



**Regular Meeting of the  
Board of Trustees**

**Agenda**

**Tuesday, September 25, 2018**

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

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

- B. [Purchasing Schedules](#)
  - C. [Bills and Invoices](#)
  - D. [Closed Session](#) – To discuss and consider the hiring, discipline, performance, and compensation of certain personnel, matters of collective bargaining, acquisition of real property, and matters of pending, probable, or imminent litigation
  - E. [Human Resources Report](#)
    - [Offer Position and Contract Approval](#)
      - 3.2.01 Jodi Koslow Martin, Vice President of Enrollment Management & Student Affairs
      - 3.2.02 Derrell Carter, Associate Vice President of Communications & Institutional Advancement
- XIV. COMMUNICATIONS – INFORMATION**
- A. Human Resources Information Materials
  - B. Informational Material
- XV. ADJOURNMENT**

**CALL TO ORDER/ROLL CALL**

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

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

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

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

**APPROVAL OF BOARD MINUTES**

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

**COMMENTS ON THIS AGENDA**

None.

**CITIZEN PARTICIPATION**

None.

**REPORTS/ANNOUNCEMENTS – Employee Groups**

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

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

**STUDENT SENATE REPORT**

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

**BOARD COMMITTEE REPORTS**

Academic Affairs/Student Affairs

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

Finance/Maintenance & Operations

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

### ADMINISTRATIVE REPORT

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

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

### TRUSTEE ARRIVAL

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

### ADMINISTRATIVE REPORTS (continued)

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

### PRESIDENT'S REPORT

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

### CHAIRMAN'S REPORT

None.

**NEW BUSINESS**

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

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

ACTION EXHIBITS

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

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

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

PURCHASING SCHEDULES

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

**B41.05 Welding Equipment**

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

BILLS AND INVOICES

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

Roll Call Vote:

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

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

**CLOSED SESSION**

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

Roll Call Vote:

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

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

**RETURN TO OPEN SESSION**

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

Roll Call Vote:

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

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

**HUMAN RESOURCES REPORT**

**1.0 Faculty**

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

**2.0 Adjunct Faculty**

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

**3.0 Administration**

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

**4.0 Classified, Police & Engineers**

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

**5.0 Mid-Management**

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

**6.0 Hourly Employees**

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

**7.0 Other**

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

**ADJOURNMENT**

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

Submitted by: Mark R. Stephens  
Board Chairman

Diane Viverito  
Board Secretary

Susan Page  
Susan Page, Recording Secretary

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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16191

**SUBJECT: APPROVAL OF FY 2018 AUDIT**

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

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

**Submitted to Board by:** \_\_\_\_\_ *Sean Sullivan* \_\_\_\_\_  
(Vice President) Sean O'Brien Sullivan  
-----

**Board Officers' Signatures Required:**

\_\_\_\_\_  
**Mark R. Stephens**  
**Chairman**

\_\_\_\_\_  
**Diane Viverito**  
**Secretary**

\_\_\_\_\_  
**Date**

Related forms requiring signature: Yes \_\_\_\_\_ No X \_\_\_\_\_

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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16192

**SUBJECT: RESOLUTION ADOPTING FY 2019 BUDGET**

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

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

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

**Board Officers' Signatures Required:**

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

Related forms requiring signature: Yes X No



Triton College  
Trust and Agency Fund  
Fiscal Year 2019

Revenues:

Student activity fees	1,110,409
Total revenues	1,110,409

Expenditures:

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

Increase (decrease) in net assets	(287,990)
-----------------------------------	-----------

Trust and agency fund liability account 10\_00000000\_230901540

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

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

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

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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16194

**SUBJECT: CERTIFICATION OF CHARGEBACK REIMBURSEMENT  
FISCAL YEAR 2019**

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

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

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

-----  
**Board Officers' Signatures Required:**

\_\_\_\_\_  
**Mark R. Stephens**                      **Diane Viverito**                      **Date**  
**Chairman**                                      **Secretary**

Related forms requiring signature: Yes \_\_\_\_\_ No X



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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16195

**SUBJECT: REQUEST FOR LIFE SAFETY PROJECT FY19**

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

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

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

**Board Officers' Signatures Required:**

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

Related forms requiring signature: Yes X No

## CAPITAL PROJECT APPLICATION FORM

*(One Application Form per Project)*

District/College and District # Triton College #504  
 Contact Person Sean Sullivan Phone # 708-456-0300 Ext. 3240

Project Title Communication Systems Upgrades Phase 3  
 Project Budget \$300,000 ( ) check  here if the proposed project is to be financed with a combination of local, state,

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

Date \_\_\_\_\_

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

- Site acquisition-- see ICCB administrative rule 1501.604 d) or g) for additional material requirements and check here \_\_\_\_\_. (If this is a site acquisition and only land is being acquired ---no building--- then check here \_\_\_\_\_) --complete/submit Sections I and II with additional material requirements (if acquisition includes remodeling or new construction then you should also check the other appropriate application type and include description in the narrative portion of the application)
- Locally Funded New Construction--complete/submit Sections I and II.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.
- Protection, Health and Safety (PHS)--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and the three forms in the Architect Forms section of this manual. (Note: two of these should be completed by the architect.)

### Section I (submit for ALL project approval requests)

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

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

## Section II

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

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

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

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

## Section III

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

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

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

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

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

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

\_\_\_\_\_  
Mark Stephens, Board Chairman

\_\_\_\_\_  
Diane Viverito, Board Secretary

### **Scope of the Work**

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

### **Programmatic Justification**

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

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

### Attachment #1 Project Budget

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

- New Construction
- Remodeling

**Project Name** Communication Systems Upgrades Phase 3

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

Approved by the Triton College Board of Trustees

Date September 25, 2018

Signed \_\_\_\_\_, Chairman

Mark Stephens

\_\_\_\_\_, Secretary

Diane Viverito

**Protection, Health, and Safety Project Name** \_\_\_\_\_

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

6/9

## Attachment #2 Funding Source

**District/College Name:** Triton College #504

**Project Name:** Communication Systems Upgrades Phase 3

**Check the source(s) of funds:**

Available fund balance \_\_\_\_\_ Fund name(s): \_\_\_\_\_  
(Including excess funds from  
previously approved protection,  
health, and safety projects)

Bond Proceeds \_\_\_\_\_ Type of bond issuance(s): \_\_\_\_\_  
(including protection, health,  
and safety bonds)

Protection, Health, and \_\_\_\_\_  
Safety Tax Levy .0034 Tax rate/fiscal year Fiscal Year 18 / Tax Year 17  
(ILCS 805/3-20.3.01)

Contract for Deed \_\_\_\_\_ Term of Contract for Deed in months: \_\_\_\_\_  
(ILCS 805/3-36)

Lending Arrangement with a \_\_\_\_\_ Term of Lending Arrangements in months: \_\_\_\_\_  
Financial Institution  
(ILCS 805/3-37)

Lease Agreement \_\_\_\_\_ Term of Lease in months: \_\_\_\_\_  
(ILCS 805/3-38)

Capital Renewal Funding \_\_\_\_\_ Proposed Fiscal Year Source(s): \_\_\_\_\_



PROTECTION, HEALTH, AND SAFETY PROJECT

**Budget and Certification**

Name and address of architect/engineer providing the estimate:

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

*Gaspare Pitrello*  
Architect/Engineer's Signature

Date 08.14.18

001-020010  
Illinois Registration or License Number

Seal



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

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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16196

**SUBJECT: PREVAILING WAGE RESOLUTION 2018-19**

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

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

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

**Board Officers’ Signatures Required:**

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

Related forms requiring signature: Yes   X   No

**RESOLUTION NO. 16196**

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

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

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

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

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

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

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

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

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

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

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

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

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

Passed by the Board of Trustees of Triton College, this 25th day of September, 2018, on the Motion of Trustee\_\_\_\_\_ and the second by Trustee\_\_\_\_\_

and the following roll call vote:

AYES:\_\_\_\_\_

NAYS:\_\_\_\_\_

ABSENT:\_\_\_\_\_

APPROVED BY ME THIS 25<sup>th</sup> DAY OF SEPTEMBER, 2018.

\_\_\_\_\_  
**MARK R. STEPHENS**  
Chairman of the Board

ATTEST:

\_\_\_\_\_  
**DIANE VIVERITO**  
BOARD SECRETARY

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF COOK        )

**CERTIFICATE**

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

DATE: This 25<sup>th</sup> Day of September, 2018.

---

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

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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16197

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

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

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

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

**Board Officers' Signatures Required:**

\_\_\_\_\_  
**Mark R. Stephens**  
**Chairman**

\_\_\_\_\_  
**Diane Viverito**  
**Secretary**

\_\_\_\_\_  
**Date**

Related forms requiring signature: Yes \_\_\_\_\_ No X

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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16198

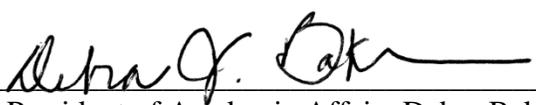
**SUBJECT: REVISION OF GED COURSE FEES**

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

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

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

Submitted to Board by: \_\_\_\_\_

  
Vice President of Academic Affairs Debra Baker

-----  
**Board Officers' Signatures Required:**

\_\_\_\_\_  
**Mark R. Stephens**  
Chairman

\_\_\_\_\_  
**Diane Viverito**  
Secretary

\_\_\_\_\_  
**Date**

Related forms requiring signature: Yes \_\_\_\_\_ No X

# Adult Education Department

## High School Equivalency Program (GED®, TASC™, HiSET®)

### Fee Schedule

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

TRITON COLLEGE, District 504  
Board of Trustees

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16199

**SUBJECT: COURSE FEE FOR MAT 045 and 055 ILAUNCH SECTIONS**

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

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

Submitted to Board by:   
(Vice President) Debra Baker

-----  
**Board Officers' Signatures Required:**

_____	_____	_____
<b>Mark R. Stephens</b> <b>Chairman</b>	<b>Diane Viverito</b> <b>Secretary</b>	<b>Date</b>

Related forms requiring signature: Yes \_\_\_\_\_ No X



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

Meeting of September 25, 2018

ACTION EXHIBIT NO. 16201

**SUBJECT: PURCHASE OF ACCUPLACER UNITS FOR PLACEMENT TESTING**

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

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

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

---

**Board Officers' Signatures Required:**

---

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

Related forms requiring signature: Yes \_\_\_\_\_ No X

Districtwide Schedule of Classes – Spring 2019

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

COMPANY	NET COST
Indiana Publishing Company 899 Water St. Indiana, PA 15701	\$36,771.00

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

Recommendation along with tabulation is attached.

APPROVED:



Sean O'Brien Sullivan  
Vice President - Business Services

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

DISTRIBUTION:  
B.

## MEMORANDUM

**To: Sean Sullivan**

**From: Sam Tolia**

**Date: 8/31/18**

**Re: Bid Results**

Handwritten signature and date: 8/31/18

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

The bid is as follows:

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

Accepting the bid from Indiana Printing is recommended.

**Spring 2019 - Districtwide Schedule of Classes**

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

# SPECIFICATIONS

## NAME

Spring 2019 Triton College Districtwide Schedule of Classes

## PAGES

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

## QUANTITY

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

## SIZE

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

## INK

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

## PAPER

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

## BLEEDS

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

## BINDERY

Saddlestitch.

## COPY

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

## PROOFS

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

## PRESS CHECK

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

## INSERTS

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

## **DELIVERY**

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

## **STORAGE**

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

## **MAILING/2ND DELIVERY**

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

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

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

Quote cost per thousand for simplified mailing.

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

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

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

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

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

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

Mailing List

Castle Printech  
121 Industrial Drive  
DeKalb, IL 60115

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

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

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

Creasey Printing Services  
1905 Morning Sun Ln  
Springfield, IL 62711

Signature Offset  
13801 E 33<sup>rd</sup> Pl, Unit F  
Aurora, CO 80011

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

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

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

Blue Island Newspaper Printing, Inc,  
262 W 147<sup>th</sup> St  
Harvey, IL 60426

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

Creekside Printing  
1175 Davis Road  
Elgin, IL 60123

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

Regional Publishing Corp  
12243 S Harlem  
Palos Heights, IL 60463

John S Swift  
999 Commerce Ct  
Buffalo Grove, IL 60089

Woodward Printing Services  
11 Means Drive  
Platteville, WI 53818

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

The Viking Printing Group  
497 Widgeon Ln  
Bloomington, IL 60108

Custom Services  
120 W Laura Drive  
Addison, IL 60101

Vouge Printers  
820 S Northpoint Blvd  
Waukegan, IL 60085

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

PA Hutchison Company  
400 Pen Ave  
Mayfield, PA 18433

Indiana Printing  
899 Water St  
Indiana, PA 15701

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

Data Reproduction Corporation  
4545 Glenmeade Lane  
Auburn Hills, MI 48326

Newsweb Corporation  
2401 N Halsted St  
Chicago, IL 60614

EP Graphics  
169 Jefferson St  
Berne, IN 46711

Envision3  
225 Madsen Dr  
Bloomington, IL 60108

Midstates Inc  
4820 Capital Ave NE  
Aberdeen, SD 57401

"A" Building Entrance Canopy

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

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

Recommendation along with tabulation is attached.

COMPANY	NET COST
Happ Builders, Inc. 25 Le Baron St. Waukegan, IL 60085	\$61,639.00

APPROVED:



Sean O'Brien Sullivan  
Vice President – Business Services

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

## Memorandum

August 30, 2018

To: Sean Sullivan  
V.P. Business Services

From: John Lambrecht  
Associate Vice President, Facilities



RE: A Building Entrance Canopy



Operations & Maintenance

---

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

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

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

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

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

John



August 30, 2018

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

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

Dear Mr. Lambrecht:

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

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

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

Attached is the Bid Tabulation Sheet for your review.

Sincerely,  
ARCON Associates, Inc.

A handwritten signature in black ink, appearing to read 'Gaspare Pitello', written in a cursive style.

Gaspare P. Pitello, ALA  
Associate Principal

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

Project: A Building Entrance Canopy  
 Owner: Triton College  
 Project No.: 17062  
 Bid Date/Time: Thursday, August 23, 2018 @ 1:30 P.M.



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