

**College of Lake County
Community College District No. 532
Tuesday, April 22, 2025, 5:00 PM**

BOARD OF TRUSTEES MEETING

The Board of Trustees of Community College District No. 532, Lake County, Illinois, will convene a Board of Trustees Meeting on Tuesday, April 22, 2025, at 5:00 PM, in Grayslake Campus, Conference Center A013, 19351 West Washington Street, Grayslake, IL 60030. Virtual meeting access is available via YouTube live stream at: <https://youtube.com/live/mH0tPDu-ZGY?feature=share>, and the agenda is posted on the [College of Lake County](#) website.

Members of the public will be offered an opportunity to address the board during the public comment portion of the meeting. **Board Policy 124.1, Public Participation**, which can be found in the [College of Lake County Policy Manual](#), sets forth the College’s guidelines for public comment. Members of the public who wish to address the Board in person must provide their name via email to president@clcillinois.edu by 3:00 p.m. on Tuesday, April 22, 2025. Individuals will be called to the podium when it is their time to address the Board.

AGENDA

1. **Call to Order and Roll Call**
2. **Approval of the Agenda**
3. **Approval of the Minutes**
 - 3.1. Regular Meeting Minutes of March 25, 2025
 - 3.2. Closed Meeting Minutes of March 25, 2025
4. **Resolutions**
 - 4.1. Resolution Approving Trustee Emeritus Status 5
 - 4.2. Resolutions Honoring Outgoing Trustees
5. **Reorganization of the Board of Trustees**
 - 5.1. Approval of the Report of the Outcome of the Board of Trustees Election on April 1, 2025
 - 5.2. Oath of Office & Seating of Newly Elected Trustees and Student Trustee
 - 5.3. Roll Call with Newly Seated Trustees
 - 5.4. Appointment of Board Chair Pro Tempore
 - 5.5. Election of Chair
 - 5.6. Election of Vice-Chair

- 5.7. Election of Secretary
- 5.8. Appointment of Treasurer and Establishment of Salary
- 5.9. Appointment of Ethics Officer and Establishment of Salary
- 6. **Receipt of Notices, Communications, Hearings and Petitions**
- 7. **Reports**
 - 7.1. Chair's Report
 - 7.2. Student Trustee's Report
 - 7.3. President's Report
 - 7.3.1. Clean Energy Workforce Network Hub (CEJA)
 - 7.3.2. FY26 Non-Bargaining Staff Pay Increase
- 8. **Consent Agenda (Action Items)**
 - 8.1. Financial
 - 8.1.1. Approving Reimbursement of Business-Related Travel Expenses 6
 - 8.1.2. Ratifying Bills, Authorizing Budget Transfers, and Accepting the Monthly Financial Report 7
 - 8.2. Purchasing
 - 8.2.1. James Lumber Center for the Performing Arts Services 18
 - 8.2.2. Fire System Onyx Workstation 19
 - 8.2.3. Maintenance Vehicles 20
 - 8.2.4. Career Exploration Software 21
 - 8.3. Human Resources
 - Copies of all proposed employee contracts are available at <http://dept.clcillinois.edu/pre/contracts/ContractsApril2025.pdf>
 - 8.3.1. New Hires 22
 - 8.3.2. Authorization to Hire 23
 - 8.3.3. Probationary Period Completion 24
 - 8.3.4. Personnel and Position Changes 26
 - 8.3.5. Promotions 27
 - 8.3.6. Resignations and Retirement
- 9. **Presentment of Board Policies and Objectives (Information Items)**
- 10. **New Business (Action Items)**

Agenda for Board of Trustees Meeting of Tuesday, April 22, 2025

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10.5. Advisor for Continuation of LancerNext Enterprise Resource Planning Replacement Project	34
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10.12. Lakeshore Campus Urban Farm Center Epoxy Flooring and Sealed Concrete	41
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10.18. Lakeshore Campus Urban Farm Center Earthwork, Aggregate Piers and Earth Retention	47
10.19. Lakeshore Campus Urban Farm Center Landscaping	48
10.20. Lakeshore Campus Urban Farm Center Site Utilities	49
10.21. Lakeshore Campus Urban Farm Center Food Service	50
10.22. Lakeshore Campus Urban Farm Center Asphalt Paving	51
10.23. Lakeshore Campus Urban Farm Center Delegation of Authority and Approval of Contract	52
11. Executive Session (Closed) Closed Session requested under 5 ILCS 120, Section 2(c)(2).	
12. Other Matters for Information or Discussion	

13. Adjournment

4. RESOLUTIONS

4.1. RESOLUTION APPROVING TRUSTEE EMERITUS STATUS

According to Board Policy 131 – Trustee Emeritus, the Board may confer the status of Trustee Emeritus upon any retiring Trustee who is in good standing and for whom a sitting Board member has recommended such status be conferred. The title Trustee Emeritus recognizes the valued service, commitment and contributions of outstanding retiring Board members.

Recommendation: Approve Trustee Emeritus status to Trustee Torrie Mark Newsome, upon the conclusion of his term of office in April 2025.

8. CONSENT AGENDA 2. FINANCIAL

8.1.1. RESOLUTION APPROVING REIMBURSEMENT OF BUSINESS-RELATED TRAVEL EXPENSES

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

WHEREAS, the list of reimbursements for business-related travel expenses is required to be approved by the Board of Trustees in accordance with the College of Lake County Policy 108 and Policy 960 and 50 ILCS 150/1 et seq.; and

WHEREAS, the monthly expenses to be approved pursuant to 50 ILCS 150/1 et seq., are set forth below;

NOW BE IT RESOLVED that the Board of Trustees approve the reimbursement for business-related travel expenses in the amount of \$3,001.82 for travel associated with Association of Community College Trustees (ACCT) National Legislative Summit.

PASSED this 22nd day of April 2025 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution approving reimbursement of business-related travel expenses.

8. CONSENT AGENDA 2. FINANCIAL

8.1.2. RESOLUTION RATIFYING BILLS, AUTHORIZING BUDGET TRANSFERS AND ACCEPTING THE MONTHLY FINANCIAL REPORT

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

WHEREAS, the list of bills has been provided to the Board of Trustees in accordance with the College of Lake County Policy 713 – Approval of Bills for Payment; and

WHEREAS, budget transfers in the amount of \$110,801.77 are recommended to the Fiscal Year 2025 Budget are attached hereto;

NOW BE IT RESOLVED that the Board of Trustees approves the bills provided under separate cover and approves/ratifies and authorizes the Treasurer to make budget transfers in the amount of \$110,801.77.

PASSED this 22 day of April 2025 by the Board of Trustees, College of Lake County, Community College District No. 532, Grayslake, Illinois.

Recommendation: Adopt the resolution Approving and Ratifying Bills and Authorizing Budget Transfers.

8. CONSENT AGENDA 2. FINANCIAL

8.1.2. RESOLUTION RATIFYING BILLS, AUTHORIZING BUDGET TRANSFERS AND ACCEPTING THE MONTHLY FINANCIAL REPORT (CONTINUED)

FY 25 BUDGET TRANSFERS

	<u>Ledger Account No.</u>	<u>Department</u>	<u>Spend Category</u>	<u>Increase Budget</u>	<u>Decrease Budget</u>	<u>Reason</u>
1)	5360	Finance	Other Contractual Services	\$ 15,000.00		Align Funds for Budgetary Needs
	5310	Finance	Consultants	\$ 31,000.00		Temporary Staff-Student Accounting
	5400	Finance	Other Materials and Supplies	\$ 4,000.00		
	5400	Finance	Postage	\$ 4,000.00		
	5100	Finance	Administrative Staff, FT		\$ 54,000.00	
2)	5840	Facilities Improvements	Building Improvements	\$ 27,641.77		Southlake Lighting Project
	5340	Facilities Improvements	Equipment-Service		\$ 27,641.77	
3)	5360	Athletics Administration	Other Contractual Services	\$ 29,160.00		Athletic Event Workers
	5100	Athletics Administration	Other Pay		\$ 29,160.00	
		TOTAL TRANSFERS - ALL FUNDS		<u>\$ 110,801.77</u>	<u>\$ 110,801.77</u>	

8. CONSENT AGENDA 2. FINANCIAL

Operating Funds Financial Highlights

REVENUE: The revenues in the operating funds reflect 65.8 percent of budgeted revenues through February 2025. At the end of February 2024, the College had received 69.1 percent of the amount budgeted.

As of February 28, 2025, the College had received revenues equal to \$41.5 million in FY2025 for local taxes. Local tax revenue is budgeted at \$85.8 million for Fiscal Year 2025.

Also, as of February 28, 2025, student enrollment reflected 105.7 percent of the tuition revenue. At the end of February 2024, the College had received 107 percent of the amount budgeted. The timing of when students enroll impacts when tuition revenue is recorded.

EXPENDITURES: The expenditures in the operating funds as of February 28, 2025, reflect 61.9 percent of budgeted expenditures for the year. In comparison, as of February 29, 2024, the College had expended 62.6 percent of the amount budgeted. The College is trending on track with the FY2025 budget plan.



Monthly Financial Report

FOR THE MONTH ENDED

February 28, 2025

8. CONSENT AGENDA 2. FINANCIAL

**Education Fund
Balance Sheet - Fund 01
As of February 28, 2025**

ASSETS

CASH

Cash In Bank	(3,069)
Change Funds	8,800

INVESTMENTS

Repurchase Agreements	-
Treasury Bills	-
Other Investments	8,950,013

RECEIVABLES

Taxes Receivable - Current Levy	32,601,528
Corp PRS Property Replacement Tax Rece	-
Allowance for Uncollectable Tuition	(7,115,657)
Allowance Uncollectible Taxes	(326,536)
Student Tuition Receivable	15,484,129
Vendor Receivables	639,287
Other Receivables	(4,405)

ACCRUED REVENUE

Accrued Interest	-
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INTER-FUND 29,787,948

Prepaid Expenses

Prepaid Expenses	75,448
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TOTAL ASSETS	80,097,486
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8. CONSENT AGENDA 2. FINANCIAL

LIABILITIES AND FUND BALANCE

LIABILITIES

PAYROLL DEDUCTIONS PAYABLE

Payroll Deductions Payable (321,929)

ACCOUNTS PAYABLE

Accounts Payable 1,185,574

ACCRUED EXPENSES

Accrued Expense 910,247

DEFERRED REVENUES

Property Taxes 32,850,387

Total Tuition & Fees -

Miscellaneous Deferred Revenues -

OTHER LIABILITIES

Other Liabilities 1,009,187

Vacation Accrual 3,252,533

TOTAL LIABILITIES

38,885,999

FUND BALANCE

Fund Balance 41,211,487

TOTAL FUND BALANCE

41,211,487

TOTAL LIABILITIES & FUND BALANCE

80,097,486

RECONCILIATION

BEGINNING FUND BALANCE 37,337,188

ADD: REVENUE 77,000,477

LESS: EXPENDITURES (67,945,952)

OPERATING TRANSFERS (5,180,225)

ENDING FUND BALANCE 41,211,487

College of Lake County
CLC_Comparison_Fund_01
Statement of Changes in Fund Balance
Month Ending: February 28, 2025

	<u>Year to Date</u>		<u>Prior Year to Date</u>	
	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>
<u>INCOME</u>				
Current Taxes	32,242,798	41.87%	32,209,452	41.98%
CPPRT Corp Pers Prop Repl Tax	741,297	0.96%	1,142,350	1.49%
ICCB Credit Hour Grants	7,043,521	9.15%	6,856,772	8.94%
Vocational Education	643,095	0.84%	620,475	0.81%
Tuition	28,500,498	37.01%	28,342,308	36.94%
Graduation Fees	15	0.00%	0	0.00%
Transcript Fees	88,467	0.11%	75,444	0.10%
On-line Course Fee	80,771	0.10%	580,295	0.76%
Laboratory Fees	460,874	0.60%	385,488	0.50%
Payment Plan Enrollment Fee	19,860	0.03%	28,834	0.04%
Credit By Exam Fees	250	0.00%	200	0.00%
Comprehensive Fees	6,167,368	8.01%	4,475,092	5.83%
Activity Fee Adjustment	(3,054,185)	-3.97%	(2,203,200)	-2.87%
Gain(Loss) on Investment	581,262	0.75%	634,278	0.83%
Other Interest	3,415,225	4.44%	3,551,113	4.63%
Library Fines	477	0.00%	525	0.00%
Miscellaneous Revenue	85,695	0.11%	8,450	0.01%
Other Revenue/Rebates	0	0.00%	19,639	0.03%
Over Short	(16,812)	-0.02%	(3,591)	0.00%
Total Income	77,000,477	100%	76,723,925	100%

8. CONSENT AGENDA 2. FINANCIAL

EXPENDITURES

Salaries	49,006,719	72%	47,100,487	73%
Employee Benefits	11,163,902	16%	8,425,685	13%
Contractual Services	3,092,613	5%	3,212,134	5%
General Material & Supplies	1,797,077	3%	1,710,867	3%
Travel/Conference Meeting Exp	405,196	1%	402,751	1%
Fixed Charges	23,030	0%	880,036	1%
Utilities	30,509	0%	32,677	0%
Capital Outlay	26,028	0%	4,066	0%
Other Expenditures	2,400,878	4%	2,765,973	4%
Total Expense	<u>67,945,952</u>	<u>100%</u>	<u>64,534,676</u>	<u>100%</u>

Beginning Fund Balance	37,337,188		35,960,331	
Add: Revenues	77,000,477		76,723,925	
Less: Expenses	(67,945,952)		(64,534,676)	
Operating Transfers	(5,180,225)		0	
Ending Fund Balance	<u>41,211,487</u>		<u>48,149,580</u>	

8. CONSENT AGENDA 2. FINANCIAL

**Maintenance Fund
Balance Sheet - Fund 02
As of February 28, 2025**

ASSETS

CASH

Cash In Bank	\$	-
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INVESTMENTS

Other Investments		28,467,688.77
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RECEIVABLES

Allowance Uncollectible Taxes		(82,650.04)
Vendor Receivables		3,851.97

ACCRUED REVENUE

<u>INTER-FUND</u>	\$	(23,204,400.59)
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Prepaid Expenses

Prepaid Expenses		286,850.58
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TOTAL ASSETS	\$	14,032,382.88
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8. CONSENT AGENDA 2. FINANCIAL

LIABILITIES AND FUND BALANCE

LIABILITIES

ACCOUNTS PAYABLE

Accounts Payable \$ 107,741.89

ACCRUED EXPENSES

Accrued Expense 72,284.53

DEFERRED REVENUES

Property Taxes 8,626,286.01

TOTAL LIABILITIES \$ 8,806,312.43

FUND BALANCE

Fund Balance 5,226,070.45

TOTAL FUND BALANCE \$ 5,226,070.45

TOTAL LIABILITIES & FUND BALANCE 14,032,382.88

RECONCILIATION

BEGINNING FUND BALANCE	6,379,131.76
ADD: REVENUE	8,474,734.88
LESS: EXPENDITURES	(8,332,197.19)
OPERATING TRANSFERS	(1,295,599.00)
ENDING FUND BALANCE	<u><u>5,226,070.45</u></u>

College of Lake County
CLC_Comparison_Fund_02
Statement of Changes in Fund Balance
Month Ending: February 28, 2025

	<u>Year to Date</u>		<u>Prior Year to Date</u>	
	<u>Actual</u>	<u>Percent</u>	<u>Actual</u>	<u>Percent</u>
<u>INCOME</u>				
Current Taxes	8,466,780	100%	8,509,903	98%
Building Rentals	7,205	0%	131,265	2%
Other Facility Rentals	-	0%	0	0%
Miscellaneous Revenue	750	0%	22,414	0%
Total Income	<u>8,474,735</u>	<u>100%</u>	<u>8,663,582</u>	<u>100%</u>
<u>EXPENDITURES</u>				
Salaries	3,265,133	39%	3,435,761	43%
Employee Benefits	937,526	11%	837,711	10%
Contractual Services	546,483	7%	636,428	8%
General Material & Supplies	414,866	5%	487,754	6%
Travel/Conference Meeting Exp	5,107	0%	12,026	0%
Fixed Charges	1,477,420	18%	876,024	11%
Utilities	1,664,126	20%	1,641,928	21%
Capital Outlay	38,093	0%	105,720	1%
Other Expenditures	(16,557)	0%	(36,267)	0%
Total Expense	<u>8,332,197</u>	<u>100%</u>	<u>7,997,085</u>	<u>100%</u>
Beginning Fund Balance	6,379,132		6,023,765	
Add: Revenues	8,474,735		8,663,582	
Less: Expenses	(8,332,197)		(7,997,085)	
Operating Transfers	(1,295,599)		0	
Ending Fund Balance	<u>5,226,070</u>		<u>6,690,263</u>	

8. CONSENT AGENDA 2. PURCHASING

8.2.1. JAMES LUMBER CENTER FOR THE PERFORMING ARTS SERVICES

Lead Staff: Alisa Baum, Executive Director, James Lumber Center for the Performing Arts

Funding Source: FY25 budget

Funding Request: \$36,000.00

Vendor	Amount
Shane Kelly Rigging, LLC	\$36,000.00

Explanation of Purchase:

This purchase is for maintenance on rigging in the Main Stage, Studio and Experimental Theatres.

Pursuant to 110 ILCS 805/3-27.1. (j), contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed \$50,000 and not involving a change or increase in the size, type, or extent of an existing facility are exempt from the competitive bidding process.

Recommendation: Approve a purchase with Shane Kelly Rigging, LLC of Evanston, IL in a not-to-exceed amount of \$36,000.00.

8. CONSENT AGENDA 2. PURCHASING

8.2.2. FIRE SYSTEM ONYX WORKSTATION

Lead Staff: Brian Henry, Chief of Police

Funding Source: FY25 budget

Funding Request: \$67,345.00

Vendor	Amount
Fox Valley Fire & Safety	\$67,345.00

Explanation of Purchase: This is for the purchase and installation of a graphical user interface computer and associated software (Onyx Workstation) and programming services to run the College’s networked fire systems.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services are exempt from the competitive bidding process;

Recommendation: Approve a purchase from Fox Valley Fire & Safety of Elgin, IL in a not-to-exceed amount of \$67,345.00.

8. CONSENT AGENDA 2. PURCHASING

8.2.3. MAINTENANCE VEHICLES

Lead Staff: Mahsa Karamy, Director of Facilities and Maintenance

Funding Source: FY25 budget

Funding Request: \$108,000.00

Vendor	Amount
Arlington Heights Buick GMC	\$108,000.00

Explanation of Purchase: This purchase is for two previously owned maintenance trucks for Grayslake Campus and Lakeshore Campus.

Pursuant to 110 ILCS 805/3-27.1 (i) purchases of equipment previously owned by some entity other than the district itself, this purchase is exempt from the competitive bidding process.

Recommendation: Approve a purchase of two previously owned maintenance vehicles from Arlington Heights Buick GMC of Arlington Heights, IL in a not-to-exceed amount of \$108,000.00.

8. CONSENT AGENDA 2. PURCHASING

8.2.4. CAREER EXPLORATION SOFTWARE

Lead Staff: Tanya Woltmann, Dean, Student Academic Support

Funding Source: FY25 budget

Funding Request: \$51,400.00

Vendor	Amount
Economic Modeling, LLC (“Lightcast”)	\$51,400.00

Explanation of Purchase: This contract is for career exploration software used by prospective and current students.

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services are exempt from the competitive bidding process.

Recommendation: Approve a three-year contract from April 1, 2025, through March 31, 2028, with Economic Modeling, LLC of Moscow, ID in a not-to-exceed amount of \$51,400.00.

8. CONSENT AGENDA 4. HUMAN RESOURCES

8.3.1. NEW HIRES

	Employee Name	Proposed Job Family, Position Number, Title Department	Effective Date	Contract Dates
1	Roe, Lee	Administrator Position Number: 1021 Associate Dean, Business and Social Sciences Division	4/28/2025	4/28/2025-6/30/2025
Recommendation: Approve the above full-time employment.				

8. CONSENT AGENDA 3. HUMAN RESOURCES

8.3.2. AUTHORIZATION TO HIRE

Administration is requesting authorization to make an offer of full-time employment and set the start date prior to the May 20, 2025, Board meeting. The proposed approval is as follows:

	Proposed Job Family, Position Number, Position Title, Department	Effective Date	Contract Dates
1	Administrator Position Number: 0041 Dean, Southlake Campus	TBD	TBD-6/30/2025

Recommendation: Approve authorization to make an offer of full-time employment for the above position, subject to Board approval of the employment contract at the May 20, 2025 Board meeting.

8. CONSENT AGENDA 3. HUMAN RESOURCES

8.3.3. PROBATIONARY PERIOD COMPLETION

The following employee has successfully completed the appropriate probationary period and is recommended for continued employment in the following Board-approved position, in accordance with Board Policy 611 – Employment Practices and Procedures – Specialist.

	Employee Name	Job Family, Position Number, Title, Department	Probation Period Completion Date	Contract Dates
1	Kirk, Caroline	Specialist Position Number: 0899 Accessibility Coordinator, Access and Disability Resources	3/8/2025	3/8/2025-6/30/2025

Recommendation: Approve the above full-time employment.

8. CONSENT AGENDA 3. HUMAN RESOURCES

8.3.3. PROBATIONARY PERIOD COMPLETION (CONTINUED)

The following employee has successfully completed the appropriate probationary period and is being recommended for continued employment in the following Board-appointed position, in accordance with the collective bargaining agreement between the Board and the Illinois Fraternal Order of Police Labor Council.

	Employee Name	Job Family, Position Number, Title, Department	Probation Period Completion Date
1	Salamone, Heidi	Classified - Union Position Number: 0118 Police Officer, Police Department	3/8/2025

The following employee has successfully completed the appropriate probationary period and is recommended for continued employment in the following Board-appointed position, in accordance with the collective bargaining agreement between the Board and the College of Lake County Staff Council, LCFT, Local 504.

2	Hrnciar, Tony	Classified - Union Position Number: 1822 Grounds Person, Grounds	3/8/2025
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Recommendation: Approve the above full-time employment.

8. CONSENT AGENDA 3. HUMAN RESOURCE

8.3.4. PERSONNEL AND POSITION CHANGES

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, FLSA	Proposed Job Grade, FLSA	Effective Date	Contract Dates
Administration is recommending reassignment of a current professional position and employee within Educational Affairs. The position is funded in the FY25 budget.								
1	Title Change	Tumilty, Meredith	Professional Position Number: 0273 Director Online Student Success, Southlake Campus	Professional Position Number: 0273 Director Online Teaching and Learning Excellence, Teaching, Learning and Educational Technology	C52 Exempt	C52 Exempt	4/28/2025	4/28/2025-6/30/2025
Recommendation: Approve the proposed position change with the effective date noted above.								

	Reason	Employee Name	Current Job Classification, Position Number, Position Title, Department	Proposed Job Classification, Position Number, Position Title, Department	Current Job Grade, FLSA	Proposed Job Grade, FLSA	Effective Date	Contract Dates
Administration is recommending reassignment of a current vacant faculty position within Educational Affairs. The position is funded in the FY25 budget.								
1	Title Change	Vacant	Full-time Faculty Position Number: 0809 Instructor, ELI and English Communication Arts, Humanities and Fine Arts	Full-time Faculty Position Number: 0809 Instructor, Humanities, Communication Arts, Humanities and Fine Arts	Exempt	Exempt	4/28/2025	TBD
Recommendation: Approve the proposed position change with the effective date noted above.								

8. CONSENT AGENDA 3. HUMAN RESOURCES

8.3.5. PROMOTIONS

The following employees applied for and were selected for promotion in the Board-approved positions noted below.					
	Employee Name	Current Job Family, Position Number, Position Title, Department	Proposed Job Family, Position Number, Position Title, Department	Effective Date	Contract Dates
1	Campos, Kendra	Classified Position Number: 1140 Enrollment Services Generalist, Welcome and One Stop Center	Classified Position Number: 1092 Senior Administrative Assistant, Student Academic Support Division	4/28/2025	N/A
2	Cole, Jessica	Part-time Classified Position Number: 1257 Office Associate, TRIO-Student Support Services	Full-time Classified Position Number: 1092 Senior Administrative Assistant, Student Academic Success	4/28/2025	N/A
3	Karamy, Mahsa	Administrator Position Number: 1144 Director, Facilities Administration	Administrator Position Number: 1472 Executive Director, Business Operations	4/14/2025	4/14/2025- 6/30/2025
4	Matheny, Chris	Specialist Position Number: 1768 Student Employment Coordinator, Career and Job Placement	Professional Position Number: 1092 Student Success Manager, Adult Education and ESL Operations	4/28/2025	4/28/2025- 6/30/2025
5	Monbrod, Richard	Part-time Specialist Position Number: 1857 Lead Tutor, Tutoring Center	Full-time Faculty Position Number: 0440 Instructor Accounting, Business and Social Sciences Division	8/11/2025	^TBD

^ Faculty employment contracts will be distributed following collective bargaining agreement completion.

8. CONSENT AGENDA 3. HUMAN RESOURCES

8.3.5. PROMOTIONS (CONTINUED)

	Employee Name	Current Job Family, Position Number, Position Title, Department	Proposed Job Family, Position Number, Position Title, Department	Effective Date	Contract Dates
6	Niles, Jody	Classified Position Number: 1304 Administrative Assistant, Adult Education and ESL Division	Classified Position Number: 0945 Assistant to the Dean, Learning Innovation and Teaching Excellence Division	4/28/2025	N/A
7	Silva, Genesis	Classified Position Number: 1514 Assistant to the Dean, Enrollment Services	Specialist Position: 0195 Financial Aid Coordinator, Financial Aid	4/28/2025	4/28/2025- 6/30/2025
Recommendation: Approve the above action.					

10. NEW BUSINESS

10.1. FISCAL YEAR 2026 NON-BARGAINING STAFF PAY INCREASE

Per Policy 939, the Board approves non-bargaining staff pay increases annually. In alignment with the planning and budget process, Policy 939 and Board guidance on the Total Rewards Philosophy, Administration recommends FY26 base pay increase rates as noted in the table below for regular full-time and regular part-time (FTE 0.50 or above), non-bargaining staff, if hired or promoted prior to April 1, 2025.

Pay Band	Job Grades	Job Family	Increase %
A Band	A11, A12, A13	Classified	3.25%
B Band	B21, B22, B23, B24, B25, B32	Classified and Specialist	3.25%
C Band	C41, C42, C43, C44, C45, C52	Specialist and Professional	2.90%
D Band	D61, D71, D72	Administrative	2.25%
E Band	E81	Administrative	2.00%
E Band	E91	Administrative-CLT	0.50%

In addition, Administration recommends FY26 base pay increase rate of 3.25% for part-time staff (FTE 0.49 or below) and who currently have a base pay rate of \$24.30/hour or less, if hired or promoted prior to April 1, 2025.

Recommendation: Approve FY26 non-bargaining staff base pay increase rates, effective July 1, 2025, as described above.

10. NEW BUSINESS

10.2. FISCAL YEAR 2026 EMPLOYEE BENEFITS – BENEFIT PLAN CONTRACT RECOMMENDATIONS

The College’s health and welfare benefit plans are reviewed by the Insurance Benefits Committee, which is comprised of representatives of each employment classification and union, and recommendations are made to Administration. The College is assisted in this process by Alliant Employee Benefits, the College’s health and welfare benefits broker/consultant.

Administration recommends approval of the insurance benefit plan contracts with each of the vendors listed below. The amounts listed represent the projected total renewal costs, including any fixed fees, based on enrollment.

	Coverage/Plan	Carrier	Contract Dates	Total Projected Cost Amount	Recommendation
1	Medical – 2 plans PPO and PPO with Health Savings Account both with Prescription Drug Coverage	Blue Cross Blue Shield of Illinois (medical) and CVS Caremark (prescription)	7/1/2025-6/30/2026	\$15,201,126	Renew with BlueCross BlueShield of Illinois offering two self-funded PPO plans with CVS Caremark prescription coverage and two fully-insured HMO plans that include prescription drug coverage. Premium cost share with employees varies by plan and coverage tier elected. The total estimated College cost increase with two (2) new plan options and no plan design changes to existing plans is \$1,412,970.
2	Medical – 2 plans HMO Illinois and Blue Advantage HMO	Blue Cross Blue Shield of Illinois	7/1/2025-6/30/2026	\$1,824,738	
3	Dental – 2 plans PPO and DHMO	Delta Dental Illinois	7/1/2025-6/30/2026	\$647,296	Renew with Delta Dental offering the PPO and HMO options. Premium cost share with employees. The total estimated College cost increase with no plan design changes is \$7,862.
4	Vision – 2 plans Premium and Core	Versant Health (Superior Vision)	7/1/2025-6/30/2029	\$89,028	Renew with Versant Health offering Premium and Core coverage. Premium cost share with employees. The total estimated College cost decrease with no plan design changes is -\$3.721 . The plan rates are guaranteed through 6/30/2029.

10. NEW BUSINESS

10.2. FISCAL YEAR 2026 EMPLOYEE BENEFITS – BENEFIT PLAN CONTRACT RECOMMENDATIONS (CONTINUED)

	Coverage/Plan	Carrier	Contract Dates	Total Projected Cost Amount	Recommendation
5	COBRA Administration	Inspira Financial (Benefits Resources Inc.)	7/1/2025-6/30/2026	\$4,248	Renewal with Inspira Financial. Fee cost shared with former employees with a rate guarantee extended to 6/30/2026.
6	Voluntary Hospital Indemnity	Guardian	7/1/2025-6/30/2026	\$6,442	Renew with Guardian. Premiums paid by enrolled employees with a rate guarantee extended to 6/30/2026.
7	Voluntary Critical Illness	Guardian	7/1/2025-6/30/2026	\$18,264	Renew with Guardian. Premiums paid by enrolled employees with a rate guarantee extended to 6/30/2026.
8	Voluntary Identity Protection	InfoArmor (Allstate)	7/1/2025-6/30/2026	\$20,776	Renew with InfoArmor. Premiums paid by enrolled employees with a rate guarantee extended to 6/30/2026.
<p>Recommendation: Approve the health and welfare benefit plan contract recommendations as described above, effective July 1, 2025.</p>					

10. NEW BUSINESS

10.3. FISCAL YEAR 2026 STAFF BENEFITS – NON-BARGAINING STAFF MEDICAL INSURANCE PREMIUM CONTRIBUTION

In alignment with updated Board guidance to maintain a competitive, fiscally-sustainable medical insurance benefit program with expanded employee options, Administration recommends increasing the number of medical plans from two to four with varying employee cost share by plan and coverage tier consistent with education benchmark medical cost share data for eligible non-bargaining staff for FY26.

Job Family	Coverage Tier	Blue Advantage HMO (New)	HMO Illinois	PPO with Health Savings Account (New)	PPO
Classified and Specialist	Employee Only	13%	15%	18%	15%
	Employee + Child(ren)	13%	15%	18%	15%
	Employee + Spouse	15%	17%	20%	17%
	Employee + Family	20%	20%	20%	20%
Administrative and Professional	Employee Only	18%	20%	18%	22%
	Employee + Child(ren)	18%	20%	18%	22%
	Employee + Spouse	20%	22%	20%	23%
	Employee + Family	20%	22%	20%	23%
Recommendation: Approve the non-bargaining staff premium contribution percentages as described above, effective July 1, 2025.					

10. NEW BUSINESS

10.4. CHANGE ORDER FOR COURSE MATERIALS AND DIGITAL CONTENT

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY25 budget

Funding Request: \$400,000.00

Vendors	Amount
Various (see table below)	\$400,000.00

Explanation of Purchase: This purchase is for additional course materials from various publishers, wholesalers and digital content providers to make affordable course materials available to students. Original authorization was for \$1,600,000. Increases in enrollment and participation in Inclusive Access programs have resulted in more students having access to course materials that are procured through the various vendors.

The actual value of the purchases from individual vendors will vary based on course materials selected, quantity and market price.

Course Material and Digital Content Vendors	
Blue Door	MBS Textbook Exchange
Cengage Learning	McGraw Hill School Education Holdings
Elsevier	Pearson Education
Goodheart & Wilcox Co.	Redshelf
Wolters Kluwer Health	

Pursuant to 110 ILCS 805/3-27.1 (l), contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone or telegraph, are exempt from the competitive bidding process.

and

Pursuant to 110 ILCS 805/3-27.1 (f), purchases and contracts for the use, purchase, delivery, movement or installation of data processing equipment, software or services and telecommunications and inter-connect equipment, software and services, are exempt from the competitive bidding process.

Recommendation: Approve a change order of \$400,000.00 for purchases with the vendors listed above in a total not-to-exceed amount of \$2,000,000.00.

10. NEW BUSINESS

10.5. ADVISOR FOR CONTINUATION OF LANCERNEXT ENTERPRISE RESOURCE PLANNING REPLACEMENT PROJECT

Lead Staff: Allison Porterfield-Woods, Chief Information Officer

Funding Source: FY24 surplus

Funding Request: \$306,889.00

Vendor	Amount
SharperPoint Consulting Group, LLC	\$306,889.00

Explanation of Purchase: This agreement is for the ongoing project oversight and support services necessary to facilitate the successful implementation of the large and complex LancerNEXT project.

Pursuant to 110 ILCS 805/3-27.1 (a), contracts for the services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part; are exempt from the competitive bidding process.

Recommendation: Approve a two-year agreement from July 1, 2025, through June 30, 2027, with SharperPoint Consulting Group, LLC of Reston, VA in a not-to-exceed amount of \$306,889.00.

10. NEW BUSINESS

10.6. LAKESHORE CAMPUS URBAN FARM CENTER - CAST IN PLACE CONCRETE

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$1,067,407.00

Bids			Amount
CAST IN PLACE CONCRETE	BEP%	ALTERNATE VALUE	BASE BID VALUE
Elliot Construction Corporation	0%	\$0.00	\$970,370.00
Pepper Construction Company	30%	\$0.00	\$1,200,549.00
Scurto	27%	\$0.00	\$1,104,925.00

Explanation of Purchase: This contract is for the cast in place concrete package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Elliot Construction Corporation of Glen Ellyn, IL in the amount of \$970,370.00 with a 10% contingency of \$97,037.00 in a total not-to-exceed amount of \$1,067,407.00.

10. NEW BUSINESS

10.7. LAKESHORE CAMPUS URBAN FARM CENTER – MASONRY

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$89,100.00

Bids	Amount		
MASONRY	BEP%	ALTERNATE VALUE	BASE BID VALUE
A. Horn	0%	\$0.00	\$132,400.00
JAC Masonry	0%	\$0.00	\$136,000.00
Rasco Masonry	15%	\$0.00	\$120,000.00
R&J Masonry and Restoration Inc	100%	\$0.00	\$138,400.00
RV Builders Corp.	25%	\$0.00	\$81,000.00

Explanation of Purchase: This contract is for the masonry package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with RV Builders Corp. of Bridgeview, IL in the amount of \$81,000.00 with a 10% contingency of \$8,100.00 in a total not-to-exceed amount of \$89,100.00.

10. NEW BUSINESS

10.8. LAKESHORE CAMPUS URBAN FARM CENTER - GENERAL TRADES

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$2,243,395.00

Bids	Amount		
GENERAL TRADES	BEP%	ALTERNATE VALUE	BASE BID VALUE
Hargrave Builders, Inc.	10%	\$96,000.00	\$1,943,450.00
Manusos General Contracting, Inc.	100%	\$109,147.00	\$2,167,331.00
Pepper Construction Company	32%	\$149,778.00	\$2,280,200.00

Explanation of Purchase: This contract is for the general trades package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Hargrave Builders, Inc. of South Elgin, IL in the amount of \$2,039,450.00 with a 10% contingency of \$203,945.00 in a total not-to-exceed amount of \$2,243,395.00.

10. NEW BUSINESS

10.9. LAKESHORE CAMPUS URBAN FARM CENTER – MILLWORK

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$78,595.00

Bids		Amount	
MILLWORK	BEP%	ALTERNATE VALUE	BASE BID VALUE
CS Architectural Woodworking	30%	\$22,445.00	\$63,100.00
Hargrave Builders, Inc.	0%	\$25,000.00	\$46,450.00

Explanation of Purchase: This contract is for the millwork package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Hargrave Builders, Inc. of South Elgin, IL in the amount of \$71,450.00 with a 10% contingency of \$7,145.00 in a total not-to-exceed amount of \$78,595.00.

10. NEW BUSINESS

10.10. LAKESHORE CAMPUS URBAN FARM CENTER - ROOFING, SHEET METAL, METAL PANELS

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$664,950.00

Bids	Amount		
ROOFING, SHEET METAL, METAL PANELS	BEP%	ALTERNATE VALUE	BASE BID VALUE
A-1 Roofing Company	44%	\$0.00	\$712,000.00
Bennett & Brosseau Roofing, Inc.	30%	\$0.00	\$604,500.00
GC Roofing, LLC	88%	\$0.00	\$725,193.00
Olsson Roofing Company	30%	\$0.00	\$649,500.00
Riddiford Roofing Company	30%	\$0.00	\$796,600.00

Explanation of Purchase: This contract is for the roofing, sheet metal, and metal panes package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, "All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive." Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Approve a contract with Bennett & Brosseau Roofing, Inc. Romeoville, IL for \$604,500.00 with a 10% contingency of \$60,450.00 in a total not-to-exceed amount of \$664,950.00.

10. NEW BUSINESS

10.11. LAKESHORE CAMPUS URBAN FARM CENTER - GLAZING

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$1,024,793.00

Bids			Amount
GLAZING	BEP%	ALTERNATE VALUE	BASE BID VALUE
Northern Glass, Inc.	30%	\$280,060.00	\$671,500.00
SG Metal & Glass	6.91%	\$208,130.00	\$723,500.00

Explanation of Purchase: This contract is for the glazing and constitution option package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, "All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive." Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with SG Metal & Glass of Bridgeview, IL in the amount of \$931,630.00 with a 10% contingency of \$93,163.00 in a total not-to-exceed amount of \$1,024,793.00.

10. NEW BUSINESS

10.12. LAKESHORE CAMPUS URBAN FARM CENTER - EPOXY FLOORING & SEALED CONCRETE

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$244,530.00

Bids		Amount	
EPOXY FLOORING & SEALED CONCRETE	BEP%	ALTERNATE VALUE	BASE BID VALUE
Oosterbaan & Sons Co.	0%	\$29,000.00	\$193,300.00

Explanation of Purchase: This contract is for the epoxy flooring and sealed concrete package for the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, "All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive." Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Oosterbaan & Sons Co. of Posen, IL in the amount of \$222,300.00 with a 10% contingency of \$22,230.00 in a total not-to-exceed amount of \$244,530.00.

10. NEW BUSINESS

10.13. LAKESHORE CAMPUS URBAN FARM CENTER – PAINTING

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$177,980.00

Bids		Amount	
PAINTING	BEP%	ALTERNATE VALUE	BASE BID VALUE
Ascher Brothers Company, Inc.	30%	\$11,250.00	\$229,100.00
Continental Painting & Decorating, Inc.	100%	\$17,800.00	\$160,000.00
Cosgrove Construction Inc.	0%	\$4,550.00	\$157,250.00
Oosterbaan & Sons Co.	30%	\$9,500.00	\$168,380.00

Explanation of Purchase: This contract is for the painting package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed nonresponsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Cosgrove Construction Inc. of Joliet, IL in the amount of \$161,800.00 with a 10% contingency of \$16,180.00 in a total not-to-exceed amount of \$177,980.00.

10. NEW BUSINESS

10.14. LAKESHORE CAMPUS URBAN FARM CENTER - FIRE PROTECTION

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$133,835.90

Bids			Amount
FIRE PROTECTION	BEP%	ALTERNATE VALUE	BASE BID VALUE
Nelson Fire Protection Co.	30%	\$17,050.00	\$104,619.00
United States Alliance Fire Protection, Inc.	0%	\$21,400.00	\$116,850.00

Explanation of Purchase: This contract is for the fire protection package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, "All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive." Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Approve a contract with Nelson Fire Protection Co. of Machesney Park, IL for \$121,669.00 with a 10% contingency of \$12,166.90 in a total not-to-exceed amount of \$133,835.90.

10. NEW BUSINESS

10.15. LAKESHORE CAMPUS URBAN FARM CENTER – PLUMBING

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$987,690.00

Bids		Amount	
PLUMBING	BEP%	ALTERNATE VALUE	BASE BID VALUE
A&H Plumbing	30%	\$96,500.00	\$1,052,700.00
DeFranco Plumbing, Inc.	0%	\$71,374.00	\$996,451.00
Hartwig Mechanical, In.	30%	\$66,600.00	\$914,500.00
Helm Group	0%	\$87,900.00	\$810,000.00

Explanation of Purchase: This contract is for the plumbing package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Helm Group of Westmont, IL in the amount of \$897,900.00 with a 10% contingency of \$89,790.00 in a total not-to-exceed amount of \$987,690.00.

10. NEW BUSINESS

10.16. LAKESHORE CAMPUS URBAN FARM CENTER – MECHANICAL

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$2,555,300.00

Bids		Amount	
MECHANICAL	BEP%	ALTERNATE VALUE	BASE BID VALUE
Amber Mechanical Contractors, Inc.	30%	\$479,500.00	\$2,568,000.00
Edwards Engineering, Inc.	30.2%	\$513,410.00	\$2,120,000.00
FE Moran	4%	\$529,400.00	\$2,011,000.00
Helm Group	30%	\$478,100.00	\$1,974,000.00
MG Mechanical Contracting, Inc.	24.12%	\$395,000.00	\$1,928,000.00
Sherman Mechanical	19.30%	\$556,500.00	\$1,900,000.00
Flo Tech	21.50%	\$650,000.00	\$1,959,000.00

Explanation of Purchase: This contract is for the mechanical package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with MG Mechanical Contracting, Inc. of Woodstock, IL in the amount of \$2,323,000.00 with a 10% contingency of \$232,300.00 in a total not-to-exceed amount of \$2,555,300.00.

10. NEW BUSINESS

10.17. LAKESHORE CAMPUS URBAN FARM CENTER – ELECTRICAL LOW VOLTAGE AND FIRE ALARM

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$2,909,687.00

Vendor	Amount		
ELECTRICAL, LOW VOLTAGE, AND FIRE ALARM	BEP%	ALTERNATE VALUE	BASE BID VALUE
Kelso-Burnett Co.	30%	\$372,150.00	\$2,460,550.00
Krause Electrical Contractors	100%	\$298,470.00	\$2,346,700.00

Explanation of Purchase: This contract is for the electrical low voltage and fire alarm package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Approve a contract with Krause Electrical Contractors of Zion, IL in the amount of \$2,645,170.00 with a 10% contingency of \$264,517.00 in a total not-to-exceed amount of \$2,909,687.00.

10. NEW BUSINESS

10.18. LAKESHORE CAMPUS URBAN FARM CENTER – EARTHWORK, AGGREGATE PIERS AND EARTH RETENTION

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$1,263,900.00

Vendor	Amount		
EARTHWORK, AGG. PIERS, AND EARTH RETENTION	BEP%	ALTERNATE VALUE	BASE BID VALUE
Berger Contractors, Inc	100%	\$0.00	\$1,198,000.00
Doetsch Contractors, Inc.	100%	\$0.00	\$1,149,000.00
Pepper Construction Company	0%	\$0.00	\$1,329,335.00

Explanation of Purchase: This contract is for the earthwork, aggregate piers and earth retention package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, "All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive." Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Approve a contract with Doetsch Contractors, Inc. of Zion, IL in the amount of \$1,149,000.00 with a 10% contingency of \$114,900.00 in a total not-to-exceed amount of \$1,263,900.00.

10. NEW BUSINESS

10.19. LAKESHORE CAMPUS URBAN FARM CENTER – LANDSCAPING

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$117,480.00

Vendor	Amount		
LANDSCAPING	BEP%	ALTERNATE VALUE	BASE BID VALUE
Breezy Hill Nursery, Inc.	31%	\$0.00	\$106,800.00
Landworks Limited	0%	\$0.00	\$119,700.00
Twin Oaks Landscaping	0%	\$0.00	\$158,913.00
Winters Landscape	22%	\$0.00	\$122,169.15
Onscape	Not submitted	\$0.00	\$168,280.00

Explanation of Purchase: This contract is for the landscaping package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Approve a contract with Breezy Hill Nursery, Inc. of Zion, IL in the amount of \$106,800.00 with a 10% contingency of \$10,680.00 in a total not-to-exceed amount of \$117,480.00.

10. NEW BUSINESS

10.20. LAKESHORE CAMPUS URBAN FARM CENTER – SITE UTILITIES

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$239,800.00

Vendor		Amount	
SITE UTILITIES	BEP%	ALTERNATE VALUE	BASE BID VALUE
Berger Contractors, Inc	100%	\$0.00	\$218,000.00
Doetsch Contractors, Inc.	100%	\$0.00	\$307,000.00

Explanation of Purchase: This contract is for the site utilities package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 14, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Approve a contract with Berger Contractors, Inc. of Wauconda, IL in the amount of \$218,000.00 with a 10% contingency of \$21,800.00 in a total not-to-exceed amount of \$239,800.00.

10. NEW BUSINESS

10.21. LAKESHORE CAMPUS URBAN FARM CENTER – FOOD SERVICE

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$689,552.23

Vendor	Amount		
FOOD SERVICE	BEP%	ALTERNATE VALUE	BASE BID VALUE
Boelter, LLC (Non Responsive)	0.00%	\$242,546.00	\$365,636.00
Federal Supply USA	100%	\$292,668.85	\$334,196.81

Explanation of Purchase: This contract is for the food service package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 7, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Approve a contract with Federal Supply USA of Waukegan, IL in the amount of \$626,865.66 with a 10% contingency of \$62,686.57 in a total not-to-exceed amount of \$689,552.23.

10. NEW BUSINESS

10.22. LAKESHORE CAMPUS URBAN FARM CENTER – ASPHALT PAVING

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$66,000.00

Vendor		Amount	
ASPHALT PAVING	BEP%	ALTERNATE VALUE	BASE BID VALUE
Chadwick Contracting Co.	0%	\$0	\$113,000.00
Chicagoland Paving Contractors, Inc.	0%	\$0	\$60,000.00

Explanation of Purchase: This contract is for the asphalt paving package for the construction of the Lakeshore Campus Urban Farm Center, which was publicly bid on March 7, 2025.

Per 30 ILCS 575/4, “All State contract solicitations that include Business Enterprise Program participation goals shall require bidders or offerors to include utilization plans. Utilization plans are due at the time of bid or offer submission. Failure to complete and include a utilization plan, including documentation demonstrating good faith efforts when requesting a waiver, shall render the bid or offer non-responsive.” Failure to provide adequate BEP documentation can result in a vendor being deemed non responsive.

Recommendation: Pending approval of the waiver request by the state, approve a contract with Chicagoland Paving Contractors, Inc. IL in the amount of \$60,000.00 with a 10% contingency of \$6,000.00 in a total not-to-exceed amount of \$66,000.00.

10. NEW BUSINESS

10.23. LAKESHORE CAMPUS URBAN FARM CENTER DELEGATION OF AUTHORITY AND APPROVAL OF CONTRACT

Lead Staff: Kevin Appleton, Vice President of Business Services and Finance

Funding Source: FY24 surplus and Foundation

Funding Request: \$18,142,681.27

Vendor	Amount
Pepper Construction	\$18,142,681.27

Explanation of Purchase: Approve the transfer of contracts for the trade packages required to build the Urban Farm at Lakeshore Campus with an estimated completion during Winter 2026. Administration requests a 10% contingency on the construction cost for unexpected costs for \$1,501,363.17. The total construction cost includes alternate cost.

Trade	CONTRACTOR	Contractor Location	Base Bid BEP %	Total	Contingency
PRECAST	Mid-States Concrete Industries, LLC	Barrington, IL	.0037%	\$811,694.00	\$81,169.40
STEEL & MISC METALS	K & K Iron Works, LLC	Barrington, IL	38%	\$911,483.00	\$91,148.30
ELECTRICAL GEAR PRE-PURCHASE CAST IN PLACE CONCRETE	Kelso-Burnett Co., Inc.	Barrington, IL	0%	\$45,800.00	\$4,580.00
MASONRY	Elliot Construction	Glen Ellyn, IL	0%	\$970,370.00	\$97,037.00
GENERAL TRADES	RV Builders Masonry	Bridgeview, IL	25%	\$81,000.00	\$8,100.00
MILLWORK ROOFING, SHEET METAL, METAL PANELS	Hargrave Builders	South Elgin, IL	10%	\$2,039,450.00	\$203,945.00
	Hargrave Builders	South Elgin, IL	0%	\$71,450.00	\$7,145.00
	Bennett & Brosseau Roofing, Inc.	Romeoville, IL	30%	\$604,500.00	\$60,450.00
GLAZING (AND GREENHOUSE ALT)	SG Metal & Glass	Bridgeview, IL	6.91%	\$931,630.00	\$93,163.00
EPOXY FLOORING & SEALED CONCREE	Oosterbaan & Sons Painting	Posen, IL	0%	\$222,300.00	\$22,230.00
PAINTING	Cosgrove Construction	Joliet, IL	0%	\$161,800.00	\$16,180.00
FOOD SERVICE EQUIPMENT	Federal Supply	Waukegan, IL	100%	\$626,865.66	\$62,686.57
FIRE PROTECTION	Nelson Fire Protection	Machesney Park, IL	30%	\$121,669.00	\$12,166.90
PLUMBING	Helm Group	Westmont, IL	0.00%	\$897,900.00	\$89,790.00
MECHANICAL	MG Mechanical Contracting, Inc.	Woodstock, IL	24.12%	\$2,323,000.00	\$232,300.00
ELECTRICAL, LOW VOLTAGE, AND FIRE ALARM	Krause Electric	Zion, IL	100.00%	\$2,645,170.00	\$264,517.00

10. NEW BUSINESS

EARTHWORK, AGG. PIERS, AND EARTH RETENTION	Doetsch Contractors, Inc.	Zion, IL	100%	\$1,149,000.00	\$114,900.00
ASPHALT PAVING	Chicagoland Paving Contractors Inc	Lake Zurich, IL	0%	\$60,000.00	\$6,000.00
LANDSCAPING	Breezy Hill Landscaping	Salem, WI	31%	\$106,800.00	\$10,680.00
SITE UTILITIES	Berger Contractors, Inc	Wauconda, IL	100%	\$218,000.00	\$21,800.00
FINAL CLEANING	Ram Pro Facilities	Zion, IL	100.00%	\$13,750.00	\$1,375.00
			35%	\$15,013,631.66	\$1,501,363.17

Construction Manager	Cost type	BEP %	Total
Pepper Construction	Survey Allowance	0%	\$22,574.00
	General Conditions and Reimbursables	0%	\$959,033.00
	Builders Risk	0%	\$27,529.02
	Performance and Payment Bond	0%	\$80,699.36
	General Liability Insurance 1.2%	0%	\$191,942.86
	Pepper Construction Company Fee 2%.	0%	\$325,908.20
	Additional Value Engineering and Design (CLC Requested)	0%	\$20,000.00
		Pepper Total	\$1,627,686.44
		Total Construction Amount	\$18,142,681.27

Recommendation: Approve the full award release to Pepper Construction of the lowest responsive and responsible bidders for the above list of trade packages for a construction total inclusive of alternates of \$15,013,631.66, a 10% contingency of \$1,501,363.17 and Pepper Construction's cost of \$1,627,686.44 in a total not-to-exceed amount of \$18,142,681.27.