated with maintenance, police and audio visual needs on Saturday, February 23, 2019, from 8 am-1 pm for the “Say Yes to Your Future” event. Approximately 400 mothers and daughters will participate in this event. The value of this fee waiver is approximately \$6,060.

RATIONALE: The “Say Yes to Your Future” event is being presented to 8th grade girls and their mothers from 9 middle schools in the Proviso Township area. Workshops include building self-esteem, team building, high school preparation, parent empowerment, and STEM career exploration. This action exhibit supports our partnership with in-district grade schools and high schools and promotes support to the Triton College community.

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 November 20, 2018

ACTION EXHIBIT NO. 16216

**SUBJECT: 2019 TRITON COLLEGE HEALTH BENEFIT PLAN
(BLUE CROSS BLUE SHIELD PPO) EMPLOYEE CO-PREMIUM RATES**

RECOMMENDATION: That the Board of Trustees approve the 2019 PPO Employee
Co-Premium Rates for the following tiers of coverage.

The 2019 rates represent a \$10 increase (per pay period/ppp) from the existing co-premium rates and
will be effective January 1, 2019 – December 31, 2019. This increase will reduce the college's cost
by \$72,020.

Employee \$150/ppp; Employee + 1 Dependent \$180/ppp; Family \$200/ppp).

RATIONALE: New co-premium rates help to offset the cost of administrative and ACA required
fees. The recommended increase is recommended by the College's Insurance Committee; a
committee whose membership consists of representatives from all employee groups affected by the
increase.

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

RESOLUTION


Upon a motion duly made and unanimously carried, it has been:

RESOLVED, that the representatives of the Triton College Insurance Committee recommend to the Triton College Board of Trustees:

Increase the annual PPO employee insurance co-premium rate by \$10.00 per pay period. This increase would be effective January 1, 2019 and remain in place until adjusted by further Board of Trustees' action:

<u>PPO Rate Changes</u>	<u>Current</u>	<u>New Rate</u>
Single Coverage	\$140.00	\$150.00
One Dependent Coverage	\$170.00	\$180.00
Two or More Dependent Coverage	\$190.00	\$200.00

The HMO rate shall remain at 50% of the above identified amounts. The undersigned hereby certify that the annual co-premium insurance increase is to be considered each year by the Triton College Insurance Committee members as reflected in negotiated agreements and that they have voted as indicated below as indicated by their Aye or Nay vote.



Pat Knol
Faculty Association
11/8/17
Date


Daniele Manni
Faculty Association
11/8/17
Date


Rene Swanberg
Classified Association
11/1/18
Date


Jackie Marx
Mid-Management Association
11/5/18
Date


Kay Frey
Mid-Management Association
11/5/18
Date


Garrick Abezetian
Administration
10/31/18
Date


Joe Klinger
Administration
10/31/18
Date


Pete LoGalbo
Police
10/31/2018
Date


Kirk Larsen
Engineers
11/2/18
Date


Donna Stadermann
Exempt
11-7-18
Date

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

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16217

SUBJECT: 2019 TRITON COLLEGE PPO HEALTH PLAN PREMIUMS

RECOMMENDATION: That the Board of Trustees approve the monthly premium rates for the self-funded Triton College PPO Health Plan and COBRA rates effective January 1, 2019. The monthly premium rate calculation is based upon a combination of claim history, stop-loss rates, trend factors, and administration fees. The premium increase is forecast to cost the college an additional \$776,647.

Current monthly premium rates are:

Employee \$927.48; Employee +1 Dependent \$1,884.06; Family \$2,518.05.

Calendar Year 2019 monthly rates represent an approximately 13.1% increase and will be:

Employee \$1,048.73; Employee +1 Dependent \$2,130.37; Family \$2,847.25.

RATIONALE: The premium rates are the cost for each tier of the health plan and what is charged as COBRA to separated or terminated employees who were enrolled in the PPO health insurance plan or dependent that become ineligible as defined by federal law.

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

Triton College

2019 PPO Premium Equivalency Rates

Medical/Rx	Enrollment	Monthly Premium Equivalents		
		2018	2019	% Change
PPO				
Employee Only	93	\$927.48	\$1,048.73	13.1%
Employee + 1	86	\$1,884.06	\$2,130.37	13.1%
<u>Family</u>	<u>98</u>	<u>\$2,518.05</u>	<u>\$2,847.25</u>	<u>13.1%</u>
Total	277	\$5,940,644	\$6,717,291	13.1%

TRITON COLLEGE, District 504
Board of Trustees

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16218

SUBJECT: 2019 BLUE CROSS BLUE SHIELD HMO PREMIUM RATES

RECOMMENDATION: That the Board of Trustees approve the monthly premium rates for the Blue Cross Blue Shield HMO Illinois Health Plan effective January 1, 2019. The monthly premium rate calculation is based upon a combination of claim history, stop-loss insurance rates, trend factor, and administration fees. Current premium rates are:

Employee \$713.41; Employee + 1 Dependent \$1,375.28; Family \$2,095.34.

Calendar Year 2019 monthly premiums represent an approximate 11% increase and will be:

Employee \$792.06; Employee + 1 Dependent \$1,526.90; Family \$2,326.34.

RATIONALE: The HMO benefit plan makes available another option for full-time employees when electing health insurance benefits. The HMO is a more affordable option, as the employee co-premium rates for the HMO are 50% that of the PPO for same tiers of coverage.

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

Triton College

2019 HMO Premium Equivalency Rates

Medical/Rx	Enrollment	Monthly Premium Equivalents		
		2018	2019	% Change
HMO				
Employee Only	28	\$713.41	\$792.06	11.0%
Employee + 1	17	\$1,375.28	\$1,526.90	11.0%
<u>Family</u>	<u>27</u>	<u>\$2,095.34</u>	<u>\$2,326.34</u>	<u>11.0%</u>
Total	72	\$1,199,153	\$1,331,354	11.0%

TRITON COLLEGE, District 504
Board of Trustees

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16219

SUBJECT: 2019 DELTA DENTAL PPO PREMIUMS

RECOMMENDATION: That the Board of Trustees approve the Delta Dental PPO monthly premium rates effective January 1, 2019. The premium rate calculation is based upon a combination of lives, claim history, and trend factor. Calendar Year 2019 monthly rates represent a 0% increase and will be:

Employee \$31.40; Employee + Spouse \$62.80; Family \$106.58.

RATIONALE: Delta has a strong reputation of providing excellent customer service and processes claims in a timely manner for those employees enrolled in the PPO. Delta also provides wider network discounts than other insurers which save money both for the college and the members.

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

Triton College

2019 Dental P.E. Rates



- HUB Recommends no change to the Premium Equivalent Rates for 2019

Dental	Enrollment	Monthly Premium Equivalents		
		2018	2019	% Change
DPPO - Voluntary				
Employee Only	21	\$48.05	\$48.05	0.0%
Employee + Spouse	13	\$95.85	\$95.85	0.0%
Employee + Child(ren)	8	\$95.14	\$95.14	0.0%
Family	5	\$162.35	\$162.35	0.0%
Total	47	\$45,936	\$45,936	0.0%
DPPO - Passive				
Employee Only	97	\$31.40	\$31.40	0.0%
Employee + Spouse	77	\$62.80	\$62.80	0.0%
Employee + Child(ren)	17	\$67.78	\$67.78	0.0%
Family	89	\$106.58	\$106.58	0.0%
Total	280	\$222,231	\$222,231	0.0%
Grand Total	327	\$268,167	\$268,167	0.0%

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

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16220

SUBJECT: 2019 DELTA DENTAL VOLUNTARY COVERAGE PREMIUMS

RECOMMENDATION: That the Board of Trustees approve the HMO Delta Dental monthly premium rates effective January 1, 2019. The premium rate calculation is based upon a combination of: lives covered, claim history, and trend factors. Calendar Year 2019 monthly rates represent a 0% increase and will be:

Employee \$48.05; Employee + Spouse \$95.86; Employee + Children \$95.14; Family \$162.35.

RATIONALE: The monthly premium of the voluntary dental plan is fully paid by the members and provides those full-time employees enrolled in the medical HMO with an option for dental benefits. Participation in the HMO Delta Dental program is optional for HMO covered employees.

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

Triton College

2019 Dental P.E. Rates



- HUB Recommends no change to the Premium Equivalent Rates for 2019

Dental	Enrollment	Monthly Premium Equivalents		
		2018	2019	% Change
DPPO - Voluntary				
Employee Only	21	\$48.05	\$48.05	0.0%
Employee + Spouse	13	\$95.85	\$95.85	0.0%
Employee + Child(ren)	8	\$95.14	\$95.14	0.0%
Family	5	\$162.35	\$162.35	0.0%
Total	47	\$45,936	\$45,936	0.0%
DPPO - Passive				
Employee Only	97	\$31.40	\$31.40	0.0%
Employee + Spouse	77	\$62.80	\$62.80	0.0%
Employee + Child(ren)	17	\$67.78	\$67.78	0.0%
Family	89	\$106.58	\$106.58	0.0%
Total	280	\$222,231	\$222,231	0.0%
Grand Total	327	\$268,167	\$268,167	0.0%

TRITON COLLEGE, District 504
Board of Trustees

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16221

SUBJECT: 2019 PAYFLEX FSA ADMINISTRATIVE SERVICES FEES

RECOMMENDATION: That the Board of Trustees approve PayFlex as the Third Party Administrator for the Triton College Flexible Spending Account Plan for the 2019 Calendar Year. The annual fee is \$750 for the institution with a per member claims administration fee of \$4.63 per month.

RATIONALE: PayFlex is a highly regarded claims administrator that follows IRS expense reimbursement guidelines and is known for consistently providing quality customer service and processing claims for employee reimbursement in a timely manner.

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 ☒

PAYFLEX®

FEE AND EXPENSE EXHIBIT

FLEXIBLE SPENDING ACCOUNT

Flexible Spending Account – FSA (Health or Dependent Care Spending) Administration Services Pricing	
Implementation and Annual Fees	
Implementation Fee	\$N/A
*Annual Fee	\$750.00
**Monthly Administration Fees Per Member	
	\$4.63
Minimum Monthly Billing – Per Employer	
	\$150.00 per month
Additional Services – New Plan Sponsor	
Dependent Care Pamphlet	First 10,000 free, then \$0.50 each
Health Care Pamphlet	First 10,000 free, then \$0.50 each
Collating	Priced out per job.
Optional Service Fees - NOTE: Optional Service Fees only apply if the service is requested by the plan sponsor and performed by PayFlex. Optional Service Fee pricing is fixed during the Initial Term of the Agreement and are listed below for transparency.	
Types of Communication Assistance	
Onsite Enrollment Meeting Support (Less than 500 eligible or more than one meeting for groups with 500 plus eligibles)	\$500.00 per day
Customized website (With or without Single Sign On from another site) Lead-time: 90 days Cut-off for 1/1 business is 9/15	\$150.00 per hour Statement of work required.
Single Sign On (SSO) to <u>generic</u> PayFlex member website (Assumes PayFlex standard for web service call) Lead-time: 60 days	No charge
Customized Member Flyers (Revisions to generic member flyers) Lead-time: 5 weeks	\$1,000.00 per flyer (Including 2 rounds of edits.)
Customized Member Letters Lead-time: 5 weeks *System-generated • Welcome Letter	\$1,500.00 per letter plus mailing costs (Including 2 rounds of edits.)
Co-branded debit card Lead-time: 5 weeks Cut-off for 1/1 business is 10/15	\$750.00 flat fee Rush request and /or requests after 10/15 for 1/1 fulfillment is an additional \$150.00 per hour. Minimum of 3 hours charged. \$10.00 per card for plan sponsor requested re-issues due to plan changes.
Customized welcome flyers to accompany PayFlex Card® Lead-time: 5 weeks Cut-off for 1/1 business is 10/15 *Quantity determined based on number of	\$3,000 flat fee (Including 2 rounds of edits.) Plus recurring printed / fulfillment fees. (Minimum order is 10k.) Quantity* Price per Thousand

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

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16222

SUBJECT: COLLEGE CURRICULUM COMMITTEE RECOMMENDATIONS – September 2018

RECOMMENDATION: That the Board of Trustees approve the attached September 2018 College Curriculum Committee recommendation.

RATIONALE: This recommendation was approved by the College Curriculum Committee on September 6, 2018 and approved by the Academic Senate on September 11, 2018.

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

MEMO

TO: Debra Baker

FROM: J. Murphy

DATE: Monday, September 10, 2018

RE: College Curriculum Committee Item(s) from September 6, 2018
for Academic Senate on September 11, 2018

CCC Number Item/Description and Summary

C217I Ophthalmic Technician Effective Date: 1/21/2019

Proposal Type: Revised Curriculum

Summary: revised OPH 130; program specific courses from 45 to 44; total program credits from 63 to 62

Rationale: Currently, OPH 130 is taught as a three (3) credit hour course that includes content taught at a much higher level than accreditation guidelines. Information not pertinent to students has been removed to align with International Council of Accreditation (ICA) standards and JCAHPO COT level certification criterion.
Included as support data is a copy of the International Council of Accreditation (ICA) standards and guidelines for ocular pharmacology, as well as the content covered for the pharmacology portion of the certification examination at the intermediate level (COT). Also included is the Advisory Board survey that provides support for this change. All criteria in each content area has been met and surpassed in the revised 2 credit courses.

OPH 113 Spectacle Skills Effective Date: 1/21/2019

Proposal Type: Revised Course

Summary: course description change

Rationale: In order to keep course objectives in line with our accreditation standards and guidelines, the objectives that are no longer relevant for the ophthalmic technician were omitted, in order to utilize lab time for more difficult skills necessary in this field.

OPH 130 Ocular Pharmacology Effective Date: 1/21/2019

Proposal Type: Revised Course

Summary: credits from 3 to 2; lecture from 3 to 2

Rationale: Currently, OPH 130 is taught as a three (3) credit hour class that includes content taught at a much higher level than accreditation guidelines. Information not pertinent to students has been removed to align with International Council of Accreditation (ICA) standards and JCAHPO COT level

OPH 210 Ophthalmic Procedures II Effective Date: 1/21/2019

Proposal Type: Revised Course

Summary: course description change

Rationale: To promote better understanding and provide necessary practice time for students to learn the challenging skill of retinoscopy, surgical assisting and pathology have been removed and added to OPH 251. This will allow additional lab time for the students to gain accuracy and precision for the retinoscopy skill.

OPH 251 Ophthalmic Procedures III Effective Date: 1/21/2019

Proposal Type: Revised Course

Summary: course description change

Rationale: Surgical assisting and pathology objectives have been added to this course from OPH 210, which allows additional time in OPH 210 to allow students to practice and master more challenging skills and promote student success.

CCC Number Item/Description and Summary

EYE 100 Fundamentals of Optometric Technology Effective Date: 1/21/2019

Proposal Type: Delete Course

Summary: course was deleted

Rationale: The Eye Care Assistant program is no longer being offered for credit and is now being offered through the Continuing Education Department at Triton College. There are no students currently in this program that will be impacted by this course deletion.

EYE 110 Optometric Assisting Procedures Effective Date: 1/21/2019

Proposal Type: Delete Course'

Summary: course was deleted

Rationale: The Eye Care Assistant program is no longer being offered for credit and is now being offered through the Continuing Education Department at Triton College. There are no students currently in this program that will be impacted by this course deletion.

C306H Baking and Pastry Certificate Effective Date: 1/21/2019

Proposal Type: Revised Curriculum

Summary: added HIA 227; deleted program electives; moved HIA 127 and HIA 130 from semester 2 to 1; HIA 276 from semester 2 to 1

Rationale: The Baking and Pastry Certificate has been revised to include HIA 227, Advanced Cake Decoration and remove program electives.
The Hospitality Advisory Committee agreed that HIA 227 would be more beneficial to the students to increase their skill level

C420A Culinary Training Certificate Effective Date: 1/21/2019

Proposal Type: Revised Curriculum

Summary: added HIA 260; program electives from 3 to 1; moved HIA 130 from semester 2 to 1; HIA 133 from semester 1 to 2

Rationale: The Culinary Training Certificate has been revised to add HIA 260, Culinary Arts Quantity Food Preparation II and to reduce the required program electives to 1 instead of 3 credit hours. The Hospitality Advisory Committee all agree that including the Culinary Arts Food Preparation II course instead of 3 credits in program electives would better prepare our students for the Hospitality Industry by increasing the student's knowledge of advanced culinary techniques.

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

Meeting of November 20, 2018

ACTION EXHIBIT NO. 16223

SUBJECT: COLLEGE CURRICULUM COMMITTEE RECOMMENDATIONS – October 2018

RECOMMENDATION: That the Board of Trustees approve the attached the October 2018 College Curriculum Committee recommendation.

RATIONALE: This recommendation was approved by the College Curriculum Committee on October 4, 2018 and approved by the Academic Senate on October 16, 2018.

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

MEMO

TO: Debra Baker

FROM: J. Murphy

DATE: Monday, October 08, 2018

RE: College Curriculum Committee Item(s) from October 4, 2018
for Academic Senate on October 16, 2018

CCC Number Item/Description and Summary

U213E AAT/Early Childhood Education Effective Date: 1/21/2019

Proposal Type: Delete Curriculum

Summary: withdraw curriculum

Rationale: Per ICCB, the A.A.T. Degree is no longer an approved degree. Students have been advised to switch to the corresponding A.A. Degree programs. No students can be admitted to A.A.T. effective immediately.

U213M AAT/Secondary Mathematics Effective Date: 1/21/2019

Proposal Type: Delete Curriculum

Summary: withdraw curriculum

Rationale: Per ICCB, the A.A.T. Degree is no longer an approved degree. Students have been advised to switch to the corresponding A.A. Degree programs. No students can be admitted to A.A.T. effective immediately.

U213P AAT/Special Education Effective Date: 1/21/2019

Proposal Type: Delete Curriculum

Summary: withdraw curriculum

Rationale: Per ICCB, the A.A.T. Degree is no longer an approved degree. Students have been advised to switch to the corresponding A.A. Degree programs. No students can be admitted to A.A.T. effective immediately.

U213S AAT/Secondary Science Effective Date: 1/21/2019

Proposal Type: Delete Curriculum

Summary: withdraw curriculum

Rationale: Per ICCB, the A.A.T. Degree is no longer an approved degree. Students have been advised to switch to the corresponding A.A. Degree programs. No students can be admitted to A.A.T. effective immediately.

C246D Construction Management Effective Date: 1/21/2019

Proposal Type: Delete Curriculum

Summary: withdraw program

Rationale: The Construction Management Degree was inactivated in Fall 2010 and has been replaced with the revised Construction Technology Program (formerly Independent Building Contractor) that began in the Fall of 2018, therefore Construction Management Degree is being withdrawn.

C248A Architecture Degree Effective Date: 1/21/2019

Proposal Type: Revised Curriculum

Summary: ARC 109 changing to ARC 170

Rationale: ARC 109, Design I was renumbered to ARC 170, as the current number (ARC-109) was previously Architectural Drafting. There has been confusion with students who have taken off several years in between classes when the title was Architectural Drafting. By changing the course number will eliminate the duplicity of the numbering system and simplify the sequence of numbers for the 3 design courses: ARC 170; ARC 171; and

CCC Number	Item/Description and Summary					
C248W	Kitchen and Bath Design	Effective Date:	1/21/2019	C448X	Architecture Design Certificate	Effective Date: 1/21/2019
Proposal Type: Delete Curriculum Summary: withdraw program Rationale: Kitchen and Bath Design was inactivated in the Fall of 2010, which was closely aligned to the Interior Design Program that was also inactivated (in 2012), and is no longer a viable program, therefore it is being withdrawn.				Proposal Type: Revised Curriculum Summary: revised ARC 109 to ARC 170 Rationale: ARC 109, Design I, was renumbered to ARC 170. The current number for ARC 109 was previously titled 'Architectural Drafting' and there has been confusion with students who have taken off several years in between classes and are now returning to complete their coursework. By revising the course number would eliminate the duplicity of the numbering system and clarify the course content, and also designates a clearer sequence of numbers for the three design courses: ARC 170, ARC 171 and ARC 272.		
C248X	Building Information Modeling	Effective Date:	1/21/2019			
Proposal Type: Delete Curriculum Summary: withdraw program Rationale: Building Information Modeling (BIM) was inactivated in Fall 2010 and is no longer a viable program. We currently have a certificate program in Building Information Modeling/BIM Advanced Certificate (C548M) composed of 2 classes under the Architecture Curriculum; therefore the BIM degree is being				ARC 104	Introduction to Architecture	Effective Date: 1/21/2019
				Proposal Type: Revised Course Summary: course description change Rationale: The program course outcomes were reestablished to make this course technical based, with all design components being removed. The Construction Technology Program (COT) now aligns with some of the Architecture courses (ARC104; ACR110; ARC220; ARC280) and those courses were adjusted to reflect a technical nature. All lab and lecture content were realigned. Per the Spring 2018 Advisory meeting: ARC 110, 220 & 280 should be technical courses, all design components will be removed, all 3 overlap with COT. In ARC 220 and ARC 280 students will produce a set of working drawings in AutoCAD and Revit. This will balance nicely on top of the hands on experience that they will get in ARC 110. ARC104 should remove all sketching components, as this is now a requirement of the COT program also, and focus more on hand drafting. These courses are affected in the following Curriculum: Architecture, Associate in Applied Science (C248A); Architecture Technology Certificate (C448T); Architectural Design Certificate (C448X); Building Information Modeling Certificate (C548M); Construction Technology, Associate in Applied Science (C235A); Carpentry Certificate (C446G); Plumbing Certificate (C446H). Sketching portion was removed and now focuses more on hand-drafting to align with the needs of the Construction Technology curriculum.		
C446D	Construction Management Certificate	Effective Date:	1/21/2019			
		Lab Fee:	\$0.00			
Proposal Type: Delete Curriculum Summary: withdraw program Rationale: Construction Management Certificate was inactivated in the Fall of 2010, simultaneously with the Construction Management Degree, which has now been replaced with the Construction Technology Degree; therefore the Construction Management Certificate is being withdrawn.						
C446F	Surveying Certificate	Effective Date:	1/21/2019			
Proposal Type: Delete Curriculum Summary: withdraw program Rationale: The Surveying Certificate was inactivated in the Fall of 2010, simultaneously with the Construction Management Degree and is no longer a viable program; therefore it is being withdrawn.						

ARC 109 Design I **Effective Date:** 1/21/2019

Proposal Type: Revised Course

Summary: course number revised from ARC 109 to ARC 170; course description change

Rationale: ARC109 was previously used as a hand-drafting course, which was changed in the Fall of 2016 to a Design course. Students who have previously taken ARC 109 when the course was a drafting course, have erroneously registered for ARC 171 (Design II), and thought to have the required prerequisite Design I. By changing the number of the course from ARC 109 to ARC 170, will avoid this confusion that has been occurring when students take a leave of their studies and return. The computer reads ARC 109 as a Design course, which it was not at the time they took it and would not fit the prerequisite for Design II. To be more consistent with topics and numbering the course number was changed and helps clarify the sequence for the three Design courses, ARC 170, ARC 171 and ARC 272.

ARC 110 Materials, Methods & Sustainability **Effective Date:** 1/21/2019

Proposal Type: Revised Course

Summary: prerequisite to 'None'; course description change

Rationale: The program course outcomes were reestablished to make this technical-based course, with all drawing components being removed and replaced with hands-on shop experience with building materials and types. Students need a better understanding of the materials prior to trying to draw the detailed drawings that are required. The lab hours formerly devoted to drawing have now shifted to hands-on lab work in the shop. The concurrent registration in ARC189 (AutoCAD) was removed. The Construction Technology Program (COT) now aligns with some of the Architecture courses (ARC104; ACR110; ARC220; ARC280) and those courses were adjusted to reflect a technical nature.
Per the Spring 2018 Advisory meeting: ARC 110, 220 & 280 should be technical courses, all design components will be removed, all 3 overlap with COT. In ARC 220 and ARC 280 students will produce a set of working drawings in AutoCAD and Revit. This will balance nicely on top of the hands on experience that they will get in ARC 110. ARC104 should remove all sketching components, as this is now a requirement of the COT program also, and focus more on hand drafting. These courses are affected in the following Curriculum: Architecture, Associate in Applied Science (C248A); Architecture Technology Certificate (C448T); Architectural Design Certificate (C448X); Building Information Modeling Certificate (C548M); Construction Technology, Associate in Applied Science (C235A); Carpentry Certificate (C446G); Plumbing Certificate (C446H). Drawing of wall section was removed and hands-on construction component was added.

ARC 120 Steel Construction Technology **Effective Date:** 1/21/2019

Proposal Type: Delete Course

Summary: course was deleted

Rationale: The following courses are being deleted, as the curriculum associated with these courses was withdrawn four years ago: ARC120; ARC130; ARC140; ARC260, ARC269; and ARC292. They are currently not offered in any curriculum at the College.

CCC Number	Item/Description and Summary		
ARC 130	Concrete Construction Technology	Effective Date:	1/21/2019
Proposal Type: Delete Course Summary: course was deleted Rationale: The following courses are being deleted, as the curriculum associated with these courses was withdrawn four years ago: ARC120; ARC130; ARC140; ARC260, ARC269; and ARC292. They are currently not offered in any curriculum at the College.			
ARC 140	MEP Construction Technology	Effective Date:	1/21/2019
Proposal Type: Delete Course Summary: course was deleted Rationale: The following courses are being deleted, as the curriculum associated with these courses was withdrawn four years ago: ARC120; ARC130; ARC140; ARC260, ARC269; and ARC292. They are currently not offered in any curriculum at the College.			
ARC 171	Design II	Effective Date:	1/21/2019
Proposal Type: Revised Course Summary: prerequisite to ARC 170; course description change Rationale: Because students are required to submit their portfolios to Architecture Schools in February for admission to programs the next Fall, the portfolio portion of Design III (ARC272) course was removed & moved to Design II (ARC 171). ARC 171 is offered every Fall, and therefore the students will have time to complete their portfolio for February College applications. The advisory committee was in strong support of this move.			
ARC 220	Materials, Methods & Sustainability II	Effective Date:	1/21/2019
Proposal Type: Revised Course Summary: course description change Rationale: Program course outcomes were reestablished to make this technical-based course, with all design components being removed. The Construction Technology Program (COT) now aligns with some of the Architecture courses (ARC104; ACR110; ARC220; ARC280) and those courses were adjusted to reflect a technical nature. All lab and lecture content were realigned. Per the Spring 2018 Advisory meeting: ARC 110, 220 & 280 should be technical courses, all design components will be removed, all 3 overlap with COT. In ARC 220 and ARC 280 students will produce a set of working drawings in AutoCAD and Revit. This will balance nicely on top of the hands-on experience that they will get in ARC 110. ARC104 should remove all sketching components, as this is now a requirement of the COT program also, and focus more on hand drafting. These courses are affected in the following Curriculum: Architecture, Associate in Applied Science (C248A); Architecture Technology Certificate (C448T); Architectural Design Certificate (C448X); Building Information Modeling Certificate (C548M); Construction Technology, Associate in Applied Science (C235A); Carpentry Certificate (C446G); Plumbing Certificate (C446H).			
ARC 260	Architectural Portfolio	Effective Date:	1/21/2019
Proposal Type: Delete Course Summary: course was deleted Rationale: The following courses are being deleted, as the curriculum associated with these courses was withdrawn four years ago: ARC120; ARC130; ARC140; ARC260, ARC269; and ARC292. They are currently not offered in any curriculum at the College.			
ARC 269	Surveying	Effective Date:	1/21/2019
Proposal Type: Delete Course Summary: course was deleted Rationale: The following courses are being deleted, as the curriculum associated with these courses was withdrawn four years ago: ARC120; ARC130; ARC140; ARC260, ARC269; and ARC292. They are currently not offered in any curriculum at the College.			

CCC Number	Item/Description and Summary					
ARC 272	Design III	Effective Date:	1/21/2019	ARC 292	Site Design and Construction	Effective Date: 1/21/2019
Proposal Type:	Revised Course			Proposal Type:	Delete Course	
Summary:	portfolio topics removed, which left additional time for design skills needed for the course			Summary:	course was deleted	
Rationale:	Because students are required to submit their portfolios to Architecture Schools in February for admission to programs the next Fall, and this class is always offered in the Spring Semester, the portfolio portion of course was removed & moved to Design II (ARC171). More emphasis in this class was placed on advanced design skills, with additional lecture and lab times being available for each of the course outcomes. This allows time to complete more elaborate projects in the final semester of Design, more in line with what the 4 year institutions are doing at the same time. The advisory committee was in strong support of this move.			Rationale:	The following courses are being deleted, as the curriculum associated with these courses was withdrawn four years ago: ARC120; ARC130; ARC140; ARC260, ARC269; and ARC292. They are currently not offered in any curriculum at the College.	
ARC 280	Materials, Methods & Sustainability III	Effective Date:	1/21/2019	C206F	HIA/Restaurant Management	Effective Date: 1/21/2019
Proposal Type:	Revised Course			Proposal Type:	Revised Curriculum	
Summary:	prerequisite to 'ARC 261'; course description change			Summary:	add Social and Behavioral Science electives (3); delete HIA 255, HTH 281, program electives (3); revise HIA 295 Cooperative Work Experience, HIA 132, HIA 133, HIA 150 moved from semester 1 to 2; HIA 128 moved from semester 2 to 1; RHT 101 moved from semester 2 to 1; General Education/Humanities moved from semester 4 to 2; HIA 225, HIA 250 moved from semester 2 to 3; ACC 100 moved from semester 3 to 4; SPE 101 moved from semester 3 to 4; HIA 290 moved from semester 3 to 4; CIS 101 moved from semester 4 to 3.	
Rationale:	Program course outcomes were reestablished to make this technical-based course, with all design components being removed. The Construction Technology Program (COT) now aligns with some of the Architecture courses (ARC104; ACR110; ARC220; ARC280) and those courses were adjusted to reflect a technical nature. All lab and lecture content was realigned. Per the Spring 2018 Advisory meeting: ARC 110, 220 & 280 should be technical courses, all design components will be removed, all 3 overlap with COT. In ARC 220 and ARC 280 students will produce a set of working drawings in AutoCAD and Revit. This will balance nicely on top of the hands on experience that they will get in ARC 110. ARC104 should remove all sketching components, as this is now a requirement of the COT program also, and focus more on hand drafting. These courses are affected in the following Curriculum: Architecture, Associate in Applied Science (C248A); Architecture Technology Certificate (C448T); Architectural Design Certificate (C448X); Building Information Modeling Certificate (C548M); Construction Technology, Associate in Applied Science (C235A); Carpentry Certificate (C446G); Plumbing Certificate (C446H).			Rationale:	The Restaurant Management Degree has been revised due to the one credit hour reduction for HIA 295 and to reduce the required credit hours for graduation to accommodate the reduction in credit hours of the A.A.S. Degree from 68 to 60.	
NUR 105	Introduction to Nursing Academics	Effective Date:	1/21/2019	Proposal Type:	Delete Course	
Summary:	course was deleted			Rationale:	The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 105 is not included in the revised curriculum, therefore it is being deleted.	
NUR 130	Promoting Adaptations I	Effective Date:	1/21/2019	Proposal Type:	Delete Course	
Summary:	course was deleted			Rationale:	The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 130 is not included in the revised curriculum therefore, it has been deleted.	

CCC Number Item/Description and Summary

NUR 135 Promoting Adaptations II Effective Date: 1/21/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 135 is not included in the revised curriculum therefore, it has been deleted.

NUR 145 Nursing Care of Individuals With Effective Date: 1/21/2019
Common Recurr Adapt Prob I Lab Fee: \$0.00

Proposal Type: Delete Course
Summary: delete course

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 145 is not included in the revised curriculum therefore, it has been deleted.

NUR 146 Pharmacology in Nursing I Effective Date: 1/21/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 146 is not included in the revised curriculum therefore, it has been deleted.

NUR 155 Nursing Care of Individuals With Effective Date: 1/21/2019
Common Recurring Adapt Problems II

Proposal Type: Delete Course
Summary: course was deleted

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 155 is not included in the revised curriculum therefore, it has been deleted.

CCC Number Item/Description and Summary

NUR 156 Pharmacology in Nursing II Effective Date: 1/21/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 156 is not included in the revised curriculum therefore, it has been deleted.

NUR 190 Prep for the Practical Nursing Effective Date: 1/21/2019
Role

Proposal Type: Delete Course
Summary: delete course

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 190 is not included in the revised curriculum therefore, it has been deleted.

NUR 225 Promoting Adaptation: Chronic Effective Date: 1/21/2019
Health Problems

Proposal Type: Delete Course
Summary: course was deleted

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 225 is not included in the revised curriculum therefore, it has been deleted.

NUR 235 Promoting Adapt: Psychosocial Effective Date: 1/21/2019
and Rehab Problems

Proposal Type: Delete Course
Summary: course was deleted

Rationale: The newly approved Nursing curriculum was revised to meet national accreditation guidelines and industry standards. NUR 235 is not included in the revised curriculum therefore, it has been deleted.

Printed: 10/8/2018

Continuing Ed Guide – Spring 2019

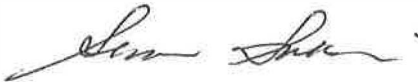
The following firms have been invited to submit bids for the Spring 2019 edition of the Continuing Ed Guide. An advertisement for bid was placed in the Chicago Tribune-west cook county zone. Immediately after the closing hour for receiving bids which was 1:00 p.m., local time, Thursday, October 18, 2018 they were publicly opened and read aloud in room A 300. Bids were opened by Alida Carpenter, Director of Purchasing, and Jim Reynolds, Executive Director of Finance.

COMPANY	NET COST
Woodward Printing Company 11 Means Drive Platteville, WI 53818	\$20,341.00

It is recommended that the Board of Trustees accept the proposal submitted by Woodward Printing 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.	144,053.80
Schedule	20,341.00
Balance	\$155,980.20

DISTRIBUTION:
B.

MEMORANDUM

To: Sean Sullivan

From: Sam Tolia

Date: 10/19/18

Re: Bid Results

[Handwritten signature]
10/19/18

Four printers submitted a bid for the printing of the Triton College Spring CE guide 2019. These bids are based on printing 141,000 copies at 60 pages plus cover. The cover prints four-color on 80# gloss enamel and the body prints one-color on 30# newsprint. Also included in the bid is an electronic proof (PDF), saddlestitching, storage and simplified mailing.

The bid is as follows:

Castle Printech	\$28,815
KK Stevens Publishing	\$24,614.61
Indiana Printing & Publishing	\$21,807.98
Woodward Printing	\$20,341

Accepting the bid from Woodward Printing is recommended.

Continuing Ed Guide - Spring 2019

Company Name:	Woodward Printing	Castle Printech	KK Stevens Publishing	Indiana Printing & Publishing
141,000 copies, 60 pages plus cover	20,341.00	28,815.00	24,614.61	21,807.98
Additional signatures + 4	620.00	600.00	1,266.49	760.00
+ 8	1,400.00	1,800.00	2,943.21	2,809.00
+ 16	3,106.00	3,200.00	4,623.92	4,324.00
less signatures - 4	755.00	400.00	269.88	754.00
- 8	1,425.00	800.00	1,443.94	1,509.00
- 16	2,942.00	2,000.00	3,381.58	3,063.00
additional M's	140.00	175.00	157.25	163.00
Ink: Cover: 4 color (process)	Included	Included	Included	Included
Body: 2 color (black & PMS)	Included	Included	Included	Included
Paper: Cover: 80# Gloss enamel	Included	Included	Included	Included
Body: 30# newsprint	Included	Included	Included	Included
Bindery	Included	Included	Included	Included
Copy	Included	Included	Included	Included
Proofs	Included	Included	Included	Included
Inserts - Per 1,000	20.00	20.00	30.00	19.00
Delivery	Included	Included	Included	Included
Simplified mailing	Included	Included	Included	Included
Total	20,341.00	28,815.00	24,614.61	21,807.98

SPECIFICATIONS

NAME

Spring 2019 Triton College Continuing Ed Guide

PAGES

60 page plus cover; quote cost of plus or minus four-page signatures.

QUANTITY

141,000; give price for additional M's.

SIZE

Tabloid format; 8 1/4" x 10 7/8", saddlestitch.

INK

Cover: 4C process (includes BC, IFC, IBC). Body: Two color (Black and PMS)

PAPER

Cover: 80# gloss enamel **Body:** Good quality, 30# newsprint

Note: Clearly indicate whether or not cost of paper is included in base price of bid.

BLEEDS

Cover: Four sides. Body: None.

BINDERY

Saddlestitch.

COPY

All files will be provided electronically (PDFs) approximately Dec. 10, 2018.

PROOFS

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

INSERTS

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

MAILING/DELIVERY

140,500 copies to be prepared for simplified mailing and delivered approximately Dec. 27, 2018, to the Palatine Post Office Facility, 1300 E. Northwest Highway, Palatine 60095-9997.

MAILING/DELIVERYcontinued

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 CANNOT make any exceptions to these requirements.)

Printer should furnish to Lori Silvestri at Triton College, Room 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 lsilvest@triton.edu or (708) 456-0300, Ext. 3812.

STORAGE

500 schedules need to be stored until Jan. 2, 2019.

2ND DELIVERY

500 schedules are to be delivered approximately Jan. 2, 2019, in easy-to-handle bundles not to exceed 40 lbs. in weight to: Triton College Warehouse, 2000 Fifth Ave., River Grove, IL 60171

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

Reindl 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
Bloomingdale, IL 60108

Midstates Inc
4820 Capital Ave NE
Aberdeen, SD 57401

Building C Bookstore – Ceiling Replacement

Four firms submitted bids for the Building C Bookstore – Ceiling Replacement Project. 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, Tuesday, October 2, 2018, the bids were publicly opened and read aloud in room A-302 by Alida Carpenter, Purchasing, and witnessed by John Lambrecht, O & M, Jim Reynolds, Finance, Steve Mazurek, Maintenance, Gaspare Pitrello, Arcon Associates, Inc., and representatives from LJ Morse, Happ Builders, Inc., Edwin Anderson, and Buildersland.

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.
28 Le Baron Street
Waukegan, IL 60085

\$187,813.00

APPROVED:



Sean O'Brien Sullivan
Vice President – Business Services

A/C Number	02-70100510-530400010
A/C Name	Building Operations 1 Maintenance Services
Budget	\$ 1,600,000.00
Prev. Expend.	\$ 790,660.09
Schedule	\$ 187,813.00
Balance	\$ 621,526.91

- \$160,000.00 to be reimbursed by Follett

Memorandum

October 31, 2018

To: Sean Sullivan
V.P. Business Services

From: John Lambrecht
Associate Vice President, Facilities



RE: Building C Bookstore – Ceiling Replacement



Operations & Maintenance

Triton College received four bids from vendors for the Building C Bookstore – Ceiling Replacement Project.

The lowest, qualified bidder was Happ Builders, Inc. in the Base Bid amount of \$187,813.00.

The total amount includes the project contingency amount

Arcon Associates, Inc. has carefully reviewed the bids and recommends that the project be awarded to be awarded to Happ Builders, Inc. in the total amount of \$187,813.00.

I support this recommendation and agree that the bid should be awarded to Happ Builders, Inc. in the total amount of \$187,813.00.

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

John



October 31, 2018

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

RE: BID RECOMMENDATION
BUILDING C BOOKSTORE - CEILING REPLACEMENT
TRITON COLLEGE
PROJECT NO. 18061

Dear Mr. Lambrecht:

On Tuesday, October 2nd at 1:30 P.M. four (4) sealed bids were publicly opened and read for the Building C Bookstore - Ceiling Replacement project. The low qualified bidder was Happ Builders, Inc, in the Base Bid amount of \$187,813.00. The Bid includes the project contingency amount of \$17,074.00.

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 Building C Bookstore - Ceiling Replacement project to the low qualified bidder, Happ Builders, Inc in the Base Bid and Contingency amount of \$187,813.00.

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\18061 Bookstore Ceiling Replacement - Building C\1 Docs\Bidding\18061 LOR.wpd

Project: BUILDING C BOOKSTORE CEILING REPLACEMENT
 Owner: Triton College
 Project No.: 18061
 Bid Date/Time: Tuesday, October 2, 2018 @ 1:30 P.M.



	CONTRACTOR	ADDENDUM	BID BOND	BASE BID + 10% CONTINGENCY	ALTERNATE 1: CEILING REPLACEMENT IN OFFICE AREAS	TOTAL
1	Builders Land Inc.	x	x	\$218,900.00	\$18,200.00	\$237,100.00
2	Edwin Anderson Construction Co.	x	x	\$221,760.00	\$32,399.00	\$254,159.00
3	Happ Builders, Inc.	x	x	\$187,813.00	\$20,600.00	\$208,413.00
4	LJ Morse Construction Co.	x	x	\$210,856.00	\$22,808.00	\$233,664.00

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310 Bid Bond

KNOW ALL MEN BY THESE PRESENTS, THAT WE Happ Builders, Inc.

28 Le Baron Street Waukegan, IL 60085

as Principal, hereinafter called the Principal, and Employers Mutual Casualty Company

P.O. Box 712 Des Moines, IA 50306-0712

a corporation duly organized under the laws of the State of IA

as Surety, hereinafter called the Surety, are held and firmly bound unto Triton College

2000 Fifth Ave River Grove, IL 60171

as Oblgee, hereinafter called the Oblgee, in the sum of Ten Percent of Amount Bid

Dollars (\$ 10%),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Building C Bookstore Ceiling Replacement at Triton College.

NOW, THEREFORE, if the Oblgee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Oblgee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Oblgee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Oblgee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 2nd day of October, 2018


(Witness)

Happ Builders, Inc.

(Principal)

(Seal)

By: 

PRESIDENT
(Title)


(Witness)

Employers Mutual Casualty Company

(Surety)

(Seal)

By: 

Attorney-in-Fact

Matthew Dohn

(Title)



POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

1. Employers Mutual Casualty Company, an Iowa Corporation
2. EMCASCO Insurance Company, an Iowa Corporation
3. Unifon Insurance Company of Providence, an Iowa Corporation
4. Illinois EMCASCO Insurance Company, an Iowa Corporation

5. Dakota Fire Insurance Company, a North Dakota Corporation
6. EMC Property & Casualty Company, an Iowa Corporation
7. Hamilton Mutual Insurance Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

Matthew Dohn

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond:

Surety Bond Number: Bid Bond
Principal : Happ Builders, Inc.
Obligee : Triton College

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 1st day of April, 2017.

Seals



Bruce G. Kelley

Bruce G. Kelley, Chairman
of Companies 2, 3, 4, 5 & 6; President
of Company 1; Vice Chairman and
CEO of Company 7

Todd Strother

Todd Strother
Vice President

On this 1st day of April, 2017 before me a Notary Public in and for the State of Iowa, personally appeared Bruce G. Kelley and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the Chairman, President, Vice Chairman and CEO, and/or Vice President, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Bruce G. Kelley and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2019.

Kathy Loveridge

Notary Public in and for the State of Iowa

CERTIFICATE

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 1st day of April, 2017, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 2nd day of October, 2018.

J. D. Clough

Vice President

TRITON COLLEGE
DISTRICT #504
SUBJECT: Request for Bid

SCHEDULE 2.4
September 14, 2018

The Board of Trustees invites you to submit a proposal on the item(s) listed below.



John Lambrecht
Associate Vice President – Facilities

QUANTITY	ARTICLE DESCRIPTION
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BUILDING C BOOKSTORE – CEILING REPLACEMENT

Please visit www.triton.edu/rfp to check for any additional addendums or changes.

RESPONSE OPENING: 1:30pm, LOCAL TIME, Tuesday, October 2, 2018
Learning Resource Center / Building A / ROOM A-300

QUESTIONS, PLEASE CONTACT ARCON ASSOCIATES –
Mr. Gaspare Pitrello (630) 495-1900 Ext. 210 or email gppitrello@arconassoc.com

This proposal is to be received by TRITON COLLEGE – BUSINESS OFFICE, ROOM A 306 (Learning Resource Center), located at 2000 Fifth Avenue, River Grove, IL, 60171, on or before 1:30pm, local time, on Tuesday, October 2, 2018. Facsimile or e-mail copies are not permissible.

FIRM: Happ Builders, Inc.

SIGNATURE: 

ADDRESS: 28 Le Baron Street

CONTACT: Matthew Happ

CITY & STATE: Waukegan, IL 60085

TELEPHONE: (847) 775-8888

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

Name of Bidder: Happ Builders, Inc.

Address: 28 Le Baron Street

City, State, Zip: Waukegan, IL 60085

Phone: (847) 775-8888 Contact: Matthew Happ

The undersigned acknowledges receipt of:

PROJECT: Building C Bookstore – Ceiling Replacement

ADDRESS: 2000 Fifth Avenue, River Grove, IL 60171

Bidder has examined the site and all bidding documents. Shall be responsible for performing all work specifically required by all parts of the bidding documents, including all drawings and specifications for the entire project.

Specifications and ANY and ALL addendums will be posted to the following website:

www.triton.edu/rfp

Bid Opening – Tuesday, October 2, 2018, 1:30 PM, Learning Resource Center, Building A, Room A-300.

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

Bidder is responsible for checking website for any issued addendums.

Agrees to:

- A. Hold this bid open until 60 calendar days after the bid opening date.
- B. Accept the provisions of the Instructions to bidders regarding disposition of bid security.
- C. Enter into and execute a contract with Triton when awarded on the basis of this bid, and in connection therewith to:
 - 1. Furnish all bonds and insurance in accord with the bidding document
 - 2. Accomplish the work in accord with the Contract

SITE VISIT

Contractors are encouraged to visit the site. Contact Arcon Associates Inc., Gaspare Pitrello, 630/495-1900 Ext. 210 or gppitrello@arconassoc.com for further information.

BID DEPOSIT:

The undersigned furnished herewith as required, bid security in the amount of 10% of the amount bid in the form of cashier's check _____, certified Check, _____ made payable to the Owner or bid bond _____√_____, naming the College as obligee. (Bidder to check form of deposit furnished).

It is understood and agreed that should the undersigned fail to enter into a contract with the College or furnish acceptable contract security within the time and in the manner herein provided, the bid deposit shall be retained by the College as liquidated damages and not as a forfeiture. As it is impossible to determine precisely and exact amount of damages the College will sustain, it is agreed that the bid deposit is a fair and equitable estimate of damages.

Bidder shall also be required to comply with State of Illinois laws on preference employment, as outlined in IL. Rev. Stat. CH. 48 269-28-285 "Preference to Citizens on Public Works Projects".

BID WILL BE "NON RESPONSIVE" IF THESE REQUIREMENTS ARE NOT FULFILLED

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

ADDENDA

The undersigned hereby acknowledges receipt of the following Addenda and has included the provisions of same in this Bid. (List by number and date appearing on each addendum)

Addendum No.

Dated

BID ACCEPTANCE

If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within the time noted herein, after the bid opening of bids or at any time thereafter before this bid is withdrawn, the undersigned agrees that he will execute a construction contract (A.I.A. Document A101, 2007 Edition.) in accordance with the bids as accepted. He will obtain performance and payment bonds with such surety or sureties as the Owner may approve, cost of which shall be included in the base bid.

ARBITRATION: All references to arbitration in any portion of the contract documents are deleted. All disputes arising under this agreement shall be resolved in the Circuit Court of Cook County.

PAYMENT: Payments will be processed monthly based on completion of services as determined by Owner in the Owner's sole determination.

CHANGE ORDERS: Change orders will not be approved unless prior written authorization is received by the Owner and the policy and procedures of Owner have been strictly adhered to. Owner is a governmental entity which cannot, by law, be obligated to pay for any change not authorized and in compliance with applicable laws, regulations and policies. All requests for changes shall be in writing and accompanied by adequate supporting documentation. Contractor shall, upon request complete any form for a change that may be required or requested by Owner or its architect.

The College reserves the right to award the contract to its best interests, to any or all bids, to waive informalities, in bidding and to hold all bids for the bid guarantee period, a period of 60 days after bid opening.

The Undersigned:

Having examined the site of the work, and having familiarized himself with local conditions affecting the cost of the work and with all requirements of the specifications and duly issued addendum, hereby agrees to perform all work and furnish all labor, material and equipment specifically required of him by the specifications and such additional work may be included as

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

related requirements in other divisions or sections of the specifications, exclusive of alternate bids.

Agrees:

To furnish and/or install the described services for stated price.

To hold this bid open until 60 calendar days after the bid opening date.

To enter into and execute a contract with the College, if awarded on the basis of this bid, and in connection therewith to:

1. Furnish bid security and insurance in accordance
2. Accomplish the work in accord with the contract

REPRESENTATIONS AND CERTIFICATIONS

The bidder makes the following representations and certifications as part of his bid on the project herein identified in the Bid proposal. In the case of a joint venture bid, each party represents and certifies as to his own organization.

AVAILABILITY: The number and amount of contracts and awards pending which I am and/or will be obligated to perform, now and during the course of the project, will not interfere with or hinder the timely prosecution of my work.

INDEPENDENT PRICE DETERMINATION: The contract sum in this bid has been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.

PREVAILING WAGE: The contractor and each subcontractor shall pay not less than the prevailing rate of hourly wages for Work of a similar character in the locality in which the Work is performed and not less than general prevailing rate of hourly wages for legal holidays and overtime Work in the performance of Work under this contract, as established by the Illinois Department of Labor, pursuant to an act of the General Assembly of the State of Illinois Revised Statutes, Chapter 48, Section 39s-1 et seq.

Pursuant to Illinois Revised Statutes, Chapter 48, Section 39s-5 the contractor and each subcontractor shall keep an accurate record showing the names and occupation of all laborers, Workers and mechanics employed by them and also showing the actual hourly wage paid to each such individual, which record shall be open at all reasonable hours to inspection by the Owner, its officers and agents, and to agents of the Illinois Department of Labor.

The contractor and each subcontractor hereby agree, jointly and severally to defend, indemnify and hold harmless the Owner from any and all claims, demands, liens or suits of any kind or nature whatsoever (including suits for injunctive relief) by the Illinois Department of Labor under the Illinois Prevailing Wage Act, Illinois Revised Statutes, Chapter 48, Section 39s-1, et seq., or by any laborer, Worker or mechanic employed by the contractor or the subcontractor

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

who alleges that he has been paid for his services in a sum less than prevailing wage rates required by Illinois law. The Owner agrees to notify the Contractor or subcontractor of the pendency of such claim, demand, lien or suit.

BID RIGGING/BID ROTATING

The undersigned is not barred from bidding on this project as a result of a violation of either Section 33E-3 (Bid-rigging) or Section 38E-4 (Bid rotating) under Article 33E of Chapter 38 of the Illinois Revised Statutes.

The Contractor Acknowledges:

1. That he understands the specifications
2. That he has the equipment, technical ability, personnel and facilities to construct the project in accordance with the specifications
3. That the specifications are, in his opinion, appropriate and adequate for said project.
4. That he will conform to and abide by the decision of the Owner as to selection of Contractor.

Happ Builders, Inc.

Legal Name of person, corporation, partnership
or joint venture

If Corporation, affix Corporate Seal

Matthew Happ, President

Signature and Title

Dated October 2, 20 18.

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

If a Corporation

NAME

ADDRESS

Matthew Happ

President 28 Le Baron Street, Waukegan, IL 60085

Matthew Happ

Secretary 28 Le Baron Street, Waukegan, IL 60085

Treasurer _____

Corporation, State of I ll inois

If a Partnership

NAME OF PARTNERS

ADDRESS

If a Joint Venture

NAME OF MEMBERS

ADDRESS

Base Scope Project Cost

\$ 170,739⁰⁰

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

BID SUMMARY FORM

BIDDER NAME: Happ Builders, Inc.

BASE BID TOTAL: 170,739⁰⁰

CONSTRUCTION CONTINGENCY (@ 10% OF BASE BID): 17,074⁰⁰

TOTAL BID: 187,813⁰⁰

Add Alternate #1: 20,600⁰⁰

**TRITON COLLEGE
BUILDING C BOOKSTORE – CEILING REPLACEMENT
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

SUBMITTAL:

Happ Builders, Inc.
BIDDER

28 Le Baron Street
BIDDER ADDRESS

Waukegan, IL 60085
CITY, STATE AND ZIP CODE

October 2, 2018
DATE

Matthew Happ
BY:


SIGNATURE

President
TITLE

(847) 775-8888
BUSINESS TELEPHONE

(847) 775-8889

FAX

matt@happbuilders.com
E-MAIL

Envelopes containing bid, bid security and other required documents must be sealed, marked and addressed as follows:

TRITON COLLEGE
Welding Lab Renovation – Building T
Business Office / Purchasing Department / A 306
2000 Fifth Avenue
River Grove IL 60171