

ROLL CALL

APPROVE PURCHASE AND CHANGE ORDER RECOMMENDATIONS

The "Purchase and Change Order Recommendations" are presented by campus and a Summary of Purchases and Change Orders from "Appropriated Funds" (i.e., from State appropriations to the University) and from "Institutional Funds" is included. The latter term is used here to designate funds received by the University under contracts with the United States Government; contracts with private corporations and other organizations, from foundation grants, and grants from corporations and other donors; and University revolving funds authorized by law. The Summary also indicates a total amount by campus.

The board action recommended in this item complies in all material respects with applicable State and federal laws, University of Illinois Statutes, The General Rules Concerning University Organization and Procedure, and Board of Trustees policies and directives.

The Directors of Purchases have proposed and the Vice President and Chief Financial Officer recommends the following purchases and change orders. Unless otherwise specified, the purchase in each case is recommended on the basis of the lowest acceptable bid.

The President of the University concurs.

PURCHASES RECOMMENDED

Chicago Campus	
1 Unit	Hospital Pathology Laboratories
Item	Laboratory courier services for the period beginning November 19, 2007 through June 30, 2010.

Cost \$4,548,975 (estimated) f.o.b. delivered

FY08 \$1,310,000 (partial year)

FY09 \$1,506,500

FY10 \$1,732,475

Vendor MedSpeed LLC, Elmhurst, IL

Competitive bidding procedures were followed in accordance with the Illinois Procurement Code. Although fourteen firms were invited to submit proposals, only one response was received. MedSpeed is the only courier firm that could provide services to the 539 locations throughout Illinois. Future business will have the University's lab courier traveling to southern Wisconsin, Northwest Indiana, Eastern Iowa, Northern Kentucky, and Missouri.

The services are for the transport of medical specimens from neighboring clinics, hospitals and other state facilities to the Medical Center for testing. Pathology Labs is anticipating a projected growth of 25% in test volume over the next few years. Of that 25% growth, approximately 15% of lab tests will require the transporting services of the lab courier firm.

The pricing for these courier services is based on total costs for the entire route consisting of healthcare, clinical, surgical center, hospital, and correctional center locations. The estimated cost per test for the lab courier services is expected to remain at or under \$1.32 per test through the term of the contract.

2 Unit Campus Auxiliary Services Administration, Pavilion

Item Video display scoreboard

Cost \$1,155,000 f.o.b. delivered

Vendor White Way Sign & Maintenance Company, Mount Prospect, IL

<u>Bids Received</u>	<u>Total Cost</u>
White Way Sign & Maintenance Co., Mt. Prospect, IL	\$1,155,000
Daktronics, Inc., Brookings, SD	\$1,291,955

Competitive bidding procedures were followed in accordance with the Illinois Procurement Code.

The video display scoreboard, LED fascia display, and controller will replace the existing outdated scoreboards, message centers, and advertising panels currently installed at the Pavilion. The scoreboard has a scrolling line and can display any message such as advertising and game statistics, promotional information, and public announcements. The new system will help upgrade the Pavilion for the City of Chicago 2016 Olympics bid.

3 Unit Vice Chancellor for Administrative Services

Item Land use consulting services on an as-needed basis for the period November 15, 2007 through June 30, 2010.

Cost \$250,000 (estimated)

Vendor U.S. Equities Realty, LLC, Chicago, IL

<u>Proposals Received</u>	<u>Point Summary of Proposals</u> (Maximum Score of 1,400)
U.S. Equities Realty, LLC, Chicago, IL	1,315
Jones Lange LaSalle, Chicago, IL	1,230
Applied Real Estate Analysis, Inc., Chicago, IL	875
PRS Consulting, Chicago, IL	650

Competitive bidding procedures were followed in accordance with the Illinois Procurement Code.

The University will request individual land use consultant services on an as needed basis, with the focus of the engagement in one or more categories such as highest and best use analysis, alternate land and facility use analysis, valuation of land, fair market compensation, procurement policy and rules, opportunities for design build and other nontraditional construction options, and building standards and specifications.

Urbana-Champaign Campus

4	Unit	Facilities & Services – Garage & Car Pool
	Item	Twenty new Chevrolet Impalas and two new Chevrolet Suburbans with three years of On-Star Safe & Sound Plan.
	Cost	\$313,720 f.o.b. delivered
	Vendor	Barker Chevrolet, Lexington, IL

<u>Bids Received</u>	<u>Total Cost</u>
Barker Chevrolet, Lexington, IL	\$313,720
Erickson Chevrolet, Fergus Falls, MN	\$334,132

Competitive bidding procedures were followed in accordance with the Illinois Procurement Code.

The award evaluation was based on the best overall price offered for twenty new E-85, flex fuel sedans and two new sport utility vehicles. The twenty Impala sedans are part of the Car Pool’s regular sedan replacement cycle. They are needed to transport larger numbers of passengers, baggage, equipment, etc.

The two Suburban sport utility vehicles are E-85 compatible and are equipped with Active Fuel Management which is a new technology that increases fuel efficiency in larger vehicles.

The On-Star “Safe & Sound” plan is not a navigation system and does not include non-emergency phone calls, directions, or other non-critical services. This purchase is to evaluate the emergency service and determine if this option plan would assist when vehicle difficulties occur outside the immediate Urbana-Champaign area.

5	Unit	Campus Information Technologies and Educational Services (CITES)
	Item	Domain name system, including hardware, software, installation, training, and travel.
	Cost	\$225,187 f.o.b. delivered

\$171,187 – hardware and software
 \$ 54,000 – installation, training, and travel

Vendor BlueCat Networks, Washington, DC

<u>Proposals Received</u>	<u>Point Summary of Proposals</u> (Maximum Score of 6,000)
BlueCat Networks, Washington, DC	4,168
BT Diamond IP (INS), Exton, PA	3,973
Men & Mice ehf, Reykjavik, Iceland	1,767
Infoweapons, Duluth, GA	1,649

Competitive bidding procedures were followed in accordance with the Illinois Procurement Code.

The domain name system will allow a centralized management of the enterprise wide Domain Name System (DNS) records and services. The services provided by the campus DNS servers are transparently used by every computer on campus and any computers off campus trying to reach University services.

A discount of 32% has been negotiated.

6 Unit Micro and Nano Technology Lab

Item Atomic Force Microscope System

Cost \$246,100 f.o.b.

Vendor Asylum Research, Santa Barbara, CA

This purchase is a sole source because the components of the System are trademarked and proprietary, and Asylum Research is the only authorized manufacturer and distributor.

This research instrument and imaging system will be available to all faculty and students on the Urbana campus to foster and enable a community of multi-disciplinary researchers exploring electronics, phototronics, biotechnology, and nanotechnology. The research can have broad impact ranging from human health to agricultural economics. This investment in University infrastructure will make the laboratory more

competitive for additional fiscal support and grant funding.

A discount of 20% was negotiated.

7	Unit	Facilities & Services
	Item	85 windows of various sizes for the English Building and 520 windows of various sizes for Gregory Hall.
	Cost	\$1,251,230 f.o.b. delivered
	Vendor	Marvin Windows and Doors, Warroad, MN

Competitive bidding procedures were followed in accordance with the Illinois Procurement Code.

The windows are being purchased to replace the 60 to 100 year old wood windows in both the English Building and Gregory hall. The current windows were inspected by McGuire, Iglesiaski, & Associates, historic preservation architects under retainer with the campus, and found to be in poor to fair condition with some having broken sash cords and missing sash weights and/or were loose fitting or had severely deteriorated sashes.

The new windows are aluminum clad wood windows with thermally sealed double glazing with soft low-E film on face 3 and filled with 40% argon gas between the two glazing panes to maximize efficiency and reduce maintenance costs. They are of high architectural, commercial quality from a well established window manufacturer who will warranty the windows for twenty years. The windows will match the existing windows in outward appearance including matching window profiles and exterior brick molds, thereby, retaining the historical integrity of these National Register of Historic Places “eligible” buildings.

CHANGE ORDERS RECOMMENDED

Chicago Campus

1 Unit Hospital Pathology Laboratories

Item Change order to increase the existing contract for estimated quantities of immunoassay test kits for the period July 1, 2007 through June 30, 2010.

Cost \$288,520 (estimated) f.o.b. delivered

Vendor Abbott Laboratories, Abbott Park, IL

	Original Amount (estimated)	Change Order (estimated)	New Total (estimated)
FY08	\$179,660	\$ 70,340	\$250,000
FY09	\$179,660	\$ 95,340	\$275,000
FY10	\$179,660	<u>\$122,840</u>	\$302,500
		\$288,520	

The additional testing supplies are required due to the increased volume of testing, which is due to increased activity in transplant and oncology cases, the opening of the Walter Payton Liver Center, and growth of clients for the Outreach Reference Lab Services.

In June, 2007, the Director of Purchases approved a contract with Abbott Laboratories to provide testing supplies to perform organ transplant-related anti-rejection drug testing, as well as other tests for patients at the Medical Center and its ambulatory clinics. The reagents and supplies are used in conjunction with two Abbott analyzers acquired by the University in 2002. Abbott Laboratories is the sole manufacturer of the existing equipment and the only manufacturer of the test kits for their equipment. Sole source requirements were followed in accordance with the Illinois Procurement Code.

2 Unit Hospital Pathology Laboratories

Item Change order to increase the existing contract for testing supplies for the period November 15, 2007 through June 30, 2010.

Cost \$2,508,106 (estimated) f.o.b. delivered

Vendor Beckman Coulter, Inc. Fullerton, CA

	Original Amount <u>(estimated)</u>	Change Order <u>(estimated)</u>	New Total <u>(estimated)</u>
FY08	\$ 620,000	\$ 470,434	\$1,090,434 (partial year)
FY09	\$ 620,000	\$ 904,499	\$1,524,499
FY10	\$ 620,000	<u>\$1,133,173</u>	\$1,753,173
		<u>\$2,508,106</u>	

In February, 2004, the Director of Purchases approved a FY04 contract with Beckman Coulter, Inc. for equipment, testing supplies, and maintenance for a laboratory automation system, based upon a competitive bidding process in accordance with the requirements of the Illinois Procurement Code. The initial term of the contract was for the period April 1, 2004 through June 30, 2004 with the option to renew for seven additional one year periods through FY11 with firm pricing for all renewal periods, based on continuing need, availability of funds, and satisfactory performance. The Director of Purchases approved the renewal for FY05. In November, 2005, the Board approved a Change Order for \$620,000 per year through FY11 to increase the contract for additional testing supplies due to increased testing volume. This option was executed for FY06 and FY07.

The proposed increase for FY08 through FY10 is needed to accommodate the substantial growth in test volumes and added test methods. Additionally, a substantial contract was awarded to the University as part of the success of the Outreach Reference Lab Services. It is projected that volumes will continue an upward trend at an approximate growth rate of 15%.

3	Unit	College of Medicine, Department of Surgery
	Item	Change order to increase the existing contract for the advertising campaign, publications, and media services for the Walter Payton Liver Center and extend the contract through January 14, 2008.
	Cost	\$281,987 (estimated)

Vendor LKH & S, Chicago, IL

Original Amount <u>(estimated)</u>	Change Order <u>(estimated)</u>	New Total <u>(estimated)</u>
\$390,000	\$281,987	\$671,987

On March 14, 2007 the Board of Trustees approved a contract with LKH & S to serve as the advertising agent of the Walter Payton Liver Center campaign.

The purchase was exempt from competitive bid in accordance with the Illinois Procurement Code under Donations for the procurement of services provided by a gift or donation.

The original term of the agreement was for a three month period from March 16, 2007 through June 30, 2007 with the option to renew for one additional six month period at the same terms and conditions. The option to renew was exercised through December 31, 2007.

The donor is requesting the contract increase and extension for the successful campaign for the Walter Payton Liver Center through January 14, 2008 to assist with the goal of raising \$10,000,000. The campaign will continue to raise awareness about liver disease through education and information. The cost of these services is based on a fixed fee and will be paid from the gift provided by the donor.

4 Unit College of Medicine, Department of Surgery

Item Change order to increase the existing contract for fund raising strategies for the Walter Payton Liver Center and extend the contract through May 31, 2008.

Cost \$50,000 (estimated)

Vendor Capstone Services Group, Inc., Naperville, IL

Original Amount <u>(estimated)</u>	Change Order <u>(estimated)</u>	New Total <u>(estimated)</u>
\$99,000	\$50,000	\$149,000

In January, 2007, the Director of Purchases approved a contract with

Capstone Services Group, Inc., to perform fundraising strategies for former and potential donors to the Walter Payton Liver Center.

The purchase was exempt from competitive bid in accordance with the Illinois Procurement Code under Donations for the procurement of services provided by a gift or donation.

The original term of the agreement was for an eight month period from January 31, 2007 through September 14, 2007 with the option to renew for one additional eight month period at the same terms and conditions.

The donor has completed negotiations with the vendor for the contract increase and extension, to continue to identify candidates and develop strategies in the recruitment of donors for the Walter Payton Liver Center, to assist with the goal of raising \$10,000,000. The cost of these services is based on a fixed fee and will be paid from the gift provided by the donor.

Urbana-Champaign Campus

5 Unit Facilities and Services, Construction Management

Item Change order to increase the existing contract for the supplier to assemble the metal lockers to be installed in the Intramural Physical Education Building (IMPE II).

Cost \$43,915

<u>Original Amount</u>	<u>Change Order</u>	<u>New Total</u>
\$198,950	\$43,915	\$242,865

Vendor Advantage Office Products, Northfield, IL

In May, 2007, the Director of Purchases approved a contract for metal lockers for the new varsity locker room at IMPE II, based upon a competitive bidding process in accordance with the requirements of the Illinois Procurement Code.

Due to concerns of potential damage to components in shipping, and possible warranty issues, it has been determined that it would be in the best interest of the University to pay the supplier the additional amount to have the metal lockers assembled at the manufacturing plant.

University Administration

6 Unit Office of Business and Financial Services, Student Financial Services and Cashier Operations

Item Change order to increase the existing contract for training courses and materials for the period November 15, 2007 through January 31, 2008 and exercise the first option to renew effective February 1, 2008 through January 31, 2009.

Cost \$206,998 (estimated) f.o.b. delivered

	Original Amount (estimated)	Change Order (estimated)	New Total (estimated)
FY08	\$85,000	\$142,598	\$227,598 (partial year)
FY09 Renewal	\$87,550	<u>\$ 64,400</u>	\$151,950 (partial year)
		\$206,998	

Vendor Franklin Covey, Salt Lake City, UT

In February, 2007, the Director of Purchases approved a contract with Franklin Covey for training for the period November 15, 2007 through January 31, 2008 with the option to renew for four additional one year periods at an increased cost of 3% for renewal periods one and two of the contract and up to 5% for subsequent years based on further price reduction negotiations, continuing need, availability of funds, and satisfactory performance.

The increase is needed to supplement the curriculum with courses designed to assist the Student Financial Services and Cashier's Operations customer service representatives who participate in the Summer Student Orientation Presentations; to train seven new staff members on the basic signature courses; and to provide additional on-site consulting days required to implement a goal-setting program.

The costs are based on a total of \$115,500 for facilitator fees (\$2,100 per day for 55 days); \$15,543 for travel costs; \$38,648 for materials; \$17,307 for benchmarking; and \$20,000 for additional consulting days.

SUMMARY OF PURCHASES	
(Rounded to nearest dollar)	
Chicago Campus	\$5,953,975
Urbana-Champaign Campus	\$2,036,237
University Administration	\$ 0
Recommended from Institutional Funds	
Grand Total	\$7,990,212
SUMMARY OF CHANGE ORDERS	
(Rounded to nearest dollar)	
Chicago Campus	\$3,128,613
Urbana-Champaign Campus	\$ 43,915
University Administration	\$ 206,998
Recommended from Institutional Funds	
Grand Total	\$3,379,526