

APPROVE ENTERING INTO AN AGREEMENT WITH ADVANCED SYSTEMS GROUP, INC.

ELECTRONIC FILING CABINETS

FOR THE PURCHASE OF ELECTRONIC FILING CABINETS

RECOMMENDATION:

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING:

of electronic filing
ed pursuant to a

Approve entering into an agreement with Advanced Systems Group, Inc. for the purchase of electronic filing cabinets for Various Departments at a cost not to exceed \$315,140.00. Vendor was selected pursuant to a

advertised bid solicitation (specification # 00-250839). A written agreement for this purchase is to be executed by the Board Secretary and the Vendor. No goods may be ordered or received and no payment shall be made to the Vendor until the Board Secretary has received a copy of the written agreement. If the Vendor does not execute a written agreement within 60 days of the date of this Board Report, the event a written agreement is not executed within 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Specification No: 00-250839

VENDOR: Advanced Systems Group, Inc.
135 Bernice Dr.
Bensenville, IL 60106
Contact Person: Jack McCarthy
(630) 766-1000
Vendor Number: 29475

USER: All central office departments.

Contact Person: Jack McCarthy
Chicago, IL 60603

shall commence April 1, 2001 and shall end March 31, 2002. This agreement shall be renewed for periods of twelve months each.

TERM: The term of this agreement shall have two options to renew for periods of twelve months each.

DESCRIPTION OF PURCHASE:

Goods: Electronic Filing Cabinets

Quantity: 1 thru 10 units

Total cost not to exceed \$315,140.00.

PURCHASE PROCEDURE FOR USERS: All central office departments may utilize this purchase contract.

the central office department must receive sign-off from the Board Secretary and the Vendor pursuant to the following guidelines. Prior to purchase the central office department must receive sign-off from the Board Secretary as it relates to Records Management Guidelines and Operations as it relates to

pursuant to the following guidelines. Prior to purchase the central office department must receive sign-off from the Board Secretary as it relates to Records Management Guidelines and Operations as it relates to providing installation and electrical service.

ADMINISTRATIVE ACTION: Administration shall advise the Board Secretary of the terms and conditions of the agreement.

written agreement. Authorized sign-off shall be provided by the Board Secretary.

submitted review of the request to waive and recommendations shall be made by the Board Secretary.

AFFIRMATIVE ACTION: The Waiver Review Committee shall be created on the basis of 50% participation for WBR, participation for other groups, and other project.

is not applicable to this report.

LSC REVIEW: Local School Council approval is required for this purchase.

FINANCIAL: Charge to Various Departments: \$315,140.00
Budget Classification: 5730 - Equipment
Source of Funds: Various

Fiscal Year: 1 Y01

GENERAL CONDITIONS:

Inspector General – Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 105/16-1/10, the Inspector General shall have the authority to conduct investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former