



**Regular Meeting of the
Board of Trustees**

Agenda

Tuesday, May 21, 2019

- I. CALL TO ORDER** May 21, 2019 at 6:30 p.m.
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF BOARD MINUTES – VOLUME LV**
[Minutes of the Regular Board Meeting of April 16, 2019, No. 13](#)
[Minutes of the Organizational Meeting of April 23, 2019, No. 14](#)
- V. COMMENTS ON THIS AGENDA**
- VI. CITIZEN PARTICIPATION**
- VII. REPORTS/ANNOUNCEMENTS – Employee Groups**
- VIII. STUDENT SENATE REPORT**
- IX. BOARD COMMITTEE REPORTS**
 - A. Academic Affairs/Student Affairs
 - B. Finance/Maintenance & Operations
- X. ADMINISTRATIVE REPORT**
- XI. PRESIDENT’S REPORT**
- XII. CHAIRMAN’S REPORT**
- XIII. NEW BUSINESS**
 - A. Action Exhibits
 - [16268 Budget Transfers](#)
 - [16269 Resolution Authorizing Public Hearing on Proposed FY 2020 Budget](#)
 - [16270 Certificate of Final Completion and Authorization of Final Payment for the Bookstore Ceiling Replacement Project](#)
 - [16271 Certificate of Final Completion and Authorization of Final Payment for the R Building Fitness Center Project](#)
 - [16272 Waiver of Facility Rental Fee for Maywood-Bellwood Chamber of Commerce](#)

- [16273 ICOPS Part-Time Police Contract](#)
- [16274 Disposal of Obsolete Computer Equipment](#)
- [16275 Agreement with Total Traffic and Weather Network](#)
- [16276 Agreement with Illinois Convenience and Safety](#)
- [16277 Agreement with iHeart Media](#)
- [16278 Agreement with WKQX \(Cumulus Media\)](#)
- [16279 Agreement with Interstate Outdoor Advertising](#)
- [16280 Agreement with Comcast Spotlight](#)
- [16281 Agreement with Pandora Radio](#)
- [16282 Agreement with Univision Communications Inc.](#)
- [16283 Agreement with Hanover Research](#)
- [16284 2019 Federal Transit Administration Certifications & Assurances](#)
- [16285 Agreement with Athletico Management, LLC](#)
- [16286 Transfer of Equipment to the Oak Park Public Library](#)
- [16287 Fees for Proficiency Credits](#)
- [16288 Library Book Purchases from Amazon.com](#)
- [16289 Library Membership & Database Purchases through CARLI](#)
- [16290 Library Membership and Database Purchases through NILRC](#)
- [16291 Library Periodical Subscription Service through EBSCO](#)
- [16292 College Curriculum Recommendations – May 2019](#)

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](#)

[Administrative Contract Increases](#)

3.3.01 – Derrell Carter, Associate Vice President of Communications & Institutional Advancement

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

3.3.03 – Jodi Koslow Martin, Vice President of Enrollment Management & Student Affairs

[Administrative Offer Position and Contract](#)

3.5.01 – Janine Franklin, Director of Admissions

XIV. COMMUNICATIONS – INFORMATION

A. Human Resources Information Materials

B. Informational Material

XV. ADJOURNMENT

CALL TO ORDER/ROLL CALL

Chairman Mark Stephens called the regular meeting of the Board of Trustees to order in the Boardroom at 6:46 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

Mr. Casson made a motion, seconded by Ms. Peluso, to approve the minutes of the Regular Board Meeting of March 19, 2019. Voice vote carried the motion unanimously.

COMMENTS ON THIS AGENDA

None.

CITIZEN PARTICIPATION

Faculty Gail Krahenbuhl addressed the Board on the appointment of Sue Campos to the position of Vice President of Academic Affairs. She read from a prepared statement expressing concern about the appointment as it relates to the importance of transparency and recruitment of a diverse pool that reflects the community, and the effect on the institution when that does not occur.

Chairman Stephens thanked Ms. Krahenbuhl for her comments and noted that the appointment of Dr. Campos was made within the rules.

REPORTS/ANNOUNCEMENTS – Employee Groups

Mid-Management Association President Kay Frey congratulated Athletic Director Harry McGinnis on receiving a Lifetime Service Award from the Illinois Wrestling Coaches and Officials Association. Mr. McGinnis expressed his thankfulness for the opportunity to lead the team for over thirty years and was applauded for his achievement.

Classified Association President Renee Swanberg reported that Classified staff had a nice In-Service and she thanked the President and Chairman for their donations.

Adjunct Faculty Association President Bill Justiz reported that negotiations are going well, and Adjunct Faculty hope to be concluded soon. He congratulated Mr. McGinnis and the Outstanding Faculty recently announced.

STUDENT SENATE REPORT

Student Trustee Erendira Garcia reported that students attended Advocacy Day and spoke with legislators regarding funding. She announced that Student Success Fest will be held May 1 on the mounds.

BOARD COMMITTEE REPORTS

Academic Affairs/Student Affairs

Ms. Viverito reported that the committee met earlier this month, discussed action exhibits, and asks for the Board's support of all of the items pertaining to academic and student affairs. The committee also received an excellent report about the TRIO program which will be presented to the Board tonight.

Finance/Maintenance & Operations

Mrs. Potter reported that the committee met on April 3, reviewed seven new business items and two purchasing schedules, and voted unanimously to forward all items to the Board with a recommendation for approval.

ADMINISTRATIVE REPORT

LSAMP Student Award: Chemistry instructor Rudy Gostowski introduced students Alondra Montenegro and Dominik Radzik who were involved in an independent research project. The students presented their research at the Illinois Louis Stokes Alliance for Minority Participation and STEM Education (LSAMP) Symposium and won second place in chemistry. The students expressed thanks for the opportunity to do the project and attend the symposium, and were applauded for their successes. Ms. Montenegro will be attending Dominican University and Mr. Radzik will attend the Illinois Institute of Technology.

Basketball Team: Vice President of Enrollment Management & Student Affairs Jodi Koslow Martin introduced Mr. McGinnis to speak about the Men's Basketball Team. Mr. McGinnis announced the team's record of 30-4 with an average of 95.8 points per game in this, their first year in Division I. The team was ranked in the top 25 in a February poll, and were the Region IV Champions. Head Coach Steve Christiansen was voted the Region IV Division I Coach of the Year. Coach Christiansen introduced the players and thanked the Chairman, Board, President, and college community for their support. Chairman Stephens expressed his pride in being associated with the team and thanked them for representing Triton so well. The coaches and student athletes were applauded in honor of their outstanding season and accomplishments.

TRIO: Director of Student Support Services Denise Jones, who oversees the TRIO program, described the program which serves students who are low-income, first generation college students, and/or disabled. The mission is to support these high-needs students to increase retention and graduation rates, and facilitate transfer to a four-year institution. Ms. Jones highlighted that the goals for the accountability measures: Persistence, Good Academic Standing, Degree/Certificate Completion, and Graduation & Transfer, were all met and exceeded.

Grants: Executive Director of Grants Development Sacella Smith provided the quarterly grants report, noting that YTD funding raised is at \$5.4 million, and she anticipates being above goal. She highlighted that \$62,000 in awards was received, 29 funding announcements were sent to the college community, and 6 letters of inquiry were submitted to

foundations. Ms. Smith discussed TRIO, TRIUMPH, and Title V, and the importance of campus awareness. Trustees asked what they could do in support of grants and Ms. Smith indicated she would send information to the President.

A Building Entrance: Associate Vice President of Facilities John Lambrecht discussed the bond issue in 2014 and how several capital projects were cut because of the Board's action to not impact personnel during the State budget impasse. The A Building Entrance was one of those projects, and it is now moving forward in a Purchasing Schedule tonight. Mr. Lambrecht showed renderings of what the new entrance will look like, including reconfigured steps with built in led lighting, a repositioned ramp, and new seating.

PRESIDENT'S REPORT

President Mary-Rita Moore noted that the end of the academic year is in four weeks, and student celebrations and commencements will occur before the Board meets again. She acknowledged the work done to connect with students, and shared that it has been a strong, positive year of collaboration on many good things. Ms. Moore expressed her appreciation and support of the work done to serve our students.

CHAIRMAN'S REPORT

Chairman Mark Stephens recognized Trustee Jay Reyes on his retirement after four years of service 2015-2019, and two years prior, 2010-2011, as well as his stint as TCSA President in 1992-1993. Mr. Reyes expressed his pleasure at serving with the Trustees, stating that as a student, he found Triton to be a "colorblind, great place that took me under its wing." Mr. Reyes was given a plaque in appreciation for his service to the students, community, and Board of Trustees of Triton College.

Mr. Stephens recognized Erendira Garcia for her year as Student Trustee, commenting that he knows she will be successful as she moves forward. Ms. Garcia thanked the Board for being welcoming and caring about students. Ms. Garcia was given a plaque in appreciation for her service to the students and Board.

Chairman Stephens mentioned that Triton College will continue to do all it can to prevent the closure of Westlake Hospital in Melrose Park.

NEW BUSINESS

ACTION EXHIBITS

16259 Selection of Student Member of the Board of Trustees

Ms. Peluso made a motion, seconded by Mrs. Potter to accept the Selection of Student Member of the Board of Trustees, Mr. Steven Page, as elected by the student body. Voice vote carrier the motion unanimously.

Attorney Dan Cannon issued the oath of office to Mr. Page, who was then seated at the Board table.

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

- 16260 Budget Transfers**
- 16261 Extension of Intergovernmental Cooperative Agreement with West Central Municipal Conference**
- 16262 Crowe LLP Auditor Engagement Letter – FY 2019-2023**
- 16263 EpiServer Hosting Agreement**
- 16264 Purchase of Three Milestone Recording Servers**
- 16265 R Building Lower Level Running Track Damaged Flooring Replacement**
- 16266 Clinical Affiliate Agreement with UroPartners, LLC**

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

PURCHASING SCHEDULES

- B41.19 CNC Plasma Table**
- B41.20 Gymnasium Floor Refinishing & Gymnasium Painting**
- B41.21 Main Entrance Stair Replacement – Building A**
- B41.22 Chemical Room Renovation – Building D**
- B41.23 Trash Enclosures**

Chairman Stephens asked that B41.23 be taken separately. He explained that the project went out to bid requesting redwood enclosures. As the cost is prohibitive, it was decided that the project be re-bid for something that looks like redwood. There was no motion made to approve this Purchasing Schedule so it failed.

Ms. Viverito made a motion to approve the remaining four Purchasing Schedules, seconded by Ms. Peluso. Voice vote carried the motion unanimously.

BILLS AND INVOICES

Ms. Peluso made a motion, seconded by Mr. Johnson, to pay the Bills and Invoices in the amount of \$1,357,844.45.

Roll Call Vote:

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

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

CLOSED SESSION

Ms. Peluso 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 Mrs. Potter.

Roll Call Vote:

Affirmative: Mr. Casson, Mr. Johnson, Mr. Page, 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 7:50 p.m.

RETURN TO OPEN SESSION

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

Roll Call Vote:

Affirmative: Mr. Casson, Mr. Johnson, Mr. Page, 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 8:36 p.m.

HUMAN RESOURCES REPORT

1.0 Faculty

Ms. Peluso made a motion, seconded by Mrs. Potter, to approve pages 1 through 6 of the Human Resources Report, items 1.1.01 through 1.6.01. Voice vote carried the motion unanimously.

2.0 Adjunct Faculty

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve pages 7 and 8 of the Human Resources Report, items 2.2.01 through 2.8.01. Voice vote carried the motion unanimously.

3.0 Administration

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve page 9 of the Human Resources Report, items 3.1.01 through 3.3.02. Voice vote carried the motion unanimously.

4.0 Classified, Police & Engineers

Ms. Peluso made a motion, seconded by Ms. Viverito, to approve pages 10 through 12 of the Human Resources Report, items 4.1.01 through 4.7.02. Voice vote carried the motion unanimously.

5.0 Mid-Management

Ms. Peluso made a motion, seconded by Mr. Reyes, to approve page 13 of the Human Resources Report, items 5.1.01 through 5.5.02. Voice vote carried the motion unanimously.

6.0 Hourly Employees

Ms. Peluso made a motion, seconded by Mrs. Potter, to approve pages 14 through 16 of the Human Resources Report, items 6.1.01 through 6.3.01. Voice vote carried the motion unanimously.

7.0 Other

Mr. Reyes made a motion, seconded by Mr. Page, to approve page 17 of the Human Resources Report, items 7.1.01 through 7.3.01. Voice vote carried the motion unanimously.

ADJOURNMENT

There being no further business before the Board, the Chairman asked for a motion to adjourn. A motion was made by Mr. Reyes to adjourn, seconded by Mr. Page. Voice vote carried the motion unanimously. Chairman Stephens adjourned the meeting at 8:39 p.m.

Submitted by: Mark R. Stephens
Board Chairman

Diane Viverito
Board Secretary

Susan Page
Susan Page, Recording Secretary

CALL TO ORDER/ROLL CALL

Chairman Mark Stephens called the Organizational Meeting of the Board of Trustees to order in the Boardroom at 7:14 p.m. Following the Pledge of Allegiance, roll call was taken.

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

CITIZEN PARTICIPATION

None.

REORGANIZATION OF THE BOARD

Declaration and Acceptance of Results of the Board of Trustees Election held April 2, 2019

Mr. Stephens reported that the college has received the following Official Certificate of Results from the Cook County Clerk for the Office of Trustee of Community College District 504, Triton College, in the April 2, 2019 Consolidated Election.

<u>For 6-year terms:</u>	<u>Votes</u>
Diane M. Viverito	25,483
Richard B. Regan	24,854
Glover "Tres" Johnson III	23,951

Ms. Peluso made a motion to accept the Declaration of Results as stated, declaring Diane M. Viverito, Richard B. Regan, and Glover "Tres" Johnson III as the persons officially elected to the office of Trustee for full six (6) year terms to the Board of Trustees of Community College District #504, Triton College, in the April 2, 2019 election. The motion carried unanimously.

Oath of Office for Newly Elected and Re-elected Trustees

Attorney Dan Cannon issued the oath of office to Diane Viverito, Rich Regan, and Tres Johnson.

ADJOURNMENT SINE DIE

Ms. Viverito made a motion, seconded by Mr. Johnson, to adjourn the meeting. Voice vote carried the motion unanimously. Mr. Stephens adjourned the meeting at 7:20 p.m.

CALL TO ORDER OF NEW BOARD/ROLL CALL

Chairman Mark Stephens called the new Board of Trustees to order in the Boardroom at 7:21 p.m.

BOARD OFFICERS

Member to serve as Chairperson of the Board

Ms. Peluso made a motion in nomination of Mark Stephens as Chairperson of the Board, seconded by Mr. Page. There were no other nominations. Voice vote carried the motion unanimously.

Member to serve as Vice Chairperson of the Board

Ms. Viverito made a motion in nomination of Donna Peluso as Vice Chairperson of the Board, seconded by Mr. Stephens. There were no other nominations. Voice vote carried the motion unanimously.

Member to serve as Secretary of the Board

Mr. Casson made a motion in nomination of Diane Viverito as Secretary of the Board, seconded by Mr. Johnson. There were no other nominations. Voice vote carried the motion unanimously.

BOARD APPOINTMENTS

Treasurer

Vice President of Business Services Sean Sullivan was appointed Treasurer.

Attorney

Kusper & Raucci Chartered was appointed Attorney.

Auditors

Crowe LLP was appointed Auditors.

Architects

Arcon & Associates was appointed Architects.

Board Representatives to Outside Organizations

Luke Casson was appointed Board representative to the Illinois Community College Trustees Association (ICCTA). Diane Viverito was appointed Board representative to the American Association of Community Colleges (AACC).

Board Committee Appointments

Diane Viverito was appointed Chair of the Board Academic Affairs/Student Affairs Committee with Tres Johnson as member. Donna Peluso was appointed Chair of the Board Finance/Maintenance & Operations Committee with Elizabeth Potter as member. The full Board will serve as the Auditing Committee.

NEW BUSINESS

ACTION EXHIBITS

16267 Regular Board Meeting Dates for Calendar Year 2020

Board meetings will be held on the third Tuesday of each month with the exception of January, August, and September, which will be held on the fourth Tuesday. The dates for 2020 are: January 28, February 18, March 17, April 21, May 19, June 16, July 21, August 25, September 22, October 20, November 17, and December 15. The start time of meetings will be 6:30 p.m.

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

ADJOURNMENT

There being no further business before the Board, the Chairman asked for a motion to adjourn the meeting. Motion was made by Ms. Peluso to adjourn, seconded by Mr. Johnson. Voice vote carried the motion unanimously. Chairman Stephens adjourned the meeting at 7:30 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 May 21, 2019

ACTION EXHIBIT NO. 16268

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:

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

**PROPOSED BUDGET TRANSFERS - FY 2019
FOR THE PERIOD 4/1/19 to 4/30/19**

FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
EDUCATION FUND					
1	Philosophy	01-10102030-540600010	Philosophy	01-10102030-550300010	\$ 371.00
2	Psychology	01-10102040-540600010	Psychology	01-10102040-550100010	125.00
3	Psychology	01-10102040-540600010	Psychology	01-10102040-550200010	150.00
4	Auto Technology	01-10300515-530400010	Auto Technology	01-10300515-540900510	1,000.00
5	Dean, of Business & Tech	01-20801020-540900505	Auto Technology	01-10300515-540900510	400.00
6	Financial Aid	01-30400510-550300005	Financial Aid	01-30400510-540200010	650.00
7	AVP Academic Affairs	01-80100515-580600005	Continuing Education	01-40100505-530900010	17,000.00
8	VP Business Affairs	01-80100520-580500010	VP Business Affairs	01-80100520-550200005	1,000.00
9	Audio Visual Tech	01-80400510-540901005	Audio Visual Tech	01-80400510-580500005	7,000.00
			TOTAL EDUCATION FUND		\$ 27,696.00

FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
BUILDING FUND					
10	Equipment Maintenance	02-70100520-540400015	Construction	02-70900501-530300010	\$ 30,000.00
11	Building Operations 2	02-70100535-580700005	Construction	02-70900501-530300010	8,508.00
12	Ground Maintenance	02-70300510-580700005	Construction	02-70900501-530300010	40,000.00
13	Utilities	02-70600510-570100000	Construction	02-70900501-580400049	300,000.00
14	Utilities	02-70600510-570300000	Construction	02-70900501-580400049	50,000.00
15	Utilities	02-70600510-570400000	Construction	02-70900501-580400049	25,000.00
16	Utilities	02-70600510-570700000	Construction	02-70900501-580400049	100,000.00
17	Construction	02-70900501-580400017	Construction	02-70900501-530300010	8,597.00
			TOTAL BUILDING FUND		\$ 562,105.00

FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
BUILDING(REST.) FUND					
18	LS FY15 CCTV PH4	03-70301015-540400015	LS FY15 CCTV PH4	03-70301015-580500010	\$ 1,896.00
			TOTAL BUILDING(REST.) FUND		\$ 1,896.00

**PROPOSED BUDGET TRANSFERS - FY 2019
FOR THE PERIOD 4/1/19 to 4/30/19**

FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
AUXILIARY FUND					
19	Men's Basketball	05-60401015-580500005	Athletics	05-60400505-550300005	\$ 275.00
20	Men's Basketball	05-60401015-580500005	Men's Basketball	05-60401015-530900010	1,620.00
21	Men's Basketball	05-60401015-580500005	Men's Basketball	05-60401015-550200005	247.00
22	Men's Basketball	05-60401015-580500005	Men's Basketball	05-60401015-550300005	629.00
23	Volleyball	05-60401025-590200000	Athletics	05-60400505-550300005	15,000.00
24	Women's Basketball	05-60401030-590200000	ATH-Track	05-60401050-550200005	2,000.00
25	Women's Basketball	05-60401030-590200000	ATH-Track	05-60401050-550300005	1,000.00
26	Women's Softball	05-60401040-590200000	ATH-Track	05-60401050-550300005	10,000.00
27	Wrestling	05-60401045-590200000	Athletics	05-60400505-550200005	2,500.00
28	Wrestling	05-60401045-590200000	Men's Basketball	05-60401015-530900010	500.00
			TOTAL AUXILIARY FUND		\$ 33,771.00
FROM			TO		
ID#	AREA	ACCT #	AREA	ACCT #	AMOUNT
RESTRICTED FUND					
29	ICCB Innovative Bridge	06-20205002-550300005	ICCB Innovative Bridge	06-20205002-540600005	\$ 1,200.00
30	Veterans Resource Center	06-20405002-550100005	Veterans Resource Center	06-20405002-540900505	190.50
31	DOE SSS-STUDENT SUPPORT	06-30205001-540200010	DOE SSS-STUDENT SUPPORT	06-30205001-550100005	350.00
32	ECMC Foundation Triumph Yr1	06-30205010-540900505	ECMC Foundation Triumph Yr1	06-30205010-550100005	1,584.15
33	Violence Prevention Project	06-40105010-530900010	Violence Prevention Project	06-40105010-550300005	6,250.00
34	CNS-RSVP- 4/18 - 3/19	06-40405001-530900010	CNS-RSVP- 4/18 - 3/19	06-40405001-550900005	304.25
			TOTAL RESTRICTED FUND		\$ 9,878.90
			TOTAL PROPOSED BUDGET TRANSFERS		\$ 635,346.90

Budget Transfer Form

Dollar Amount	<u>\$371.00</u>	Object Code Description
From what Budget Account	01 - <u>10102030</u> - <u>540600010</u>	<u>Philosophy : Prof Dev-Publications & Dues</u>
To what Budget Account	01 - <u>10102030</u> - <u>550300010</u>	<u>Philosophy : Prof Dev-Travel-Out of State</u>
Is this a Grant? *If you are submitting a grant transfer, the following statement must appear in the Rationale: Yes () No (X) "This is an allowable transfer under the (name of grant) guidelines"		
Grant Accountant?		Include Attachments: Yes () No (X)

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Daniele Manni needs the balance of his professional development money transferred so that he can attend a seminar on Aristotle and the Aristotelian Tradition.

Explain specifically why additional funds are needed in the receiving account:

The funds need to be transferred along with the funds in the previous budget transfer (\$500) to cover the total cost of his trip.

Required Signatures**Requestor**

Decubigned by: Victor McCullum 4/8/2019

Cost Center Manager

Decubigned by: Victor McCullum 4/8/2019

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

Decubigned by: Kevin Li 4/8/2019

Associate Vice President

Decubigned by: Paul Jensen 4/8/2019

Area Vice President

Decubigned by: Debra Baker 4/11/2019

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

Entered by: B4218 DS 4/14/19

Budget Transfer Form

Dollar Amount

\$125.00

Object Code Description

From what Budget Account

01 10102040 540600010

Psychology : Prof Dev-Publications & Dues

To what Budget Account

01 10102040 550100010

Psychology : Meeting Expense-Prof Dev

Is this a Grant?

Yes ☐ No ☒*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Professional Development funds were budgeted in the Prof Dev-Publications & Dues account to be distributed to other accounts as needed for Professional Development needs.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed to cover Faculty registration to Freud Meets Budda Conference.

Required Signatures

Requestor

Digitally signed by:

Victor McLullum

3/28/2019

Cost Center Manager

Digitally signed by:

Victor McLullum

3/28/2019

Associate Dean (If Applicable)

Dean (If Applicable)

Digitally signed by:

[Signature]

3/28/2019

Associate Vice President

Digitally signed by:

Paul Jensen

3/29/2019

Area Vice President

Digitally signed by:

Debra Baker

3/29/2019

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by:

B4210DS 4/9/19

Budget Transfer Form**Dollar Amount**\$150.00**From what Budget Account**01 10102040 540600010**Object Code Description**Psychology : Prof Dev-Publications & Dues**To what Budget Account**01 10102040 550200010Psychology: Prof Dev-Travel-In State**Is this a Grant?**

Yes () No (X)

***If you are submitting a grant transfer, the following statement must appear in the Rationale:**
"This is an allowable transfer under the (name of grant) guidelines"**Grant Accountant?**

Include Attachments: Yes () No (X)

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

Professional Development funds were budgeted in the Prof Dev-Publications & Dues account to be distributed to other accounts as needed for Professional Development needs.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed to cover Faculty Travel expenses to Freud Meets Budda Conference.

Required Signatures**Requestor**Digitally signed by
Victor McWilliam

3/28/2019

Cost Center ManagerDigitally signed by
Victor McWilliam

3/28/2019

Associate Dean (If Applicable)**Dean (If Applicable)**Digitally signed by
Paul Jensen

3/28/2019

Associate Vice PresidentDigitally signed by
Paul Jensen

3/28/2019

Area Vice PresidentDigitally signed by
Debra Baker

3/28/2019

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** _____**Entered by:** B4209 DS 4/9/19

Budget Transfer Form

Dollar Amount \$1,000.00

From what Budget Account 01 - 10300515 - 530400010 Object Code Description Auto Tech - Maintenance Services

To what Budget Account 01 - 10300515 - 540900510 Laundry

Is this a Grant? Yes ☐ No ☒ *If you are submitting a grant transfer, the following statement must appear in the Rationale:
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? Include Attachments: Yes ☐ No ☒

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Please transfer \$1,000.00 from Maintenance Services to Laundry. There has not been the need for the money in Maintenance Services due to there has not been much break downs this year.

Explain specifically why additional funds are needed in the receiving account:

The current requisition for the automotive department has run out and will need \$1,000.00 to keep the uniforms clean through June 30, 2019

Required Signatures**Requestor**

Designated by: Sandy Porumba 4/10/2019

Cost Center Manager

Designated by: Stewart Sikora 4/12/2019

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

Designated by: Henry Bohleke 4/12/2019

Associate Vice President

Designated by: Paul Jensen 4/12/2019

Area Vice President

Designated by: Debra Baker 4/12/2019

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: [Signature]VP of Business Services: [Signature] 4/18/19Entered by: B42461 DS 4/18/19

Budget Transfer Form

Dollar Amount \$400.00

From what Budget Account 01 20801020 540900505 **Object Code Description** Dean, of Business & Tech : Other Materials & Sup

To what Budget Account 01 10300515 540900510 Auto Technology : Laundry

Is this a Grant? Yes ☐ No ☒ ***If you are submitting a grant transfer, the following statement must appear in the Rationale:**
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? **Include Attachments:** Yes ☐ No ☒

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

There are sufficient funds for any unexpected needs left in the account after this transfer.

Explain specifically why additional funds are needed in the receiving account:

The funds are needed in the Automotive Laundry account to pay past-due and upcoming invoices for Cintas laundry services for the Automotive department. The amount transferred is sufficient to cover these needs.

Required Signatures**Requestor**

DocuSigned by:
Henry Bohleke 4/17/2019

Cost Center Manager

DocuSigned by:
Henry Bohleke 4/17/2019

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

DocuSigned by:
Henry Bohleke 4/17/2019

Associate Vice President

DocuSigned by:
Paul Jensen 4/17/2019

Area Vice President

DocuSigned by:
Debra Baker 4/17/2019

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** OM**VP of Business Services:** 4/18/19**Entered by:** B4239 D54/18/19

Budget Transfer Form**Dollar Amount**\$650.00**Object Code Description****From what Budget Account**

01 - 30400510 - 550300005

Financial Aid Travel-Out of State**To what Budget Account**

01 - 30400510 - 540200010

Financial Aid-Copier Charge**Is this a Grant?**Yes ☐ No ☒***If you are submitting a grant transfer, the following statement must appear in the Rationale:****"This is an allowable transfer under the (name of grant) guidelines"****Grant Accountant?**Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The Financial Aid Travel-Out of State budget that has over \$1,000 available and it is estimated that the \$650.00 that is to be transferred to the Financial Aid Copier charge account is not needed for the balance of the fiscal year.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed to print student documents and to print financial aid materials.

Required Signatures**Requestor**

DocuSigned by:

Brittany Malone

4/12/2019

Cost Center Manager

DocuSigned by:

Pat Einga

4/18/2019

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

DocuSigned by:

Jodi Koslow Martin

4/18/2019

Area Vice President

DocuSigned by:

Jodi Koslow Martin

4/18/2019

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** _____**Entered by:** B4250 DS4/24/19

Budget Transfer Form**Dollar Amount**

\$17,000.00

Object Code Description**From what Budget Account**

01 - 80100515 - 580600005

Equipment - Instructional >5K

To what Budget Account

01 - 40100505 - 530900010

Other Contractual

Is this a Grant?Yes ☐ No ☒***If you are submitting a grant transfer, the following statement must appear in the Rationale:**

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The deadline for purchasing equipment has passed and the Instructional Equipment line still has some funds remaining that are available to support instructional program delivery.

Explain specifically why additional funds are needed in the receiving account:

Enrollments in CE online courses have exceeded the FY19 budget to pay for them, requiring an additional \$17,000 for Other Contractual vendor expenses to support the enrollment growth.

Required Signatures**Requestor**

DocuSigned by:

Paul Jensen

4/8/2019

Cost Center Manager

DocuSigned by:

Patricia Shields

4/8/2019

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

DocuSigned by:

Colleen Rockafellow

4/8/2019

Associate Vice President

DocuSigned by:

Paul Jensen

4/11/2019

Area Vice President

DocuSigned by:

Debra Baker

4/15/2019

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** CMA**VP of Business Services:** 4/18/19**Entered by:** B4242 DS 4/18/19

Budget Transfer Form

Dollar Amount	<u>\$1000.00</u>	Object Code Description
From what Budget Account	01 - <u>80100520</u> - <u>580500010</u>	<u>Computer Equipment</u>
To what Budget Account	01 - <u>80100520</u> - <u>550200005</u>	<u>Travel - In State</u>
Is this a Grant? *If you are submitting a grant transfer, the following statement must appear in the Rationale: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> "This is an allowable transfer under the (name of grant) guidelines"		
Grant Accountant?		Include Attachments: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

No computer equipment is needed this fiscal year (FY19)

Explain specifically why additional funds are needed in the receiving account:

Additional funds needed to cover additional personnel traveling in state to the ICCCF0 Conference in May, 2019.

Required Signatures

Requestor	DocuSigned by: <u>Carolyn Palmer</u>	<u>4/12/2019</u>
Cost Center Manager	DocuSigned by: <u>Garrick Abegzhan</u>	<u>4/18/2019</u>
Associate Dean (If Applicable)		
Dean (If Applicable)		
Associate Vice President	DocuSigned by: <u>Sean Sullivan</u>	<u>4/18/2019</u>
Area Vice President	DocuSigned by: <u>Mary Rita Moore</u>	<u>4/18/2019</u>

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____ *AP*

AVP of Finance: _____ *AP*

VP of Business Services: *AP* 4/24/19

Entered by: B4253 DS 4/24/19

Budget Transfer Form**Dollar Amount**

\$7,000

From what Budget Account

01 - 80400510 - 540901005

Object Code Description

Audio Visual, Computer Equipment <5k

To what Budget Account

01 - 80400510 - 580500005

Audio Visual, Computer Equipment >5k

Is this a Grant?

Yes () No (X)

***If you are submitting a grant transfer, the following statement must appear in the Rationale:**

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?**Include Attachments:** Yes () No (X)**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The majority of small computer equipment purchases have been made and the remaining funds will suffice.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for a ClearTouch 86" interactive display, wall mount, and warranty.

Required Signatures**Requestor**

DocuSigned by:

sara bodziewski

4/11/2019

Cost Center Manager

DocuSigned by:

Michael Garrity

4/11/2019

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

DocuSigned by:

Michael Garrity

4/11/2019

Area Vice President

DocuSigned by:

Sean Sullivan

4/18/2019

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

B4247 DS 4/23/19

Budget Transfer Form**Dollar Amount** \$30,000.00**From what Budget Account**02 - 70100520 - 540400015**Object Code Description**Equipment Maintenance Repair Materials & Sup**To what Budget Account**02 - 70900501 - 530300010Construction Architectural Services**Is this a Grant?**Yes ☐ No ☒***If you are submitting a grant transfer, the following statement must appear in the Rationale:****"This is an allowable transfer under the (name of grant) guidelines"****Grant Accountant?****Include Attachments:** Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

There were less automotive supplies than anticipated in FY19.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for Architectural Services for Capital Projects

Required Signatures**Requestor**

DocuSigned by:

John Lambrecht4/12/2019**Cost Center Manager**

DocuSigned by:

John Lambrecht4/12/2019**Associate Dean (If Applicable)****Dean (If Applicable)****Associate Vice President**

DocuSigned by:

Garrick Abegtian4/23/2019**Area Vice President**

DocuSigned by:

Sean Sullivan4/23/2019**BUSINESS OFFICE APPROVALS****Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** _____**Entered by:** B4256 DS 4/24/19

Budget Transfer Form

Dollar Amount

\$8,508.00

From what Budget Account

02 - 70100535 - 580700005

Object Code Description

Building Ops 2 Service Equip > 5K

To what Budget Account

02 - 70900501 - 530300010

Construction Architectural Services

Is this a Grant?

Yes [] No [X]

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes [] No [X]

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

There was less Capital Janitorial Equipment purchased than anticipated in FY19

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for Architectural Services for Capital Projects

Required Signatures

Requestor

DocuSigned by:

John Lambrecht

4/12/2019

Cost Center Manager

DocuSigned by:

John Lambrecht

4/12/2019

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Arzoumanian

4/23/2019

Area Vice President

DocuSigned by:

Sean Sullivan

4/23/2019

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4257 DS 4/24/19

Budget Transfer Form**Dollar Amount**

\$40,000.00

From what Budget Account

02 - 70300510 - 580700005

Object Code Description

Ground Maintenance - Service Equipment > 5k

To what Budget Account

02 - 70900501 - 530300010

Construction - Architectural Services

Is this a Grant?

Yes ☐ No ☒

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

There were less vehicle purchases than anticipated in FY19

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for Architectural Services for Capital Projects

Required Signatures**Requestor**

DocuSigned by:

John Lambrecht

4/12/2019

019143093CA4E4...

Cost Center Manager

DocuSigned by:

John Lambrecht

4/12/2019

019143093CA4E4...

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

DocuSigned by:

Garrick Abegtian

4/23/2019

1B5E2EAC76104D...

Area Vice President

DocuSigned by:

Sean Sullivan

4/23/2019

042220251EC74A1...

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

Entered by:

B4255 DS 4/24/19

Budget Transfer Form

Dollar Amount

\$300,000.00

Object Code Description

From what Budget Account

02 - 70600510 - 570100000

Utilities - Gas

To what Budget Account

02 - 70900501 - 580400049

Main Entrance Stair Replacement Building A

Is this a Grant?

Yes ☐ No ☒

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Natural Gas Usage has been less than anticipated the Budget Year

Explain specifically why additional funds are needed in the receiving account:

Funds are need for The A Entrance Capital Project

Required Signatures

Requestor

DocuSigned by:

John Lambrecht

4/10/2019

Cost Center Manager

DocuSigned by:

John Lambrecht

4/10/2019

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Abuzetian

4/11/2019

Area Vice President

DocuSigned by:

Sean Sullivan

4/11/2019

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4/21/6 DS 4/16/19

Budget Transfer Form**Dollar Amount** \$50,000.00

From what Budget Account	02 <u>70600510</u> <u>570300000</u>	Object Code Description <u>Utilities - Electricity</u>
To what Budget Account	02 <u>70900501</u> <u>580400049</u>	<u>Construction - Main Entrance Stair Replacement</u>

Is this a Grant?
Yes ☐ No ☒

*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:
Electricity usage has been less than anticipated this Fiscal Year.

Explain specifically why additional funds are needed in the receiving account:
Funds are needed for the Building A Main Entrance Capital Project

Required Signatures**Requestor**

DocuSigned by:
John Lambrecht 4/10/2019

Cost Center Manager

DocuSigned by:
John Lambrecht 4/10/2019

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

DocuSigned by:
Garrick Abegutian 4/11/2019

Area Vice President

DocuSigned by:
Sean Sullivan 4/11/2019

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** [Signature] 4/12/19**Entered by:** B4221 DS 4/16/19

Budget Transfer Form**Dollar Amount**

\$25,000.00

From what Budget Account

02 70600510 570400000

Object Code Description

Utilities - Water

To what Budget Account

02 70900501 580400049

Construction - Main Entrance Stair Replacement

Is this a Grant?Yes ☐ No ☒***If you are submitting a grant transfer, the following statement must appear in the Rationale:**

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

Water usage has been less than anticipated this Fiscal Year.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for the A Main Entrance Capital Project

Required Signatures**Requestor**

DocuSigned by:

John Lambrecht

4/10/2019

Cost Center Manager

DocuSigned by:

John Lambrecht

4/10/2019

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

DocuSigned by:

Garrick Abegian

4/11/2019

Area Vice President

DocuSigned by:

Sean Sullivan

4/11/2019

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

B4222 DS 4/16/19

Budget Transfer Form**Dollar Amount**

\$100,000.00

From what Budget Account

02 70600510 570700000

Object Code Description

Utilities - Refuse Disposal

To what Budget Account

02 70900501 580400049

Construction - Main Entrance Stair Replacement

Is this a Grant?

Yes ☐ No ☒

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Trash Usage has been less than anticipated this Fiscal Year.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for the A Main Entrance Capital Project

Required Signatures**Requestor**

DocuSigned by:

John Lambrecht

4/10/2019

D191430936CA4E4...

Cost Center Manager

DocuSigned by:

John Lambrecht

4/10/2019

D191430936CA4E4...

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

DocuSigned by:

Garrick Abegtian

4/11/2019

10E52EAC7670450...

Area Vice President

DocuSigned by:

Sean Sullivan

4/11/2019

642220251EC74A1...

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4223 DS 4/16/19

Budget Transfer Form

Dollar Amount

\$8,597.00

From what Budget Account

02 - 70900501 - 580400017

Object Code Description

Construction Welding Lab

To what Budget Account

02 - 70900501 - 530300010

Construction Architectural Services

Is this a Grant?

Yes ☐ No ☒*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

The welding lab project came in under budget and these remaining funds are no longer needed for project.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed for Architectural Services for Capital Projects

Required Signatures

Requestor

DocuSigned by:

John Lambrecht

4/12/2019

0191430938CA4E4...

Cost Center Manager

DocuSigned by:

John Lambrecht

4/12/2019

0191430938CA4E4...

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

DocuSigned by:

Garrick Abernethy

4/23/2019

1B52E2AL7010A07...

Area Vice President

DocuSigned by:

Sean Sullivan

4/23/2019

642220251EC74A1...

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4258 DS 4/24/19

Budget Transfer Form

Dollar Amount	<u>\$1,896.00</u>	Object Code Description
From what Budget Account	03 - <u>70301015</u> - <u>540400015</u>	LS FY15 CCTV PH4 : Repair Materials & Supplies
To what Budget Account	03 - <u>70301015</u> - <u>580500010</u>	LS FY15 CCTV PH4 : Computer Equipment >5K
Is this a Grant? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	*If you are submitting a grant transfer, the following statement must appear in the Rationale: "This is an allowable transfer under the (name of grant) guidelines"	
Grant Accountant?	Include Attachments: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Funds are no longer needed in the FY15 Repair Materials and Supplies account.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed to purchase additional security camera servers.

Required Signatures**Requestor**DocuSigned by:
Danielle Stephens 3/22/2019**Cost Center Manager**DocuSigned by:
Jim Reynolds 3/22/2019**Associate Dean (If Applicable)****Dean (If Applicable)****Associate Vice President**DocuSigned by:
Garrick Abgajian 3/26/2019**Area Vice President**DocuSigned by:
Sean Sullivan 3/28/2019**BUSINESS OFFICE APPROVALS**

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: SL 4/2/19Entered by: B4203 DS 4/2/19

Budget Transfer Form

Dollar Amount

275.00

From what Budget Account

05 - 60401015 - 580500005

Object Code Description

Men's basketball equipment

To what Budget Account

05 - 60400505 - 550300005

Athletics Out of State Travel

Is this a Grant?

Yes ☐ No ☒

*If you are submitting a grant transfer, the following statement must appear in the Rationale:
 "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:**

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

The basketball season has concluded and the funds in men's basketball equipment is no longer needed.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in out of state travel to pay for team travel expenses.

Required Signatures

Requestor

DocuSigned by:

Harry McGinnis

4/8/2019

Cost Center Manager

DocuSigned by:

Harry McGinnis

4/8/2019

Associate Dean (if Applicable)

Dean (if Applicable)

DocuSigned by:

[Signature]

4/8/2019

Associate Vice President

DocuSigned by:

Jessica Rubalcaba

4/9/2019

Area Vice President

DocuSigned by:

Jodi Karlow-Martin

4/11/2019

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by: B4222DS 4/16/19

Budget Transfer Form

Dollar Amount

\$1620.00

Object Code Description

From what Budget Account

05 60401015 580500005

Men's Basketball Equipment

To what Budget Account

05 60401015 530900010

Men's Basketball Other Contractual

Is this a Grant?
Yes () No (X)*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes () No (X)

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

The men's basketball season is over funds in this account are no longer needed.

Explain specifically why additional funds are needed in the receiving account:

Additional funds are needed in this account to pay for the assignment chairman's fees for the season and the three officials needed for the District IV basketball game we hosted March 9, 2019.

Required Signatures

Requestor

Deauthorized by:

Harry McGinnis

3/13/2019

Cost Center Manager

Deauthorized by:

Harry McGinnis

3/13/2019

Associate Dean (If Applicable)

Dean (If Applicable)

Deauthorized by:

[Signature]

3/13/2019

Associate Vice President

Deauthorized by:

Garrick Abeytarian

3/26/2019

Area Vice President

Deauthorized by:

Debra Baker

4/4/2019

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by:

B4208 DS4/9/19

Budget Transfer Form

Dollar Amount \$247.00

From what Budget Account 05 - 60401015 - 580500005 **Object Code Description** Men's Basketball Equipment

To what Budget Account 05 - 60401015 - 550200005 **Men's Basketball In State Travel**

Is this a Grant? Yes ☐ No ☒ ***If you are submitting a grant transfer, the following statement must appear in the Rationale:**
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? **Include Attachments:** Yes ☐ No ☒

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The basketball season has concluded and the funds in men's basketball equipment is no longer needed.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in men's basketball in state travel to reimburse the coach for team meal expenses.

Required Signatures**Requestor**Designated by: Harry McGinnis 4/8/2019**Cost Center Manager**Designated by: Harry McGinnis 4/8/2019**Associate Dean (If Applicable)****Dean (If Applicable)**Designated by: [Signature] 4/8/2019**Associate Vice President**Designated by: Jessica Rubalcaba 4/9/2019**Area Vice President**Designated by: Jodi Keshaw-Martin 4/11/2019**BUSINESS OFFICE APPROVALS****Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** [Signature] 4/12/19**Entered by:** B4226DS4/16/19

Budget Transfer Form

Dollar Amount

\$629.00

Object Code Description

From what Budget Account

05 - 60401015 - 580500005

Men's Basketball Equipment

To what Budget Account

05 - 60401015 - 550300005

Men's Basketball Out of State Travel

Is this a Grant?

Yes () No (X)

*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes () No (X)

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

The basketball season has concluded and the funds in men's basketball equipment is no longer needed.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in men's basketball out of state travel to reimburse the coach for team meal expenses.

Required Signatures

Requestor

Deauthorized by:

Harry McGinnis

4/8/2019

Cost Center Manager

Deauthorized by:

Harry McGinnis

4/8/2019

Associate Dean (If Applicable)

Dean (If Applicable)

Deauthorized by:

[Signature]

4/8/2019

Associate Vice President

Deauthorized by:

Jessica Rubalcaba

4/9/2019

Area Vice President

Deauthorized by:

Jodi Karlow-Martin

4/11/2019

Deauthorized by:

[Signature]

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by:

B4228 DS 4/16/19

Budget Transfer Form**Dollar Amount**

\$15,000.00

From what Budget Account

05 - 60401025 - 590200000

Object Code Description

volleyball Student Grants

To what Budget Account

05 - 60400505 - 550300005

Athletics Out of State Travel

Is this a Grant?
Yes ☐ No ☒*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"**Grant Accountant?**Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The volleyball season is over and the spring semester tuition waivers have been disbursed. Funds are no longer needed in this account.

Explain specifically why additional funds are needed in the receiving account:

More funds are need in Athletics Out of State travel to cover expenses for charter bus transportation of our athletic teams.

Required Signatures**Requestor**

DocuSigned by:

Harry McGinnis

4/9/2019

D4FD06629D78411...

Cost Center Manager

DocuSigned by:

Harry McGinnis

4/9/2019

D4FD06629D78411...

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

DocuSigned by:



4/9/2019

3C8C3A10E03442E...

Associate Vice President

DocuSigned by:

Jessica Rubalcaba

4/9/2019

5503F02E40774F5...

Area Vice President

DocuSigned by:

Jodi Koslow-Martin

4/11/2019

75839C5A5A2346C...

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** _____Entered by: B4231 DS 4/16/19

Budget Transfer Form

Dollar Amount \$2,000.00

From what Budget Account 05 60401030 590200000 **Object Code Description** women's Basketball Student Grants

To what Budget Account 05 60401050 550200005 Track In State Travel

Is this a Grant? Yes ☐ No ☒ *If you are submitting a grant transfer, the following statement must appear in the Rationale:
 Yes ☐ No ☒ "This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant? **Include Attachments:** Yes ☐ No ☒

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

The women's basketball season has concluded and the spring semester tuition waivers have been disbursed. Funds are no longer needed in this account.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in Track in state travel to cover entry fees and meal money for the remaining regular season track and field meets.

Required Signatures**Requestor**

DocuSigned by:
Harry McGinnis 4/10/2019
3C8C4A10E83442E...

Cost Center Manager

DocuSigned by:
Harry McGinnis 4/10/2019
3C8C4A10E83442E...

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

DocuSigned by:
[Signature] 4/10/2019
3C8C4A10E83442E...

Associate Vice President

DocuSigned by:
Jessica Rubalcaba 4/10/2019
5503FD2E407F4F3...

Area Vice President

DocuSigned by:
Jodi Koslow-Martin 4/11/2019
79830C5A5A2349C...

BUSINESS OFFICE APPROVALS**Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** [Signature] 4/12/19**Entered by:** B4232 DS 4/16/19

Budget Transfer Form**Dollar Amount** \$1,000.00**From what Budget Account** 05 60401030 590200000**Object Code Description**Women's Basketball Student Grants**To what Budget Account** 05 60401050 550300005Track out of state travelIs this a Grant?
Yes () No (X)*If you are submitting a grant transfer, the following statement must appear in the Rationale:
"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes () No (X)

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The women's basketball season has concluded and the spring semester tuition waivers have been disbursed. Funds are no longer needed in this account.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in track out of state travel to cover entry fees and meal money for the NJCAA National track and field meet coming up in May.

Required Signatures**Requestor**DocuSigned by:
Harry McGinnis 4/10/2019**Cost Center Manager**DocuSigned by:
Harry McGinnis 4/10/2019**Associate Dean (If Applicable)****Dean (If Applicable)**DocuSigned by:
[Signature] 4/10/2019**Associate Vice President**DocuSigned by:
Jessica Rubalcaba 4/10/2019**Area Vice President**DocuSigned by:
Jodi Koslow-Martin 4/11/2019**BUSINESS OFFICE APPROVALS****Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** [Signature] 4/12/19**Entered by:** B4225DS4/16/19

Budget Transfer Form**Dollar Amount**

\$10,000.00

From what Budget Account

05 - 60401040 - 590200000

Object Code Description

Softball Student Grants

To what Budget Account

05 - 60401050 - 550300005

Track out of State Travel

Is this a Grant?

Yes () No (X)

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes () No (X)

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The softball spring semester tuition waivers have been disbursed. Funds are no longer needed in this account.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in track out of state travel to cover entry fees, meal money and lodging for the NJCAA track and field meet coming up in May.

Required Signatures**Requestor**

DocuSigned by:

Harry McGinnis

4/10/2019

DAFD00626D78411...

DocuSigned by:

Cost Center Manager

Harry McGinnis

4/18/2019

DAFD00626D78411...

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

DocuSigned by:

[Signature]

4/18/2019

XBCA4A10E93442E...

DocuSigned by:

Associate Vice President

Jessica Rubalcaba

4/19/2019

S003FD2E407F4F5...

DocuSigned by:

Area Vice President

Jodi Koslow-Martin

4/24/2019

79839CSA5A2348C...

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

Entered by: B4259 DS 4/25/19

Budget Transfer Form**Dollar Amount**

\$2,500.00

From what Budget Account

05 60401045 590200000

Object Code Description

Wrestling Student Grants

To what Budget Account

05 60400505 550200005

Athletics In State Travel

Is this a Grant?

Yes ☐ No ☒

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The wrestling season is over and the spring semester tuition waivers have been disbursed. Funds are no longer needed in this account

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in Athletics in state travel to cover expenses for charter bus transportation of our athletic teams.

Required Signatures**Requestor**DocuSigned by:
Harry McGinnis 4/10/2019**Cost Center Manager**DocuSigned by:
Harry McGinnis 4/10/2019**Associate Dean (If Applicable)****Dean (If Applicable)**DocuSigned by:
[Signature] 4/10/2019**Associate Vice President**DocuSigned by:
Jessica Rubalcaba 4/10/2019**Area Vice President**DocuSigned by:
Jodi Koslow-Martin 4/11/2019**BUSINESS OFFICE APPROVALS****Grant Accountant:** _____**Asst. Director of Finance** _____**Exec. Director of Finance:** _____**AVP of Finance:** _____**VP of Business Services:** _____**Entered by:**

B4234 DS 4/16/19

Budget Transfer Form

Dollar Amount

\$500.00

From what Budget Account

05 - 60401045 - 590200000

Object Code Description

Wrestling Student Grants

To what Budget Account

05 - 60401015 - 530900010

Men's Basketball Other Contractual

Is this a Grant?

Yes () No (X)

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

Grant Accountant?

Include Attachments: Yes () No (X)

Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

The wrestling season is over and the spring tuition waivers have been disbursed. Funds are no longer needed in this account.

Explain specifically why additional funds are needed in the receiving account:

More funds are needed in Men's Basketball other contractual to cover expenses of the assignment chairman who assigned all of the officials for the season.

Required Signatures

Requestor

DocuSigned by:

Harry McGinnis

4/10/2019

3C8C4A10E33442E...

DocuSigned by:

Cost Center Manager

Harry McGinnis

4/10/2019

3C8C4A10E33442E...

Associate Dean (If Applicable)

Dean (If Applicable)

DocuSigned by:

[Signature]

4/10/2019

3C8C4A10E33442E...

DocuSigned by:

Associate Vice President

Jessica Rubalcaba

4/10/2019

5503F12E407FAF5...

DocuSigned by:

Area Vice President

Jodi Koslow-Martin

4/11/2019

76639C5A5A2349C...

BUSINESS OFFICE APPROVALS

Grant Accountant: _____

Asst. Director of Finance: _____

Exec. Director of Finance: _____

AVP of Finance: _____

VP of Business Services: _____

Entered by:

B4233DS 4/16/19

Budget Transfer FormDollar Amount \$1,200.00

		Object Code Description
From what Budget Account	06 - 20205002 - 550300005	Travel-Out of State

To what Budget Account	06 - 20205002 - 540600005	Publications & Dues
------------------------	---------------------------	---------------------

Is this a Grant?
 Yes (X) No ()

*If you are submitting a grant transfer, the following statement must appear in the Rationale:
 "This is an allowable transfer under the (name of grant) guidelines"

DS

Grant Accountant? Susan Zefeldt

Include Attachments: Yes () No (X)

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The Travel-Out of State line has \$6,508.94 funds available and it is estimated that only about \$5,300.00 will be used for travel during the remainder of this fiscal year.

Per Grant Accountant, Susan Zefeldt, this is an allowable transfer under the guidelines of the ICCB Innovative Bridge Grant.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed to cover 12 student memberships to professional affiliation organizations. (11 National Bookkeepers Association and 1 American Society for Quality). Total membership fees will amount to \$1,200.00.

Required Signatures**Requestor**

DocuSigned by:
 Sandra Hernandez 3/22/2019

Cost Center Manager

DocuSigned by:
 Jacqueline Lynch 3/22/2019

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

DocuSigned by:
 Jacqueline Lynch 3/22/2019

Associate Vice President

DocuSigned by:
 Paul Jensen 3/22/2019

Area Vice President

DocuSigned by:
 Delra Baker 3/22/2019

BUSINESS OFFICE APPROVALS

Grant Accountant:

[Signature] 3/26/19

Asst. Director of Finance

[Signature]

Exec. Director of Finance:

[Signature]

AVP of Finance:

Entered by: B4201 DS 4/1/19

VP of Business Services:

[Signature] 3/26/19

Budget Transfer FormDollar Amount \$190.50

		Object Code Description
From what Budget Account	06 - 20405002 - 550100005	Meeting Expense
To what Budget Account	06 - 20405002 - 540900505	Other Materials and Supplies

 Is this a Grant?
 Yes ☒ No ☐

 *If you are submitting a grant transfer, the following statement must appear in the Rationale:
 "This is an allowable transfer under the (name of grant) guidelines"

 DS

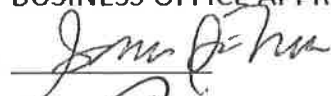
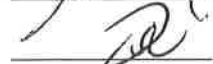

Grant Accountant? Gerardo Porras-Nava

Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

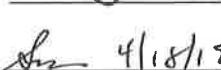
There will be enough in the Meeting Expense budget (\$3,000.00) to cover 2 breakfasts and 2 lunches without the \$190.00 extra. This is an allowable transfer under the Alliant Credit Union Grant guidelines.

Explain specifically why additional funds are needed in the receiving account:

The amount of \$190.50 extra is needed under Materials and Supplies to cover purchases for veterans.

Required Signatures**Requestor**
 DocuSigned by:
 Jacqueline Gordon 4/11/2019
Cost Center Manager
 DocuSigned by:
 Jacqueline Gordon 4/11/2019
Associate Dean (If Applicable)**Dean (If Applicable)****Associate Vice President**
 DocuSigned by:
 Paul Jensen 4/11/2019
Area Vice President
 DocuSigned by:
 Debra Baker 4/11/2019
BUSINESS OFFICE APPROVALS**Grant Accountant:**

Asst. Director of Finance

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:


Entered by: B41243 DS 4/18/19

Budget Transfer Form**Dollar Amount**\$350.00**From what Budget Account**

06 _ 30205001 _ 540200010

Object Code DescriptionCopier Charge**To what Budget Account**

06 _ 30205001 _ 550100005

Meeting Expense**Is this a Grant?**

Yes (X) No ()

If you are submitting a grant transfer, the following statement must appear in the Rationale:*"This is an allowable transfer under the (name of grant) guidelines"****Grant Accountant?**

Gerardo Porras-Nava

Include Attachments: Yes () No (X)**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The SSS TRIO project is charged with supporting low income, first generation and disabled students. There are additional funds available within project year 4 for the Copier Charge line that will be available for use for the duration of project year 4. I previously had allotted additional funds at the beginning of the project year. The Copier Charge line will still have adequate funds available to support our programming needs until the end of project year 4. We do need additional funds in our Meeting Expenses to cover continued programming activities and speakers for the remainder this project year.

Explain specifically why additional funds are needed in the receiving account:

Additional funds are needed in our Meeting Expenses line to effectively support program efforts as required by our grant. We have a few more end of the year workshops as well as some summer programming that we would like to have for our students.

This is an allowable transfer under the Department of Education guidelines.

Required Signatures**Requestor**

DocuSigned by:

Denise Jones

3/29/2019

F6B5739D3C454BE

Cost Center Manager

DocuSigned by:

Denise Jones

3/29/2019

F6B5739D3C454BE

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

DocuSigned by:

Debbie Banuss King

3/29/2019

C7BAAE777F86420

Associate Vice President

DocuSigned by:

Jessica Rubalcaba

3/29/2019

206B950541C40F

Area Vice President

DocuSigned by:

Jodi Koslow Martin

4/2/2019

7F7DB8AB4BAE4FC

BUSINESS OFFICE APPROVALS**Grant Accountant:****Asst. Director of Finance****Exec. Director of Finance:****AVP of Finance:****VP of Business Services:****Entered by:**B4212 DS 4/10/19

Budget Transfer FormDollar Amount \$1,584.15From what Budget Account 06 - 30205010 - 540900505 Object Code Description other Materials & suppliesTo what Budget Account 06 - 30205010 - 550100005 Meeting Expenses

Is this a Grant?

Yes (X) No ()

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

DS
[Signature]

Grant Accountant? Susan Zefeldt

Include Attachments: Yes () No (X)

Rationale:**Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

Funds are being moved from Other Materials & Supplies to Meeting Expenses to cover the cost of refreshments for ECMC TRUIMPH events. Funds are not needed in Other Materials & Supplies and needed in Meeting Expenses to cover these costs.

Explain specifically why additional funds are needed in the receiving account:

Funds are being moved from Other Materials & Supplies to Meeting Expenses to cover the cost of refreshments for ECMC TRUIMPH events. This is an allowable transfer under ECMC.

Required Signatures**Requestor**DocuSigned by:
Deborah Baness King 3/19/2019**Cost Center Manager**DocuSigned by:
Earl Fatoki 3/19/2019**Associate Dean (If Applicable)****Dean (If Applicable)**DocuSigned by:
[Signature] 3/20/2019**Associate Vice President**DocuSigned by:
[Signature] 3/25/2019**Area Vice President**DocuSigned by:
Debra Baker 4/4/2019**BUSINESS OFFICE APPROVALS**

Grant Accountant:

[Signature] 4/1/19

Asst. Director of Finance

[Signature]

Exec. Director of Finance:

[Signature]

AVP of Finance:

[Signature]

VP of Business Services:

[Signature] 4/1/19

Entered by:

B4213DS 4/10/19

Budget Transfer Form

Dollar Amount

\$ 6,250

Object Code Description

From what Budget Account

06 40105010 530900010

Violence prevention project: Other contractual s

To what Budget Account

06 40105010 550300005

Violence Prevention project: Travel- Out of stat

Is this a Grant?

Yes (X) No ()

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"



Grant Accountant? Gerardo Porras-Nava

Include Attachments: Yes (X) No ()



Rationale:

Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:

Funds are no longer needed in Other Contractual Services due to lower than anticipated expenditures in this Fiscal Year.

Explain specifically why additional funds are needed in the receiving account:

Funds are needed in the out of state travel line to be in compliance with the approved grant budget and to ensure future out of state travel funds are available for the CCRT team to travel to OVW approved training conferences.

"This transfer is allowable in the Department of Justice-OVW grant guidelines."

Required Signatures

Requestor

Initialed by:

Rosa Abbate

3/20/2019

Cost Center Manager

Initialed by:

Raquel Monge

3/20/2019

Associate Dean (If Applicable)

Dean (If Applicable)

Associate Vice President

Initialed by:

Dorell Carter

3/20/2019

Area Vice President

Initialed by:

Jodi Koolow Martin

3/20/2019

BUSINESS OFFICE APPROVALS

Grant Accountant:

Asst. Director of Finance:

Exec. Director of Finance:

AVP of Finance:

VP of Business Services:

Entered by:

B4204 DS4/2/19

Budget Transfer Form

Dollar Amount

\$304.25

From what Budget Account

06 - 40405001 - 530900010

Object Code Description

Other Contractual Services

To what Budget Account

06 - 40405001 - 550900005

Volunteer Travel & Mileage Reimbursements

Is this a Grant?

Yes ☒ No ☐

*If you are submitting a grant transfer, the following statement must appear in the Rationale:

"This is an allowable transfer under the (name of grant) guidelines"

DS
[Signature]

Grant Accountant?

Robert Mungerson

Include Attachments: Yes ☐ No ☒**Rationale:****Explain why the budgeted funds are no longer required for this fiscal year, and are available to be transferred:**

The Corporation for National and Community Service provided us with additional funds to cover the criminal history background checks for the three RSVP staff members using the approved vendors, Fieldprint and Truescreen. The cost of these background checks was \$304.25 less than the amount CNCS provided to RSVP.

Explain specifically why additional funds are needed in the receiving account:

The remaining unused funds from the criminal history background checks is needed to provide the benefit of mileage reimbursements to our volunteers.

Budget authorization was granted by Sara Stapleton, Program Specialist, Corporation for National and Community Service. This is an allowable grant expenditure through the grant guidelines. This budget transfer is due to year end closing of the Corporation for National and Community Service Grant (March 31, 2019).

Required Signatures**Requestor**

DocuSigned by:

Kay Fry

- 4/2/2019

GBA50C275882446

DocuSigned by:

Cost Center Manager

Kay Fry

4/2/2019

GBA50C275882446

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

DocuSigned by:

Colleen Rockafellow

4/2/2019

B57C5BAAF3454E1

DocuSigned by:

Associate Vice President

Paul Jensen

4/2/2019

B15C000B19740E

DocuSigned by:

Area Vice President

Debra Baker

4/2/2019

930517A3CD2A4D9

BUSINESS OFFICE APPROVALS

Grant Accountant: [Signature]

Asst. Director of Finance: [Signature]

Exec. Director of Finance: [Signature]

AVP of Finance: [Signature]

VP of Business Services: [Signature]

Entered by: B4205 DS 4/8/19

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16269

SUBJECT: **RESOLUTION AUTHORIZING PUBLIC HEARING ON
PROPOSED FY 2020 BUDGET**

RECOMMENDATION: That the Board of Trustees approve the attached resolution authorizing a
public hearing for the proposed FY 2020 Budget. The public hearing will be held on Tuesday,
July 16, 2019, at 6:30 p.m. in the Board Room (A300) of the Learning Resource Center.

RATIONALE: This resolution is in compliance with statutes requiring a public hearing on the
proposed Budget.

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

Board Officers' Signatures Required:

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

RESOLUTION ACTION EXHIBIT NO. 16269
AUTHORIZING A PUBLIC HEARING CONCERNING
THE PROPOSED 2020 BUDGET

WHEREAS, THE Community College Act (Illinois Compiled Statutes: 110 ILCS 805/3-20.1) provides that, prior to final action on the Tentative Budget, the Board shall make the same available for public inspection, hold a public hearing, and publish notice of such hearing at least thirty (30) days prior thereto:

BE IT RESOLVED BY THE Board of Trustees of Community College District No. 504, County of Cook and State of Illinois, as follows:

Section 1: The Board shall hold a public hearing on Tuesday, July 16, 2019, at 6:30 p.m. in the Board Room of the Learning Resource Center, 2000 Fifth Avenue, River Grove, Illinois, concerning its proposed budget for Fiscal Year 2020.

Section 2: The Secretary is authorized and directed to make copies of the Tentative Budget conveniently available for public inspection at least thirty (30) days prior to the aforementioned public hearing.

Section 3: The Secretary is authorized and shall cause to be published in a newspaper of general circulation published in Cook County and having circulation within the taxing district of Community College No. 504, a notice in compliance with the requirement set forth in the Community College Act of the aforementioned public hearing.

Section 4: This Resolution shall be effective from and after its passage and approval as provided by law.

ADOPTED, this 21st day of May, 2019.

AYES:

NAYES:

ABSENT:

Mark Stephens, Chairman

Attest:

Diane Viverito, Secretary

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16270

SUBJECT: **CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF FINAL PAYMENT FOR THE BOOKSTORE CEILING REPLACEMENT PROJECT**

RECOMMENDATION: That the Board of Trustees approve the Certificate of Final Completion and Final Pay Application of \$1,000 for the Bookstore Ceiling Replacement Project. Total project cost was \$165,225.

RATIONALE: Operations & Maintenance have reviewed the Certificate of Final Completion, Final Waivers of Lien, and Final Payment Application. Original contract amount was \$187,813. Total project cost was \$165,225. This project came in under budget by \$22,588. Follett contributed \$160,000 toward this renovation.

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
--	---	-------------------

Related forms requiring signature: Yes X No

Certificate of Final Acceptance

Project:

Bookstore Ceiling Replacement
Building C
Triton College
2000 Fifth Ave.
River Grove, IL 60171




Architect: Triton College**Contractor:**

Happ Builders
28 LeBaron Street
Waukegan, IL 60085

Contract Date: 11/14/2018**Date of Issuance:** 3/6/2019**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	Happ Builders	By 	Date <u>3/13/19</u>
Architect	ARCON Associates, Inc.	By  Gaspare Pitrello	Date <u>03.06.19</u>
Owner	Triton College	By  John Lambrecht	Date <u>3/20/2019</u>
Owner	Triton College	By _____ Mark Stephens Board Chairman	Date <u>May 21, 2019</u>

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

TWO PAGES

TO OWNER: Triton College
2000 Fifth Ave.
River Grove, IL 60171

PROJECT: **C Building**
Bookstore Ceiling Replacement

APPLICATION NO Draw #3

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

PERIOD TO: 4/30/2019

FROM CONTRACTOR:

Happ Builders, Inc.
28 LeBaron St.
Waukegan, IL 60085

VIA ARCHITECT:

ARCON Associates
2050 S. Finley Rd. Suite 40
Lombard, IL 60148

PROJECT NOS: 18061

Happ 18392

CONTRACT FOR:

CONTRACT DATE

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	187,813.00
2. Net change by Change Orders	\$	(22,588.00)
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	165,225.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	165,225.00
5. RETAINAGE:		
a. 0 % of Completed Work (Column D + E on G703)	\$	0.00
b. % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	165,225.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	164,225.00
8. CURRENT PAYMENT DUE	\$	1,000.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

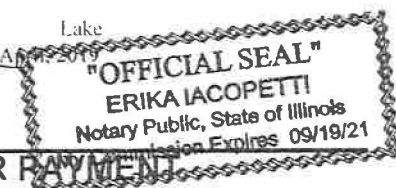
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		\$22,588.00
TOTALS	\$0.00	\$22,588.00
NET CHANGES by Change Order	(\$22,588.00)	

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: [Signature] Date: 04/29/19

State of: Illinois County of: Lake
Subscribed and sworn to before me this 10th day of April, 2019
Notary Public
My Commission expires: 09/19/21



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 1,000.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet they are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature] Date: 04.29.19

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.

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16271

**SUBJECT: CERTIFICATE OF FINAL COMPLETION AND AUTHORIZATION OF
FINAL PAYMENT FOR THE R BUILDING FITNESS CENTER
PROJECT**

RECOMMENDATION: That the Board of Trustees approve the Certificate of Final Completion and Final Pay Application of \$50,000 to KR Miller Contractors for the R Building Fitness Center Project. Total project cost was \$2,226,949.40.

RATIONALE: Operations & Maintenance have reviewed the Certificate of Final Completion, Final Waivers of Lien, and Final Payment Application. Original contract amount was \$2,283,102. Total project cost was \$2,226,949.40. This project came in under budget by \$56,152.60.

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

Board Officers' Signatures Required:

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

Certificate of Final Acceptance

Project:

Building R Interior Renovation
Triton College
2000 Fifth Ave.
River Grove, IL 60171

Architect:

Triton College

Contractor:

KR Miller
1624 Colonial Parkway
Inverness, IL 60067

Contract Date: 11/15/2016

Date of Issuance: 5/1/2019

Project or designated portion shall include: Entire Project minus Locker Room Epoxy Flooring.

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 the amount of \$50,000.00.

SIGNATURES

Contractor

KR Miller

By


KEITH R. MILLER

Date

5-1-19

Architect

Wight & Company

By


Laura Batterberry

Date

5.2.19

Owner

Triton College

By



John Lambrecht

Date

5/1/19

Owner

Triton College

By

Mark Stephens
Board Chairman

Date

May 21, 2019

APPLICATION AND CERTIFICATE FOR PAYMENT

DOCUMENT G702

TO OWNER: Triton College
2000 Fifth Avenue
River Grove, IL 60171

PROJECT: R Fitness Center

FROM CONTRACTOR: K.R. Miller Contractors, Inc.
1624 Colonial Parkway, Inverness, IL 60067

VIA ARCHITECT: Wight & Company

CONTRACT FOR: General Construction

APPLICATION NO.: 11 FINAL
PERIOD TO: 4/9/19
PROJECT NOS.:
CONTRACT DATE:

Distribution to:
OWNER
ARCHITECT
CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, G703, is attached.

1 ORIGINAL CONTRACT SUM \$ 2,126,770.00

2 Net Change by Change Orders..... \$ 100,179.40

3 CONTRACT SUM TO DATE (Line 1+/- 2) \$ 2,226,949.40

4 TOTAL COMPLETED & STORED TO DATE..... \$ 2,226,949.40

5 RETAINAGE:

a. 0.0% \$ -

b. 0.0% \$ -

Total Retainage \$ -

6 TOTAL EARNED LESS RETAINAGE..... \$ 2,226,949.40
(Line 4 less Line 5 Total)

7 LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)..... \$ 2,126,949.40

8 CURRENT PAYMENT DUE..... \$ 100,000.00

9 BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6) \$ -

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	
Total approved this Month		
	\$ -	\$ -
NET CHANGES by Change Order		\$ -

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 of Payment were issued and payments received from the Owner, and that current Payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 04/09/2019

State of:

County Of:

Subscribed and sworn to before
me this 9th day of April, 2019

Notary Public:

My Commission Expires:

OFFICIAL SEAL
LAURIE LABECK
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES: 01/20/21

ARCHITECT

In accordance with
comprising this app
Architect's knowle
quality of the Work
is entitled to paym

AMOUNT CERTIFIED

(Attach explanation
all figures on this A
conform to the am

ARCHITECT:

By: [Signature]

This Certificate is

Contractor named here

prejudice to any rights of the Owner or Contractor under this Contract.

CERTIFICATE FOR PAYMENT

Contract Documents, based on on-site observations and the data
, the Architect certifies to the Owner that to the best of the
information and belief the Work has progressed as indicated, th
cordance with the Contract Documents, and the Contractor
e AMOUNT CERTIFIED.

..... \$ 100,000

Amount certified differs from the amount applied for. Initial
on and on the Continuation Sheet that are changed to
tified.)

By: [Signature] Date: 4-26-19

liable. The AMOUNT CERTIFIED is payable only to the Con-
sance, payment and acceptance of payment are without

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16272

**SUBJECT: WAIVER OF FACILITY RENTAL FEE FOR
MAYWOOD-BELLWOOD CHAMBER OF COMMERCE**

RECOMMENDATION: That the Board of Trustees approve the use of Triton College Cafeteria for the Maywood-Bellwood Chamber of Commerce on Wednesday, June 5, 2019, from 1:00 pm to 11:00 pm for a recognition dinner and waive the room rental fee of approximately \$1,550. The Maywood-Bellwood Chamber of Commerce will pay the actual College expenses of approximately \$2,350 for Triton personnel (custodial, audio visual, hospitality) and equipment expenses.

RATIONALE: This action exhibit further supports our community partnerships and promotes support to the Triton College local Chamber of Commerce.

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 _____ No X

Maywood-Bellwood Chamber of Commerce June 5, 2019, 1 pm - 11 pm

June 5, 2019 (Wednesday)

1 pm-11 pm

\$200/hr (4 hr time block)

\$125/hr thereafter

(Per hour rate past 11:01 pm \$250)

10 hours total

\$800

\$750

(\$1550 Fee Waiver Requested) \$0

Bar Tenders

4 bar tenders

Includes set-up and cleanup

\$650

Maintenance

1 Triton employee

5 pm -11 pm (6 hrs. @\$50/hr)

\$300

(Per hour rate past 11:01 pm \$100 each)

Move furniture in/out of Cafeteria

\$500

Audio Visual

1 Triton employee

2 pm -12 am (10 hrs. @\$50/hr)

\$500

(Per hour rate past 12:01 am \$100)

Audio Visual Equipment

Sound system including speakers, multiple mikes, sound board, amps,
all leads, gaffers tape, screen.

\$400

Other Equipment

Triton College shall borrow draperies from the Triton College Foundation \$0
hung/removed **(Value \$2,000, No Charge)**

TOTAL \$2,350.00

Hourly rates are firm; working hours may vary based on event.

Certificate of Insurance including endorsement required.

Maywood-Bellwood Chamber Representative _____ Date _____

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16273

SUBJECT: FIVE-YEAR AGREEMENT WITH TRITON COLLEGE
PART-TIME ILLINOIS COUNCIL OF POLICE (ICOPS)
2019-2024

RECOMMENDATION: That the Board of Trustees approve a five-year Negotiated Agreement with ICOPS Part-time officers, subject to terms and conditions per the attached contract with an hourly increase of 2.99% upon ratification. A 2.0% increase for each of the first three (3) full years of the Agreement, with 2.25% for the 4th and 2.50% for the 5th years of the Agreement. The effective date is May 27, 2019 and the Agreement shall expire June 30, 2024. The Negotiated Agreement between the parties was ratified by the Triton membership of the Part-time ICOPS bargaining unit on April 18, 2019, by a vote of 4 in favor, 0 against and 2 unavailable to vote.

RATIONALE: Negotiations between the Board of Trustees' negotiators and the Union officers resulted in a recommendation of a five-year Negotiated Agreement as attached.

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

Board Officers' Signatures Required:

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

**NEGOTIATED AGREEMENT BETWEEN THE
ILLINOIS COUNCIL OF POLICE
TRITON CHAPTER
PART TIME OFFICERS
AND THE
TRITON COLLEGE BOARD OF TRUSTEES
DISTRICT #504**

EFFECTIVE:

Upon Ratification by both parties (___/___/___) through June 30, 2024

Special Note: The definition of masculine references, i.e., he, him and him used in this contract include the feminine equivalent, i.e. she, hers, her.

PREAMBLE

WHEREAS, Triton College and the Union have endorsed voluntarily the practices and procedures of collective bargaining as a fair and orderly way of conducting Triton's relations with its employees insofar as such practices are appropriate to the obligation of Triton to retain the right to operate District #504 in a responsible and efficient manner and are consistent with the paramount interest of the public and the students of Triton College;

WHEREAS, the parties recognize that this Agreement is not intended to modify any of the discretionary authority or duties vested in the Board and Triton College by the statutes of the State of Illinois or the laws of the United States of America;

WHEREAS, the parties agree that if any provision of this Agreement or any application of the Agreement to any part-time officer, individually or as a group, shall be found contrary to the law, then such provision or application shall not be deemed valid except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect. No provision of this Agreement shall abrogate the statutory rights, powers, duties, and responsibilities of Triton. Triton also reserves its right to delegate to its administrators the responsibility for the day-to-day management of the College in its charge;

WHEREAS, the enforcement of this Agreement is the joint responsibility of Triton College and the Union. Should any disputes arise as to the proper interpretation or application of any provision(s) of this Agreement, the representatives of Triton and the Union shall meet and confer in good faith to resolve differences;

WHEREAS, Triton and the Union further agree to comply faithfully with case and statutory law of the State of Illinois and the United States of America.

WHEREAS, Triton and the Union may jointly modify this Agreement in writing, which shall be binding on Triton, the Union, and the Employees;

AND WHEREAS, it is the intention of the parties to this Agreement to provide, where not otherwise mandated by statute, for the salary structure and other conditions of employment of the Employees covered by this Agreement to promote maximum productivity of such Employees, to prevent interruptions of work and interference with the efficient operation of the College, and to provide an orderly and prompt method for handling and processing grievances:

NOW THEREFORE, the Parties agree that all elements of the PREAMBLE are part of this Agreement and additionally agree as follows:

ARTICLE I: RECOGNITION, REPRESENTATION AND DEFINITIONS

1.1 This Agreement entered into by and between the Triton College Board of Trustees, Triton Community College District #504, Cook County, Illinois (herein referred to as "Triton") and Illinois Council of Police, Triton Chapter of Part-Time sworn officers (herein referred to as the "Union"), is intended to promote a harmonious understanding and beneficial relationship between Triton and the Union, and to set forth herein the basic and full agreement between the parties concerning recognition of the Union as the sole bargaining agent for the part-time sworn police officers of Triton Police Department, said sworn officers being comprised of police officers generally employed at Triton College for 28 hours or less each week.

The following reflects the Agreement between Triton and the Union concerning this Agreement:

1.2 Management Rights

1. Triton shall be entitled to make reasonable rules and regulations, to change methods, equipment or facilities provided.
2. It is further agreed by Triton and the Union that the Union shall be recognized to negotiate and bargain for any and all areas which affect the salaries and working conditions of the said members of the Union to the extent permitted by law.
3. It is the intention of this Agreement to provide, where not otherwise mandated by statute, Triton College Board Policy, and Police Department Rules and Regulations, the salary structure and employment conditions of the part-time sworn police personnel covered by this Agreement, to prevent interruptions of work and interference with the efficient operation of the Police Department, and to provide an orderly and prompt method for handling and processing concerns and striving to avoid grievances.

1.3 None of the provisions of this Agreement shall be construed to require Triton or the Union to violate any state or federal laws. In the event any Article, Section, or portion of this Agreement should be held invalid and unenforceable by any court of competent jurisdiction, such decision shall apply only to the specific Article, Section, or portion specified in the court's decision.

1.4 All references to a "college working day" shall be defined to be Monday through Friday, from 9:00am until 5:00pm. College working days shall not include Saturdays, Sundays or any days upon which the College is closed in observance of a holiday, vacation period when the College is not in session, or other such closure.

ARTICLE II: NON-DISCRIMINATION

2.1 Neither Triton nor the Union shall discriminate against any employee on the basis of race, creed, color, sex, national origin or any other protected class under the laws of the United States or the State of Illinois.

2.2 There shall be no discrimination against any part-time employee because of Union activity or function as an officer, committee member, or Union official.

ARTICLE III: WORKING CONDITIONS

All part-time sworn police officers working ten (10) or more hours per week for a period of greater than 12 weeks will be covered by the following working conditions:

3.2 AT WILL EMPLOYMENT AND EVALUATION

1. All part-time sworn officers are now and shall be throughout the term of this Agreement, **at will** employees. However, all officers must be afforded the rights provided by the officer's Bill of Rights and no officer shall be disciplined or terminated without strict adherence to this agreement.
2. Evaluation of all part-time sworn officer's work performance shall be made on the proper form by the immediate supervisor, and command staff after one (1) calendar month of initial employment, and then every other month for eighteen (18) months. The evaluation must be reviewed with the employee and submitted to the Associate Vice President of Human Resources for signature and retention in the employee's personnel file.
3. Continued work assignments shall vary depending upon the needs of the Police Department. There is no "right to work" under this Agreement.

3.2 WORKING HOURS

1. Work days and hours shall be as assigned by the Chief of Police, or his designee. Expected work schedules for a part-time officer shall generally be no more than 20 hours per week. In the sole discretion of the Chief of Police, subject to the approval of the Vice-President of Business, scheduled hours may increase to 28 hours per week. If the officer is assigned a single shift of 8.5 hours or greater, a meal period of 30 minutes shall be included therein. Employees will be allowed to leave the campus for food, but must stay within a two (2) mile radius for food. Leaving campus for any reason, including meals, is subject to Shift Supervisor approval in advance.
2. All scheduling shall be determined solely by the Police Chief, or his designee.

3.3 CONTINUING EMPLOYMENT

1. Part-time sworn police officers covered by this Agreement shall be, and shall remain throughout their duration of their employment as part-time sworn police officers, at-will employees of Triton College. There shall be no expectation or promise of continued employment. Regardless of their at will employee status, Triton College must follow all provisions of this contract as it relates to the employment of any part-time officer.
2. An evaluation may be requested by the employee, Chief of Police, or Vice President of Business Services at any time, but if requested by the employee, the requested review will not occur within six (6) months period of the last evaluation.
3. An employee not doing satisfactory work shall be notified by the Police Chief or the Vice President of Business Services. A conference will be scheduled with the Police Chief and/or the Vice President of Business Services to discuss the employee's work and methods of improvement.
4. The Police Chief shall have the power to suspend an employee without pay up to five (5) working days or without limit pending the outcome of an investigation. The Police Chief or the shift commander shall have the power to send an employee home for the balance of a day. A written report of the incident shall be forwarded to the Police Chief by the supervisor within 24 hours of the incident.

5. The employee shall have the right to appeal all suspensions through the proper chain of command and/or grievance process.
6. Current employees may request, on a College working day, upon written notice to the Chief of Police, the right to review their personnel file and may petition in writing to the Chief of Police requesting that the file be expunged of written records of minor incidents after a period of four (4) years from the date of the written reprimand. Employees may request a copy of the file, but the contents shall not be changed or removed from the file without the written authorization of the Vice President of Business Services.

3.4 OVERTIME

1. Any work in excess of forty (40) hours per week or eight and one-half (8.5) hours per day shall be considered overtime and paid at the regular hourly rate at one and one-half times (1 ½) the hourly rate.
2. It shall be the responsibility of the supervisor to receive prior approval for overtime from the Vice President of Business Services by completing and submitting the request for overtime form. In emergency situations, verbal approval for overtime by the Vice President shall suffice, until the proper form is submitted and approved.
3. A minimum of two (2) hours at the overtime rate shall be paid to an employee requested to return to work for emergency duty.
4. An employee who has worked overtime shall indicate said time on his/her time card, have the card signed by the supervisor, and return it to the card rack by 9:00 AM each Monday.
5. Court time outside of an officer's scheduled shift shall be paid at a minimum of two (2) hours at the applicable rate of pay.
6. Revision of this process is subject to Web Time entry in the new Colleague/ERP system.

3.5 VOLUNTARY SPECIAL DUTY COMPENSATION

College sponsored special duty work will be assigned on a voluntary basis only. Compensation shall be at the current hourly rate, prorated on an hourly basis, with a minimum of two (2) hours or actual time worked (not for hours worked contiguous to a scheduled shift), or whichever is greater. Special duty resulting in excess of forty (40) hours per week shall be paid in accordance with Article III Sec 3.4.1. Special duty assignments may generally not result in more than 28 hours worked per week.

A minimum of two (2) hours shall be paid to a part-time sworn officer requested to return to campus for special or emergency duty.

3.6 TRITON COLLEGE POLICE RULES & REGULATIONS

All police personnel shall comply with the Triton College Campus Police Department Rules and Regulations. Violation of the Triton College Campus Police Department Rules and Regulations may be grounds for disciplinary action, up to and including dismissal. However, in the event that any existing Rule, Regulation, Board Policy or College Procedure directly conflicts with the Articles of this Agreement, the following order shall be utilized to determine the proper authority:

1. State or Federal Law;
2. Triton College Board Policy;
3. Department Rules and Regulations;
4. This Collective Bargaining Agreement.

3.7 NO STRIKE PROVISION

No part-time employee of the Triton College Police Department during the term of this Agreement shall engage in, induce, or encourage any strike, work stoppage, slowdown, picketing, or withholding of services by any other personnel at the College. Violation of this provision shall be grounds for dismissal.

3.8 PHYSICAL EXAMINATIONS

1. Each new employee shall be required to have a physical examination by a College approved physician prior to beginning employment. The initial physical examination shall include a substance abuse screening, which shall be paid for by the College.

2. The Vice President of Business Services may request that a part-time officer have a physical examination by the physician designated by the College at any time during employment when the Vice-President of Business Services provides a written notice to the part-time officer prior to the examination, setting forth the reasons. Said physical examination shall be during working hours at the expense of the College. When said examination is required, all medical records which result from the examination must be available to the part-time officer and the Vice-President of Business Services. The order for an examination is not subject to grievance.

3.9 SUBSTANCE ABUSE TESTING

1. The College and the Union recognize that the nature of the duties and obligations of the members of the Police Department require that no part-time officer shall possess or be under the influence of alcohol or any controlled substance while on duty, or under the influence of any controlled substance at any time, on or off duty.
2. The College, through the Vice President of Business Services, shall have the right to institute and order substance abuse testing upon the suspicion of any substance abuse. The Chief of Police and/or his designee shall have the authority to request testing when he/she makes a determination that there is suspicion of abuse.
3. Tests shall be permitted for any controlled or illegal substance qualifying as "under the influence".
4. Tests shall be limited to urine tests and hair samples. If hair is not available for testing, the College, at its expense, may require a blood test. If a part-time officer tests positive for any controlled substance, he/she or the College may request, at the requestor's expense, a secondary blood test.

3.10 TERMINATION OF EMPLOYMENT

A. Lack of Requisite Hours

1. At any point, the College may determine that all staffing needs are satisfied by the existing compliment of officers. Upon such a determination, the Chief of Police shall provide two (2) weeks' notice to an employee covered by this agreement that no additional hours are required for the officers.
2. In the event of a partial reduction in the need of part-time officer hours, the Chief of Police shall advise impacted officers.

B. Resignation

1. An employee electing to resign from the College must submit written notice, preferably ten (10) working days prior to the termination date, to Human Resources, with a copy to the supervisor, Chief of Police, and the Vice President of Business Services.
2. Any part-time sworn officer who shall fail to report for three (3) shifts in a (1) year period shall be deemed to have resigned from employment at Triton College, and no further action shall be taken to effectuate resignation. However, all officers must be afforded the rights provided by the officer's Bill of Rights and no officer shall be disciplined or terminated without strict adherence to this agreement.
3. A single instance of no call/no show will result in discipline, up to and including termination of employment.
4. If an officer resigns or is terminated for any reason prior to completing two (2) years of service with the College, the Officer shall reimburse the College for all actual training expenses incurred by the College, if the resignation occurs in the first year, and fifty (50) percent of the expenses in the second year. After the second year there will be no reimbursement required. If an officer resigns at all any time, the Officer shall reimburse the College for all specialized training costs incurred in the preceding 18 month period.
5. Termination shall be based upon the provisions of Article V below.

ARTICLE IV: DISCIPLINARY INVESTIGATION PROCEDURES

4.1 POLICE OFFICERS' BILL OF RIGHTS

The College agrees to abide by the Uniform Peace Officers' Disciplinary Act, (50 ILCS 725/1), commonly known as the Police Officers' Bill of Rights.

4.2 NO MEDIA EXPOSURE

The College agrees that no photos of any Officer under investigation shall be made available by the College to the news media prior to a conviction on criminal charges or prior to a decision being rendered regarding any disciplinary action taken by the College and reviewed by an appropriate Reviewing body, unless otherwise required by law.

4.3 ELIGIBILITY FOR GRIEVANCE PROCEDURE

If Disciplinary Investigation Procedures are violated by either the College or the Police Department, such violations shall be subject to the Grievance Procedure as described in Article VI of this Agreement.

ARTICLE V: DISCIPLINE AND DISMISSAL

5.1 DISCIPLINE

1. Types of Discipline

At all times, supervisors and employees are encouraged to communicate with one another and to resolve any problems that may arise. However, the Board and the Union recognize that, from time to time, circumstances will arise which require the just dispensation of discipline. The parties agree that disciplinary action shall be for just cause shown and will be performed in a timely manner. Where appropriate, discipline will be performed in a progressive manner. The types of discipline agreed to by the parties shall include but not be limited to: Written Warning; Suspension without pay; and, Termination.

2. Written Warning

The written warning shall be delivered to the employee by the supervisor. A copy of such memorandum shall be served upon the employee who shall sign a copy to acknowledge receipt thereof and to further acknowledge the employee understands that the signed copy shall be retained by the supervisor. Such memoranda may be used as evidence in future disciplinary actions with regard to said employee.

2.a Disciplinary Meeting with Human Resources

If the unsatisfactory performance or behavior has not been corrected within the time frame established in the written warning or an additional infraction justifying disciplinary action has occurred, a second meeting shall be held. It shall include the employee, the Supervisor and Associate Vice President of Human Resources wherein the reasons for discipline up to and including termination shall be discussed. The Union shall be notified and shall have a right to be present at the meeting.

3. Discharge

If the unsatisfactory performance or behavior has not been corrected after the written warning and conference, or if the action or failure to act is of sufficient justification the part-time police officer may be discharged from employment with the College. The employee shall be given written notice of the reasons for such discharge and be provided with an opportunity to respond to the Vice President of Business Services prior to a decision regarding the anticipated discharge. The Union shall be notified by the employee and shall have a right to be present at the meeting.

1. Exceptions to Progressive Steps

Nothing herein shall limit the right of the College to affect an emergency suspension, with or without pay. Termination of an employee where the conduct of the employee is flagrant, insubordinate, or otherwise non-remediable shall only be effectuated following the pre-disciplinary meeting provided in Article V.B. be sufficient cause for immediate termination.

Said conduct shall include but not be limited to: sleeping during scheduled work shift; failure to follow the direct order of a superior officer; conviction of a felony anywhere, during the term of employment, and/or conviction for engaging in any criminal activity (not a petty traffic offense) while on Triton's campus, either on or off duty; bringing an unlicensed weapon onto the College campus; theft of an object of value from Triton or persons on Triton's campus; fighting or striking another employee or supervisor; abandonment of the position by absenting himself for three or more assigned working days in a six month period, without advanced permission of the Chief of Police; possession, sale or use of a controlled substance at any time.

ii. Notification and Measure of Discipline

All levels of disciplinary actions against an employee shall be done so in writing with the full reasons stated therein. A copy of such disciplinary action shall be served upon the employee.

The employee has the right to notify the Union of any disciplinary outcome.

iii. Removal of Discipline

Upon written request by the employee and subject to other provisions within this Negotiated Agreement, any verbal or written warnings shall be removed, from an employee's file after two (2) years of continuous employment, if the employee has received no additional discipline for the same offense.

Any disciplinary action, greater than a written warning, other than dismissal shall be removed, upon written request by the employee and subject to other provisions within this Negotiated Agreement, from an employee's file after four (4) years of continuous employment, only if the employee has received no additional or progressive discipline for the same offense. In the event of discipline for an action that could have resulted in termination, there will be no removal from the officer's file.

REDUCTION IN FORCE POLICY FOR TRITON POLICE

Layoff will be by reverse seniority beginning with last hired officer (based upon first date of employment with the college).

- iv. A reduction in force occurs when the Board of Trustees determines that a reduction in force of sworn police officers is necessary.
- v. If there is to be a reduction in force of sworn part-time police officers, the Union President shall be notified thirty (30) days prior to such reduction.
- vi. A reduction in force shall be accomplished by normal attrition when feasible.
- vii. A reduction in force of sworn part-time police officers shall be done using seniority, employee evaluations, and availability in making a decision which part-time officer or officers will be laid off.
- viii. Officers laid-off through reduction in force shall be called back to duty by seniority should such recall occur within one (1) year from the date of the reduction in force.
- ix. A part time officer returning to work after 6 months, under recall herein, shall be required to prove physical fitness and pass a medical exam if requested by the College.

ARTICLE VI: GRIEVANCE PROCEDURE

It is the intent of the College and ICOP's - Triton Chapter, to provide for the prompt and informal resolution of Police employees' complaints whenever possible.

6.1 DEFINITION

A grievance shall mean a complaint by a part-time Police officer or ICOP's that there has been a violation, misinterpretation or misapplication of specific term(s) of this Agreement.

6.2 PROCEDURE

Within ten (10) college working days of an event, or the date when an officer should have reasonably known of the event, the part-time Police officer shall review the complaint with his immediate supervisor or the Police Chief and attempt to resolve the matter informally.

Step 1

If the complaint is not resolved informally, the complaint shall be submitted in writing and submitted to the Police Chief and the Union President. The Police Chief and the Union shall discuss the matter. This meeting will occur within ten (10) college working days of receipt of the written complaint. The Police Chief will respond within fifteen (15) college working days of the meeting. If the Police Chief does not respond within the time limit, the grievant may proceed to the next step of the grievance procedure.

Step 2

If the grievance is not settled at Step 1, the Police Union may forward the complaint to the Human Resources Office. This must be done within ten (10) college working days of receipt of the response of the Police Chief. Representatives of the Police and the Associate Vice President of Human Resources will confer on the grievance. The Human Resources Office will respond within five (5) college working days of this meeting.

Step 3

If unresolved at Step 2, the Union may appeal to the Vice President of Business Services or his designee within ten (10) college working days of the Human Resources Office response. The Vice President of Business Services or designee will meet with representatives of the Police Union within five (5) college working days of receipt of the appeal. A decision will be rendered within five (5) college working days of the meeting.

Step 4

If the grievance is not settled at Step 3, the Police Union may forward the complaint to the President. This must be done within ten (10) college working days of receipt of the response of the Vice President of Business Services or his designee. Within thirty (30) college working days of receipt of the notice, representatives of the Police and the

College President will confer on the grievance. The College President will respond within five (5) college working days of this meeting.

Step 5 - Arbitration

If the grievance is not satisfactorily resolved under Step 4, it may be submitted by the Union within ten (10) college working days of the Step 4 answer to binding arbitration. The Union shall notify the Board, and the parties shall attempt to mutually agree upon an arbitrator within five (5) business days of the notification. If the parties cannot reach an agreement on an arbitrator, the parties shall jointly request Federal Mediation and Conciliation Service or other appropriate parties to provide panels of arbitrators and to act as the administrator of the proceedings.

The arbitrator shall have no right to alter, amend, modify, nullify, ignore, enlarge, add to, delete, subtract from or change the provisions of this Agreement, applicable work rules, Department Policy and Procedure, or Board policy. The arbitrator shall consider and decide only the specific issue(s) submitted in writing and shall have no authority to make any decision or recommendations on any other issue not submitted to him.

6.3 TIME FACTORS

The time limitations of these procedures may be extended by mutual written agreement. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits will permit the aggrieved party to proceed to the next step unless the limits have been extended as in Article 6.3.

The previously stated definition to a "college working day" shall apply to this Section. All references to a "college working day" shall be defined to be Monday through Friday, from 9:00am until 5:00pm. College working days shall not include Saturdays, Sundays or any days upon which the College is closed in observance of a holiday, vacation period when the College is closed, or other such closure.

ARTICLE VII: EMPLOYMENT PRACTICES & PROCEDURES

7.1 SENIORITY

As for purposes of this Agreement, seniority shall be defined as: the number of days, weeks, months and years of continuous service that a member of the bargaining unit has worked for Triton as an officer of the Police Department, calculated from the date the officer was hired. If two (2) or more employees were or are hired on the same date, their standing on the eligibility register list shall determine their seniority.

Open 11-05-2018

7.2 SENIORITY, SHIFT SCHEDULING AND DAYS OFF

The College agrees that seniority will be one of the determining factors in allowing Officers to bid on or otherwise select the shifts they will work and the days they will be off. Other factors in making such determinations may include education, training, prior and experience and job performance. The final authority for making such determinations shall reside with the Chief of Police or his designee and shall reflect the overall staffing needs of the Department.

7.3 SENIORITY AND RESCHEDULING (TRADING) OF SHIFTS

The College agrees that regularly scheduled shifts and regularly scheduled days off may periodically be voluntarily traded between individual Officers without regard to seniority. In such instances, both Officers involved in a given shift trade must notify the Chief of Police or his designee at least twenty four (24) hours (college business days) in advance of the starting time of the shift being traded. If in the best interest of the College, due to officer skills and ability, the Chief can decline the proposed trade. Also, such voluntary shift rescheduling must be reciprocal so that the College will not be obligated to compensate either Officer at an overtime rate, unless the original shift being traded was to have been an overtime shift.

7.4 TRAINING COMPENSATION TIME

Officers will be given hourly compensation for participation in assigned mandatory training on a non-scheduled shift, with a minimum of two (2) hours, when required to address the unique needs of policing on a community college campus at the regular rate of pay. No more than three (3) mandatory meetings will be scheduled per year.

7.5 EQUIPMENT SAFETY

The College agrees that no unsafe or improperly maintained or non-functioning equipment, including patrol cars, radios, Department-owned weapons, computers, lights, sirens and other equipment that is in regular use should be assigned to Officers covered by this Agreement. It is understood that part-time officers must give reasonable notice to the administration regarding malfunctioning equipment and notice must be given to the Chief, Vice President of Business Services, and any other appropriate department in writing. The lack of issuance of equipment shall not eliminate the responsibility to perform an officer's assigned duty, but rather the assignment shall be performed without that specific equipment.

7.6 SECONDARY EMPLOYMENT

The College agrees that all part-time sworn Police Officers covered by this Agreement may maintain employment elsewhere. The employee must inform the College of such secondary employment is not directly involved in law enforcement or security work, and receive written permission from the Chief of Police and Vice President of Business Services for his information only. prior to beginning such employment. All secondary employment must have prior Vice President of Business Services approval which will not be unreasonably withheld.

All Triton College Police Officers are strictly prohibited from working security or in an establishment whose primary source of revenue is the sale of liquor. Violation of this rule shall be grounds for termination governed by Article V of the Agreement.

The College shall have the right to require the secondary employer to sign and execute a document (to be provided by the College) that holds harmless the College from any liability that may result from such secondary employment.

7.4 BODY ARMOR

Each part-time sworn officer is required to maintain body armor for use during all scheduled shifts at Triton College. The part-time officer is responsible for providing his own body armor. Any officer with body armor more than five (5) years old is required to obtain new body armor at his own expense. The College will provide a "pool" of body armor which may be used by employees who either do not have body armor or their body armor is expired. The employee will be responsible for purchasing their own Department approved

vest cover.

ARTICLE VIII: BENEFITS

8.1 WORKERS' COMPENSATION

Workers' Compensation shall be provided to part-time police officers as set forth under applicable law of the State of Illinois. All accidents must be immediately reported to the immediate supervisor and the College Nurse. Failure to notify the Supervisor and College Nurse's Office immediately following the accident may result in disciplinary action for failure to follow the reporting procedure within a 24-hour period.

8.2 PENSION PLAN

The Union Members will participate in the State Universities Retirement System (SURS) in accordance with State statutes.

8.3 BEREAVEMENT

Triton agrees to provide uncompensated bereavement leave as may be required by the laws of the State of Illinois.

Additional days may be allowed at the discretion of the Chief of Police and may be charged against accumulated sick leave.

8.4 HOLIDAYS

Any employee scheduled to work on a holiday will be paid one and one-half (1 and one 1/2) times their regular hourly rate of pay for any hours worked on the actual recognized Holiday.

Recognized Holidays:

- New Year's Eve Day
- New Year's Day
- Spring Holiday
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day

- Day After Thanksgiving
- Christmas Eve Day
- Christmas Day
- Dr. Martin Luther King Jr.'s Birthday
- ~~Sunday After Spring Holiday (when assigned).~~

8.5 UNIFORMS

1. The employer shall furnish a complete basic uniform, excluding the service weapon, to each part-time sworn officer. This will be a one-time only issue to newly employed officers. He uniforms remain the property of Triton College, even after termination of employment.

ARTICLE IX: WAGE ADJUSTMENT

9.1 BASE SALARY LEVELS

Salary levels shall be determined by the hourly rate established by the Board of Trustees and stated upon hire and/or in interim modifications.

SEE ATTACHED

9.2 SHIFT DIFFERENTIAL

There shall be no differential in compensation between any shifts.

ARTICLE X: LABOR MANAGEMENT MEETINGS

In an effort to encourage open communication and the free exchange of ideas aimed at improving the service to the college, the Union and the College agree that, from time to time, they shall meet and discuss relevant issues.

The College shall be represented by the Chief of Police and the Vice President of Business Services or his designee and the college attorney if requested by the Vice President. The Union shall be represented by two (2) local union representatives and if requested by the local, an ICOP's representative.

ARTICLE XI: UNION BUSINESS

11.1 UNION ACTIVITY DURING WORK HOURS

Chapter Representatives shall, after giving appropriate notice to their supervisor, be allowed reasonable time off with pay during working hours to attend grievance hearings, Triton labor/management meetings, and committee meetings. and activities if such committees or activities have been established by Triton and if such officers are required to attend such meeting by virtue of being Union representatives, stewards, witness, or grievant.

11.2 ACCESS TO PREMISES BY UNION REPRESENTATIVES

Triton agrees that Union staff representatives shall have reasonable access to the premises of College Representative so long as they receive approval of the Police Chief and provided that such visits do not interfere with normal operations. Such visitations shall be for the reason of the administration of this Agreement. Nothing contained herein shall be construed as authorizing or permitting the convening of a Union caucus or meeting on College time to consider a matter which can reasonably be discussed by the part-time officers on non-work time.

11.3 BULLETIN BOARDS

TA With Change 11-05-2018

The Union shall be entitled to use a designated portion of a bulletin board in the Police Department. Items posted by the Union shall be limited to meetings/notices and shall not be political, partisan, or defamatory in nature.

11.4 DUES DEDUCTION

The College shall deduct union dues from the salary of each part-time sworn police officer covered by this Agreement in amounts as determined and directed by the Union, provided the amount to be deducted shall be uniform for each part-time Union member and provided the deduction is authorized in writing by the member. Such deduction shall be made no later than thirty (30) calendar days following receipt of the appropriate Union authorization by the designated College office.

An employee's authorization shall be deemed revoked upon termination of employment.

When the College makes such deductions upon Union direction and remits such union dues, the Union hereby indemnifies, holds harmless and agrees to defend the Board of Trustees, its members, agents and employees in any action, complaint or suit or other proceedings which may be brought under this Article.

The Union hereby indemnifies and holds harmless the Board of Trustees, its members, officers, agents, and employees from any and all claims, demands, actions, complaints, suits or other forms of liability that shall arise out of or by reason of action taken by the Board for the purposes of complying with the above provisions of this Section, or in reliance on any list, notice, certification, affidavit, or assignment furnished under any of such provisions.

ARTICLE XII: ENTIRE AGREEMENT

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understandings and agreements arrived at by the parties after the exercise of the right and opportunity are set forth in this Agreement. Subject to the requirements of impact bargaining, no other matter shall be subject to renegotiations unless mutually agreed upon between the parties, and no amendments or other agreements shall be effective unless in writing, dated and signed or initialed by both parties.

All compensation, even if compounded by multiple assignments, received under this Agreement is limited to a maximum of 2.99% increase from the prior academic/SURS year in consideration of the provisions of Illinois Pension Code (40 ILCS 5/15-111) and any and all legislative enactments that may follow related thereto.

If subsequent legislative enactments permit compensation in excess of 2.99% without penalty to, or liability for the College, then such compensation may be negotiated between the Parties.

RATIFICATION OF THIS AGREEMENT

By signing below the parties signing on behalf of their respective bargaining units have adopted the attached Agreement in its entirety:

This Agreement shall be in effect from RATIFICATION DATE ____/____/____ through June 30, 2024.

Board of Trustees
Triton Community College
District #504

Illinois Council of Police

Chairperson

Date

Illinois Council of Police

Date

Secretary

Date

Chapter President

Date

Chapter Vice President

Date

Chapter Secretary

Date

Part-Time Police Roster	Starting Employm	Current Pay R	Upon Ratifica	1-Jul-19	1-Jul-20	1-Jul-21	1-Jul-22	1-Jul-23
			2.99%	2.00%	2.00%	2.00%	2.25%	2.50%
Colin Reid	5/3/2001	\$ 18.45	\$ 19.00	\$ 19.38	\$ 19.77	\$ 20.16	\$ 20.62	\$ 21.13
Joseph Gulino	9/20/2010	\$ 18.45	\$ 19.00	\$ 19.38	\$ 19.77	\$ 20.16	\$ 20.62	\$ 21.13
Neil Reyes	11/28/2012	\$ 18.45	\$ 19.00	\$ 19.38	\$ 19.77	\$ 20.16	\$ 20.62	\$ 21.13
Andrew Morales	9/26/2016	\$ 18.20	\$ 18.74	\$ 19.11	\$ 19.50	\$ 19.89	\$ 20.33	\$ 20.84
Alfredo Troche	2/27/2017	\$ 18.20	\$ 18.74	\$ 19.11	\$ 19.50	\$ 19.89	\$ 20.33	\$ 20.84
Daniel Vargas			\$ 18.20	\$ 18.56	\$ 18.94	\$ 19.31	\$ 19.75	\$ 20.24
Olga Vega			\$ 18.20	\$ 18.56	\$ 18.94	\$ 19.31	\$ 19.75	\$ 20.24
Mark Palmsiano			\$ 18.20	\$ 18.56	\$ 18.94	\$ 19.31	\$ 19.75	\$ 20.24
Sal D'Agostino			\$ 18.20	\$ 18.56	\$ 18.94	\$ 19.31	\$ 19.75	\$ 20.24
New Hires			\$ 18.20	\$ 18.20	\$ 18.20	\$ 18.20	\$ 18.20	\$ 18.20

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16274

SUBJECT: DISPOSAL OF OBSOLETE COMPUTER EQUIPMENT

RECOMMENDATION: That the Board of Trustees approve the release and disposal of 586 pieces of obsolete computers, monitors, printers, and computer peripherals per the attached list. Triton has a disposal company that we have worked with for several years that removes and disposes of this equipment at no charge to the College.

RATIONALE: The equipment was purchased with grant and operating funds and is non-operational, unrepairable, obsolete and out of service and well beyond its useful life. The average age of this equipment is approximately 6-7 years old. Some of the equipment is as old as 22 years. The best option for the College is to dispose of the equipment. Illiana Computer Recycling Inc. will provide a certificate of proper disposal and ensure that all hard drives are scrubbed clean of data.

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___ No X

GRANT

GRANT

Asset	Description	Account	Cost	Purchase Date	Grant Number	Serial Number
TCC02029	PRINTER, HP DJ 895 CXI	649758	360.00	01-Mar-99	649-758	US91M1QOH8
TCC04587	PRINTER, HP 4000N	611051	1,283.00	15-Feb-99	611-051	USMB360056
TCC04861	PRINTER, HP LJ 4050TN	389742	1,483.00	17-Feb-00	389-742	SUSQL042013
TCC04929	PRINTER, HP LJ 4050N	629979	1,402.00	27-Apr-00	629-979	USBC128511
TCC05667	PRINTER - HP DJ 970Cxi	628949	359.00	03-Jul-00	628-949	MY05C141C4
TCC19105	CPU,CHATS WORTH OMR-1102,OPTICAL CARD READER	616962	1,563.00	13-Jun-05	616-962	11R06552896
TCC19416	NB, HP NX6110, LEASED FOR 3 YEARS	619989	1,091.00	10-Jan-06	619-989	CNU5450CQ0
TCC19424	NB, HP NX6110, LEASED FOR 3 YEARS	619989	1,091.00	10-Jan-06	619-989	CNU5420LPF
TCC19428	CAMERA,CANON POWERSHOT A520	611780	169.95	20-Jan-06	611-780-549,010	TCC19428
TCC19430	CAMERA,CANON POWERSHOT A520	611780	169.95	20-Jan-06	611-780-549,010	1222236389
TCC19431	CAMERA,CANON POWERSHOT A520	611780	169.95	20-Jan-06	611-780-549,010	1222236382
TCC19432	CAMERA,CANON POWERSHOT A520	611780	169.95	20-Jan-06	611-780-549,010	1222236383
TCC19440	NB,NX6110,1.73Ghz,15"XGA,40GB,2x512MB	611780	1,216.00	24-Jan-06	611-780-549,010	CNU5502FJG
TCC19509	SHARP PROJECTOR, PGMB60X	616962	1,543.01	21-Feb-06	616-962	512935505
TCC19512	3M TRANSPARENCY OVERHEAD	619989	169.00	23-Aug-06	619-989	80030819
TCC20243	NB, HP NX6110	648930	1,141.00	23-May-06	648-930	CNU6181LTC
TCC21095	CPU,HP,COMPAQ,DC7700,P4, 1GB RAM, 3.0GHz, 80GB	619989	822.00	18-Dec-06	619-989	2UA8520LLO
TCC21177	NB,HP,COMPAQ,NX7400	<none>	879.00	06-Mar-07	629-096	CNU709293Y
TCC21203	NB,HP,COMPAQ,NX7400	<none>	995.00	28-Mar-07	629-096	CNU7130WQ4
TCC21204	NB,HP,COMPAQ,NX7400	<none>	995.00	28-Mar-07	629-096	CNU7070XQV
TCC21205	NB,HP,COMPAQ,NX7400	<none>	995.00	28-Mar-07	629-096	CNU7070XQP
TCC21366	AV, KANGURU DVD DUPLICATOR	<none>	637.75	14-Jun-07	629-947	0511010490
TCC21567	MONITOR, HP 17" L1740 FLAT PANEL	619989	209.00	13-Aug-07	619-989	CND72911RD
TCC21568	CPU,HP,COMPAQ,DC7700,P4, 2GB RAM, 2.13GHz, 1050GBHD	619989	1,284.00	13-Aug-07	619-989	2UA7340R4V
TCC21726	NB,HP,COMPAQ,6710B,DT7100	<none>	1,049.00	23-Nov-07	619-065	CNU7462HP6
TCC21727	NB,HP,COMPAQ,6710B,DT7100	<none>	1,049.00	23-Nov-07	619-065	CNU7462J31
TCC21817	PRINTER,HP LJ 4350TN	619989	1,644.86	18-Mar-08	619-989	CNRXX35092
TCC22929	DVD/VCR COMBO, SONY	628949	84.99	09-Feb-09	628-949	SO1-2159393L
TCC25675	CPU, HP COMPAQ 8000 ELITE, 250GB, 4GB	619989	796.00	12-Aug-10	619-989	2UA0330DZ7
TCC25734	MONITOR, HP LA2405WG 24" WIDESCREEN LCD	<none>	249.00	15-Nov-10	642-922	CN40410KZ7
TCC25756	PRINTER, HP DESIGN JET POSTSCRIPT PDF UPGRADE	629053	2,241.75	21-Dec-10	629-053	DK081010P
TCC25860	APPLE I-PAD WI-FI 16GB WHITE/USA MC979LL/A	648930	676.00	03-May-11	648-930	DLXFPRGUDKPH
TCC25880	CPU, HP COMPAQ 8200, 250GB,4GB	<none>	675.00	31-May-11	682-971	2UA1231X48
TCC26408	APPLE, I-PAD2, WI-FI 16GB BLACK BG704LL/A	629982	538.00	08-Nov-11	629-982	DMQGT1DYDFHW
TCC26436	APPLE, I-PAD2, WI-FI 16GB BLACK BG704LL/A	629982	538.00	08-Nov-11	629-982	DMTGR3AZDFHW
TCC26475	APPLE, I-PAD2, WI-FI 64GB WHITE MC981LL/A	611780	699.00	20-Dec-11	611-780 / 113-342	DLXGC7R1DKPK
TCC26476	APPLE, I-PAD2, WI-FI 64GB WHITE MC981LL/A	611780	699.00	20-Dec-11	611-780 / 113-342	DLXGC85CDKPK
TCC26618	CPU, HP COMPAQ 8200, 250GB,4GB	<none>	675.00	25-Aug-11	682-971	2UA20707HL
TCC34570	PRINTER, HP LJ 4050N	614995	1,402.00	07-Feb-00	614-995	US7F033319
TCC34836	PRINTER, HP LJ 4050N	644059	1,347.00	04-Jan-01	644-059	USBD027874
TCC46668	PRINTER, HP INKJET 2200XI	628949	427.00	14-Jun-01	628-949	SG0AJ111C1
TCC46777	OVER HEAD PROJECTOR	611912	192.00	10-Dec-04	611-912	18049534
TCC46778	OVER HEAD PROJECTOR	611912	192.00	10-Dec-04	611-912	18049557
TCC46894	NB - TOSHIBA	619959	1,401.00	10-Sep-01	619-959	7133481CU
TCC47324	CPU, P4, 40GB, 256MB,400MHZ	628078	1,152.00	01-Apr-02	628-078	1239876
TCC47464	NB, 256MB, P3, 20GB, 1.13GHz	644993	1,751.00	29-May-02	644-993	6D26FP8ZB021
TCC48484	KEYBOARD, ERGONOMIC LEFT HANDED	628966	705.50	19-Aug-03	628-966	9938
TCC48541	CAMERA, DIGITAL CANON POWERSHOT A70	611912	265.00	22-Jan-04	611-912	8122408347
TCC48542	CAMERA, DIGITAL CANON POWERSHOT A70	611912	265.00	22-Jan-04	611-912	8122408346
TCC48544	CAMERA, DIGITAL CANON POWERSHOT A70	611912	265.00	22-Jan-04	611-912	8122408348
TCC48546	CAMERA, DIGITAL CANON POWERSHOT A70	611912	265.00	22-Jan-04	611-912	8122408344
TCC48549	CAMERA, DIGITAL CANON POWERSHOT A70	611912	265.00	22-Jan-04	611-912	8122408343
TCC48566	NB,HEWLETT PACKARD COMPAQ,NX9010	SBC GRANT	1,554.00	30-Jan-04	SBC GRANT	2UA406P18Q
TCC48568	NOTEBOOK,HEWLETTT PACKARD COMPAQ,NX9010	SBC GRANT	1,554.00	30-Jan-04	SBC GRANT	2UA406P18R
TCC48698	3M TRANSPARENCY OVERHEAD	619989	169.00	23-Aug-06	619-989	80030845
TCC48702	3M TRANSPARENCY OVERHEAD	619989	169.00	23-Aug-06	619-989	80030836
TCC48987	3M TRANSPARENCY OVERHEAD	619989	160.95	31-Aug-05	619-989	18181429
TCC49057	3M TRANSPARENCY OVERHEAD	619989	169.00	23-Aug-06	619-989	80030831
TCC49357	MONITOR,HEWLETT PACKARD,FLAT PANEL,17"	613066	364.00	24-Jan-05	613-066	CNN450245J

NON-GRANT

NON-GRANT

Asset	Description	Account	Cost	Purchase Date	Serial Number
99000107	CPU,486	<none>	1,000.00	01-Jan-96	
TCC00654	3M 1880 PLUS OVERHEAD PROJECTORS	104580	169.00	09-Apr-08	80104525
TCC00665	SHARP VIDEO PROJECTOR	124231	1,065.00	07-Jan-00	807911448
TCC01558	CPU, HP Z220 CMT WORKSTATION	<none>	1,063.00	27-Mar-13	2UA31417K8
TCC01615	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050K
TCC01617	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050Z
TCC01622	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050B
TCC01623	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050N
TCC01624	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050Q
TCC01625	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050H
TCC01629	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA3160512
TCC01636	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA3160505
TCC01637	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050F
TCC01638	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA3160511
TCC01641	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050X
TCC01643	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA316050T
TCC01644	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	12-Mar-13	2UA3160509
TCC01646	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	09-Apr-13	2UA3161H7B
TCC01649	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	09-Apr-13	2UA3161H78
TCC01652	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	09-Apr-13	2UA3161H7K
TCC01653	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	09-Apr-13	2UA3161H7M
TCC01657	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	09-Apr-13	2UA3161H7G
TCC01659	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	09-Apr-13	2UA3161H7F
TCC01663	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	26-Apr-13	2UA3201JCG
TCC01664	CPU, HP COMPAQ ELITE 8300 CMT	<none>	650.00	26-Apr-13	2UA3201JCH
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TCC01693	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DM1
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TCC01706	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DL5
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TCC01722	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DL1
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TCC01724	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKN
TCC01725	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DL4
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TCC01732	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DL7
TCC01733	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMF
TCC01734	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DM7
TCC01736	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKL
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TCC01741	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DLG
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TCC01745	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DM9
TCC01746	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DLJ
TCC01749	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMX
TCC01750	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKM
TCC01751	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKK
TCC01753	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKX
TCC01754	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMV
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TCC01760	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMQ
TCC01764	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DLT
TCC01766	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DML
TCC01767	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMD
TCC01768	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMK
TCC01769	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMT
TCC01770	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DM4
TCC01772	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKV
TCC01775	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DMB
TCC01776	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DKS
TCC01777	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DLQ
TCC01779	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DLC
TCC01780	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DM8
TCC01781	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	16-Sep-13	MXL3391DM5
TCC01981	FAX, BROTHER 2840	<none>	199.00	01-Apr-15	U63274M4J858422
TCC01988	BLUE YETI PROFESSIONAL USB MIC	<none>	110.49	23-Apr-15	
TCC02027	PRINTER, HP LJ 4000N	1036641	1,283.00	01-Mar-99	USEC009185
TCC02030	PRINTER, HP DJ 895CXI	649758	360.00	01-Mar-99	US91M1QODH
TCC04013	NB-ARMADA	189616	1,873.00	01-Jan-98	1J8CCB23T29T
TCC04018	NB COMPAQ ARMADA 1590	128421	2,524.00	01-Jun-98	J817BRX8R156
TCC04019	NB-ARMADA	128421	2,524.00	01-Jun-98	J817BRX8Q604
TCC04020	NB-ARMADA	128421	2,524.00	01-Jun-98	J817BRX8Q740
TCC04080	NB, COMPAQ ARMADA 1571	188500	1,858.00	01-Jan-97	J824BW31813
TCC04588	PRINTER, HP LJ 4000N	189616	1,330.00	01-Apr-99	USEX041167
TCC05773	PRINTER, HP BUSINESS INKJET 2250TN	128571	827.00	23-Jan-01	SG09D111HF
TCC05960	NB,TOSHIBA SATELLITE2800	389742	1,784.00	12-Apr-01	21226086U
TCC10840	VISUAL PRESENTER	<none>	1,000.00	01-Jan-97	188623
TCC19086	DIGITAL NOTEPAD	1036701	107.33	27-Jun-05	75000026063
TCC19087	DIGITAL NOTEPAD	1036701	107.33	27-Jun-05	75000017740
TCC19088	DIGITAL NOTEPAD	1036701	107.33	27-Jun-05	75000025602
TCC19556	TELEVISION,PANASONIC,PV-DP 2035 20",TV/DVD/VCR COMBO	124427	291.00	03-Mar-06	L5AA411661
TCC19607	MONITOR,HP,L1706,17",FLAT PANEL	188500	230.00	03-Apr-06	CNC60706ZL
TCC19633	MONITOR,HP,L1706,17",FLAT PANEL	188500	230.00	03-Apr-06	CNC60934XF
TCC19655	VIDEO PROJECTOR	188500	1,875.00	19-Apr-06	801951662
TCC19736	AV,SAMSUNG V6700	<none>	20.00	15-May-07	95876RBP407267V
TCC19740	AV,SAMSUNG V6700	<none>	20.00	15-May-07	95876RBP407787K
TCC19802	PRINTER, HP COLOR LASERJET 3800N	181554	910.82	05-May-06	CNR8B41349
TCC20955	NB,HP COMPAQ,TC4400,1.83GHz,512MB,80GB	<none>	1,791.00	15-Nov-06	CND6460DH2
TCC21307	MONITOR,HP,L1906,19",FLAT PANEL	184597	241.00	27-Mar-06	CND717297Z
TCC21597	HARDWARE, APC SMART UPS 750VA	124231	430.00	06-Sep-07	AS0726241985
TCC21705	NB,HP,COMPAQ,6715B	111221	944.50	14-Nov-07	CNU7412CWH
TCC21706	NB,HP,COMPAQ,6715B	111221	944.50	14-Nov-07	CNU7412CV8
TCC21896	NB, HP ULTRA SLIM DOCKING STATION W/ DVD +/-RW DRIVE	134464	246.00	15-Apr-08	2CE81603VZ
TCC21897	NB, HP 2710P TABLET PC	132467	1,549.00	15-Apr-08	2CE8163G2F
TCC21947	CPU, HP COMPAQ DC7800	569527	940.00	09-May-08	2UA82206JY
TCC21973	MONITOR, L1750 17"	124231	220.00	25-Jul-08	CNC820PM78

TCC22045	MONITOR, L1750 17"	619989	220.00	25-Jul-08	CNC820PM6G
TCC22177	MONITOR, L1750 17"	619989	220.00	25-Jul-08	CND80205V0
TCC22220	REVINETIX SENTIO 4U RACK MOUNTABLE 15TB CAPACITY (24 SATA DISKS)	188500	46,789.00	16-Jul-08	00:30:48:98:A8:CB
TCC22226	NB,HP,COMPAQ,6710B	184580	1,135.00	21-Aug-08	CNU82516HG
TCC22265	MONITOR, VIEWSONIC 22"	619989	216.00	17-Oct-08	QZR83762686
TCC22268	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DR
TCC22270	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404CZ
TCC22276	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DC
TCC22284	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DN
TCC22286	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404CF
TCC22296	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404CL
TCC22300	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DQ
TCC22306	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DF
TCC22321	MONITOR, VIEWSONIC 22"	619989	216.00	17-Oct-08	QZR083762676
TCC22324	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DG
TCC22338	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404D4
TCC22349	MONITOR, VIEWSONIC 22"	619989	216.00	17-Oct-08	QZR083762701
TCC22350	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DV
TCC22354	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404DX
TCC22360	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404CH
TCC22366	CPU,HP XW4600, 250GB, 4GBRAM, WORKSTATION	619989	1,387.00	17-Oct-08	2UA84404D5
TCC22616	NB,HP,COMPAQ,6730B	184580	1,099.00	02-Dec-08	CNU8412W3VW
TCC22618	NB,HP,COMPAQ,6730B	184580	1,099.00	02-Dec-08	CNU8412TD6
TCC22622	CPU,HP DC7900, 160GB, 2GBRAM	188500	691.00	10-Nov-08	2UA8470DJM
TCC22651	MONITOR,HP FLAT PANEL,17"	188500	160.00	10-Nov-08	3CQ8424L4Y
TCC22746	CPU,HP DC7900, 160GB, 2GBRAM	188500	691.00	10-Nov-08	2UA8470DJR
TCC22797	MONITOR,HP FLAT PANEL,17"	188500	160.00	10-Nov-08	3CQ8424W8G
TCC22819	SERVER DL320 OPS PID#419405-B21	<none>	0.00		USE803N9C3
TCC22842	CPU,HP DC7900, 160GB, 2GBRAM	124231	675.00	22-Dec-08	2UA9020CCC
TCC22930	NB,HP,COMPAQ,6730B	184580	1,099.00	20-Feb-09	CNU9023754
TCC22931	NB,HP,COMPAQ,6730B	184580	1,099.00	20-Feb-09	CNU90236PW
TCC22932	NB,HP,COMPAQ,6730B	184580	1,099.00	20-Feb-09	CNU9023732
TCC22934	NB,HP,COMPAQ,6730B	184580	1,099.00	20-Feb-09	CNU90237WM
TCC23085	NB,HP,ELITEBOOK,2730B	184580	1,909.00	14-May-09	2CE920BN75
TCC23164	MONITOR,HP FLAT PANEL,17"	184580	120.00	27-May-09	3CQ9153HNJ
TCC23371	CPU,HP DC7900,160GB,2GB RAM	188500	654.00	27-May-09	2UA92309X9
TCC23673	MONITOR,HP FLAT PANEL,17"	124678	115.00	31-Jul-09	3CQ9172BJB
TCC23803	CPU,HP DC7900,160GB,2GB RAM	124678	595.00	17-Aug-09	2UA9330B4W
TCC23857	CPU,HP DC7900,160GB,2GB RAM	124678	595.00	17-Aug-09	2UA9330B70
TCC23858	CPU,HP DC7900,160GB,2GB RAM	124678	595.00	17-Aug-09	2UA9330B85
TCC23997	CPU,HP xw4600 WORKSTATION SATA/SAS	124678	1,387.00	17-Aug-09	2UA9330RZL
TCC24006	NB,HP,COMPAQ,6735B	181665	975.00	18-Aug-09	CNU9267FGL
TCC24007	NB,HP,COMPAQ,6735B	181665	975.00	18-Aug-09	CNU9267FFJ
TCC24008	NB,HP,COMPAQ,6735B	181665	975.00	18-Aug-09	CNU9267FFQ
TCC24177	NB,HP,ELITEBOOK,2730P	124678	1,909.00	07-Oct-09	2CE9412ZKK
TCC24212	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9336CRQ
TCC24221	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337CKYT
TCC24231	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337D63N
TCC24240	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337D4SG
TCC24269	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337D4V8
TCC24272	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337CFY0
TCC24282	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337CQ8G
TCC24285	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337D5PS
TCC24293	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337CKD2
TCC24296	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	121809	479.00	28-Oct-09	CNU9337CF2K
TCC24344	NB, MACBOOK,DUO CORE,2.66GHz,2GB RAM,250GB HD	121809	949.00	28-Oct-09	W8944JB58PW
TCC24346	NB, MACBOOK,DUO CORE,2.66GHz,2GB RAM,250GB HD	121809	949.00	28-Oct-09	W8944WF18PW
TCC24381	MONITOR,HP FLAT PANEL,17"	124678	115.00	22-Oct-09	3CQ9110MDC
TCC24383	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	188679	479.00	28-Oct-09	CNU937D5LF
TCC24385	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	188679	479.00	28-Oct-09	CNU937CQCW

TCC24388	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	188679	479.00	28-Oct-09	CNU937D4MS
TCC24390	NOTEBOOK, HP COMPAQ 610, CELERON 1.86GHz, 250GB, 2048MB	188679	479.00	28-Oct-09	CNU937D67S
TCC24402	CPU, HP DC7900 ULTRA SLIM DESKTOP	124678	656.00	19-Oct-09	2UA9461JWC
TCC24410	CPU, HP DC7900 ULTRA SLIM DESKTOP	124678	656.00	19-Oct-09	2UA9461JWM
TCC24443	PROJECTOR, DIGITAL SHARP PG-F312X XGA 3000 ANSI LUMEN DLP	124678	792.00	18-Nov-09	910917790
TCC24574	PDUMV30NET-SWITCHED METERED PDU WITH REMOTE MONITORING	188677	533.00	02-Feb-10	9844CY0PD687800080
TCC24602	PROJECTOR UX60-ORACLE#1006952 W/87" DIAGNOL SMARTBOARD	188679	1,834.53	16-Dec-09	B012CC21D0157
TCC24620	PROJECTOR UX60-ORACLE#1006952 W/87" DIAGNOL SMARTBOARD	188679	1,834.53	16-Dec-09	B012CC26D0178
TCC24689	SMART DOCUMENT CAMERA SDC-280	188679	658.76	16-Dec-09	440997
TCC25741	MONITOR, HP ZR30W 30" S-IPS LCD	271544	949.00	12-Jan-11	CN4051063G
TCC25763	MONITOR, 19" LCD LE1911	124231	150.00	09-Mar-11	CNK1050B62
TCC25803	MONITOR, 17" LCD LE1711	124231	115.00	09-Mar-11	3CQ104B02F
TCC25819	CPU, HP COMPAQ 8000, 250GB,4GB	188677	796.00	15-Mar-11	2UA1120XVS
TCC25823	CPU, HP COMPAQ 8000, 250GB,4GB	188677	796.00	15-Mar-11	2UA1120XVP
TCC25883	CPU, HP COMPAQ 8200, 250GB,4GB	FOUNDATION	675.00	31-May-11	2UA12504W5
TCC25976	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PV
TCC25979	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PG
TCC25986	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NL
TCC25990	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NP
TCC26002	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PL
TCC26010	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PN
TCC26012	CPU, HP COMPAQ 8200, 250GB,8GB	124231	675.00	25-Aug-11	2UA13509M2
TCC26014	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509KX
TCC26027	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PY
TCC26028	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NW
TCC26031	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NQ
TCC26033	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NM
TCC26043	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509LP
TCC26045	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509KW
TCC26047	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509L5
TCC26053	CPU, HP COMPAQ 8200, 250GB,8GB	124231	675.00	25-Aug-11	2UA13509KY
TCC26060	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509LW
TCC26072	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509M3
TCC26073	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509JX
TCC26074	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509MY
TCC26081	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509N1
TCC26084	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NB
TCC26090	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509N7
TCC26092	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509N3
TCC26095	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509MT
TCC26098	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509K0
TCC26099	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509JY
TCC26104	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509NY
TCC26115	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509QN
TCC26116	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509LR
TCC26119	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509MK
TCC26126	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509KG
TCC26129	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509K3
TCC26132	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PM
TCC26139	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509JP
TCC26154	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PJ
TCC26160	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509PK
TCC26166	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509MJ
TCC26168	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509QV
TCC26173	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509Q9
TCC26174	CPU, HP COMPAQ 8200, 250GB,4GB	124231	675.00	25-Aug-11	2UA13509QG
TCC26291	APPLE, IMAC, 21.5" INTEL CORE I5, 2.5QC, 2x2GB, 500GB, 6750M-USA	124231	1,270.99	04-Oct-11	C02G7FYFDHJF
TCC26307	APPLE, IMAC, 21.5" INTEL CORE I5, 2.5QC, 2x2GB, 500GB, 6750M-USA	124231	1,270.99	04-Oct-11	C02G7G32DHJF
TCC26310	I-PAD 16GB WIFI BLACK #MC705LL/A	124231	499.00	15-May-12	DMPHQMDTDJBT
TCC26327	AV, EPSON PROJECTOR POWER LITE 1835	184580	980.00	13-Oct-11	PAVF180498L

TCC26367	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420P00
TCC26368	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420P2C
TCC26370	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420NSJ
TCC26373	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420NJD
TCC26376	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420MXK
TCC26378	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420NQ4
TCC26393	NB, HP PROBOOK 4430S #XU013UT#ABA	124231	775.00	23-Nov-11	CNU1420NK2
TCC26535	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NQC
TCC26540	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NXC
TCC26541	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NDS
TCC26543	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NDW
TCC26544	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NDB
TCC26545	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420P2J
TCC26546	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420N83
TCC26548	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NQH
TCC26549	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420NL9
TCC26552	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420MW3
TCC26553	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420N9R
TCC26554	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420MYB
TCC26556	NB, HP PROBOOK 4430S #XU013UT#ABA	184580	775.00	30-Jan-12	CNU1420N8M
TCC26612	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JSD
TCC26617	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JSF
TCC26619	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JRS
TCC26628	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JSB
TCC26629	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JS1
TCC26638	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JTG
TCC26640	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JV8
TCC26643	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JVW
TCC26644	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JTD
TCC26666	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JVN
TCC26670	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JPK
TCC26690	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JRK
TCC26694	CPU, HP COMPAQ 8200, 250GB,4GB	613764	668.00	28-Feb-12	2UA21014TT
TCC26699	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	
TCC26706	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JRD
TCC26711	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	
TCC26716	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	
TCC26720	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JVV
TCC26722	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	
TCC26724	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JVT
TCC26725	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JVQ
TCC26737	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JSZ
TCC26739	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JPZ
TCC26741	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JS3
TCC26742	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JR7
TCC26746	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JRC
TCC26748	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JRA
TCC26763	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JQ3
TCC26777	CPU, HP COMPAQ 8200, 250GB,8GB	124231	668.00	30-Jan-12	2UA2060JTR
TCC26781	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JRR
TCC26784	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JQC
TCC26787	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JSK
TCC26788	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JQH
TCC26795	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JQ4
TCC26806	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JW4
TCC26809	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JWJ
TCC26810	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JWV
TCC26842	CPU, HP COMPAQ 8200, 250GB,4GB	124231	668.00	30-Jan-12	2UA2060JW8
TCC26849	IPAD WITH WIFI 32GB BLACK	124231	599.00	09-Apr-12	DMPHKS5DJ8R
TCC26860	HP COMPAQ 8200 ELITE ULTRA-SLIM DESKTOP	124231	650.00	27-Jan-12	2UA2081WWP

TCC26923	APPLE, IMAC, 21.5" INTEL CORE I5, 2.5QC, 2x2GB, 500GB, 6750M-USA	124231	1,270.99	04-Oct-11	C02G7FVRDHJF
TCC26924	MONITOR, HP COMPAQ LE1711	<none>	0.00		3CQ129BWTG
TCC26962	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082835
TCC26963	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082832
TCC26965	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082830
TCC26966	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082823
TCC26967	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082818
TCC26968	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082819
TCC26969	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B082826
TCC26970	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B087681
TCC26971	SMART DOC. CAMERA	124231	628.00	23-May-12	E01B087686
TCC26993	AV, SMART RESPONSE KIT	124678	1,545.36	16-Dec-11	
TCC27091	AV, SMART DOC CAMERA	<none>	628.00	25-Jul-12	E01B098547
TCC27120	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VJ6
TCC27121	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VHD
TCC27122	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VH9
TCC27125	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VH8
TCC27126	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VJ3
TCC27127	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VHT
TCC27129	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VHF
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TCC27141	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VJC
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TCC27161	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VHG
TCC27162	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VJL
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TCC27166	CPU, HP 8300 ELITE	<none>	650.00	03-Jan-13	2UA2490VJ5
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TCC27309	AV, SMARTBOARD PROJECTOR	<none>	0.00	31-Jul-12	B012CA31D0188
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TCC27564	MONITOR, HP LA2006X	<none>	133.00	02-Jan-13	CNC245QNNNG
TCC27602	PROJECTOR, EPSON POWERLITE 1880 LCD	<none>	940.00	27-Mar-13	PZNF280084L
TCC27710	NB, SAMSUNG GALAXY TAB 2, 7.0	<none>	180.99	25-Apr-13	RF2D30D4ZSP
TCC27771	AV, EPSON POWERLITE 1955 PROJECTOR	<none>	1,394.00	22-Jul-13	RLFF350110L
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TCC27986	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S0M
TCC27993	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S5V
TCC27994	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S3J
TCC27995	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S3B
TCC27996	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S39

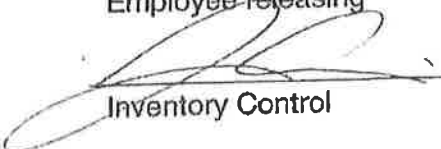
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TCC27998	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S37
TCC27999	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S17
TCC28000	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S35
TCC28001	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S38
TCC28003	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S1D
TCC28006	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S29
TCC28007	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S1Y
TCC28010	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S0Y
TCC28018	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S12
TCC28027	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S1R
TCC28028	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S10
TCC28029	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S1W
TCC28031	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S3T
TCC28038	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S2V
TCC28045	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S0S
TCC28049	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S0C
TCC28059	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481RZW
TCC28063	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S19
TCC28072	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S5M
TCC28077	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S1P
TCC28079	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S6G
TCC28088	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S63
TCC28090	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S25
TCC28092	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S4L
TCC28094	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S5R
TCC28098	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S4B
TCC28100	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S4N
TCC28109	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S42
TCC28112	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S3M
TCC28114	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S4J
TCC28117	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S08
TCC28118	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S3K
TCC28121	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S53
TCC28122	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S6L
TCC28125	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S6V
TCC28126	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S4Z
TCC28127	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S5Z
TCC28136	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S52
TCC28140	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S66
TCC28142	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S3W
TCC28143	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S6Q
TCC28144	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S6D
TCC28145	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S0W
TCC28147	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S6H
TCC28149	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S54
TCC28155	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S68
TCC28159	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S2C
TCC28161	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S27
TCC28169	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S2G
TCC28172	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S2N
TCC28173	CPU, HP COMPAQ ELITE 8300 CMT	<none>	691.00	19-Nov-13	MXL3481S2P
TCC28538	IZIGGI HD WIRELESS DOCUMENT CAMERA, MODEL CDVW-01IP	<none>	151.05	10-Jun-14	261402BA00107
TCC28540	IZIGGI HD WIRELESS DOCUMENT CAMERA, MODEL CDVW-01IP	<none>	151.05	10-Jun-14	261402BA00103
TCC28872	CPU, HP ELITE DESK 800 G1 TWR	<none>	699.00	18-Nov-14	MXL44927MT
TCC28905	CPU, HP ELITE DESK 800 G1 TWR	<none>	699.00	18-Nov-14	MXL44927M6
TCC29063	CPU, HP ELITE DESK 800 G1 TWR	<none>	699.00	18-Nov-14	MXL44927R2
TCC29161	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0300
TCC29162	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0344
TCC29163	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0317

TCC29164	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0365
TCC29165	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0374
TCC29166	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0345
TCC29167	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0370
TCC29168	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0364
TCC29169	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0347
TCC29170	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0350
TCC29171	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0304
TCC29172	AV, SMART DOCUMENT CAMERA	<none>	709.00	22-Dec-14	A102GW38A0302
TCC29379	NB, HP 210 G1 NOTEBOOK, 11" MONITOR	<none>	575.00	03-Feb-15	CND5072P59
TCC29381	NB, HP 210 G1 NOTEBOOK, 11" MONITOR	<none>	575.00	03-Feb-15	CND5072P58
TCC29771	PRINTER, HP OFFICEJET 7110	GRANT	189.00	01-Apr-15	CN5165M1RY
TCC30105	NB, HP 340 G2 NOTEBOOK	<none>	625.00	07-Apr-15	5CG5181S37
TCC30508	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0208
TCC30509	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0817
TCC30510	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0218
TCC30511	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0224
TCC30512	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0813
TCC30513	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0203
TCC30515	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0865
TCC30516	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0908
TCC30517	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0586
TCC30518	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0204
TCC30519	AV, SMART 450 DOCUMENT CAMERA	<none>	709.00	06-Aug-15	A102HW24A0210
TCC30577	MON, HP E221I ELITE DISPLAY	<none>	187.00	18-Aug-15	CNC5200NHS
TCC31102	OMNI-DIRECTIONAL INDOOR/OUTDOOR DOME IP CAMERA	<none>	1,218.00	09-Dec-15	00-1A-07-12-4C-D6
TCC31235	AV, SMART DOCUMENT CAMERA 450	<none>	709.00	05-Jan-16	A102HW41A0491
TCC31236	AV, SMART DOCUMENT CAMERA 450	<none>	709.00	05-Jan-16	A102HW41A0485
TCC34588	NB COMPAQ	188500	1,990.00	29-Jun-98	J824BZW31726
TCC34818	PRINTER, HP LJ 4000N	<none>	0.00		USEK079277
TCC34757	PRINTER, HP LJ 4000N	189616	0.00		USEA005843
TCC34794	PRINTER, HP LJ 2100TN	1036701	918.80	01-Sep-00	USGW106348
TCC34895	NB, TOSHIBA SATELLITE 2775XDVD	138461	2,246.00	09-Nov-00	80836030U
TCC34850	NB - TOSHIBA	138461	2,246.00	09-Nov-00	80836433U
TCC43244	CALCULATOR, MONROE 2020 PLUS II	181719	79.00	12-Oct-04	KK060201
TCC43422	SONY SLV D550P, DVD/VHS COMBO UNIT	111224	143.00	12-May-05	0219191
TCC45881	CROWN, INSTALLATION SERIES AMPLIFIER	1000000	1,954.00	12-Nov-09	NA
TCC45901	BLACK BOX 5-UNIT LAPTOP DEPOT W/POWER	121809	332.36	25-Jan-10	NA
TCC46666	PRINTER, HP LJ 4050N	188500	1,286.00	15-Jun-01	USQX120135
TCC46811	OVERHEAD PROJECTOR	<none>	0.00		898940
TCC46816	OVERHEAD PROJECTOR	<none>	0.00		1539288
TCC46851	TV	<none>	0.00		72143210035
TCC47152	NB, TOSHIBA, SATELLITE 3000-S304 7/1000, 20 GB 256MB XPP	128428	1,575.00	07-Jan-02	Z116692CU
TCC48873	OVERHEAD PROJECTORS	<none>	0.00		1539297
TCC48727	OVERHEAD PROJECTOR	<none>	0.00		1539012
TCC48731	OVERHEAD PROJECTOR	<none>	0.00		1538999
TCC48854	OVERHEAD	<none>	0.00		992784
TCC48894	VCR	<none>	0.00		D7KN04966

Release of Triton College Property

This form is to be used for all equipment, vehicles, etc., to be released and/or disposed of by Triton College if original value exceeds \$50.

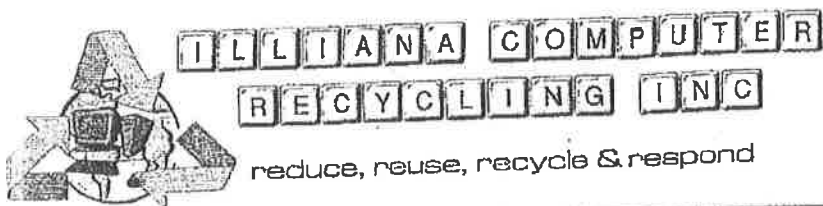
1. Department originally receiving property IT Help Desk
2. Description Computers, Monitors, Printers & Peripherals
Serial and T.C. no. multiple; see attached
Original approximate value \$500 - \$1000
Purchased or donated purchased
3. Present location of property M building Garage
4. Reason for release obsolete, not working, damaged, out of warranty, unrepairable
5. Operational or nonoperational?
Circle one
6. Repairable, if applicable? Yes/No No
Circle one
7. Manner of disposition and to whom Illiana Recycling; see attached letter
8. Signed authorization required prior to release

<u>James Camaioni</u> Employee releasing	<u>IT Services</u> Department
 Inventory Control	<u>4/25/19</u> Date
_____ Chief of Police	<u>4/25/19</u> Date
_____ Administrator of Physical Plant	_____ Date
_____ Department's Vice President	_____ Date

Route to Business Office for dissemination:

White - Business Office
Canary - Police Department
Pink - Employee releasing

Note: Once copy is completed and returned, person releasing the item may proceed with the disposition.



1095 N 50 E
Chesterton, IN 46304
ph 219.688.3938
fax 219.926.7384

GUARANTEE OF ENVIRONMENTAL COMPLIANCE

GUARANTEE

This letter guarantees to _____ that Illiana Computer Recycling complies with all local, state and federal regulations and laws pertaining to the disposal, recycling and transport of computer and other electronic equipment it processes.

ENVIRONMENTAL PLEDGES

Furthermore Illiana Computer Recycling promises to take every reasonable effort to keep such computer and electronics scrap out of landfills. Our pledge is to process and refine these materials whenever reasonably possible.

WASTE HANDLING CLASSIFICATION

Illiana Computer Recycling is considered an universal Waste handler. As such, we have defined process in place to process and handle potentially hazardous material found in computer and electronic equipment. Therefore, we are a properly recognized destination for your potentially hazardous computer and electronic equipment.

TIMELESS

Illiana Computer Recycling will dispose your equipment within six (6) months or as regulations require (currently one year), whichever is of shorter duration.

RECORD KEEPING

Illiana Computer Recycling will maintain records of all movements of your computer and electronic equipment for three (3) years after the date of final movement under our care. Information regarding lot number, equipment type, equipment serial, date received, date shipped to and other customer specific information related to your equipment will also be maintained for three (3) years.

Illiana Computer Recycling Inc.

By: Hans Tenissen

Title: President

Date: _____

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16275

SUBJECT: **AGREEMENT WITH TOTAL TRAFFIC AND WEATHER NETWORK**

RECOMMENDATION: That the Board of Trustees approve the purchase of advertisements during traffic, news, weather and sports reports to be paid to Total Traffic and Weather Network for Fiscal Year 2020 enrollment. The advertisements will run on eight stations throughout Fiscal Year 2020 at a cost not to exceed \$30,000.

RATIONALE: The advertisements will promote Triton College awareness and registration throughout Fiscal Year 2020.

Submitted to Board by: Sean Sullivan
(Vice President) Sean 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 - 04.15.19

Demo Date: 04/15/2019
 Adults 18-34: 04/15/2019
 Proposal Date: 4/15/19
 Expiration Date: 4/29/19
 Submitted By: Scott Trunda
 scotttrunda@ttwnetwork.com
 (312) 540-2284

		Format	Group Owner	Total Sponsorships	Wk 1 Mon 7/29 '19	Wk 2 Mon 8/5 '19	Wk 3 Mon 8/12 '19	Wk 23 Mon 12/30 '19	Wk 24 Mon 1/6 '20	Wk 25 Mon 1/13 '20	Wk 40 Mon 4/27 '20	Wk 41 Mon 5/4 '20	Total Delivery				Rate	Total Investment
													Adults 18-34					
													GIMP	Rch	Rch %	Freq		
Chicago 3BK HOL18+Jan19-Feb19 MSA ARB PPM				176	22	22	22	22	22	22	22	22	1,297,600	727,909	33.6%	1.8	\$170	\$30,000.00
M-F 5a-8p *																		
WDRV-FM		Classic Rock	Hubbard Broadcasting,	16	2	2	2	2	2	2	2	2						
WGCI-FM		Urban Contemporary	iHeartMedia, Inc.	16	2	2	2	2	2	2	2	2						
WKQX-FM		Alternative Rock	Cumulus Media, Inc.	48	6	6	6	6	6	6	6	6						
WKSC-FM		CHR	iHeartMedia, Inc.	32	4	4	4	4	4	4	4	4						
WLIT-FM		Hot AC	iHeartMedia, Inc.	16	2	2	2	2	2	2	2	2						
WOJO-FM		Regional Mexican	Univision Radio	16	2	2	2	2	2	2	2	2						
WPWX-FM		Urban Contemporary	Crawford Broadcasting	16	2	2	2	2	2	2	2	2						
WTMX-FM		Hot AC	Hubbard Broadcasting,	16	2	2	2	2	2	2	2	2						

Each week that the schedule airs will include 10% in pre-emptible market-wide bonus.

Sean Sullivan, VP of Business Services

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16276

SUBJECT: **AGREEMENT WITH ILLINOIS CONVENIENCE AND SAFETY CORP.**

RECOMMENDATION: That the Board of Trustees approve the purchase of bus shelter advertisements to be paid to Illinois Convenience and Safety to support Fiscal Year 2020 enrollment advertising. The advertisements will run throughout FY20 at a cost not to exceed \$29,000.

RATIONALE: The bus shelter advertisements will promote Fall, Spring and Summer Fiscal Year 2020 registration periods.

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

Bus Shelter Advertising Contract

Contract No. 2019-339

Date April 10, 2019

This Contract between **ILLINOIS CONVENIENCE & SAFETY CORP.** (hereafter IC&SC) and the Exhibitor named below, is subject to the Conditions set forth on the back page hereof, which Conditions are made part of this Contract.

PLEASE DISPLAY ADVERTISING AS FOLLOWS:

LOCATION	QUANTITY OF PANELS	PERIOD		PRICE PER 6 Weeks
		FROM	TO	
Chicago Suburban	15	7/8/19	8/18/19	\$9,666.66
		12/2/19	1/12/20	9,666.66
		4/6/20	5/17/20	<u>\$9,666.66</u>
				\$28,999.98

YEAR 2020 2019 2019

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
DATES REQUESTED				6			8					2
DATES APPROVED												

Sales Representative: Bruce Campbell

EXHIBITOR: Triton College

Accepted:

Accepted:

by: **x** Sean Sullivan, VP Business Services Date

company name: Triton College

address: 2000 Fifth Avenue

by: _____

city/state/zip: River Grove, IL 60171

Date

title: _____

phone: 708-456-0300

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16277

SUBJECT: AGREEMENT WITH IHEART MEDIA

RECOMMENDATION: That the Board of Trustees approve the purchase of radio advertisements, Web banners, Web streaming, and additional recruitment opportunities to be paid to iHeart Media, on various stations, KISS FM, WGCI, BIG 95.5 and MYFM, for Fiscal Year 2020 enrollment. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton. The advertisements will run variously throughout Fiscal Year 2020 at a cost not to exceed \$75,000.

RATIONALE: The advertisements will promote Triton College awareness and registration throughout Fiscal Year 2020.

Submitted to Board by: Sean Sullivan
(Vice President) Sean 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 ____ No X

PROPOSAL



Hardey, Steve

Prepared for:

TRITON COLLEGE

Date: 04/09/2019 10:57

Advertiser: TRITON COLLEGE

Spots: 192

Total Net
Cost: **\$21,700.00**

Rates guaranteed until 04/14/2019

Summary

Advertiser TRITON COLLEGE
Customer ID 00021356
Title GCI 2019-20
Proposal Number 5071385
Billing Options Broadcast

Spot Schedule

WGCI-FM

3 Weeks: 7/15, 8/5-8/12

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	4
Mon-Fri 8am-8:30am	5	5
Mon-Fri 8pm-10pm	30	4
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	4
Weekly Total		24
Flight Total		72

3 Weeks: 12/30-1/13

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	4
Mon-Fri 8am-8:30am	5	5
Mon-Fri 8pm-10pm	30	4
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	4
Weekly Total		24
Flight Total		72

2 Weeks: 5/18, 6/1

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	4
Mon-Fri 8am-8:30am	5	5
Mon-Fri 8pm-10pm	30	4
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	4
Weekly Total		24
Flight Total		48

Digital Schedule

WGCI-FM

4 Weeks: 7/22-8/12

Start	End	Asset	Ordered Impressions
7/22/2019	8/18/2019	ROS Video	10000
7/22/2019	8/18/2019	Digital Audio -	35733

3 Weeks: 12/30-1/13

Start	End	Asset	Ordered Impressions
12/30/2019	1/19/2020	ROS Video	10000
12/30/2019	1/19/2020	Digital Audio -	35466

3 Weeks: 5/18-6/1

Start	End	Asset	Ordered Impressions
5/18/2020	6/7/2020	ROS Video	10000
5/18/2020	6/7/2020	Digital Audio -	35466

Proposal Totals

	Spots	Net
WGCI-FM	192	
Total	192	\$21,700.00

Sean Sullivan, VP of Business Services

PROPOSAL



Hardey, Steve

Prepared for:

TRITON COLLEGE

Date: 04/09/2019 10:56

Advertiser: TRITON COLLEGE

Spots: 232

Total Net
Cost: **\$16,280.00**

Rates guaranteed until 04/14/2019

Summary

Advertiser TRITON COLLEGE
Customer ID 00021356
Title BIG 2019-20
Proposal Number 5071415
Billing Options Broadcast

Spot Schedule

WEBG-FM

3 Weeks: 7/8, 7/29-8/5

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	5
Mon-Fri 8am-8:30am	5	5
Mon-Fri 8pm-10pm	30	7
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	5
Weekly Total		29
Flight Total		87

3 Weeks: 12/30-1/13

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	5
Mon-Fri 9am-9:30am	5	5
Mon-Fri 8pm-10pm	30	7
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	5
Weekly Total		29
Flight Total		87

2 Weeks: 5/18, 6/1

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	5
Mon-Fri 8am-8:30am	5	5
Mon-Fri 8pm-10pm	30	7
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	5
Weekly Total		29
Flight Total		58

Digital Schedule

WEBG-FM

4 Weeks: 7/22-8/12

Start	End	Asset	Ordered Impressions
7/22/2019	8/18/2019	ROS Video	10000
7/22/2019	8/18/2019	Digital Audio -	36266

3 Weeks: 12/30-1/13

Start	End	Asset	Ordered Impressions
12/30/2019	1/19/2020	ROS Video	5000
12/30/2019	1/19/2020	Digital Audio -	36200

3 Weeks: 5/18-6/1

Start	End	Asset	Ordered Impressions
5/18/2020	6/7/2020	ROS Video	5000
5/18/2020	6/7/2020	Digital Audio -	36200

Proposal Totals

	Spots	Net
WEBG-FM	232	
Total	232	\$16,280.00

Sean Sullivan, VP of Business Services

PROPOSAL



Hardey, Steve

Prepared for:

TRITON COLLEGE

Date: 04/09/2019 10:57

Advertiser: TRITON COLLEGE

Spots: 192

Total Net
Cost: **\$22,020.00**

Rates guaranteed until 04/14/2019

Summary

Advertiser TRITON COLLEGE
Customer ID 00021356
Title KISS 2019-20
Proposal Number 5071382
Billing Options Broadcast

Spot Schedule

WKSC-FM

3 Weeks: 7/15, 8/5-8/12

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	4
Mon-Fri 10am-11am	5	5
Mon-Fri 8pm-10pm	30	4
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	4
Weekly Total		24
Flight Total		72

3 Weeks: 12/30-1/13

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	4
Mon-Fri 10am-11am	5	5
Mon-Fri 8pm-10pm	30	4
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	4
Weekly Total		24
Flight Total		72

2 Weeks: 5/18, 6/1

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	4
Mon-Fri 10am-11am	5	5
Mon-Fri 8pm-10pm	30	4
Mon-Sun Midnight-Midnight	30	7
Sat-Sun 10am-8pm	30	4
Weekly Total		24
Flight Total		48

Digital Schedule

WKSC-FM

4 Weeks: 7/22-8/12

Start	End	Asset	Ordered Impressions
7/22/2019	8/18/2019	ROS Video	10000
7/22/2019	8/18/2019	Digital Audio -	42666

3 Weeks: 12/30-1/13

Start	End	Asset	Ordered Impressions
12/30/2019	1/19/2020	ROS Video	10000
12/30/2019	1/19/2020	Digital Audio -	42666

3 Weeks: 5/18-6/1

Start	End	Asset	Ordered Impressions
5/18/2020	6/7/2020	ROS Video	10000
5/18/2020	6/7/2020	Digital Audio -	42666

Proposal Totals

	Spots	Net
WKSC-FM	192	
Total	192	\$22,020.00

Sean Sullivan, VP of Business Services

PROPOSAL



Prepared for:

TRITON COLLEGE

Date: 04/09/2019 10:50

Advertiser: TRITON COLLEGE

Spots: 90

Total Net
Cost: **\$15,000.00**

Rates guaranteed until 04/14/2019

Summary

Advertiser TRITON COLLEGE
Customer ID 00021356
Title LIT Holiday 2019
Proposal Number 5071387
Billing Options Broadcast

Spot Schedule

WLIT-FM

3 Weeks: 12/2-12/16

Daypart/Program	Len	Spots
Mon-Fri 6am-7pm	30	5
Mon-Fri 7am-7:30am	5	5
Mon-Fri 8pm-10pm	30	5
Mon-Sun Midnight-Midnight	30	10
Sat-Sun 10am-8pm	30	5
Weekly Total		30
Flight Total		90

Digital Schedule

WLIT-FM

2 Weeks: 12/2-12/9

Start	End	Asset	Ordered Impressions
12/2/2019	12/15/2019	ROS Video	12500

3 Weeks: 12/2-12/16

Start	End	Asset	Ordered Impressions
12/2/2019	12/22/2019	Digital Audio -	50000

Proposal Totals

	Spots	Net
WLIT-FM	90	
Total	90	\$15,000.00

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16278

SUBJECT: **AGREEMENT WITH WKQX (CUMULUS MEDIA)**

RECOMMENDATION: That the Board of Trustees approve the purchase of radio advertisements, Web banners, Web streaming and additional recruitment opportunities to be paid to Cumulus Media Inc. (WKQX radio station) for Fiscal Year 2020 enrollment. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton. Run dates will vary throughout Fiscal Year 2020 at a cost not to exceed \$30,000.

RATIONALE: The advertisements will promote Triton College awareness and registration throughout Fiscal Year 2020.

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

Board Officers' Signature Required:

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

Live @ Lolla Sponsor Deliverables

LOLLAPALOOZA 2019



Triton College



AUDIO

ON-AIR

- Triton presenting sponsor of the 101WKQX Live broadcast including:
 - 60x Name & :05 tag promoting Live at Lolla to run 2 weeks leading up to the fest
 - Hourly name mentions during live broadcast
 - 50x :30 commercials for Triton to run TBD in Q2 or Q3 19'

STREAMING

- Triton presenting sponsor of the 101WKQX Live broadcast including:
 - 40x Name & :05 tag promoting Live at Lolla to run 7/20 – 8/1 6a-12a
 - 20x Name and :10 message to run 8/2-8/5 ("Live at Lolla sponsored by client message")
 - Hourly name mentions during live broadcast (24x total)
 - 50x :30 commercials for Triton to run TBD in Q2 or Q3 19'

DIGITAL

- Triton College logo on custom Lolla microsite on 101WKQX.com
- Influence-Based & Activity-Based Digital Marketing
 - Station display banners
 - Station social post
 - Station event listing
 - Geo-Targeted Text Blast
 - Acquisition display banners
 - Promotion display banners
 - Retention display banners
 - 4x 24hr homepage takeover

EVENT INTEGRATION

- Triton College logo integration into 101WKQX media area (i.e. product placement, integration in video set or backdrop, unique engagement with artists fans)
 - Triton sponsor of Lolla single day passes for contesting via text-2-win contest or social media contest
- ### ON-SITE AT TRITON
- 2-hour Lolla ticket drop on Triton campus
 - Event hosted by 101WKQX street team & on-air personality
 - Event comes with 15x on-air promos
 - Event listed on 101WKQX.com events section
 - VIP tickets to concert

Sean Sullivan, VP of Business Services

▶ **1,499,800+**

TOTAL IMPRESSIONS

▶ **\$12,500**

NET INVESTMENT

Ticket Blitz Thursday

TBD TIMING



AUDIO

ON-AIR

- Inclusion in 35x live/rec promotional announcements supporting Ticket Blitz Thursday TBD dates

- 50x :30 brand messages for Triton College to run TBD in 2019

STREAMING

- Inclusion in 35x live/rec streaming promotional announcements supporting Ticket Blitz Thursday TBD dates

- 50x :30 brand messages for Triton to run TBD in 2019 on 101WKQX.com streaming player and mobile apps

DIGITAL

- Triton College logo on ticket blitz Thursday images 101WKQX.com

- Influence-Based & Activity-Based Digital Marketing

- Station display banners
- Station social post
- Station event listing
- Geo-Targeted Text Blast
- Acquisition display banners
- Promotion display banners
- Retention display banners
- 4x 24hr homepage takeover

EVENT INTEGRATION

ON-SITE AT TRITON

- 2-hour ticket drop on Triton campus
 - Event hosted by 101WKQX street team & on-air personality
 - Event comes with 20x on-air promos
 - Event listed on 101WKQX.com events section

- Tickets to concert for Triton use

▶ **650,000+**

TOTAL IMPRESSIONS

▶ **\$5,000**

NET INVESTMENT

Sean Sullivan, VP of Business Services

“You Pick Triton” Event Integration Deliverables

THE NIGHTS WE STOLE CHRISTMAS 2019



AUDIO

ON-AIR

- Name mention in a minimum of 50x live/recorded :15 promos supporting The Nights We Stole Christmas to run M-Su 6a-12m over a 3-4 week period.

- 50x (:30) messages for Triton College use to run TBD in Q419' or Q120'

STREAMING

- Name mention in a minimum of 50x live/recorded :15 streaming promos supporting The Nights We Stole Christmas to run M-Su 12-12a over a 3-4 week period.

- 50x (:30) messages for Triton College to run TBD in Q419' or Q120' on 101WKQX.com streaming player and mobile apps

DIGITAL

- Static logo/link on TNWSC landing page

- Influence-Based & Activity-Based Digital Marketing

- Station display banners
- Station social post
- Geo-Targeted Text Blast
- Acquisition Display banners
- Promotion display banners
- Retention display banners

EVENT INTEGRATION

ON-SITE AT TRITON CAMPUS

- 2-hour TNWSC ticket drop on Triton campus
 - Event hosted by 101WKQX street team & on-air personality
 - Event comes with 14x on-air promos
 - Event listed on 101WKQX.com events section

ON-SITE AT CONCERT (6-Shows)

- Customized on-site activation area where Triton can engage captive audience
- Custom co-branded commemorative Guitar Picks created for each night of TNWSC. Picks will be distributed at the Triton College activation area reminding concert goers to “Pick” Triton!
- Opportunity to distribute info on Triton College
- 10x VIP tickets to concert for Triton use (1x pair per night)

▶ **1,414,000+**

▶ **\$12,500**

Sean Sullivan, VP of Business Services

TOTAL IMPRESSIONS

NET INVESTMENT



TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16279

SUBJECT: **AGREEMENT WITH INTERSTATE OUTDOOR ADVERTISING**

RECOMMENDATION: That the Board of Trustees approve the expenditure paid to Interstate Outdoor Advertising to purchase billboard advertising space on North Avenue and Fifth Avenue. This Agreement will begin July 1, 2019 and run through June 28, 2020 at a cost not to exceed \$28,577.

RATIONALE: The billboard advertisement will promote Triton College awareness and registration throughout Fiscal Year 2020.

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

Board Officers' Signature Required:

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

To: **Advertiser** Triton College
 Product Education
 Agency/OSP
 Attention Renee Swanberg
 Address 2000 Fifth Ave
 Room P-104
 River Grove, IL 60171
 Phone / Fax (708) 456-0300

Out-of-Home Media Contract

Date 4/3/2019
Contract No. 27917
Account Executive(s) Daniel Greifer AE

Market	Media Type	Unit #	Description	Size	Qty	Facing	Start Date	End Date	Period Type	Periods	Cost Per Period	Total Cost
Chicago DMA	Bulletins	C513D	N/S West North Ave (Rte 64) just W/O River Rd (Rte 171)	14' x 48'	1	West	7/1/2019	6/28/2020	4-Weekly	13.00	\$2,198.19	\$28,576.47

Net Total Contract	\$28,576.47
Production and Install	\$0.00
Total Net Amount	\$28,576.47

Special Instructions:

Three vinyls and three installs included. Additional vinyls billed at \$1,280 net/vinyl plus tax and shipping. Additional installs billed at \$500 net/install plus tax.
 Payment Terms: Net 30 Days
 Photo Required: Yes
 Send Photo To: reneeswanberg@triton.edu.

ADVERTISER:_____ AGENCY:_____ OUTSIDE PARTY:_____ INTERSTATE:_____
 Initial Initial Initial Initial

905 North Kings Highway | Cherry Hill, NJ 08034 | P (856) 667-6620 F (856) 482-6195

114/208



Out-of-Home Media Contract

Date	4/3/2019
Contract No.	27917
Account Executive(s)	Daniel Greifer AE

Interstate	Advertiser	Triton College	Agency/Outside Party
Signature	Signature		Signature
Title	Title	VP, Business Services	Title
Printed Name	Printed Name	Sean Sullivan	Printed Name
Date	Date		Date

ADVERTISER: _____ AGENCY: _____ OUTSIDE PARTY: _____ INTERSTATE: _____
[initial] [initial] [initial] [initial]

115/208



TERMS AND CONDITIONS

1. (a) The use and operation of the advertising display(s), posters, bulletins, panels, flex faces or painted designs (sometimes "signs", "advertising space", "Space" or "Display") and the size, form, wording, illustration and style of all copy to be utilized under this Contract shall be subject to the following: (i) they may not be used or permitted to be used for the sale or exhibition of any article in any way related to pornography, or for any other purposes which would commonly be referred to as erotic or which encourage illegal activities; (ii) the approval of INTERSTATE, and INTERSTATE reserves the right to reject before painting, posting or copy changes, any copy or advertisement which in its sole reasonable opinion is of an objectionable character; and (iii) shall be subject and subordinate to, any lease, license or agreement granting INTERSTATE the right to use the advertising space, if any.
(b) Advertiser and Agency (collectively sometimes "Advertiser" or "Advertiser/Agency") warrants that no advertisement or part thereof shall violate any statute, regulation or rule of any federal, state or local government, governmental agency, or court order, and shall hold harmless, indemnify and defend INTERSTATE against any liability, loss, damage, cost, judgment or expense, including reasonable attorney's fees, which INTERSTATE may incur by reason of any material or message that may be presented in said advertisements, or for infringement of trade name, copyrights, invasion of rights or privacy, illegal competition or trade practices or claims of a similar nature.
2. Advertiser may change the copy on the display at the time of reposting (vinyl, poster, or paint), provided that it shall deliver new copy instructions to INTERSTATE not less than sixty (60) days prior to the reposting date and providing no agreement to the contrary is written on the first page of this Contract. With respect to the initial posting or painting and all subsequent copy to be displayed under this Contract, INTERSTATE shall have up to seven (7) business days after the designated installation date to complete the installation. INTERSTATE shall have up to (7) business days to complete the copy installation. Original copy and/or copy changes will be faithfully reproduced and executed in a professional manner and maintained in good condition during the term of this Contract.
3. (a) In the event INTERSTATE is unable to maintain the Display or its unobstructed visibility due to any circumstances beyond its sole and exclusive control, including, but not limited to, force majeure, terrorism, the advertisement violates the law, acts of God, fire, labor dispute, strike, casualty, loss of space, lease termination, change in law, governmental action or order, vandalism, weather damage, lack of access or any other cause or condition, then INTERSTATE will be discharged from the obligation of displaying the advertising during the period of such inability and shall be released from all liability for failure to display the advertising as well as any costs resulting from damage to the copy and the replacement thereof except that the payment to INTERSTATE for the affected Display shall be reduced for the time period the advertising is not

posted. However, such inability shall not effect a termination of this Contract or a diminution of Advertiser's obligations hereunder other than a reduction in payment due. This reduction in payments to INTERSTATE for the affected Display shall be the sole and exclusive remedy available to the Advertiser and in complete satisfaction of any claims the Advertiser may have against Interstate for any cause, claim, loss, cost, expense, damage, liability, right or remedy, or inability to Display the advertising or breach or default by INTERSTATE under this Contract. The Advertiser shall have no other or further right, remedy, claim or cause of action against INTERSTATE. Neither Party shall be responsible for any lost revenue, profit, indirect, special, punitive or consequential damages claimed to be due for its failure to perform according to the terms of this Contract, or arising out of, concerning or related to this Contract, however caused, regardless of the theory of liability (whether in contract, tort, including negligence, or otherwise).

(b) INTERSTATE shall have the right to cancel and terminate this Contract if INTERSTATE or its landlord intends to develop the space, or demolish, alter or rebuild the building containing the Display, or upgrade the Display to non-static digital. Such cancellation and termination shall be exercised by INTERSTATE giving Advertiser not less than thirty (30) days written notice thereof, and upon the date designated in such notice so served by INTERSTATE, which in any event shall be not less than thirty (30) days after the service thereof, this Contract shall come to an end with the same force and effect as though such date set forth in such notice were the date for the expiration of the term of this Contract by lapse of time. All fees paid by Advertiser shall be prorated and any fees paid for services following the date of termination shall be refunded within five (5) of termination.

(c) In the event of INTERSTATE's loss of right to advertising space, this Contract shall terminate as to that particular advertising space affected without any further liability on the part of INTERSTATE other than the return of any prepaid rent for the advertising space affected.

(d) INTERSTATE is not obligated to renew this Contract and no claim may be asserted against INTERSTATE for the failure to agree to a renewal of this Contract. Advertiser is not obligated to renew this Contract and no claim may be asserted against Advertiser for the failure to agree to a renewal of this Contract.

4. If listed as illuminated, the Display is to be lighted from dusk to midnight, seven (7) days per week. If a space which is to be illuminated is without illumination for more than three (3) business days after written notice thereof is received by INTERSTATE, a credit memo shall be rendered pro rata at 15% of the daily rate as stipulated herein for the period during which such service is not furnished. All pro rata invoices and credits are to be computed on the basis of thirty (30) days to the month.
5. The price of this Contract is based upon posting within the copy area. Special treatment such as embellishments and special effects will be charged additionally and separate agreement for their purchase, rental and maintenance can be

made. No credit will be allowed for Vinyls or Installations not taken. Any Vinyls or Installations taken during this Contract period cannot be applied to another contract at any time. At the conclusion of this contract, INTERSTATE shall have the right to dispose of vinyls at its sole discretion.

6.
 - (a) Payment shall first be due forty-five (45) days after commencement of service unless otherwise set forth on the first page of this Contract, and shall be due monthly thereafter on the first day of each month without notice or demand by INTERSTATE. Time shall be of the essence for each such payment. If approved copy has not been received by INTERSTATE within thirty (30) days after the signing date of this Contract, payment shall first be due at that time. Any Contract for two months or less shall be paid in full upon signing of this Contract, It is understood by both parties that no work will be started before payment has been made.
 - (b) Should any monthly payment become overdue for a period in excess of fifteen (15) days, a "late charge" of five (5%) percent, or the maximum amount permitted by law, whichever is less, of the amount overdue will be charged by INTERSTATE, in addition to interest as set forth in paragraph 6(c).
 - (c) It is expressly agreed between the parties hereto that upon default by the Advertiser in making payments as provided herein as they become due, the entire amount unpaid shall become due and payable immediately, together with interest at the rate of 1-1/2% per month, late charges and the fees and expenses of counsel retained to collect such amount. The failure of either Party to assert any and all rights or remedies available under this Contract shall not be deemed a waiver thereof.
 - (d) No payment by Advertiser or receipt by INTERSTATE of a lesser amount than the correct cost per month or rent shall be deemed to be other than a payment on account, nor shall any endorsement or statement on any check or letter accompanying any check or payment be deemed an accord and satisfaction and INTERSTATE may accept such check or payment without prejudice to INTERSTATE's right to recover the balance or pursue any other remedy provided in the Contract or at law. No payments shall be deemed to have been made hereunder unless made to the order of INTERSTATE and actually received by INTERSTATE.
 - (e) If payment is more than fifteen (15) days overdue, in addition to any other remedies, INTERSTATE may remove any advertising copy and displays without liability on INTERSTATE'S part.
 - (f) Interstate may, upon notice to the Advertiser / Agency, cancel this Contract at any time (i) upon material breach by the Advertiser / Agency; (ii) if Interstate does not receive timely payment of billings; or (iii) if the Advertiser or Agency's credit, is in Interstate's reasonable opinion, impaired.
7. This Contract shall be binding upon the heirs, executors, administrators, successors and assigns of the parties herein, subject to the prohibition on the assignment by Advertiser/Agency. This Contract shall not be assigned, transferred, subleased, or sublicensed by the Advertiser without the prior written

permission of INTERSTATE which may be withheld for any reason or no reason in INTERSTATE's sole reasonable and absolute discretion.

8. This Contract does not and shall not be deemed to constitute a lease or a conveyance of the Space by INTERSTATE to Advertiser, or to confer upon Advertiser any right, title, estate or interest in the Space. This Contract grants to Advertiser only a personal privilege to use the Space for the term hereof on and subject to the terms and conditions as set forth herein.
9. This Contract shall be governed by the law of the State of Illinois and shall be construed without regard to any presumption or any other rule requiring construction against the party causing this Contract to be drafted. All disputes shall be resolved in the Circuit Court of Cook County. This Contract is not binding unless accepted by an officer of INTERSTATE and Advertiser.
10. If any term or provision is held invalid or unenforceable for any reason whatsoever, the remainder shall be valid and enforceable to the fullest extent permitted by law and shall be deemed to be separate from such invalid or unenforceable provisions and shall continue in full force and effect with the stricken provision or part thereof replaced with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
11. Entire Agreement. This Contract sets forth the entire understanding of the parties with regard to the subject matter hereof, and all prior understandings with regard thereto, whether oral or written, are merged herein. This Contract cannot be changed, amended, altered or modified except by an instrument in writing signed by an authorized officer of each Party and signed by said authorized agent.
12. By executing this Contract, the Advertiser hereby authorizes INTERSTATE to use the copy that is subject to this contract for INTERSTATE's promotional purposes including, but not limited to, use on websites, brochures, presentations and distribution materials.
13. Your Signature and initials evidences that you have the authority and right to act, execute and deliver this Contract, in an official capacity only. The individual signing on behalf of Advertiser shall have no personal liability under this Agreement or to INTERSTATE.
14. INTERSTATE agrees to hold harmless and indemnify Advertiser, its officers, agents, trustees and employees against any losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by or asserted against Advertiser, its officers, agents, trustees or employees, including reasonable attorneys' fees and expenses, arising out of the acts or omissions of INTERSTATE, its officers, agents or employees, under this Agreement.

Advertiser agrees to hold harmless and indemnify INTERSTATE, its officers, agents, trustees and employees against any losses, damages, judgments, claims, expenses, costs and liabilities imposed upon or incurred by or asserted against INTERSTATE, its officers, agents, trustees or employees, including reasonable attorneys' fees and expenses, arising out of the acts or omissions of Advertiser, its officers, agents or employees, under this Agreement.

15. INTERSTATE assumes full responsibility for the payment of all federal, state and local taxes incurred by INTERSTATE as a result of this Agreement.
16. INTERSTATE represents that it possesses all professional or business licenses required by law, if any, and all qualifications necessary to fully perform its obligations.
17. INTERSTATE shall not discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap, an unfavorable discharge from military service, or any other factor as prohibited by law. INTERSTATE certifies that it is an equal opportunity employer.
18. INTERSTATE certifies that it maintains a written sexual harassment policy in conformance with 775 ILCS 5/2-105.
19. If INTERSTATE has more than 25 employees, INTERSTATE certifies that it provides a Drug Free Workplace in compliance with the Drug Free Workplace Act. 30 ILCS 580/1 et seq.

Sean Sullivan, VP of Business Services

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16280

SUBJECT: AGREEMENT WITH COMCAST SPOTLIGHT

RECOMMENDATION: That the Board of Trustees approve the purchase of digital ads to be paid to Comcast Spotlight for Fiscal Year 2020 enrollment. The advertisements will support Fiscal Year 2020 enrollment. Run dates will vary throughout Fiscal Year 2020 at a cost not to exceed \$26,000.

RATIONALE: The advertisements will promote Triton College awareness and registration throughout Fiscal Year 2020.

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

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
-------------------------------------	------------------------------------	-------------------------------------

Related forms requiring signature: Yes ____ No X

WANT TO REACH YOUR AUDIENCE

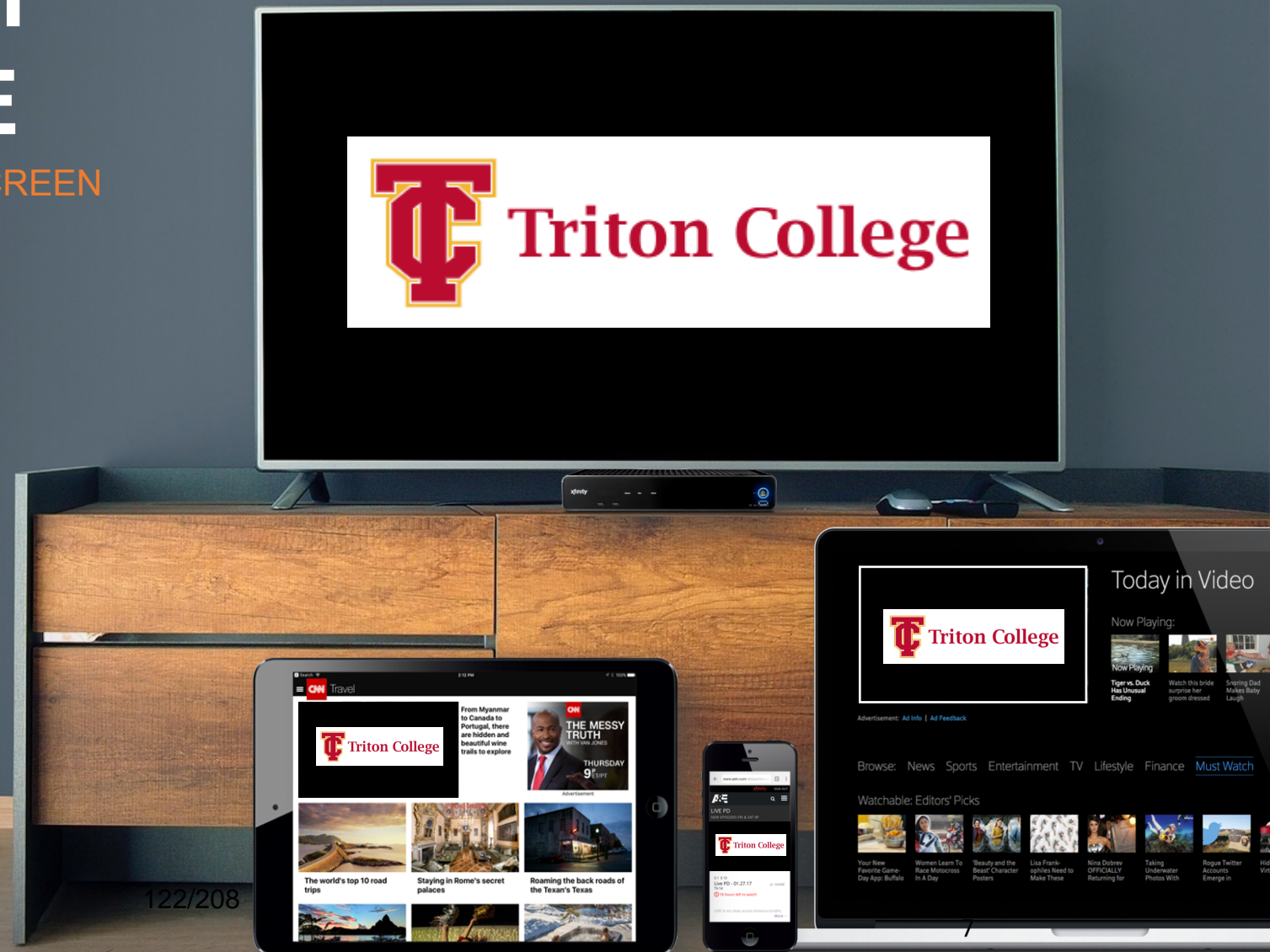
CONSIDER THEM FOUND ON EVERY SCREEN

2019-2020 VIDEO RECOMMENDATION

COMCAST
SPOTLIGHT®

Presented By:
Richelle Schuenemann 4/23/19

© 2019 Comcast Spotlight. All rights reserved.



TRITON COLLEGE

2019-20 CAMPAIGN SUMMARY: TELEVISION ~ 4.23.19 R1



Multi Screen Zone: Oak Park, Comcast & AT&T
Demo Target: Reaching a diverse audience interested in education, with a primary focus in reaching Adults 18-34

TV Flight Dates: 7/22-8/11/19, 12/16/19-1/5/20, 4/20-5/10/20

❖ Cable Network Schedule	\$ 46,879.09
❖ Hispanic Schedule	\$ 3,150.00
❖ Network VIDEO Sports :	
❖ CHICAGO BLACKHAWKS (AT&T Only)	\$ 3,420.00
❖ NCAA MARCH MADNESS (Comcast and AT&T)	\$ 7,240.00
❖ NFL MONDAY NIGHT FOOTBALL (Comcast and AT&T)	\$ 8,428.00

Campaign Total (TV) : \$69,117.09 - 15% Discount = Your Cost \$58,749.52

Projected Total Impressions 675,877 +

Authorized Acceptance: _____ **Date:** _____
Sean Sullivan, VP of Business Services

COMCAST
SPOTLIGHT®

Rates valid for 2 weeks after date of initial proposal. Inventory subject to change based on availability.

Submitted by: Richelle Schuenemann, 4.23.19 R1

2019-20 CAMPAIGN SUMMARY: MULTISCREEN VIDEO ~ 4.23.19

R1



LAST YEAR'S RECAP: July 2018 – March 2019**

- ❖ **1,348 BONUS Digital Forced View Video Ads Delivered!**
- ❖ **885,486 COMPLETED Digital Forced View Video Commercials on multiple screens that include Desktops, Laptops, Tablets, Mobile, Connected TV's and Connected Devices (OTT: delivery of film and TV content via the internet, without requiring users to subscribe to a traditional cable or satellite pay-tv service).**
- ❖ **Cost Per COMPLETED Forced View Commercial: \$0.03/view**
- ❖ **Time Spent Viewing Forced View Video Commercials: 270 DAYS!**

Multi Screen Zone: Oak Park, Comcast & AT&T

- ❖ **1,027,164 Total Multi Screen VIDEO IMPRESSIONS**
 - ❖ **Premium Digital TV** impressions reaching cable subscribers watching TV content on their TV, phone, tablet, and On-Demand! **35,000 imp's/mo.**
 - ❖ **TARGETED Premium Digital Video** impressions reaching *college intenders and sports enthusiasts audiences (20,988 imp's per month per target) and 10,119 imp's per month reaching Hispanics* watching Comcast-approved premium digital content.

Campaign Total : \$30,440.40 - 15% Discount = Your Cost \$25,874.34

Authorized Acceptance: _____ **Date:** _____
Sean Sullivan, VP of Business Services

124/208

Rates valid for 2 weeks after date of initial proposal. Inventory subject to change based on availability.

Submitted by: Richelle Schuenemann, 4.23.19R1, ** YTD campaign thru 3.19, campaign airs thru 6.19

COMCAST
SPOTLIGHT®

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16281

SUBJECT: AGREEMENT WITH PANDORA RADIO

RECOMMENDATION: That the Board of Trustees approve the purchase of audio ads with banners to be paid to Pandora Radio for Fiscal Year 2020 enrollment. The advertisements will run variously throughout Fiscal Year 2020 in support of Fiscal Year 2020 enrollment at a cost not to exceed \$30,000.

RATIONALE: The advertisements will promote Triton College awareness and registration throughout Fiscal Year 2020.

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

Board Officers' Signatures Required:

<u>Mark R. Stephens</u> Chairman	<u>Diane Viverito</u> Secretary	<u> </u> Date
-------------------------------------	------------------------------------	-------------------------------------

Related forms requiring signature: Yes ☐ No ☒



2101 WEBSTER ST • STE 1650

OAKLAND, CA 94612

T 510.451.4100 • PANDORA.COM

ORDER INFORMATION	
Agency	
Primary Contact	Renee Swanberg
Campaign Name	Triton College FY20
Order #	P1306556
Advertiser	Triton College
Advertiser Address	2000 5th Ave
City, State, Zip	River Grove, IL, 60171
Order Dates	07/15/2019 - 05/31/2020
Export Date	04/16/2019
Primary Salesperson	Ana Dirksen
Salesperson Contact	adirksen@pandora.com

BILLING INFORMATION	
Account to be	Triton College
Billing Contact	Renee Swanberg
Billing Contact	rswanber@triton.edu
Billing Address	2000 5th Ave
Billing City, State	River Grove, IL, 60171
Currency	USD
Billing Source	DFP: PANDORA
Billing Terms	N/A
Terms and Conditions	N/A
Billing Notes	N/A

Package	Placement	Ad Size	Start Date	End Date	Ordered Quantity	Net Rate	Cost Type	Net Cost	Guaranteed	Reach	Reachable Audience	Pandora Frequency	% Reach	Targeting
Mobile Audio :30 with Standard Companion Banner	18-29, 07/15/2019-08/15/2019, COOK, IL COUNTY - Audio	n/a	07/15/2019	08/15/2019	211,640	\$15.75	CPM	\$3,333.33	YES	97,737	250,610	2.17	39.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
	18-29, 07/15/2019-08/15/2019, COOK, IL COUNTY - Banner	1:1 or 300x250	07/15/2019	08/15/2019	211,640	\$0.00	CPM	\$0.00	NO					
Mobile Audio :30 with Standard Companion Banner	18-29, 12/09/2019-01/08/2020, COOK, IL COUNTY - Audio	n/a	12/09/2019	01/08/2020	211,640	\$15.75	CPM	\$3,333.33	YES	88,068	214,800	2.40	41.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
	18-29, 12/09/2019-01/08/2020, COOK, IL COUNTY - Banner	1:1 or 300x250	12/09/2019	01/08/2020	211,640	\$0.00	CPM	\$0.00	NO					
Mobile Audio :30 with Standard Companion Banner	18-29, 05/04/2020-05/31/2020, COOK, IL COUNTY - Audio	n/a	05/04/2020	05/31/2020	211,640	\$15.75	CPM	\$3,333.33	YES	83,925	186,500	2.52	45.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
	18-29, 05/04/2020-05/31/2020, COOK, IL COUNTY - Banner	1:1 or 300x250	05/04/2020	05/31/2020	211,640	\$0.00	CPM	\$0.00	NO					
Mobile Display with Standard Banner 300x250	18-29, 07/15/2019-08/15/2019, COOK, IL COUNTY - Banner	300x250	07/15/2019	08/15/2019	459,770	\$7.25	CPM	\$3,333.33	YES	120,782	194,810	3.81	62.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
Mobile Display with Standard Banner 300x250	18-29, 12/09/2019-01/08/2020, COOK, IL COUNTY - Banner	300x250	12/09/2019	01/08/2020	459,770	\$7.25	CPM	\$3,333.33	YES	108,277	166,580	4.25	65.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
Mobile Display with Standard Banner 300x250	18-29, 05/04/2020-05/31/2020, COOK, IL COUNTY - Banner	300x250	05/04/2020	05/31/2020	459,770	\$7.25	CPM	\$3,333.33	YES	102,944	160,850	4.47	64.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
Mobile Video Plus :15 Completion Standard Banner 300x250	18-29, 07/15/2019-08/15/2019, COOK, IL COUNTY - Video	n/a	07/15/2019	08/15/2019	22,222	\$0.15	CPV	\$3,333.34	NO	0	0	0.00	0.0	Demo Targeting: 18-29; Content Targeting: Music
	18-29, 07/15/2019-08/15/2019, COOK, IL COUNTY - Banner	n/a	07/15/2019	08/15/2019	0	\$0.00	CPV	\$0.00	NO					
Mobile Video Plus :15 Completion Standard Banner 300x250	18-29, 12/09/2019-01/08/2020, COOK, IL COUNTY - Video	n/a	12/09/2019	01/08/2020	22,222	\$0.15	CPV	\$3,333.34	NO	0	0	0.00	0.0	Demo Targeting: 18-29; Content Targeting: Music
	18-29, 12/09/2019-01/08/2020, COOK, IL COUNTY - Banner	n/a	12/09/2019	01/08/2020	0	\$0.00	CPV	\$0.00	NO					
Mobile Video Plus :15 Completion Standard Banner 300x250	18-29, 05/04/2020-05/31/2020, COOK, IL COUNTY - Video	n/a	05/04/2020	05/31/2020	22,222	\$0.15	CPV	\$3,333.34	NO	0	0	0.00	0.0	Demo Targeting: 18-29; Content Targeting: Music
	18-29, 05/04/2020-05/31/2020, COOK, IL COUNTY - Banner	n/a	05/04/2020	05/31/2020	0	\$0.00	CPV	\$0.00	NO					
Mobile Display with Standard-Added Value Banner 300x250	18-29, 07/15/2019-08/15/2019, COOK, IL COUNTY - Banner	300x250	07/15/2019	08/15/2019	69,363	\$0.00	CPM	\$0.00	YES	45,276	110,430	1.53	41.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
Mobile Display with Standard-Added Value Banner 300x250	18-29, 12/09/2019-01/08/2020, COOK, IL COUNTY - Banner	300x250	12/09/2019	01/08/2020	69,363	\$0.00	CPM	\$0.00	YES	42,583	96,780	1.63	44.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
Mobile Display with Standard-Added Value Banner 300x250	18-29, 05/04/2020-05/31/2020, COOK, IL COUNTY - Banner	300x250	05/04/2020	05/31/2020	69,363	\$0.00	CPM	\$0.00	YES	41,586	101,430	1.67	41.0	Demo Targeting: 18-29; COOK, IL COUNTY; Content Targeting: Music
Total					2,923,905	\$7.15		\$30,000.00		251,869		8.82	44.00%	

Effective Net Rates	
eCPM	\$7.00
eCPV	\$0.15

Sean Sullivan, VP of Business Services

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16282

SUBJECT: **AGREEMENT WITH UNIVISION COMMUNICATIONS INC.**

RECOMMENDATION: That the Board of Trustees approve the purchase of radio advertisements, Web banners, Web streaming, and additional recruitment opportunities to be paid to Univision Communications Inc. for Fiscal Year 2020 enrollment. Additional recruitment opportunities may include contests with the station, appearances by the radio station talent, and various events to promote Triton. The advertisements will run variously throughout Fiscal Year 2020 in support of Fiscal Year 2020 enrollment at a cost not to exceed \$21,000.

RATIONALE: The advertisements will promote Triton College awareness and registration throughout Fiscal Year 2020.

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

Related forms requiring signature: Yes_____ No X

Triton College 2019-2020

From: Rachel Glover
 Phone: (713) 965-2452
 Email: rshaw@univision.net
 4/19/2019 3:18 PM



Radio

Flight Dates: 08/05/2019 - 05/31/2020
 Demo: P 12-24 Ethnic = Hispanic/All

Radio Market: CHICAGO
 Survey: MAR19 / FEB19 / JAN19
 Geography: Metro

	Daypart	Daypart Code	Spots	Length	Unit Rate	Total Cost	Net Reach
Radio Total			183		\$45.66	\$8,355.00	107,700
WWIV-FM			132		\$41.14	\$5,430.00	58,900
Flight A - 6 wks (08/05, 08/12, 01/06, 01/13, 05/04, 05/11)							
			132		\$41.14	\$5,430.00	58,900
One Week Total			22		\$41.14	\$905.00	13,500
	W-F 3P-7P		12 30		\$65.00	\$780.00	7,500
	M-F 7P-10P		5 30		\$25.00	\$125.00	2,800
	M-F 5A-12M		5 30		\$0.00	\$0.00	2,800
WPPN-FM			51		\$57.35	\$2,925.00	51,700
Flight A - 3 wks (08/12, 01/13, 05/11)							
			51		\$57.35	\$2,925.00	51,700
One Week Total			17		\$57.35	\$975.00	22,700
	W-F 3P-7P		9 30		\$100.00	\$900.00	14,600
	W-F 7P-10P		3 30		\$25.00	\$75.00	1,200
	M-F 5A-12M		5 30		\$0.00	\$0.00	6,100

The first demo listed is the Primary Demo.

This report was created in TAPSCAN using the following Radio information: CHICAGO; MAR19 / FEB19 / JAN19; Metro; Multiple Dayparts Used; P 12-24; Socioeconomic Criteria Used; See Detailed Sourcing Page for Complete Details.

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Triton College 2019-2020

From: Rachel Glover
Phone: (713) 965-2452
Email: rshaw@univision.net
4/19/2019 3:18 PM



Radio

Schedule Grand Totals: 6 Weeks

Stations	Spots	Unit Rate	Total Cost	Net Reach
Radio Total	183	\$45.66	\$8,355.00	107,700
WWIV-FM	132	\$41.14	\$5,430.00	58,900
WPPN-FM	51	\$57.35	\$2,925.00	51,700

Accepted by Station

Date

Accepted by Client

Date

Sean Sullivan, VP of Business Services

This station does not discriminate in the sale of advertising time and will accept no advertising which is placed with an intent to discriminate on the basis of race, gender or ethnicity. Advertiser hereby certifies that it is not buying broadcasting air time under this advertising sales contract for a discriminatory purpose, including but not limited to decisions not to place advertising on particular stations on the basis of race, gender, national origin or ancestry.

The first demo listed is the Primary Demo.

This report was created in TAPSCAN using the following Radio information: CHICAGO; MAR19 / FEB19 / JAN19; Metro; Multiple Dayparts Used; P 12-24; Socioeconomic Criteria Used; See Detailed Sourcing Page for Complete Details.

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Advertiser: Triton College
Start Date: 8/1/19
End Date: 5/31/20
Total Gross Investment: \$11,700
Rotating Media Spend: \$0
Sponsorships/Roadblocks Spend: \$0

Placement	Ad Size / Social Platform	Market	Start Date	End Date	Total Imps	Gross CPM	Gross Cost
Rotating Media							
Display - Plus - Chicago	300x250, 728x90, 320x50	Chicago	8/1/19	8/31/19	160,000	\$15.00	\$2,400
Audio Streaming: WOJO, WPPN, WVIV	300x250	Chicago	8/1/19	8/31/19	150,000	\$10.00	\$1,500
Rotating Media Total					310,000	15	3,900
Display - Plus - Chicago	300x250, 728x90, 320x50	Chicago	1/1/20	1/31/20	160,000	\$15.00	\$2,400
Audio Streaming: WOJO, WPPN, WVIV	300x250	Chicago	1/1/20	1/31/20	150,000	\$10.00	\$1,500
Rotating Media Total					310,000	15	3,900
Display - Plus - Chicago	300x250, 728x90, 320x50	Chicago	5/1/20	5/31/20	160,000	\$15.00	\$2,400
Audio Streaming: WOJO, WPPN, WVIV	300x250	Chicago	5/1/20	5/31/20	150,000	\$10.00	\$1,500
Rotating Media Total					310,000	15	3,900
GRAND TOTAL					930,000		\$ 11,700

ADDENDUM
 The agency will adhere to the AAAA/IAB Standard Terms and Conditions

Sean Sullivan, VP of Business Services

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16283

SUBJECT: AGREEMENT WITH HANOVER RESEARCH

RECOMMENDATION: That the Board of Trustees approve the Agreement with Hanover Research for the implementation of community needs assessment, brand assessment and attitude/awareness/usage survey project of current students and district residents through June 30, 2020, at a cost not to exceed \$40,000.

RATIONALE: The Triton College district and its 25 communities continue to evolve and change over time. It is critical that Triton measure and assess this change in order to better serve the needs of Triton's community residents. Such change is best measured by performing an Environmental Scan and Community Needs Analysis. The last scan was performed in 2011. Hanover Research is qualified to conduct an Environmental Scan and Community Needs Assessment because they are highly experienced in conducting similar studies for other community colleges across the United States.

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

Board Officers' Signatures Required:

_____ Mark R. Stephens Chairman	_____ Diane Viverito Secretary	_____ Date
---	--	----------------------

Related forms requiring signature: Yes ☒ No ☐

Client Services Agreement

Date of Agreement: 04/24/2019

The Terms and Service Fee of this Agreement are contingent upon contract execution by May 24, 2019.

The Hanover Research Council LLC ("Hanover") is pleased to provide Triton College ("Client") the Research Services as described below:

1. Agreement Term

Effective Date: 06/01/2019

End Date: 05/31/2020

2. Term

This agreement ("Agreement") with Hanover runs for a subscription period from the Effective Date to the End Date (the "Term"). During the Term of this Agreement, Client will be able to access the research services provided by Hanover (the "Research Services") in accordance with the terms and conditions set forth below. Client will have the authority to request Research Services on any topic throughout the Term within the confines of one (1) sequential queue, i.e., Hanover will work on one (1) Research Services project at a time. Client understands and agrees that this Agreement may not be terminated during the Term, except as may otherwise be set forth in this Agreement. Either party may terminate this Agreement should the other party materially breach the terms and conditions of this Agreement, and such breach goes uncured for a period of thirty (30) or more days after the non-breaching party has notified the breaching party in writing.

3. Research Services

All Research Services are available to Client on a subscription basis within the confines of a sequential research workflow queue, in that Hanover will perform up to one (1) Research Services project at a time. Client shall, in its discretion, prioritize the research projects that form the basis of the Research Services as it deems appropriate. Although work is completed in a sequential fashion, Client may submit requests at any time. Individual Research Services projects will generally be commenced by the submission of a project request that will describe the project, the expected Deliverables (as defined below), any information or materials to be provided by Client and any other information anticipated to be relevant to the proposed project. The parties will negotiate in good faith and agree upon the proposed Deliverables, approach and timetable for the project, subject to assumptions regarding the availability of information and any third party participants and materials. If Hanover anticipates that it will not be able to provide the Research Services on the agreed upon schedule, Hanover shall keep Client regularly informed of the status of the Research Services and any substantial delay in delivery or any proposed revised schedule of delivery. Hanover will not be responsible for any delay in timelines due to (i) Client's modification of a project's goals or proposed Deliverables, (ii) Client's delay in providing relevant materials or responses or (iii) in the provision of any third party materials with respect to the Research Services.

Research Services may include, but are not limited to: custom research reports; survey design, administration and analysis; interviews with industry/issue experts; secondary research; data analysis; and benchmarking (product/service comparison, key performance and efficiency metrics). Deliverables will be provided in PowerPoint, PDF, Word, Excel, or Tableau formats. Client also has full access to phone based consultations with a Hanover account team member. Client agrees to designate a primary point of contact who will, to the best of his/her ability, conduct periodic calls with the assigned Hanover account team member to review performance against our shared objectives, prioritize projects within the queue, and discuss current and future projects.

The Research Services may include Client's access to Hanover's research library (the "Research Library") on the Client Portal (as defined below). The Research Library uses Hanover's extensive research capabilities to provide an archive of redacted and/or anonymized reports to supplement the research commissioned by Client as well to assist in idea generation for new research. If Client's partnership with Hanover includes access to the Research Library, then Client understands and agrees that any reports provided by Hanover to Client under this Agreement may be used by Hanover for distribution through the Research Library, so long as Hanover appropriately deidentifies and/or anonymizes any Confidential Information of Client.

The Research Services may also include Client's access to Hanover's client portal (the "Client Portal"). Apart from the Deliverables under this Agreement (as defined below), any such use of the Client Portal by Client or its representatives is governed by the Client Portal Terms of Use (<http://www.hanoverresearch.com/terms-of-use/>) and Hanover's privacy policy (<http://www.hanoverresearch.com/privacy-policy/>), which may be updated from time to time.

4. Intellectual Property Rights

Hanover acknowledges and agrees that Client owns the deliverables provided to Client as part of the Research Services under this Agreement (the "Deliverables"), except as may otherwise be set forth in this Section 4. Hanover Deliverables may consist of publications, surveys, data, reports, and other Hanover information and services that are custom commissioned by and for Client. In order for Hanover to provide to Client certain syndicated products, materials and information ("Syndicated Materials"), Hanover retains a non-exclusive, royalty-free, worldwide license to use, reproduce, and distribute the data or information created or developed by Hanover in the service of this Agreement, so long as Hanover does not repurpose or use any Confidential Information of Client. Client acknowledges and agrees that Hanover owns all intellectual property rights in the methodologies, processes or trade secrets used by Hanover to create the Deliverables and Research Services ("Hanover IP"). Hanover grants Client a non-exclusive, royalty-free, worldwide, irrevocable, non-transferable license to use, reproduce, and distribute the Hanover IP for its internal business purposes solely to the extent contained within the Deliverables. Client may not modify, reverse engineer or use the Hanover IP in any way to provide services that would be in competition with the Research Services. Deliverables may also contain third party data or materials, which Hanover may not convey ownership of to Client, but rather a license. Hanover or its third party provider may transfer or sublicense to Client usage rights. Certain types of sensitive personal data may be subject to additional usage restrictions as conveyed by Hanover or such third party provider to Client, and Client agrees to comply with any such restrictions of which it has been notified. Client also acknowledges and agrees that it will not own any publicly sourced information contained within the Deliverables, but that it may use such information in accordance with applicable law, including fair use under Section 107 of the Copyright Act. Client may distribute the Deliverables on an ad-hoc basis, including but not limited to any form of online distribution, so long as it is in compliance with the terms of this Agreement. Client may not modify any of the disclaimer language included in any Deliverables, and Client agrees not to resell the Deliverables in any way.

If Client's partnership with Hanover includes Syndicated Materials provided by Hanover (including any Syndicated Materials on the Client Portal), Client agrees that it will not distribute the Syndicated Materials and that such Syndicated Materials are for its internal use only. Syndicated Materials may not be published or reproduced without Hanover's prior written consent.

5. Service Fees, Invoicing & Additional Services

The fee payable by Client for the Term is \$39,500.00 (the "Service Fee"). Client agrees to pay the Service Fee in accordance with the below invoicing schedule and net 30 days from receipt of an accurate invoice. Failure to pay promptly may result in project postponement.

Invoice: 6/1/2019 - \$39,500.00

Client understands and agrees that there may from time to time be incidental costs not included in the Service Fee set forth above ("Additional Services"). Such Additional Services may include purchased database access, panel costs, survey incentives, translation costs, infographic development costs, postage/printing for mass mailings, etc. In the event such incidental costs are required to complete a project for Client, Hanover will discuss the details with Client and obtain written approval prior to engaging in those Additional Services. Client agrees to pay for all such Additional Services to either Hanover or directly to such third party vendor if requested. If Additional Services are estimated to cost more than \$10,000, Client shall either (1) contract directly with the third party vendor(s) for such Additional Services, or (2) pre-pay to Hanover the estimated costs for the Additional Services prior to the project kick-off.

6. Warranties; Liabilities

Hanover hereby warrants that the Research Services shall be performed in a competent and professional manner in accordance with industry standards by qualified personnel. Hanover agrees to indemnify and hold Client harmless against any and all claims that the Deliverables infringe the intellectual property right of a third party, provided that the relevant claim: (i) does not arise from any modification of the Deliverable, (ii) does not arise from the combination of the Deliverable with any other information, services, products or technology not supplied by Hanover, (iii) if the relevant claim is based on the content or materials contained in the Deliverables that are provided by a third party, then only to the extent that such third party has agreed to indemnify Hanover and its licensees. Client must provide prompt notice of such claim to Hanover. Client agrees to indemnify and hold Hanover harmless against any and all claims that any materials provided by Client infringe the intellectual property or privacy rights of a third party, provided that Hanover provides prompt notice of such claim to Client. EXCEPT AS OTHERWISE PROVIDED IN THE AGREEMENT, THE RESEARCH SERVICES ARE PROVIDED ON AN "AS IS" BASIS AND THERE ARE NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN PARTICULAR, HANOVER DOES NOT WARRANT THE ACCURACY OR COMPLETENESS OF THE DATA PROVIDED AS PART OF THE RESEARCH SERVICES. CLIENT'S SOLE AND EXCLUSIVE REMEDY FOR ANY MATERIAL BREACH OF PERFORMANCE UNDER THIS AGREEMENT SHALL BE, AT HANOVER'S OPTION EITHER: (1) RE-PERFORMANCE OF THE DEFECTIVE RESEARCH SERVICES OR (2) A REFUND OF MONIES PAID FOR THE DEFECTIVE RESEARCH SERVICES. CLIENT AND HANOVER BOTH AGREE THAT NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY LOST PROFITS, LOSS OF BUSINESS OR OTHER CONSEQUENTIAL, SPECIAL OR INCIDENTAL, PUNITIVE, OR INDIRECT DAMAGES UNDER THIS AGREEMENT. CLIENT AND HANOVER ALSO AGREE THAT NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY IN ANY EVENT FOR AN AMOUNT GREATER THAN THE CURRENT YEAR'S SERVICE FEE UNDER THIS AGREEMENT.

7. Confidentiality & Non-Disclosure

The parties acknowledge and agree that as part of this Agreement, certain Confidential Information of the parties will be exchanged. "Confidential Information" means, with respect to the disclosing party, any non-public, commercially proprietary or sensitive information or materials of that party, including any proprietary intellectual property of that party. Confidential Information shall not include information which (i) is already in the public domain at the time of disclosure or becomes so at any time thereafter through no act of the receiving party, (ii) is already lawfully in the receiving party's possession at the time of disclosure, (iii) is received independently by the

receiving party from a third party free to make such disclosure, or (iv) is independently developed by the receiving party. Each party under this Agreement shall hold the Confidential Information of the other party in strict confidence using at least the same degree of care as the receiving party uses to protect its own Confidential Information.

If Hanover has access to student records in connection with the Research Services, Hanover agrees to comply with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), and all requirements imposed by FERPA or pursuant to regulation of the Department of Education with respect to the privacy of student information. The provisions of FERPA include, but are not limited to, ensuring that: (i) no identification of students or their parent/guardians by persons other than representatives of Hanover is permitted; (ii) the individual student data will be destroyed when no longer needed for the purpose(s) for which they were obtained; (iii) no access to individual student data shall be granted by Hanover to any other person, persons, agency or organization without the written consent of Client, except for sharing with other representatives of either Client or Hanover so long as those persons have a legitimate interest in the information. Hanover recognizes and agrees that such access will be extended by Client in reliance on representations made in this assurance, and that Client shall have a right of revocation of such access (including return of all physical forms of such data and destruction of all such electronic data) immediately upon evidence of noncompliance by Hanover.

Upon written request by the disclosing party, the receiving party shall return or destroy, at the disclosing party's option, all tangible materials that disclose or embody the Confidential Information; provided, however, that the receiving party may retain one copy of the disclosing party's Confidential Information for archival purposes.

Notwithstanding the foregoing, the receiving party may disclose Confidential Information as required by law, including any governmental, judicial, or administrative order, subpoena, discovery request, regulatory request or similar method, provided that the receiving party makes reasonable efforts to promptly notify the disclosing party in writing of such demand so that the disclosing party may seek, at its sole expense, to make such disclosure subject to a protective order or other appropriate remedy to preserve its confidentiality.

8. Records and Audit

Hanover will maintain complete records of its operations and its arrangements with any subcontractors for Additional Services, and will provide such records to Client upon reasonable request for audit and review in accordance with applicable law.

9. Governing Law

This Agreement shall be governed by the laws of the State of Illinois.

10. Confirmation

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Services Agreement.

Both parties understand and agree that the contractual obligations of payment and services being rendered shall apply to any entity that acquires all or substantially all of either Hanover or Client's assets as a successor to the business.

Signature:

Date:

Name: Mike Littlefield

Title: Managing Director

THE HANOVER RESEARCH COUNCIL LLC

4401 Wilson Boulevard, 4th Floor

Arlington, VA 22203

Signature: _____

Date: May 21, 2019

Name: Mark Stephens

Title: Board Chairman

TRITON COLLEGE

2000 5th Avenue

River Grove, IL 60171



Customized Market Research for



Triton College

BACKGROUND

What we Heard

CONTEXT: WHAT WE HEARD

In order to support the institutional advancement, marketing and enrollment management teams in communicating Triton College's value proposition, Hanover Research proposes the enclosed mixed-methodology approach.

For example, Hanover will conduct an **environment scan** including an assessment of opportunities for new academic program development through macro-level secondary research, targeted secondary research and primary research. A **community needs assessment** will also be accomplished through the primary research component, more specifically the Brand Assessment Survey.

GOALS: YOUR PRIORITIES

- Benchmark our brand awareness and perception over time from the student, faculty & staff, and community perspectives
- Optimize program portfolio to ensure high-demand offerings
- Develop a data-driven approach to new program development, brand marketing, and employee, alumni & community engagement strategies

SUPPORT: OUR PROMISE

Hanover's research team will work with the institution to execute and augment the priorities and projects throughout the partnership term. It is understood that priorities may shift, timelines may be adjusted, and project needs may arise throughout the partnership term.

138/208



COMPANY OVERVIEW

Recap

HANOVER'S SOLUTION

- Hanover provides unlimited access to customized research – including data analytics, survey design, administration, and analysis, peer benchmarking, and best-practice research – in order to serve higher education as an adjunct planning group or extension of the executive team.
- Hanover offers this access to institutional leaders for a fixed, annual fee. This provides budget visibility and creates a lower-stress environment where Hanover can serve as a one-stop shop for all research-related issues.

WHY HANOVER?

- ✓ **Custom and proprietary** research based on your unique on-going needs and special initiatives
- ✓ **Flexible capacity** model that can execute on a pre-planned agenda, or execute specific projects as and when needs arise
- ✓ **Specialized expertise** that can serve a wide variety of use cases
- ✓ **Networking opportunity** to interact with other higher education partners in your role across the country
- ✓ **Fixed-fee** for 12 months of ongoing support is simple and affordable



REPRESENTATIVE MEMBERS



OUR SOLUTIONS

ACADEMIC



ENROLLMENT MANAGEMENT

- Pre-Enrollment Funnel Dashboard
- Geomarket Opportunity Dashboard
- Enrollment Choice Survey



ACADEMIC DEVELOPMENT

- Market Opportunity Scan
- Academic Program Benchmarking
- Market Analysis Report



STUDENT EXPERIENCE

- Institutional Climate Survey
- Early Warning Dashboard
- Dropped Student Survey
- Alumni Career Tracking

ADMINISTRATIVE



FINANCE

- Tuition & Aid Sensitivity Survey
- Student Yield Dashboard
- Program Cost Tracking



ADVANCEMENT

- Economic Impact Study
- Donor Segmentation Analysis
- Alumni Impact & Engagement Survey



MARKETING

- Brand Assessment Survey
- USNWR Ranking Analysis
- Marketing Channel Assessment
- Messaging Differentiation

GRANTS

- Grant-seeking Capacity
- Funding Research
- Pre-Proposal Support
- Proposal Review & Support
- Proposal Development



OUR MODEL

Unlimited access to customized research for a fixed, annual fee.

RESEARCH APPLICATIONS



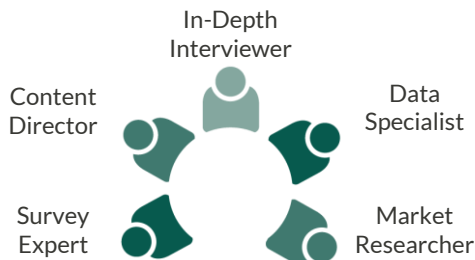
ANALYZE DATA: Predictive modeling, dashboard development, data visualization

GATHER FEEDBACK: Survey design, administration and analysis, in-depth interviews, focus groups

BENCHMARK PEERS: Comparative analysis on institutional practices, virtual networking

IDENTIFY BEST PRACTICES: Literature synthesis on key topics and detailed case studies

BREADTH OF EXPERTISE



DATA ANALYSIS

Data Scientist
Psychometrician
PhD, Mathematics & Statistics
GIS Analyst

SURVEY DESIGN

Social Science Analyst
PhD, Developmental Psychology
PhD, Ethnography
Focus Group Moderator

GENERALIST

PhD, Educational Leadership
PhD, Public Policy
PhD, Economics
M.A., Organizational Management

TOOLS

Data – R, SPSS, Stata
Survey – Qualtrics, SurveyGizmo
Trends – JobsEQ, CrimsonHexagon
Visualization – Tableau, D3

RESEARCH AGENDA OVERVIEW

2019-20 in Review

RECOMMENDED PROJECT SEQUENCE

PROJECT TITLE	DESCRIPTION
1. MARKET OPPORTUNITY SCAN	Conducts an analysis of high-growth, high-potential new program offerings, and assessment of lower growth, lower potential programs.
2. GEOGRAPHIC ASSESSMENT SCAN	Assesses geographically-based factors such as population demographics, competitor landscape, and economic opportunity to provide insight into academic expansion.
3. MARKET ANALYSIS REPORT	Provides an in-depth assessment of a specific program's attractiveness through an analysis of market demand, saturation, employment outlook, and competing institution offerings.
4. BRAND ASSESSMENT SURVEY	Asks prospective and current students, alumni, and community stakeholders to identify an institution's brand strengths and areas for improvement.
5. IN-DEPTH INTERVIEWS: EMPLOYER NEEDS ASSESSMENT	Gathers and assesses local employers' opinions, insights, and feedback regarding a specific program or initiative.

MARKET OPPORTUNITY SCAN



RESEARCH QUESTIONS

- Based on historical degree conferral trends, which academic programs are likely to be attractive to students?
- Where will graduates be able to get jobs, given labor market estimates?
- Given current offerings, which programs present the best potential opportunities for expansion, development, and reduction?



METHODOLOGICAL APPROACH

Hanover Research will discover potential opportunities regarding programmatic offerings through a high-level assessment of student demand trends as measured by degree conferral rates, and labor market trends as measured by economic forecasts. We recommend further program-specific analyses for areas of interest to address and contextualize viability through a review of other market factors, such as the competitive landscape, job opening trends and often-sought academic qualifications, and recent industry trends.



OUTCOMES

- ✓ Identify high-growth, high-potential program offerings
- ✓ Calibrate program portfolio to meet market demand
- ✓ Evaluate go/no-go decisions to continue investment in specific academic programs
- ✓ Track program growth/shrinkage over time



APPROXIMATE TIMELINE: ~6 WEEKS

GEOGRAPHIC ASSESSMENT SCAN



RESEARCH QUESTIONS

- Based on demographic trends and projections, what will future demand for higher education look like in a specific geographic region?
- Based on current and projected occupational employment within the geographic region, which academic programs will help to train workers? What gaps are projected that degree programs could help fill?
- What are the primary local competitors among higher education institutions? What educational opportunities exist for Triton given these demographic, industry, and competitor trends?



METHODOLOGICAL APPROACH

Hanover Research will identify key trends in demographics using [county/state] official data related to age, educational attainment, and K-12 enrollment/graduation. Hanover will analyze current and future industry and employment trends including occupational gaps through a proprietary job landscape assessment and forecasting, and state labor department projections. Finally, Hanover will evaluate the competitive landscape using degree completions data from IPEDS.



OUTCOMES

- ✓ Identify county-level areas for potential recruitment based on broad demographics
- ✓ Identify broad opportunities for programming at specific degree levels or in general academic fields.
- ✓ Understand future economic trends to calibrate and optimize academic program portfolio



APPROXIMATE TIMELINE: ~6 WEEKS

MARKET ANALYSIS REPORT: PER PROGRAM



RESEARCH QUESTIONS

- What is the viability of launching a specific proposed academic program?
- What does potential student demand look like?
- Will graduates of this potential program be able to find employment?
- What is the competitive landscape for this potential degree program?



METHODOLOGICAL APPROACH

In iterations to meet the needs of Triton's portfolio assessment, Hanover will assess the viability of a Single Specific Program by analyzing three critical elements: student demand as measured by degree conferral trends; labor market demand as measured by economic forecasts for related jobs in the industry; and market saturation as measured by the density and homogeneity of the competitive landscape. In addition, Hanover will consider external market factors specific to Triton that impact viability. The result of this assessment will provide Triton strategic insight into the viability of a proposed program in order to make an informed decision about how to proceed, based upon the market factors assessed.



OUTCOMES

- ✓ Assess new program feasibility in terms of student demand, employer demand, and market saturation
- ✓ Avoid launching programs with low demand or excess competitive supply
- ✓ Proactively position the institution to meet the evolving needs of the market through programmatic offerings



APPROXIMATE TIMELINE: ~6 WEEKS PER PROGRAM

BRAND ASSESSMENT SURVEY



RESEARCH QUESTIONS

- What is Triton College's current level of brand awareness?
- How do prospective students view Triton in relation to competitors?
- What are Triton's strengths and weaknesses?
- How have you heard about Triton College?
- How strong is Triton's brand?
- What areas of improvement should the College focus on?



METHODOLOGICAL APPROACH

Hanover Research will gauge current brand perception and awareness levels through surveys of key populations, such as prospective students, employers, and community members. Survey results provide insight into how Triton College is viewed by each segment, giving Triton College actionable data to inform marketing and branding campaigns and to guide general improvement efforts.



OUTCOMES

- ✓ Assess brand strengths and weaknesses
- ✓ Evaluate brand positioning versus competitors
- ✓ Develop a marketing strategy to highlight strengths and differentiate the institution from the competition
- ✓ Track brand strength over time



APPROXIMATE TIMELINE: 8 TO 12 WEEKS

147/208

* Primary research projects typically require incidental costs for incentives or panel fees to connect with a target population.

IN-DEPTH INTERVIEWS: EMPLOYER NEEDS ASSESSMENT



RESEARCH QUESTIONS

- What skills and/or knowledge are employers looking for in graduates of related program(s)?
- How do potential employers in relevant industries/fields perceive those programs?
- What are current trends in a given industry that should be reflected in program curricula?
- How can Triton's programming distinguish itself in a specific market?



METHODOLOGICAL APPROACH

To explore employer needs of programs, graduates and their perceptions of that/those program(s), Hanover proposes conducting the qualitative telephone in-depth interview with industry representatives. This methodology is best suited to help uncover perceptions, needs, and trends of relevant programs and their graduates.



OUTCOMES

- ✓ Direct industry insight for program development to ensure market alignment
- ✓ Preemptively raise program awareness with potential employers
- ✓ Develop potential employer/industry partnerships



APPROXIMATE TIMELINE: 6 TO 8 WEEKS

148/208

One Queue of Custom Market Research (1 project at a time, 4-6 on average per year) with Price Reduction

Annual Cost: \$39,500 per year (\$10,000 in cost savings*)

Start Date: 6/3/19

End Date: 6/2/20

Invoicing (Net 30):

- 6/3/19: \$39,500

Also included: Hanover Digital Platform

- Unlimited licenses for all Triton staff and students

In order to take advantage of these unique terms, our leadership requests a contract executed with a signature **on or before Friday, May 24th, 2019.*

WHAT OUR MEMBERS SAY



“As a community college, our budget is tight, and it is often difficult to create buy-in for new or on-going initiatives. My institution had several major projects underway that required buy-in, primary data and action. By having Hanover Research conduct a research study, skills needs analysis, and/or focus group and gather data for us, I was able to present a fuller, impartial perspective in the form of a report to other stakeholders, including our President.

The return on investment with Hanover has been excellent. Within one year we collaborated on a hand-full of projects, each targeting a specific area of the college, and all led to action. This allowed us to spread the resources and share beyond our individual departments and divisions.”

Susan Paris

Vice President, Student Learning and Instructional Services at Durham Technical Community College



“It was a natural choice to work with Hanover. We had positive prior experiences with their work and the demonstrated professionalism of the organization. We’re confident in Hanover’s expertise to guide us as we search for opportunities to ramp up certain initiatives. We expect these initiatives, including the expansion and modernization of our trades and health careers programs, will have a tremendous impact on the college and our communities.”

Robert Ferrentino

President at Montcalm Community College



“Hanover continues to meet our needs. Because we are short on staffing, and don’t have the time to generate reports, Hanover really helps us out. Our stakeholders are pleased with the information Hanover provides. We like Hanover to tabulate various information sources/reports as we have 71 regional consortia in our state. We do have data systems, but sometimes we need Hanover to analyze regional report (narratives) for state-wide trends and themes. To attempt this on our own would pull me away from mission critical projects. It’s so helpful to have Hanover there to save you time & money. We tend to give Hanover the more complex projects that require a big lift at a relatively low cost.”

Neil Kelly

Workforce and Economic Development Specialist at California Adult Education Program Office

HANOVER DIGITAL WORKSPACE: HIGHER EDUCATION

The screenshot displays the Hanover Digital Workspace interface for Higher Education. At the top, the 'HR DIGITAL' logo is on the left, and a search bar, 'WELCOME', and 'LOGOUT' link are on the right. Below this is a navigation bar with 'MY PROJECTS', 'RESEARCH LIBRARY', 'DATA LAB', and 'REQUEST PROJECTS'. The main content area features a large teal banner titled 'METHODOLOGY' with the headline 'Make the Most of Surveys'. The text below states: 'Hanover uses a multi-phase, collaborative process to design, administer, and analyze surveys.' To the right of the banner is a 'YOUR TEAM' section listing 'BRIAN MINNING' (EMAIL | 202-400-2559) and 'JOHN ADAMSON' (EMAIL), each with a small profile picture. Below that is a 'RECENTLY VIEWED' section listing 'College and Career Readiness Structures', 'Change Management Strategies for School ...', 'Best Practices for Using Data-Based Deci...', and 'Alternative Business Models and Revenue ...'. Further down is a 'MY PROJECTS' section with 'COMPLETED' and 'REQUEST A PROJECT' links, and a 'QUESTIONS?' section with a 'USER GUIDE' link. At the bottom, a 'HIGHER EDUCATION FEATURED CASE STUDIES' section displays three logos: 'GRACE COLLEGE', 'SAINT LEO UNIVERSITY', and 'WCU WEST CHESTER UNIVERSITY'. Below each logo is a brief description: 'Grace College Develops a New Tuition', 'Saint Leo Integrates Hanover into', and 'West Chester University Leverages'.

Hanover Digital

- ✓ Always-on client workspace
- ✓ Access to actionable research and tools 24/7
- ✓ Share user access across your team

Research Library

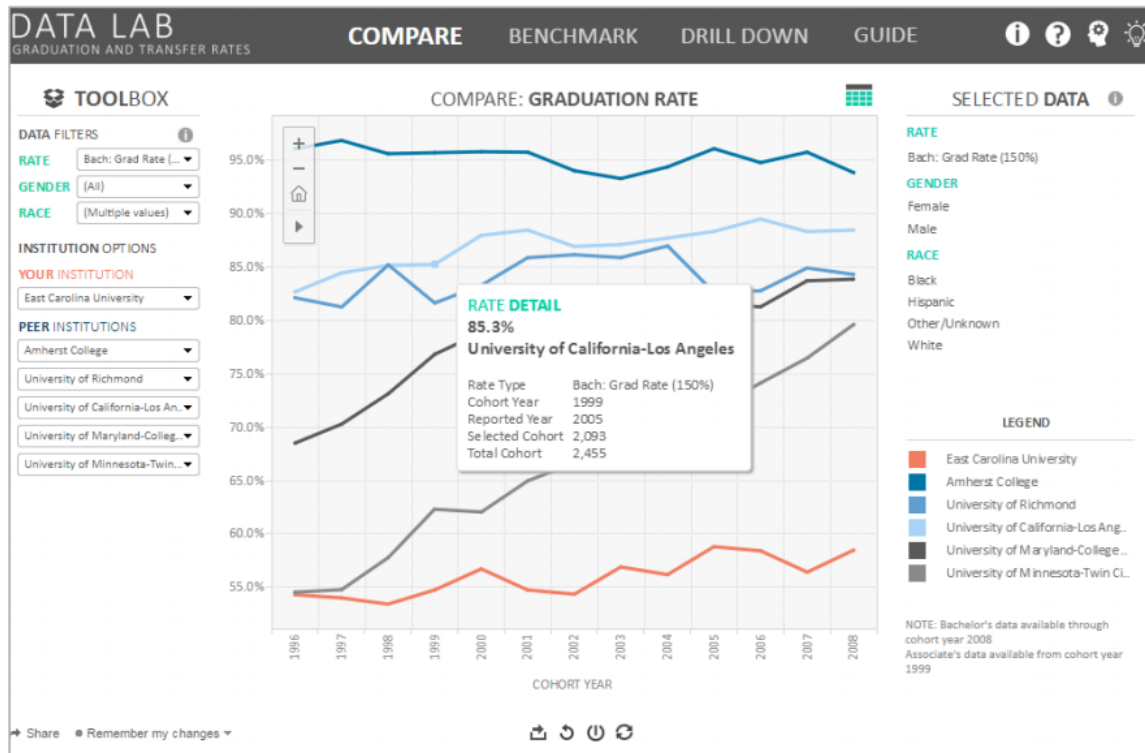
- ✓ Access a repository of more than **1,400 research studies** on curricular, teaching, student, operational, technological, and administrative topics

Data Lab

- ✓ Extract insights easily from complex datasets with more than **12 million data points**
- ✓ Benchmark against **3,000+ institution peers**
- ✓ Spot emerging trends in our **3 proprietary, on-demand modules** and **4 customizable, on-demand modules**

DATA LAB

Utilizing Institutional Data in New Ways



SAVING & EXPORTING

SAVE SELECTIONS Save your institution, a custom peer group, a custom index, or data selections as a default. Choose your data, then use the menu in the bottom left of each dashboard to save.

EXPORT the dashboard as a PDF/Image/CSV/Data. To export data, click the chart you wish to export, then click the export button.

HAVE A QUESTION?

datalab@hanoverresearch.com

RESOURCES

- INFORMATION** Discover important information about dashboards and pages
- QUICK REFERENCE** Brush up on dashboard functionality with the quick reference guide
- METHODOLOGY** Explore the methodologies driving the dashboard
- CUSTOM PROJECT** Request a custom project by filling out a project form

ANALYSIS

- HOVER** Place the mouse cursor over graphs, maps, or icons to get more information
- FILTER** Use dropdown menus to filter, cut, and refine the data

CHARTS & MAPS

- SEARCH MAP** Search for a location to center on the map
- ZOOM/HOME** Use the plus/minus to zoom in and out; Use the home to return to the original view
- SELECT CURSOR** Change the cursor to select, pan, or zoom on charts and maps



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Senior Research Advisor
202.459.9768

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

Meeting of May 21, 2019

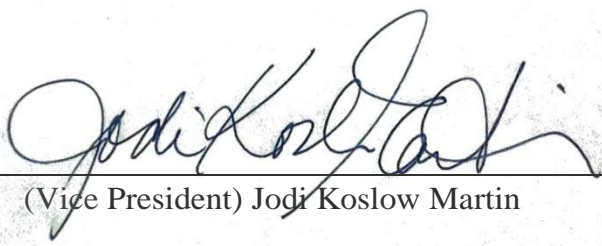
ACTION EXHIBIT NO 16284

**SUBJECT: 2019 FEDERAL TRANSIT ADMINISTRATION (FTA)
CERTIFICATIONS & ASSURANCES**

RECOMMENDATION: That the Board of Trustees approve the 2019 FTA Certifications and Assurances. This certification allows Triton College to continue to provide the Success Express Shuttle Bus Service. There is no cost to Triton College associated with the FTA Certifications and Assurances.

RATIONALE: PACE has informed the college that the submission of the FTA Certifications and Assurances is required annually in order to remain in compliance with federal statutes and regulations.

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

**Mark R. Stephens
Chairman**

**Diane Viverito
Secretary**

Date

Related forms requiring signature: Yes X No _____

**FEDERAL FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: **Triton College**

The Applicant certifies to the applicable provisions of categories 01-18. Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	<u> X </u>
02 Tax Liability and Felony Convictions	<u> X </u>
03 Lobbying	<u> X </u>
04 Private Sector Protections	<u> </u>
05 Transit Asset Management Plan	<u> X </u>
06 Rolling Stock Buy America Reviews and Bus Testing	<u> </u>
07 Urbanized Area Formula Grants Program	<u> X </u>
08 Formula Grants for Rural Areas	<u> X </u>
09 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	<u> </u>
10 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	<u> X </u>
11 Enhanced Mobility of Seniors and Individuals with Disabilities Programs	<u> X </u>
12 State of Good Repair Grants	<u> X </u>
13 Infrastructure Finance Programs	<u> X </u>
14 Alcohol and Controlled Substances Testing	<u> </u>
15 Rail Safety Training and Oversight	<u> </u>
16 Demand Responsive Service	<u> </u>
17 Interest and Financing Costs	<u> </u>
18 Construction Hiring Preferences	<u> </u>

FEDERAL FISCAL YEAR 2019 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE**PAGE**

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2019)

AFFIRMATION OF APPLICANTName of the Applicant: **Triton College**

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2019, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2019.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature: _____

Date: **May 21, 2019**Name **Mark Stephens, Board Chairman**

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEYFor (Name of Applicant): **Triton College**

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature: _____

Date: **4-29-19**Name **Daniel E. Cannon**Attorney for Applicant **(Triton College)**

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16285

SUBJECT: **AGREEMENT WITH ATHLETICO MANAGEMENT, LLC**

RECOMMENDATION: That the Board of Trustees approve the agreement with Athletico Management, LLC for athletic trainer services beginning July 17, 2019 through May 31, 2020. Athletico will provide certified athletic trainers at a rate of \$26.00 per hour. The total cost of the contract will not exceed the amount of \$32,500.00.

RATIONALE: The institution outsourced our athletic training needs with Athletico in place of a full-time Athletic Trainer position and continues to find this to be very successful. Athletico is an established company that can meet our needs by providing on-site athletic trainers for our student athletes participating on our athletic teams.

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes X No 157/208



Athletic Training Services Agreement

This ATHLETIC TRAINING SERVICES AGREEMENT (together with all attachments incorporated herein, this "Agreement") is made and entered into as of July 17, 2019 by and between Athletico Management, LLC, a Delaware limited liability company ("Athletico"), and Community College District 504, commonly known as Triton College ("Client" and, together with Athletico, each a "Party" and, collectively, the "Parties").

WHEREAS, Client desires to engage Athletico to provide, as an independent contractor, athletic training services to Client on the terms and conditions set forth in this Agreement, and Athletico desires to provide such services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties, intending to be legally bound, hereby agree as follows:

1. **Engagement.** Client hereby engages Athletico, on an independent contractor basis, to provide the athletic training services set forth on Exhibit A (the "Services") to Client on the terms and subject to the conditions set forth in this Agreement. Client hereby acknowledges and agrees that (a) the Services shall in no way be considered a substitute for the services of a physician, (b) The Services shall not involve the practice of medicine as regulated by the Illinois Department of Professional Regulation, (c) the Services are regulated by the Illinois Department of Professional Regulation under the Illinois athletic training practice act and (d) Athletico shall perform the Services solely under the direction and control of Client and its athletic trainers, physicians, employees and agents.
2. **Compensation.** In compensation for the Services, Client shall (a) perform each obligation set forth under the heading "Client Responsibilities" on Exhibit A and (b) pay Athletico the fees set forth on Exhibit B.
3. **Late Payments:** All payments not received by Athletico within thirty (30) days after the date of invoice shall bear interest at the rate of 1% per month (or the highest rate permitted by applicable law, if lower) until final payment is made. Client shall be responsible for all costs of collection incurred by Athletico, including court costs and reasonable attorneys' fees.
4. **Term of Agreement.** The term of this Agreement (the "Term") shall be from July 17, 2019 through May 31, 2020. Notwithstanding the foregoing, (a) either Party may terminate this Agreement immediately by notice upon the institution by or against the other Party of insolvency, receivership or bankruptcy proceedings, upon the other Party making an assignment for the benefit of creditors or admitting in writing its inability to pay its bills, upon the other Party's insolvency or upon the other Party ceasing to do business; (b) either Party may terminate this Agreement upon notice in the event of a breach of this Agreement by the other Party that is not cured within thirty (30) days after written notice thereof; and (c) Athletico may terminate this Agreement upon notice if Client fails to pay any amount owed hereunder within sixty (60) days after the date on which such amount was due; and (d) Athletico may terminate without cause on thirty (30) days prior written notice to Client.
5. **Opportunities.** Prior to entering into any agreement with a third party for physical therapy or athletic training services or for sponsorship in the designated category described in this Agreement, Client shall first offer the opportunity to Athletico on the same terms and conditions as offered to or by the third party. Athletico shall have thirty (30) days during which to accept said offer. If Athletico does not accept said offer within thirty (30) days, Client may accept the third party offer. If Client does not enter into an agreement with the third party on the terms and conditions offered to Athletico within ninety (90) days after the expiration of such thirty (30) day period, Client's right to enter into the agreement shall expire and the procedure described in this Section 5 shall again be applicable.
6. **Insurance.** During the term of this Agreement, each Party shall procure and maintain adequate and commercially reasonable insurance coverage (including, in the case of Athletico, professional liability coverage) from financially responsible insurance companies duly authorized to provide such insurance in the state of such Party's organization, which insurance shall be in full compliance with all applicable statutory requirements. Client shall add Athletico as an additional insured under its liability insurance policy and provide evidence thereof upon Athletico's written request.
7. **Indemnification and Waivers.**
 - a. **Athletico.** Athletico shall indemnify, defend, and hold harmless Client, its directors, officers, and agents from and against any and all liability, suits, claims, losses, damages, costs and expenses, including, without limitation, reasonable attorney's fees and court costs, to the extent caused by, resulting from or related to (i) any negligent or reckless act or omission, or intentional misconduct, of Athletico, or any of its employees or agents, in performing this Agreement, (ii) any breach of this Agreement by Athletico or (iii) the failure of any equipment supplied by Athletico.
 - b. **Client.** Client shall indemnify, defend and hold harmless, Athletico, its affiliates, officers, agents and employees, from and against any and all liability, suits, losses, damages, costs and expenses whatsoever, including, without limitation, reasonable attorney's fees and court costs, to the extent caused by, resulting from or related to (i) any act or omission, or intentional misconduct, of Client, or any of its employees or agents, in performing this Agreement, (ii) any breach of this Agreement by Client, (iii) the failure of any equipment that is not supplied by Athletico or (iv) any event at which the Services are being provided, except to the extent resulting from the provision of the Services by Athletico.
 - c. **Limitations.** In no event shall either Party be liable hereunder (whether in action in negligence, contract or tort or otherwise) for any indirect, incidental, special, consequential or punitive damages. Athletico's aggregate liability related to this Agreement shall not exceed the aggregate fees paid to Athletico by Client hereunder, except to the extent such liability is caused by, or results from, Athletico's reckless act or omission or intentional misconduct.
 - d. **Participant Waiver of Liability.** Client shall collect and maintain executed liability waivers from each participant which include an express consent to have Athletico's athletic trainers, physical therapists, massage therapists or other personnel provide participant with medical assistance and/or treatment and agreement by the applicable participant to hold harmless and indemnify all such Athletico personnel from all liability, loss, cost or other claim of damage whatsoever, including, injury, death or damage to property. If any participant is under the age of 18, such

participant's waiver must also be executed by such participant's parent or legal guardian. Client shall provide Athletico with copies of such waivers or access to such waivers upon Athletico's written request. The failure to secure or maintain such waivers shall constitute a material breach of the Agreement.

- e. **HIPAA Waivers.** If Client desires to receive any protected health information of a participant from Athletico, Client shall cause such participant (or such participant's parent or guardian if such participant is under the age of 18) to execute and deliver to Athletico an acceptable Authorization for Release of Health Information.
 - f. **Management Plans.** Notwithstanding the foregoing, Client is responsible for designing and implementing its concussion management plan in compliance with applicable state and federal laws, and Athletico shall not have any responsibility or liability for the design or implementation for such plan.
8. **Notices.** Any and all notices, demands, requests, and any other communication required or permitted to be served on or given by either party to the other shall be in writing and delivered personally, by nationally-recognized overnight courier or by deposit in the United States Mail, first class postage prepaid, certified or registered mail, return receipt requested, addressed to the party to whom it is to be given at the address set forth below or at such other or additional address as the other party may designate by notice to the other:

If to Client: Triton College
C/o Harry McGinnis, Athletic Director
2000 Fifth Avenue, River Grove, IL 60171

Triton College
Vice President of Student Affairs
2000 Fifth Avenue, River Grove, IL 60171

Copy to: Kusper & Raucci Chartered
Attn: Stanley T. Kusper, Jr.
33 North Dearborn Street, Suite 1500, Chicago, Illinois 60602

And

If to Athletico: Athletico Management, LLC. c/o Bobby Delmore, Payten Gerjerts, Jason Bannack, and Jason Barclay
625 Enterprise Drive, Oak Brook, IL 60523

9. **Miscellaneous.**

- a. **Governing Law/Arbitration.** This Agreement shall be governed by the laws of the State of Illinois (excluding its choice of law principles). The parties agree that any disputes arising hereunder that the Parties cannot resolve themselves shall be settled by binding arbitration with a single arbitrator agreed to by the Parties, or if the Parties cannot agree, by a single arbitrator selected by the American Arbitration Association, in accordance with the Commercial Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. Any arbitration proceeding shall be conducted using the Federal Rules of Evidence and the Federal Rules of Civil Procedure, to the extent applicable. Unless the parties agree otherwise in writing, the arbitration hearing shall be held in DuPage County, Illinois.
- b. **Compliance with Laws.** Each Party shall comply with all applicable laws and regulations, including, without limitation, those governing the release and handling of patient medical records. Client shall not request any Service, the performance of which would require Athletico to violate any applicable wage and hour law or other law related to working conditions. Client represents that it has informed Athletico of all job requirements that are reasonably necessary for Athletico's certified athletic trainers to provide the Services.
- c. **Severability.** If any provision of this Agreement is held to be invalid as applied to any fact or circumstance, it shall not effect the remaining provisions or the same provision as applied to any other fact or circumstance.
- d. **Counterparts/Electronic Delivery.** This Agreement may be executed in multiple counterparts, and by facsimile, portable document format (.pdf) or other electronic means, each of which shall be deemed to be an original and all of which together shall constitute one and the same agreement.
- e. **Entire Agreement.** This Agreement contains the entire agreement between the Parties and supersedes any and all other agreements between the Parties, either oral or in writing, with respect to the subject matter of this Agreement.
- f. **Change in Law.** If either Party determines that this Agreement would violate any applicable law, rule or regulation, or that there is a change in the law, whether or not that change has gone into effect, and such change has had, or is reasonably likely to have, a material adverse effect on such Party's rights or obligations under the Agreement or the cost to provide the Services under the Agreement, this Agreement shall be immediately suspended upon written notice to the other Party to the extent necessary to resolve the issue, and the Parties shall negotiate in good faith in an effort to agree on appropriate revisions to this Agreement to reach a resolution to the issue, including renegotiating the terms of Exhibit A or Exhibit B attached hereto. If the Parties are unable to agree upon appropriate revisions within thirty (30) days after commencing such negotiation, either Party may terminate this Agreement upon notice to the other Party.
- g. **Inability to Perform.** Each Party's obligations under the Agreement shall immediately cease if such Party is unable to perform its obligations by reason of physical disaster, governmental acts, labor difficulties, strikes or other circumstances beyond the control of such party, but such obligations shall resume when such Party is no longer unable to perform. Each Party shall provide the other Party with notice if it becomes aware of any occurrence or circumstance that could materially impair such Party's ability to carry out its duties and obligations under this Agreement.
- h. **Assignment.** Neither Party may assign this Agreement without the other Party's prior written consent; provided that Athletico may freely assign this Agreement to any affiliate or to any entity who acquires a majority of its ownership interests or a majority of its assets or the assets of any business unit of Athletico.
- i. **Non-Interference.** During the Term and for a two (2)-year period thereafter, Client shall not induce or attempt to induce any employee of Athletico or its affiliates to terminate his or her employment with Athletico, or otherwise solicit, hire, or recommend that any third party hire, any employees of Athletico or its affiliates, or otherwise assist any third party in connection with any of the foregoing actions, without the written approval of Athletico.
- j. **No Discrimination.** Neither party shall discriminate against any person on the grounds of race, color, national origin, religion, age, disability or any other classification protected by applicable law in discharging its respective duties and responsibilities under this Agreement. It is the policy of Athletico to provide equal employment opportunities for all qualified applicants and employees, without regard to race, color, creed, religion, sex, national origin, nationality,

ancestry, citizenship status, age, pregnancy, childbirth, marital status, sexual orientation (including gender-related identity), physical or mental disability, genetic information, H.I.V. status, status as a victim of domestic violence, order of protection status, military status, unfavorable discharge from military service, veteran status, liability for service in the Armed Forces of the United States or any other classification protected by applicable law.

- k. **Waiver.** No waiver of any provision hereof shall be effective unless expressly made in writing and executed by the Party making the waiver. The failure of any Party to insist on performance of any term or condition of this Agreement shall not be construed as a waiver or relinquishment of any rights granted hereunder or of the further performance of any such term or condition, and the obligations of the Parties with respect thereto shall continue in full force and effect.
- l. **Captions.** The captions used in this Agreement as headings of the various sections are for convenience only and are not and shall not be used to construe any part of this Agreement.
- m. **Authority to Execute.** Each Party hereby represents and warrants that the party executing this Agreement on its behalf has full authority to execute this Agreement on its behalf.
- n. **No Partnership.** Nothing in this Agreement is intended to, or shall be construed to, constitute or establish an agency, partnership, joint venture, franchise or fiduciary relationship between the Parties. Neither Party shall have the right, or shall hold themselves out to have the right, to bind the other Party, nor shall either Party be responsible for the acts or omissions of the other except as expressly provided herein.
- o. **Confidentiality.** Each party will keep the terms of this Agreement confidential, except as required by applicable law or legal process.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

ATHLETICO MANAGEMENT, LLC

By: _____
Jason Bannack, Vice President of Outreach Services

TRITON COLLEGE

By: _____
Mark R. Stephens, Chairman, Board of Trustees Triton College

EXHIBIT A

ATHLETICO RESPONSIBILITIES:

Athletico will be the official provider of athletic training coverage for Client and will provide the following athletic training services:

- a. One (1), certified athletic trainer will be available for pre-event taping, home event coverage for NJCAA sanctioned events, injury assessment, post-game follow-up and rehabilitation for the Fall, Winter, and Spring seasons for the 2019-2020. Coverage will also be made available on Saturdays per practice and home event schedule. An Athletic Trainer will be assigned for coverage at 28 hours per week per season. The foregoing services shall be considered "Regular Services" for purposes of this Agreement; provided that any hours in excess of 28 hours per week shall be considered "Additional Services" and (ii) any Services provided on Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day or New Years Day (or, to the extent any such holiday falls on a weekend, the weekday on which such holiday is observed) shall be considered "Additional Services."
 - i. **Training Room/Practice Coverage:** A licensed, certified athletic trainer will be available for pre-event taping, injury assessment and rehabilitation for hours and dates to be mutually agreed upon by Triton College and Athletico based on availability of athletic training staff and Triton College scheduling.
 - ii. **Game Coverage:** A licensed, certified athletic trainer will be available for pre-game taping, game coverage, and post-game follow-up for hours and dates to be mutually agreed upon by Triton College and Athletico based on availability of athletic training staff and Triton College scheduling
 - Fall: Men's Soccer
Women's Volleyball
Women's Soccer
 - Winter: Men's Basketball
Women's Basketball
Wrestling
 - Spring: Baseball
Softball
Men's Track & Field
Women's Track & Field
- b. One (1) licensed, certified athletic trainer will be available for summer camp coverage. Summer hours will be mutually agreed upon between Athletico and Client by May 1st of each year. The foregoing services shall be considered "Additional Services" for purposes of this Agreement.
- c. Upon request, and if available, an Athletic Trainer will be provided for both home and away state competitions; provided that any such services (other than coverage for away football contests as provided above) shall be considered "Additional Services" for purposes of this Agreement. Requests for coverage should be made within twenty-four (24) hours of notification of contest date and site to Athletico Manager of Athletic Training Services. Parameters of travel include:
 - i. Travel days to be inclusive of the 28 hours weekly allotment per athletic trainer. Start time is defined as departure for travel and end time is defined as return.
 - ii. Travel accommodation including transportation, lodging and food will be paid for by Client.
- d. As needed and upon reasonable advance notice, Athletico shall use reasonable efforts to make an Athletic Trainer available at times other than those listed below in response to the special needs of the Client as needed and shall provide those services as outlined above. Such instances could include unscheduled events, acute injury circumstances, school affiliated functions, training sessions for coaches and staff and other situations which may arise. In all instances, the Client agrees to use reasonable efforts to provide Athletico with advance notice of all such additional requirements, as well as any schedule changes. The foregoing services shall be considered "Additional Services" for purposes of this Agreement.
- e. Coverage shall include on-site injury care and evaluation as well as assistance on all matters pertaining to the health and well-being of the athletes, including, without limitation, the coordination of follow-up treatment and rehabilitation as necessary for all injuries sustained by athletes.
- f. Coverage shall include the use of modalities as indicated by the Illinois athletic training practice act.
- g. Maintenance of complete and accurate records of all athletic injuries and treatment rendered.
- h. Athletico shall provide Education to the, board members, coaches, players, and parents of Client on the importance of medical care and follow-up necessity with an Athletico facility after injury.
- i. Student-athletes, families, coaching and administration staff of the Client will have access to all Athletico centers for complimentary injury assessments to the extent permitted by applicable law.
- j. Athletico shall provide a 10-15 minute lecture introducing services available to Client at the Client's athletics introduction meeting.
- k. If applicable, one (1) educational in-service per season to student-athletes, parents, coaches, and community members on mutually agreed upon sports medicine related topics. Topics could include, but not limited to, heat illness, concussion management, and injury prevention, led by our team of Physical Therapists and/or Certified Athletic Trainers. In-service dates and times to be mutually agreed upon between Client and Athletico.
- l. If applicable, implementation of three (3) onsite screening days utilizing Athletico Physical Therapists and/or Certified Athletic Trainers to address areas such as ACL and Overhead Athlete. Screening dates and times to be mutually agreed upon between Client and Athletico.
- m. Preferred pricing through current vendor relationships for athletic training supplies and concussion baseline testing purchased by Client.

CLIENT RESPONSIBILITIES:

- a. Client must submit schedule changes within fourteen (14) business days prior to event in question. Failure to do so will mean possible forfeiture of coverage, depending on available personnel.
- b. In the sole discretion of the College President or the College's Vice-President of Student Affairs, name Athletico as "The Official Provider of Physical Therapy and Athletic Training for the Triton College Athletes" in all press releases, radio spots, newsletters, related materials and website. Athletico will be designated as the exclusive provider in the Physical Therapy, Occupational Therapy, Athletic Training, Work Rehab and Sports Medicine category.
- c. Client shall cause each athlete to obtain all equipment required by any applicable laws, rules or industry and/or governing body standards or policies or as needed to protect against all foreseeable or unforeseeable injuries. Neither Athletico nor any of its athletic trainers, employees, or other agents makes any representations or warranties regarding any equipment not specifically provided by Athletico and none of the foregoing shall be liable for any failure of any equipment to function properly.

- d. In the sole discretion of the College President or the College's Vice President of Student Affairs, client will grant opportunity for Athletico to provide content for PA announcements during the halftimes of each applicable home contest as well as all hosted NJCAA playoff events.
Script for announcement: At Athletico Physical Therapy, we know there is freedom from pain and you can get back to doing the things you love. If pain is slowing you down, visit athletico.com/appointments to request your complimentary injury screening and start feeling better today. We are proud to be the Official Provider of Physical Therapy and Athletic Training for Triton College. Athletico Physical Therapy – Better for Every Body.
- e. In the sole discretion of the College President or the College's Vice President of Student Affairs, client shall establish a link, logo and information pertaining to Athletico's assigned certified athletic trainer and all Athletico services to Client website.
- f. Client shall educate the players and parents of their teams on the importance of medical care and follow-up if necessary with an Athletico facility after injury.
- g. In the sole discretion of the College President or the College's Vice President of Student Affairs, client shall provide a link and logo to Athletico, and by doing so, grants unconditional use of all such images for use on the www.athletico.com website affiliation section, or any other website maintained by Athletico for purposes of promoting its athletic training services to others.
- h. Client shall place one Athletico banner in the main gymnasium and outdoor fields for the Term of the Agreement.

EXHIBIT B

COMPENSATION:

In compensation for Athletico's services under this Agreement, Client shall pay Athletico the sum of \$26 per hour per athletic trainer for all services to be described in Section 2 hereof be provided from July 17, 2019 through May 31, 2020, or until Triton College has been billed \$32,500.00, whichever is sooner. This rate shall apply for pre-scheduled and Additional Services, as referenced in Exhibit A. Triton College will be invoiced via mail on a monthly basis based on actual hours incurred by assigned athletic trainer. Invoices received prior to the first of the month following the month in which services were rendered shall be paid by the end of the month. Invoices received after the first of the month shall be paid by the end of the following month.

All invoices submitted by Athletico hereunder shall be sent to the following address or, if no address is set forth on this Exhibit B, to the address set forth in Section 8:

Triton College
2000 Fifth Avenue
River Grove, IL 60171
Attention: Harry McGinnis
Phone: 708.456.0300 x3784
Email: harrymcginnis@triton.edu

Any Additional Services performed by Athletico shall be billed to Client a rate equal to \$26 per hour.

Additional Services will be invoiced on a regular schedule via mail based on actual hours. Client shall pay each invoice in full within forty-five (45) days after invoice date.

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16286

SUBJECT: TRANSFER OF EQUIPMENT TO THE OAK PARK PUBLIC LIBRARY

RECOMMENDATION: That the Board of Trustees authorize transfer ownership of two HP Pro Book 450 laptops (PO16423, \$1,222.14) and 30 iPads w/iPad Cart (PO16382, \$13,286.70) purchased with Institute of Museum and Library Services (IMLS) Community Catalyst grant dollar to the Oak Park Public Library. There is no additional cost to the college.

RATIONALE: The College will relinquish control of the items listed in the closeout process for the IMLS Community Catalyst grant initiative. These items are housed at the Oak Park Public Library and were purchased with IMLS grant funds for the purpose of supporting after-school and summer youth programming. The Oak Park Public Library will continue to utilize these items to sustain activities initiated through the grant project. The colleges participation with the IMLS Community Catalyst grant project ended 3/31/19.

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes ____ No X

Asset	Description	Account	Cost	Purchase Date	PONumber	Serial Number
TCC32503	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9C2LGHKJ
TCC32504	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8AD5GHKJ
TCC32505	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89R3GHKJ
TCC32506	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8AD1GHKJ
TCC32507	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8A8UGHKJ
TCC32508	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV82N1GHKJ
TCC32509	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89QSGHKJ
TCC32510	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89Y7GHKJ
TCC32511	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89YDGHKJ
TCC32512	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8AM6GHKJ
TCC32513	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8A4NGHKJ
TCC32514	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9F9XGHKJ
TCC32515	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV81PZGHKJ
TCC32516	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV822HGHKJ
TCC32517	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9DD8GHKJ
TCC32518	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9B5ZGHKJ
TCC32519	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9B3XGHKJ
TCC32520	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8ANS GHKJ
TCC32521	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9DMVGHKJ
TCC32522	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8AGRGHKJ
TCC32523	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9FAPGHKJ
TCC32524	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV81SLGHKJ
TCC32525	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9B3ZGHKJ
TCC32526	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89R0GHKJ
TCC32527	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89TJGHKJ
TCC32528	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9AU9GHKJ
TCC32529	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9FV9F7AGHKJ
TCC32530	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV89U3GHKJ
TCC32531	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV8AL1GHKJ
TCC32532	APPLE IPAD MINI 4, 128GB, SPACE GRAY, MK9N2LL/A	GRANT	379.99	08-Nov-17	16382	SF9GV832WGHKJ
TCC32533	BRETFORD MOBILITY CART - IPAD	GRANT	1,687.00	08-Nov-17	16382	201709063122
TCC32534	NB, HP PROBOOK 450 G4	<none>	489.01	14-Nov-17	16423	5CD725FK7G
TCC32535	NB, HP PROBOOK 450 G4	<none>	489.01	14-Nov-17	16423	5CD7284MBS

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

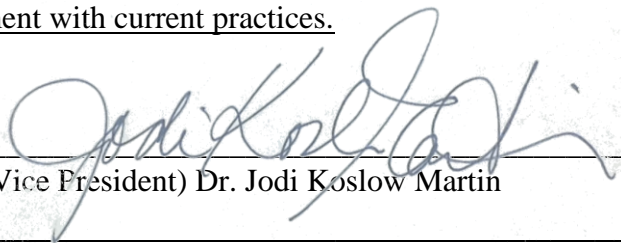
ACTION EXHIBIT NO. 16287

SUBJECT: FEES FOR PROFICIENCY CREDITS

RECOMMENDATION: That the Board of Trustees approve an updated fee structure for students who choose to earn credit by way of prior learning assessment (PLA) and/or proficiency examinations. Effective August 28, 2019, the fee will increase from \$5 to \$50 per credit hour and in no event shall the cost exceed 50% of the regularly charged tuition per credit. There is no additional cost to the college.

RATIONALE: The College offers prior learning assessment (PLA) through proficiency exams and review of past experience such as past training, work experience, etc. A student who earns the credit through PLA does not need to enroll in the courses thereby saving the institution dollars. Per the Academic and Scholastic Standards Committee of Academic Senate and in conjunction with Enrollment Services, this recommendation comes after researching fee structures at other institutions and reflects a reasonable cost in alignment with current practices.

Submitted to Board by: _____


(Vice President) Dr. Jodi Koslow Martin

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes _____ No x _____

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

Meeting of May 21, 2019

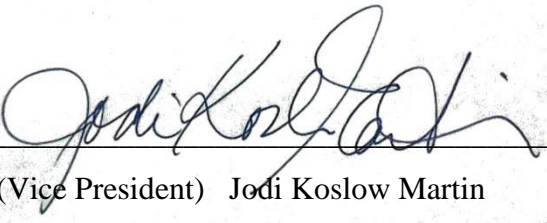
ACTION EXHIBIT NO. 16288

SUBJECT: **LIBRARY BOOK PURCHASES FROM AMAZON.COM**

RECOMMENDATION: That the Board of Trustees grant the Library permission to issue an Open Purchase Order to Amazon.com to order single title books and other formats. The term of service is July 1, 2019 to June 30, 2020 and will not exceed \$25,000.

RATIONALE: This purchasing practice is consistent with the Illinois State Library and other Library systems. Amazon.com is a major book vendor supplying academic and trade books to colleges, primary and secondary schools and public libraries. Amazon.com offers substantial discounts and is a source for books which are difficult to obtain from other vendors.

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes _____ No X

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16289

SUBJECT: **LIBRARY MEMBERSHIP & DATABASE PURCHASES THROUGH CARLI**

RECOMMENDATION: That the Board of Trustees grant the Library permission to issue an Open Purchase Order to University of Illinois at Urbana-Champaign as the fiscal agent for CARLI (COUNCIL of ACADEMIC and RESEARCH LIBRARIES in ILLINOIS). The term of service is July 1, 2019 to June 30, 2020 and will cover the membership of I-SHARE and database costs not to exceed \$120,000.

RATIONALE: CARLI is the statewide organization that represents academic libraries in Illinois. CARLI offers a statewide shared online catalog called I-SHARE and negotiates with vendors to provide group pricing on online databases and organizes professional development opportunities for library staff. The membership fee includes memberships to CARLI and I-SHARE as well as subscriptions to online databases including: *Chronicle of Higher Education, CINAHL Complete (Cumulative Index to Nursing and Allied Health Literature), Credo, JSTOR, OmniFile Full Text, Oxford English Dictionary, PsycARTICLES, and SMART (Scientific and Medical Art) Imagebase.*

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes _____ No X
168/208

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

Meeting of May 21, 2019

ACTION EXHIBIT NO. 16290

SUBJECT: **LIBRARY MEMBERSHIP AND DATABASE PURCHASES THROUGH
NILRC**

RECOMMENDATION: That the Board of Trustees grant the Library permission to issue an
Open Purchase Order to NILRC (Network of Illinois Learning Resources in Community Colleges).
The term of service is July 1, 2019 to June 30, 2020 and will not exceed \$50,000.

RATIONALE: NILRC is the statewide organization that represents community college libraries
in Illinois. NILRC negotiates with vendors to provide group pricing on online databases and
library materials and supplies and organizes professional development opportunities for library
and college staff. The P.O. will be used to pay the annual NILRC membership and subscriptions
to online databases such as: *Chicago Tribune, Nursing Ebooks, Oxford Reference Online, and
Serials Solutions.*

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

Mark R. Stephens
Chairman

Diane Viverito
Secretary

Date

Related forms requiring signature: Yes ____ No X

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

Meeting of May 21, 2019

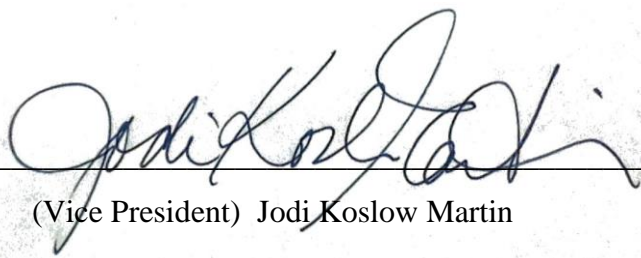
ACTION EXHIBIT NO. 16291

SUBJECT: **LIBRARY PERIODICAL SUBSCRIPTION SERVICE THROUGH EBSCO**

RECOMMENDATION: That the Board of Trustees grant the Library permission to purchase current periodical subscriptions through EBSCO, a subscription service provider. This subscription service does not include the purchase of periodicals in microfilm formation. The term of service is July 1, 2019 to June 30, 2020. Periodical subscriptions will not exceed \$55,000 in aggregate during FY20. No one title will exceed \$9,000.

RATIONALE: Use of a subscription service provider is cost effective due to the volume of periodical titles and issues of each title included in the Library collection. This purchase practice is consistent with the Illinois State Library and the Reaching Across Illinois Library System.

Submitted to Board by: _____


(Vice President) Jodi Koslow Martin

Board Officers' Signatures Required:

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

TRITON COLLEGE, District 504
Board of Trustees

Meeting of May 21, 2019

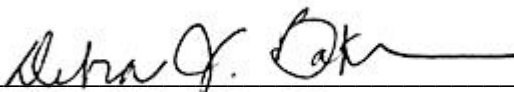
ACTION EXHIBIT NO. 16292

SUBJECT: COLLEGE CURRICULUM RECOMMENDATIONS – MAY 2019

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

RATIONALE: This recommendation was approved by the College Curriculum Committee on April 4, 2019, and approved by the Academic Senate on April 9, 2019.

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: Julianne Murphy
DATE: Monday, April 08, 2019
RE: College Curriculum Committee Item(s) from April 4, 2019
for Academic Senate on April 9, 2019

CCC Number Item/Description and Summary

U250M50 Associate in Fine Arts Degree (Art) **Effective Date:** 8/18/2019

Proposal Type: Inactive Curriculum

Summary: The Associate in Fine Arts in Art Degree was inactivated

Rationale: The Associate in Fine Arts Degree in Art was inactivated and will be withdrawn following institutional directive to eliminate redundant programs.

U250M51 Associate in Fine Arts Degree (Music) **Effective Date:** 8/18/2019

Proposal Type: Inactive Curriculum

Summary: The Associate in Fine Arts Degree in Music was inactivated

Rationale: The Associate in Fine Arts Degree in Music was inactivated and will be withdrawn following institutional directive to eliminate redundant programs.

CCC Number Item/Description and Summary

C220B Paraprofessional Educator Associate **Effective Date:** 8/18/2019

Proposal Type: Inactive Curriculum

Summary: The Paraprofessional Educator Associate Degree was

Rationale: The Paraprofessional Educator Associate is no longer a viable program, as student interest and enrollment has declined. In addition, the Illinois State Board of Education requires Paraprofessionals to have two years of study at an institution of higher education or an associate's degree. There is no specific coursework or program requirement, therefore, a prescribed program is no longer necessary. We have also discussed this decision with our program advisory committee, which is comprised of some members that are in secondary education. Based on their experiences, many of the Paraprofessionals that are in the school system hold a Bachelor's Degree in Education and are not obtaining this position with an associates. With all of these factors in mind, our department faculty along with our advisory committee are in support of the inactivation of this program.

There are currently 32 students enrolled in the Paraprofessional Program, these students will be contacted and asked to select an alternate program that will fulfill the ISBE requirement. A letter will be sent to each student informing them of the inactivation of the Paraprofessional Degree and requesting them to select an alternate pathway to complete.

U224A06 Global Studies **Effective Date:** 8/18/2019

Proposal Type: Inactive Curriculum

Summary: The Global Studies Associate in Arts Degree emphasis was inactivated

Rationale: The Global Studies program does not generate the necessary demand within the district and community to sustain the program. Based on available data, the lack of consumer demand for this particular program is unlikely to reverse itself in the short or long term, therefore, it is recommended that the program be inactivated and will be withdrawn.

CCC Number **Item/Description and Summary**

U224A15 **Women's and Gender** **Effective Date:** 8/18/2019

Proposal Type: Revised Curriculum
Summary: add: MCM 151, MCM 152; delete: MCM 150

Rationale: Per IAI best practices, MCM150, Film History has been expanded into two separate courses – MCM151, Cinema Appreciation and MCM152, Cinema History. Requesting that both be listed as options for Humanities / Fine Arts requirement.

U230A **Associate in Science Degree** **Effective Date:** 8/18/2019

Proposal Type: Revised Curriculum
Summary: delete MCM 150, IDS 101, IDS 102

Rationale: Per IAI best practices, MCM150, Film History has been expanded into two separate courses – MCM151, Cinema Appreciation and MCM152, Cinema History. Requesting that both be listed as options for Humanities / Fine Arts credits. IDS101 and IDS102 are recommended for deletion. Interdisciplinary Studies no longer exists as a program or area of concentration at Triton College so this course and its sister course IDS 102 are essentially orphan courses. They were at one time listed in Architecture, which is now inactive; therefore, they are being deleted.

IDS 101 **The Arts in Western Culture II** **Effective Date:** 8/18/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: IDS101 is recommended for withdrawal. Interdisciplinary Studies no longer exists as a program or area of concentration at Triton College so this course and its sister course IDS 102 are essentially orphan courses. They were at one time listed in Architecture, which is now inactive; therefore, it is being deleted.

IDS 102 **The Arts in Western Culture II** **Effective Date:** 8/18/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: IDS 102 is recommended for deletion. Interdisciplinary Studies no longer exists as a program or area of concentration at Triton College so this course and its sister course IDS 101 are essentially orphan courses. They were at one time listed in Architecture, which is now inactive; therefore, it is being deleted.

CCC Number **Item/Description and Summary**

MCM 150 **Film History and Appreciation** **Effective Date:** 8/18/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: MCM 150 is being deleted, as it was split into two separate approved courses, Cinema Appreciation and Cinema History, and is no longer a part of the MCM-Multimedia program.

ITL 113 **Italian Composition and Conversation I** **Effective Date:** 8/18/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: ITL 113 is recommended for deletion because neither ITL 113 nor its sister course ITL 114, have been offered in over a dozen years. There is no current demand for offering this course in the foreseeable future, especially given the demographic changes in the Triton College district. The general education outcomes have been updated to align with our institutional general education outcome revision.

ITL 114 **Italian Composition and Conversation II** **Effective Date:** 8/18/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: ITL 113 is recommended for deletion because neither ITL 113 nor its sister course ITL 114, have been offered in over a dozen years. There is no current demand for offering this course in the foreseeable future, especially given the demographic changes in the Triton College district. The general education outcomes have been updated to align with our institutional general education outcome revision.

ITL 118 **Study Travel in Italy** **Effective Date:** 8/18/2019

Proposal Type: Delete Course
Summary: course was deleted

Rationale: ITL 118 is recommended for deletion, as it was not offered for at least 12 years. There is no current demand to offer this course in the foreseeable future, especially given the demographic changes in the Triton College district. The general education outcomes have been updated to align with our institutional general education outcome revision.

CCC Number Item/Description and Summary

HRT 125 Plants and Society

Effective Date:

8/18/2019

Lab Fee:

\$25.00

Proposal Type: Revised Course

Summary: lecture from 4 to 3; lab from 0 to 2; course description change;
lab fee from \$0 to \$25

Rationale: HRT 125 was revised to maintain the IAI's general education status. Combination of essential topics that cover a modern introductory biology sequence, which includes evolution, cellular and molecular biology, genetics, organismal biology, ecology. Course content includes: evolution, as a unifying theme in biology; an introduction to biochemistry, cell structure, function, and processes; transmission and molecular genetics; an introduction to the diversity of major groups of microorganisms, fungi, animals, and plants; structure and function of representative organ systems in animals and/or plants; as well as ecological principles spanning a range of biological organization from physiological ecology of organisms to ecosystem ecology. Laboratory is required to include exposure to current biological techniques and instrumentation, and emphasize development of scientific investigative skills, rather than strict reliance on demonstrational and observational exercises. A lab fee has been added to cover the cost of consumables.

Printed: 4/8/2019

Cut Stock Paper

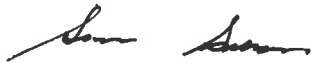
The following firms have been invited to submit bids for Cut Stock Paper. An advertisement for bid was placed in the Chicago Tribune-west cook county zone. Immediately after the closing hour for receiving bids which was 1:00 p.m., local time, Tuesday, April 23, 2019 they were publicly opened and read aloud in room A 300. Bids were opened by Nancy Schafer, Purchasing Assistant, and Jim Reynolds, Executive Director of Finance.

COMPANY	NET COST
Murnane Paper	\$46,772.40
345 Fisher Farm Rd.	
Elmhurst, IL 60126	

It is recommended that the Board of Trustees accept the proposal submitted by Murnane Paper 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	01-80900520-540100110
A/C Name	Central Stores – Office Supplies
Budget (pass through)	\$46,772.40
Schedule	46,772.40
Balance	\$0.00

DISTRIBUTION:

B

INTEROFFICE MEMORANDUM

TO: V.P. SEAN SULLIVAN
FROM: LORI ANN SILVESTRI
SUBJECT: PAPER ORDER RECOMMENDATION
DATE: 4/26/2019
CC: JIM REYNOLDS

Bids for our Paper Supply were opened and reviewed yesterday, April 23, 2019. Mr. Reynolds forwarded the bids to me and advised me that Murnane Paper Co. was the lowest bidder that complied with our requested specifications.

Based on this information, I recommend that we purchase this year's paper supply from Murnane Paper Co.

Thank you.

Cut Stock Paper - Bid Summary

QUANTITY	DESCRIPTION	Vendor		Murnane Paper		Contract Paper Group, Inc.		Veritiv Operating Company		Midland	
		Mill	Supreme Multipurpose 92 Bright	Unit Cost	Net Cost	Natural Choice - Natural white	Unit Cost	Unit Cost	Net Cost	Mondi / Optimus 92 Bright	Unit Cost
1600 cases	8 1/2" x 11", plain white		27.23	43,568.00		26.69	42,704.00	28.55	45,680.00		28.60
20 cases	11" x 17", white ledger paper		31.70	634.00		32.70	654.00	32.00	640.00		31.50
23 cases	8 1/2" x 11", canary		35.70	821.10		36.96	850.08	37.00	851.00		37.12
17 cases	8 1/2" x 11", blue		35.70	606.90		36.96	628.32	37.00	629.00		37.12
20 cases	8 1/2" x 11", goldenrod		35.70	714.00		36.96	739.20	37.00	740.00		37.12
12 cases	8 1/2" x 11", green		35.70	428.40		36.96	443.52	37.00	444.00		37.12
	Other costs or discounts										1% discount 30 day payment.
	Total Cost			46,772.40		46,019.12 *			48,984.00		48,572.05

* Contact Paper groups bid is for a natural white not 92 bright paper per bid specifications.

**SPECIFICATIONS
CUT STOCK PAPER – YEAR'S SUPPLY**

All paper to be Hammermill 20lb. 92 Bright or equivalent. If bidding an alternate, note mill name:

Mill Name/Etc: _____

Packaging: 10 reams per case/500 sheets per ream

QUANTITY	DESCRIPTION	UNIT COST PER CASE	NET COST
1600 cases	8 ½" x 11", plain white	_____	_____
20 cases	11" x 17", white ledger paper	_____	_____
23 cases	8 ½" x 11", canary	_____	_____
17 cases	8 ½" x 11", blue	_____	_____
20 cases	8 ½" x 11", goldenrod	_____	_____
12 cases	8 ½" x 11", green	_____	_____
	Other costs or discounts	_____	_____
	Total Cost	_____	_____

NOTES TO BIDDER:

1. All pricing to be FOB Triton College Receiving Dock, freight included, and remain firm for all drop shipments.
2. Delivery Schedule: Immediately after bid is approved deliver 800 Cases of Plain White (8.5"x11") to Triton College Receiving Dock. Deliver 20 cases of the white ledger and the entire order of colored paper. Call Tim at 708-456-0300 x 3410, 24 hours prior to delivery. No Deliveries accepted after 3:30pm CT.
3. Approximately 4 months after initial delivery, deliver 400 Cases of Plain White (8.5"x11") to Triton College Receiving Dock. Call Tim at 708-456-0300 x 3410, 24 hours prior to delivery. No Deliveries accepted after 3:30pm CT.
4. Approximately 4 months after initial delivery, deliver 400 Cases of Plain White (8.5"x11") to Triton College Receiving Dock. Call Tim at 708-456-0300 x 3410, 24 hours prior to delivery. No Deliveries accepted after 3:30pm CT.

Exact dates will be discussed after bit is awarded. The College anticipates to award the bid at the May 21 Board of Trustees meeting.

Mailing List

Uarco Business Forms
377 E Butterfield Rd
Ste. 650
Lombard, IL 60148

Robert Data World
2809 Turnberry Rd
St. Charles, IL 60174

Zerox Corporation
123 N Wacker Dr
Ste. 1000
Chicago, IL 60606

Allen Paper Company
641 W Lake St
Chicago, IL 60661

Unisource Paper Company
1141 N Swift Rd
Addison, IL 60101

Corporate Products
760 Oak Creek Dr
Lombard, IL 60148

Encore Paper & Supplies
6529 N Talman Ave
Chicago, IL 60645

LaPaloma Distributors
1250 W Palmer St
Freeport, IL 61032

Forms Group Print Management
1040 Muirfield Dr
Hanover Park, IL 60103

Garvey's Office Products
6001 Gross Point Rd
Niles, IL 60714

Illinois Paper Company
6 Territorial Court
Bolingbrook, IL 60440

Bradner Central Company
2300 Arthur Avenue
Elk Grove Village, IL 60007

Lewis Paper Place
1400 S Wolf Rd
Suite 100
Wheeling, IL 60090

Runco Office Supply
1655 Elmhurst Rd
Elk Grove Village, IL 60007

Midland Paper Company
101 E Palatine Rd
P.O. Box 9032
Wheeling, IL 60090

Midwest Computer Products
33W512 W Roosevelt Rd
West Chicago, IL 60185

Murnane Paper
345 Fischer Farm Rd
Elmhurst, IL 60126

Major Business Assoc.
2406 Flambeau Dr
Naperville, IL 60546

Runge Paper Company
2201 Arthur Ave
Elk Grove Village, IL 60007

R.J.N. Supplies
P.O. Box 1772
Melrose Park, IL 60160

Contract Paper Group, Inc.
1519 Boettler Rd Unit B
Uniontown, OH 44685

Office Depot/Business Servs. Div.
515 Kehoe Blvd.
Carol Stream, IL 60188

Standard Stationery Supply
2251 Foster Ave
Wheeling, IL 60090

Unique Products Services
3860 Commerce Dr
St. Charles, IL 60174

Mac Graphics Group
P.O. Box 537
Elmhurst, IL 60126

World's Printing & Spec. Co. Ltd.
233 N Michigan Ave
Concourse Level
Chicago, IL 60601

Techrite
N5748 State Highway 180
Marinette, WI 54143

Zellerbach/A Mead Company
775 Belden Ave
Suite A
Addison, IL 60101

Kurek Company
5418 W Berteau Ave
Chicago, IL 60656

R & M Business Systems
330 E 22nd St
Lombard, IL 60148

Mailing List (continued)

Canon Solutions America, Inc.
Attn: Brian Carlson
425 N Martingale Rd
Schaumburg, IL 60173

RTU-6 VAV Work – Building B

Two firms submitted bids for the RTU-6 VAV Work Building B 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, April 30, 2019, the bids were publicly opened and read aloud in room A-302 by Nancy Schafer, Purchasing, and witnessed by Steve Mazurek and John Knox, O & M, Gaspare Pitrello and Aaron Mikottis, Arcon Associates, Inc., and representatives from Amber Mechanical.

It is recommended that the Board of Trustees accept the proposal submitted by Amber Mechanical 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

Amber Mechanical
11950 S Central Ave
Alsip, IL 60803

\$83,985.00

APPROVED:



Sean O'Brien Sullivan
Vice President – Business Services

A/C Number	02-70900501-580400023
A/C Name	B Bldg Rooftop Replacement
Budget	\$ 426,000.00
Prev. Expend.	\$ 276,320.00
Schedule	\$ 83,985.00
Balance	\$ 65,695.00

- CDB Deferred Maintenance Funded

Memorandum

April 30, 2019

To: Sean Sullivan
V.P. Business Services

From: John Lambrecht
Associate Vice President, Facilities



RE: RTU-6 VAV Work - Building B



Operations & Maintenance

Triton College received two bids from vendors for the RTU-6 VAV Work – Building B Project.

The lowest, qualified bidder was Amber Mechanical in the Base Bid amount of \$83,985.00.

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 Amber Mechanical in the total amount of \$83,985.00.

I support this recommendation and agree that the bid should be awarded to Amber Mechanical in the total amount of \$83,985.00.

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

John



April 30, 2019

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

RE: BID RECOMMENDATION
RTU-6 VAV WORK - BUILDING B
TRITON COLLEGE
PROJECT NO. 18101.1

Dear Mr. Lambrecht:

On Tuesday, April 30th at 1:30 P.M. two (2) sealed bids were publicly opened and read for the RTU-6 VAV Work Project at Building B. The low qualified bidder was Amber Mechanical Contractors, Inc., in the Bid amount of \$83,985. The Bid includes the project contingency amount.

We contacted Amber Mechanical and they have confirmed their bid. The project requirements were reviewed and Amber Mechanical demonstrated an understanding of the scope of work and project time line. Amber Mechanical 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 RTU-6 VAV Work Project at Building B to the low qualified bidder, Amber Mechanical Contractors, Inc. in the Base Bid and Contingency amount of \$83,985.

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\18101 Building B RTU Replacement\1 Docs\Bidding\18101.1 LOR.wpd

Project: RTU-6 VAV Work at Building B

Owner: Triton College

Project No.: 18101.1

Bid Date/Time: Tuesday, April 30, 2019 @ 1:30 P.M.



	CONTRACTOR	BID BOND	ADDENDUM	BASE BID + 10% CONTINGENCY	NOTES
1	Amber Mechanical Contractors, Inc.	x	x	\$83,985.00	
2	MG Mechanical Contracting, Inc.	x	x	\$92,620.00	
3					
4					
5					
6					

TRITON COLLEGE
DISTRICT #504
SUBJECT: Request for Bid

SCHEDULE 2.4
April 30, 2019

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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RTU-6 VAV WORK – BUILDING B

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

RESPONSE OPENING: 1:30 pm, LOCAL TIME, Tuesday, April 30, 2019
Learning Resource Center / Building A / ROOM A-300

QUESTIONS, PLEASE CONTACT ARCON ASSOCIATES, INC. –
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 1:30 pm, local time, on Tuesday, April 30, 2019. Facsimile or e-mail copies are not permissible.

FIRM: Amber Mechanical Contractors, Inc

SIGNATURE: 

ADDRESS: 11950 S Central Ave

CONTACT: William J Beukema Jr

CITY & STATE: Alsip IL 60803-3402

TELEPHONE: 708-597-9700

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

Name of Bidder: Amber Mechanical Contractors, Inc
Address: 11950 S Central Ave
City, State, Zip: Alsip IL 60803-3402
Phone: 708-597-9700 Contact: William J Beukema Jr

The undersigned acknowledges receipt of:

PROJECT: RTU-6 VAV Work – Building B

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, April 30, 2019, 1:30 PM, Learning Resource Center, Building A, Room A-300.

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
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 x _____, 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
RTU-6 VAV WORK – BUILDING B
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

1

4/22/19

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

Agrees:

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

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 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

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

(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.

Amber Mechanical Contractors, Inc

Legal Name of person, corporation, partnership
or joint venture

Co-President

Signature and Title

If Corporation, affix Corporate Seal

Dated 4/30, 2019

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

If a Corporation

NAME

ADDRESS

William J Beukema Jr

President

11950 S Central Ave

Robert Boer

Secretary

11950 S Central Ave

Robert Boer

Treasurer

11950 S Central Ave

Corporation, State of IL

If a Partnership

NAME OF PARTNERS

ADDRESS

If a Joint Venture

NAME OF MEMBERS

ADDRESS

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

BID SUMMARY FORM

BIDDER NAME: Amber Mechanical Contractors

BASE BID TOTAL: \$ 76,350.00

CONSTRUCTION CONTINGENCY (@ 10% OF BASE BID): \$ 7,635.00

TOTAL BID: \$ 83,985.00

**TRITON COLLEGE
RTU-6 VAV WORK – BUILDING B
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

SUBMITTAL:

Amber Mechanical Contractors, Inc

BIDDER

11950 S Central Ave

BIDDER ADDRESS

Alsip IL 60803-3402

CITY, STATE AND ZIP CODE

4/30/19

DATE

William J Beukema Jr

BY:

SIGNATURE

Co-President

TITLE

708-597-9700

BUSINESS TELEPHONE

708-597-5875

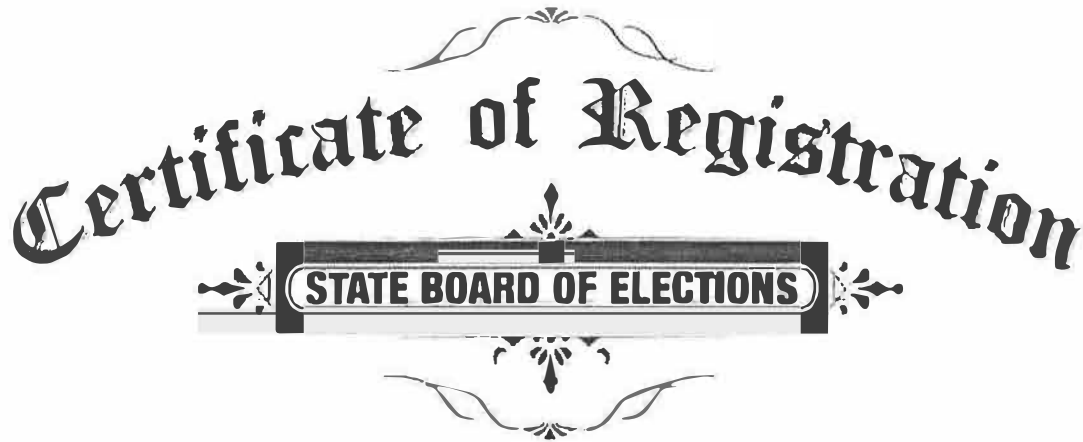
FAX

wbeukemajr@ambermech.com

E-MAIL

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

TRITON COLLEGE
RTU-6 VAV Work – Building B
Business Office / Purchasing Department / A 306
2000 Fifth Avenue
River Grove IL 60171



Registration No. 15738

AMBER MECHANICAL CONTRACTORS INC

11950 S CENTRAL AVE

ALSIP IL 60803

Information for this business last updated on:

Friday, April 14, 2017

Certificate produced on Friday, April 14, 2017 at 11:13 AM



Science Lab Renovation – Building D

Five firms submitted bids for the Science Lab Renovation Building D 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, Thursday, May 02, 2019, the bids were publicly opened and read aloud in room A-302 by Nancy Schafer and Jim Reynolds, Purchasing, and witnessed by Steve Mazurek and John Knox, O & M, Gaspare Pitrello and Aaron Mikottis, Arcon Associates, Inc., and representatives from LDC-LMCC, Happ Builders, Edwin Anderson Construction Company, L.J. Morse Construction, FBG, and Kandu GC.

It is recommended that the Board of Trustees accept the proposal submitted by Edwin Anderson Construction Company 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

Edwin Anderson Construction Company
252 James Street
Bensenville, IL 60106

\$821,550.00

APPROVED:



Sean O'Brien Sullivan
Vice President – Business Services

A/C Number	02-70900501-580400052
A/C Name	D Science Lab Renovation
Budget FY20	\$ 821,550.00
Prev. Expend.	\$ 0.00
Schedule	\$ 821,550.00
Balance	\$ 0.00

Memorandum

May 6, 2019

To: Sean Sullivan
V.P. Business Services

From: John Lambrecht
Associate Vice President, Facilities



RE: Science Lab Renovation - Building D



Operations & Maintenance

Triton College received five bids from vendors for the Science Lab Renovation – Building D Project.

The lowest, qualified bidder was Edwin Anderson Construction Company in the Bid amount of \$821,550.00.

The total amount includes the project contingency amount and all three alternates.

Arcon Associates, Inc. has carefully reviewed the bids and recommends that the project be awarded to be awarded to Edwin Anderson Construction Company in the total amount of \$821,550.00.

I support this recommendation and agree that the bid should be awarded to Edwin Anderson Construction Company in the total amount of \$821,550.00.

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

John



May 6, 2019

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

RE: BID RECOMMENDATION
SCIENCE LAB RENOVATION - BUILDING D
TRITON COLLEGE
PROJECT NO. 18154

Dear Mr. Lambrecht:

On Thursday, May 3rd at 1:30 P.M. five (5) sealed bids were publicly opened and read for the Science Lab Renovation Project at Building D. The low qualified bidder was Edwin Anderson Construction Company, in the Bid amount of \$821,550. The Bid includes the project contingency amount and all three (3) alternates.

We contacted Edwin Anderson and they have confirmed their bid. The project requirements were reviewed and Edwin Anderson demonstrated an understanding of the scope of work and project time line. Edwin Anderson 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 Science Lab Renovation Project at Building D to the low qualified bidder, Edwin Anderson Construction Company, in the Base Bid, Alternates, and Contingency amount of \$821,550.

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\18154 Science Lab Renovation - Building D\1 Docs\Bidding\18154 LOR.wpd

Project: Science Lab Renovation - Building D

Owner: Triton College

Project No.: 18154

Bid Date/Time: Thursday, May 2nd, 2019 @ 1:30 P.M.



	CONTRACTOR	BID BOND	ADDENDUM 1	ADDENDUM 2	ADDENDUM 3	BASE BID + 10% CONTINGENCY	ALTERNATE 1: FRONT OFFICE RENOVATIONS	ALTERNATE 2: BACK OFFICE RENOVATIONS	ALTERNATE 3: FURNITURE	UNIT PRICE 1: MOISTURE MITIGATION	TOTAL
1	Edwin Anderson Construction Company	x	x	x	x	\$578,050.00	\$162,500.00	\$65,000.00	\$16,000.00	\$7.25 / SF	\$821,550.00
2	FBG Corporation	x	x	x	x	\$816,325.00	\$149,486.00	\$75,800.00	\$21,000.00	N/A	\$1,062,611.00
3	Happ Builders, Inc.	x	x	x	x	\$622,930.00	\$148,000.00	\$67,000.00	\$12,000.00	\$5.00 / SF	\$849,930.00
4	Kandu Construction Inc.	x	x	x	x	\$853,600.00	\$247,000.00	\$212,000.00	\$87,000.00	\$5.70 / SF	\$1,399,600.00
5	U Morse Construction Company	x	x	x	x	\$615,780.00	\$156,700.00	\$74,800.00	\$14,700.00	\$6.00 / SF	\$861,980.00

TRITON COLLEGE
DISTRICT #504
SUBJECT: ADDENDUM #3

SCHEDULE 2.4
April 29, 2019

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



John Lambrecht
Vice President – Business Services

QUANTITY	ARTICLE DESCRIPTION
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SCIENCE LAB RENOVATIONS – Building D - Addendum #3

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

**RESPONSE OPENING: 1:30 pm, LOCAL TIME, Thursday, May 2, 2019
Learning Resource Center / Building A / ROOM A-300**

**QUESTIONS, PLEASE CONTACT ARCON ASSOCIATES, INC. –
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 1:30
P.M., local time, on Thursday, May 2, 2019. Facsimile or e-mail copies are not permissible.**

FIRM: Edwin Anderson Construction Company

SIGNATURE: 

252 James Street
ADDRESS: Bensenville, IL 60106

CONTACT: Brian C. Thompson - President

CITY & STATE: _____

TELEPHONE: (847) 343-4551

**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

Name of Bidder: Edwin Anderson Construction Company
Address: 252 James Street
Bensenville, IL 60106
City, State, Zip: _____
Phone: 847-343-4551 Contact: Brian Thompson

The undersigned acknowledges receipt of:

PROJECT: Science Lab Renovations – Building D

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 – Thursday, May 2, 2019, 1:30 PM, Learning Resource Center, Building A, Room A-300.

**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
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 X _____, 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
SCIENCE LAB RENOVATIONS – BUILDING D
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
One	4/22/19
Two	4/24/19
Three	4/29/19

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

Agrees:

**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

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 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

**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
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EXHIBIT "A"


(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.

Edwin Anderson Construction Company
252 James Street
Bensenville, IL 60106

Legal Name of person, corporation, partnership
or joint venture

 Brian C. Thompson
Signature and Title President

If Corporation, affix Corporate Seal

Dated May 2, 2019.

**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
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EXHIBIT "A"

If a Corporation

NAME

ADDRESS

<u>Edwin Anderson Construction Company</u> <u>252 James Street</u> <u>Bensenville, IL 60106</u>	President	<u>Brian C. Thompson</u>
	Secretary	<u>Scott W. Anderson</u>
	Treasurer	<u>Scott W. Anderson</u>

Corporation, State of _____

If a Partnership

NAME OF PARTNERS

ADDRESS

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If a Joint Venture

NAME OF MEMBERS

ADDRESS

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**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

BID SUMMARY FORM

Edwin Anderson Construction Company
252 James Street
Bensenville, IL 60106

BIDDER NAME: _____

BASE BID TOTAL: Five Hundred Twenty Five Thousand Five Hundred Dollars \$525,500.00

CONSTRUCTION CONTINGENCY (@ 10% OF BASE BID): \$52,550.00

ALTERNATE NO. 1: FRONT OFFICE RENOVATIONS

ADD One Hundred Six Two Thousand Five Hundred DOLLARS (\$ 162,500.00)

ALTERNATE NO. 2: BACK OFFICE RENOVATIONS

ADD Sixty Five Thousand DOLLARS (\$ 65,000.00)

ALTERNATE NO. 3: FURNITURE

ADD Sixteen Thousand DOLLARS (\$ 16,000.00)

UNIT PRICE NO. 1: Moisture Mitigation system over existing concrete.


ADD Seven and 25/100 DOLLARS (\$ 7.25 ²⁵/₁₀₀)

TOTAL BID: _____

SUBMITTAL: Voluntary Alternate to provide epoxy resin tops in base bid in lieu of solid surface countertops deduct <\$30,000.00> from our base bid.

**TRITON COLLEGE
SCIENCE LAB RENOVATIONS – BUILDING D
BID FORM & BIDDER IDENTIFICATION**

EXHIBIT "A"

<p>BIDDER <u>Edwin Anderson Construction Company</u> <u>252 James Street</u> <u>Bensenville, IL 60106</u></p> <p>BIDDER ADDRESS _____</p> <p>CITY, STATE AND ZIP CODE _____</p> <p>DATE <u>May 2, 2019</u></p>	<p>BY: <u>Brian C. Thompson</u></p> <p>SIGNATURE <u></u></p> <p>TITLE <u>President</u></p> <p>BUSINESS TELEPHONE <u>847-928-2200</u></p> <p><u>847-928-2284</u></p> <p>FAX _____</p> <p>E-MAIL <u>brian@edwin-anderson.com</u></p>
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Envelopes containing bid, bid security and other required documents must be sealed, marked and addressed as follows:

TRITON COLLEGE
Science Lab Renovations – Building D
Business Office / Purchasing Department / A 306
2000 Fifth Avenue
River Grove IL 60171